

Instructions for the DEAC's Webinar on the Revised Student Achievement Disclosure for the Public

Webinar Dates and Times:

March 4, 2020 @ 2 p.m. EST

March 11, 2020 @ 2 p.m. EST

Contact Info for Questions on How to Access the Webinar:

webinar@alu.edu

How to Access the Online Webinar:

1. ALU uses an online virtual meeting platform called Adobe Connect. Prior to the webinar, an email from webinar@alu.edu will be sent to you with the specific passcode for your webinar session, as well as this instruction packet. Please note down that passcode to be prepared for future steps.
2. To reach the online webinar, begin by opening a browser and going to: <https://alu.adobeconnect.com/webinar> (see)

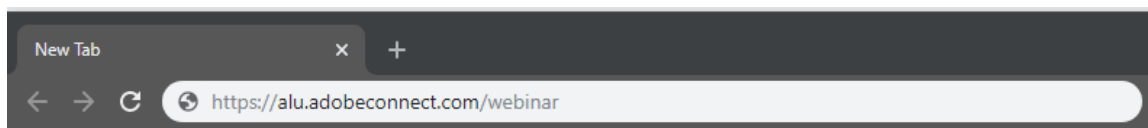


Figure 1: ALU Webinar URL

- The URL will take you to the ALU Webinar page on the Adobe Connect platform where you can log in to your online webinar session. Enter your first name and last name under “Name” and the passcode given to you by email from webinar@alu.edu under “Room Passcode.” Please review Terms of Use & Privacy Policy for Adobe Connect the guest fields and click on “Enter Room.”

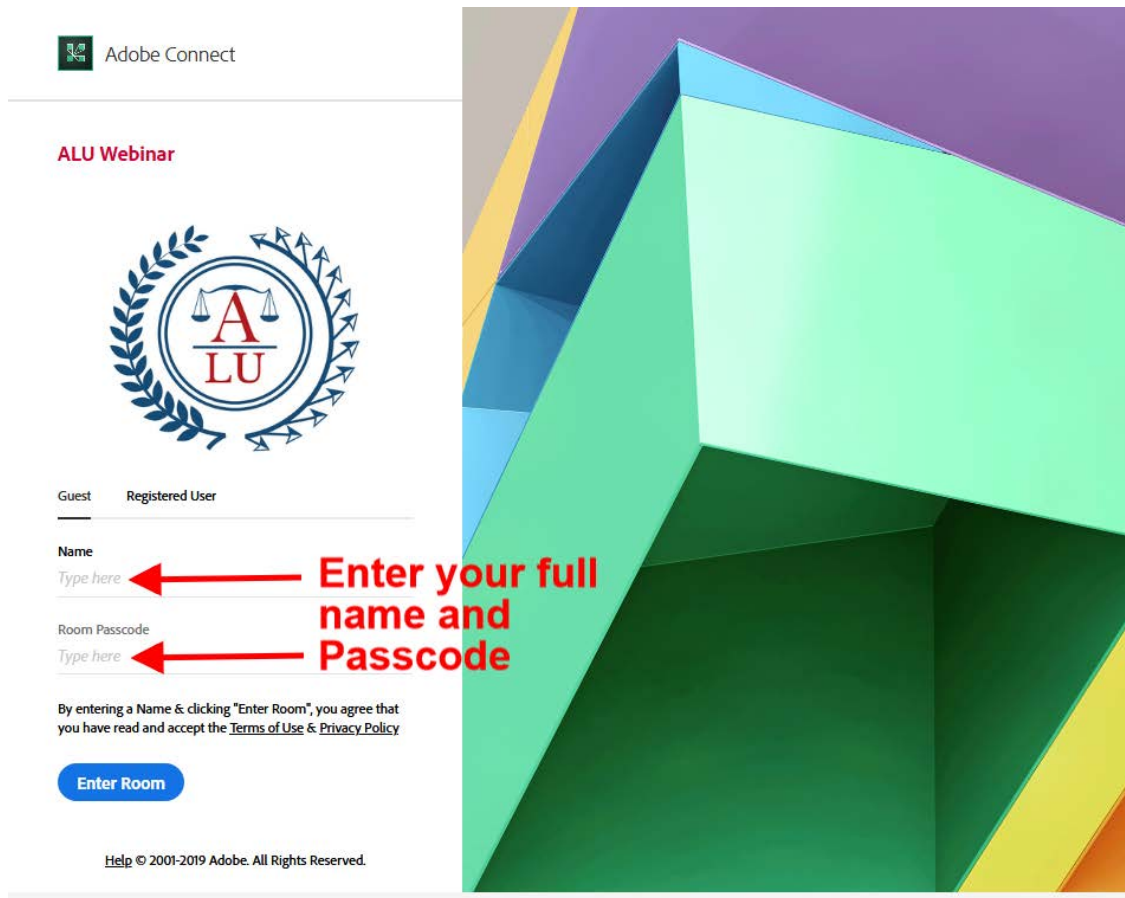
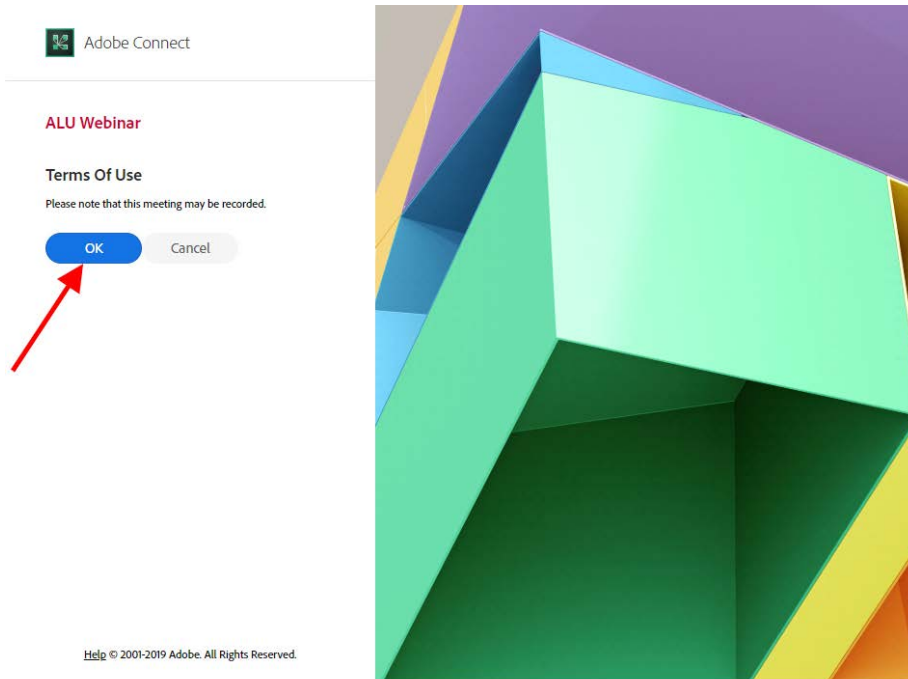


Figure 2: ALU Webinar Login Page

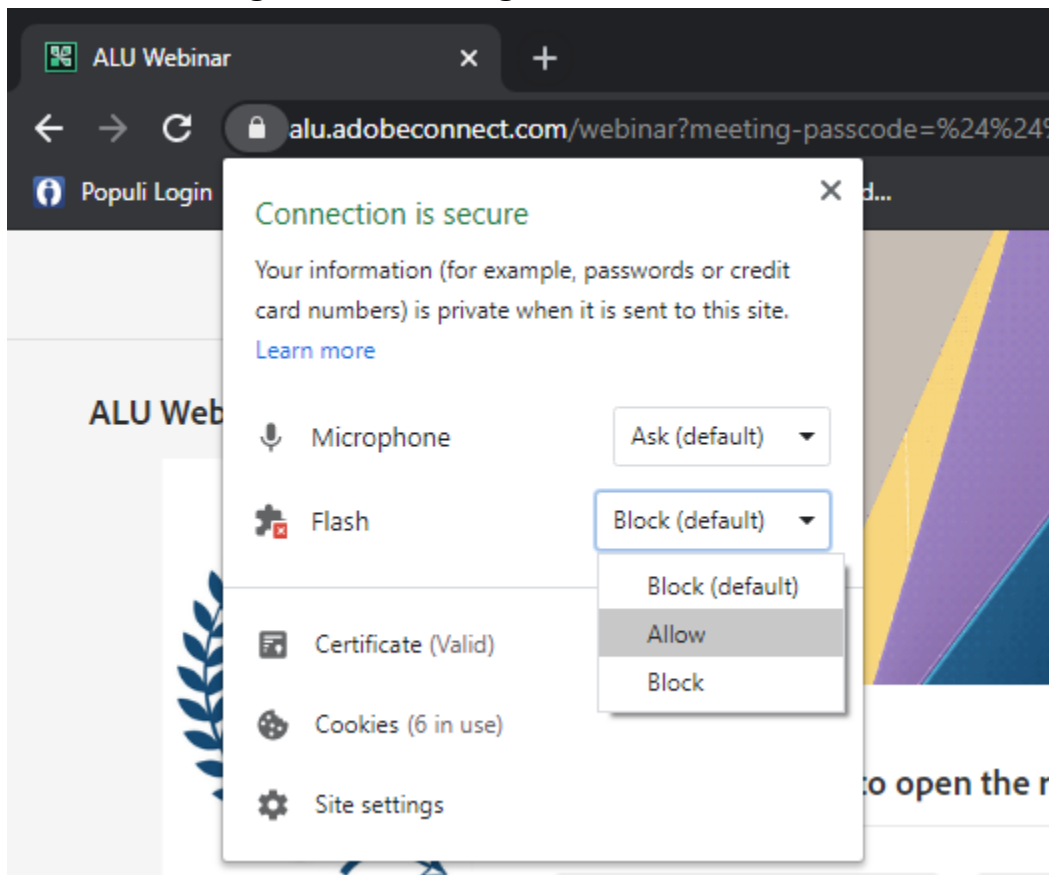
4. An additional “Terms Of Use” notification page will appear. Please click “OK” to be able to continue.



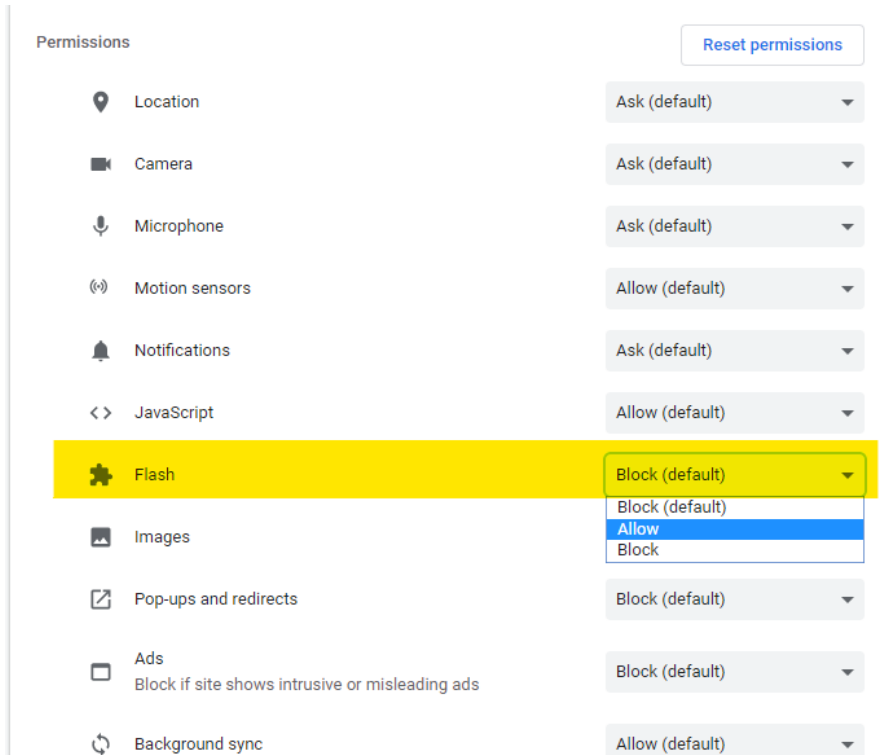
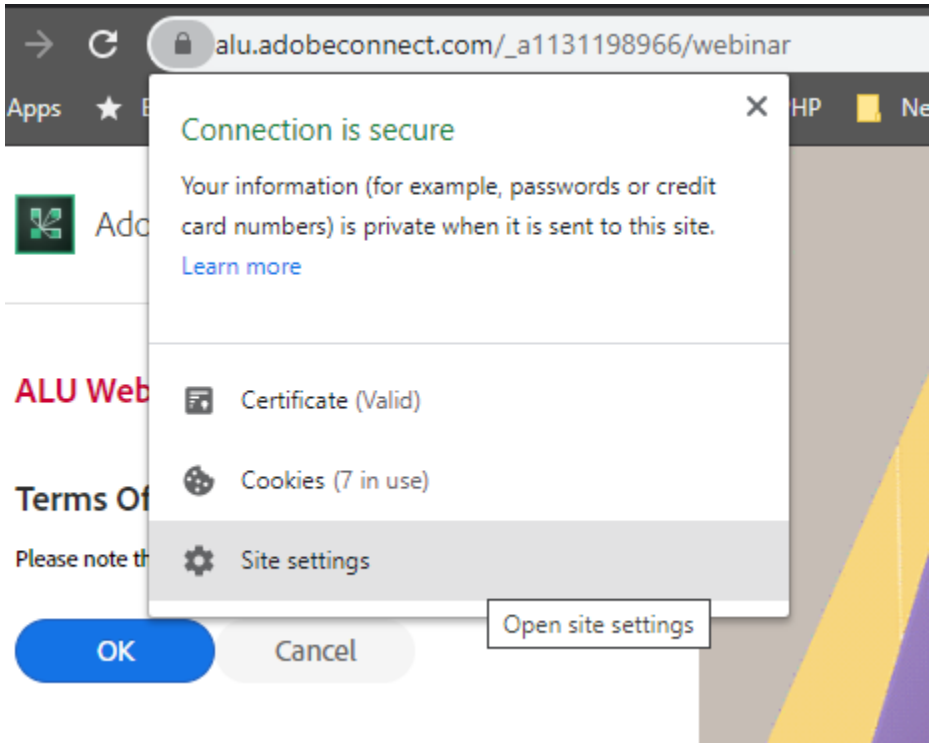
5. Before entering the Adobe Connect webinar, please make sure you have Adobe Flash enable for your browser.

Adobe Connect in Google Chrome

To attend an Adobe Connect session in Chrome browser, make sure Flash is enabled in Chrome and access the meeting URL. To enable the Flash on the site, click the lock icon at the beginning of URL and Change Flash setting to “Allow”



If you did not see the “Flash” selection, click on the “Site setting” and change the Flash setting to “Allow”



After you make the change, reload the page and go to next step.


ALU Webinar

Populi Login Check List HTML ALU Adobe Connect Ad...

To apply your updated settings to this site, reload this page [Reload](#)

Adobe Connect

ALU Webinar



Where do you want to open the room?

Open in browser

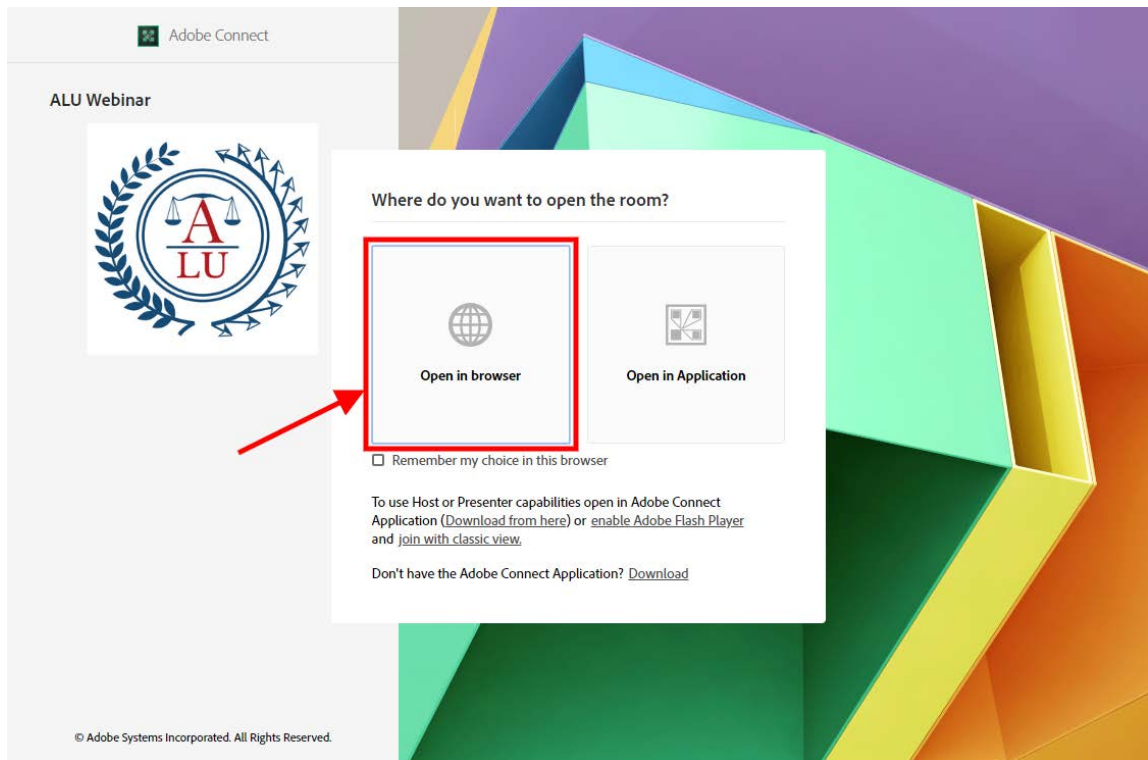
Open in Application

Remember my choice in this browser

The image shows a browser window with a dark theme. The address bar contains the URL 'alu.adobeconnect.com/webinar?meeting-passcode=%24%24%3A%3AyVJAQQqecuXCEfybBebURw...'. Below the address bar, there are several icons and text: 'Populi Login', 'Check List HTML', 'ALU', and 'Adobe Connect Ad...'. A notification bar at the top of the page content area says 'To apply your updated settings to this site, reload this page' with a blue 'Reload' button. The main content area has a header 'ALU Webinar' and a large logo for ALU (American University of London) featuring a scale of justice and the letters 'A' and 'LU' inside a circular emblem with a laurel wreath. A modal dialog box is open in the foreground, titled 'Where do you want to open the room?'. It contains two radio buttons: 'Open in browser' (selected) and 'Open in Application'. Below these is a checkbox labeled 'Remember my choice in this browser' which is currently unchecked. The background of the page behind the dialog is a colorful abstract graphic with purple, blue, and green geometric shapes.

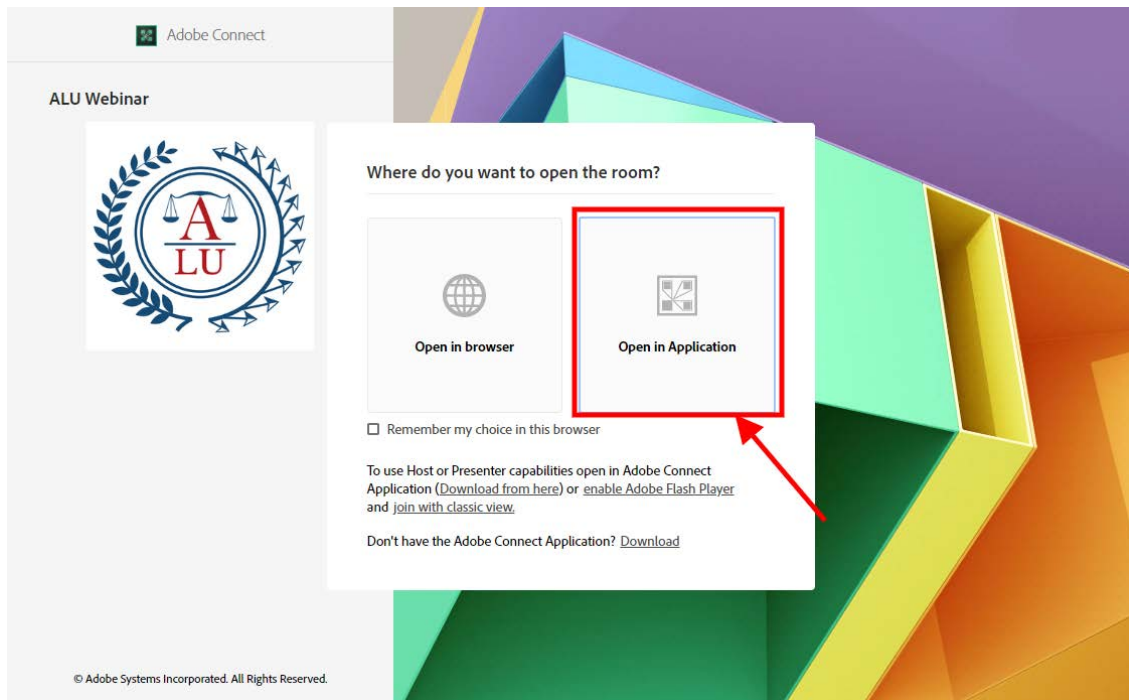
6. Adobe Connect offers two options for users to open webinars – Open in Browser and Open in Application.

If you are a first-time user of Adobe Connect, the “Open in browser” selection is recommended for new users since that can be easier to navigate.



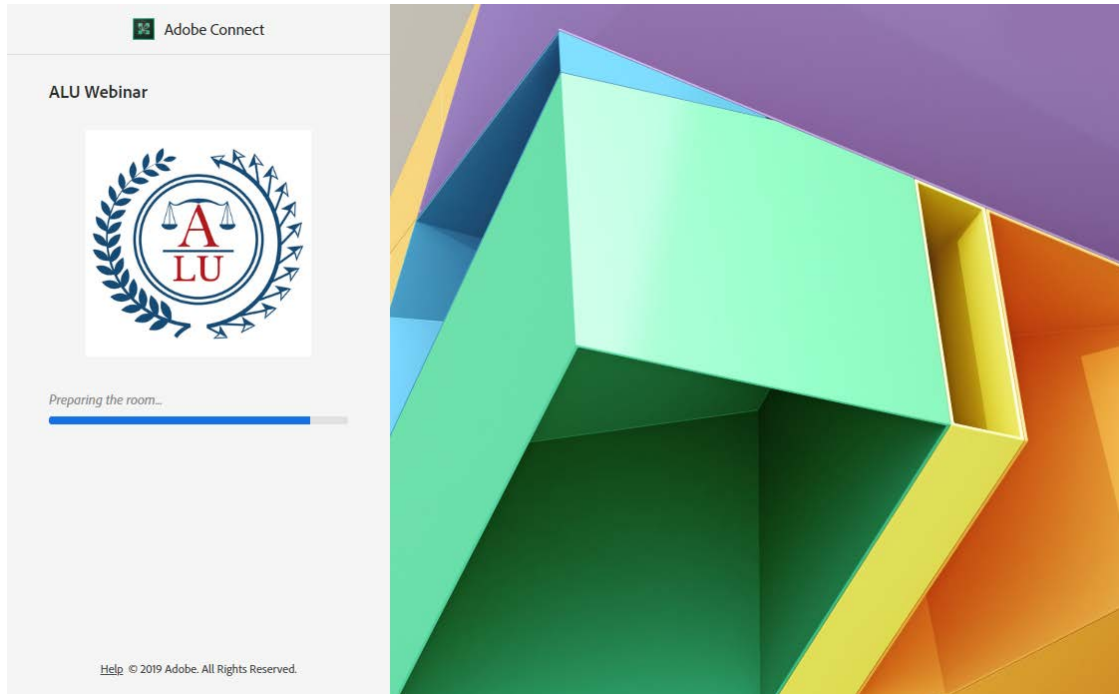
If you have used Adobe Connect before and the Adobe Connect Application has already been downloaded and installed in your device, you can choose “Open in Application” method.

If you have used Adobe Connect and chosen a specific setting before, the platform will push you according to the setting you selected before.

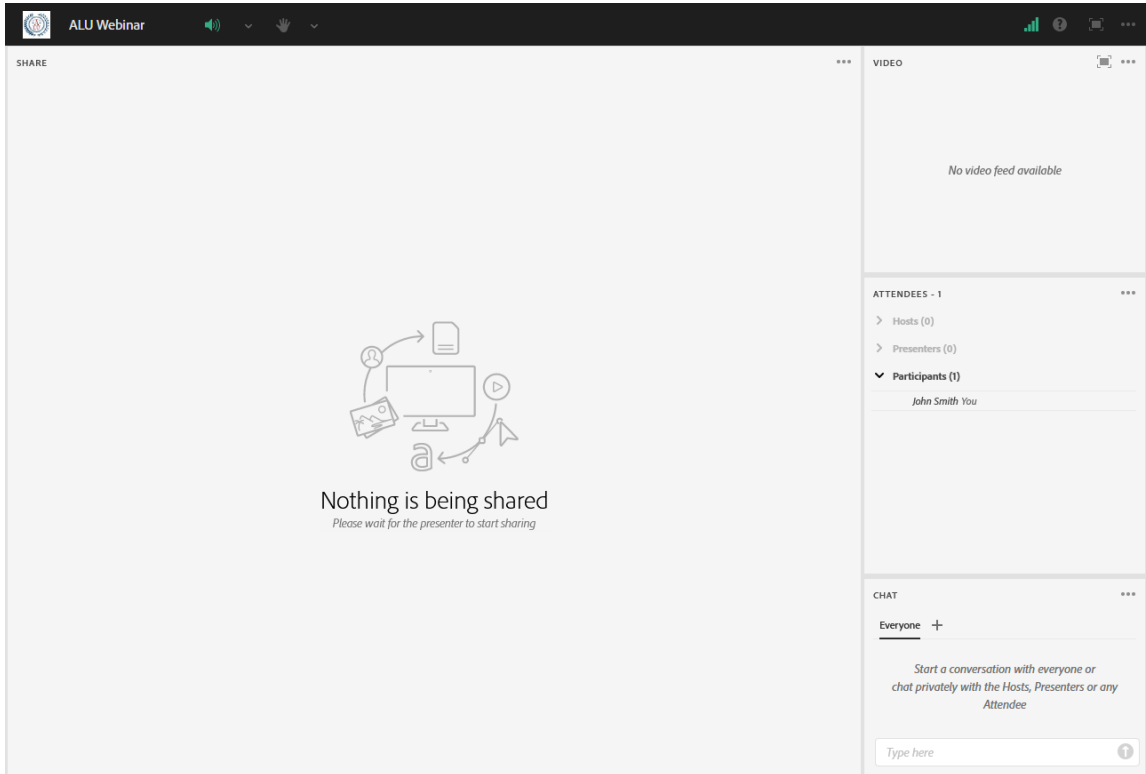


If you select “Open in Browser”:

1. A “Preparing the room” status bar will appear if you are setting up how to open the webinar in Adobe Connect as a first-time user. This set-up process may take a few minutes, so please wait until the online webinar room opens to you.

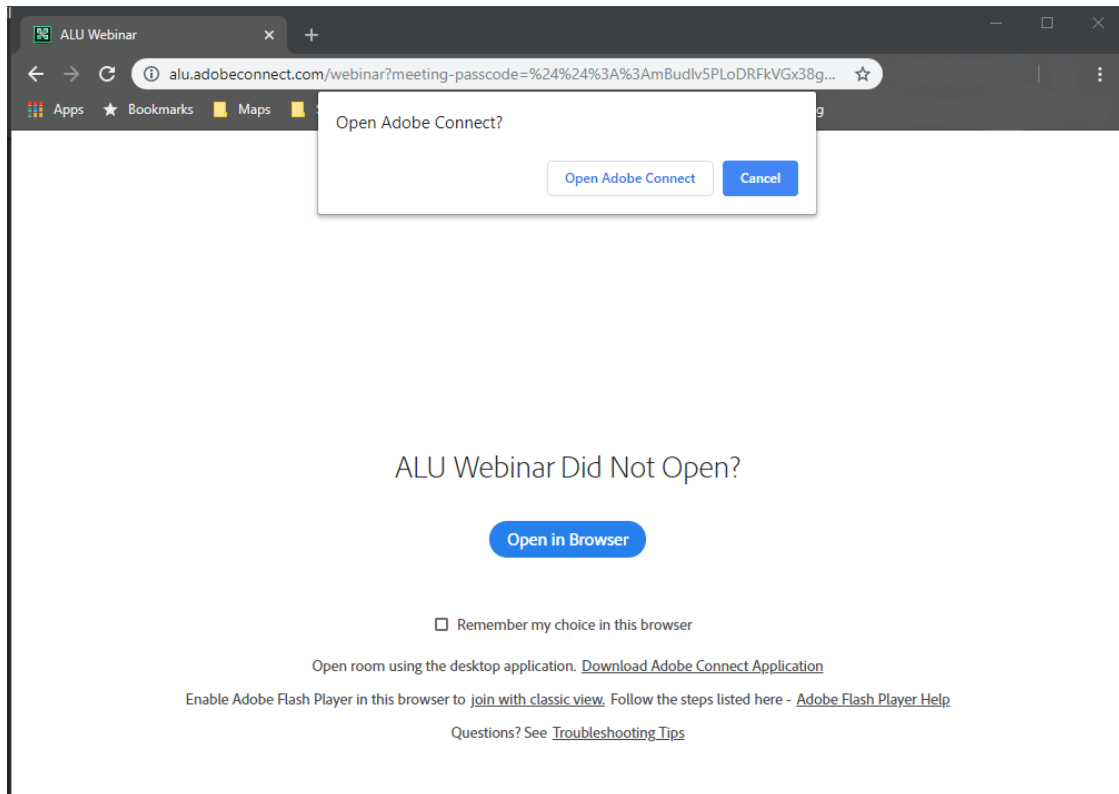


2. When the online webinar room is fully loaded, you will see the following page on your computer screen (this is if nothing yet is being shared and the video feed is not yet available, which may be the case if you access the webinar link earlier than the session start).

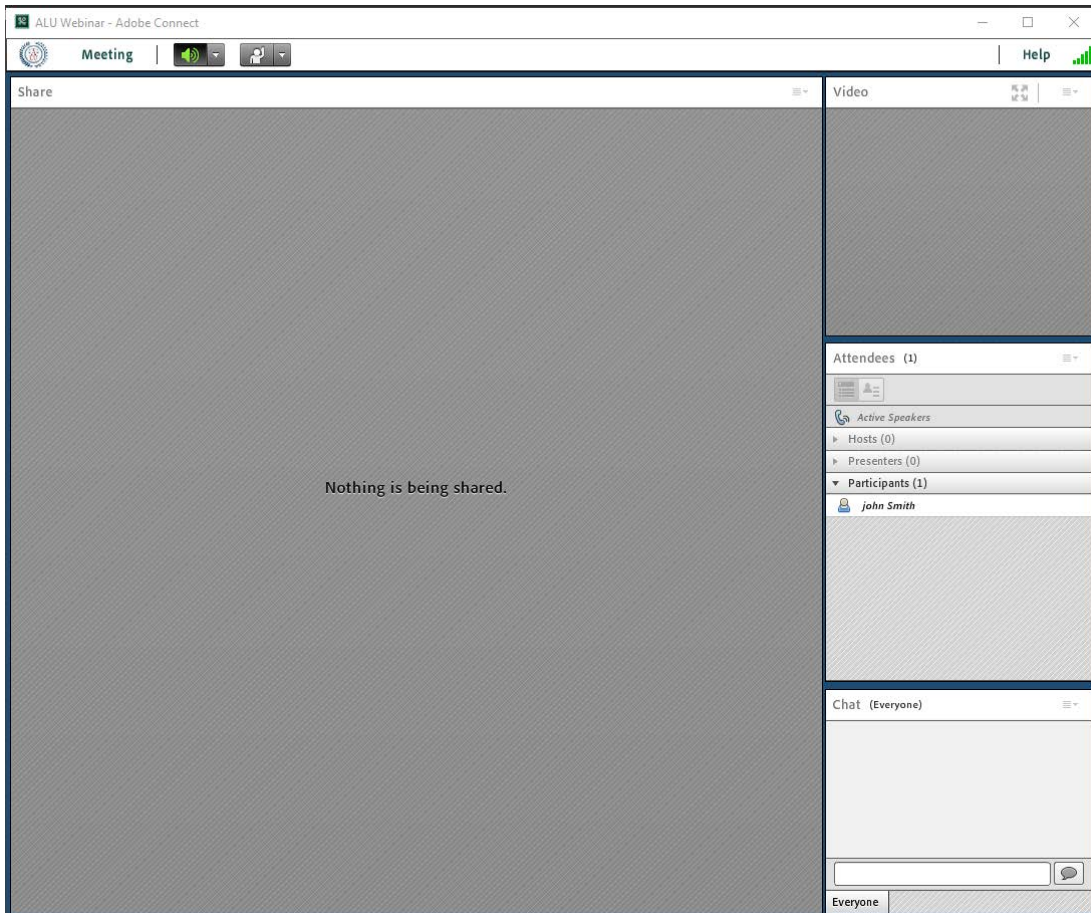


If you select “Open in Application”:

1. A page will appear with a pop-up message asking “Open Adobe Connect?” Select the “Open Adobe Connect” button to continue.

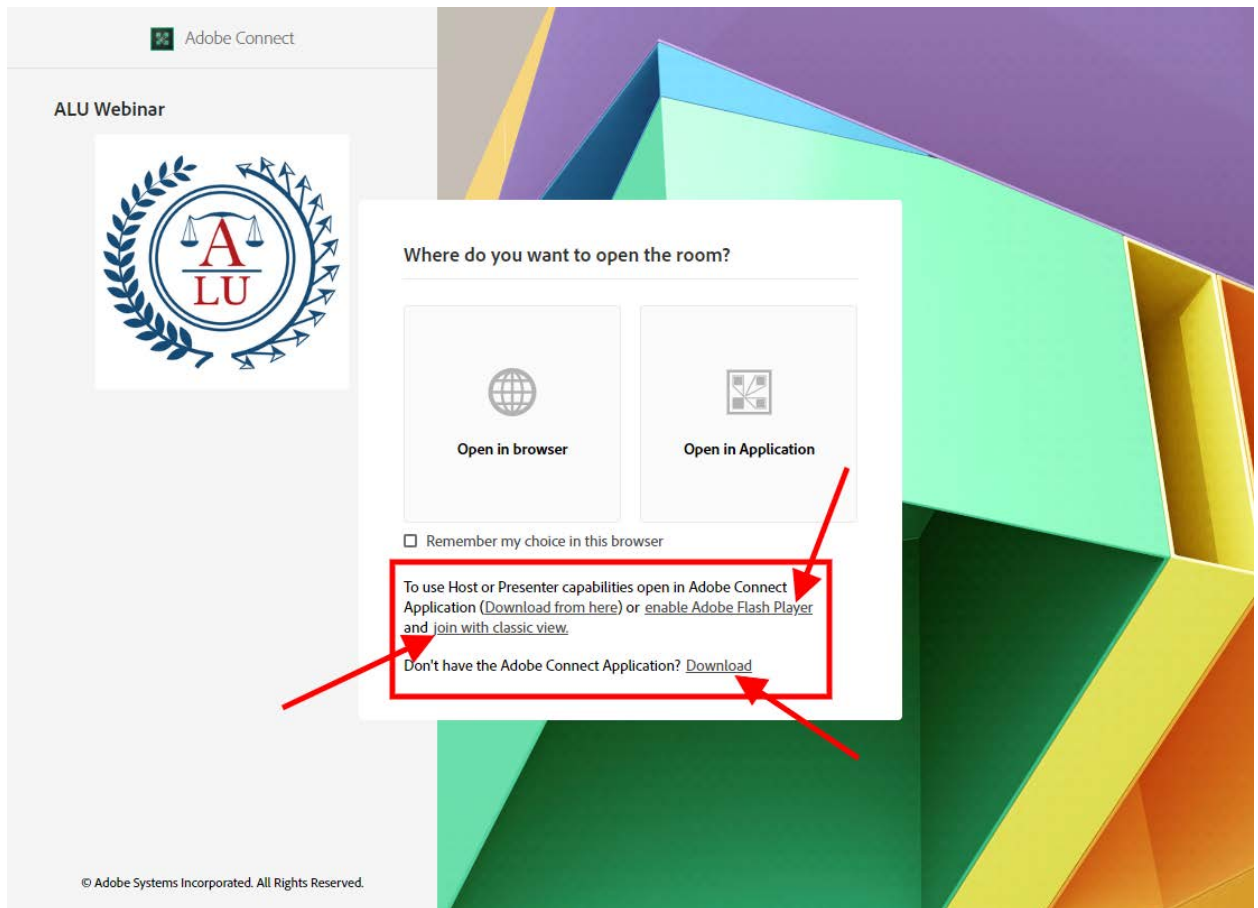


2. The page that should appear within the Adobe Connect application is the online webinar room.



Notes:

If you encounter difficulties opening the Adobe Connect Application and cannot use the “Open in Browser” method to join the webinar, then one troubleshooting method is to re-download your Adobe Connect application to your device. Another method is to enable Adobe Flash Player and join with Classic View Mode.



Here are some useful links

Adobe Connect Downloads:

- For Windows: <https://www.adobe.com/go/Connectsetup>
- For Mac: <https://www.adobe.com/go/ConnectSetupMac>

Adobe Connect Diagnostic Test:

- Link:
https://alu.adobeconnect.com/common/help/en/support/meeting_test.htm
- Help:
<https://helpx.adobe.com/adobe-connect/using/connection-test-connect-meeting.html>

If you have questions regarding these instructions, please email webinar@alu.edu.