

## Directions for Wimba Directions for using WIMBA

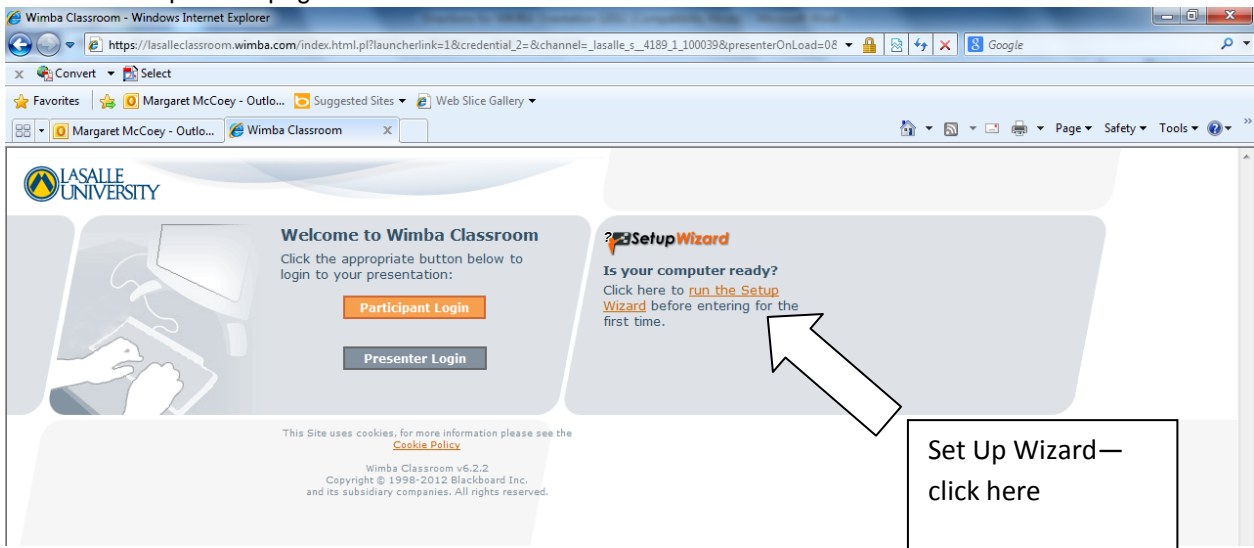
These are the directions for getting started with the tool.

### Getting Ready.

You should cut and paste this URL which was provided into your browser. It is best if you use IE or Google Chrome.

<https://lasalleclassroom.wimba.com/launcher.cgi?room= lasalle s 4189 1 100039>

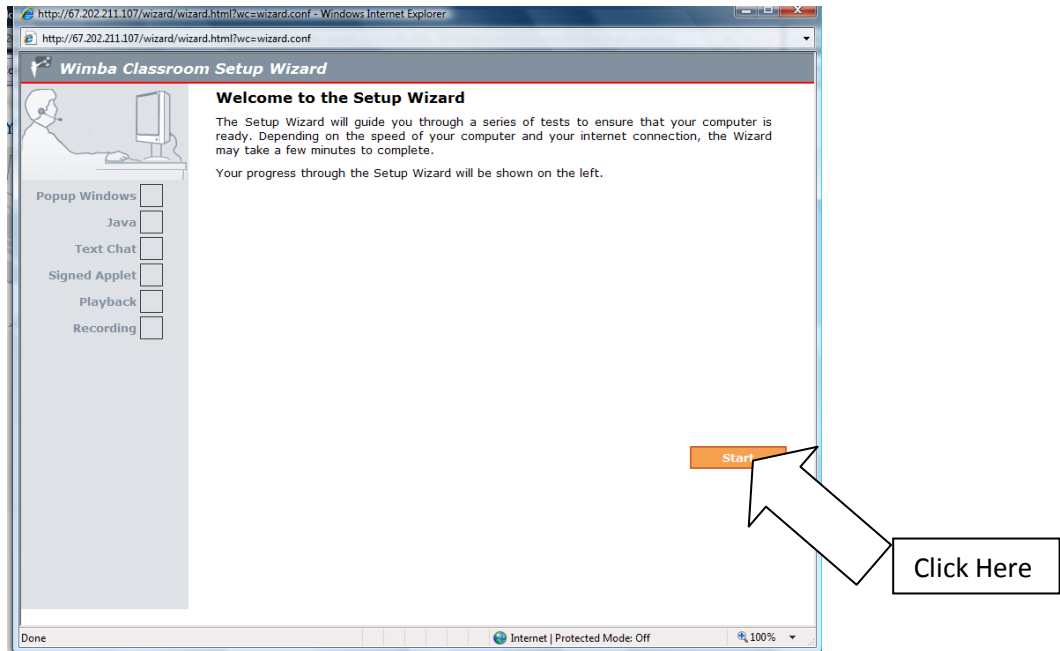
The URL will open to a page that looks like this.



You need to run the setup wizard to prepare your computer. If you don't have a headset and MIC, we will walk you through the connection for the audio later in these directions.

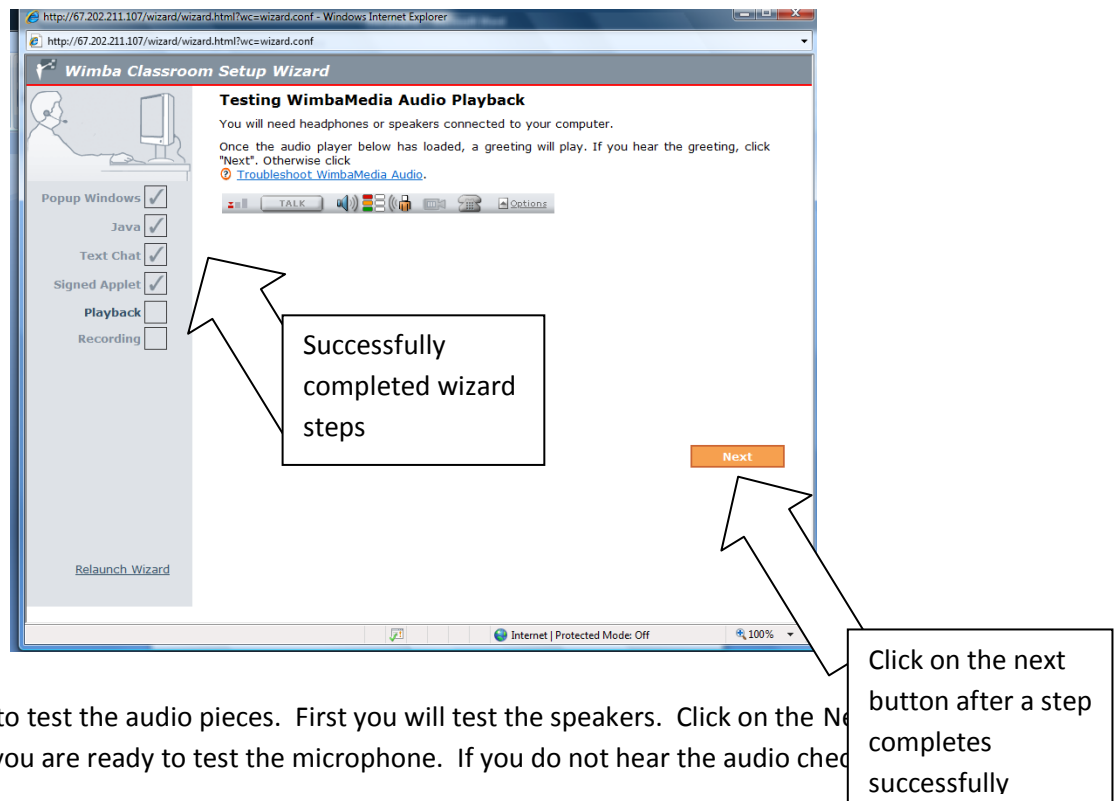
The setup wizard will appear. You need to run the wizard and work through each step. You are going to click on the start button. You should follow the directions in the wizard. You may need to make some updates to your computer in order to get this wizard to run successfully. Click on the START button and begin to follow the steps.

## Directions for Wimba



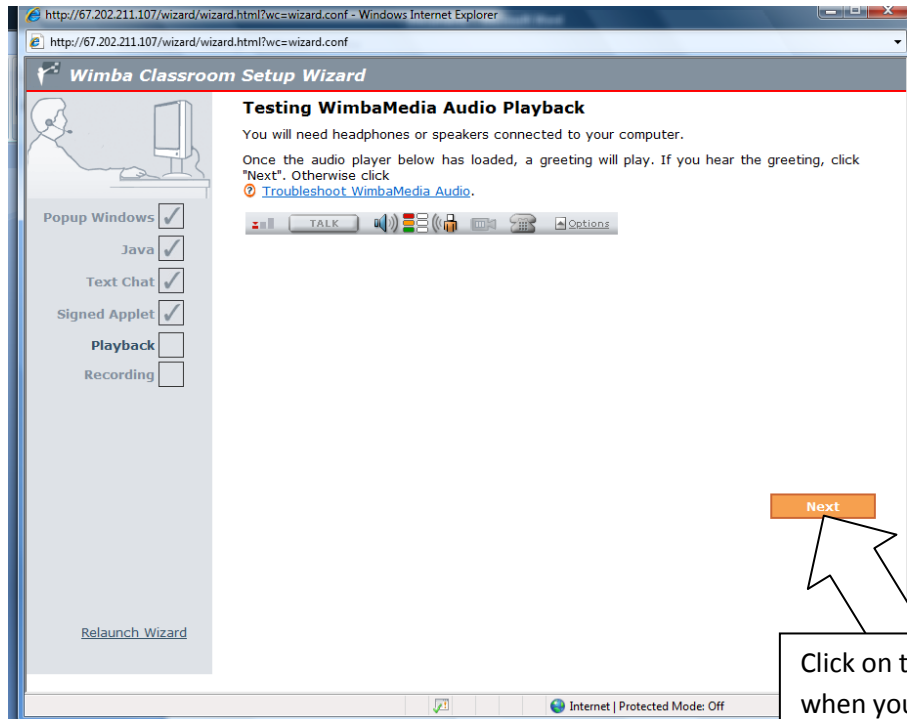
The steps will require you to test the audio speakers and microphone. If you have a headset with a microphone, these need to be plugged in before you start. You should not use the speakers or mic that are part of your laptop. This will cause a lot of feedback in the room and not allow for good audio.

If you do not have a microphone, there is an option to use a telephone to connect to the tool, but please be advised this is a toll call. I will explain how to use that later.



You are now ready to test the audio pieces. First you will test the speakers. Click on the Next button after a step completes successfully. Once you do hear the audio, you are ready to test the microphone. If you do not hear the audio check your audio settings.

## Directions for Wimba



http://67.202.211.107/wizard/wizard.html?wc=wizard.conf - Windows Internet Explorer

http://67.202.211.107/wizard/wizard.html?wc=wizard.conf

### Wimba Classroom Setup Wizard

#### Testing WimbaMedia Audio Playback

You will need headphones or speakers connected to your computer.

Once the audio player below has loaded, a greeting will play. If you hear the greeting, click "Next". Otherwise click [Troubleshoot WimbaMedia Audio](#).

TALK

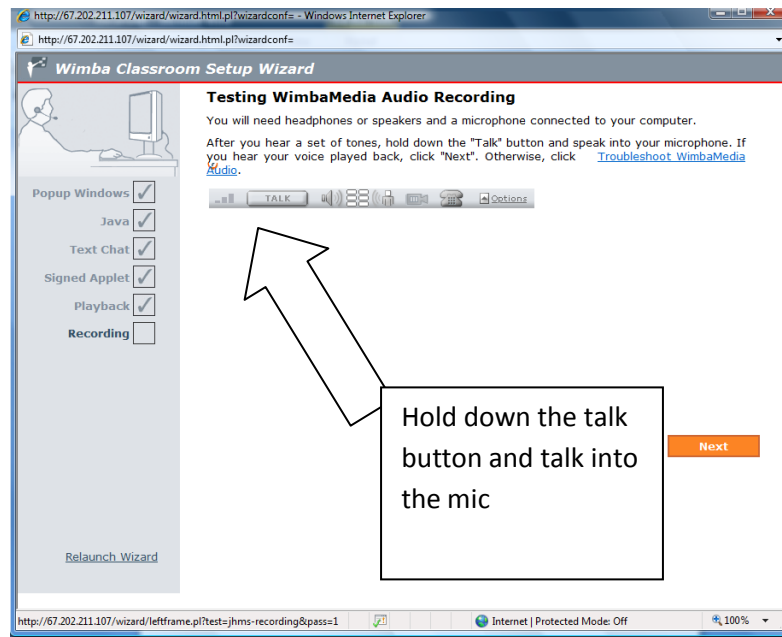
Next

Click on the next button when you hear the audio

Relaunch Wizard

Internet | Protected Mode: Off

You are now going to check the mic. Hold down the Talk button and speak into the mic. You will hear your voice.



http://67.202.211.107/wizard/wizard.html.pl?wizardconf= - Windows Internet Explorer

http://67.202.211.107/wizard/wizard.html.pl?wizardconf=

### Wimba Classroom Setup Wizard

#### Testing WimbaMedia Audio Recording

You will need headphones or speakers and a microphone connected to your computer.

After you hear a set of tones, hold down the "Talk" button and speak into your microphone. If you hear your voice played back, click "Next". Otherwise, click [Troubleshoot WimbaMedia Audio](#).

TALK

Next

Hold down the talk button and talk into the mic

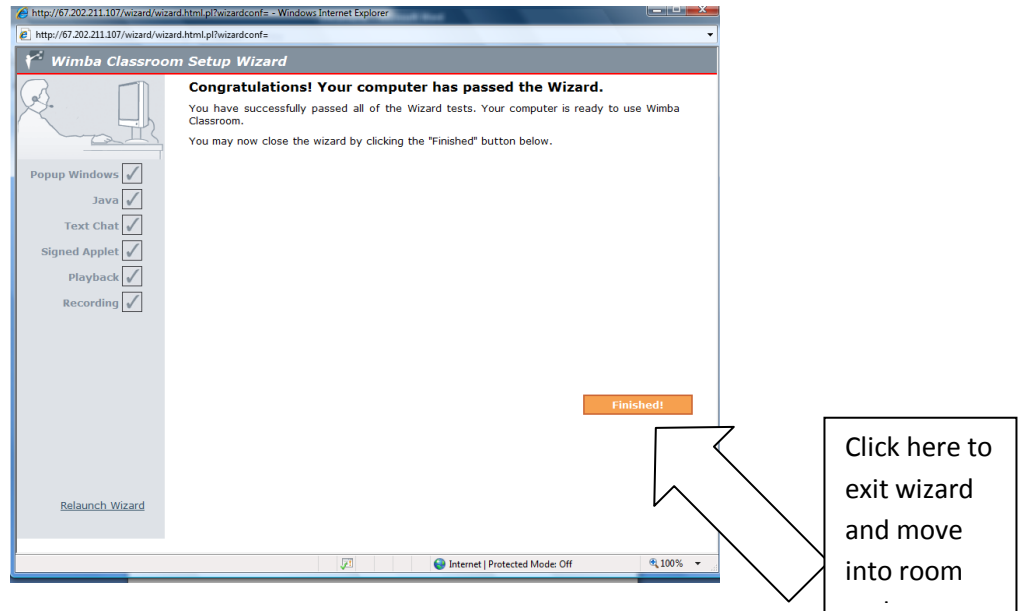
Relaunch Wizard

Internet | Protected Mode: Off

100%

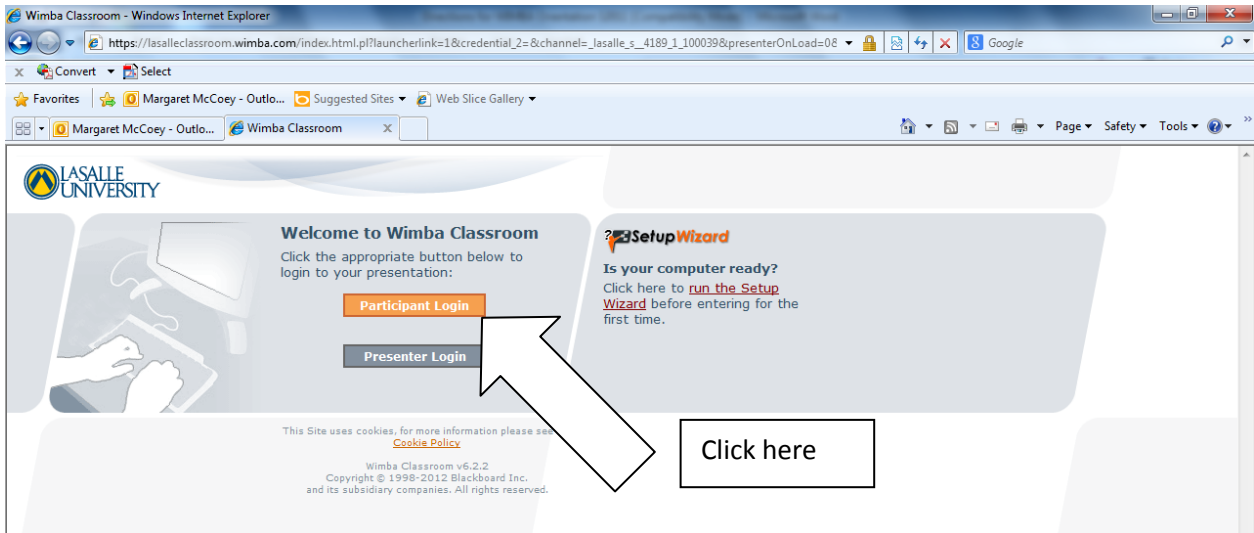
When you hear your voice, click Next button. The wizard will complete.

## Directions for Wimba



Now you are ready to enter the room. You should run this wizard before you are ready for the session.

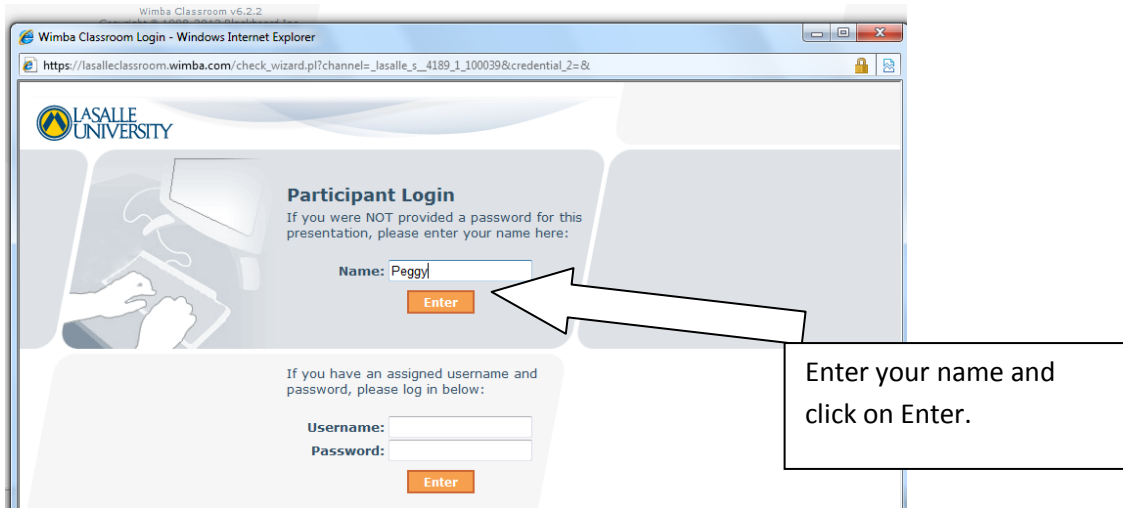
### **Entering the room.**



Once the wizard has successfully finished, you will come back to this screen.

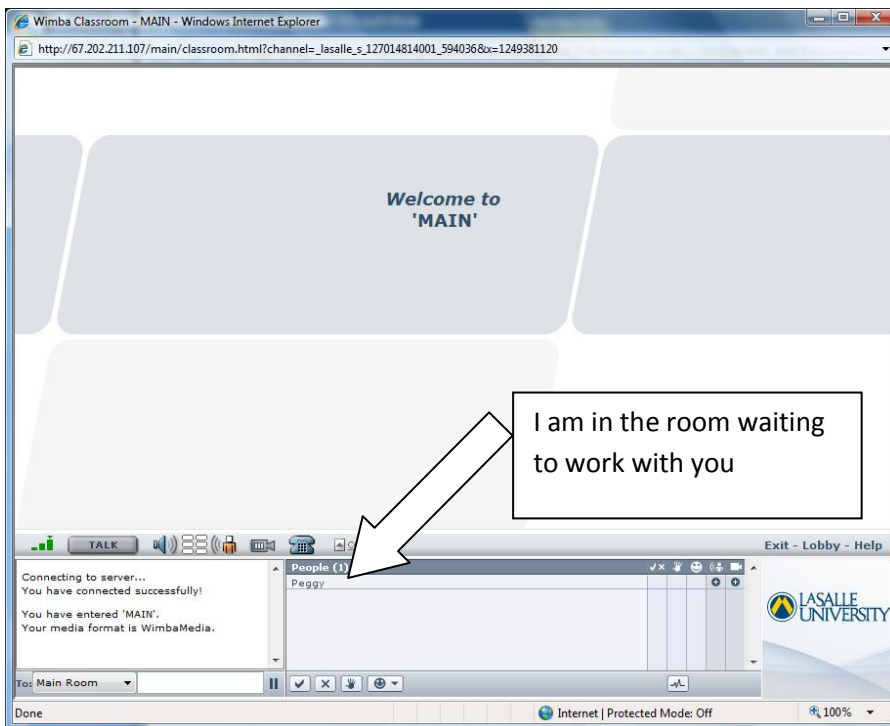
Click on the button Participant Login. The following screen will appear.

## Directions for Wimba



Enter your name in the Participant Login and click the Enter button.

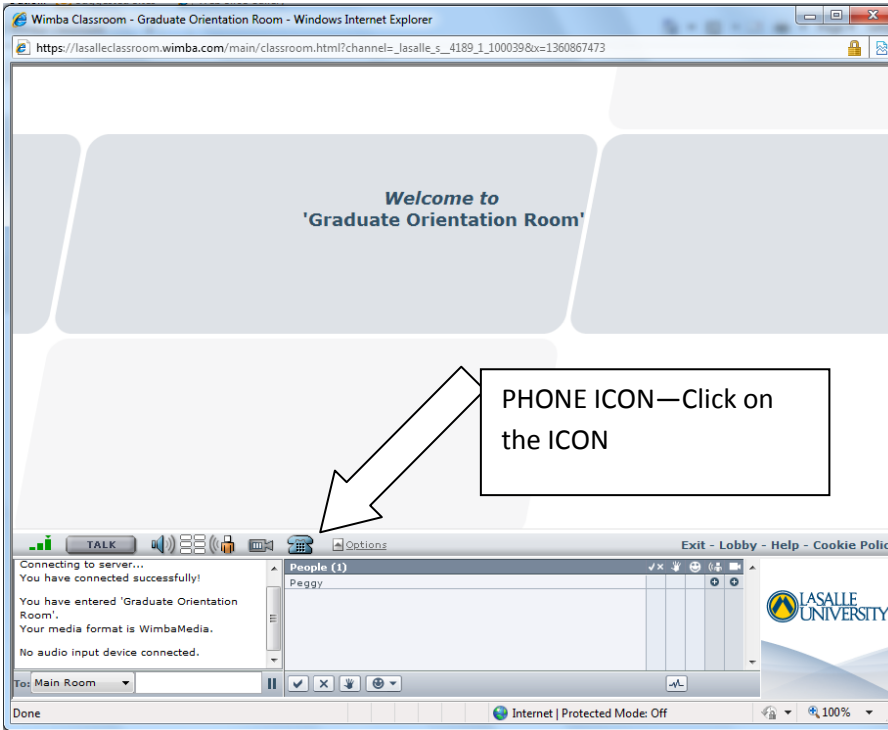
The following screen will appear and I will be waiting to work with you in the room.



## Directions for Wimba

### ***DIRECTIONS FOR USING PHONE FOR AUDIO***

If you do not have a headset with a mic, you can use a phone to participate in the session. You are going to find the PHONE icon which is above the list of names.



You will click on the ICON and see a number and PIN. Use this for your phone connection. Dial the number and PIN. This will associate your phone with your name in the list. You should know this is a toll number and using this PHONE NUMBER AND PIN will hid your PHONE number from anyone on the system.

