



&



Adobe Connect

LTI Integration

User Guide (Version 1.8.0)



eSyncTraining

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& Adobe Connect

User Guide
Version 1.8.0

[What's New In v1.8.0?](#)

[Student's Study Group](#)

[Meetings Sessions Support](#)

[Add Adobe Connect LTI Link to the Course](#)

[Add or Reuse Existing Users to the Course to Add to Adobe Connect Meeting](#)

[Enroll Users to the Course](#)

[Create a New Adobe Connect Meeting](#)

[Meeting Reuse \(Optional\)](#)

[Adding Guests to Meeting](#)

[Seminars Support \(optional\)](#)

[Create an Office Hours Meeting \(Optional\)](#)

[Create a Study Group Meeting \(Optional\)](#)

[Adobe Connect Recordings](#)

[Record the Meeting](#)

[View / Watch Recordings](#)

[MP4 Conversion](#)

[View Meeting Reports](#)

[Content Management](#)

[Audio Provider Support](#)

[MeetingOne](#)

[EduGame Cloud Administration](#)

[Configure LMS License in EduGame Cloud](#)

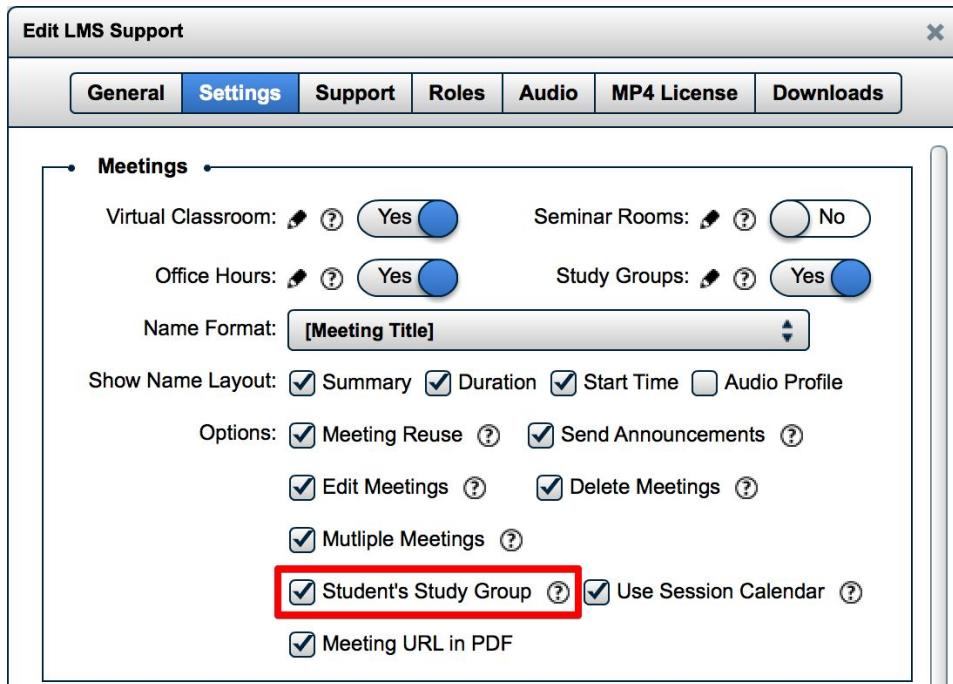
[Configure Adobe Connect LTI for Your Brightspace Account](#)

[Getting Support](#)

What's New In v1.8.0?

Student's Study Group

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

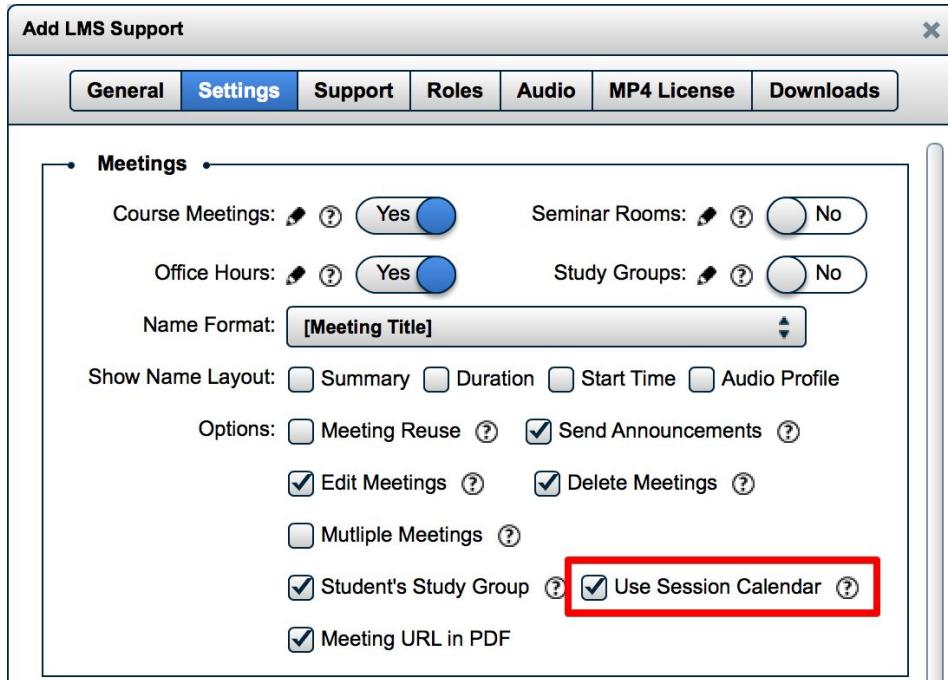


This setting allows/prohibits students to create Study Groups in the *Adobe Connect LTI*.

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 three recordings: 'Virtual Classroom 102', 'Virtual Classroom 102 #1', and 'Virtual Classroom 102 #2'. To the right of the list is a 'Settings' gear icon with a dropdown menu. The 'New Session' option is highlighted with a red box. Other options in the menu include 'Join', 'Edit', and 'Delete'.

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

Adobe Connect

Settings: Change

Help: User Guide | EduGame Cloud

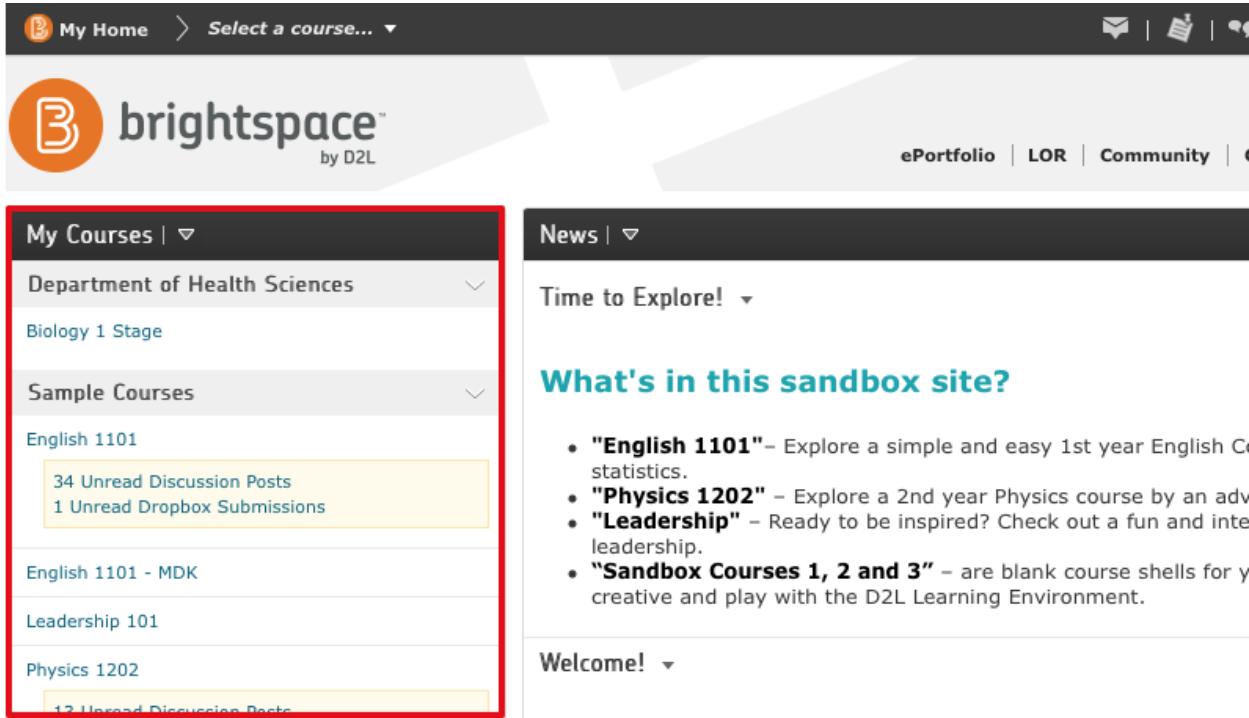
[Meetings List](#) > **New Meeting Session: Information**

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

Course Administrator Guide

Add Adobe Connect LTI Link to the Course

On the *Home* screen select the required course from the list.



The screenshot shows the Brightspace by D2L home page. At the top, there is a navigation bar with 'My Home' and 'Select a course...'. Below the navigation bar is the Brightspace logo. On the left, there is a sidebar titled 'My Courses' with a dropdown menu set to 'Department of Health Sciences'. Under this dropdown, 'Biology 1 Stage' is listed. Below it is another dropdown menu titled 'Sample Courses' with 'English 1101' selected. Under 'English 1101', there are two notifications: '34 Unread Discussion Posts' and '1 Unread Dropbox Submissions'. Other courses listed in the sidebar include 'English 1101 - MDK', 'Leadership 101', and 'Physics 1202'. On the right side of the page, there is a 'News' section with a link to 'Time to Explore!'. Below that is a section titled 'What's in this sandbox site?' which lists several course shells: 'English 1101', 'Physics 1202', 'Leadership', and 'Sandbox Courses 1, 2 and 3'. At the bottom of the right sidebar, there is a 'Welcome!' message.

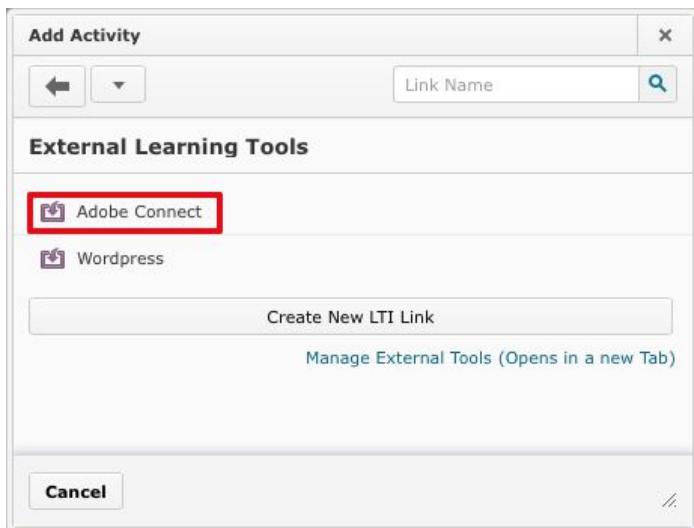
On the **Course Home Page** select the **Content** tab and **Add a module** (or use existing modules).

The screenshot shows the Moodle Course Home Page for 'Biology 1 Stage'. At the top, the 'Content' tab is highlighted with a red box. Below it, there's a search bar and a sidebar with links for 'Overview', 'Bookmarks', and 'Upcoming Events'. A large central area is titled 'Table of Contents' with a 'Welcome to your course.' message. At the bottom of this area, there's a button labeled 'Add a module...'. A red arrow points from the 'Content' tab down to this button.

On the selected module click on the **Add Existing Activities** button and select the **External Learning Tools** link from the dropdown list.

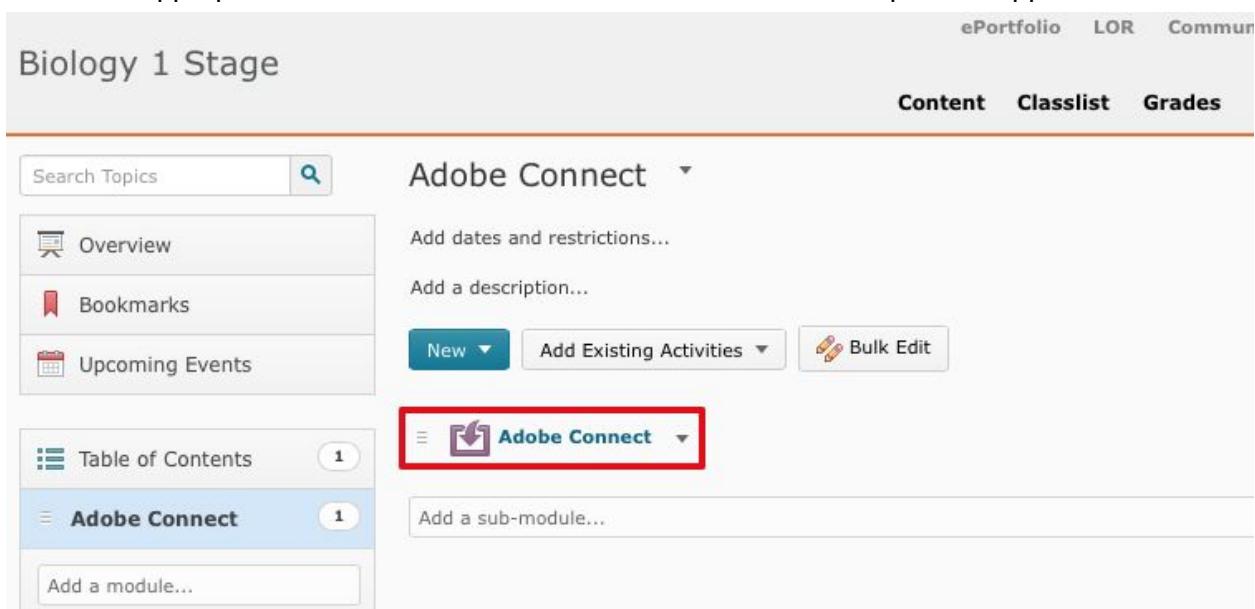
The screenshot shows the 'Adobe Connect' module page. On the left, the 'Table of Contents' section has 'Adobe Connect' expanded, with its 'Add a module...' button highlighted by a red box. In the center, there's a 'New' button with a dropdown menu. The 'Add Existing Activities' button in this menu is also highlighted with a red box. A red arrow points from the 'New' button down to the 'Add Existing Activities' button. A second red arrow points from the 'Add Existing Activities' button down to the 'External Learning Tools' link in the dropdown menu, which is also highlighted with a red box. The dropdown menu lists various activity types: Chat, Checklist, Discussions, Dropbox, ePortfolio Item, External Learning Tools (highlighted), Form Templates, Online Rooms, Quizzes, Self Assessments, and Surveys.

Select the **Adobe Connect** tool from the list.



The screenshot shows a 'Add Activity' dialog box. At the top, there are back and forward navigation buttons, a search bar labeled 'Link Name' with a magnifying glass icon, and a close button ('X'). Below this is a section titled 'External Learning Tools'. Inside this section, there are two items: 'Adobe Connect' (which is highlighted with a red box) and 'Wordpress'. Below these items is a button labeled 'Create New LTI Link'. At the bottom of the dialog box is a 'Cancel' button.

Select the appropriate module and click on **Adobe Connect** link to open the application.



The screenshot shows a 'Biology 1 Stage' module page. At the top, there are navigation links: 'ePortfolio', 'LOR', 'Commun...', 'Content', 'Classlist', and 'Grades'. On the left, there is a sidebar with 'Search Topics' and a search icon. Below the search is a list of modules: 'Overview', 'Bookmarks', 'Upcoming Events', 'Table of Contents' (with 1 item), and 'Adobe Connect' (which is highlighted with a red box). The 'Adobe Connect' module has a sub-module 'Add a sub-module...'. At the top right of the main content area, there are buttons for 'New', 'Add Existing Activities', and 'Bulk Edit'. There is also a text input field for 'Add dates and restrictions...' and another for 'Add a description...'.

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

Enroll Users to the Course

On the *Home* screen select the required course from the list.

The screenshot shows the Brightspace by D2L home page. On the left, under 'My Courses', there is a dropdown menu set to 'Department of Health Sciences'. Below it, 'Biology 1 Stage' is listed. Under 'Sample Courses', 'English 1101' is selected, showing '34 Unread Discussion Posts' and '1 Unread Dropbox Submissions'. Other courses listed include 'English 1101 - MDK', 'Leadership 101', and 'Physics 1202'. On the right, there's a 'News' section with a 'Time to Explore!' dropdown and a 'What's in this sandbox site?' section listing various course shells like 'English 1101', 'Physics 1202', 'Leadership', and 'Sandbox Courses 1, 2 and 3'. A red box highlights the 'My Courses' section.

On the *Course Home Page* select the **Content** tab and click on the **Add Participants** button. Select **Add existing users** link.

The screenshot shows the 'Biology 1 Stage' course home page. At the top, there are tabs for 'Content' (which is selected), 'Classlist' (highlighted with a red box and an arrow pointing to it), and 'Grades'. In the 'Classlist' section, there is a 'Add Participants' button with a dropdown menu. The dropdown menu has three options: 'Add existing users' (selected), 'Create and enroll a new user', and 'Import users from a file on your computer'. Below the dropdown is a search bar with 'Search For:' and a 'Show Search Options' button. A message at the bottom says 'No participants match your search'.

Enter the required **Username**, select the user from the list, pick the required role and click on the **Enroll Selected Users** button.

Add Existing Users

Enrollment Options

Set all roles to:

Send: Send Enrollment email

Add Existing Users

Search For: mike kollen Hide Search Options

Search In: First Name Last Name Email

1 Search Result 20 per

Last Name, First Name	Email	Role
<input checked="" type="checkbox"/> Kollen, Mike	mike+d2l@esynctraining.com	<input checked="" type="checkbox"/> -- Select a Role -- Administrator Instructor Student Super Admin Teaching Assistant Advisor

Create a New Adobe Connect Meeting

On the *Home* screen select the required course from the list.

The screenshot shows the Brightspace D2L Home page. On the left, under 'My Courses', there is a dropdown menu for 'Department of Health Sciences'. Under 'Sample Courses', there are three entries: 'English 1101' (with 34 unread discussion posts and 1 unread dropbox submission), 'English 1101 - MDK', and 'Leadership 101'. Under 'Physics 1202', there is 12 unread discussion posts. On the right, under 'News', it says 'Time to Explore!' and 'What's in this sandbox site?'. It lists several course shells: 'English 1101', 'Physics 1202', 'Leadership', and 'Sandbox Courses 1, 2 and 3'. A red box highlights the 'My Courses' section.

Select the appropriate module and click on **Adobe Connect** link to open the application.

The screenshot shows the 'Biology 1 Stage' course page. At the top, there are tabs for 'Content', 'Classlist', and 'Grades'. In the center, there is a 'Search Topics' bar and a 'New' button. Below these are sections for 'Overview', 'Bookmarks', and 'Upcoming Events'. On the left, there is a 'Table of Contents' with 1 item, an 'Adobe Connect' module with 1 item (which is highlighted with a red box), and a 'Add a module...' button. The 'Adobe Connect' module has a sub-section for 'Add a sub-module...'. At the top right, there are links for 'ePortfolio', 'LOR', and 'Community'.

Click on the **Add Meeting** button.

Meetings List

The screenshot shows a user interface for managing course meetings. At the top right is a 'Settings' link. Below it is a section titled 'Course Meetings' which contains the text 'Currently there are no meetings. Please add.' and a prominent blue 'Add Meeting' button.

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

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

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

The screenshot shows a detailed view of the 'Meeting Information' form. At the top, there are tabs for 'Meeting Information' and 'Participants', with 'Participants' being the active tab. A 'Settings' link is also at the top right. The 'Required' section contains fields for 'Name' (a text input) and 'Select Template' (a dropdown menu). The 'Optional' section is expanded and contains fields for 'Custom URL' (a text input with the value 'https://connect.esynctraining.com/'), 'Summary' (a large text area), 'Start Time' (a date and time picker set to '01-21-2015 12:53 PM'), 'Duration' (a dropdown menu set to '01:00'), and 'Access' (radio buttons for 'Only registered users', 'Registered users and accepted guests' (which is selected), and 'Anyone who has the URL for the meeting'). At the bottom of the form are three buttons: 'Cancel', 'Save', and 'Next'.

Map Brightspace 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 users between Brightspace and Adobe Connect. At the top, there are three tabs: 'Meeting Information' (highlighted in blue), 'Participants' (selected), and 'Settings'. The 'Participants' tab is divided into two main sections: 'Desire2Learn Available Users (4)' on the left and 'Adobe Connect Participants (4)' on the right. The D2L section lists four users under 'Student': Vadim Adashkevich, Melissa Sieben, Kelsea Tower, and Mike Kollen. The AC section lists four users under 'Host': Mike Kollen, and three under 'Participant': Vadim Adashkevich, Melissa Sieben, and Kelsea Tower. At the bottom, there are several buttons: a refresh icon, 'Sync Users', 'Add', 'Set User Role' (with a dropdown arrow), 'Remove', 'Back', and 'Finish'.

Desire2Learn Available Users (4)		Adobe Connect Participants (4)	
Student (3)	Vadim Adashkevich	Host (1)	Mike Kollen
Melissa Sieben		Participant (3)	Vadim Adashkevich
Kelsea Tower			Melissa Sieben
Teacher (1)	Mike Kollen		Kelsea Tower

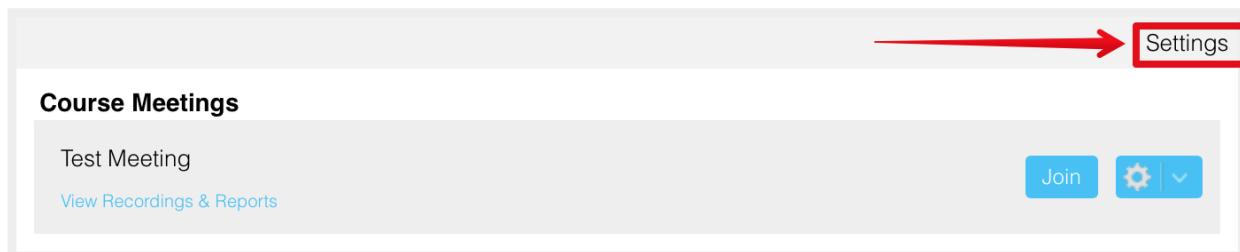
Default LMS to Adobe Connect roles mapping:

LMS	Adobe Connect
Administrator	Host
Instructor	Host
Student	Participant
Super Admin	Host
Teaching Assistant	Presenter
Advisor	Presenter

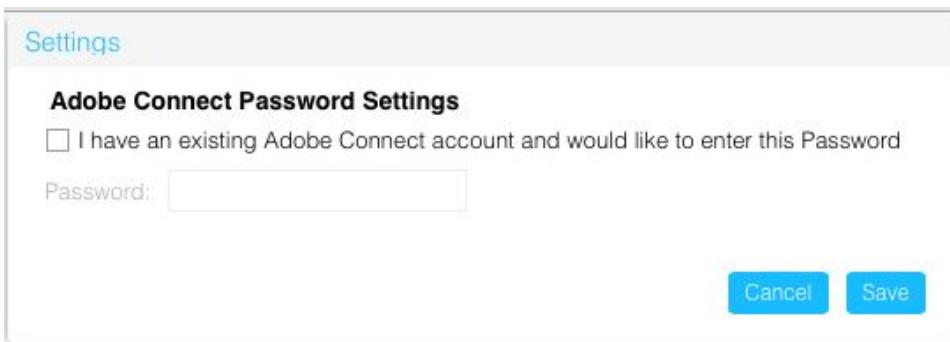
Click on the **Finish** button to complete the process.

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

Meetings List



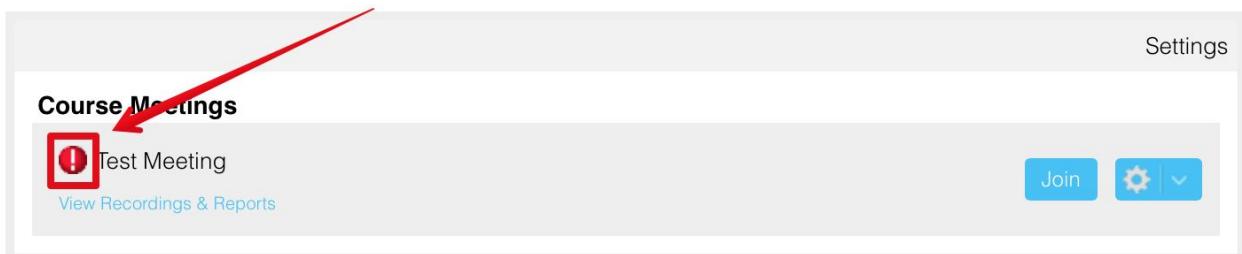
Mark the check-box confirming that you have an Adobe Connect account created using the same email as in Brightspace, enter your Adobe Connect password and click Save button to use this account.



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.

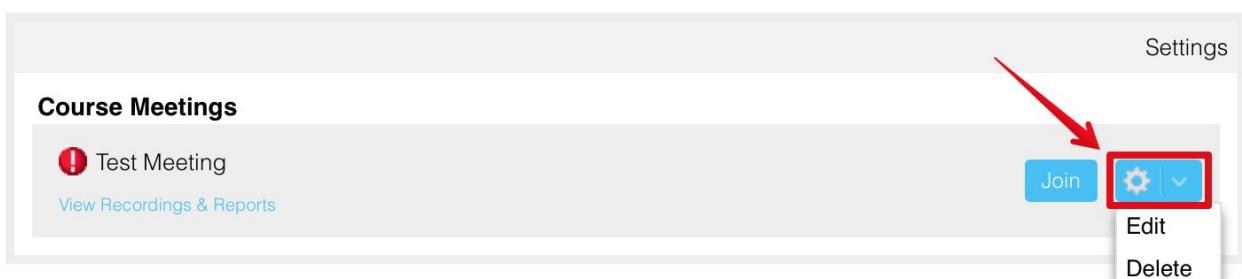
If a student adds late to the course, *Alert* icon will appear next to the meeting name in the **Meeting Information** tab.

Meetings List



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

Meetings List



Navigate to the **Participants** tab and observe the **Brightspace 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 'Participants' tab in the 'Meetings List'. At the top, there are three tabs: 'Meeting Information' (highlighted in blue), 'Participants' (highlighted in grey), and 'Settings'. Below these tabs are two main sections:

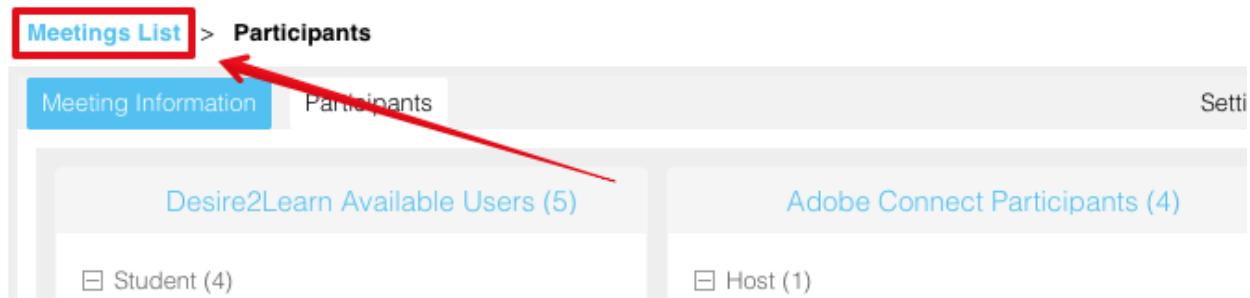
- Desire2Learn Available Users (5)**
 - Student (4)
 - Vadim Adashkevich
 - Paul Green (red dot)
 - Melissa Sieben
 - Kelsea Tower
 - Teacher (1)
 - Mike Kollen
- Adobe Connect Participants (4)**
 - Host (1)
 - Mike Kollen
 - Participant (3)
 - Vadim Adashkevich
 - Melissa Sieben
 - Kelsea Tower

At the bottom of the interface are several buttons: Refresh (blue), Sync Users (highlighted with a red box), Add (light blue), Set User Role (dropdown menu), and Remove (light blue).

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

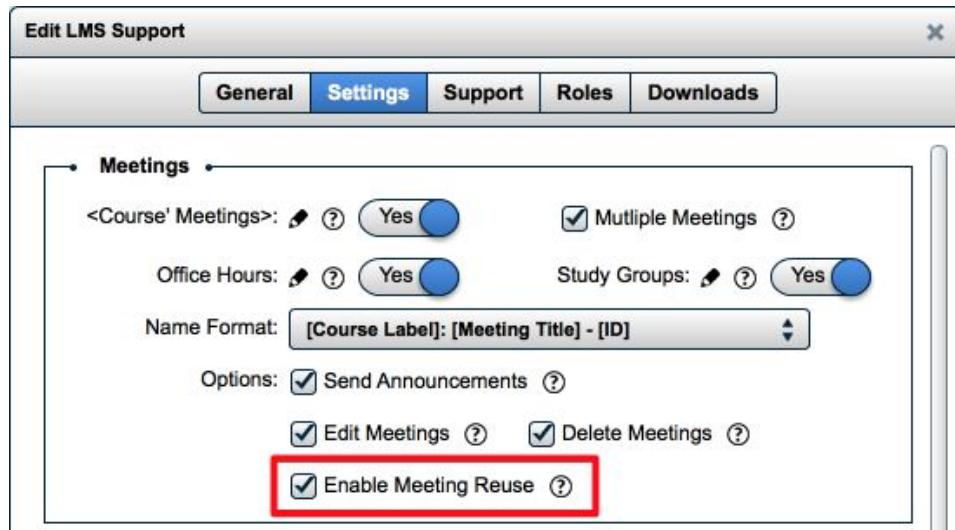
Refresh the Brightspace Available Users list by clicking on the **Refresh** button.

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 contains the text 'marketing'. The 'Participants' section has the 'Merge' radio button selected. A list of meetings is shown, with one meeting highlighted: '[24] USD Marketing 101'. At the bottom, the 'Next' button is highlighted with a red box and labeled '5.'.

Meetings List > Meeting Information

Meeting Information Participants

select Create New Meeting or search for and Use Existing Meeting

Create New Meeting Use Existing Meeting 1.

marketing 2.

Participants: Clean Merge 3.

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/

Cancel Save Next 5.

Created by eSyncTraining

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

The screenshot shows the 'Participants' tab. It has tabs for 'Meeting Information' and 'Participants'. The 'Participants' tab is active. On the left, there's a list titled 'LMS Available Users (4)' with sections for 'Students (3)' (Kelsea Tower, Melissa Sieben, Paul Green) and 'Teacher (1)' (Mike Kollen). On the right, there's a list titled 'Adobe Connect Participants (4)' with sections for 'Host (1)' (Mike Kollen) and 'Participants (3)' (Kelsea Tower, Melissa Sieben, Paul Green). At the bottom, there are search fields for 'Search' (LMS and Adobe Connect), a 'Sync Users' button, an 'Add' button, an 'Add Guest' button (which is highlighted with a red box), a 'Set User Role' dropdown, and a 'Remove' button.

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:

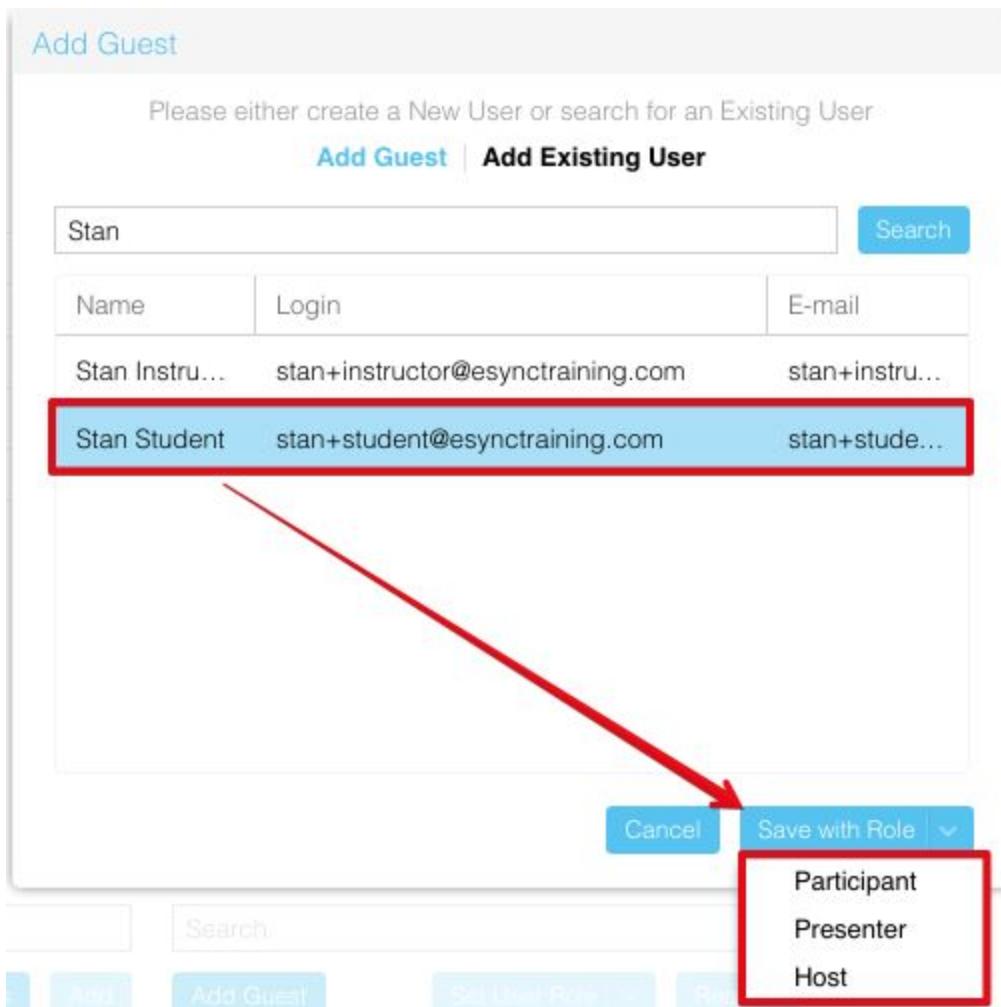
Retype Password:

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



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.



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

Meetings List > Participants

The screenshot shows the 'Participants' tab of a meeting configuration interface. It is divided into two main sections: 'LMS Available Users (4)' on the left and 'Adobe Connect Participants (5)' on the right. In the LMS section, there are three 'Students' (Kelsea Tower, Melissa Sieben, Paul Green) and one 'Teacher' (Mike Kollen). In the Adobe Connect section, there is one 'Host' (Mike Kollen) and four 'Participants'. The participants from the LMS section are listed here: Kelsea Tower, Melissa Sieben, Paul Green, and Stan Student. A red arrow points to the green dot next to 'Stan Student', indicating it is a guest user. Below the sections are search bars and action buttons: Sync Users, Add, Add Guest, Set User Role, and Remove.

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

Search

Sync Users Add Add Guest Set User Role Remove

Seminars Support (optional)

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 are 'Settings' and 'Help' links. Below the header, there are sections for 'Course Meetings' and 'Seminar Rooms'. In the 'Create' dropdown menu, the 'Seminar Room' option is highlighted with a red box. The 'Create' button itself is also highlighted with a blue box.

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.

Adobe Connect

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

[Settings:](#) Change

[Help:](#) User Guide | EduGame Cloud

The screenshot shows the 'New Seminar Room: Information' form in Adobe Connect. The 'Participants' tab is selected. The 'Required' section contains fields for Seminar License (dropdown), Name (text input), and Select Template (dropdown). The 'Optional' section is collapsed and contains fields for Custom URL (text input with a link icon), Summary (text area), Start Time (date and time dropdown), Duration (dropdown), and Access (radio buttons for Only registered users, Registered users and accepted guests, and Anyone who has the URL for the meeting). At the bottom are 'Cancel', 'Save', and 'Next' buttons.

Information Participants

Required

Seminar License: Seminar License # 1287581127

Name:

Select Template:

Optional

Custom URL: <https://connect.esynctraining.com/>

Summary:

Start Time: 03-31-2016 10:15 AM

Duration: 01:00

Access:

Only registered users

Registered users and accepted guests

Anyone who has the URL for the meeting

Cancel Save Next

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](#)

[Join](#) | [Settings](#) |
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, under "Course Meetings", there is a single entry for "Test Meeting" with "View Recordings & Reports" and "Join" and "Settings" buttons. Under "Office Hours", a message says "Currently there are no meetings. Please add." with an "Add Meeting" button highlighted by a red box. Under "Study Groups", a similar message says "Currently there are no meetings. Please add." with an "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 a 'Course Meetings' section with a 'Test Meeting' entry and a 'Study Groups' section listing 'Paul's Study Group' and 'Vadim's Study Group'. Each study group entry has 'Recordings | Reports' links and a context menu with 'Join', 'Settings', 'Edit', and 'Delete' options. A red arrow points to the 'Edit' option in the context menu for 'Vadim's Study Group'.

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" button. Below it are three main sections: "Course Meetings", "Office Hours", and "Study Groups".

- Course Meetings:** Contains a single entry: "Test Meeting". To its right are "Join" and "Settings" buttons.
- Office Hours:** Contains a single entry: "Mike Kollen's Office Hours (6pm-8pm)". To its right are "Join" and "Settings" buttons.
- Study Groups:** Displays the message: "Currently there are no meetings. Please add." To its right is a prominent blue "Add Meeting" button, which is outlined in red in the image.

Add Brightspace 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 the 'Participants' tab selected in a 'Meetings List' interface. On the left, under 'Desire2Learn Available Users (5)', there are two sections: 'Student (4)' containing Vadim Adashkevich, Paul Green, Melissa Sieben, and Kelsea Tower, each with a red circular icon; and 'Teacher (1)' containing Mike Kollen. On the right, under 'Adobe Connect Participants (1)', there is one entry: 'Host (1)' with Mike Kollen. At the bottom, there are buttons for 'Sync Users', 'Add', 'Set User Role' (with a dropdown arrow), 'Remove', 'Back', and 'Finish'.

Desire2Learn Available Users (5)		Adobe Connect Participants (1)	
Student (4)		Host (1)	
Vadim Adashkevich	●	Mike Kollen	
Paul Green	●		
Melissa Sieben	●		
Kelsea Tower	●		
Teacher (1)			
Mike Kollen			

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 are 'Join' and 'Settings' buttons. For the 'Student's Study Group', there are 'Join' and 'Leave' buttons, where the 'Leave' button is highlighted with a red box.

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

Adobe Connect Recordings

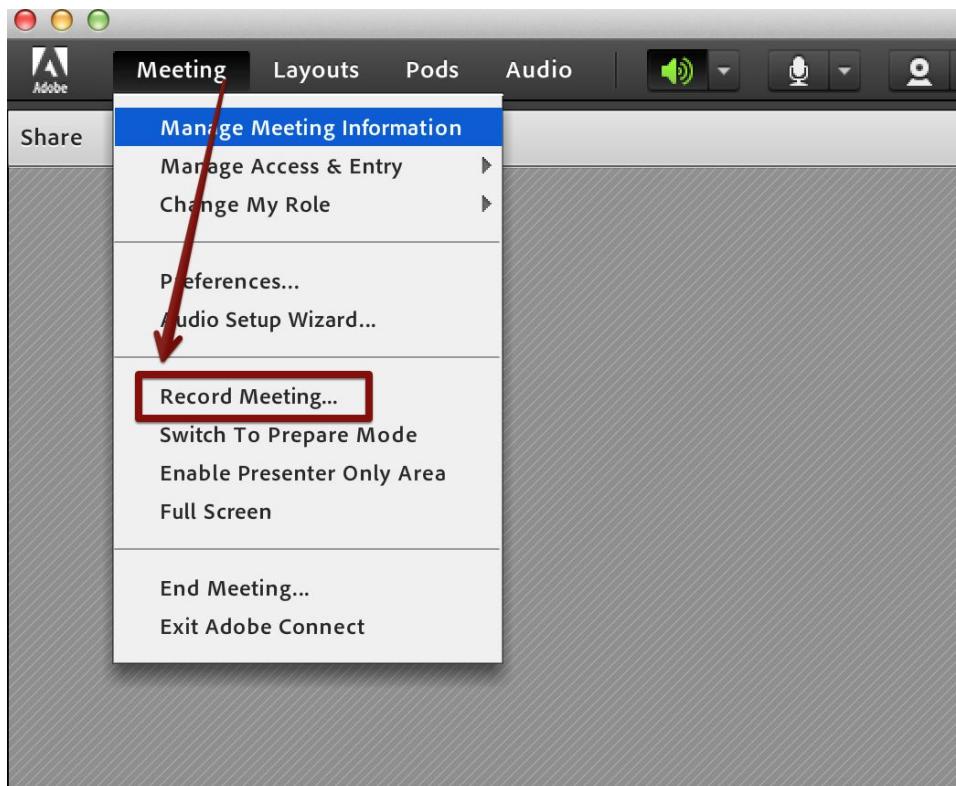
Record the Meeting

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 list item for 'Test Meeting'. To the right of this list item are 'Join' and 'Settings' buttons. Below the list item is a link 'View Recordings & Reports'.

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



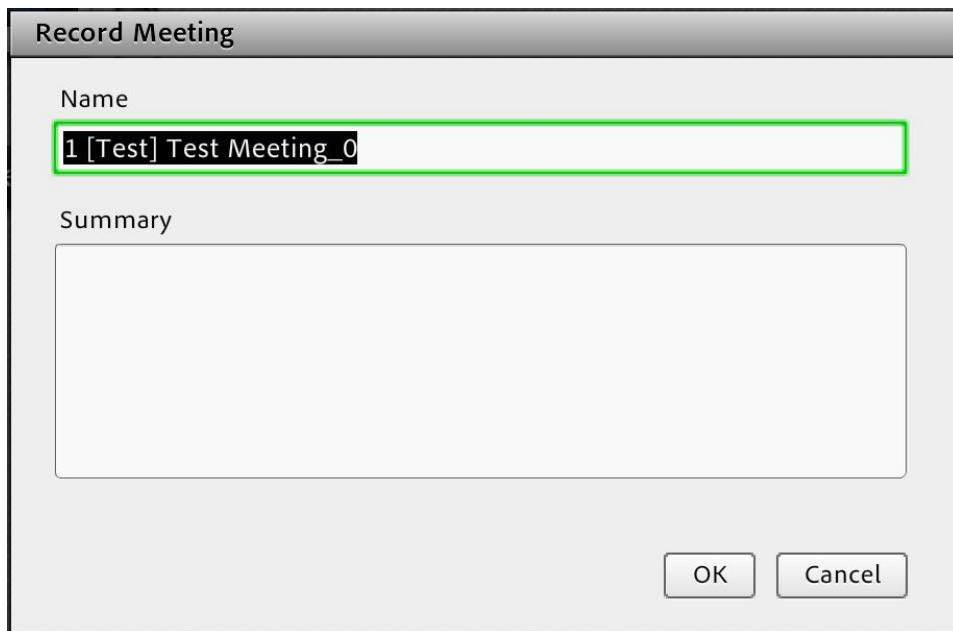
Populate the following form and click on the **OK** button to start the recording.

Record Meeting

Name
1 [Test] Test Meeting_0

Summary

OK Cancel



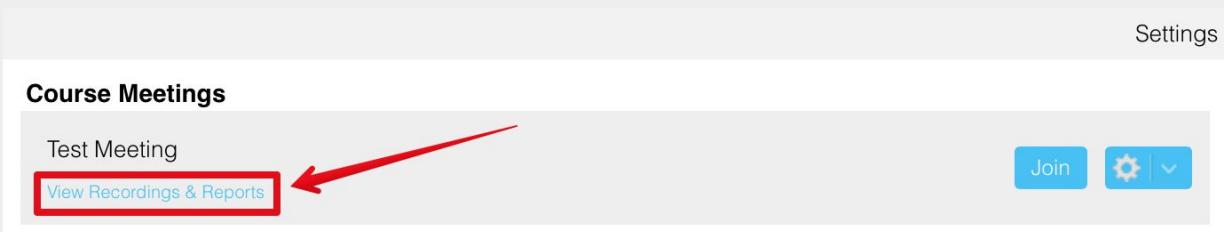
When the recording is done click on the **Stop Recording** button under the *Record Meeting* icon in the top right corner.



View / Watch Recordings

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

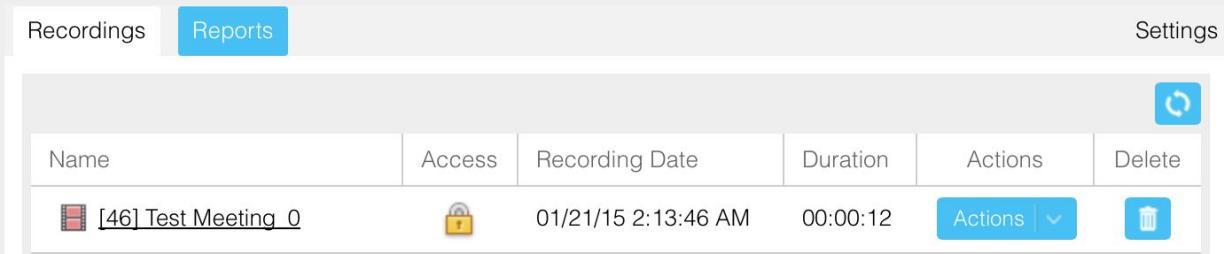
Meetings List



The screenshot shows the 'Meetings List' interface. At the top right is a 'Settings' icon. Below it, under 'Course Meetings', is a list item for 'Test Meeting'. To the right of this item are three buttons: 'Join', a gear icon, and a dropdown menu. A red arrow points from the text below to the 'View Recordings & Reports' button, which is highlighted with a red box.

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 of the 'Meetings List' interface. At the top left are tabs for 'Recordings' and 'Reports', with 'Recordings' selected. At the top right is a 'Settings' icon. Below these are columns for 'Name', 'Access', 'Recording Date', 'Duration', 'Actions', and 'Delete'. The first recording listed is '[46] Test Meeting_0', which has a lock icon and a refresh icon. The 'Actions' column contains a dropdown menu and a delete icon.

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 list of recordings. One recording is selected, highlighted with a blue background. To the right of the recording details, there is an 'Actions' button with a dropdown menu. The dropdown menu contains four options: 'Edit Recording', 'Share', and 'Make FLV'. The 'Actions' button itself is highlighted with a red box.

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

- 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 is a modal dialog box titled '99 [Demo] Demo Meeting_0'. It contains the following fields:

- Recording URL:** <https://connect.esynctraining.com/p5o6ar3b7an>
- Change Access Type:** A radio button group where 'Private' is selected, and 'Public' is unselected.
- Passcode (Optional):** An empty input field.
- Buttons:** 'Cancel' and 'Save'.

- 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 entry is highlighted with a red box around its status message. The entry details are as follows:

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

Below the table, the status message "MP4 status: Pending" is displayed, also enclosed in a red box.

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 same meeting entry from the previous screenshot now has "Play" and "Edit" buttons next to it, indicating the job is complete. These buttons are highlighted with a red box.

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*.

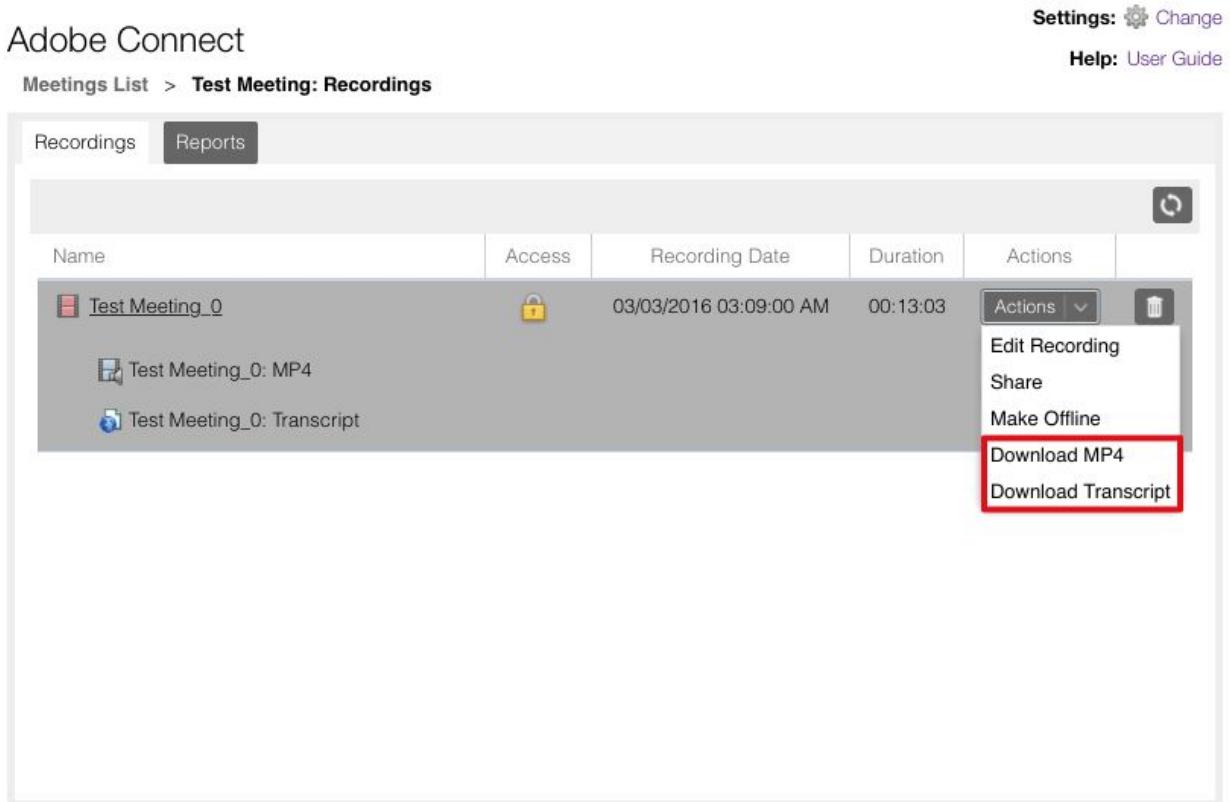
Adobe Connect

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' interface. At the top, there's a 'Course Meetings' section with a 'Test Meeting'. Below it is a button labeled 'View Recordings & Reports' which is highlighted with a red box and has a red arrow pointing to it. To the right of this button are 'Join' and 'Settings' buttons.

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' interface with the 'By Attendees' tab selected. It displays a table of participants with columns for Name, E-mail, Time In, and Time Out. The table contains four rows of data:

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' interface with the 'By Sessions' tab selected. It displays a table with columns for Session, Start Time, End Time, and Number of Attendees. The table contains one row of data:

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](#)

The screenshot shows a table titled "By Recordings" with the following data:

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](#)

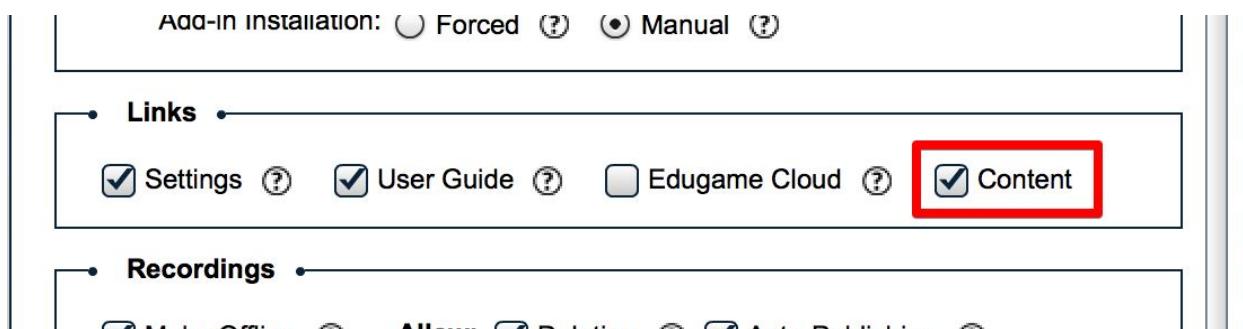
The screenshot shows a table titled "By Attendees" with the following data:

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

On the right side of the table, there is a download icon (followed by a dropdown menu with two options: "PDF" and "Excel". The "PDF" option is highlighted with a red box.

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, there are sections for 'Use Meetings' (Virtual Class Meeting, Recordings, Reports, Join, Settings) and 'Office Hours' (Add Meeting). The 'Content' link is located in the top right corner of the main interface area.

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 are four buttons: 'New Content' (blue), 'New Folder' (red), 'Actions' (blue), and a dropdown menu. The 'Actions' button and its dropdown menu are highlighted with a red box. The dropdown menu contains three options: 'Edit', 'Move', and 'Delete'. A table below lists a single item: 'MP4 Recordings' (Folder, Date Modified: 03/24/16 10:51 AM). At the bottom right is a 'Finish' button.

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

The screenshot shows the 'Content Management' interface with the 'My Content' tab selected (highlighted in blue). Below the tabs is a table with columns: Name, Type, and Date. A single item, 'MP4 Recordings' (Folder, Date: 03/24/16 10:51 AM), is listed. The 'My Content' tab is highlighted with a red box.

Audio Provider Support

MeetingOne

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

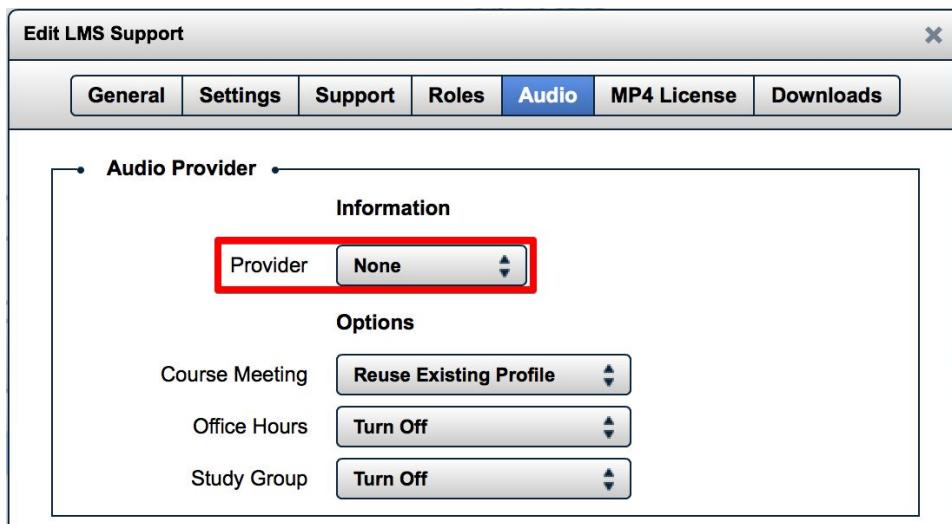
The screenshot shows a 'Edit LMS Support' dialog box with several tabs at the top: General, Settings, Support, Roles, Audio (which is highlighted with a red box), MP4 License, and Downloads. The 'Audio' tab is active. Below the tabs, there's a section titled 'Audio Provider' with two sections: 'Information' and 'Options'. In the 'Information' section, the 'Provider' dropdown is set to 'MeetingOne' (also highlighted with a red box). Other fields include 'Username' (provisioning@esynctraining.com), 'Account Number' (1234567890), and 'Secret Hash Key' (FFEDSFFREDFFFFSGGFREERFFSS). In the 'Options' section, there are three dropdowns for 'Course Meeting', 'Office Hours', and 'Study Group', each with the option 'Generate New Profile'.

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/

Summary:

Start Time: 08-25-2016 12:30 PM

Duration: 01:00

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

Audio Conference Settings: Include this audio conference with this meeting:

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

Brightspace 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 toolbar with LMS Integration, Users, Customization, Email History, and My License. A 'Change Password' link is also present. The main content area displays a table with one row of data:

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

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	8dec4bc-[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 Yes

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

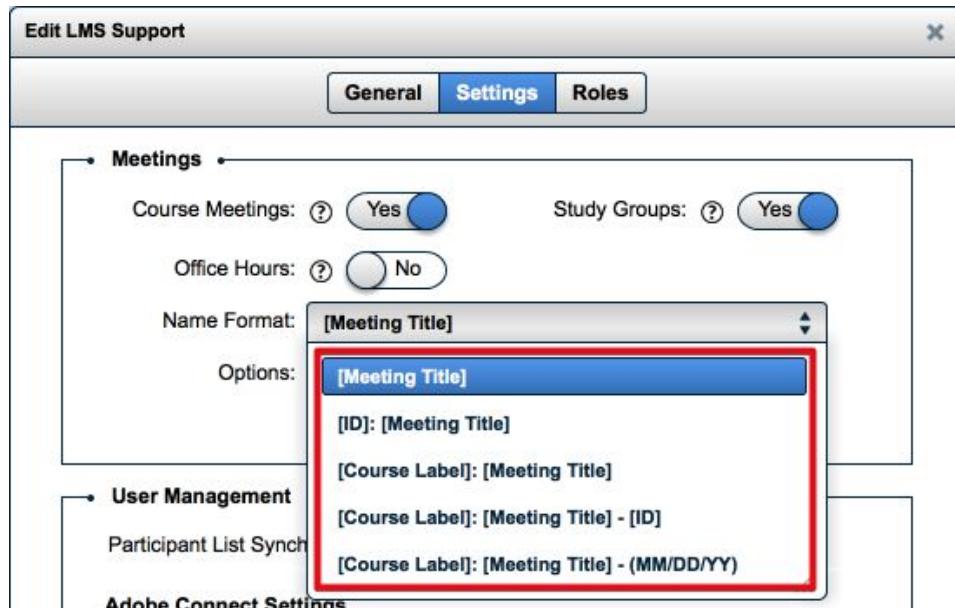
Use FLV

Create an offline recording as an FLV file

Use MP4

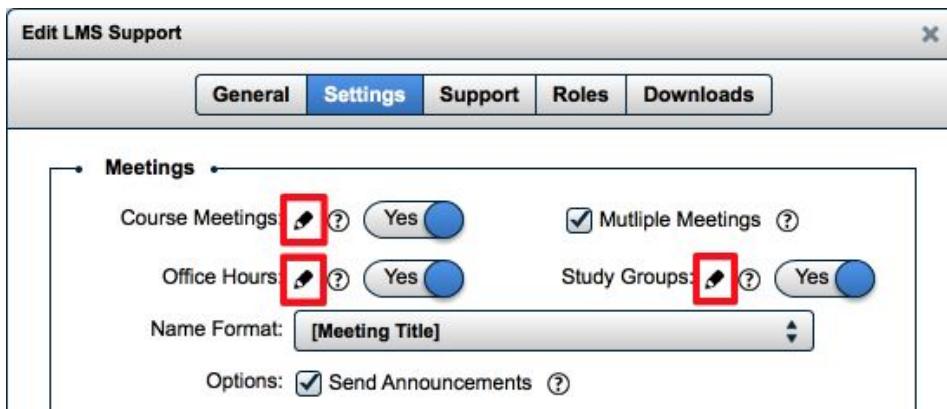
Create an offline recording as an FLV file

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

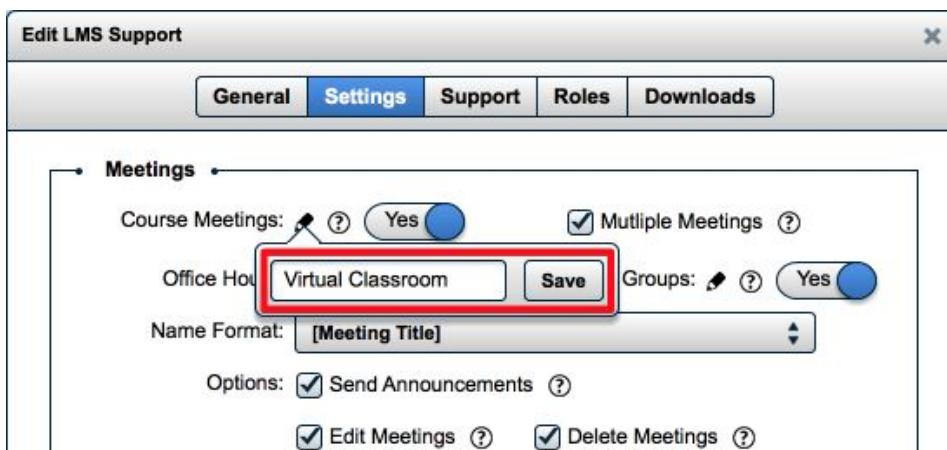


When user creates a meeting in the **Adobe Connect LTI**, only *Meeting Title* should be specified. Thus appropriate meeting will be created in a Adobe Connect and named using the chosen template.

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

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 below it. A 'Save' button is located at the bottom right of the form.

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

Adobe Connect

Meetings List

The screenshot shows the 'Meetings List' page in Adobe Connect. 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

The screenshot shows a modal dialog titled 'Edit LMS Support'. At the top, there are tabs for 'General', 'Settings', and 'Roles', with 'Roles' being the active tab. To the right of the tabs is an 'Edit' button with a radio button set to 'No'. Below the tabs is a section titled 'Default Roles' containing a table that maps LMS roles to AC roles. The table has two columns: 'LMS Role' and 'AC Roles'. The rows map Student to Participant, Teacher to Host, TA to Presenter, Designer to Presenter, and Observer to Participant. Below this is a section titled 'Custom Roles' containing an empty table with columns for 'Role' and 'AC Roles', intended for mapping custom roles.

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	
Designer	
Observer	

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	(Delete)

(?) 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' role in the LMS panel to the 'Presenter' role 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 Brightspace Account

On the *Home* screen click on the **Admin Tools** icon and select the **External Learning Tools** link.

The screenshot shows the Brightspace Admin Tools menu. A red arrow points from the text "Select the External Learning Tools link" to the "External Learning Tools" option in the list, which is highlighted with a red box. The "Admin Tools" icon in the top right corner is also highlighted with a red box.

- User Related
- Users
- Organization Related
- Broken Links
- Competency Service Jobs
- Config Variable Browser
- External FAQs
- External Learning Tools**
- External Links
- Form Elements
- Global News
- Google Apps Administration
- Homepage Management
- Import/Export/Copy Components
- IMS Configuration
- Language Management
- Locale Management
- Locations
- Mail Template Management
- Manage Extensibility
- Manage Workflow Sessions
- Metadata Administration
- Minibar Settings
- Mobile Brand Administration
- Mobile Carrier Management
- Navigation & Themes
- Org Unit Editor
- Org Unit Type Editor

- Organization Files
- Organization Tools
- Picture Library
- Registration Forms
- Remote Plugins
- Reporting
- Shared Files
- System Log
- Video Note Data Purge
- Video Note Usage Report

- Learning Repository
- Manage Repositories
- Publish
- Search

- Security
- Roles and Permissions

- Product/Tool Administration
- View Product Versions

Click on the **New Link** button.

The screenshot shows the "Manage External Learning Tool Links" page. A red box highlights the "New Link" button. Below it is a table with two rows:

Title	Url
Adobe Connect	https://app.edugamecloud.com/lti/desire2learn-l
Book List launch	https://contentresolver.cloud.desire2learn.com/B

Enter the **Title** and **URL**.

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

Select the **Allow users...** checkbox in *Visibility*.

Select the **Link key/secret** radio button and enter appropriate **Key** and **Secret**.

You will find your **Key** and **Secret** in EduGameCloud Administration.

New Link

Properties

Title *

URL *

Description

A rich text editor interface with a toolbar at the top containing icons for bold, italic, underline, and other text styles. Below the toolbar is a large text area for entering content, which is currently empty. At the bottom of the editor are additional small icons for font selection, alignment, and other editing functions.

Visibility

 Allow users to view this link

Key/Secret

Signature

Sign messages with key/secret with

Tool consumer key/secret

Link key/secret

Key

Secret

Select all option in **Security Settings** section.

Click on **Add Org Units** button.

Security Settings

Send tool consumer information to tool provider
 Send context information to tool provider
 Send user ID to tool provider
 Send user name to tool provider
 Send user email to tool provider
 Send link title to tool provider
 Send link description to tool provider

Make link available to:
 Current Org Unit: **HE Brightspace**

Add Org Units

Select the appropriate organisation from the list and insert it for **All descendants**.

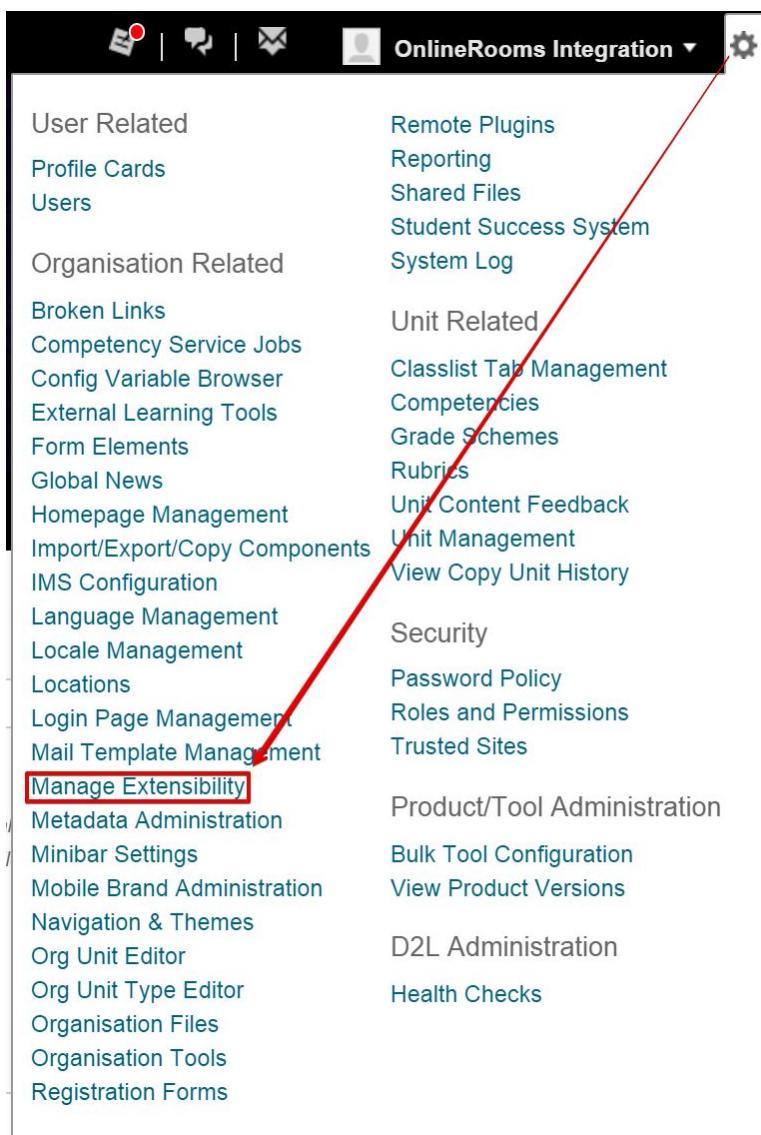
Add Org Units

Org Unit	Type	Action
<input type="checkbox"/> ENG Master Template, 1101EngMaster	Course Template	<input type="radio"/> All descendants <input type="radio"/> All descendants of type: Course Offering
<input type="checkbox"/> English 1101, 1101ENG	Course Offering	
<input type="checkbox"/> English 1101 - MDK, 1101ENG	Course Offering	
<input checked="" type="checkbox"/> HE Brightspace, HF		<input type="radio"/> This org unit <input checked="" type="radio"/> All descendants <input type="radio"/> All descendants of type: Course Offering
<input type="checkbox"/> Leadership, Inspire101	Course Template	<input type="radio"/> This org unit <input type="radio"/> All descendants <input type="radio"/> All descendants of type: Course Offering
<input type="checkbox"/> Leadership 101, 101LEP	Course Offering	<input type="radio"/> This org unit

Insert **Cancel**

Click on the **Save** button to store the new external learning tool link.

On the *Home* screen click on the **Admin Tools** icon and select the **Manage Extensibility** link



Select the **Register an App** button

Register an App

For the *Application Name*, enter any name of your choice

For the *Trusted URL* field, enter the following:

https://app.edugamecloud.com/lti/oauthCallback?_provider_=brightspace

NOTE: Replace *https://app.edugamecloud.com* with dedicated LTI domain if not hosted on EGC website

Accept the *Non-Commercial Developer Agreement* and select the **Register Application** button

Register an Application

Application Name *

Trusted URL *

This is where we will send credentials when the application asks for them. No other destination will be allowed.

Major Version * Minor Version *

Description

Enable this application

I accept the Non-Commercial Developer Agreement

Register Application

Cancel

Select the **Show** button to view the Application Key

Adobe Connect LTI v1.0

Trusted URL: https://app.edugamecloud.com/lti/oauth-callback?provider=brightspace

Application ID: [REDACTED]

Application Key: [REDACTED] **Show**

This application is enabled

Edit Delete

Log into the EduGame Cloud website to edit the LMS license

Select the *Customer Generated* checkbox and enter the **Application ID** and **Application Key** in the corresponding fields

Select the **Save** button

Edit LMS Support

General Settings Support Roles MP4 License Downloads

LMS Setup

LMS: Brightspace Primary Color:

Language: English

Title: [REDACTED]

Consumer Key: [REDACTED]

Shared Secret: [REDACTED]

Learning Management System

LMS Domain: [REDACTED]

Customer Generated: **Application ID:** [REDACTED] **Application Key:** [REDACTED]

Admin Username: [REDACTED]

Password: Enter the password, if you want to overwrite it

Test Connection

Adobe Connect

Adobe Connect Server: [REDACTED]

Admin Username: [REDACTED]

Password: Enter the password, if you want to overwrite it

Use Shared Meetings Folder

Cancel Save

NOTE: Adobe Connect LTI must be launched for the first time by a user that has admin permissions in your Brightspace instance.

Getting Support

Email Support, please contact:

support@esynctraining.com and cc: qa@esynctraining.com

Emergency Phone Support:

714.979.4444