



Overview:

- Wimba provides real-time communication and content delivery with archive capabilities for on-line courses.
- **Minimum Requirements: Internet Explorer 5.0 or Netscape 4.5**


Attending a Course Session:

*Connecting a Headset **

To use audio in a Wimba session, you will need to borrow a headset with microphone from a lab consultant.



1. Locate the icons for microphone and speaker on the plugs of your headset.
2. Match the icons on the plugs to the jacks on the IC Lab computer.
 - The microphone jack on the computer is pink and the speaker jack on the computer is green.
 - The microphone plug on the headset is pink, and the speaker plug on the headset is black.
3. Plug the headset.
4. Make sure the volume control on your headset cord is turned up.

*Attending a Session **

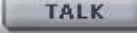
1. Launch Internet Explorer and log in to MyGateway
2. Click on the appropriate course name
3. In the left-hand panel, click on the Communication tab → Live Classrooms.
4. Once you click on Live Classrooms, all the available sessions should be shown. Click on the desired session to enter and then click on 

If you are accessing from home for the first time, then you will receive a prompt to download the client. If you are using Internet Explorer, the client is automatically installed. If you are using Netscape, accept the plugin (if needed) and then the client is automatically installed. Click **Yes in the Security dialog box, if necessary.**

*Running the Wimba Setup Wizard **

1. After clicking on the session you want to join, a setup wizard will open up.
2. Simply click on the  button. Disable any pop-up blockers present on the browser.
3. Go through the setup wizard by clicking on **Start**, and on the **Next** icons located on the bottom-right corner of the window.
4. Once the setup is done, click on , in order to launch Wimba.

*Speaking Options in Session **

Hold down the  icon during the time you are speaking. Holding down the Ctrl (control) key on the keyboard also allows the same speaking privilege.

*** Please see a Lab Consultant for help in any of the steps above when in our labs.**

Participating in a Course Session:



The screenshot shows the Wimba Live Classroom interface in a Microsoft Internet Explorer browser window. The address bar shows the URL: http://208.185.32.62 - Live Classroom - Microsoft Internet Explorer provided by Instructional Computing. The main content area displays "Welcome to 'Training'". Below this, there are several control buttons and a participant list. Annotations with arrows point to various elements:

- Shows you the Network Status:** Points to a network status icon.
- Speaker and Microphone Control:** Points to a speaker and microphone icon.
- Hold Talk to speak:** Points to a "TALK" button.
- Yes:** Points to a "Yes" button in the participant area.
- No:** Points to a "No" button in the participant area.
- Raise Hand:** Points to a hand icon in the participant area.
- Exit:** Points to an "Exit" button.
- Lobby:** Points to a "Lobby" button.
- Participant Area:** A callout box points to the participant list, which shows "Sami_Abdul_samad" at the top.
- Text Box:** Points to a text input field at the bottom.

Additional text in the interface includes: "Connecting to server... You have connected successfully!", "You have entered 'Training'. Your media format is HorizonMedia Multi-way Audio.", and a "To:" dropdown menu currently set to "ALL".

Sending Text Chat

1. In order to send a text message, simply click on the text box, type in your message, and hit enter.
2. To send a message to every one in your session, make sure it says **To: ALL** above.
3. To send a message to private people, simply change the selection from **All** to the desired person's name to whom you want to send the message, and hit the **Enter** key on the keyboard.

More Options

The screenshot shows the "Audio Options" menu with the following items:

- Speaker Volume Up
- Speaker Volume Down
- Microphone Volume Up
- Microphone Volume Down
- Lock Talk
- Talk Clicking (checked)
- Filters (arrow)
- Input Devices (arrow)
- Toggle Log Window
- Disconnect Audio

Volume Control

- Filters** – In order to add filters to the sound control such as Silent Detection and Noise Reduction
- Input Devices** – In order to add input devices from other applications such as Sound Max Digital Audio
- Disconnect Audio** – Disables the talking privilege