



&



Adobe Connect

LTI Integration

User Guide (Version 1.7.6)



eSyncTraining

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User Guide
Version 1.7.6

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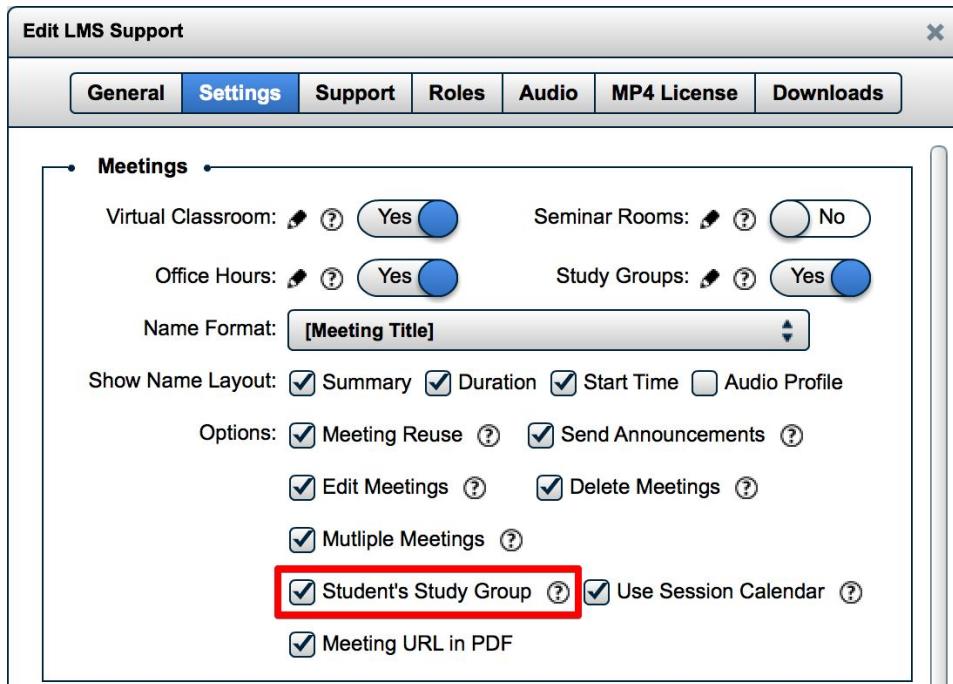
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What's New In v1.7.5?

Student's Study Group

On the EduGame Cloud LMS license *Settings* page user can enable the *Student's Study Group* option.

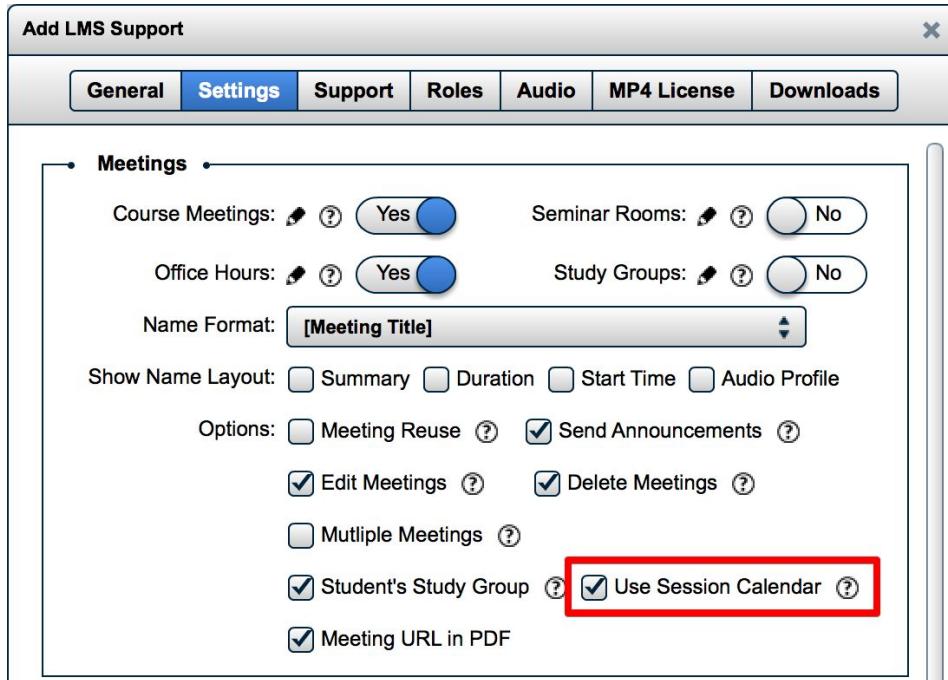


This setting allows/prohibits students to create Study Groups in the *Adobe Connect LTI*.

Teachers aren't affected by this setting.

Meetings Sessions Support

On the EduGame Cloud LMS license *Settings* page user can enable the **Use Session Calendar** option.



This setting allows teachers to create *Meetings Sessions*.

Open the *Adobe Connect LTI* and click on the **Add Meeting** button, fill in all the required information to go to the next *Calendar Events* tab.

When creating a meeting select the **Generate Sessions** checkbox. Teacher is able to set *Start Time*, *Duration* and frequency of the Sessions.

Adobe Connect

Settings: Change

Help: User Guide | EduGame Cloud

[Meetings List](#) > **Virtual Classroom 102: Meeting Sessions**

Information Meeting Sessions Participants

Generate Sessions

Start Time: 10-24-2016 01:30 PM

Duration: 01:00

Days Class Meets:

Sunday Monday Tuesday Wednesday
 Thursday Friday Saturday

Week(s): 1

[Back](#) [Finish](#) [Next](#)

Thereafter, new Session can be added by selecting the **New Session** link from the Gear icon menu next to the meeting.

Adobe Connect

Settings: Change

Help: User Guide | EduGame Cloud

The screenshot shows the 'Course Meetings' section of the Adobe Connect interface. It lists two previous sessions: 'Virtual Classroom 102' and 'Virtual Classroom 102 #1'. Below these, there are two more entries: 'Virtual Classroom 102 #2' and 'Virtual Classroom 102 #3'. To the right of the list is a context menu with options: 'Join', 'Settings' (with a gear icon), 'New Session' (which is highlighted with a red box), 'Edit', and 'Delete'. A blue 'Add Meeting' button is located at the top right of the list area.

Teacher can add *Name*, *Summary* and set *Start/End Time* of the Session.

Adobe Connect

Settings: Change

Help: User Guide | EduGame Cloud

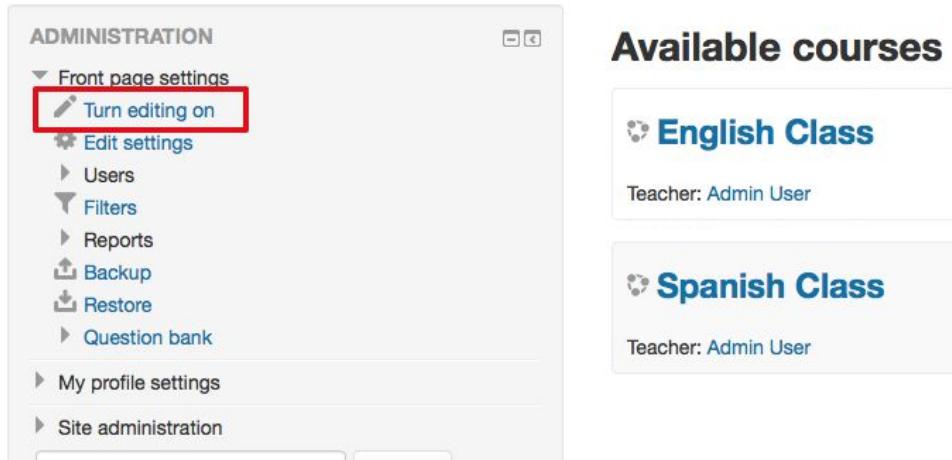
[Meetings List](#) > **New Meeting Session: Information**

The screenshot shows the 'Information' tab of the 'New Meeting Session' form. It contains fields for 'Name' (a simple text input field), 'Summary' (a larger text area), 'Start Time' (set to 10/24/2016 at 01:30 PM), and 'End Time' (set to 10/24/2016 at 02:30 PM). At the bottom of the form are 'Cancel' and 'Save' buttons.

Course Administrator Guide

Add the Adobe Connect LTI Link to the Course

On the Home screen click on the **Turn editing on** link.



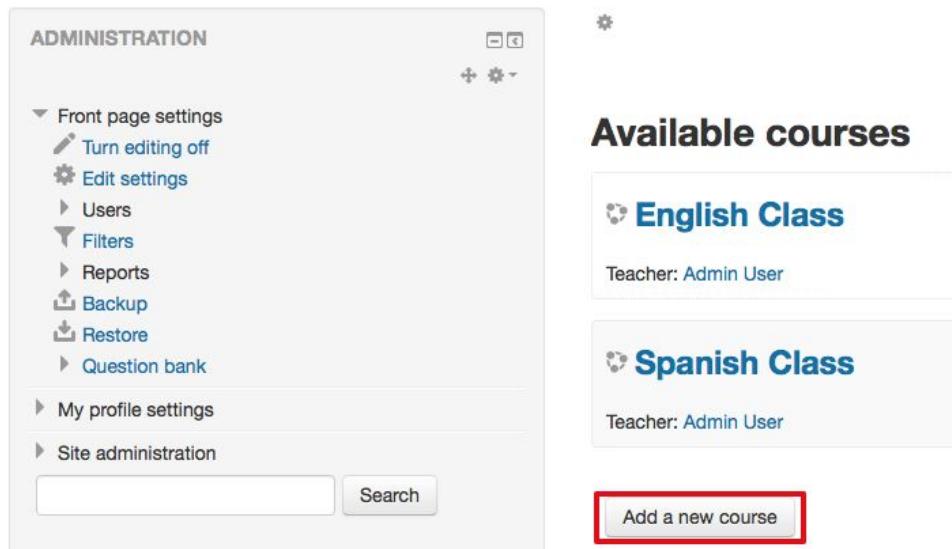
The screenshot shows the Moodle Administration panel. On the left, there is a sidebar with the following menu items:

- Front page settings
 - Turn editing on** (highlighted with a red box)
 - Edit settings
 - Users
 - Filters
 - Reports
 - Backup
 - Restore
 - Question bank
- My profile settings
- Site administration

To the right, under "Available courses", there are two course cards:

- English Class**
Teacher: Admin User
- Spanish Class**
Teacher: Admin User

Click on the **Add a new course** button.



The screenshot shows the Moodle Administration panel. On the left, there is a sidebar with the following menu items:

- Front page settings
 - Turn editing off** (highlighted with a red box)
 - Edit settings
 - Users
 - Filters
 - Reports
 - Backup
 - Restore
 - Question bank
- My profile settings
- Site administration

At the bottom of the sidebar, there is a search bar and a "Search" button. To the right, under "Available courses", there are two course cards:

- English Class**
Teacher: Admin User
- Spanish Class**
Teacher: Admin User

A red box highlights the "Add a new course" button at the bottom of the page.

Populate the following form and click on the **Save changes** button to finish the process.

▼ General

Course full name* ⓘ

Course short name* ⓘ

Course category ⓘ

 Miscellaneous

Visible ⓘ

 Show

Course start date ⓘ

 21 November 2014

Course ID number ⓘ

Navigate to the *Home* screen and select the course.

The screenshot shows the Moodle Administration interface. On the left, there is a sidebar with the following menu items:

- Front page settings
 - Turn editing off
 - Edit settings
 - Users
 - Filters
 - Reports
 - Backup
 - Restore

On the right, under "Available courses", there are two course cards:

- Demo Course** (highlighted with a red box)
- English Class**

Click on the **Add an activity or resource** link

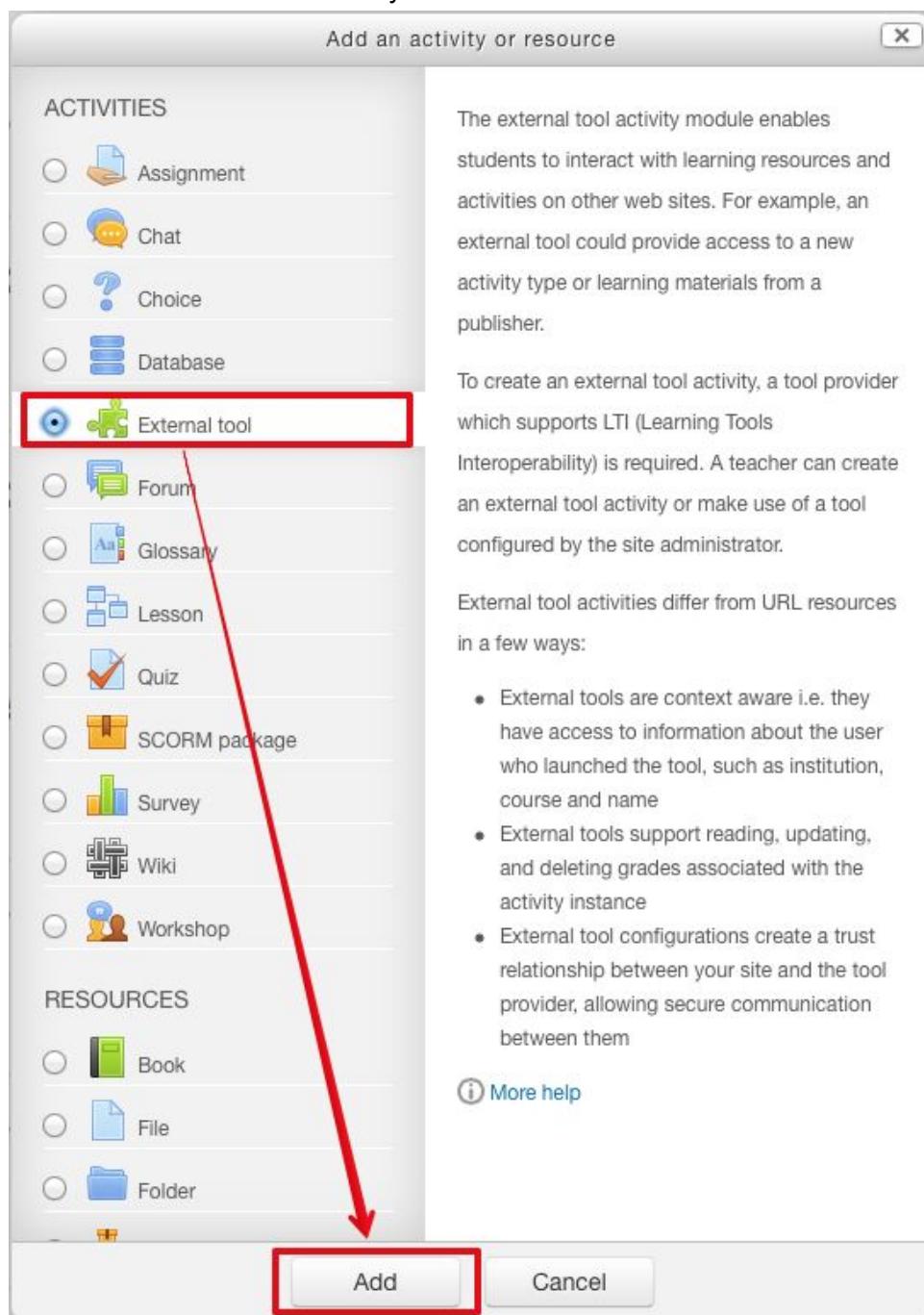
The screenshot shows the Moodle course editing interface. At the top, there is a breadcrumb navigation bar:

Home ▶ Courses ▶ Miscellaneous ▶ Demo Course

The "Demo Course" page has the following structure:

- NAVIGATION** sidebar with links: Home, My home, Site pages.
- Main content area:
 - A "News forum" activity is listed.
 - A red box highlights the "Edit" button and the "Add an activity or resource" link.

Select the **External tool** activity and click on the **Add** button.



Enter the **Activity name**, select the proper **External tool type** that was previously created and click on the **Save and return to course** button.

▼ General

The screenshot shows the 'General' settings for an activity in Moodle. The 'Activity name*' field contains 'Adobe Connect'. The 'External tool type' dropdown is set to 'Adobe Connect LTI', which is highlighted with a red box. A large red arrow points from this dropdown down to the 'Save and return to course' button at the bottom. Other fields shown include 'Launch URL' and 'Launch container' both set to 'Default'. There are also 'Privacy', 'Grade', and 'Common module settings' sections above the buttons. At the bottom, there are three buttons: 'Save and return to course' (highlighted with a red box), 'Save and display', and 'Cancel'.

Activity name* Adobe Connect

External tool type ⓘ Adobe Connect LTI + ⌂ ⌁

Launch URL ⓘ

Launch container ⓘ Default

Show more...

▶ Privacy

▶ Grade

▶ Common module settings

Save and return to course Save and display Cancel

Add or Reuse Existing Users to the Course to Add to Adobe Connect Meeting

Add a New User to Your Moodle Account

In the **Administration** navigation on the left side, open the **Add a new user** page. The page is located at the following path: Administration -> Site administration -> Users -> Accounts -> Add a new user.

Populate the following form and click on the **Create user** button to finish the process.

The screenshot shows the 'Add a new user' form in Moodle. The 'General' section contains fields for 'Username*' (test user), 'Choose an authentication method' (set to 'Manual accounts'), 'Suspended account' (unchecked), and 'Generate password and notify user' (unchecked). Below these are fields for 'New password', 'Force password change' (unchecked), 'First name*', 'Surname*', and 'Email address*'. The 'ADMINISTRATION' sidebar on the left shows 'Site administration' selected under 'Users'. The top navigation bar indicates the current path: Home > Site administration > Users > Accounts > Add a new user.

Enroll Users to the Course

Navigate to the *Home* screen and select the course.

The screenshot shows the Moodle home screen with the 'Available courses' list. Courses listed are 'Demo Course' and 'English Class'. The 'ADMINISTRATION' sidebar on the left shows 'Front page settings' selected under 'Site administration'.

In the **Administration** navigation on the left side, open the **Enrolled users** page. The page is located at the following path: Administration -> Course administration -> Users -> Enrolled user. Click on the **Enrol users** button.

The screenshot shows the 'Enrolled users' page in Moodle. The URL bar at the top shows: Home > Courses > Miscellaneous > Demo Course > Users > Enrolled users. On the left, there's a navigation sidebar with 'Demo Course' selected. In the main area, there's a search bar and filter options for 'First name / Surname' and 'Role'. A red box highlights the 'Enrol users' button in the top right. Below it, a table lists users with columns for 'First name / Surname', 'Last access to course', 'Roles', and 'Groups Enrolment methods'. At the bottom right of the table is another 'Enrol users' button.

Select the required role and click on the **Enrol** button next to the required user..

The screenshot shows the 'Enrol users' dialog window. It has a dropdown for 'Assign roles' set to 'Student'. Below it is a section for 'Enrolment options'. A list of three users is shown: 1. Melissa Sieben (melissa@esynctraining.com), 2. Vadim Student (vadim@esynctraining.com), and 3. Admin User. Each user has an 'Enrol' button next to their name. A red box highlights the 'Enrol' button for 'Vadim Student'. At the bottom of the dialog, there's a 'Search' field and a large red box highlights the 'Finish enrolling users' button.

Click on the **Finish enrolling users** button to close the *Enrol users* window.

Create a New Adobe Connect Meeting

Navigate to the *Home* screen and select the course.

The screenshot shows the Moodle Administration interface. On the left, there's a sidebar with 'ADMINISTRATION' at the top, followed by a list of options: Front page settings (with 'Turn editing off' and 'Edit settings'), Users, Filters, Reports, Backup, and Restore. Below this is a 'Available courses' section. It lists 'Demo Course' and 'English Class'. The 'Demo Course' item has a red box around it, indicating it's the selected course.

Click on the previously added *Adobe Connect* activity.

The screenshot shows the Moodle course navigation bar. The breadcrumb trail 'Home > My courses > Miscellaneous > Demo Course' is highlighted with a red box. Below this, there's a 'NAVIGATION' sidebar with links: Home, My home, Site pages, My profile, and Current course. To the right, a list of course activities is shown. One activity, 'Adobe Connect', is highlighted with a red box and has an arrow pointing to it from the highlighted breadcrumb trail.

Click on the **Add Meeting** button.

Meetings List

The screenshot shows the 'Meetings List' section. At the top, there's a 'Course Meetings' header. Below it, a message says 'Currently there are no meetings. Please add.' To the right of this message is a blue 'Add Meeting' button, which is highlighted with a red box.

Populate the following form and click on the **Next** button.

*NOTE: **Optional** section is collapsed by default.

[Meetings List](#) > **Meeting Information**

Meeting Information Participants Settings

Required

Name:

Select Template:

Optional

Custom URL:

Summary:

Start Time:

Duration:

Access:

Only registered users
 Registered users and accepted guests
 Anyone who has the URL for the meeting

Cancel Save Next

Map Moodle users to Adobe Connect roles. Select any user in the right section and input the required AC role by selecting it from the **Set User Role** drop-down menu.

[Meetings List](#) > [Participants](#)

The screenshot shows a web-based application for mapping Moodle users to Adobe Connect roles. The interface is divided into two main sections: 'Moodle Available Users' on the left and 'Adobe Connect Participants' on the right. Both sections are currently showing 4 items each.

Moodle Available Users (4):

- Student (3)
 - Vadim Adashkevich
 - Melissa Sieben
 - Kelsea Tower
- Teacher (1)
 - Mike Kollen

Adobe Connect Participants (4):

- Host (1)
 - Mike Kollen
- Participant (3)
 - Vadim Adashkevich
 - Melissa Sieben
 - Kelsea Tower

At the bottom of the interface are several buttons: a refresh icon, 'Sync Users', 'Add', 'Set User Role' (with a dropdown arrow), and 'Remove'.

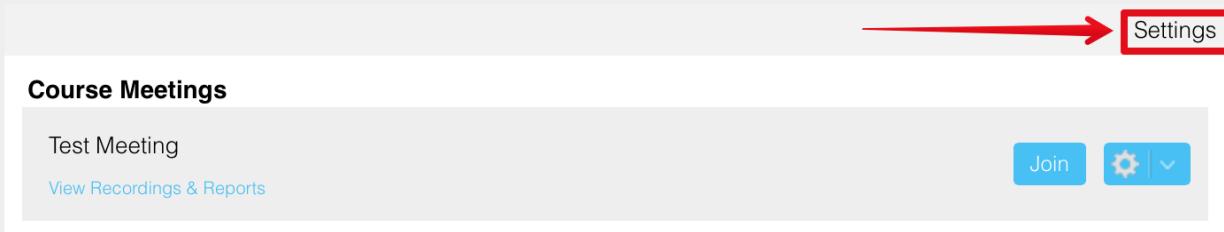
Default LMS to Adobe Connect roles mapping:

LMS	Adobe Connect
Teacher	Host
Student	Participant
Site administrator	Host
Non-editing teacher	Host
Manager	Participant
Guest	Participant
Course creator	Participant
Authenticated user on the front page role	Participant
Authenticated user	Participant

Click on the **Finish** button to complete the process.

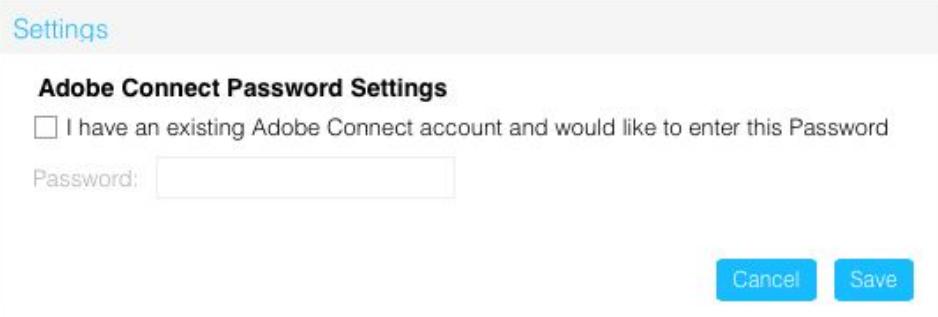
Each Moodle user has a possibility to set Adobe Connect Password rule clicking on **Settings** link.

Meetings List



The screenshot shows the 'Meetings List' section of a Moodle course. It displays a single meeting titled 'Test Meeting' with a 'View Recordings & Reports' link. In the top right corner of the list area, there are two buttons: 'Join' and a gear icon with a dropdown arrow. A red arrow points from the left towards the 'Settings' button, which is located at the top right of the entire page.

Mark the check-box confirming that you have an Adobe Connect account created using the same email as in Moodle, enter your Adobe Connect password and click Save button to use this account.

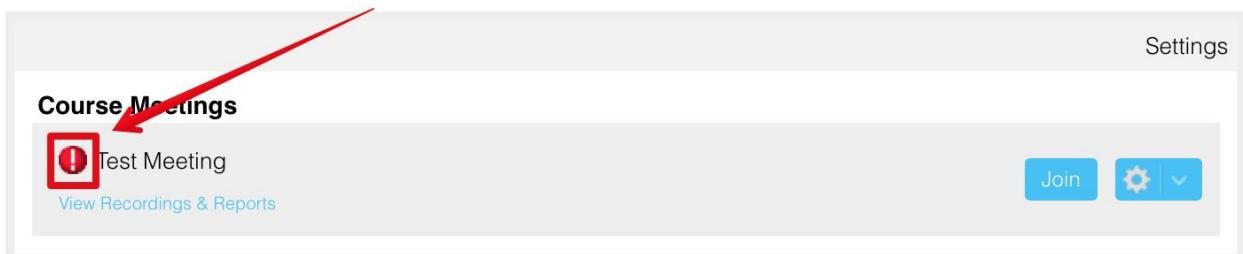


The screenshot shows a 'Settings' dialog box titled 'Adobe Connect Password Settings'. It contains a checkbox labeled 'I have an existing Adobe Connect account and would like to enter this Password' and a text input field labeled 'Password'. At the bottom right of the dialog are 'Cancel' and 'Save' buttons.

In case you don't have an Adobe Connect account and want to generate a random password every time you join Adobe Connect meeting click Save button and it will be done automatically.

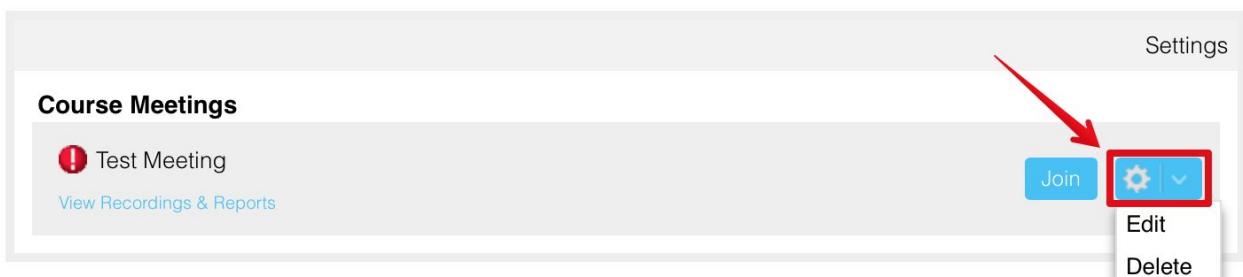
If a student adds late to the course, *Alert* icon will appear next to the meeting name in the **Meeting Information** tab.

Meetings List



Click on the Gear icon and select **Edit** from the dropdown list.

Meetings List



Navigate to the **Participants** tab and observe the **Moodle Available Users** list. New students should be marked with *Red Dot* icon.

Click on the **Sync Users** to add all new user to Adobe Connect meeting.

[Meetings List](#) > [Participants](#)

The screenshot shows the Moodle Participants page. At the top, there are tabs for 'Meeting Information', 'Participants', and 'Settings'. The 'Participants' tab is selected. Below the tabs, there are two main sections:

- Moodle Available Users (5)**
 - Student (4)
 - Vadim Adashkevich
 - Paul Green ●
 - Melissa Sieben
 - Kelsea Tower
 - Teacher (1)
 - Mike Kollen
- Adobe Connect Participants (4)**
 - Host (1)
 - Mike Kollen
 - Participant (3)
 - Vadim Adashkevich
 - Melissa Sieben
 - Kelsea Tower

At the bottom of the page, there are several buttons: a refresh icon, a red-bordered 'Sync Users' button, an 'Add' button, a 'Set User Role' dropdown, and a 'Remove' button.

Select the user in the right section and input the required AC role by selecting it from the **Set User Role** drop-down menu.

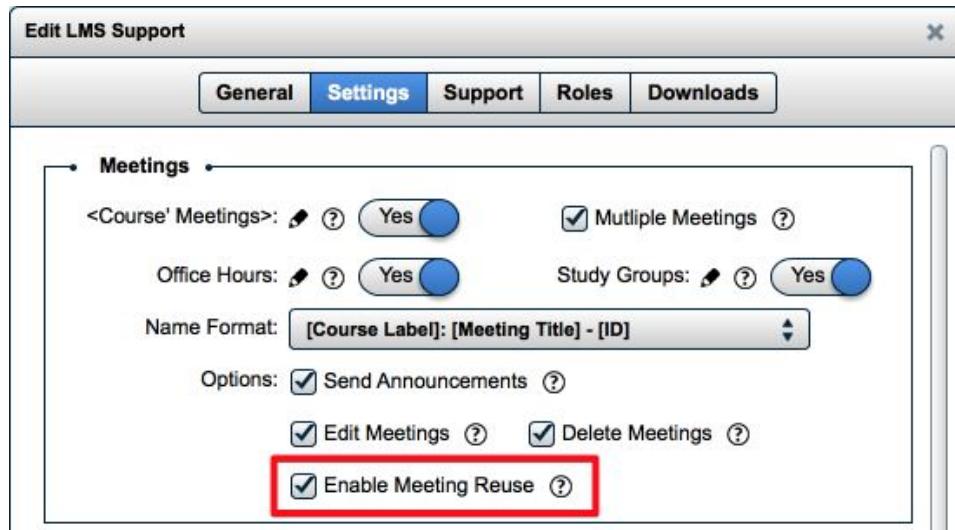
Refresh the Moodle Available Users list by clicking on the **Refresh** button.

To navigate back to the *Start screen* click on the **Meetings List** link.



Meeting Reuse (Optional)

On the EduGame Cloud LMS license *Settings* page user can enable the **Meeting Reuse** option.



This setting allows teacher to reuse meetings that already exist in Adobe Connect.

Open the *Adobe Connect LTI* and click on the **Add Meeting** button, open the **Use Existing Meeting** tab and search for the required meeting.

Select the required meeting from the list, choose the how you want to add participants:

- **Clean** option will overwrite existing participants in the meeting with users enrolled in the current course
- **Merge** option will add users enrolled in the current course to existing participants in the meeting

Click on the **Next** button.

The screenshot shows the 'Meeting Information' tab selected in the Adobe Connect interface. A search bar at the top contains the text 'marketing'. Below it, the 'Participants' section is visible, with the 'Merge' radio button selected. A list of meetings is shown, with one meeting highlighted: '[24] USD Marketing 101'. At the bottom, there are 'Cancel', 'Save', and 'Next' buttons, with 'Next' being highlighted with a red box. Red numbers 1 through 5 are overlaid on the interface to indicate specific steps: 1 points to the 'Use Existing Meeting' button, 2 points to the search bar, 3 points to the 'Merge' radio button, 4 points to the highlighted meeting in the list, and 5 points to the 'Next' button.

Name	Url
[154] Marketing 101 - Virtual Classroom	/r64u296mjqj/
[157] Virtual Classroom M1 Marketing	/r3pzmt4grw6/
[24] USD Marketing 101	/r6dcbpbasi1/
[59] Marketing 101	/r6k2s6kf608/
28 [USD] USD Marketing	/r57van6ei4o/
30 [BC] BC Marketing	/r7kl5q7mexb/
35 [Marketing] Recording Test	/r4jrjvi6549/

Review the participants and click on the **Save** button to complete the process.

Adding Guests to Meeting

Open the *Adobe Connect LTI* and click on the **Gear** icon and select **Edit** from the dropdown list.

Meetings List



Navigate to the **Participants** tab and click on the **Add Guest** button.

Meetings List > Participants

A screenshot of the Adobe Connect Participants tab. At the top, there are tabs for 'Meeting Information' and 'Participants', with 'Participants' being the active tab. To the right is a 'Settings' button. The main area is divided into two sections: 'LMS Available Users (4)' on the left and 'Adobe Connect Participants (4)' on the right. Both sections show user lists with icons and names. At the bottom, there are search fields for both sections, and a row of buttons: a refresh icon, 'Sync Users', 'Add', 'Add Guest' (which is highlighted with a red box and has a red arrow pointing to it from the bottom left), 'Set User Role', and 'Remove'.

Teachers can add guest either by *Creating a New User* or by *Searching for an Existing User* in Adobe Connect.

To add a *New User* fill in all the required information on the **Add Guest** tab and click on the **Save** button.

New user will be created in Adobe Connect and added to the meeting.

Add Guest

Please either create a New User or search for an Existing User

Add Guest | Add Existing User

New User Information

First Name:

Last Name:

E-mail:

User Role: ▼

Login and Password

Login:

New Password:

Retype Password:

E-mail the new user account information, login and password

Cancel Save



To add an *Existing User* in Adobe Connect search for the user on the **Add Existing User** tab, select the required user from the list and click on **Save with Role** button and select the required role for this user.

Selected user from Adobe Connect will be added to the meeting.

The screenshot shows the 'Add Guest' dialog in Adobe Connect. At the top, there are two tabs: 'Add Guest' (highlighted in blue) and 'Add Existing User'. Below the tabs, a search bar contains the name 'Stan'. A 'Search' button is to the right of the search bar. The main area displays a list of users found in the search results. The user 'Stan Student' (stan+student@esynctraining.com) is highlighted with a red box. A large red arrow points from this highlighted user to a dropdown menu labeled 'Save with Role'. This dropdown menu is also highlighted with a red box and contains three options: 'Participant', 'Presenter', and 'Host'. At the bottom of the dialog, there are buttons for 'Cancel' and 'Save with Role'.

Guest users should be marked with *Green Dot* icon in the *Adobe Connect Participants* list.

Meetings List > Participants

Meeting Information Participants Settings

LMS Available Users (4)	Adobe Connect Participants (5)
<input type="checkbox"/> Students (3) User icons: Kelsea Tower, Melissa Sieben, Paul Green <input type="checkbox"/> Teacher (1) User icon: Mike Kollen	<input type="checkbox"/> Host (1) User icon: Mike Kollen <input type="checkbox"/> Participants (4) User icons: Kelsea Tower, Melissa Sieben, Paul Green User icon: Stan Student (with green dot)

Search

 Sync Users Add Add Guest Set User Role Remove

Seminars Support

On the EduGame Cloud LMS license **Settings** page user can enable the **Seminar Rooms** (default label, can be edited) option.



This setting allows teachers to create *Seminar Rooms* and *Sessions* in Adobe Connect.

Open the *Adobe Connect LTI* and observe the application.

To create a seminar room open the **Create** dropdown menu and select **Seminar Room** option.

The screenshot shows the Adobe Connect interface. At the top right, there is a 'Create' dropdown menu with 'Course Meeting' and 'Seminar Room' options, both highlighted with a red box. Below the header, there are sections for 'Course Meetings' and 'Seminar Rooms', each listing a test meeting with start and end times, and 'Recordings | Reports' links. The 'Seminar Room' section also includes a 'Join' and a settings icon.

Select the appropriate **Seminar License** from the dropdown menu, populate other required information and click on the **Next** button.

*NOTE: **Optional** section is collapsed by default.

Review the participants and click on the **Save** button to complete the process.

To create a session click on the **Gear** icon to open dropdown menu next to appropriate seminar room and select **New Session** option.

Adobe Connect

Settings: Change

Help: User Guide | EduGame Cloud

Seminar License # 1287581127 [Create](#) |

Course Meetings

Course Meeting Test
Start Time: 03/31/16 10:00 AM Duration: 1:00
[Recordings](#) | [Reports](#)

Seminar Rooms

Seminar Room Test
Start Time: 03/31/16 10:00 AM Duration: 1:00
[Recordings](#) | [Reports](#)

[New Session](#)
[Edit](#)
[Delete](#)

Populate the required information and click on the **Save** button.

Adobe Connect

[Meetings List](#) > **New Seminar Session: Information**

Settings: Change

Help: User Guide | EduGame Cloud

Information

Name:			
Summary:			
Start Time:	03-31-2016		10:15 AM
Duration:	01:00		

[Cancel](#) [Save](#)

***NOTE:** Error message will occur in case when the selected *Start Time* is already in use by another session.

Create an Office Hours Meeting (Optional)

Click on the **Add Meeting** button in the *Office Hours* section.

Meetings List

The screenshot shows a user interface for managing meetings. At the top right is a "Settings" button. Below it are three main sections: "Course Meetings", "Office Hours", and "Study Groups".

- Course Meetings:** Contains a single meeting entry: "Test Meeting". To its right are "Join" and "Settings" buttons.
- Office Hours:** Displays the message "Currently there are no meetings. Please add." To the right is a prominent blue "Add Meeting" button, which is outlined in red in the image.
- Study Groups:** Displays the message "Currently there are no meetings. Please add." To the right is a blue "Add Meeting" button.

Populate the following form and click on the **Save** button.

[Meetings List](#) > **Office Hours Information**

Office Hours Information Settings

Required

Select Template:

Optional

Custom URL:

Summary:

Meeting Time:

Allow Guests

Cancel Save

*NOTE: One common **Office Hours** meeting is created for all courses. When user creates Office Hours meeting in different course, it would be mapped to the same meeting, that was created before.

All students in the course will have access to the Office Hours meeting.

Create a Study Group Meeting (Optional)

Study Groups option should be activated on the EduGame Cloud LMS license Settings page.



Open the *Adobe Connect LTI* and observe the *Study Groups* section.

Teachers can create multiple *Study Groups* as well as **Edit / Delete** student's *Study Groups* regardless of whether they are participants in the meeting or not.

Meetings List

The screenshot shows the 'Meetings List' interface. It includes sections for 'Course Meetings' (with a 'Test Meeting' entry) and 'Study Groups'. The 'Study Groups' section lists 'Paul's Study Group' and 'Vadim's Study Group', each with 'Recordings | Reports' links. To the right of the 'Study Groups' list is a context menu with 'Add Meeting', 'Join', and 'Edit' (which is highlighted with a red box). Another red arrow points from the text above to the 'Edit' button in this menu. The 'Delete' option is also visible in the menu.

To create a Study Group meeting click on the **Add Meeting** button in the *Study Group* section.

Meetings List

The screenshot shows a user interface for managing meetings. At the top right is a "Settings" link. Below it are three main sections: "Course Meetings", "Office Hours", and "Study Groups".

- Course Meetings:** Contains a "Test Meeting" entry with "View Recordings & Reports" and "Join" buttons.
- Office Hours:** Contains "Mike Kollen's Office Hours (6pm-8pm)" with "View Recordings & Reports" and "Join" buttons.
- Study Groups:** Displays the message "Currently there are no meetings. Please add." and features a prominent red-bordered "Add Meeting" button.

Add Moodle users manually to Adobe Connect roles. Select any user in the right section and input the required AC role by selecting it from the **Set User Role** drop-down menu.

[Meetings List](#) > **Participants**

The screenshot shows a software interface for managing meeting participants. At the top, there are tabs: 'Study Group Information' (highlighted in blue), 'Participants', and 'Settings'. Below the tabs, there are two main sections: 'Moodle Available Users (5)' on the left and 'Adobe Connect Participants (1)' on the right.

Moodle Available Users (5):

- Student (4):
 - Vadim Adashkevich
 - Paul Green
 - Melissa Sieben
 - Kelsea Tower
- Teacher (1):
 - Mike Kollen

Adobe Connect Participants (1):

- Host (1):
 - Mike Kollen

At the bottom of the interface are several buttons: a refresh icon, 'Sync Users', 'Add', 'Set User Role' (with a dropdown arrow), 'Remove', 'Back', and 'Finish'.

Click on the **Finish** button to complete the process.

Click on **Leave** button if you want to delete the invitation to someone's study group.

Meetings List

The screenshot shows a user interface for managing meetings. At the top right is a 'Settings' link. Below it, under 'Course Meetings', there is a 'Test Meeting' entry with a 'Join' button and a gear icon. Under 'Office Hours', there is an entry for 'Mike Kollen's Office Hours (6pm-8pm)' with a 'Join' button and a gear icon. Under 'Study Groups', there are two entries: 'Test Study Group' and 'Student's Study Group'. For the 'Test Study Group', there is a 'Join' button and a gear icon. For the 'Student's Study Group', there is a 'Join' button and a 'Leave' button, which is highlighted with a red rectangular box.

Category	Meeting Name	Action Buttons
Course Meetings	Test Meeting	Join, Gear
		View Recordings & Reports
Office Hours	Mike Kollen's Office Hours (6pm-8pm)	Join, Gear
		View Recordings & Reports
Study Groups	Test Study Group	Join, Gear
	Student's Study Group	Join, Leave

Adobe Connect Recordings

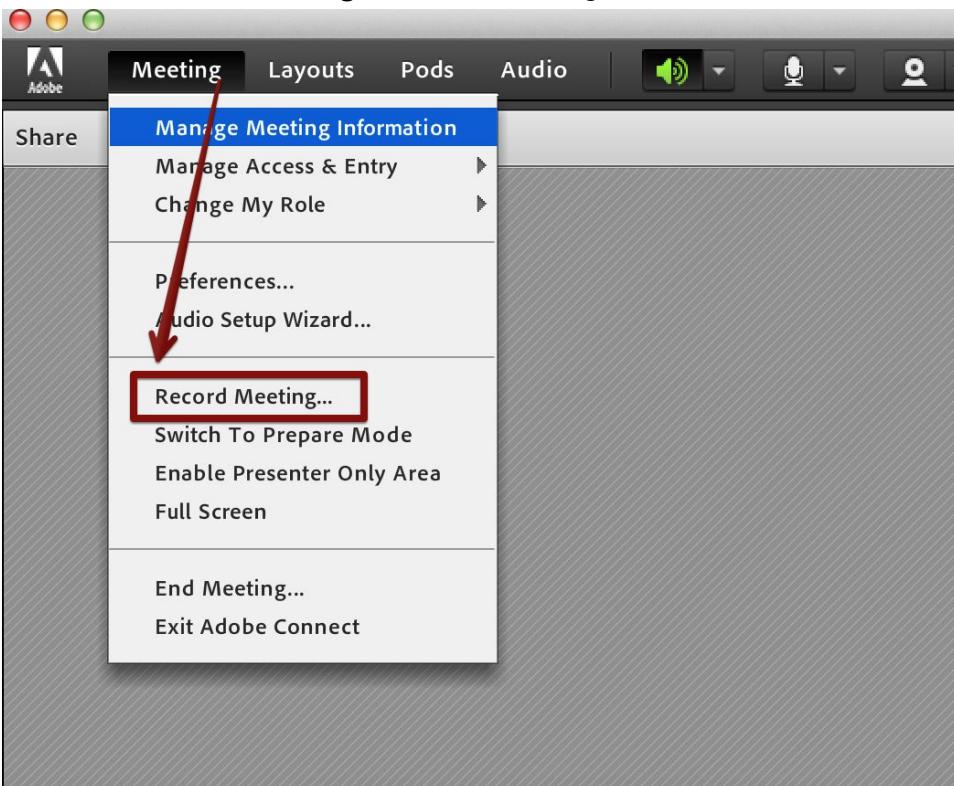
Record the Meeting

Join the meeting.

Meetings List

The screenshot shows the 'Meetings List' section of the Adobe Connect interface. At the top right is a 'Settings' button. Below it, under 'Course Meetings', is a listing for 'Test Meeting'. To the right of the meeting name are 'Join' and 'Settings' buttons. Below the meeting listing is a link 'View Recordings & Reports'.

Select the **Record Meeting** under the *Meeting* menu in the Adobe Connect room.



Populate the following form and click on the **OK** button to start the recording.

Record Meeting

Name
1 [Test] Test Meeting_0

Summary

OK Cancel

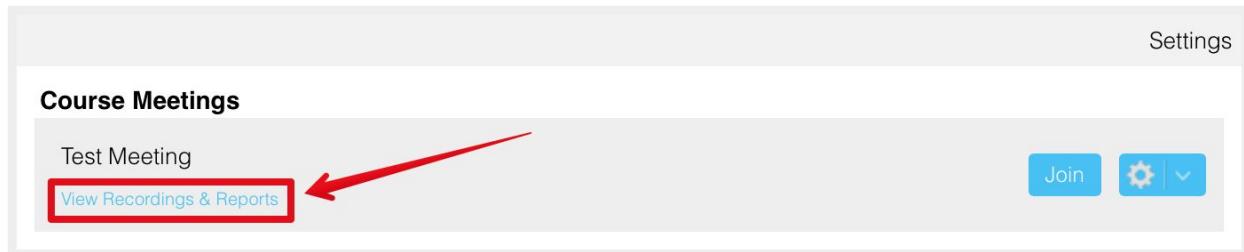
When the recording is done click on the **Stop Recording** button under the *Record Meeting* icon in the top right corner.



View / Watch Recordings

Navigate back to Adobe Connect application in Moodle page and click on the **View Recordings & Reports** link.

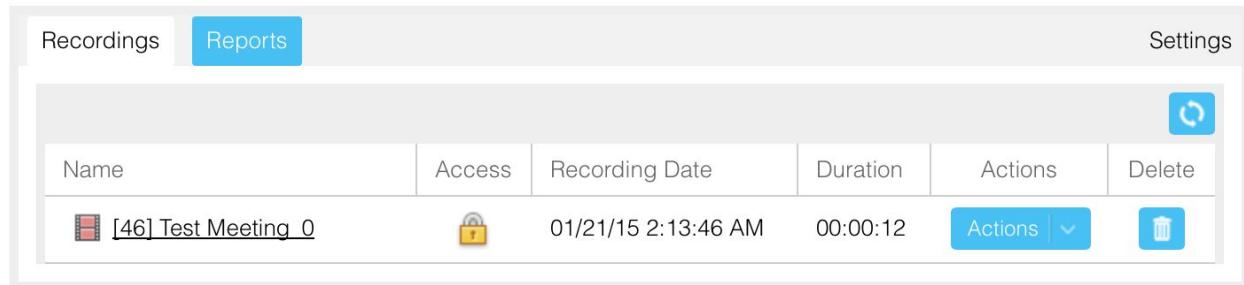
Meetings List



The screenshot shows the 'Meetings List' interface. At the top right, there's a 'Settings' icon. Below it, under 'Course Meetings', is a list for a 'Test Meeting'. On the left of the meeting entry is a 'View Recordings & Reports' button, which is highlighted with a red box and has a red arrow pointing to it from the left.

Open the **Recordings** tab and click on the **Refresh** icon to get the latest list of the recordings for this meeting.

Meetings List > Recordings



The screenshot shows the 'Recordings' tab. At the top, there are tabs for 'Recordings' and 'Reports', with 'Recordings' being active. On the right is a 'Settings' icon. Below the tabs is a table with the following data:

Name	Access	Recording Date	Duration	Actions	Delete
[46] Test Meeting_0	🔒	01/21/15 2:13:46 AM	00:00:12	Actions ▾	Delete

Click on the recording's name to watch the meeting recording.

Actions drop-down menu located next to each recording allows you to *Edit Recording*, *Share it*, *Make FLV* and *Make MP4*.

[Meetings List](#) > [Recordings](#)

The screenshot shows a table of recordings. The columns are: Name, Access, Recording Date, Duration, Actions, and Delete. A recording titled "[46] Test Meeting_0" is selected. An "Actions" button with a dropdown arrow is highlighted with a red box. A context menu is open, listing: Edit Recording, Share, and Make FLV.

- 1) **Edit Recording** option allows to open the selected recording on Adobe Connect and modify it using Adobe Connect tools.
- 2) Clicking **Share** option you can set the Access Type: Public or Private (optionally setting a Passcode) and get the Recording URL.

This dialog box shows the recording URL and access type settings. The URL is https://connect.esynctraining.com/p5o6ar3b7an. The access type is set to "Private". There is an optional passcode field and "Cancel" and "Save" buttons.

- 3) Selecting **Make FLV** option you will be asked to choose a place on your hard drive and the recording will be saved in FLV.
- 4) Selecting **Make MP4** option you will be asked to choose a place on your hard drive and the recording will be saved in MP4.

To delete the recording click on the **Delete** button (Trashcan icon).

MP4 Conversion

*****This is an add-on feature, and a license must be purchased separately*****

Navigate to **Adobe Connect LTI** application and click on the *Recordings* link.

Adobe Connect

Settings: Change

Help: User Guide

Course Meetings

Test Meeting

Recordings Reports

Join



Open the **Actions** drop-down menu located next to required recording and select one of the options: *Make MP4* or *Make MP4 with Subtitles*.

Adobe Connect

Settings: Change

Help: User Guide

Meetings List > Test Meeting: Recordings

Recordings

Reports

Name

Access

Recording Date

Duration

Actions

Test Meeting_0



03/03/2016 03:09:00 AM

00:13:03

Actions



Edit Recording

Share

Make Offline

Make MP4

Make MP4 with Subtitles

MP4 Status should be shown at the time the job passes through different stages of conversion.

Adobe Connect

Settings: Change

Help: User Guide

Meetings List > **Test Meeting: Recordings**

The screenshot shows a list of recordings. One recording is listed: "Test Meeting_0". The "Actions" column for this recording shows a dropdown menu and a delete icon. Below the list, a message "MP4 status: Pending" is displayed, with the "Pending" part highlighted by a red box.

Name	Access	Recording Date	Duration	Actions
Test Meeting_0		03/03/2016 03:09:00 AM	00:13:03	Actions

Once the job is done *Play* and *Edit* buttons should appear.

Adobe Connect

Settings: Change

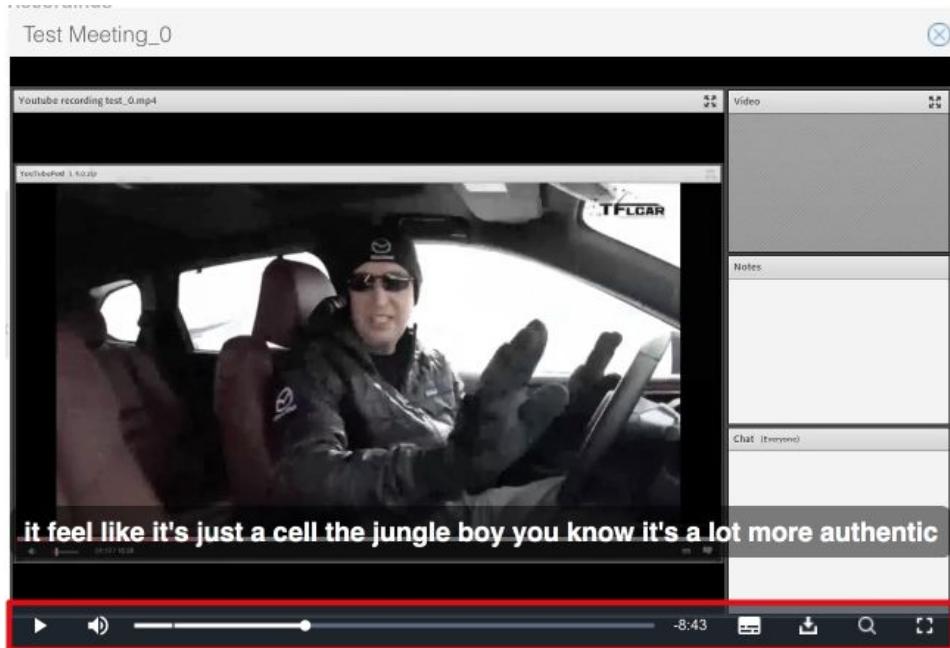
Help: User Guide

Meetings List > **Test Meeting: Recordings**

The screenshot shows the same list of recordings. The "Test Meeting_0" entry now has a "Play" and an "Edit" button in the "Actions" column, both of which are highlighted by a red box. The "MP4 status" message is no longer present.

Name	Access	Recording Date	Duration	Actions
Test Meeting_0		03/03/2016 03:09:00 AM	00:13:03	Actions Play Edit

Click on the **Play** button next to appropriate MP4 file to view it in **Player** application.



Available functionality:

- Play/Pause
- Volume control
- Subtitles On/Off
- Download MP4/Subtitles
- Search within the subtitles
- Full Screen mode

Click on the *Edit* button next to appropriate Transcript file to view/edit it in **CC Editor** application.

Time	Text
00:00:11.003 --> 00:00:14.007	the two thousand sixteen months those three acts
00:00:14.007 --> 00:00:16.058	nine and coming up next everything you wanted now
00:00:37.087 --> 00:00:41.039	what are we looking like an entirely different nine
00:00:41.075 --> 00:00:44.078	this is entirely different six nine so our old the previous
00:00:44.078 --> 00:00:48.016	six nine had a big three point seven liter V. six in it and
00:00:48.016 --> 00:00:49.041	now we have a remarkably
00:00:54.069 --> 00:00:58.041	dramatically better feeling engines
00:00:58.008 --> 00:01:01.034	is high compression change from
00:01:01.034 --> 00:01:01.062	the
00:01:02.009 --> 00:01:05.023	naturally aspirated engine versus this one yeah so this is this
00:01:05.023 --> 00:01:08.028	is based on the same engine family that we in this activity families
00:01:08.037 --> 00:01:12.079	wrestler cars what sort of course to
00:01:12.079 --> 00:01:16.019	handle the really high work out what they were going to make Uh so
00:01:16.048 --> 00:01:19.063	are naturally aspirated engines or thirteen to one compression you always
00:01:19.063 --> 00:01:22.098	have to lower the compression ratio on a on a turbo engine because were pumping
00:01:22.098 --> 00:01:26.007	so much more pressure and heat into the question chamber
00:01:26.071 --> 00:01:29.082	but we managed to maintain a ten a half to one compression which is still very
00:01:29.082 --> 00:01:33.003	hyper turbo engine and we because we tune

Available functionality:

- Undo/Redo changes
- Find and Replace text within the transcript
- Spelling check
- Table/Page view

Edit required lines and click on the **Save** button to store the changes.

In order to download MP4 or Transcript files, open the **Actions** drop-down menu located next to required recording and select one of the options: *Download MP4* or *Download Transcript*.

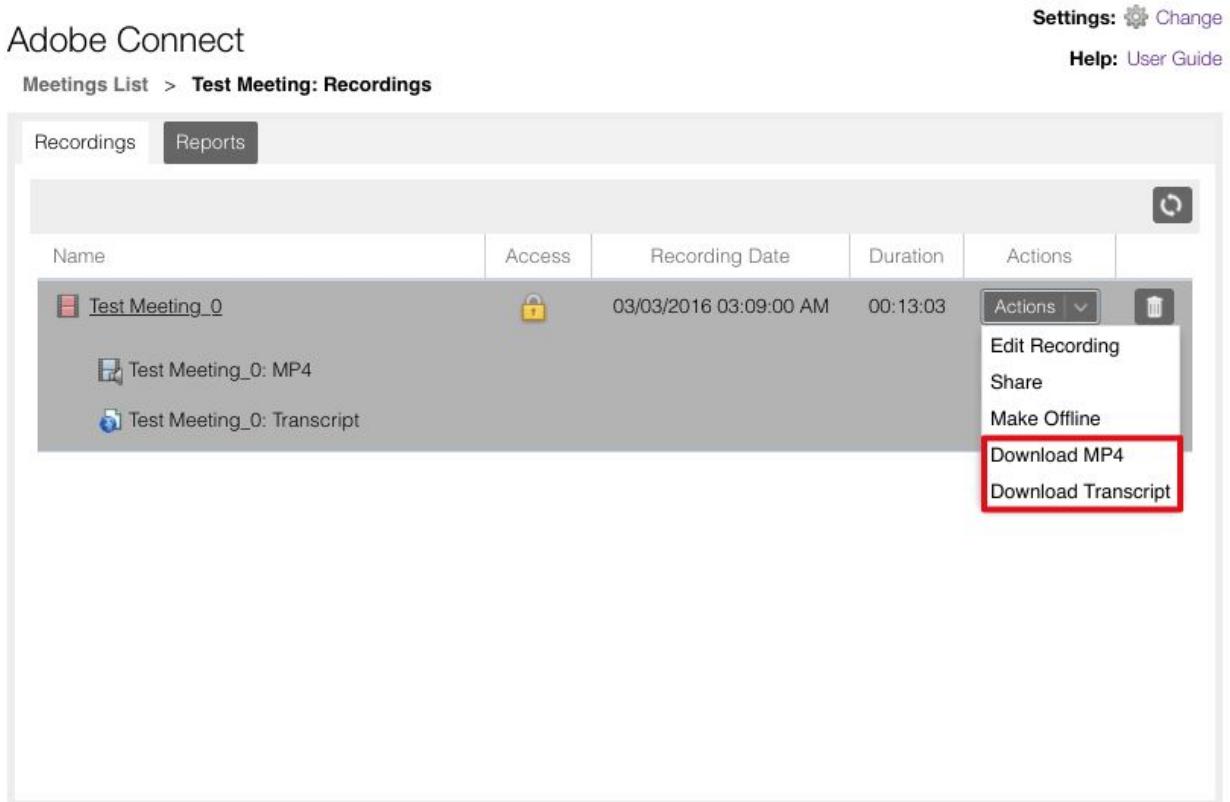
Adobe Connect

Meetings List > **Test Meeting: Recordings**

Recordings Reports

Settings: Change Help: User Guide

Name	Access	Recording Date	Duration	Actions
Test Meeting_0	🔒	03/03/2016 03:09:00 AM	00:13:03	Actions ▾
Test Meeting_0: MP4				Edit Recording
Test Meeting_0: Transcript				Share Make Offline Download MP4 Download Transcript



View Meeting Reports

Navigate back to Adobe Connect application in Moodle page and click on the **View Recordings & Reports** link.

Meetings List

The screenshot shows the 'Meetings List' section of the Adobe Connect interface. It displays a list of meetings under the heading 'Course Meetings'. A single meeting titled 'Test Meeting' is listed. Below the meeting title is a blue button labeled 'View Recordings & Reports'. A red arrow points from the left towards this button, indicating it should be clicked. To the right of the button are two other buttons: 'Join' and a settings icon.

Open the **Reports** tab and click on the **Refresh** icon to get the latest list of the reports for this meeting.

Teacher can obtain the information about each individual student who has participated in the meeting.

Meetings List > **Reports**

The screenshot shows the 'Reports' section of the Adobe Connect interface. At the top, there are two tabs: 'Recordings' (which is active) and 'Reports'. Below the tabs is a sub-menu with two options: 'By Attendees' (which is selected and highlighted with a red box) and 'By Sessions'. A blue refresh icon is located to the right of the sub-menu. The main area displays a table of participant information:

Name	E-mail	Time In	Time Out
Vadim Adashkevich	vadim@esynctraining.com	01/21/2015 1:13 PM	01/21/2015 1:14 PM
Mike Kollen	mike@esynctraining.com	01/21/2015 1:03 PM	01/21/2015 1:14 PM
Mike Kollen	mike@esynctraining.com	01/21/2015 12:55 PM	01/21/2015 12:55 PM

Teacher can obtain the session information by clicking on the **By Sessions** link.

Meetings List > **Reports**

The screenshot shows the 'Reports' section of the Adobe Connect interface, similar to the previous one but with the 'By Sessions' tab selected. The sub-menu now shows 'By Attendees' and 'By Sessions' (which is selected and highlighted with a red box). A blue refresh icon is to the right. The main area displays a table of session details:

Session ↓	Start Time	End Time	Number of Attendees
1	01/21/2015 12:55 PM	01/21/2015 1:14 PM	2

Information is available about each individual user who has viewed/watched the recording.

Adobe Connect

Settings: Change

Help: User Guide

[Meetings List](#) > [Virtual Class Meeting: Reports](#)

Recordings		Reports		
By Attendees		By Sessions		By Recordings
				Group by: Title Name
Recording Title	Name	Time In	Time Out	Total Time Viewed
Virtual Class Meeting_1	John Doe	07/04/16 12:22 PM	07/04/16 12:30 PM	00:07:34
Virtual Class Meeting_0	Paul Smith	07/04/16 11:43 AM	07/04/16 11:44 AM	00:00:45

Results can be grouped by recording *Title* or *Name*.

Teachers are able to download reports as PDF and/or Excel files.

Click on the *Download* icon. Select the required file format to be downloaded.

Adobe Connect

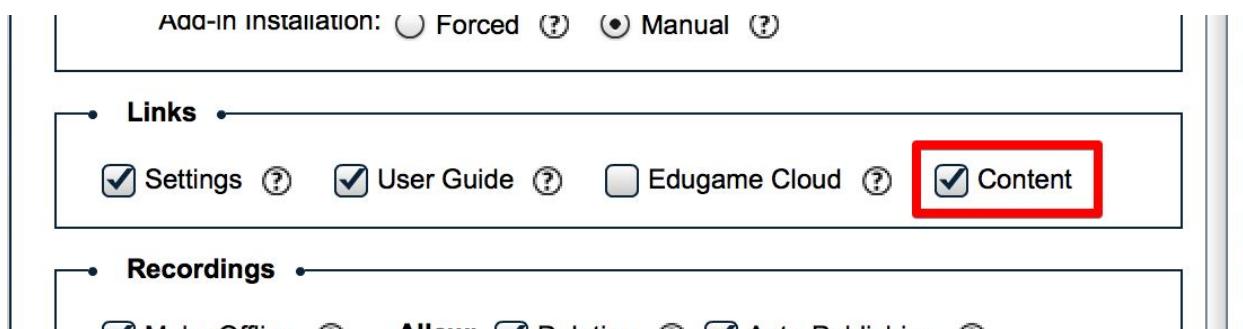
Help: User Guide | EduGame Cloud

[Meetings List](#) > [Reports](#)

Recordings		Reports		
By Attendees		By Sessions		Settings
Time In	Time Out	Duration		
<input type="checkbox"/> Mike Kollen, mike@esynctraining.com (1)				
07/29/2015 10:45 AM	07/29/2015 10:47 AM	0:02:36		 PDF Excel

Content Management

On the EduGame Cloud LMS license *Settings* page user can enable the Content option.



This setting allows users to manage My/Shared Content within the *Adobe Connect LTI*.

Open the *Adobe Connect LTI* and click on the Content link.

The screenshot shows the Adobe Connect interface. At the top, there are 'Settings' and 'Help' links. Below them, a 'use Meetings' section lists a 'Virtual Class Meeting' with 'Recordings' and 'Reports' links, and 'Join' and 'Settings' buttons. A 'oice Hours' section shows a message: 'Currently there are no meetings.' with an 'Add Meeting' button.

Inside the *Content Management* window user can perform the following actions:

- Create New Folder
- Upload files supported by Adobe Connect
- Edit/Move/Delete files and folders

The screenshot shows the 'Content Management' interface. At the top, there are two tabs: 'My Content' (highlighted in blue) and 'Shared Content'. Below the tabs is a toolbar with 'New Content' and 'New Folder' buttons, both of which are highlighted with a red box. The main area displays a table with columns: Name, Type, Date Modified, and Size (KB). A single row is visible, showing 'MP4 Recordings' as a Folder modified on 03/24/16 at 10:51 AM. To the right of this row is an 'Actions' dropdown menu with three options: 'Edit', 'Move', and 'Delete', all enclosed in a red box. In the bottom right corner of the window is a 'Finish' button.

User can switch between My Content and Shared Content by selecting the appropriate tab link.

This screenshot shows the 'Content Management' window with the 'My Content' tab selected (highlighted with a red box). The interface is similar to the previous one, featuring a toolbar with 'New Content' and 'New Folder' buttons, a table with a single row for 'MP4 Recordings', and an 'Actions' dropdown menu. The 'My Content' tab is explicitly labeled with a red box around it.

Audio Provider Support

MeetingOne

MeetingOne provider option can be enabled on the EduGame Cloud LMS license *Audio* tab.

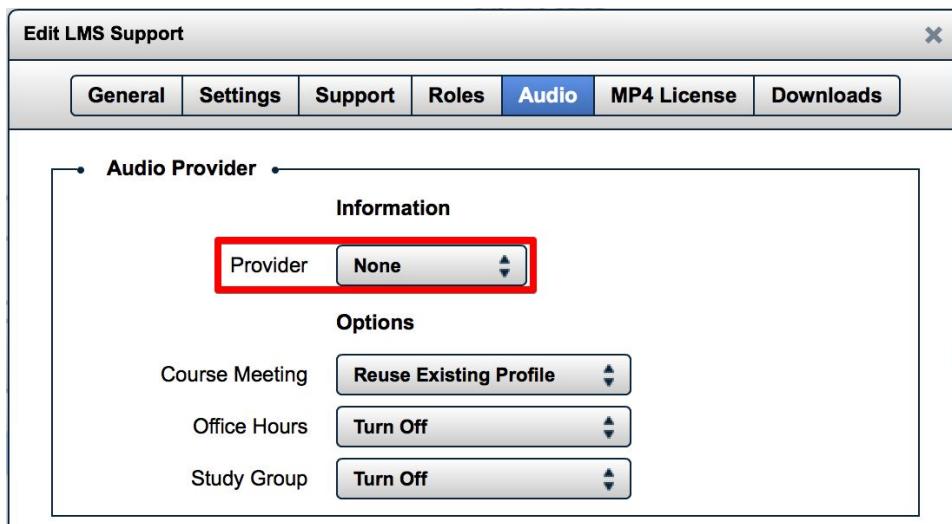
The screenshot shows the 'Edit LMS Support' dialog box with the 'Audio' tab selected. The 'Provider' dropdown is set to 'MeetingOne'. Other fields include 'Username' (provisioning@esynctraining.com), 'Account Number' (1234567890), and 'Secret Hash Key' (FFEDSFREDFFFFSGGFREERFFSS). Below these are sections for 'Course Meeting', 'Office Hours', and 'Study Group', each with a 'Generate New Profile' button.

User should provide to eSyncTraining administrator valid *Username*, *Account Number* and *Secret Hash Key* information that will be further added in the LMS license.

The following *Audio Profile* options are available for **MeetingOne** provider selected:

- Course Meetings
 - Turn Off (*Audio Profiles* are not used)
 - Generate New Profile (*Audio Profile* will be automatically generated during the meeting creation)
- Office Hours
 - Turn Off (*Audio Profiles* are not used)
 - Generate New Profile (*Audio Profile* will be automatically generated during the meeting creation)
 - Reuse Existing Profile (*Audio Profiles* that exist in Adobe Connect can be reused during the meeting creation)
- Study Group
 - Turn Off (*Audio Profiles* are not used)
 - Generate New Profile (*Audio Profile* will be automatically generated during the meeting creation)

None provider can be selected.



The following *Audio Profile* options are available when **None** provider selected:

- Course Meetings
 - Turn Off (*Audio Profiles* are not used)
 - Reuse Existing Profile (*Audio Profiles* that exist in Adobe Connect can be reused during the meeting creation)
- Office Hours
 - Turn Off (*Audio Profiles* are not used)
 - Reuse Existing Profile (*Audio Profiles* that exist in Adobe Connect can be reused during the meeting creation)
- Study Group
 - Turn Off (*Audio Profiles* are not used)
 - Reuse Existing Profile (*Audio Profiles* that exist in Adobe Connect can be reused during the meeting creation)

Navigate to *Adobe Connect LTI* and click on the *Add Meeting* button, expand the **Optional** section and observe the *Audio Conference Settings*.

In case when *Generate New Profile* option selected user will see the following message:

Optional

Custom URL:	http://cert.connect.meetingone.com/	
Summary:		
Start Time:	08-24-2016	02:15 PM
Duration:	01:00	
Access:	<input type="radio"/> Only registered users <input checked="" type="radio"/> Registered users and accepted guests <input type="radio"/> Anyone who has the URL for the meeting	
Audio Conference Settings:	Your Audio Profile will be automatically generated during the meeting creation	

After the meeting has been created, user can *Edit* the meeting and see the additional information provided by MeetingOne.

Audio Conference Settings:	Audio Profile Name: IT Training Conference Room Number: 6134440 Host Access Code: 651711
----------------------------	--

In case when *Reuse Existing Profile* option selected user will see the following option:

^ **Optional**

Custom URL:	http://cert.connect.meetingone.com/	<input type="button" value=""/>
Summary:	<input type="text"/>	
Start Time:	08-25-2016 <input type="button" value=""/>	12:30 PM <input type="button" value=""/>
Duration:	01:00 <input type="button" value=""/>	
Access:	<input type="radio"/> Only registered users <input checked="" type="radio"/> Registered users and accepted guests <input type="radio"/> Anyone who has the URL for the meeting	
Audio Conference Settings:	<input type="checkbox"/> Include this audio conference with this meeting: <input type="button" value="Test 1"/>	

User can select the checkbox and choose from the list of the existing Audio Profiles.

EduGameCloud in Adobe Connect

EduGameCloud Plugin Installation

In the **Administration** navigation on the left side, open the **Install plugins** page. The page is located at the following path: Administration -> Site administration -> Plugins -> Install plugins. Select the *Local plugin (local)* in the **Plugin type** drop-down list.

Upload the edugameclod.zip plugin file.

Select the **Acknowledgement** checkbox and click on the **Install plugin from the ZIP file** button.

The screenshot shows the 'Plugin installer' page in Moodle. The 'Plugin type' dropdown is set to 'Local plugin (local)'. The 'ZIP package' input field contains 'edugamecloud.zip'. The 'Acknowledgement' checkbox is checked. A red box highlights the 'Install plugin from the ZIP file' button at the bottom.

NAVIGATION

- Home
- My home
- Site pages
- My profile
- My courses

ADMIN BOOKMARKS

- Bookmark this page

ADMINISTRATION

- My profile settings
- Site administration
 - Notifications
 - Registration
 - Advanced features
 - Users
 - Courses
 - Grades
 - Badges
 - Location
 - Language
 - Plugins
 - Install plugins
 - Plugins overview
 - Activity modules
 - Admin tools
 - Authentication
 - Blocks

In the **Administration** navigation on the left side, open the **Manage tokens** page. The page is located at the following path: Administration -> Site administration -> Plugins -> Web services -> Manage tokens.

Click on the **Add** link.

The screenshot shows the 'Manage tokens' page. At the top, there is a breadcrumb trail: Home > Site administration > Plugins > Web services > Manage tokens. To the right of the breadcrumb is a button labeled 'Blocks editing off'. On the left, there are two navigation panels: 'NAVIGATION' and 'ADMIN BOOKMARKS'. The 'NAVIGATION' panel includes links for Home, My home, Site pages, My profile, and My courses. The 'ADMIN BOOKMARKS' panel includes a 'Bookmark this page' link. In the center, the title 'Manage tokens' is displayed above a table. The table has columns for Token, User, Service, IP restriction, Valid until, and Operation. Three rows of data are shown:

Token	User	Service	IP restriction	Valid until	Operation
9c5b4c8535dbe97a9fd03e611a02bc60	Esync Service Account	Moodle mobile web service			Delete
8abce52dcb1b9c473a045192aad3b9a	Esync Service Account	Adobe Connect LTI			Delete
3f996e363d7e7eee3f94f5aeb1254a5c	Esync Service Account	Edugamecloud service			Delete

A red arrow points from the 'Add' button in the bottom-left corner of the main content area to the 'Add' button in the screenshot below.

Select the admin **User**, select the **Service** from the drop-down list that was created in the previous step and click on **Save changes** button.

▼ Token

The screenshot shows the 'Add Token' form. It has several fields:

- User***: A dropdown menu with 'Search' input. An entry 'Esync Service Account' is selected and highlighted with a red box. A red arrow points from this selection down to the 'Service*' field.
- Service***: A dropdown menu currently showing 'Adobe Connect LTI'. This field is also highlighted with a red box.
- IP restriction**: A text input field.
- Valid until**: A date/time selector showing '21 November 2014'. There is a checkbox labeled 'Enable' next to it.
- Save changes**: A blue button at the bottom left. A red arrow points from the 'Valid until' field down to this button.
- Cancel**: A button at the bottom right.

Import Moodle Quiz/Survey to EduGameCloud

Navigate to app.edugamecloud.com page and download the latest EduGame Cloud public build from the *Welcome* screen...

The screenshot shows the EduGameCloud 'Welcome' screen. On the left, there's a sidebar with 'Add New' sections for Quiz/Assessment, Test, Survey, Crossword, and Collaboration Map. Below that is an 'Administration' section with LMS Integration and Users. Under 'Adobe Connect Apps', there's a button labeled 'Get Custom Pod v1.5' which is highlighted with a red box. The central area shows 'Open Recent' items like 'Sergey Test Quiz', 'Full Quiz', and 'Vadims Test'. A 'View Reports' section lists 'Lesson 23 Student Practice quiz EGC' and 'Practice quiz Lesson 22 EGC'. On the right, there's a 'Help' section with links to Video Tutorials, Documentation, and Support, along with a 'Watch Guided Tour' button. A large graphic of a rocket launching is positioned in the center-right. At the bottom, there's a feedback invitation and a 'Start Here' button.

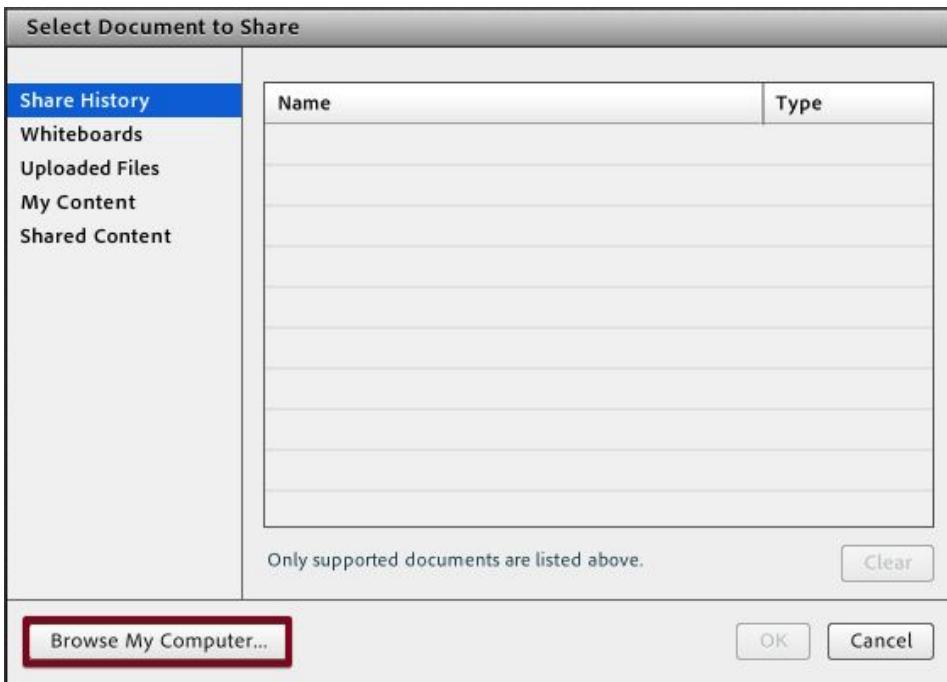
... or *Home* screen:

The screenshot shows the EduGameCloud 'Home' screen. At the top, it says 'Welcome, Demo Esync Admin' with 'Help' and 'Logout' buttons. Below that is a green navigation bar with 'Administration' and 'Adobe Connect Apps' tabs. A central box displays 'EduGame Cloud' and a 'Get Custom Pod v1.5' button, which is also highlighted with a red box. At the bottom, there's a table showing recent activity: a row for '02/25/15 01:45 PM' and another for '02/25/15 01:48 PM', each with a trash can icon.

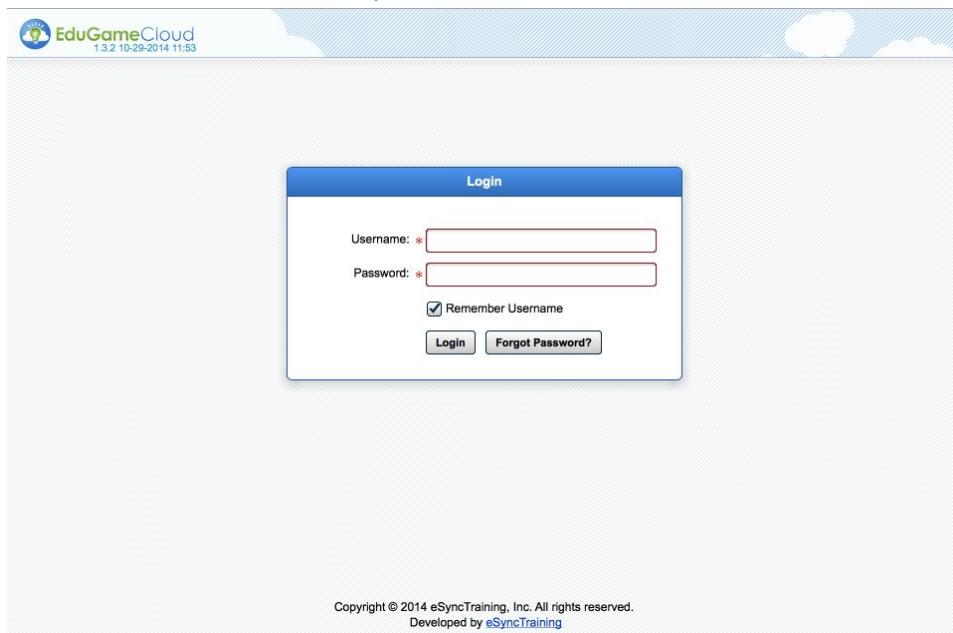
Navigate to Adobe Connect room and select the **Share Document** option from the *Share* drop-down menu.



Click on **Browse My Computer** button, select the appropriate file and upload the build to Adobe Connect room.

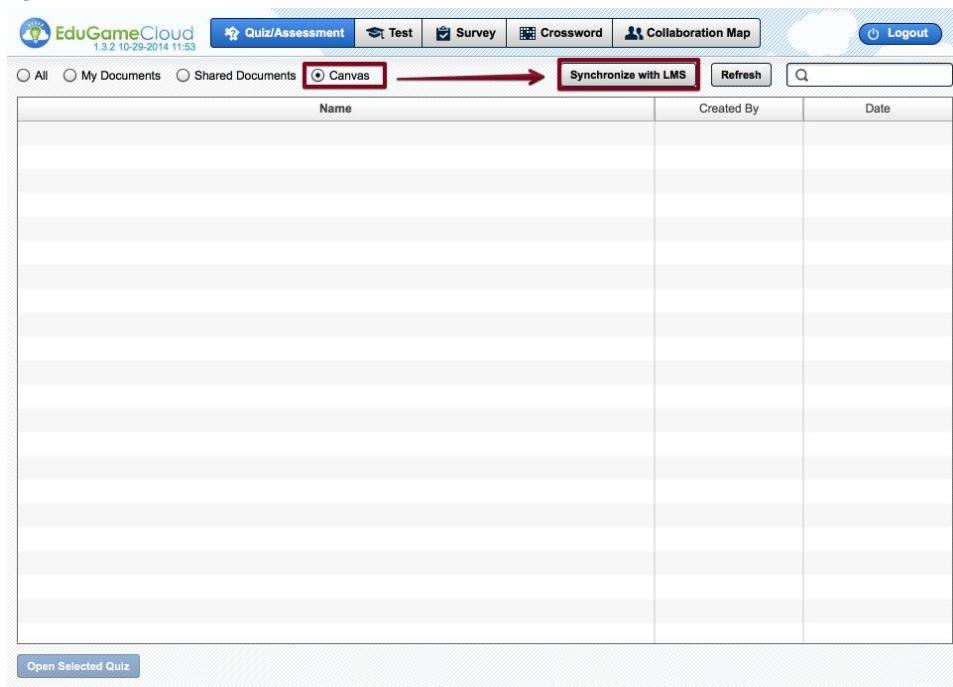


Once the build is successfully uploaded, enter valid EduGameCloud credentials.



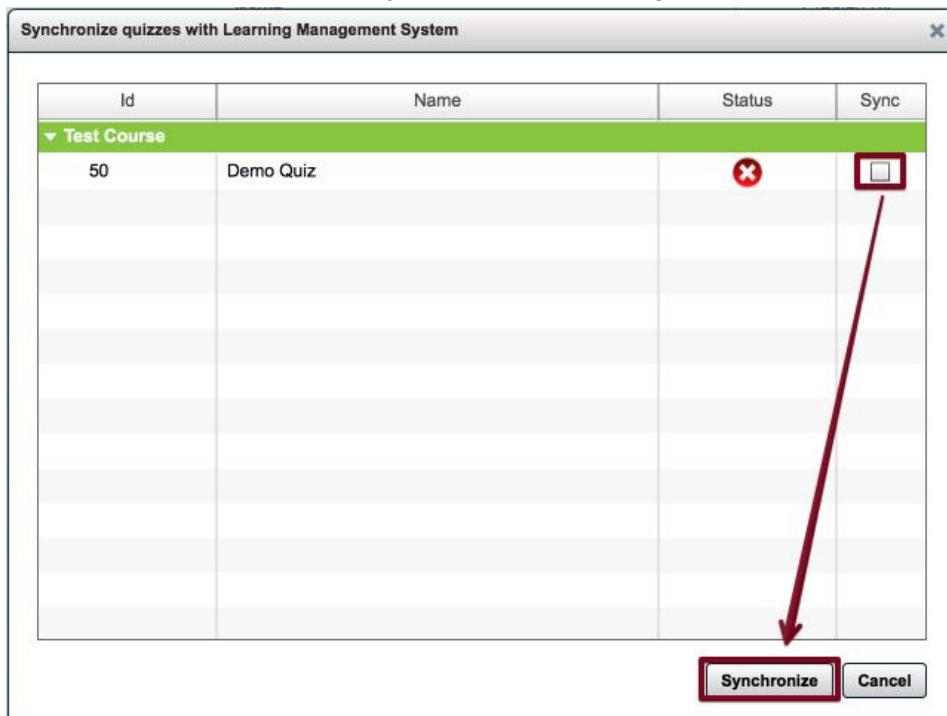
The image shows the EduGameCloud login interface. At the top left is the logo "EduGameCloud" with the version "1.3.2 10-29-2014 11:53". Below the logo is a blue header bar with the word "Login" in white. The main area contains two input fields: "Username: * [redacted]" and "Password: * [redacted]". There is a checked checkbox labeled "Remember Username". At the bottom are two buttons: "Login" and "Forgot Password?". At the very bottom of the page, in a small gray font, it says "Copyright © 2014 eSyncTraining, Inc. All rights reserved. Developed by eSyncTraining".

Navigate to *Quiz/Assessment* or *Survey* tab and select the **Moodle** radio-button and click on the **Synchronize with LMS** button.



The image shows the EduGameCloud document management interface. At the top, there is a navigation bar with links for "Quiz/Assessment", "Test", "Survey", "Crossword", "Collaboration Map", and "Logout". Below the navigation bar, there is a search bar with dropdown options: "All", "My Documents", "Shared Documents", and "Canvas". The "Canvas" option is selected, highlighted with a red box and a red arrow pointing to the "Synchronize with LMS" button. This button is also highlighted with a red box. Below the search bar is a table with columns "Name", "Created By", and "Date". At the bottom of the page is a footer bar with a single button "Open Selected Quiz".

Select required quizzes/surveys and click on the **Synchronize** button.



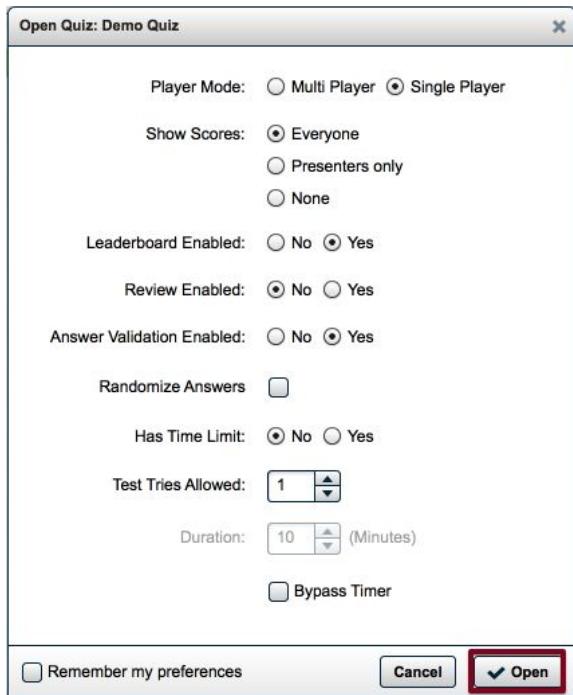
Synchronized quizzes/surveys should appear under the *Moodle* list in EduGameCloud. Select any quiz/survey and click on the **Open Selected Quiz/Survey** button.

The screenshot shows the EduGameCloud interface. At the top, there are navigation tabs: Quiz/Assessment, Test, Survey, Crossword, Collaboration Map, and Logout. Below the tabs, there are filter options: All, My Documents, Shared Documents, and Canvas. A "Synchronize with LMS" button is also present. The main area displays a list of quizzes under the heading "Test Course". The first item, "Demo Quiz", is highlighted with a red box and has another red box around its "Created By" and "Date" columns (showing "Demo Esync Admin" and "10/31/2014 11:31 AM"). A red arrow points from the "Demo Quiz" row to the "Open Selected Quiz" button at the bottom of the list.

Name	Created By	Date
Demo Quiz	Demo Esync Admin	10/31/2014 11:31 AM

Open Selected Quiz

Set the required preferences and click on the **Open** button



All participants should now see the quiz/survey.

Moodle Account Administrator Guide

EduGame Cloud Administration

Configure LMS License in EduGame Cloud

Navigate to app.edugamecloud.com and login using your Admin credentials.

Click on the **LMS Integration** link on the *Welcome* screen.

The screenshot shows the EduGame Cloud interface. On the left, there's a sidebar with links for 'Add New' (Quiz/Assessment, Test, Survey, Crossword, Collaboration Map), 'Administration' (LMS Integration, highlighted with a red box; Users), and 'Adobe Connect Apps' (Get Custom Pod v1.5). The main area has sections for 'Open Recent' (Sergey Test Quiz, Full Quiz, Vadims Test, Lesson 23 Student Practice quiz EGC, Practice quiz Lesson 22 EGC) and 'View Reports' (Sergey Test Quiz, Lesson 23 Student Practice quiz EGC, Full Quiz). To the right is a 'Help' section with links for Video Tutorials, Documentation, and Support, and a 'Watch Guided Tour' button. A large rocket ship graphic is in the background. At the bottom, there's a feedback link ('Please provide us your feedback or suggestions by clicking here') and a 'Start Here' button.

Click on **Edit** icon next to required LMS license in the list.

The screenshot shows the 'LMS Integration' page. At the top, there are navigation links: Quiz/Assessment, Test, Survey, Crossword, Collaboration Map, Reporting, Administration, and Adobe Connect Apps. Below that is a sub-navigation bar with LMS Integration, Users, Customization, Email History, and My License. A 'Change Password' link is also present. The main content area is a table with columns: Edit, LMS, Title, Creation Date, Consumer Key, and Shared Secret. One row is visible, showing 'Demo Title' with creation date 04/24/15 10:00 AM, consumer key 520befa1..., and shared secret 8acf12d6... The 'Edit' column for this row contains a red edit icon.

Edit	LMS	Title	Creation Date	Consumer Key	Shared Secret
		Demo Title	04/24/15 10:00 AM	520befa1...	8acf12d6...

On the *General* tab admin user can edit the *Adobe Connect Server* and *credentials* and select the *Primary Color* for Adobe Connect LTI.

Edit LMS Support

General **Settings** **Support** **Roles** **Downloads**

LMS Setup

LMS	dropdown	Primary Color: 
Title	Adobe Connect	
Consumer Key	8decc4bc-[REDACTED]	
Shared Secret	4fbf260d-[REDACTED]	
Learning Management System		
LMS Domain	http://[REDACTED]	
Admin Username	[REDACTED]	
Password	Enter the password, if you want to overwrite it	
Test Connection		

Adobe Connect

Adobe Connect Server	https://[REDACTED]
Admin Username	[REDACTED]
Password	Enter the password, if you want to overwrite it
<input type="radio"/> Use Shared Meetings Folder	
<input checked="" type="radio"/> Use User Meetings Folder	
Canvas Meetings	
Test Connection	

Cancel **Save**

On the *Settings* tab admin user can adjust the following settings:

Add LMS Support

General Settings Support Roles Downloads

Meetings

Course Meetings: Yes No Multiple Meetings

Office Hours: Yes No Study Groups: Yes No

Name Format:

Options: Edit Meetings Delete Meetings Enable Meeting Reuse

User Management

Participant List Synchronization: Auto Manual

Adobe Connect Settings

Allow User Creation: True False

Adobe Connect Authentication

Type: Email Username

URL Session Token: Hide Show

Links

Settings User Guide Edugame Cloud

Recordings

Use FLV Use MP4

Cancel **Save**

Course Meetings

Allow teachers to create course meetings

Office Hours

Allow teachers to create office hours that can be reused across multiple courses

Study Groups

Allow all participants to create study group Adobe Connect meetings. This user has similar privileges as an instructor in managing their study group

Multiple Meetings

Allow teachers to create multiple meetings in one course

Send Announcements

Send a LMS announcements to the students when the meeting is created

Edit Meetings

Allow teachers to edit the meetings

Delete Meetings

Allow teachers to delete the meetings

Participant List Synchronization

Auto

All course participants should be automatically synchronized with Adobe Connect users

Manual

Allow teachers to manually synchronize course participants with Adobe Connect users

Allow User Creation

True

Create a new Adobe Connect user when synchronizing with the active LMS course roster

False

Do not create new Adobe Connect users. Notify teachers that user does not exist in Adobe Connect and needs to be created manually

Adobe Connect Authentication Type (retrieved from Adobe Connect login policy settings)

Email

Course participants should be authenticated first by email address and if the email address does not exist then try to use the username

Username

Course participants should be authenticated first by username and if the username does not exist then try to use the email address

URL Session Token

Show

Show Session Token in the URL when joining the Adobe Connect room. This is less secure, but does not require cookies to be enabled

Hide

Hide Session Token in the URL when joining the Adobe Connect room. This is more secure, but requires cookies to be enabled

Settings

Allow all course attendees to use their own passwords to enter the Adobe Connect room

User Guide

Show LMS user guide link. Shown for teachers only

EduGame Cloud

Show EduGame Cloud user guide link

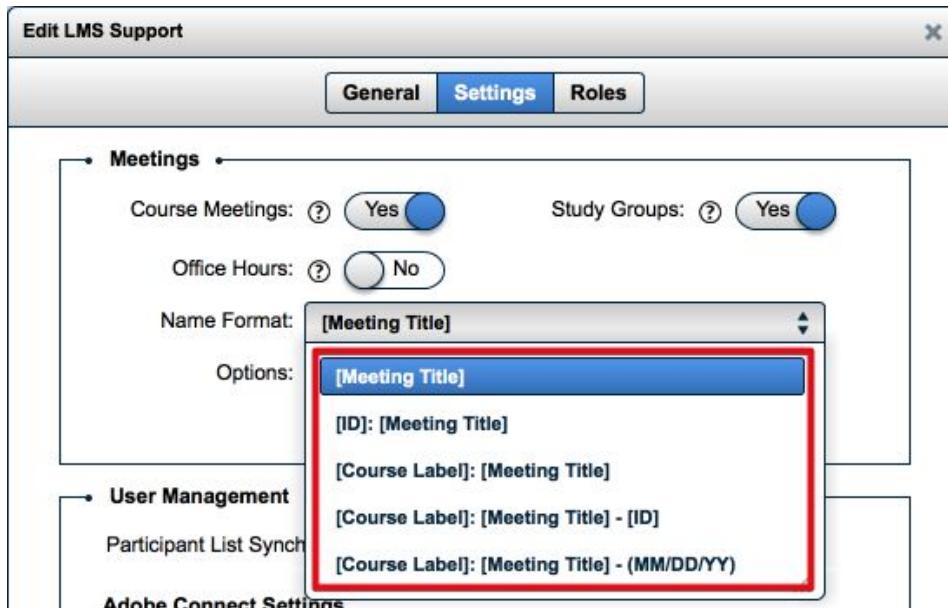
Use FLV

Create an offline recording as an FLV file

Use MP4

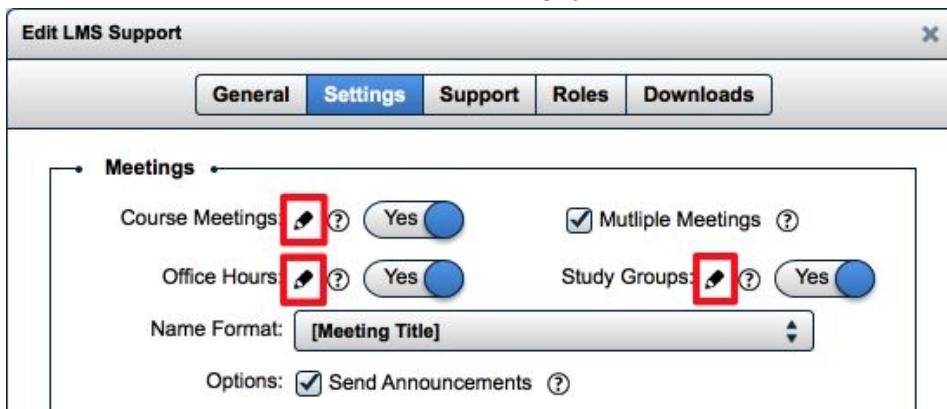
Create an offline recording as an FLV file

User can select one of the following *Meeting Name* templates:

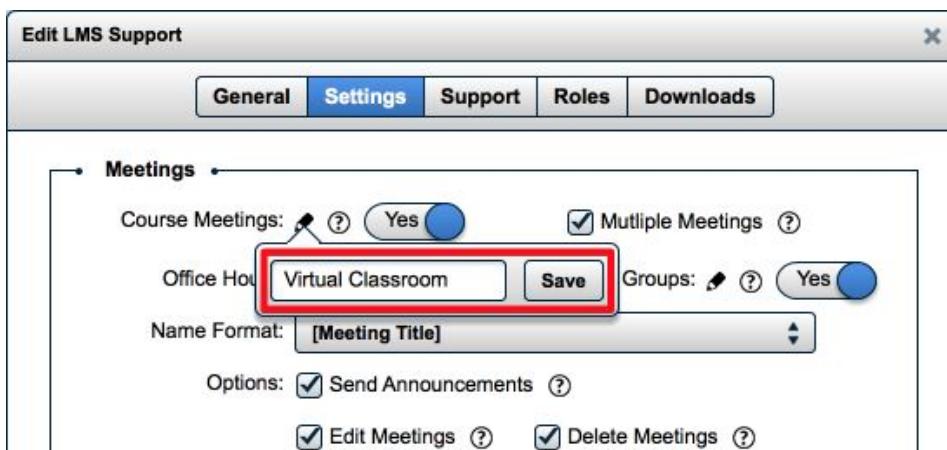


When user creates a meeting in the **Adobe Connect LTI**, only *Meeting Title* should be specified. Thus appropriate meeting will be created in a Adobe Connect and named using the chosen template.

On the EduGame Cloud LMS license **Settings** page user can edit the **Meeting Labels**. Click on **Edit** icon next to required meeting type.



Enter desired label and click on **Save** button.



Save the license and observe the **Adobe Connect LTI**. New Meeting Label should appear.

Adobe Connect

Help: User Guide | EduGame Cloud

Meetings List

Virtual Classroom

Currently there are no meetings. Please add.

Add Meeting

Office Hours

Currently there are no meetings. Please add.

Add Meeting

Settings

On the *Support* tab admin user can add any *Support Information/Instructions* that will be shown for all users accessing the Adobe Connect LTI.

The screenshot shows the 'Support' tab selected in a navigation bar. Below it is a section titled 'Your Support Information (Optional)' containing a text area with placeholder text 'Support Information for participants.' and a rich text editor toolbar. At the bottom right is a blue 'Save' button.

All LTI participants will see *Support Information/Instructions* in the following way:

Adobe Connect

Meetings List

The screenshot shows the 'Meetings List' interface. It includes sections for 'Course Meetings' (listing 'Test Meeting 101' with a 'Join' button) and 'Office Hours' (noting 'Currently there are no meetings. Please add.'). A red box highlights the 'Instructions/Support' section, which contains the text 'Support Information for participants.'

On the *Roles* page user can specify the mapping rules for default and custom LMS roles.

Edit LMS Support

General Settings **Roles** Edit: No

• Default Roles •

LMS Role	AC Roles
Student	Participant
Teacher	Host
TA	Presenter
Designer	Presenter
Observer	Participant

• Custom Roles •

Role	AC Roles

Cancel **Save**

In order to change *Default Roles* mapping change the **Edit** toggle to Yes, select any default *LMS Role* and pick the required *AC Role* from the dropdown.

LMS Role	AC Roles
Student	Participant
Teacher	Host
TA	Presenter
Designer	
Observer	Participant

Click on the **Save** button to store the changes.

In order to specify *Custom Roles* mapping change the **Edit** toggle to Yes, click on the **Add Custom Role** button, enter the required *Role Name* and pick the required *AC Role* from the dropdown.

Role	AC Roles	Delete
Backup Teacher	Presenter	

(?) Any custom role not defined in this list will be mapped to the participant in Adobe Connect.

Add Custom Role

Cancel **Save**

Click on the **Save** button to store the changes.

Open the *Adobe Connect LTI* and click on the *Gear* icon and create a new meeting. Observe the **Participants** tab. Custom roles should be properly mapped.

[Meetings List](#) > **Participants**

The screenshot shows the 'Participants' tab in the Adobe Connect LTI interface. It displays two panels: 'LMS Available Users (4)' on the left and 'Adobe Connect Participants (4)' on the right. A red arrow points from the 'Backup Teacher' entry in the LMS panel to the 'Presenter' entry in the Adobe Connect panel, indicating the mapping process.

LMS Available Users (4)	Adobe Connect Participants (4)
Backup Teacher (1) Kelsea Tower	Host (1) Mike Kollen
Students (2) Melissa Sieben Paul Green	Participants (2) Melissa Sieben Paul Green
Teacher (1) Mike Kollen	Presenter (1) Kelsea Tower

Below the panels are search fields and action buttons: Sync Users, Add, Add Guest, Set User Role, Remove, Back, and Finish.

On the *Downloads* tab admin user can download User Guide and other complementary files.

Configure Adobe Connect LTI for Your Moodle Account

In the **Administration** navigation on the left side, open the **Manage external tool types** page. The page is located at the following path: Administration -> Site administration -> Plugins -> Activity modules -> LTI -> Manage external tool types.

Click on the **Add external tool configuration** link.

The screenshot shows the 'Manage external tool types' page in Moodle. At the top, there is a breadcrumb navigation: Home > Site administration > Plugins > Activity modules > LTI > Manage external tool types. To the right of the breadcrumb, there is a button labeled 'Blocks editing on'. On the left, there is a navigation sidebar with sections for Home, Site pages, My profile, and My courses. Below the navigation is an 'ADMIN BOOKMARKS' section. The main content area is titled 'Manage external tool types' and contains a sub-section 'External tool types'. Below this are three buttons: 'Active' (highlighted in blue), 'Pending', and 'Rejected'. A red arrow points from the text 'Click on the Add external tool configuration link.' to the 'Add external tool configuration' link in the 'External tool types' section. Below the buttons, there is a message: 'There are no active external tools configured.'

Enter the **Tool Name**, **Tool Base URL**, **Consumer Key** and **Shared Secret**.

You will find your *Consumer Key* and *Shared Secret* in EduGame Cloud Administration.

Use the following *Tool base URL*: <https://app.edugamecloud.com/lti/moodle-login>

Select the **Show tool type...** checkbox.

▼ Tool settings

Tool name* ⓘ

Tool base URL* ⓘ

Consumer key ⓘ

Shared secret ⓘ

 Unmask
Custom parameters ⓘ

>Show tool type when creating tool instances

Default launch container ⓘ

Embed, without blocks

Click on the **Save Changes** button to finish the process.

In the **Administration** navigation on the left side, open the **Advanced features** page. The page is located at the following path: Administration -> Site administration -> Advanced features.

Select the **Enable web services** checkbox.

The screenshot shows the 'Advanced features' section of the Moodle site administration. A red arrow points from the top-left text instruction to the 'Enable web services' checkbox, which is highlighted with a red border. The page includes a navigation sidebar with links like 'My home', 'Site pages', 'My profile', 'My courses', 'ADMIN BOOKMARKS', and 'ADMINISTRATION' with 'Advanced features' selected. The main content area lists various advanced features with their status and descriptions.

Feature	Status	Description
Enable outcomes	<input type="checkbox"/>	Default: No Support for Outcomes (also known as Competencies, Goals, Standards or Criteria) means that we can grade things using one or more scales that are tied to outcome statements. Enabling outcomes makes such special grading possible throughout the site.
Enable comments	<input checked="" type="checkbox"/>	Default: Yes Enable comments
Enable tags functionality	<input checked="" type="checkbox"/>	Default: Yes Should tags functionality across the site be enabled?
Enable notes	<input checked="" type="checkbox"/>	Default: Yes Enable storing of notes about individual users.
Enable portfolios	<input type="checkbox"/>	Default: No If enabled, users can export content, such as forum posts and assignment submissions, to external portfolios or HTML pages.
Enable web services	<input checked="" type="checkbox"/>	Default: No Web services enable other systems to log in to this Moodle and perform operations. For extra security this feature should be disabled unless you are really using it.

Click on **Save changes** button to store the changes.

In the **Administration** navigation on the left side, open the **Manage Protocols** page. The page is located at the following path: Administration -> Site administration -> Plugins -> Web services -> Manage protocols.

Enable the *REST protocol*.

The screenshot shows the 'Manage protocols' page with the following structure:

NAVIGATION
Home
■ My home
▶ Site pages
▶ My profile
▶ My courses

ADMIN BOOKMARKS
Bookmark this page

Manage protocols

Active web service protocols

Protocol	Version	Enable	Settings
AMF protocol	2014111000	∅	
REST protocol	2014111000	⊕	
SOAP protocol	2014111000	∅	
XML-RPC protocol	2014111000	∅	

A red arrow points from the text above to the 'Enable' column of the 'REST protocol' row in the table.

In the **Administration** navigation on the left side, open the **External Services** page. The page is located at the following path: Administration -> Site administration -> Plugins -> Web services -> External Services.

Click on the **Add** link.

The screenshot shows the Moodle 'External services' page. At the top, there is a breadcrumb navigation: Home > Site administration > Plugins > Web services > External services. To the right of the breadcrumb is a button labeled 'Blocks editing on'. On the left, there is a vertical 'ADMINISTRATION' sidebar with sections like My profile settings, Site administration (Notifications, Registration, Advanced features), Courses, Grades, Badges, Location, Language, and Plugins. The main content area has a title 'External services'. Below it, there is a section titled 'Information' with a description: 'A service is a set of functions. A service can be accessed by all users or just specified users.' There are two tables: 'Built-in services' and 'Custom services'. The 'Built-in services' table lists two entries: 'Edugamecloud service' (Plugin: local_edugamecloud, Functions: Functions, Users: All users, Edit) and 'Moodle mobile web service' (Plugin: moodle, Functions: Functions, Users: All users, Edit). The 'Custom services' table is currently empty. A red arrow points from the text 'Click on the Add link.' down to the 'Add' button in the 'Custom services' table.

External service	Plugin	Functions	Users	Edit
Edugamecloud service	local_edugamecloud	Functions	All users	Edit
Moodle mobile web service	moodle	Functions	All users	Edit

External service	Delete	Functions	Users	Edit

Add

Enter **Name**, **Short Name**, select **Enabled** checkbox and click on the **Add service** button.

***NOTE:** Please enter the following *Short Name*: lms

▼ External service

Name*

Short name

Enabled

Authorised users only

Show more...

Add service **Cancel**

Click on the **Add functions** link.

Home ▶ Site administration ▶ Plugins ▶ Web services ▶ External services ▶ Functions Blocks editing on

NAVIGATION

- Home
 - My home
 - ▶ Site pages

Add functions to the service "Adobe Connect LTI"

This service has no functions.

Add functions

Search for the following function: core_enrol_get_enrolled_users

▼ Add functions

Name*

Search

core_enrol_get_enrolled_users:Get enrolled users by course id.
core_enrol_get_enrolled_users_with_capability:For each course and capability specified, return a list of the users that are
moodle_enrol_get_enrolled_users:DEPRECATED: this deprecated function will be removed in a future version. Please use
moodle_user_get_users_by_courseid:DEPRECATED: this deprecated function will be removed in a future version. This fur

Add functions **Cancel**

Click on the **Add functions** button to finish the process.

*NOTE: For Moodle versions older than 2.7 please add the shortname manually in the DB.
 Navigate to *mdl_external_services* table and add *lms* to shortname field of the recently added web service.

	id	name	enabled	requiredcapability	restrictedusers	component	timecreated	timemodified	shortname	downloadfiles	uploadfiles
1	Moodle mobile web service	0	NULL	0	moodle	1438687245	NULL	NULL	moodle_mobile_app	1	1
2	AC LTI	1	NULL	0	NULL	1438687837	NULL	NULL	lms	0	0

In the **Administration** navigation on the left side, open the **Manage tokens** page. The page is located at the following path: Administration -> Site administration -> Plugins -> Web services -> Manage tokens.

Click on the **Add** link.

The screenshot shows the 'Manage tokens' page with the following structure:

- NAVIGATION:** Home, My home, Site pages, My profile, My courses.
- ADMIN BOOKMARKS:** Bookmark this page.
- Manage tokens:** Title.
- Table:** Displays three tokens with columns: Token, User, Service, IP restriction, Valid until, and Operation.
- Buttons:** A red box highlights the 'Add' button at the bottom left of the table area.

Token	User	Service	IP restriction	Valid until	Operation
9c5b4c8535dbe97a9fd03e611a02bc60	Esync Service Account	Moodle mobile web service			Delete
8abce52dcb1b9c473a045192aad3b9a	Esync Service Account	Adobe Connect LTI			Delete
3f996e363d7e7eee3f94f5aeb1254a5c	Esync Service Account	Edugamecloud service			Delete

Select the admin **User**, select the **Service** from the drop-down list that was created in the previous step and click on **Save changes** button.

▼ Token

The screenshot shows the 'Add Token' form with the following fields:

- User***: A dropdown menu with 'Vadim Adachkovich' and 'Esync Service Account' selected. A red box highlights 'Esync Service Account'.
- Service***: A dropdown menu with 'Adobe Connect LTI' selected. A red box highlights 'Adobe Connect LTI'.
- IP restriction**: An empty input field.
- Valid until**: A date picker set to '21 November 2014'. A red box highlights the date input field.
- Buttons:** 'Save changes' (highlighted with a red box) and 'Cancel'.

Getting Support

Email Support, please contact:
support@esynctraining.com and cc: qa@esynctraining.com

Emergency Phone Support:
714.979.4444