



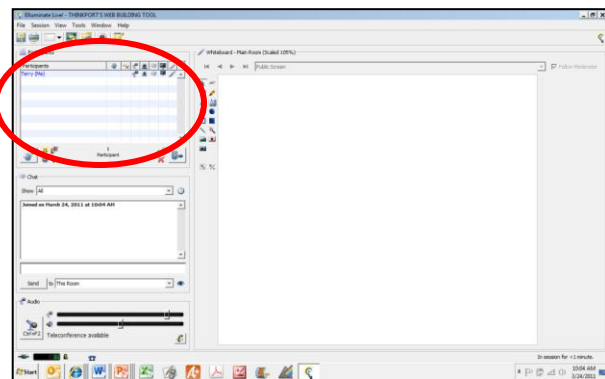
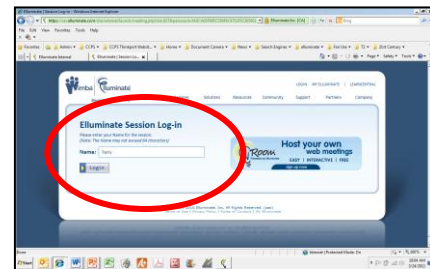
Getting into an Elluminate Session

You should have gone through the set up directions to make sure that JAVA is installed on your computer and it is ready to run an Elluminate session. This set of directions has been created to help you get into the room where the meeting is happening.

***** An email will be sent prior to the meeting day that will contain the link to the room and a contact number in case you are having trouble. We recommend that you get into the room at least 15 minutes before the scheduled meeting start time to make sure all is working.

Steps to Enter the Room...

- Click on the link that has been provided in the email. Your web browser will start and you may be prompted to download a file. Do download the file.
- This window will appear and you'll type in your first and last name.
- Click on Login.
- A series of windows will start and complete the task of getting you to the room.
- Based upon your location select the connection speed. At school it will generally default to LAN. Click OK.
- It will then finish the connection to the room.
- The screen to the right indicates you are in the room. Your name should be up in the Participants window along with the others that are in the room.
- The last thing you need to do is to test your headset. Make sure they are plugged in and then go to Tools>Audio>Audio Setup Wizard and follow the on screen directions.
- You are ready!



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