Notes to the participants:

- The platform of BigBlueButton works better on Chrome browser. Therefore, to avoid possible problems, use Chrome.

- You only need to click on the link (http://vroom2.um.ac.ir/na2020) to enter the conference room. Please note that we have to open the room before you can join.

There is no need to create an account. Please use *your "name and family name"* and click join.

You can choose any of these two options. If you just plan to listen, use the "listen only" option. You may change it later in the room. You may also type in the public chat if you need anything or have questions.

In case you enter the room with the "listen only" option you will see headset icon both on your user name and also at the bottom of the page (red arrows). If you decide to speak in the room, you need to leave audio and then join again with the "microphone" option, as follows:

To activate your microphone, click on the blue button with headset icon. Leave audio and then join again (next page)

Now click on this icon and join audio again. choose microphone (next page)
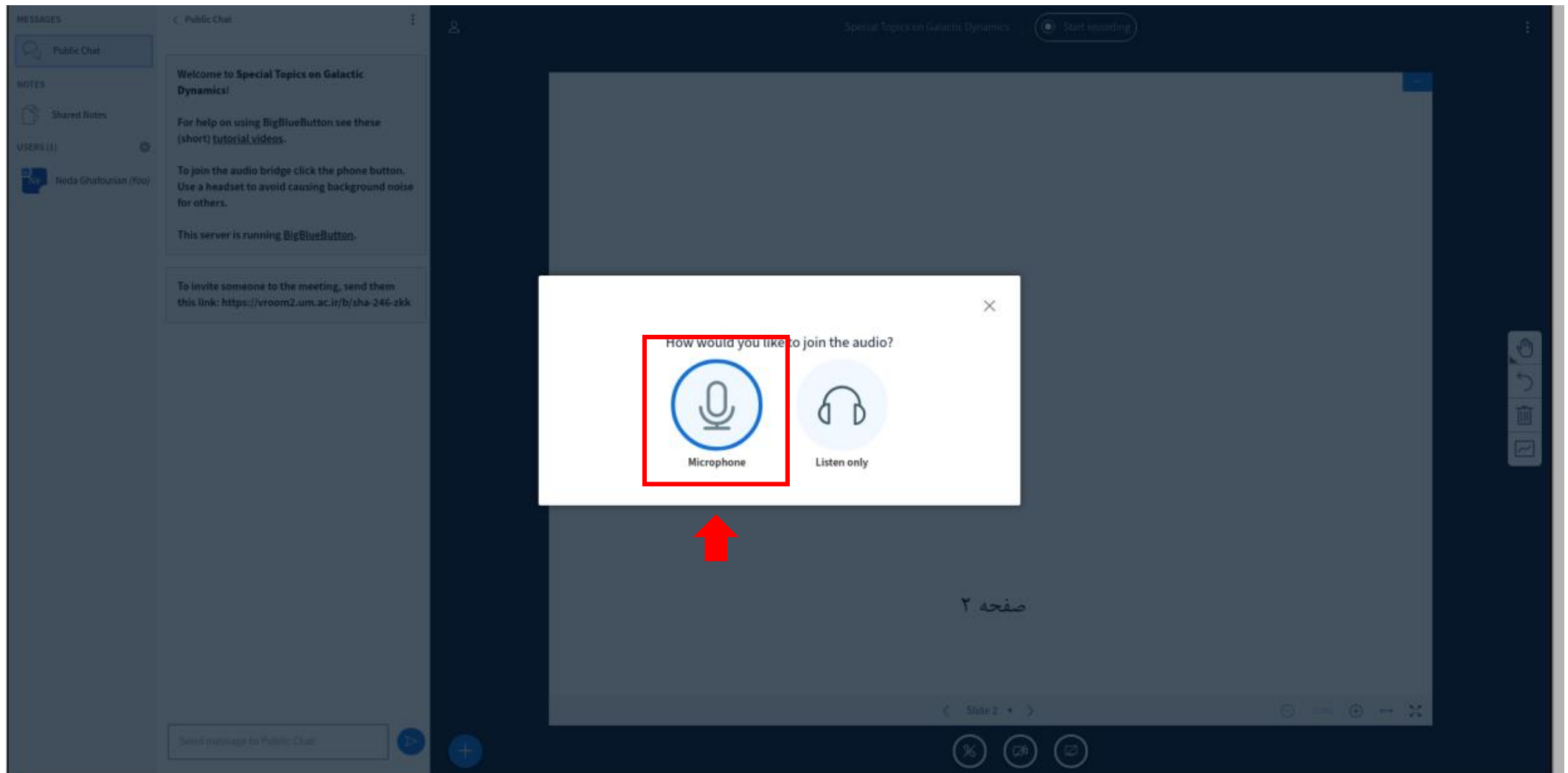
Choose "microphone". It will then check your audio with a private echo test (next page)

Echo test:
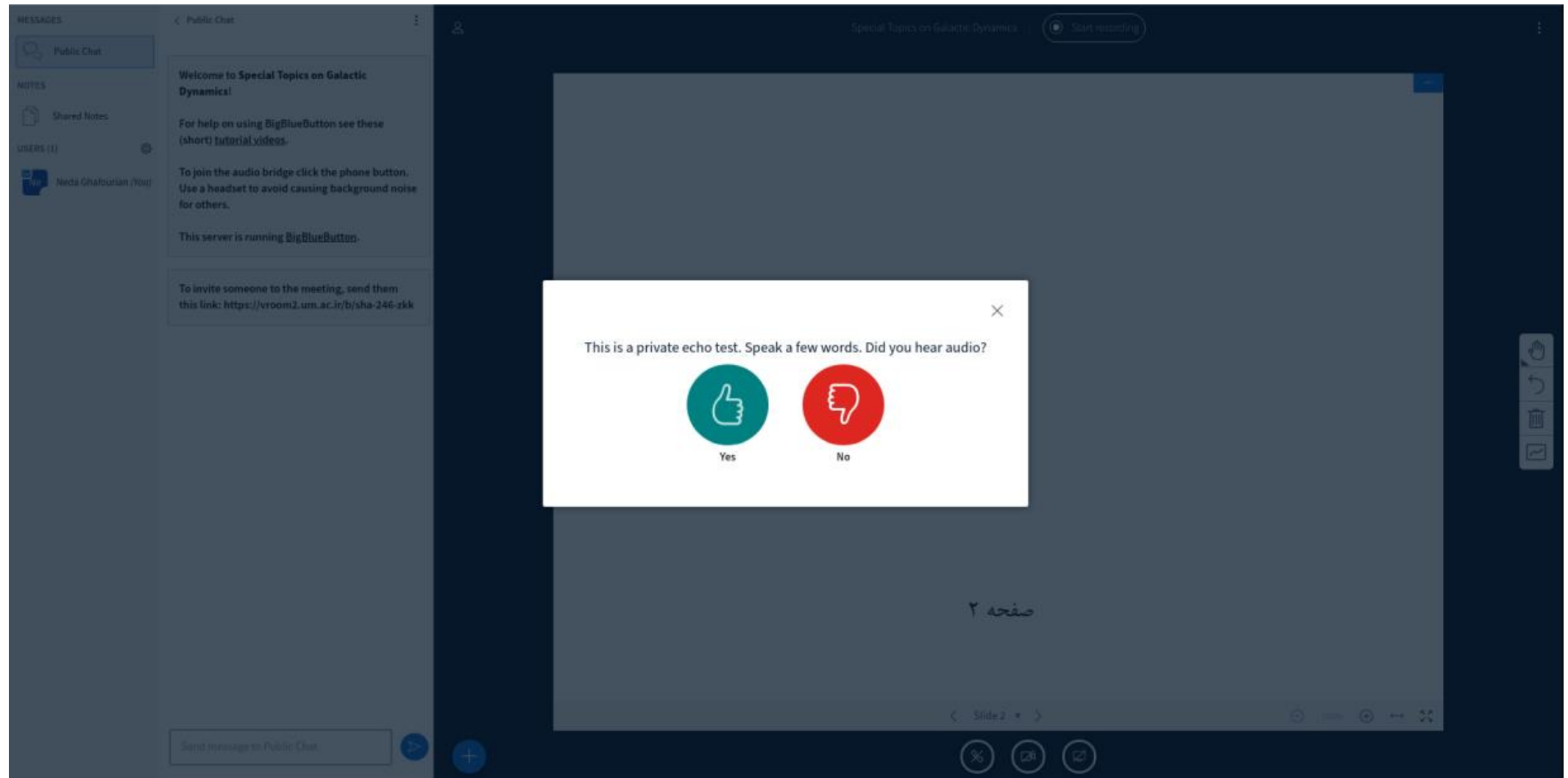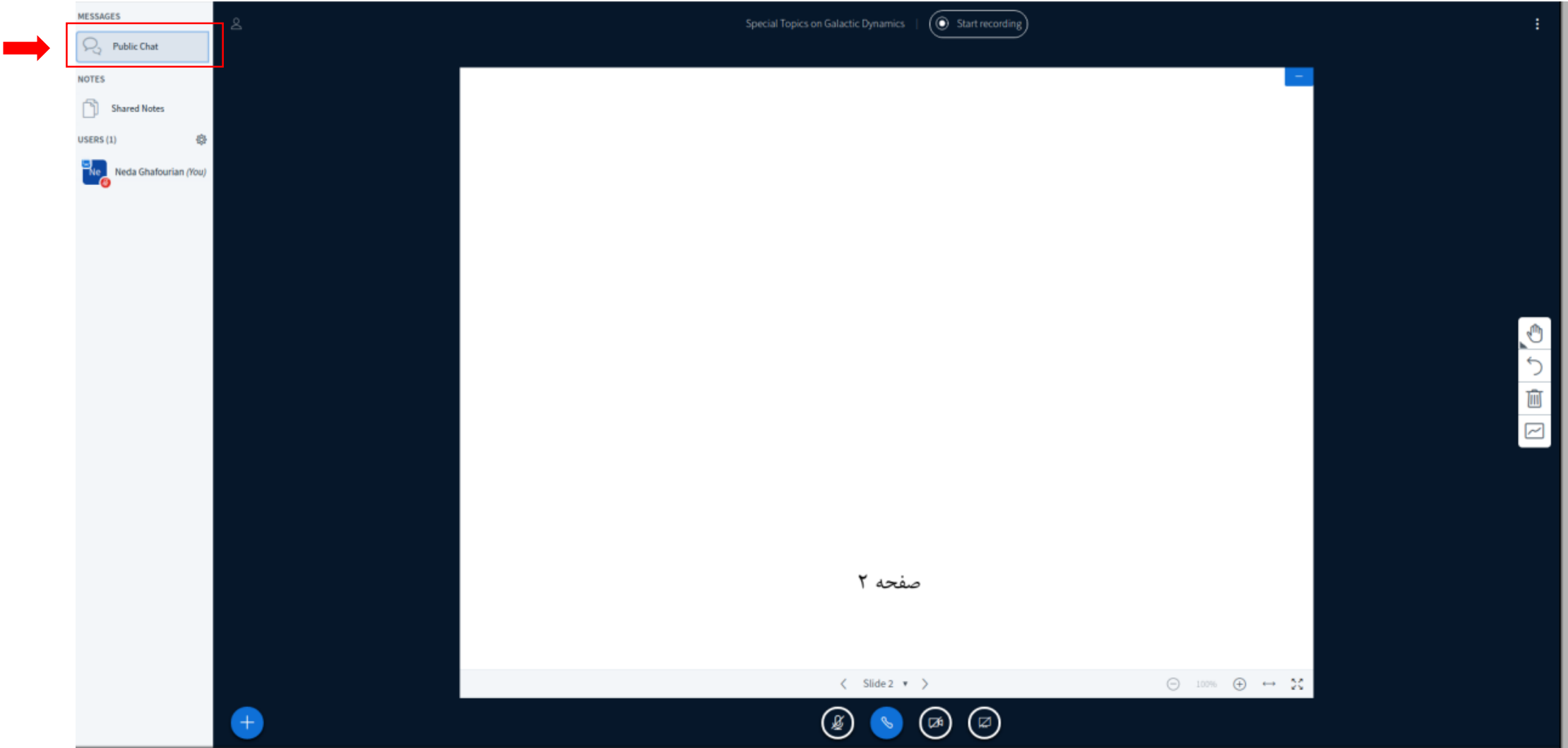
If you choose the "microphone" option, you will see a different icon (microphone) both on your user name and at the bottom of the page (red arrows). To avoid the unwanted noise, make sure you are muted when you are not planning to speak in the room. You will have the option to mute/unmute.

صفحه ۲

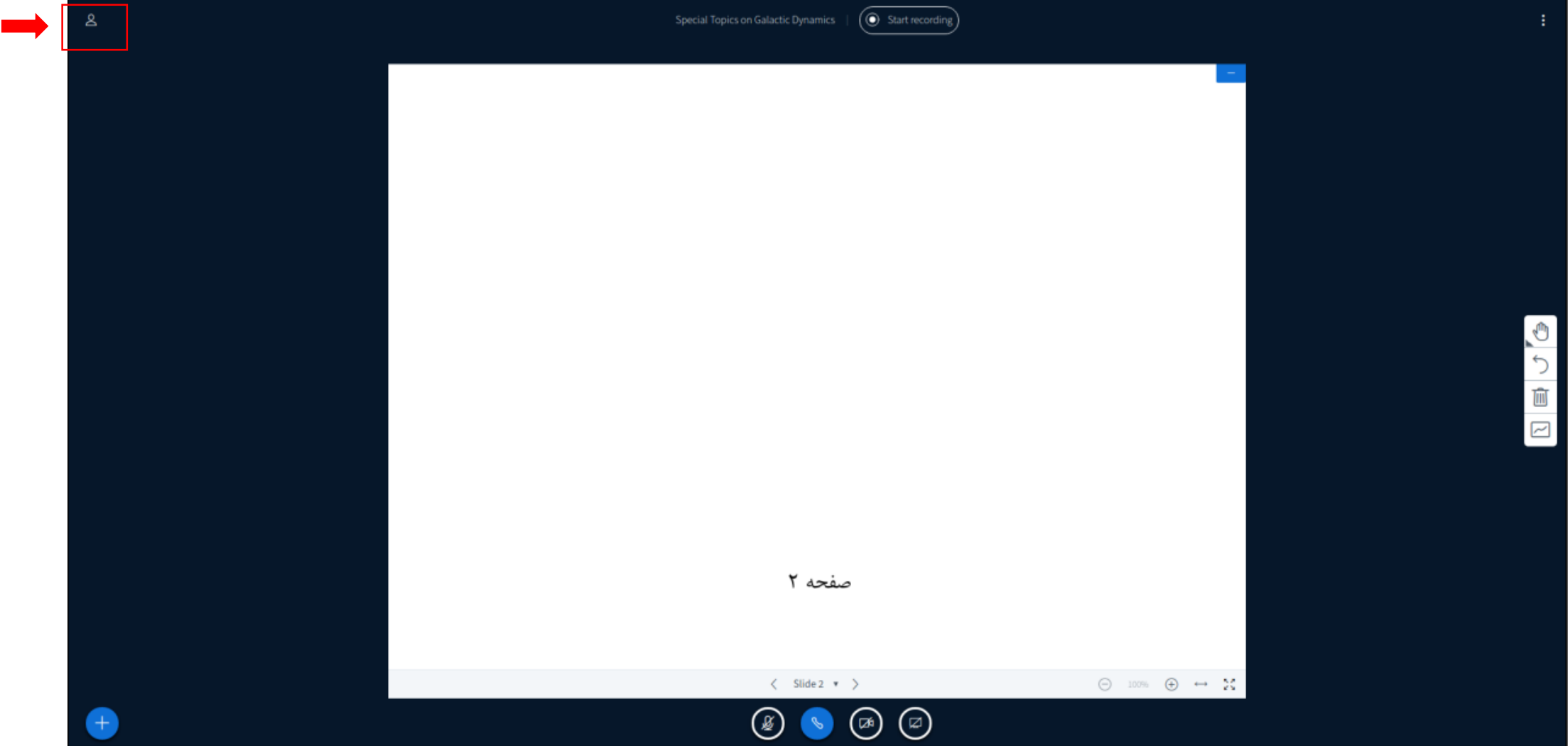To show/hide public chat window click on:

To show/hide the list of participants click on:

By clicking on your user name, you may set status.

Set it on "raise hand" if you want to ask questions.

You may see the options in the next page.

صفحه ۲

MESSAGES

Public Chat

NOTES

Shared Notes

USERS (1)

Neda Ghafourian *(You)*

Status options:

< Public Chat

Welcome to **Special Topics on Galactic Dynamics!**

For help on using BigBlueButton see these (short) tutorial videos.

< Back

Away

Raise

Undecided

Confused

Sad

Happy

Applaud

Thumbs up

Thumbs down

the phone button.
ng background noise

eButton.

eting, send them
.ac.ir/b/sha-246-zkk

Send message to Public Chat

Special Topics on Galactic Dynamics   ⊙ Start recording

صفحه ۲

This icon is only visible to the presenter to share his/her screen

< Slide 2 ▾ >   ⊖ 100% ⊕ ↔ ⤢

In case you need to share your webcam, use this icon.