

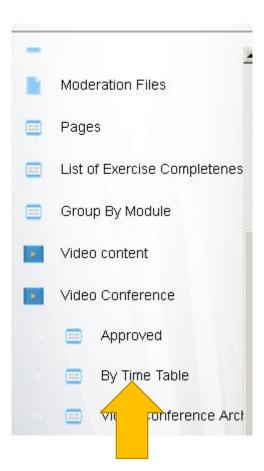
WIUT VIDEO CONFERENCE

FOLLOW YELLOW ARROWS THROUGHOUT THE DOCUMENT

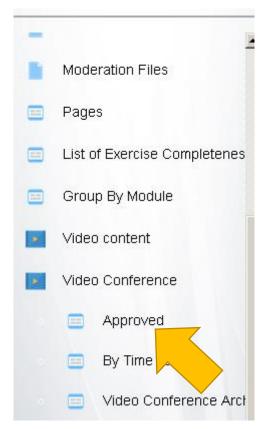
Step 1: Select VIDEO CONFERENCE within your module.



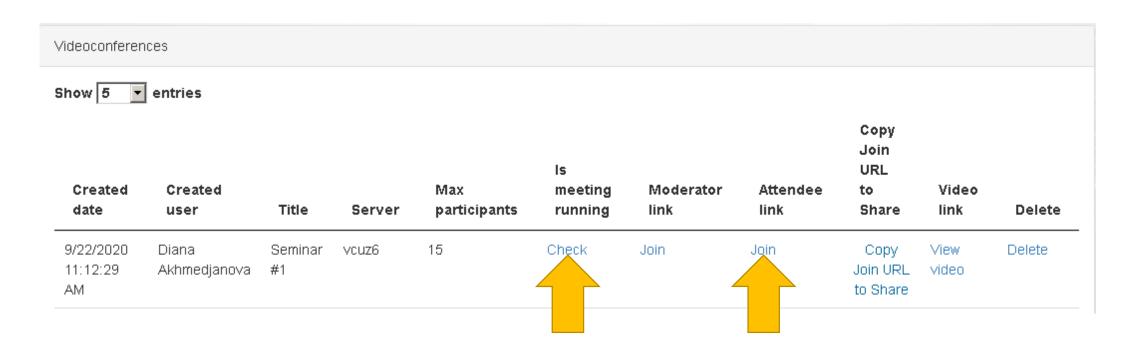
Step 2: Click on **BY TIME TABLE** to enter your class as scheduled by university's timetable.



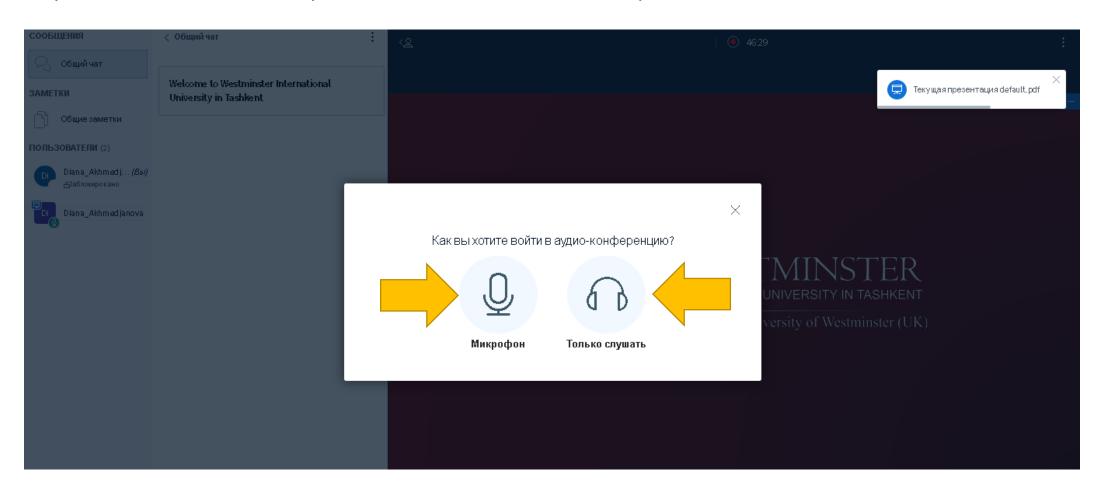
Step 3: Click on **APPROVED** for additional video conferences that may be scheduled by your lecturers/tutors.



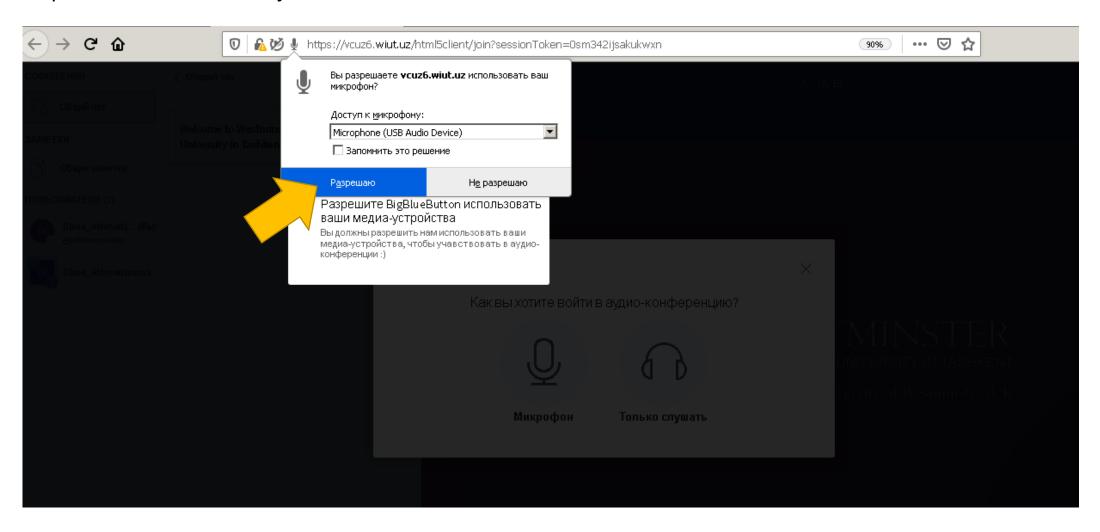
Step 4: Click on **JOIN** under **ATTENDEE LINK** to enter the video conference. To check if the video conference is in session, click on **IS MEETIN RUNNING**.



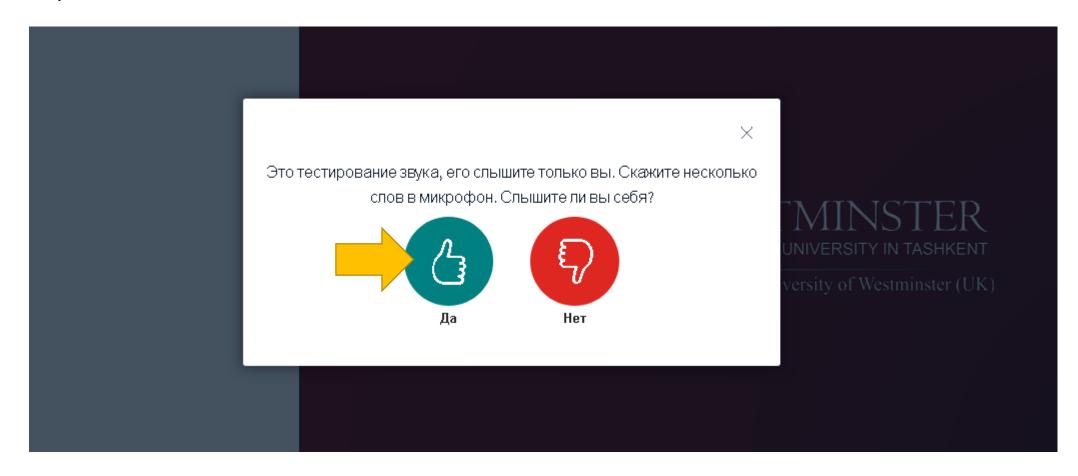
Step 5: Click on **MICROPHONE** once this pop up window appears if you want to talk during the conference. If you click on **LISTEN ONLY**, you will be able to listen but not speak.



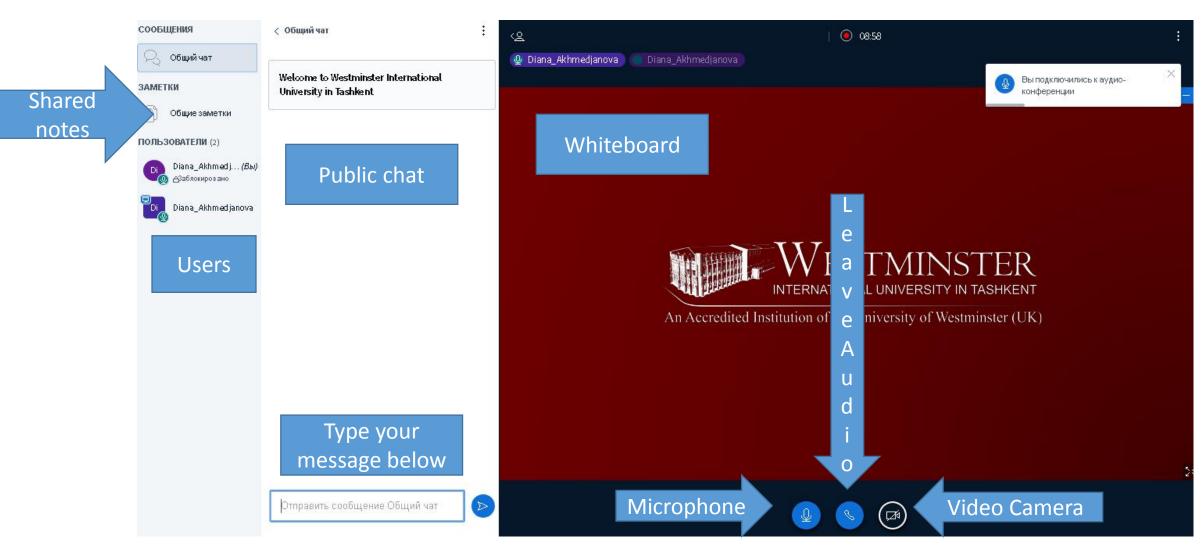
Step 6: Click on **ALLOW** to join the video conference.



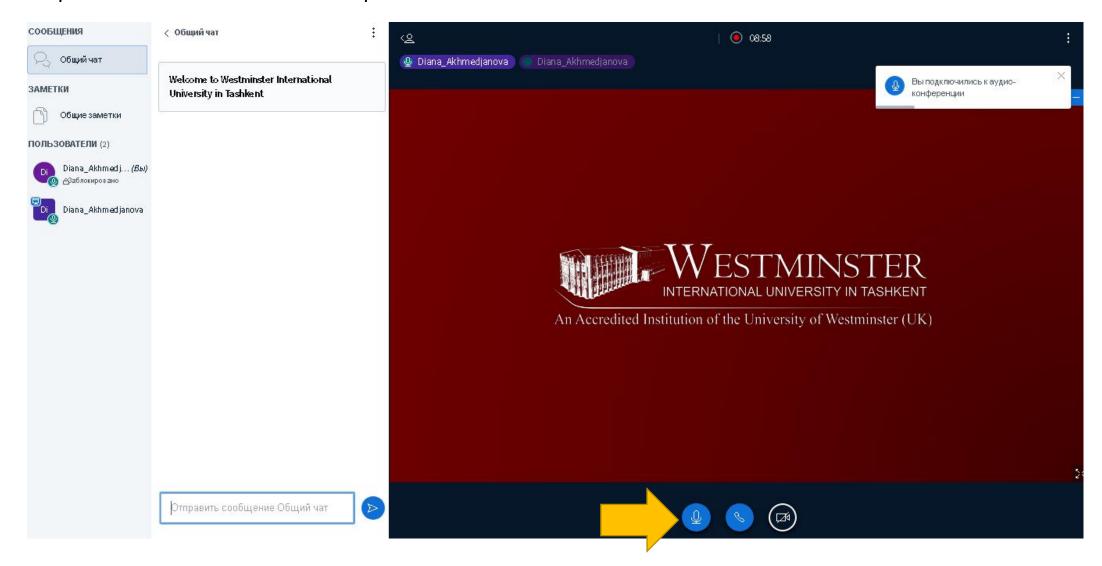
Step 7: Click on YES.



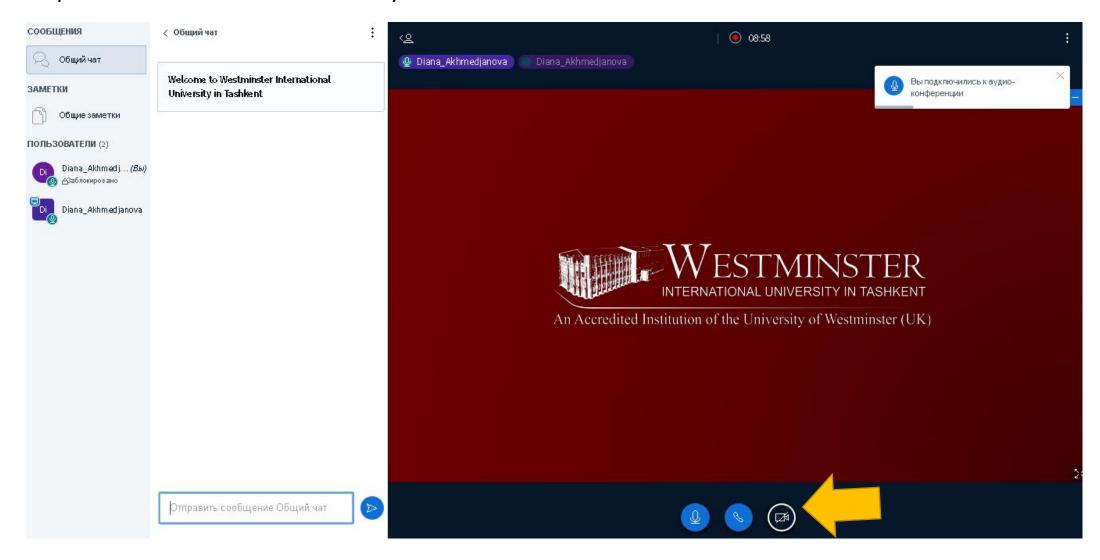
Step 8: VIDEO CONFERENCE SCREEN.



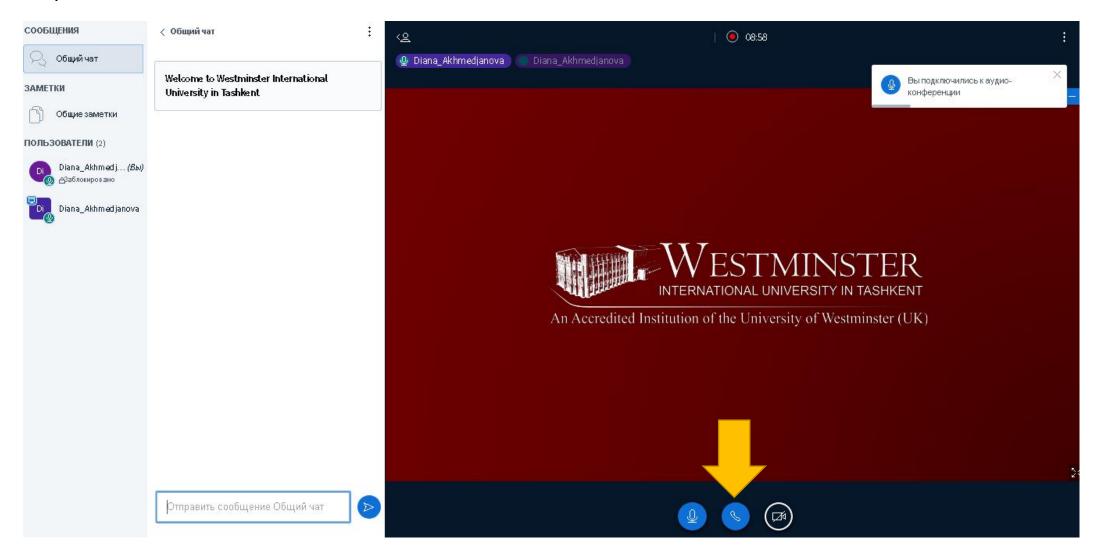
Step 9: Click on **MICROPHONE** to speak.



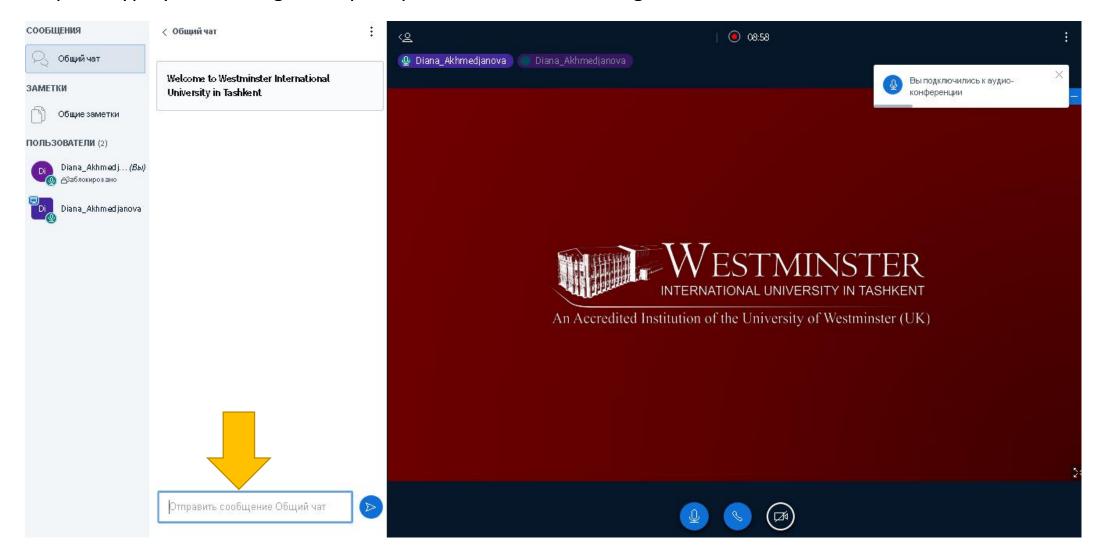
Step 10: Click on **CAMERA** to turn on your camera.



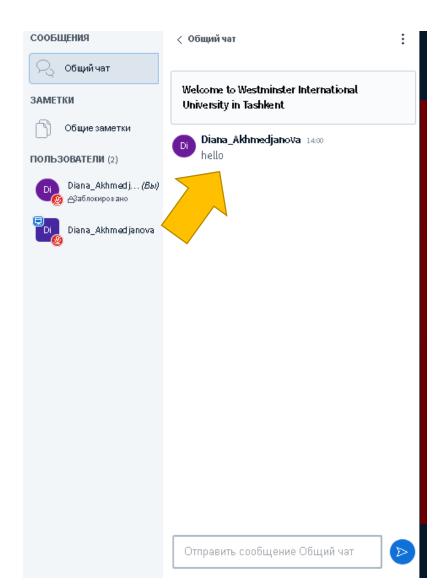
Step 11: Click on **PHONE ICON** to leave audio.



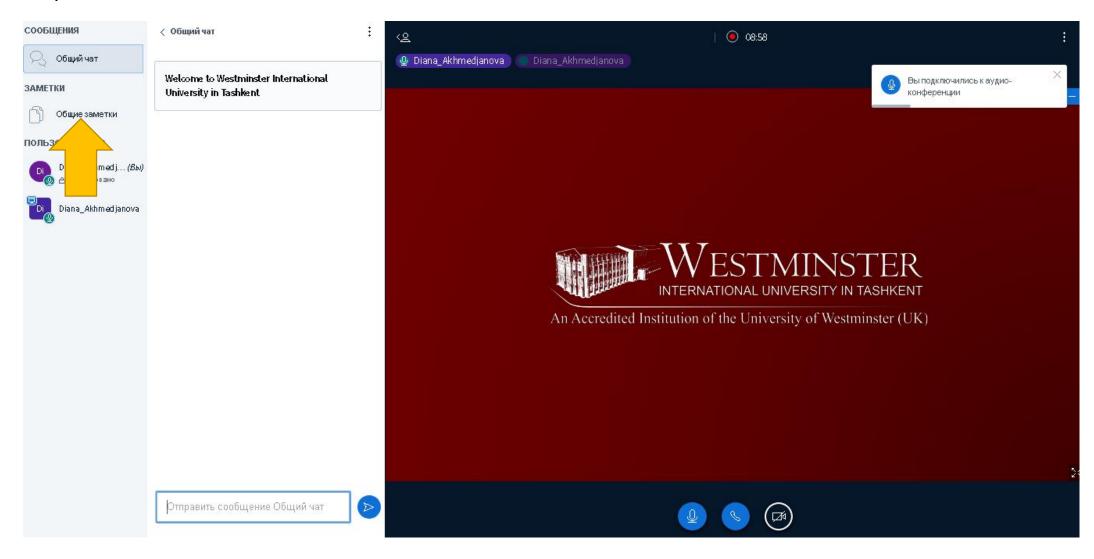
Step 12: Type your messages in space provided to send messages to a common CHAT area.



Step 13: An example message in a common **CHAT** area.



Step 14: Click on SHARED NOTES to use this feature.



Step 15: An example of **SHARED NOTES**. It includes some basic editing tools similar to a Word document.

