



&



Adobe Connect

LTI Integration

User Guide (Version 1.6.0)



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& Adobe Connect

User Guide
Version 1.6.0

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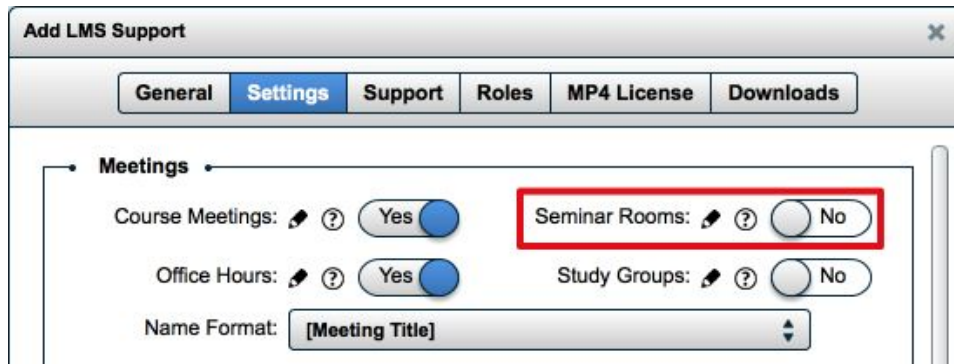
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What's New In v1.6.0?

Seminars Support

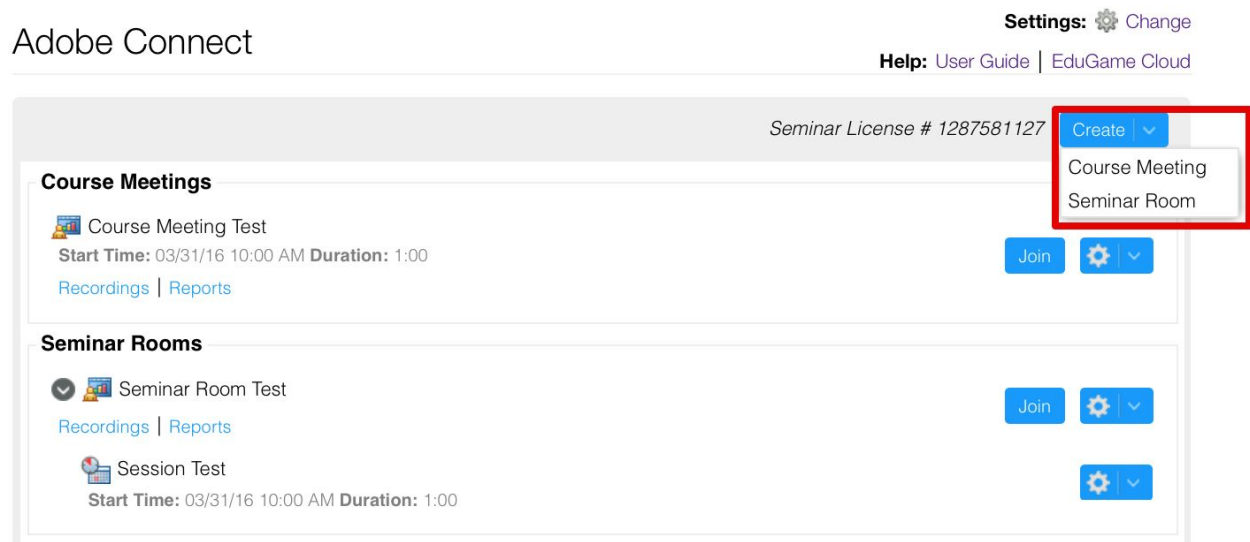
On the EduGame Cloud LMS license *Settings* page user can enable the **Seminar Rooms** (default label, can be edited) option.



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.



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

Settings:  [Change](#)

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

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

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](#)

Join  ▾

Seminar Rooms

 Seminar Room Test


[Recordings](#) | [Reports](#)

Join  ▾

New Session

Edit

Delete

 Session Test

Start Time: 03/31/16 10:00 AM Duration: 1:00

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

Adobe Connect

Settings:  [Change](#)

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

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


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.

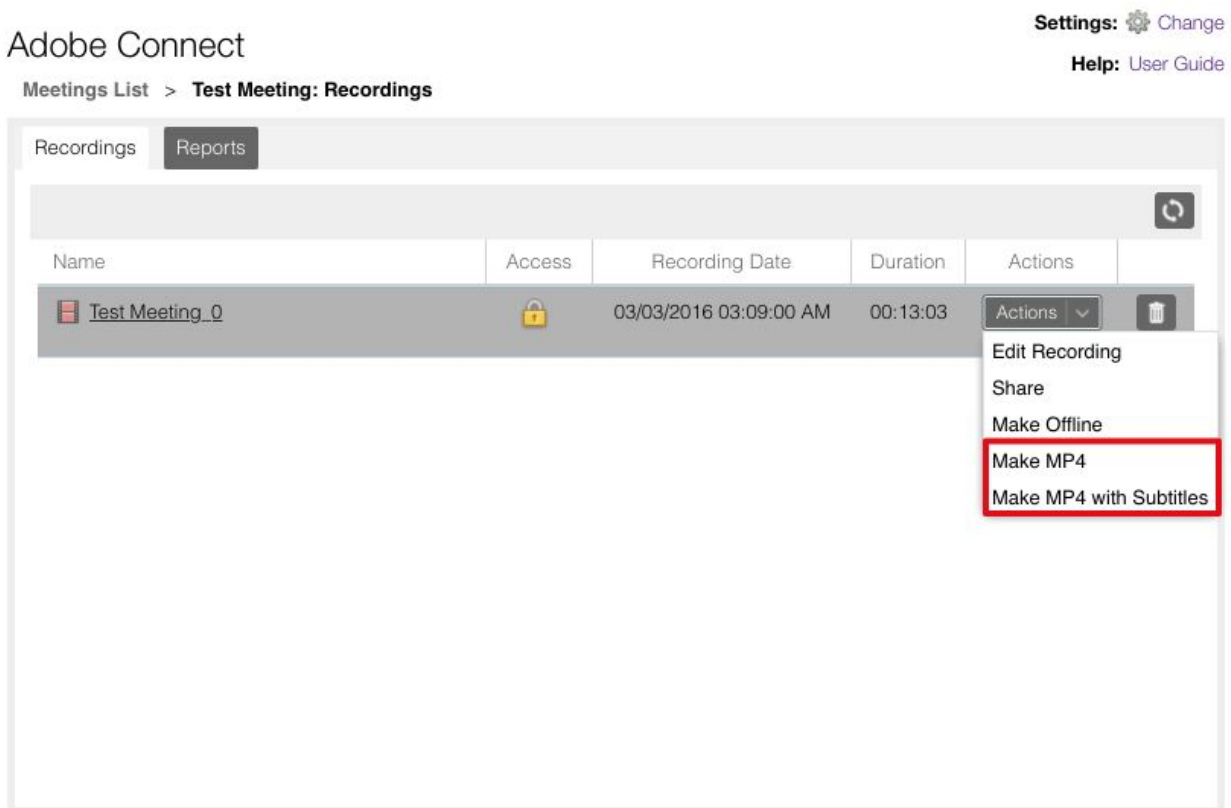
MP4 Conversion

*****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.



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

Recordings Reports

Name	Access	Recording Date	Duration	Actions	
 <u>Test Meeting_0</u>		03/03/2016 03:09:00 AM	00:13:03	Actions ▾	
<div> MP4 status: Pending</div>					

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






Adobe Connect

Settings:  [Change](#)

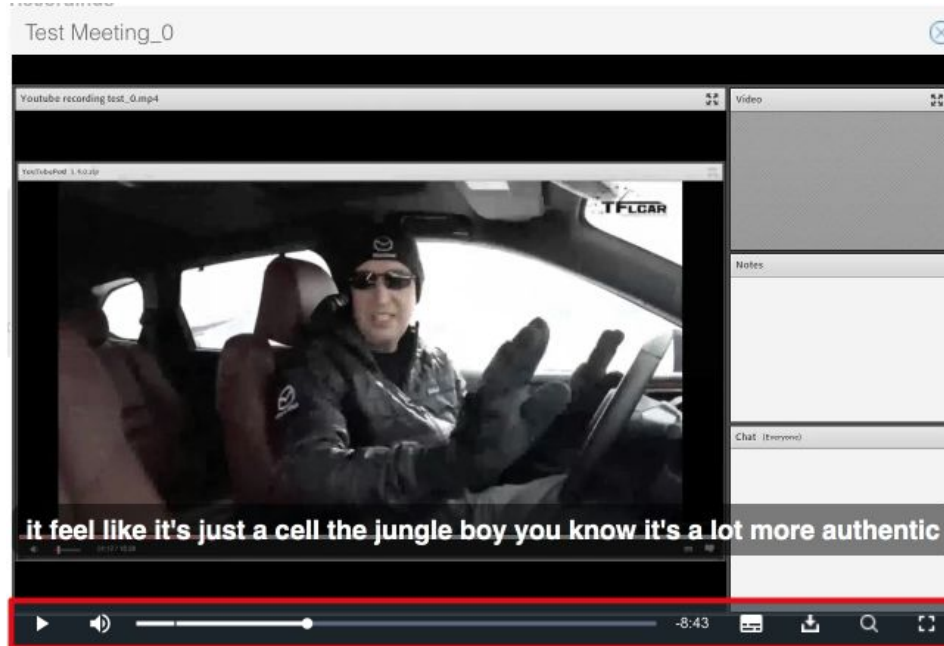
Help: [User Guide](#)

Meetings List > **Test Meeting: Recordings**

Recordings Reports

Name	Access	Recording Date	Duration	Actions	
 <u>Test Meeting_0</u>		03/03/2016 03:09:00 AM	00:13:03	Actions ▾	
<div><div> Test Meeting_0: MP4</div><div> Test Meeting_0: Transcript</div></div> <div><div>Play</div><div>Edit</div></div>					

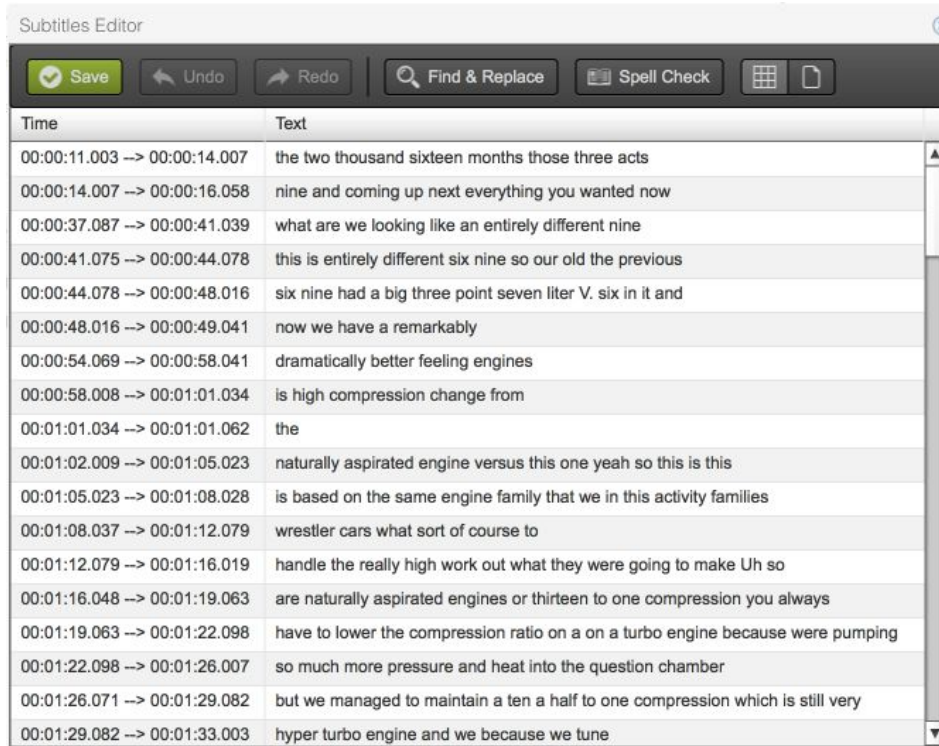
Click on the *Play* button next to appropriate MP4 file to view it in **Player** application.



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.



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

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	<div>Actions <div><div>Test Meeting_0: MP4</div><div>Test Meeting_0: Transcript</div></div></div> <div><div>Edit Recording</div><div>Share</div><div>Make Offline</div><div>Download MP4</div><div>Download Transcript</div></div>

Course Administrator Guide

Add Adobe Connect LTI Link to the Course

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

My Courses | ▾

- Department of Health Sciences ▾
 - Biology 1 Stage
- Sample Courses ▾
 - English 1101
 - 34 Unread Discussion Posts
 - 1 Unread Dropbox Submissions
 - English 1101 - MDK
 - Leadership 101
 - Physics 1202
 - 12 Unread Discussion Posts

News | ▾

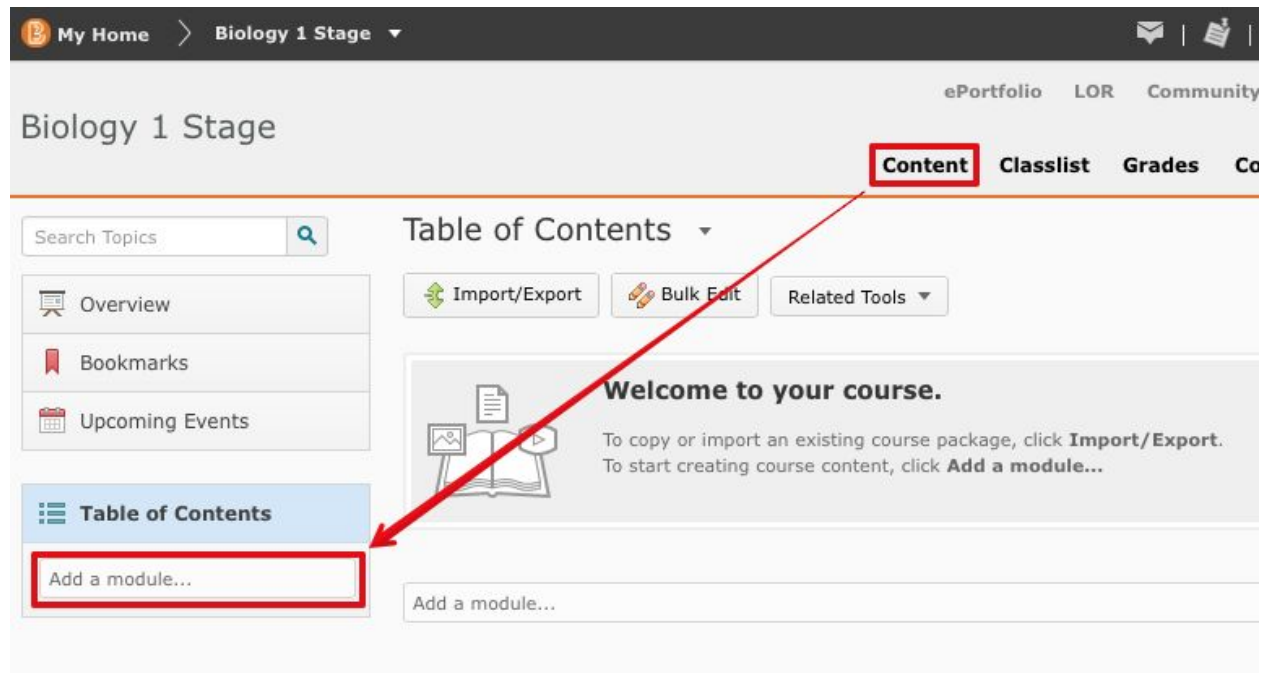
Time to Explore! ▾

What's in this sandbox site?

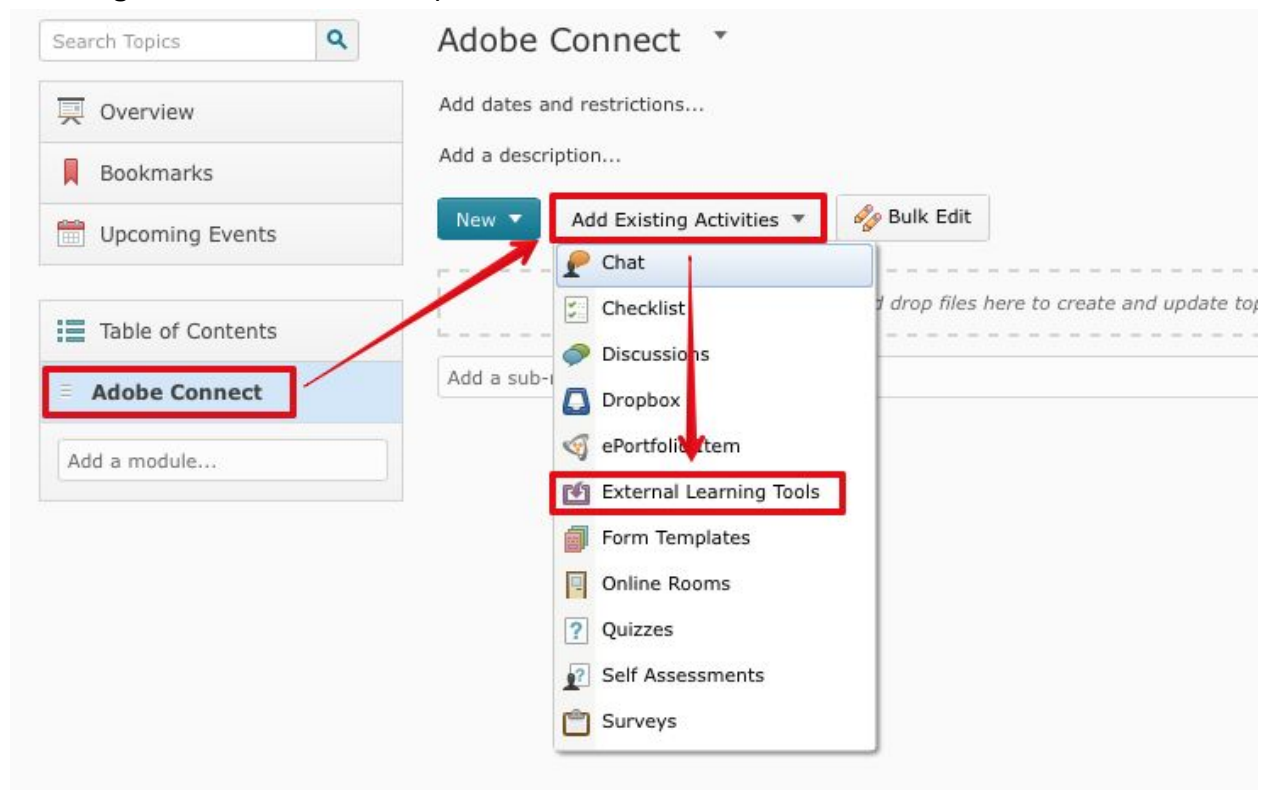
- **"English 1101"** – Explore a simple and easy 1st year English C statistics.
- **"Physics 1202"** – Explore a 2nd year Physics course by an adv
- **"Leadership"** – Ready to be inspired? Check out a fun and inte leadership.
- **"Sandbox Courses 1, 2 and 3"** – are blank course shells for y creative and play with the D2L Learning Environment.

Welcome! ▾

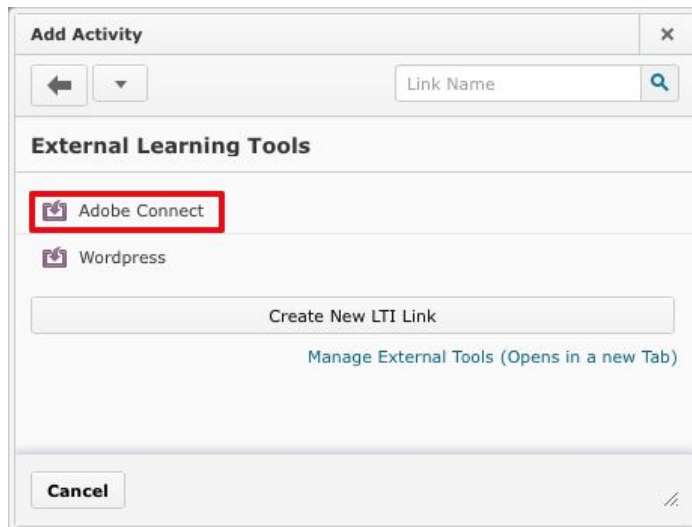
On the *Course Home Page* select the **Content** tab and **Add a module** (or use existing modules).



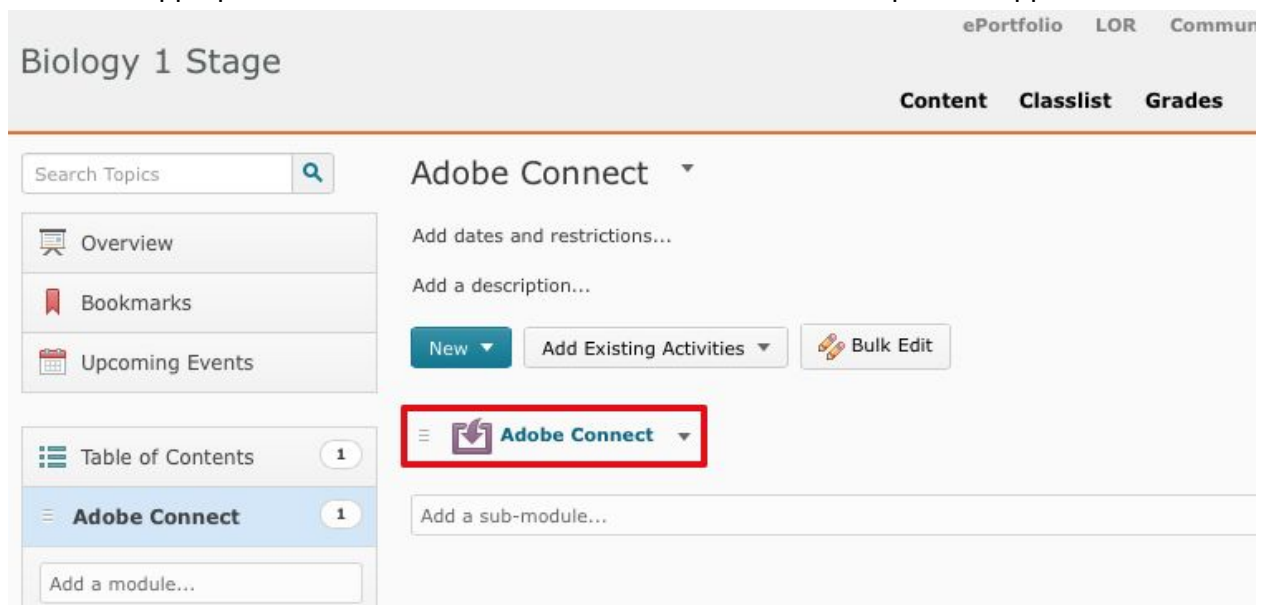
On the selected module click on the **Add Existing Activities** button and select the **External Learning Tools** link from the dropdown list.



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



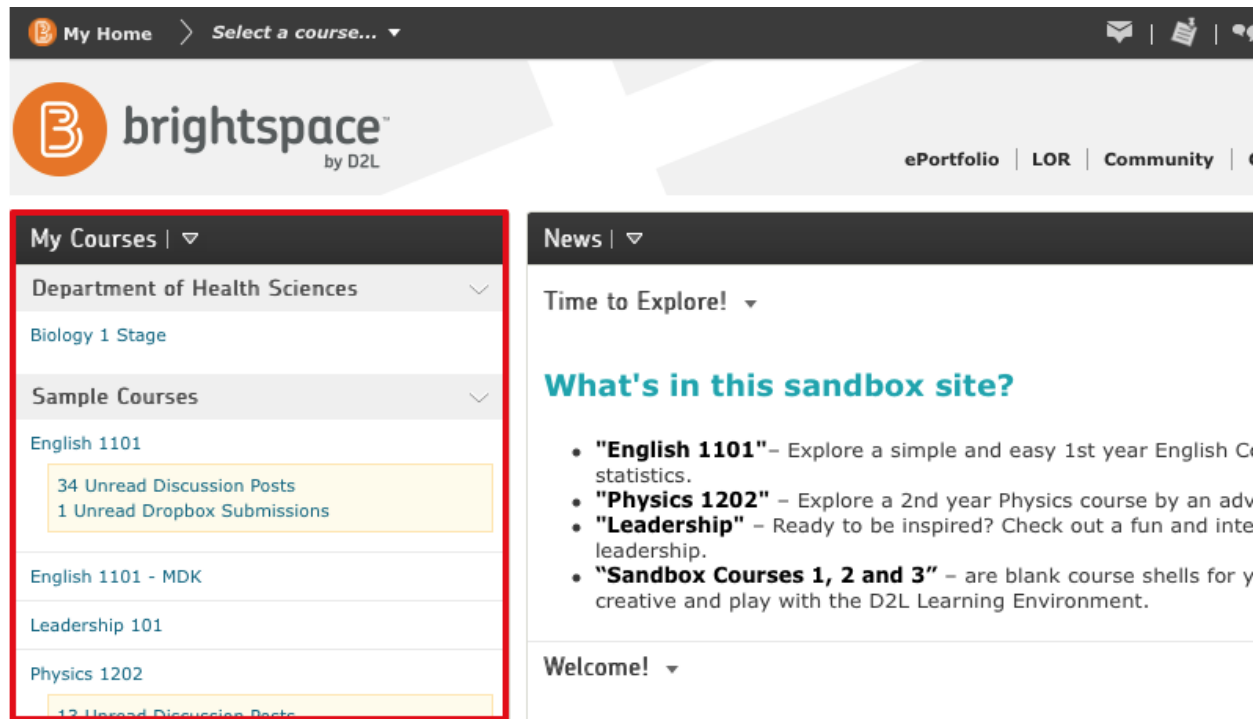
Select the appropriate module and click on **Adobe Connect** link to open the application.



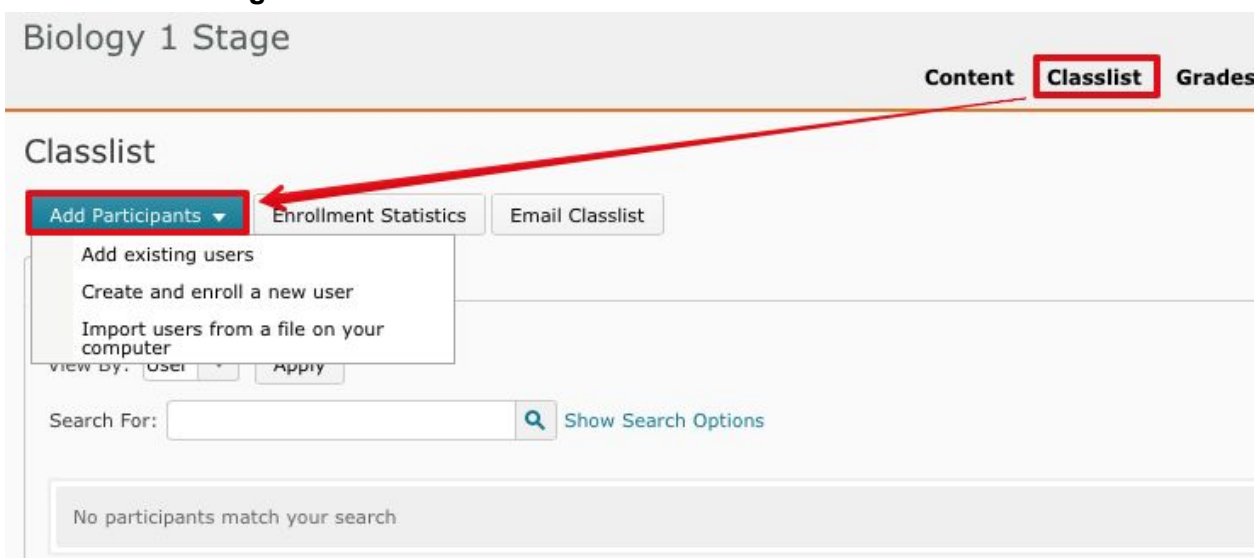
Add or Reuse Existing Users to the Course to Add to Adobe Connect Meeting

Enroll Users to the Course

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



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



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: -- Select a Role -- Set all roles

Send: ☐ Send Enrollment email

Add Existing Users

Search For: Hide Search Options

Search In

☒ First Name ☒ Last Name ☒ Email

1 Search Result Clear Search

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

☐ Email

☐ Email

Create a New Adobe Connect Meeting

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

My Home > Select a course... ▼

brightspace™
by D2L

ePortfolio | LOR | Community |

My Courses | ▼

Department of Health Sciences ▼

Biology 1 Stage

Sample Courses ▼

English 1101

34 Unread Discussion Posts
1 Unread Dropbox Submissions

English 1101 - MDK

Leadership 101

Physics 1202

13 Unread Discussion Posts

News | ▼

Time to Explore! ▼

What's in this sandbox site?

- **"English 1101"** – Explore a simple and easy 1st year English Course with statistics.
- **"Physics 1202"** – Explore a 2nd year Physics course by an advanced student.
- **"Leadership"** – Ready to be inspired? Check out a fun and interesting leadership.
- **"Sandbox Courses 1, 2 and 3"** – are blank course shells for you to create and play with the D2L Learning Environment.

Welcome! ▼

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

Biology 1 Stage

ePortfolio | LOR | Community

Content Classlist Grades

Search Topics 🔍

Overview

Bookmarks

Upcoming Events

Table of Contents 1

Adobe Connect 1

Add a module...

Adobe Connect ▼

Add dates and restrictions...

Add a description...

New ▼ Add Existing Activities ▼ Bulk Edit

Add a sub-module...

Click on the **Add Meeting** button.

Meetings List

Settings

Course Meetings

Currently there are no meetings. Please add.

Add Meeting

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:

https://connect.esyncctraining.com/

Summary:

Start Time:

01-21-2015

12:53 PM

Duration:

01:00

Access:

☐ Only registered users

☒ Registered users and accepted guests

☐ Anyone who has the URL for the meeting

Cancel

Save

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**

Meeting Information

Participants

Settings

Desire2Learn 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

Sync Users

Add

Set User Role

Remove

Back

Finish

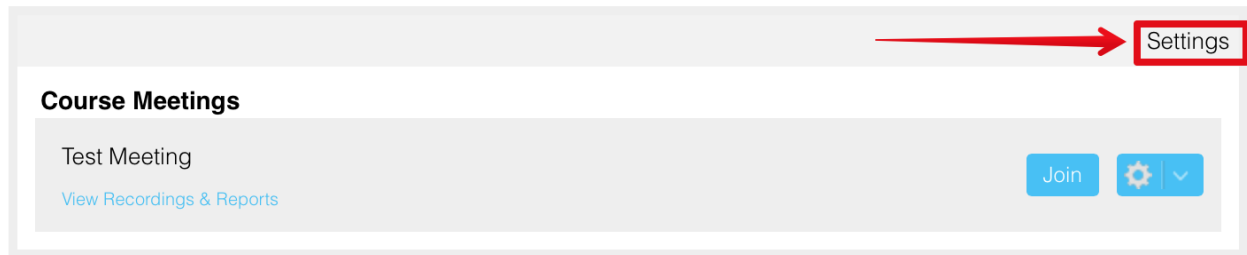
Default LMS to Adobe Connect roles mapping:

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

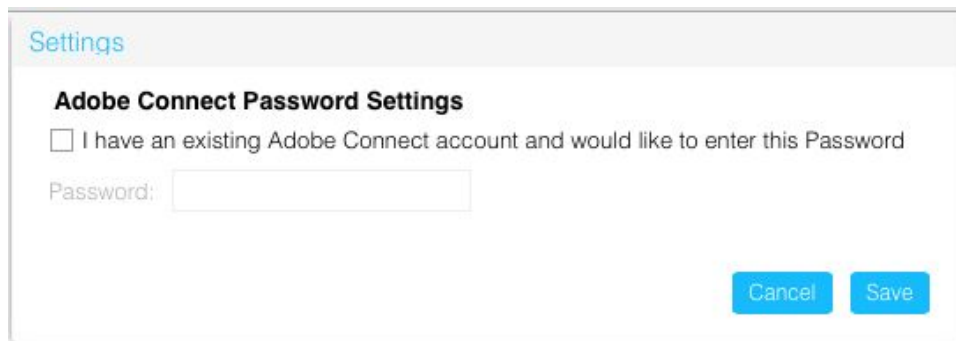
Click on the **Finish** button to complete the process.

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

Meetings List



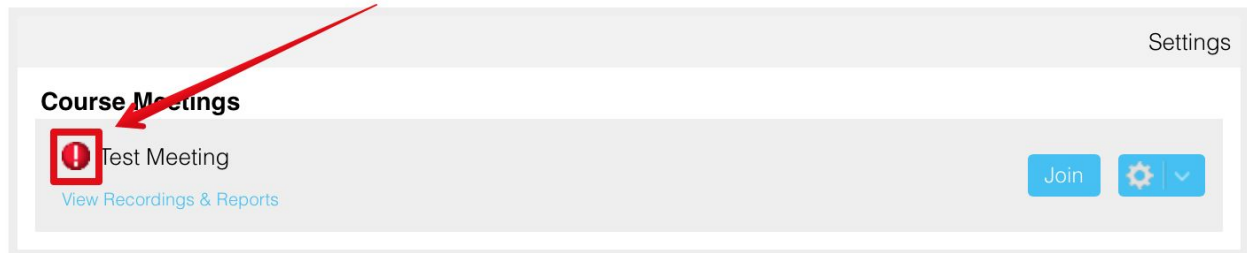
Mark the check-box confirming that you have an Adobe Connect account created using the same email as in Brightspace, enter your Adobe Connect password and click Save button to use this account.



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.

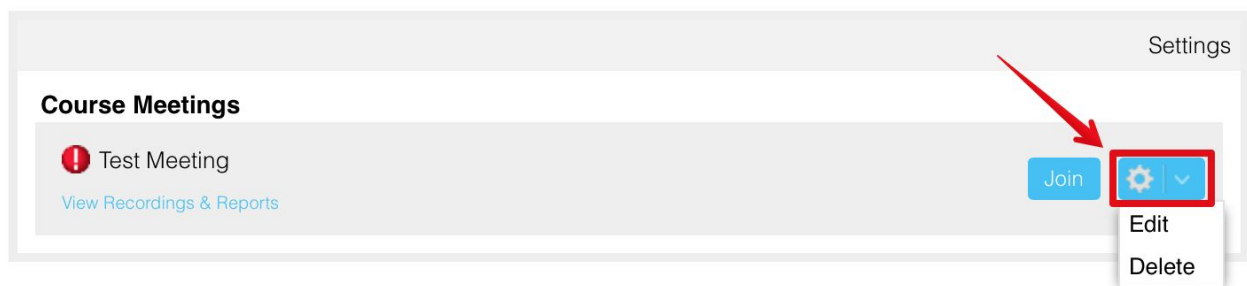
If a student adds late to the course, *Alert* icon will appear next to the meeting name in the **Meeting Information** tab.

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.

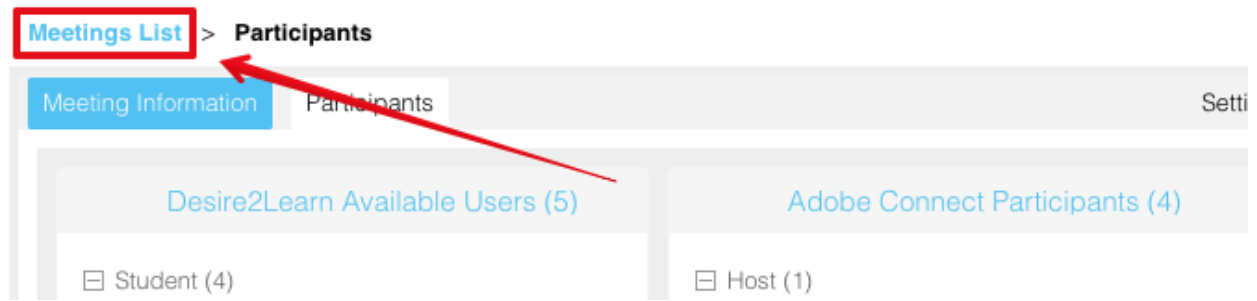
[Meetings List](#) > **Participants**

The screenshot displays the 'Participants' tab of a meeting interface. It features two main sections: 'Desire2Learn Available Users (5)' on the left and 'Adobe Connect Participants (4)' on the right. The left section is divided into 'Student (4)' and 'Teacher (1)'. The 'Student' group includes Vadim Adashkevich, Paul Green (marked with a red dot), Melissa Sieben, and Kelsea Tower. The 'Teacher' group includes Mike Kollen. The right section is divided into 'Host (1)' (Mike Kollen) and 'Participant (3)' (Vadim Adashkevich, Melissa Sieben, and Kelsea Tower). At the bottom, there is a 'Sync Users' button highlighted with a red box, along with 'Add', 'Set User Role', and 'Remove' buttons.

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

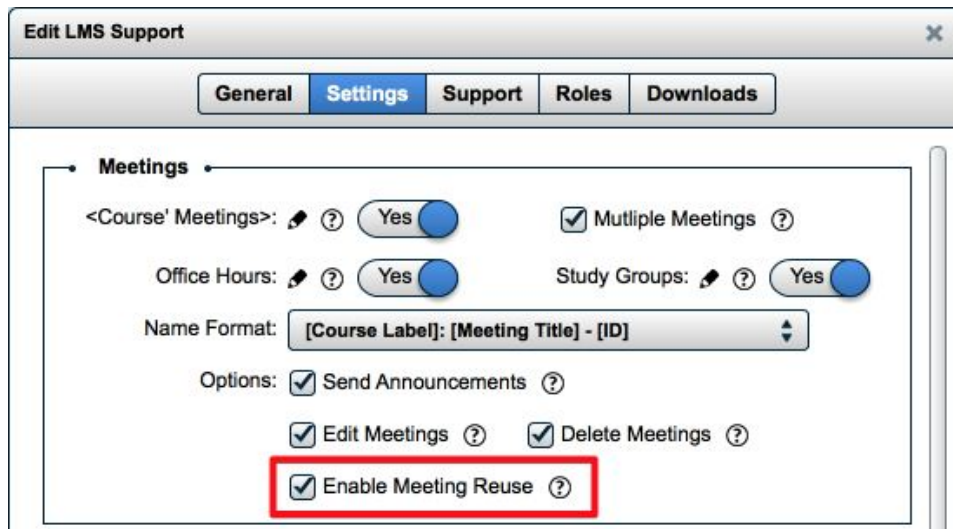
Refresh the Brightspace Available Users list by clicking on the **Refresh** button.

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.



The screenshot shows the 'Edit LMS Support' window with the 'Settings' tab selected. The 'Meetings' section contains the following options:

- <Course' Meetings>: ☒ Yes ☐ No ☐ Multiple Meetings ☒
- Office Hours: ☒ Yes ☐ No
- Study Groups: ☒ Yes ☐ No
- Name Format:
- Options:
 - ☒ Send Announcements ☐
 - ☒ Edit Meetings ☐
 - ☒ Delete Meetings ☐
 - ☒ Enable Meeting Reuse ☐ (highlighted with a red box)

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.

Adobe Connect 

Help: User Guide | EduGame Cloud

Meetings List > Meeting Information

Meeting Information

Participants

select Create New Meeting or search for and Use Existing Meeting

Create New Meeting








Use Existing Meeting

marketing

Search

Participants:

☐ Clean ☒ Merge

Name	Url
 [154] Marketing 101 - Virtual Classroom	/r64u296mjql/
 [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

Created by eSyncTraining

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

Adding Guests to Meeting

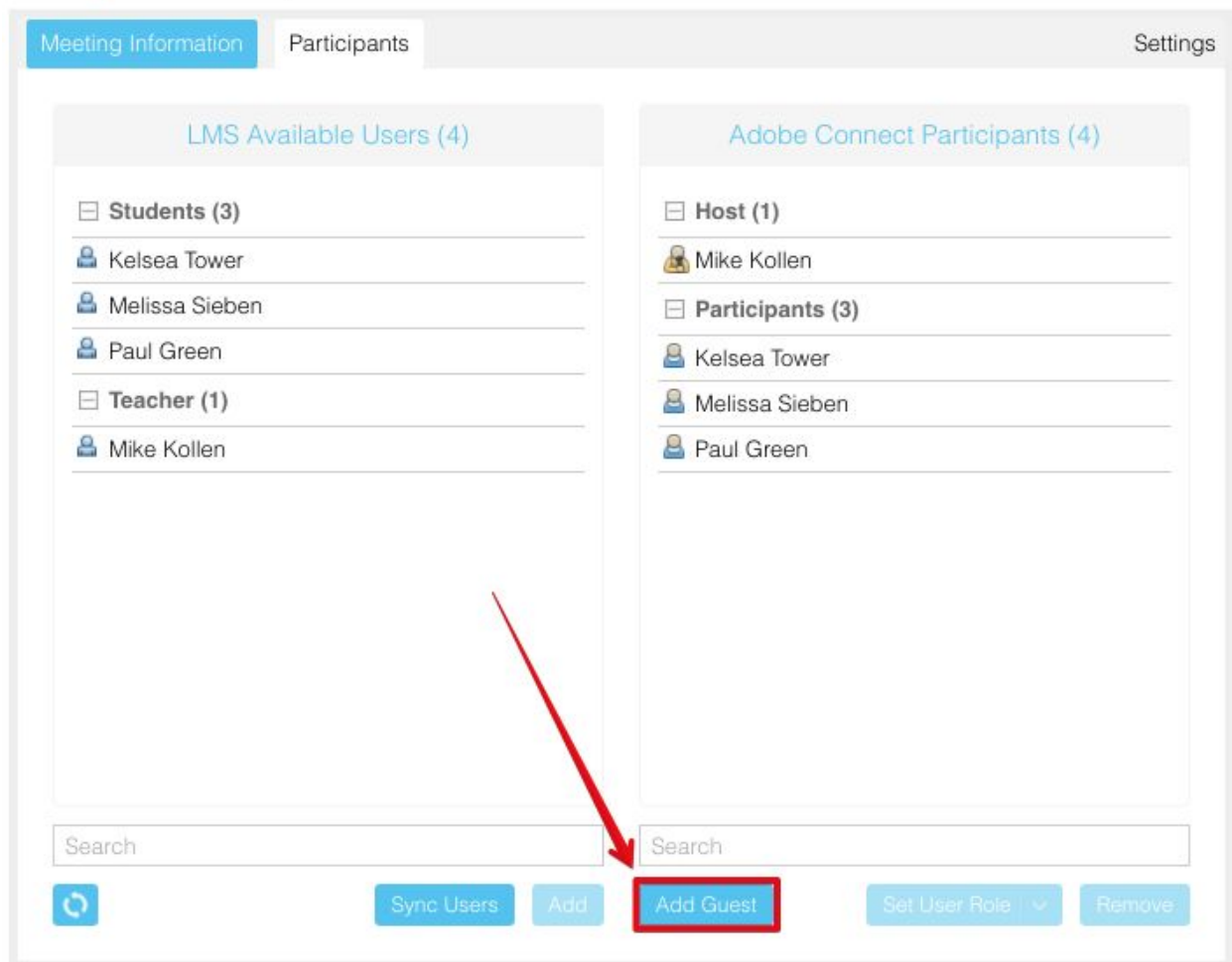
Open the *Adobe Connect* LTI and click on the *Gear* icon and select **Edit** from the dropdown list.

Meetings List



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

Meetings List > Participants



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.

Add Guest

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

Add Guest | **Add Existing User**

Stan Search

Name	Login	E-mail
Stan Instru...	stan+instructor@esyncctraining.com	stan+instru...
Stan Student	stan+student@esyncctraining.com	stan+stude...

Cancel Save with Role

- Participant
- Presenter
- Host

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

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

The screenshot displays the 'Participants' tab in the Adobe Connect interface. It features two main panels: 'LMS Available Users (4)' on the left and 'Adobe Connect Participants (5)' on the right. The 'LMS Available Users' panel lists users under 'Students (3)' (Kelsea Tower, Melissa Sieben, Paul Green) and 'Teacher (1)' (Mike Kollen). The 'Adobe Connect Participants' panel lists users under 'Host (1)' (Mike Kollen) and 'Participants (4)' (Kelsea Tower, Melissa Sieben, Paul Green, Stan Student). A red arrow points to a green dot icon next to Stan Student in the Participants list. At the bottom, there are search bars and action buttons: 'Sync Users', 'Add', 'Add Guest', 'Set User Role', and 'Remove'.

LMS Available Users (4)	Adobe Connect Participants (5)
Students (3)	Host (1)
Kelsea Tower	Mike Kollen
Melissa Sieben	Participants (4)
Paul Green	Kelsea Tower
Teacher (1)	Melissa Sieben
Mike Kollen	Paul Green
	Stan Student (Green Dot)

Search: Search:

Sync Users Add Add Guest Set User Role Remove

Create an Office Hours Meeting (Optional)

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

Meetings List

Settings

Course Meetings

Test Meeting

[View Recordings & Reports](#)

Join

Office Hours

Currently there are no meetings. Please add.

Add Meeting

Study Groups

Currently there are no meetings. Please add.

Add Meeting

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.

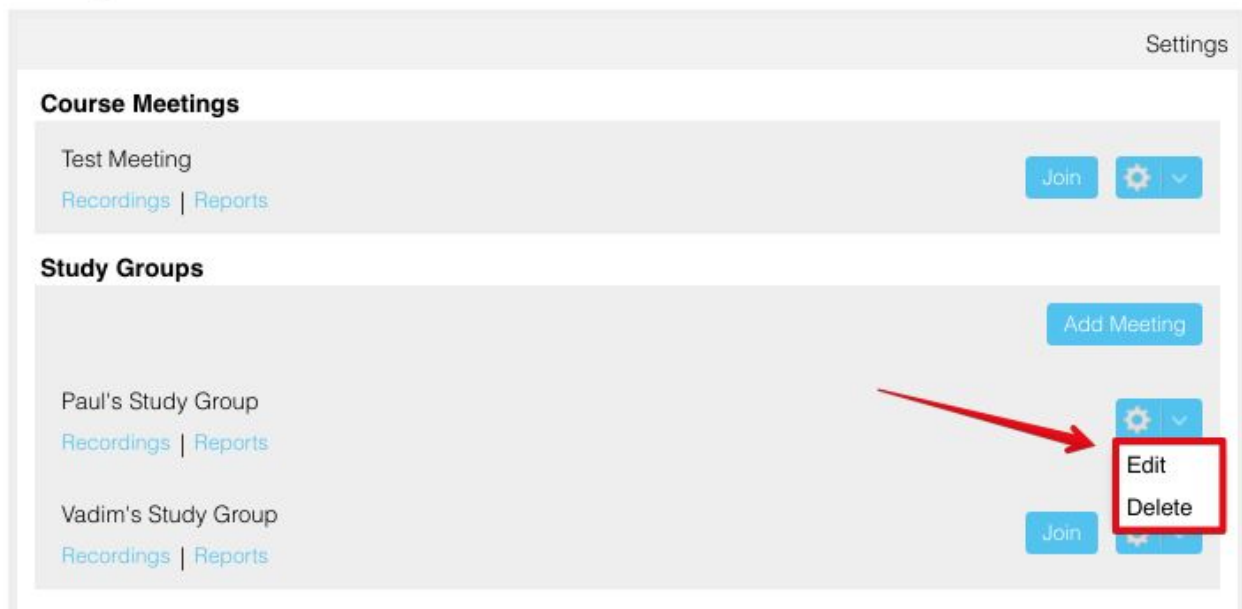


The screenshot shows a window titled "Edit LMS Support" with a close button (X) in the top right corner. Below the title bar are three tabs: "General", "Settings" (which is selected and highlighted in blue), and "Roles". Under the "Settings" tab, there is a section titled "Meetings" with a left-pointing arrow. Inside this section, there are three settings: "Course Meetings:" with a toggle switch set to "Yes", "Office Hours:" with a toggle switch set to "No", and "Name Format:" with a dropdown menu showing "[Meeting Title]". The "Study Groups:" setting is highlighted with a red rectangular box; it has a toggle switch set to "Yes".

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 a "Settings" window with a "Meetings List" section. Under "Course Meetings", there is a "Test Meeting" entry with "Recordings" and "Reports" links, and "Join" and "Settings" buttons. Under "Study Groups", there is an "Add Meeting" button and a list of study groups: "Paul's Study Group" and "Vadim's Study Group". Each study group entry has "Recordings" and "Reports" links, a "Join" button, and a settings menu (gear icon). A red arrow points from the "Edit" button in the settings menu for "Paul's Study Group". The "Edit" and "Delete" buttons in this menu are highlighted with a red rectangular box.

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

Meetings List

Settings

Course Meetings

Test Meeting

[View Recordings & Reports](#)

Join

⚙️

▼

Office Hours

Mike Kollen's Office Hours (6pm-8pm)

[View Recordings & Reports](#)

Join

⚙️

▼

Study Groups

Currently there are no meetings. Please add.

Add Meeting

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**

Study Group Information

Participants

Settings

Desire2Learn 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

Sync Users

Add

Set User Role

Remove

Back

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

Settings

Course Meetings

Test Meeting

[View Recordings & Reports](#)

Join

⚙️

▼

Office Hours

Mike Kollen's Office Hours (6pm-8pm)

[View Recordings & Reports](#)

Join

⚙️

▼

Study Groups

Test Study Group

[View Recordings & Reports](#)

Join

⚙️

▼

Student's Study Group

[View Recordings & Reports](#)

Join

Leave

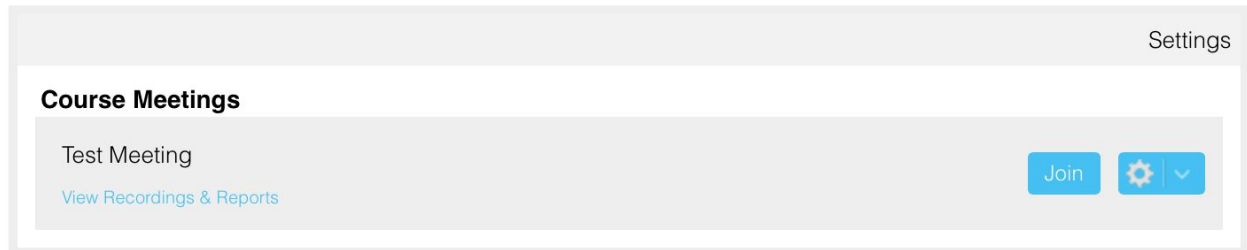
36

Adobe Connect Recordings

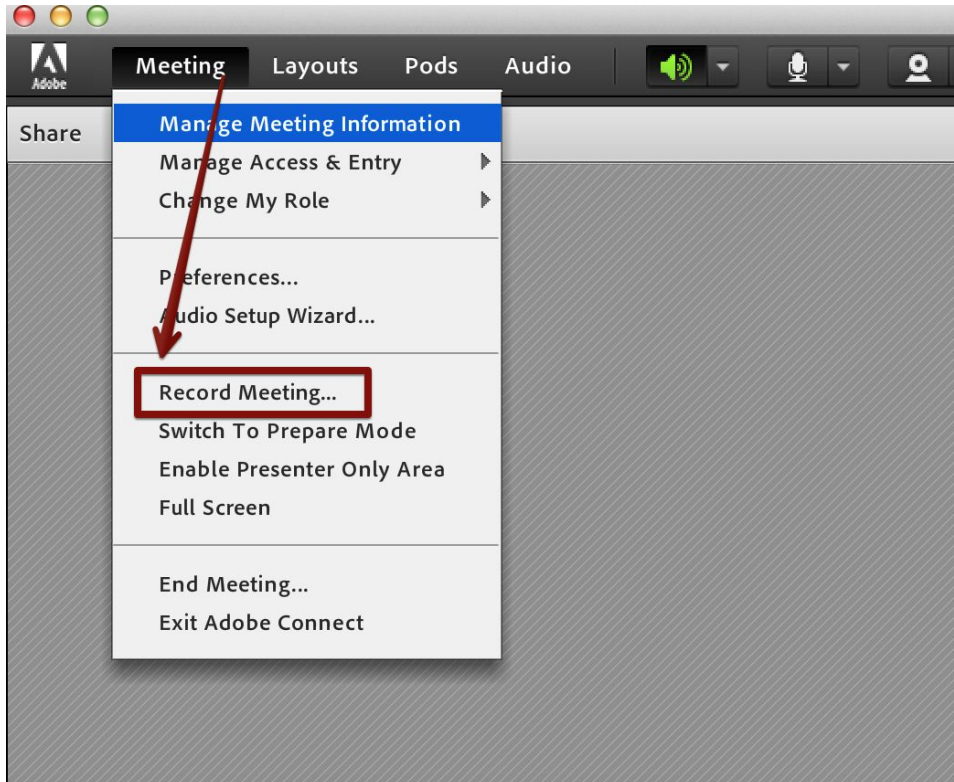
Record the Meeting

Join the meeting.

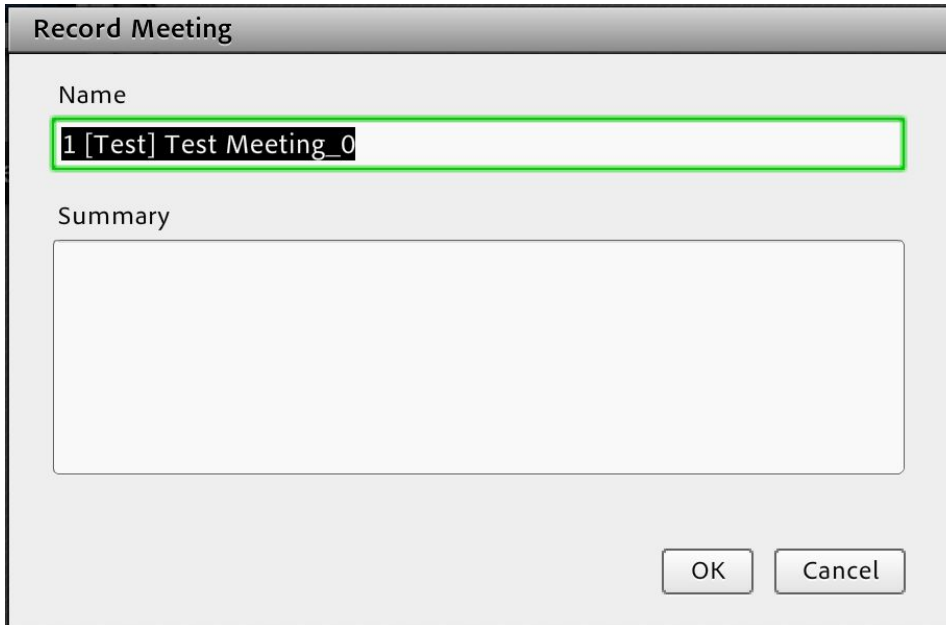
Meetings List



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.



The image shows a 'Record Meeting' dialog box. It has a title bar 'Record Meeting'. Inside, there is a 'Name' label followed by a text input field containing '1 [Test] Test Meeting_0'. Below this is a 'Summary' label followed by a large empty text area. At the bottom right, there are two buttons: 'OK' and 'Cancel'.

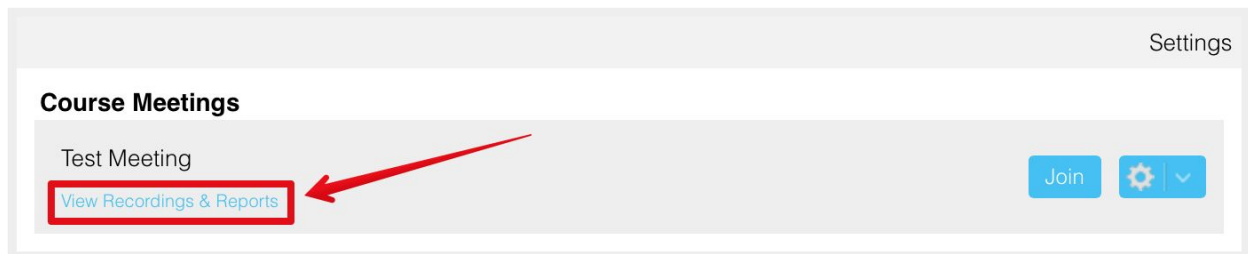
When the recording is done click on the **Stop Recording** button under the *Record Meeting* icon in the top right corner.



View / Watch Recordings

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

Meetings List



Course Meetings

Test Meeting

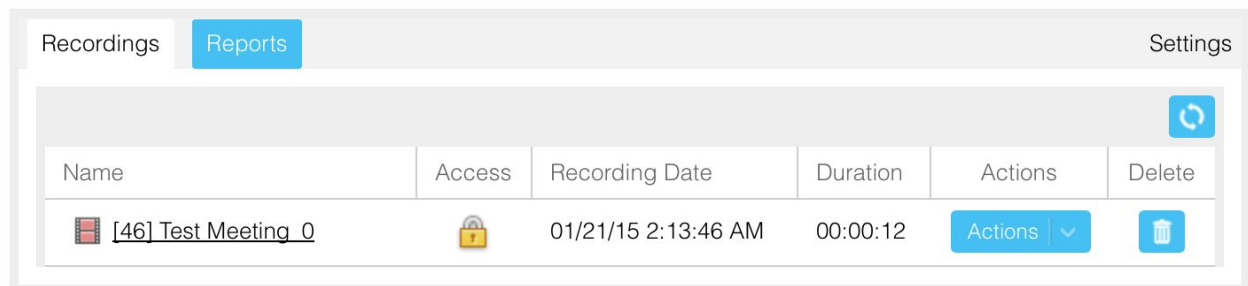
[View Recordings & Reports](#)

Join

Settings

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

Meetings List > Recordings






Recordings

Reports

Settings

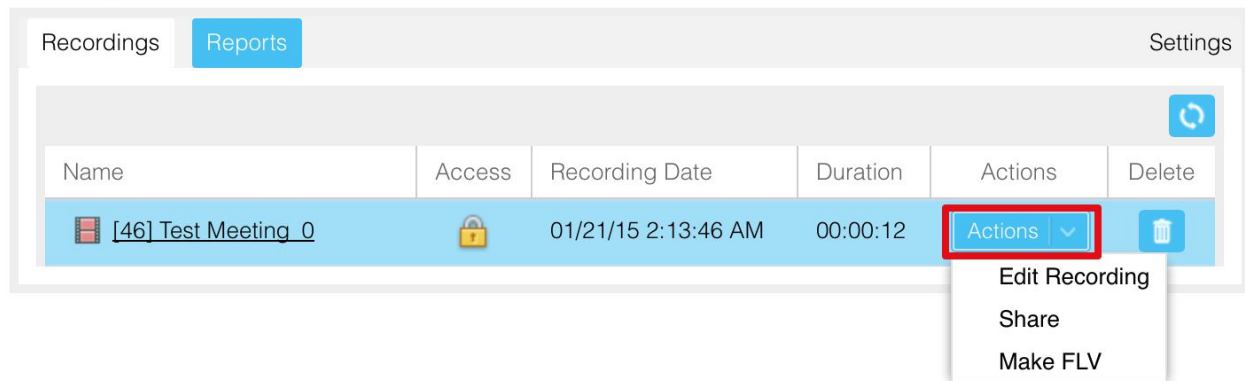
Refresh

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

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**



- 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.

The screenshot shows a dialog box titled '99 [Demo] Demo Meeting_0'. It contains a 'Recording URL' field with the value 'https://connect.esynctraining.com/p5o6ar3b7an'. Below this is a 'Change Access Type' section with two radio buttons: 'Private' (selected) and 'Public'. There is also a 'Passcode (Optional):' field. At the bottom, there are '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).

View Meeting Reports

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

Meetings List

Course Meetings

Test Meeting

[View Recordings & Reports](#)

Join Settings

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

Recordings Reports

By Attendees By Sessions

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

Recordings Reports

By Attendees By Sessions

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

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

Settings

By Attendees

By Sessions

Download

Refresh

PDF

Excel

Time In	Time Out	Duration
Mike Kollen, mike@esynctraining.com (1)		
07/29/2015 10:45 AM	07/29/2015 10:47 AM	0:02:36

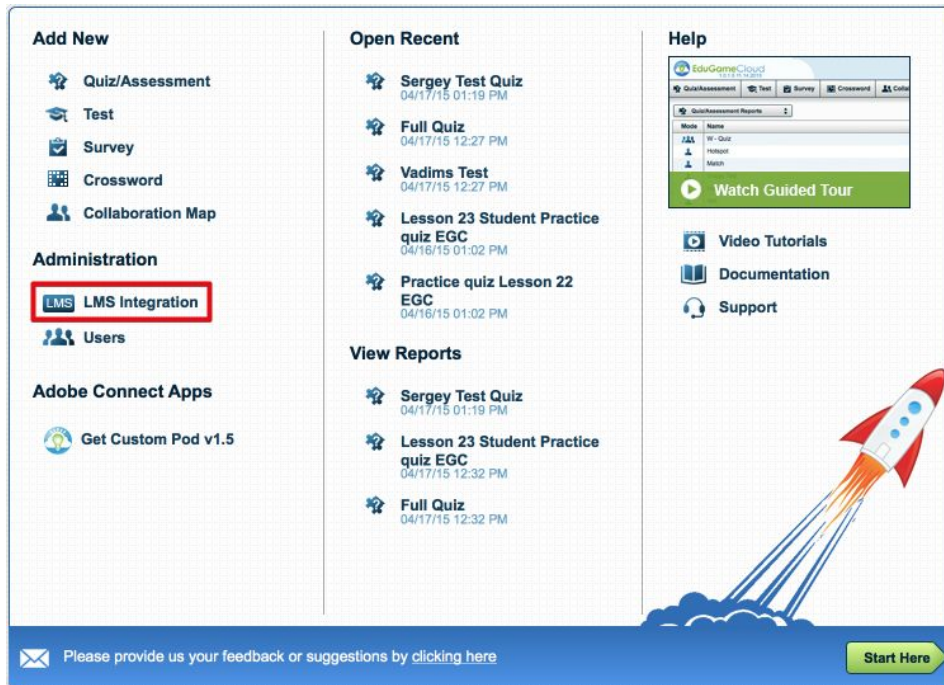
Brightspace Account Administrator Guide

EduGame Cloud Administration

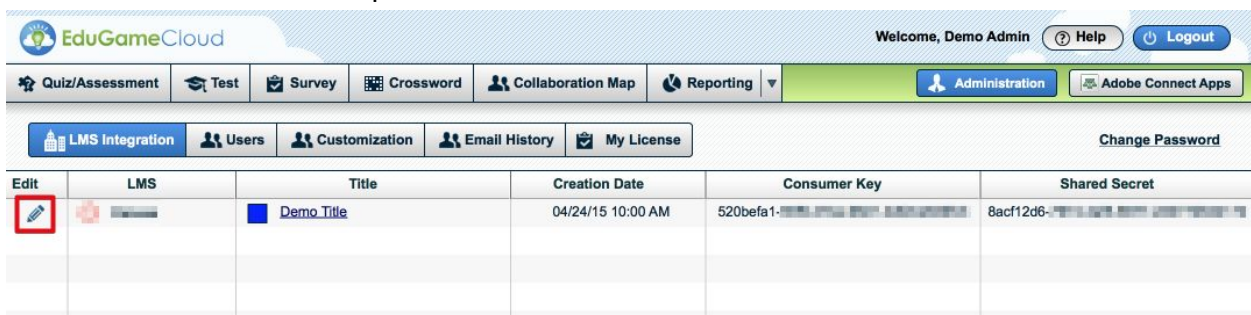
Configure LMS License in EduGame Cloud

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

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



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





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

The screenshot shows the 'Edit LMS Support' dialog box with the 'General' tab selected. The dialog has a title bar with a close button. Below the title bar are five tabs: 'General' (selected), 'Settings', 'Support', 'Roles', and 'Downloads'. The main content area is divided into two sections: 'LMS Setup' and 'Adobe Connect'. In the 'LMS Setup' section, there is a dropdown for 'LMS' with a red circle around it, a 'Primary Color' dropdown with a red square around it, and text input fields for 'Title' (Adobe Connect), 'Consumer Key' (8decc4bc-...), and 'Shared Secret' (4fbf260d-...). Below these is a section for 'Learning Management System' with fields for 'LMS Domain' (http://...), 'Admin Username' (...), and 'Password' (with a hint to enter the password to overwrite it). A 'Test Connection' button is at the bottom of this section. The 'Adobe Connect' section is outlined with a red border and contains fields for 'Adobe Connect Server' (https://...), 'Admin Username' (...), and 'Password' (with the same hint). It also has two radio buttons: 'Use Shared Meetings Folder' (unselected) and 'Use User Meetings Folder' (selected), followed by a 'Canvas Meetings' field and another 'Test Connection' button. At the bottom of the dialog are 'Cancel' and 'Save' buttons.

Edit LMS Support

General Settings Support Roles Downloads

LMS Setup

LMS  Primary Color: 

Title

Consumer Key

Shared Secret

Learning Management System

LMS Domain

Admin Username

Password

Test Connection

Adobe Connect

Adobe Connect Server

Admin Username

Password

☐ Use Shared Meetings Folder

☒ Use User Meetings Folder

Canvas Meetings

Test Connection

Cancel Save

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

The screenshot shows a dialog box titled "Add LMS Support" with a close button (X) in the top right corner. The dialog has five tabs: "General", "Settings" (which is selected and highlighted in blue), "Support", "Roles", and "Downloads". The "Settings" tab contains several sections of configuration options:

- Meetings**:
 - Course Meetings: ☒ Yes ☐ Multiple Meetings
 - Office Hours: ☒ Yes ☐ Study Groups: ☒ No
 - Name Format: [Meeting Title] (dropdown menu)
 - 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

At the bottom of the dialog are two buttons: "Cancel" and "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 requires 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

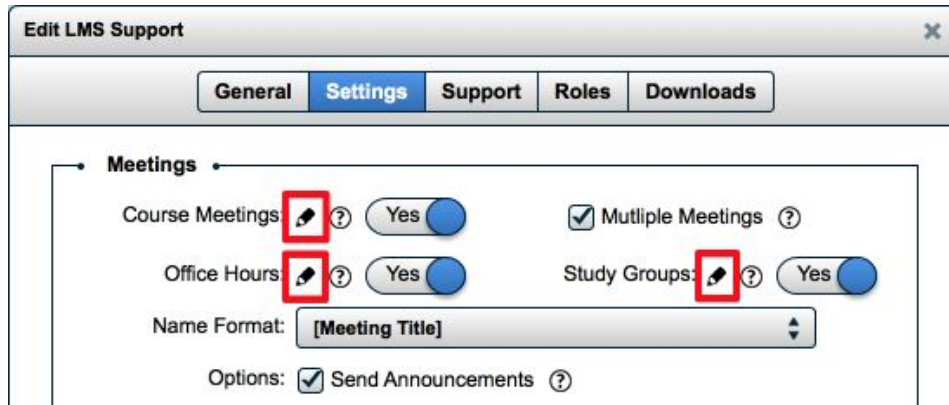
Create an offline recording as an FLV file

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

The screenshot shows the 'Edit LMS Support' dialog box with the 'Settings' tab selected. Under the 'Meetings' section, there are three toggle switches: 'Course Meetings' (Yes), 'Study Groups' (Yes), and 'Office Hours' (No). Below these is the 'Name Format' dropdown menu, which is currently set to '[Meeting Title]'. An 'Options' list is displayed below the dropdown, showing five templates: '[Meeting Title]', '[ID]: [Meeting Title]', '[Course Label]: [Meeting Title]', '[Course Label]: [Meeting Title] - [ID]', and '[Course Label]: [Meeting Title] - (MM/DD/YY)'. The first option, '[Meeting Title]', is highlighted with a blue background and a red border.

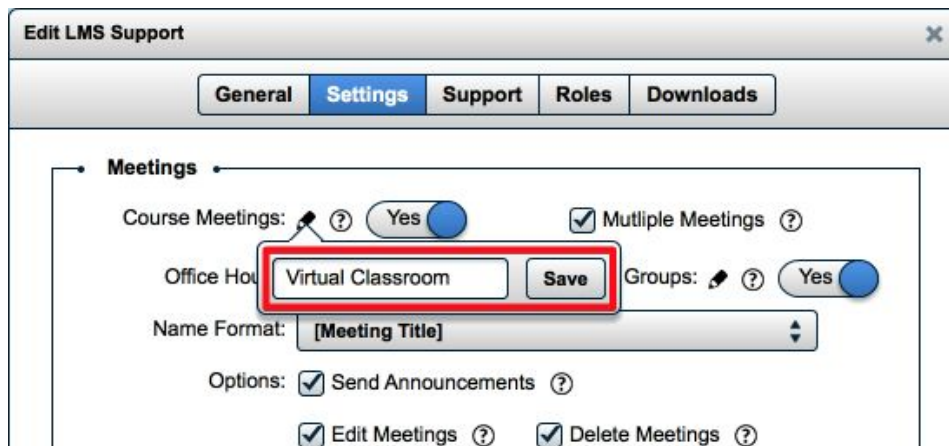
When user creates a meeting in the **Adobe Connect** LTI, only *Meeting Title* should be specified. Thus appropriate meeting will be created in a Adobe Connect and named using the chosen template.

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



The screenshot shows the 'Edit LMS Support' dialog box with the 'Settings' tab selected. Under the 'Meetings' section, there are three rows of settings. The first row is 'Course Meetings' with an edit icon (pencil) and a 'Yes' toggle. The second row is 'Office Hours' with an edit icon and a 'Yes' toggle. The third row is 'Study Groups' with an edit icon and a 'Yes' toggle. The 'Name Format' is set to '[Meeting Title]'. There are also checkboxes for 'Multiple Meetings' and 'Send Announcements'.

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



The screenshot shows the same 'Edit LMS Support' dialog box. In the 'Office Hours' row, the text field now contains 'Virtual Classroom'. The 'Save' button next to it is highlighted with a red box. The 'Study Groups' row is also visible with its edit icon and 'Yes' toggle.

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

Adobe Connect

Help: User Guide | EduGame Cloud

Meetings List



The screenshot shows the 'Meetings List' section. At the top right is a 'Settings' link. Below it, the 'Virtual Classroom' label is highlighted with a red box. Underneath, there is a message: 'Currently there are no meetings. Please add.' and an 'Add Meeting' button. Below this, the 'Office Hours' section is visible with the same message and button.

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 in the Adobe Connect LTI configuration interface. At the top, there are tabs for 'General', 'Settings', 'Support' (which is selected), 'Roles', 'Downloads', and 'Reporting'. Below these tabs is a section titled 'Your Support Information (Optional)'. Inside this section is a large text area containing the placeholder text 'Support Information for participants.'. Below the text area is a rich text editor toolbar with options for font face (Helvetica), font size (13), bold (B), italic (I), underline (U), and a list of icons for text alignment and bullet points. At the bottom right of the configuration area is a '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 in Adobe Connect. At the top right is a 'Settings' link. The main content area is divided into three sections: 'Course Meetings', 'Office Hours', and 'Instructions/Support'. The 'Course Meetings' section shows a 'Test Meeting 101' with a 'Recordings' link and a 'Join' button. The 'Office Hours' section shows the message 'Currently there are no meetings. Please add.'. The 'Instructions/Support' section is highlighted with a red border and 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

GeneralSettingsRoles

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.

Edit LMS Support

General Settings **Roles**

Edit: **Yes**

Default Roles

LMS Role	AC Roles
Student	Participant
Teacher	Host
TA	
Designer	
Observer	

AC Roles dropdown: Host, Presenter, 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.

Custom Roles

Role	AC Roles	Delete
Backup Teacher	Presenter	

Add Custom Role ⓘ Any custom role not defined in this list will be mapped to the participant in Adobe Connect

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**

Meeting Information

Participants

Settings

LMS Available Users (4)

Backup Teacher (1)

Kelsea Tower

Students (2)

Melissa Sieben

Paul Green

Teacher (1)

Mike Kollen

Adobe Connect Participants (4)

Host (1)

Mike Kollen

Participants (2)

Melissa Sieben

Paul Green

Presenter (1)

Kelsea Tower

Search

Search

Sync Users

Add

Add Guest


Set User Role

Remove

Back

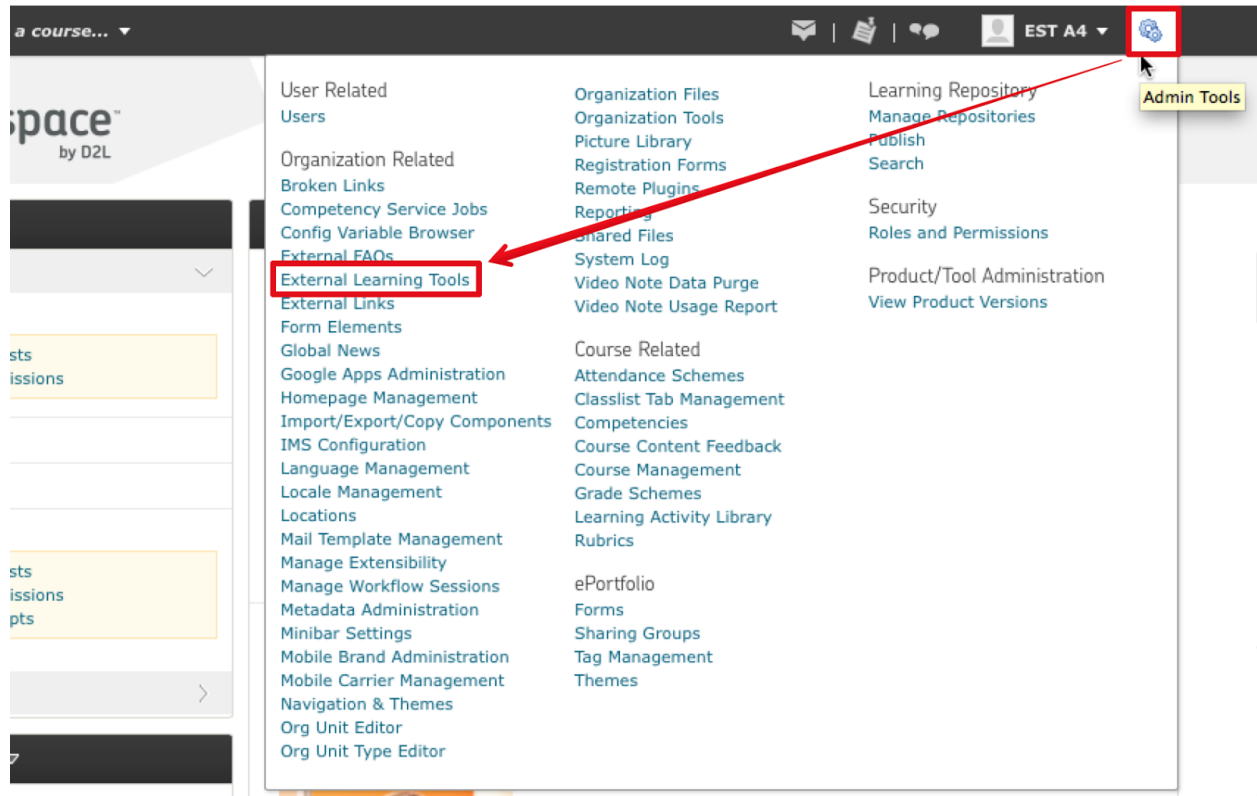
Finish

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

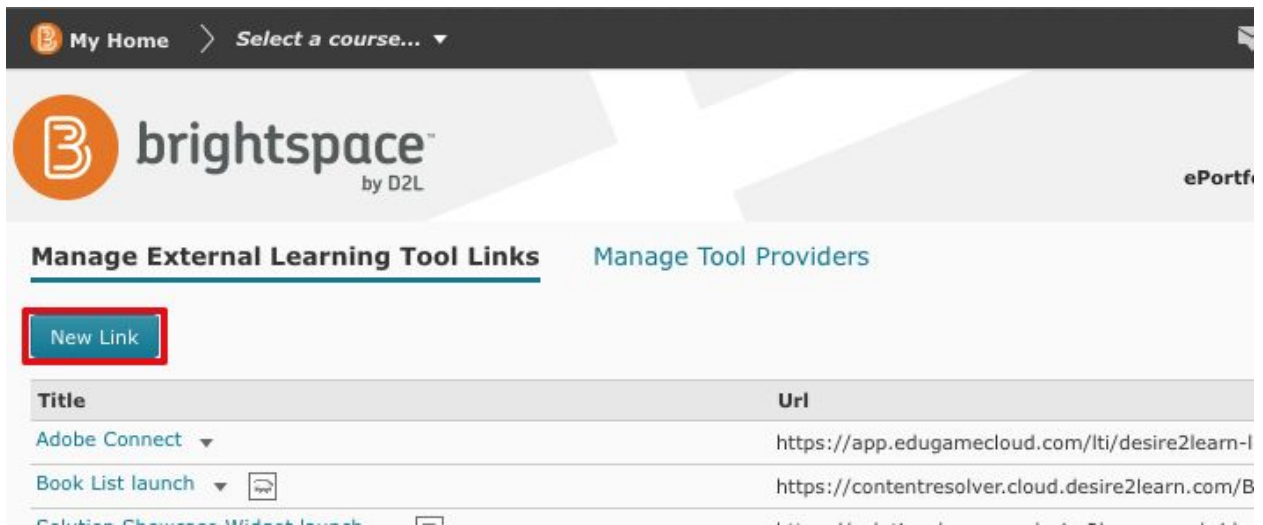
Shared				
<div>GeneralSettingsSupportRolesDownloadsReporting</div>				
Title	Filename	Size	Last Modified	Download
User Guide	canvas.pdf	4.58 MB	04/08/2015 0:16:13 PM	

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.



Click on the **New Link** button.



The screenshot shows the Brightspace user interface. At the top, there is a navigation bar with 'My Home' and a dropdown menu 'Select a course...'. Below this is the Brightspace logo and the text 'by D2L'. The main content area has two tabs: 'Manage External Learning Tool Links' (which is active) and 'Manage Tool Providers'. Under the active tab, there is a 'New Link' button highlighted with a red rectangle. Below the button is a table with two columns: 'Title' and 'Url'.

Title	Url
Adobe Connect ▼	https://app.edugamecloud.com/lti/desire2learn-l
Book List launch ▼ 	https://contentresolver.cloud.desire2learn.com/B
Online Assessment Widget launch ▼ 	https://www.d2l.com/en/assessment/online-assessment-widget/

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** radiobutton and enter appropriate **Key** and **Secret**.

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

New Link

Properties

Title *

URL *

Description

▶

⏮

⏭

⏹

🖼

🔗

⌵

Paragraph

⋮

abc

✓

</>

🔍

🔄

📄

📊

Visibility

☒ Allow users to view this link

Key/Secret

Signature

☒ Sign messages with key/secret with

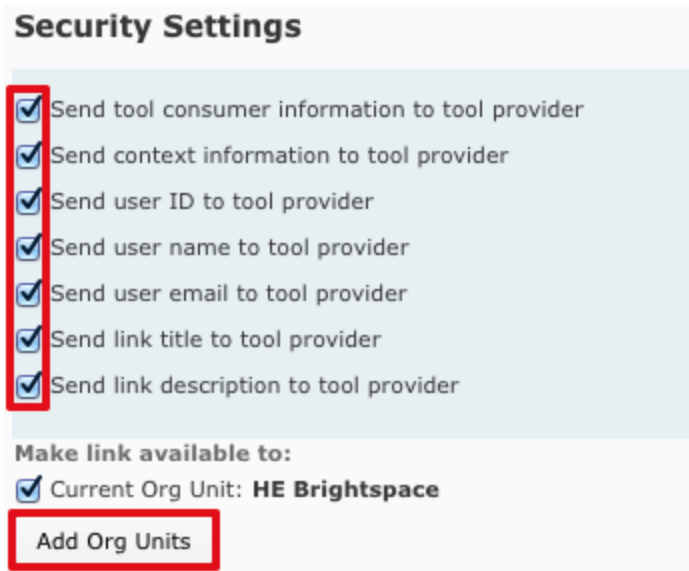
☐ Tool consumer key/secret

☒ Link key/secret

Key

Secret

Select all option in *Security Settings* section.
Click on **Add Org Units** button.



Security Settings

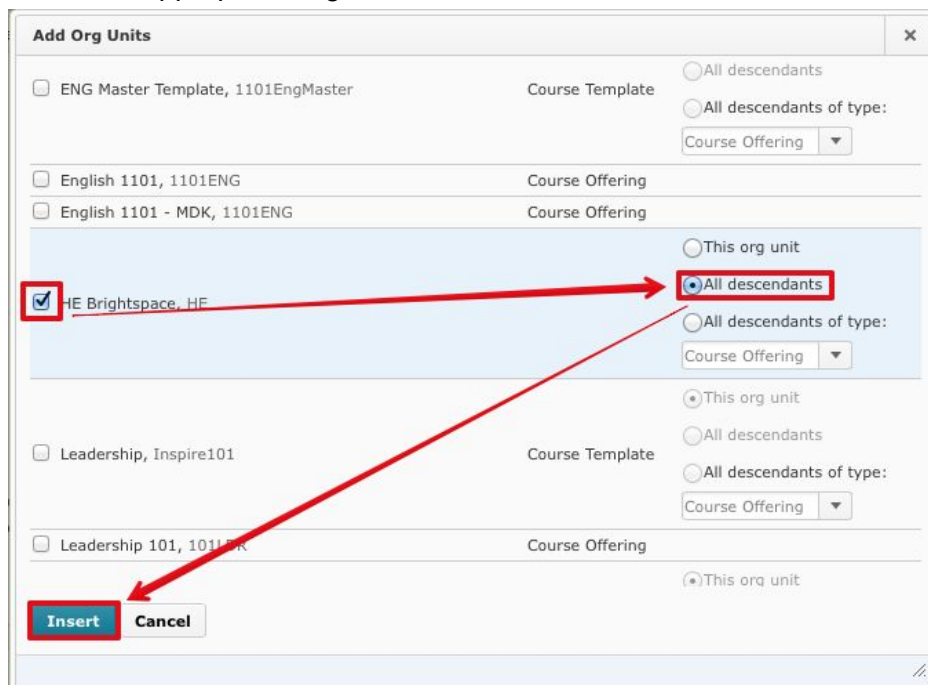
- ☒ Send tool consumer information to tool provider
- ☒ Send context information to tool provider
- ☒ Send user ID to tool provider
- ☒ Send user name to tool provider
- ☒ Send user email to tool provider
- ☒ Send link title to tool provider
- ☒ Send link description to tool provider

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

<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, HE		<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, 101LEK	Course Offering	<input type="radio"/> This org unit

Insert **Cancel**

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

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