

&



# canvas

 Adobe Connect  

## LTI Integration

**User Guide (Version 1.8.0)**



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## & Adobe Connect

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Version 1.8.0

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## Developers Keys Generation

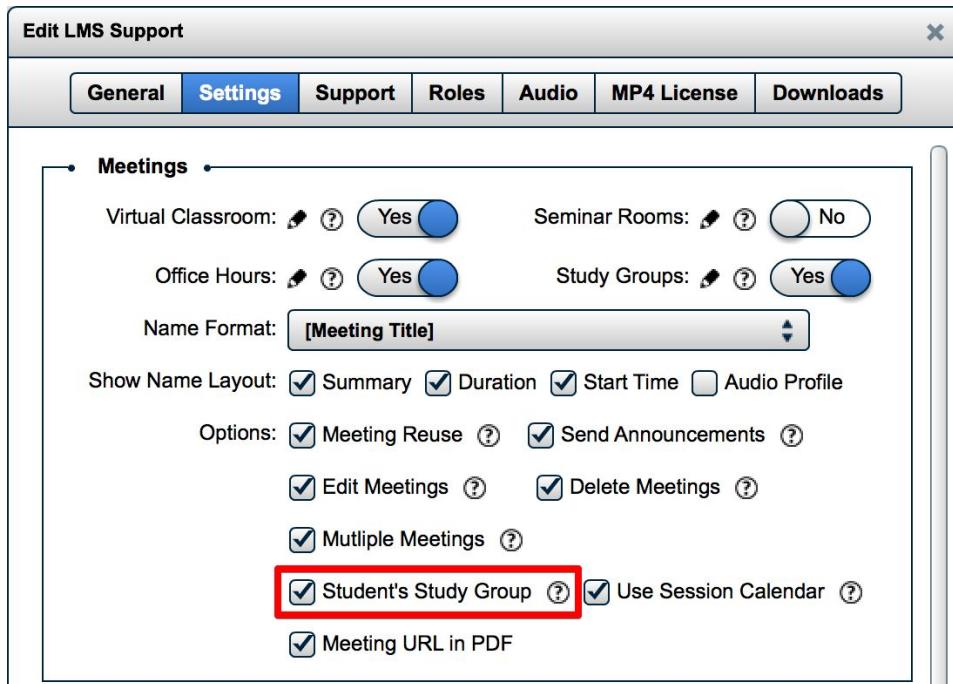
[Applying of the Developers Keys to the LMS license](#)

## Getting Support

## What's New In v1.8.0?

### Student's Study Group

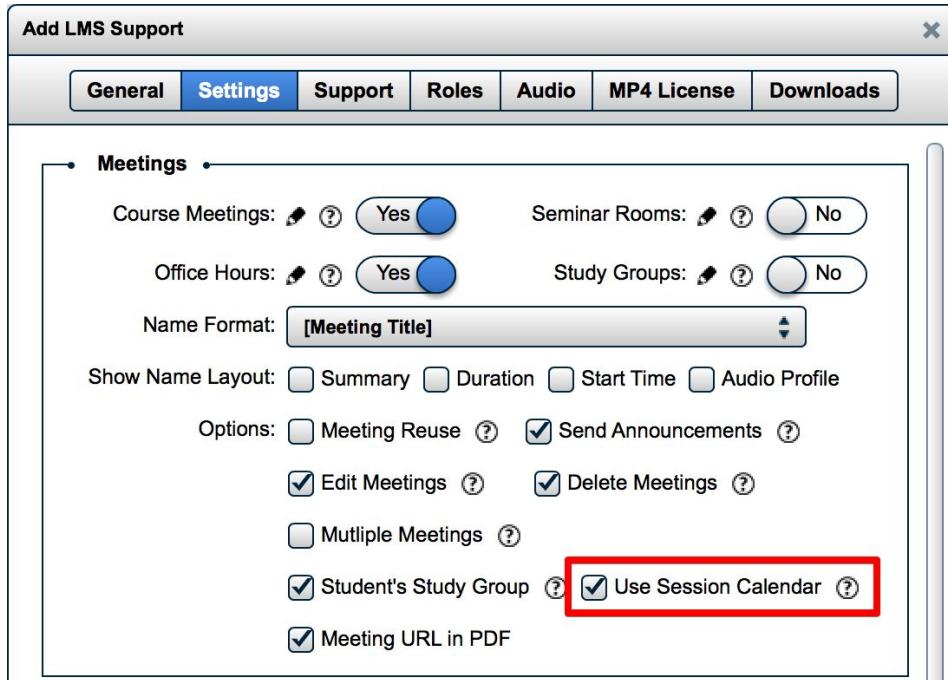
On the EduGame Cloud LMS license *Settings* page user can enable the *Student's Study Group* option.



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

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

## Adobe Connect

**Settings:** Change

**Help:** User Guide | EduGame Cloud

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

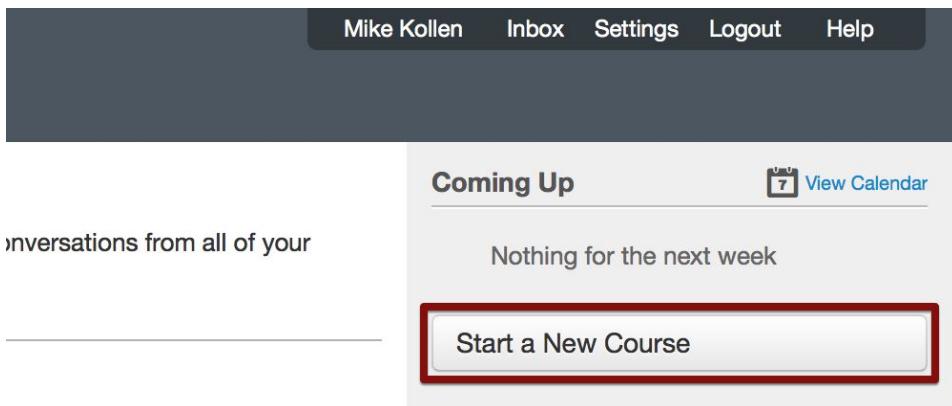
The screenshot shows the 'Information' tab of the 'New Meeting Session' form. It contains fields for 'Name' (a simple text input field), 'Summary' (a larger text area), 'Start Time' (set to 10/24/2016 at 01:30 PM), and 'End Time' (set to 10/24/2016 at 02:30 PM). At the bottom of the form are 'Cancel'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

# Course Administrator Guide

## Create a New or Reuse an Existing Course

### Create a New Course

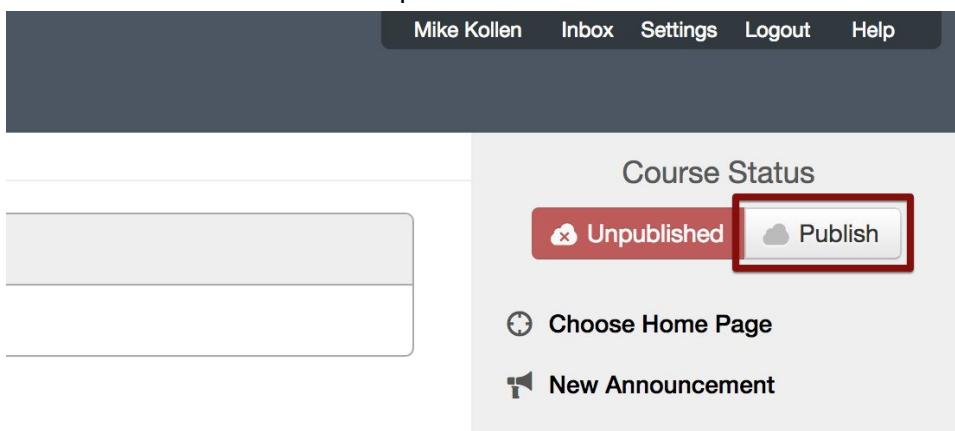
On the Home screen click on the **Start a New Course** button.



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

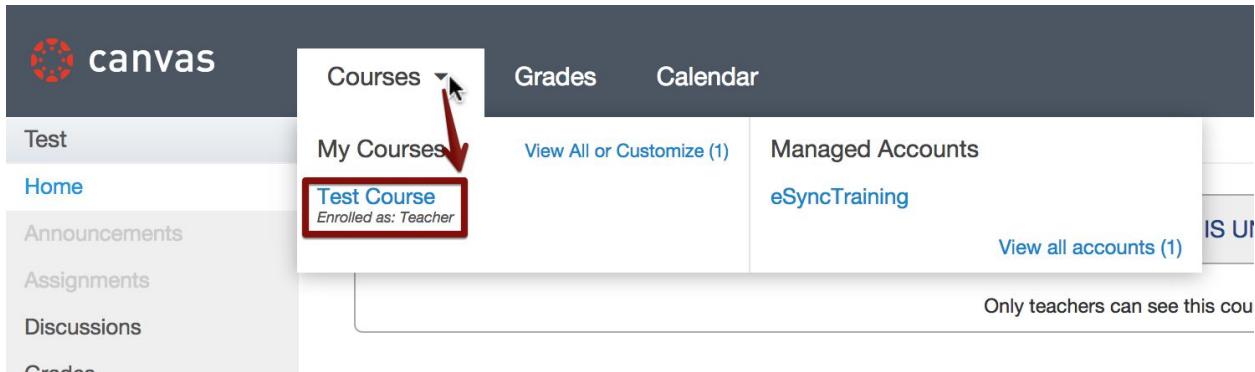
A screenshot of a modal dialog box titled "Start a New Course". It has a light gray background and a white content area. Inside, there are two input fields: "Course Name" with a placeholder "Course Name" and "Content License" set to "Private (Copyrighted)". Below these is a checkbox labeled "Make course publicly visible (student data will remain private)" with the unchecked state. At the bottom right are two buttons: "Cancel" and a blue "Create course" button.

Click on the **Publish** button to publish the course.



## Reuse an Existing Course

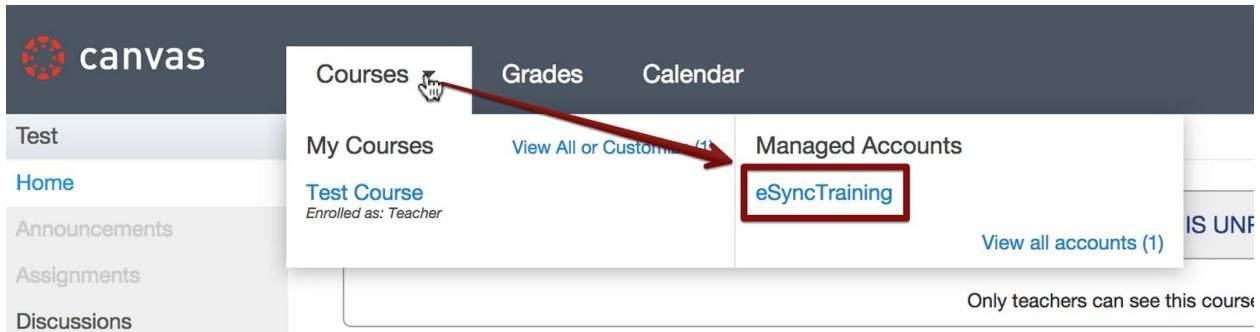
Click on the **Courses** drop-down menu and under the *My Courses* heading, click the name of the required course.



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

## Add a New User to Your Canvas Account

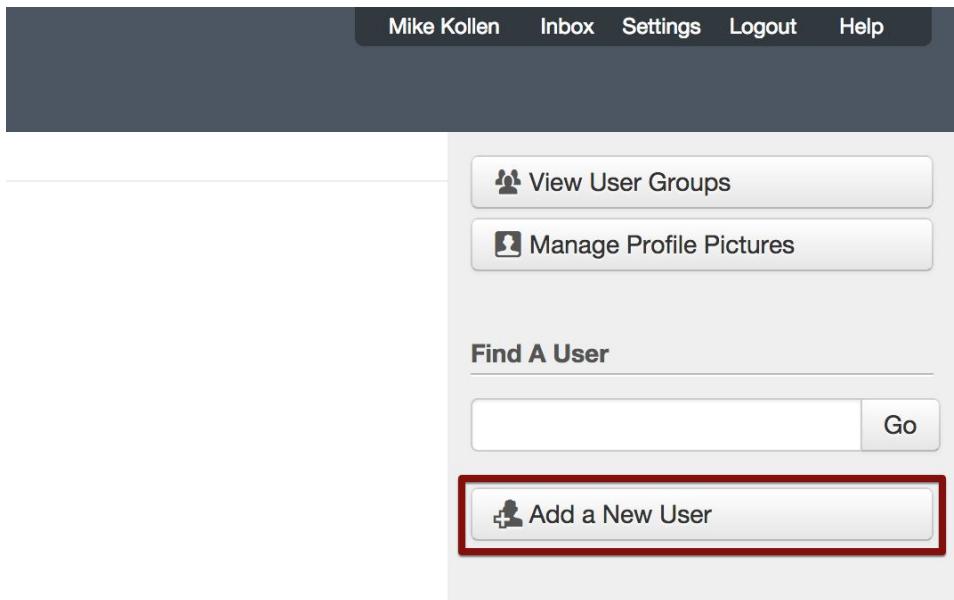
Click on the **Courses** drop-down menu and under the *Managed Accounts* heading, click the name of your account.



In Account Navigation, click on the **Users** link.



Click on the **Add a New User** button.



Populate the following form and click on the **Add User** button to finish the process.

\*NOTE: Fields may vary depending on your account settings.

**Add a New User**

Full Name:<sup>\*</sup>

This name will be used by teachers for grading.

Display Name:

People will see this name in discussions, messages and comments.

Sortable Name:

This name appears in sorted lists.

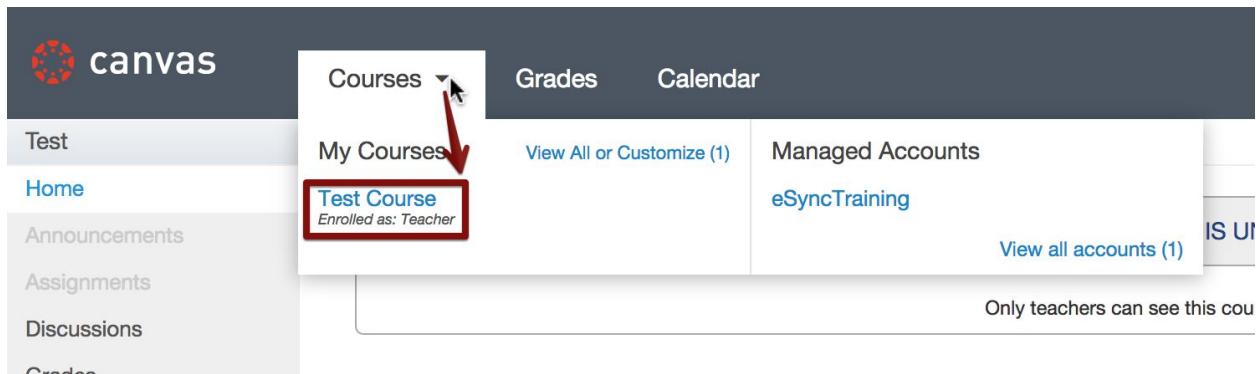
Email:<sup>\*</sup>

Email the user about this account creation

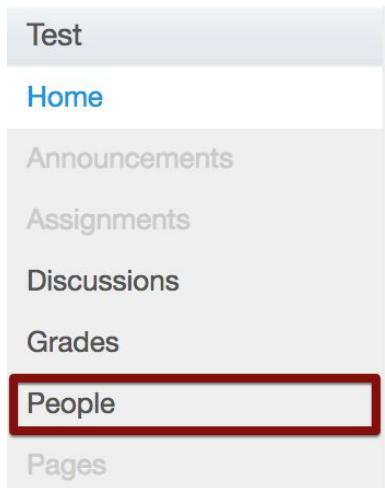
[View Privacy Policy](#) [Cancel](#) [Add User](#)

## Add Users to the Course

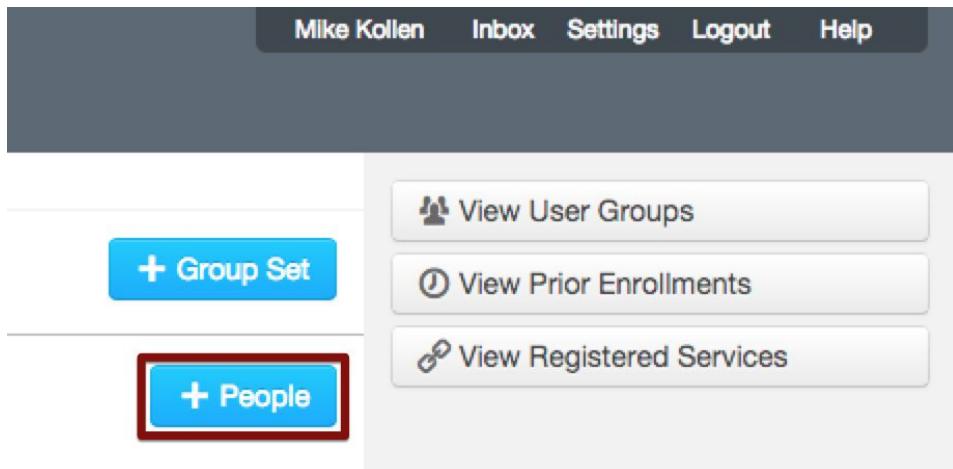
Click on the **Courses** drop-down menu and under the **My Courses** heading, click the name of the required course.



In Course Navigation, click on the **People** link.



Click on the **+ People** button.



Type or paste Emails / Names / IDs of existing users and click on the **Next** button.

Add People X

Type or paste a list of email addresses below:

"Example Student" <student@example.com>, "Lastname, Firstname" <firstlast@example.com>, justAnEmailAddress@example.com

Role:

Section:

Next //

Verify the list of the Users and click on the **Add Users** button to finish the process.

Add People X

Validated and ready to add 1 users:

Name	Email
Vadim Adashkevich	vadim@esynctraining.com

Start Over Add Users //

## Create a New Adobe Connect Meeting

Click on the **Courses** drop-down menu and under the *My Courses* heading, click the name of the required course.

The screenshot shows the Canvas LMS interface. At the top, there's a navigation bar with the Canvas logo, 'Courses' (with a dropdown arrow), 'Grades', and 'Calendar'. Below this is a sidebar with links like 'Test', 'Home', 'Announcements', 'Assignments', 'Discussions', and 'Grades'. The main area has a 'My Courses' section. A red box highlights 'Test Course' under 'My Courses', which is also labeled 'Enrolled as: Teacher'. A red arrow points from the text 'click the name of the required course.' to this highlighted link. To the right of 'My Courses' are links for 'View All or Customize (1)', 'Managed Accounts', 'eSyncTraining', and 'View all accounts (1)'. A note at the bottom right says 'Only teachers can see this cou'.

In Course Navigation, click on the **Adobe Connect** link.

The screenshot shows the Course Navigation sidebar. It includes links such as 'Test', 'Home', 'Announcements', 'Assignments', 'Discussions', 'Grades', 'People', 'Pages', 'Files', 'Syllabus', 'Outcomes', 'Quizzes', 'Modules', 'Conferences', 'Collaborations', and 'Adobe Connect'. The 'Adobe Connect' link is highlighted with a red box and a red arrow pointing to it from the text 'click on the Adobe Connect link.'

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' with the sub-section 'Meetings'. A message says 'Currently there are no meetings. Please add.' To the right of this message is a blue rectangular button labeled 'Add Meeting'.

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. To the right is a 'Settings' link. The 'Participants' tab is divided into sections: 'Required' (containing fields for 'Name' and 'Select Template') and 'Optional' (containing fields for 'Custom URL', 'Summary', 'Start Time' (set to 01-21-2015 at 12:53 PM), 'Duration' (set to 01:00), and 'Access' settings which include options 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 Canvas 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

Canvas 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

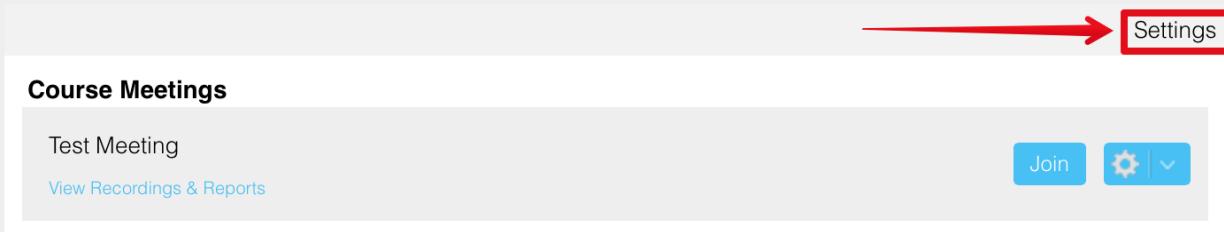
Default LMS to Adobe Connect roles mapping:

LMS	Adobe Connect
Designer	Presenter
Observer	Participant
Student	Participant
TA	Presenter
Teacher	Host

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

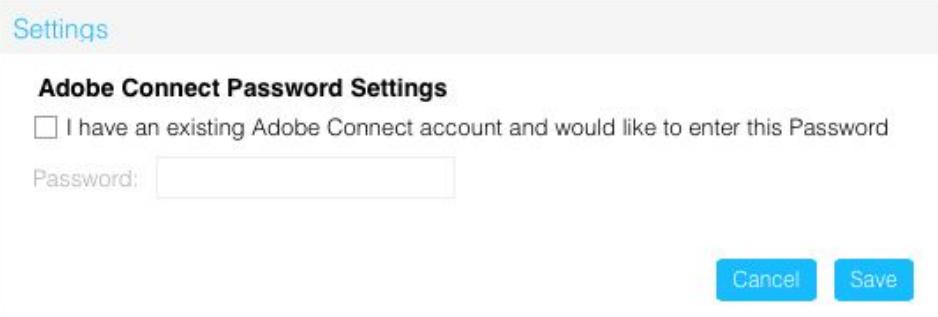
Each Canvas user has a possibility to set Adobe Connect Password rule clicking on **Settings** link.

#### Meetings List



The screenshot shows the 'Meetings List' section under 'Course Meetings'. It displays a single meeting titled 'Test Meeting' with options to 'Join' or view 'Recordings & Reports'. A red arrow points from the left towards the top right corner where the 'Settings' button is located.

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

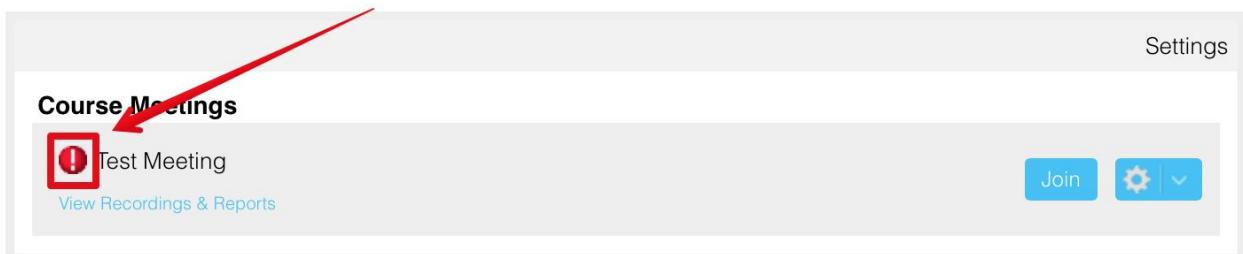


The screenshot shows the 'Adobe Connect Password Settings' dialog box. It contains a checkbox labeled 'I have an existing Adobe Connect account and would like to enter this Password' and a password input field. At the bottom are 'Cancel' and 'Save' buttons.

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

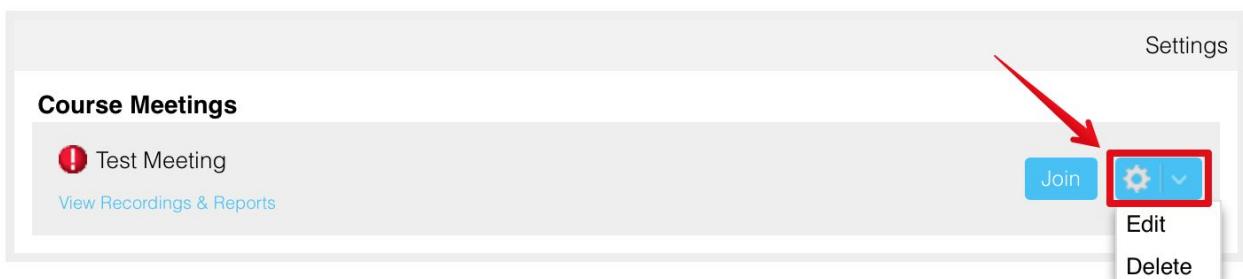
If a student adds late to the course, *Alert* icon will appear next to the meeting name in the **Meeting Information** tab.

**Meetings List**



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

**Meetings List**



Navigate to the **Participants** tab and observe the **Canvas 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 of a 'Meetings List'. At the top, there are three tabs: 'Meeting Information' (highlighted in blue), 'Participants' (selected), and 'Settings'. The 'Participants' section is divided into two main sections: 'Canvas Available Users (5)' on the left and 'Adobe Connect Participants (4)' on the right.

**Canvas 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 page, there are several buttons: a refresh icon, a red box highlighting the 'Sync Users' button, an 'Add' button, a 'Set User Role' dropdown menu, and a 'Remove' button.

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

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

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

The screenshot shows a user interface for managing meeting participants. At the top, there is a navigation bar with the text "Meetings List > Participants". Below this, there are two tabs: "Meeting Information" (which is highlighted with a blue background) and "Participants". To the right of the tabs, there is some partially visible text starting with "Setting".

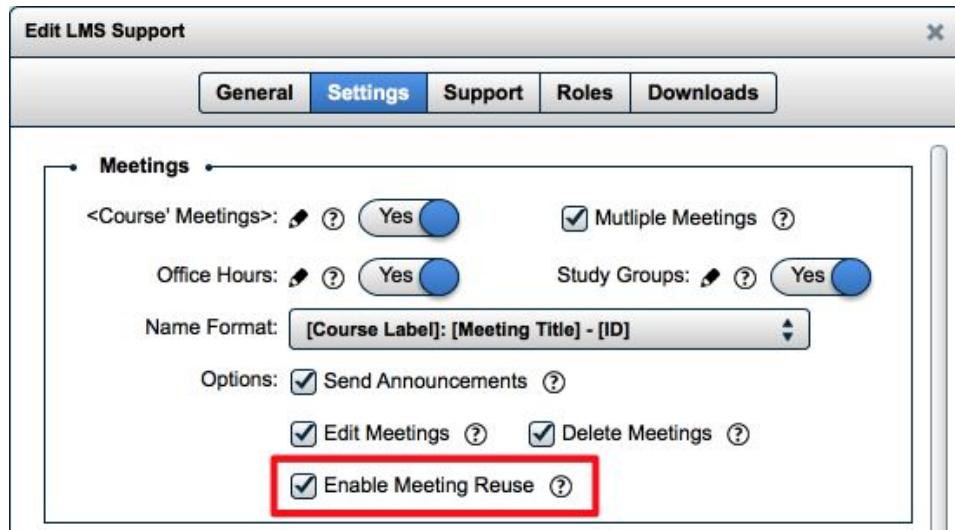
The main content area is divided into two sections:

- Canvas Available Users (5)**: This section contains a list with one item: "Student (4)".
- Adobe Connect Participants (4)**: This section contains a list with one item: "Host (1)".

A red arrow points from the text in the first paragraph to the "Meetings List" link in the navigation bar at the top of the screenshot.

## Meeting Reuse (Optional)

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



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

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

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

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

Click on the **Next** button.

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

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

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

## Adding Guests to Meeting

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

**Meetings List**



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

**Meetings List > Participants**

A screenshot of the 'Participants' tab. At the top, there are tabs for 'Meeting Information' and 'Participants', with 'Participants' being the active tab. On the far right is a 'Settings' button. The main area is divided into two sections: 'LMS Available Users (4)' on the left and 'Adobe Connect Participants (4)' on the right. Both sections show lists of users with checkboxes next to their names. Below these sections are two search input fields labeled 'Search' and a row of buttons: a refresh icon, 'Sync Users', 'Add', 'Add Guest' (which is highlighted with a red box), 'Set User Role', and 'Remove'. A large red arrow points from the 'Add Guest' button in the 'Participants' tab back up to the 'Edit' button in the 'Meetings List' interface above.

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

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

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

**Add Guest**

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

**Add Guest | Add Existing User**

**New User Information**

First Name:

Last Name:

E-mail:

User Role:  ▼

**Login and Password**

Login:

New Password:

Retype Password:

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

Cancel Save



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

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

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

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

Meetings List > Participants

Meeting Information Participants Settings

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

Search

 Sync Users Add Add Guest Set User Role Remove

## Seminars Support

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



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

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

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

The screenshot shows the Adobe Connect interface. At the top right, there are 'Settings' and 'Help' links. Below the header, there are sections for 'Course Meetings' and 'Seminar Rooms'. In the 'Create' dropdown menu (which is open and highlighted with a red box), the 'Seminar Room' option is selected. The 'Course Meeting' option is also visible in the dropdown.

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. It has two main sections: 'Required' and 'Optional'. The 'Required' section contains fields for Seminar License (dropdown), Name (text input), and Select Template (dropdown). The 'Optional' section 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.

**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

**Buttons:** 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](#)

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

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

## Adobe Connect

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

**Settings:** Change

**Help:** User Guide | EduGame Cloud

Information

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

---

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

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

## Create an Office Hours Meeting (Optional)

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

### Meetings List

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

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

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

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

Office Hours Information Settings

**Required**

Select Template:

**Optional**

Custom URL:

Summary:

Meeting Time:

Allow Guests

Cancel Save

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

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

## Create a Study Group Meeting (Optional)

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



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

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

### Meetings List

The screenshot shows the 'Meetings List' interface. It includes 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 a context menu with 'Edit' and 'Delete' options, which is highlighted with a red box and pointed to by a red arrow. Other buttons in the menu include 'Join', a gear icon, and a dropdown arrow.

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

#### Meetings List

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

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

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

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

The screenshot shows a user interface for managing participants in a meeting. At the top, there are tabs for 'Study Group Information' (selected), 'Participants' (current view), and 'Settings'. The left panel, titled 'Canvas Available Users (5)', lists users categorized by role: 'Student (4)' with Vadim Adashkevich, Paul Green, Melissa Sieben, and Kelsea Tower; and 'Teacher (1)' with Mike Kollen. Each user has a small red circular icon next to their name. The right panel, titled 'Adobe Connect Participants (1)', lists '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'.

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

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

#### Meetings List

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

## Canvas Announcements

Announcements are used to communicate with students about the logistics of your course. As soon as you have created a Meeting, a new announcement will appear on the *Home* page for all attendees.

### Recent Activity

The screenshot shows the 'Recent Activity' section of the Canvas interface. At the top, it says '3 Announcements' under 'Test, Geometry, and Demo'. Below that, there are three items listed:

- Test** A new Adobe Connect room was created for course Test | Oct 28 at 6:30am | X
- Geometry** A new Adobe Connect room was created for course Geometry | Oct 24 at 9:21am | X
- Demo** A new Adobe Connect room was created for course Demo Course | Oct 24 at 7:26am | X

Click on the **Announcement** tab and you will be navigated to the Course Announcement page.

Click on the **Adobe Connect** link to navigate to the Adobe Connect LTI application to join the meeting.

The screenshot shows the 'Announcements' page for the 'Test' course. The left sidebar has links for Test, Home, Announcements (which is selected), Assignments, Discussions, Grades, People, Pages, Files, Syllabus, Outcomes, Quizzes, and Modules. The main content area shows one announcement:

A new Adobe Connect room was created for course Test | Oct 28 at 6:30am

Mike Kollen  
Meeting "Test Meeting" will start 10-28-2014 at 02:29 PM. Its duration will be 01:00. You can join it in your [Adobe Connect Conference section](#).

Below the announcement are buttons for Search entries or author, Unread, and sorting. At the bottom is a reply input field with a reply icon.

\*NOTE: Announcements don't work on (Beta) accounts.

# Adobe Connect Recordings

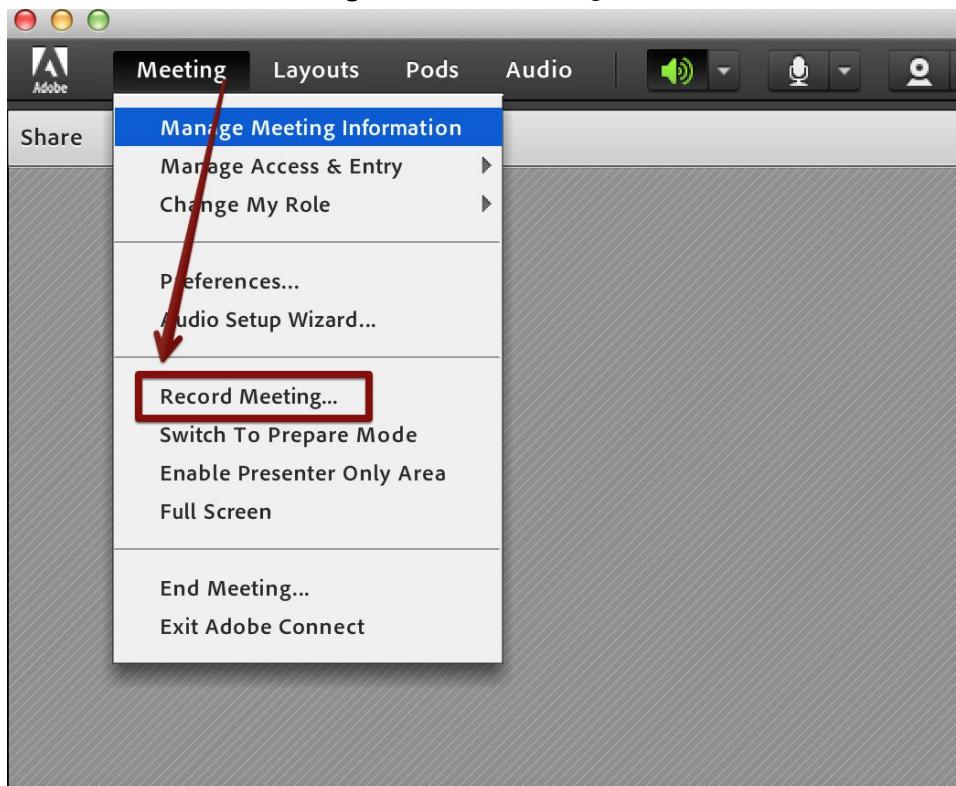
## Record the Meeting

Join the meeting.

Meetings List

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

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



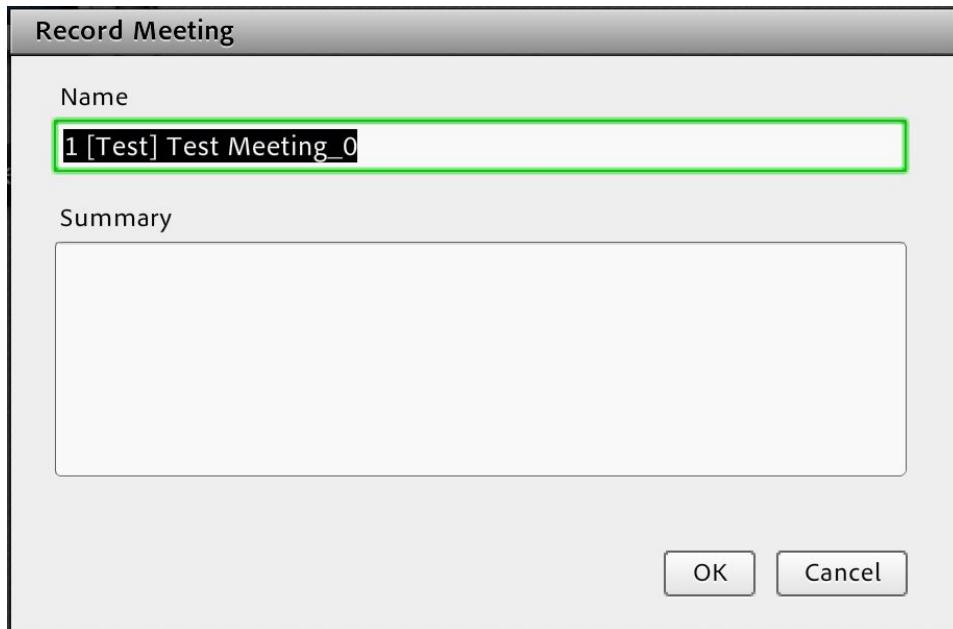
Populate the following form and click on the **OK** button to start the recording.

Record Meeting

Name  
1 [Test] Test Meeting\_0

Summary

OK Cancel



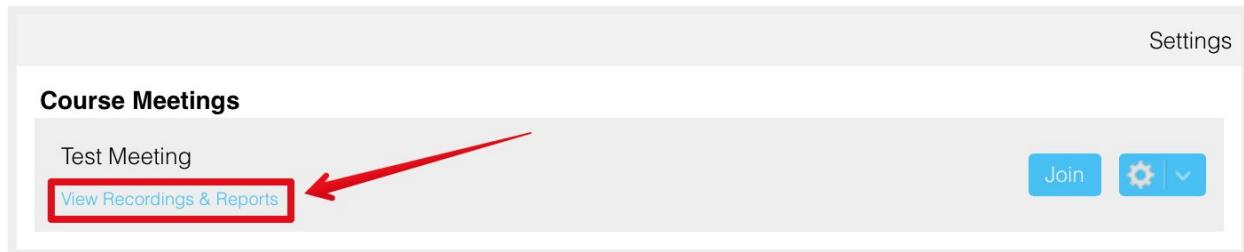
When the recording is done click on the **Stop Recording** button under the *Record Meeting* icon in the top right corner.



## View / Watch Recordings

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

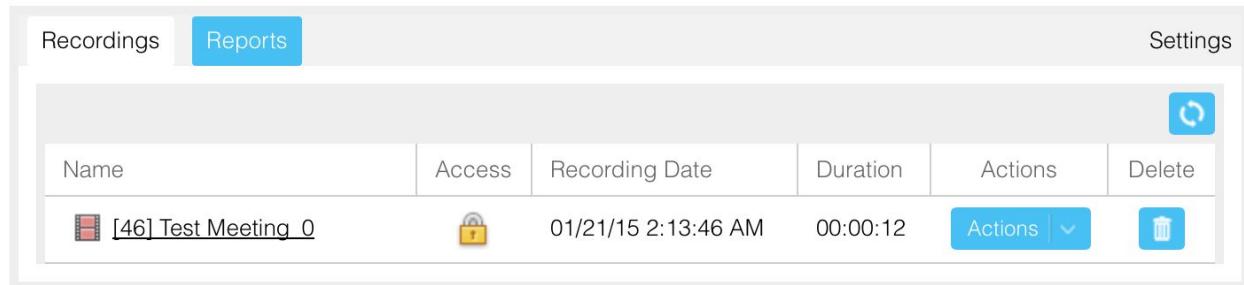
Meetings List



The screenshot shows the 'Meetings List' interface. At the top right is a 'Settings' icon. Below it, under 'Course Meetings', is a 'Test Meeting'. To the right of the meeting name are 'Join', 'Settings', and a dropdown menu. A red arrow points from the bottom left towards 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. At the top right are 'Recordings' and 'Reports' tabs, and a 'Settings' icon. Below is a table with the following data:

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

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

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

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

The screenshot shows a table of recordings. One row is highlighted in blue, corresponding to a meeting named "[46] Test Meeting\_0". To the right of this row is a "Actions" button with a dropdown menu open. The 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 dialog box is 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**

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

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

## Adobe Connect

**Settings:** Change

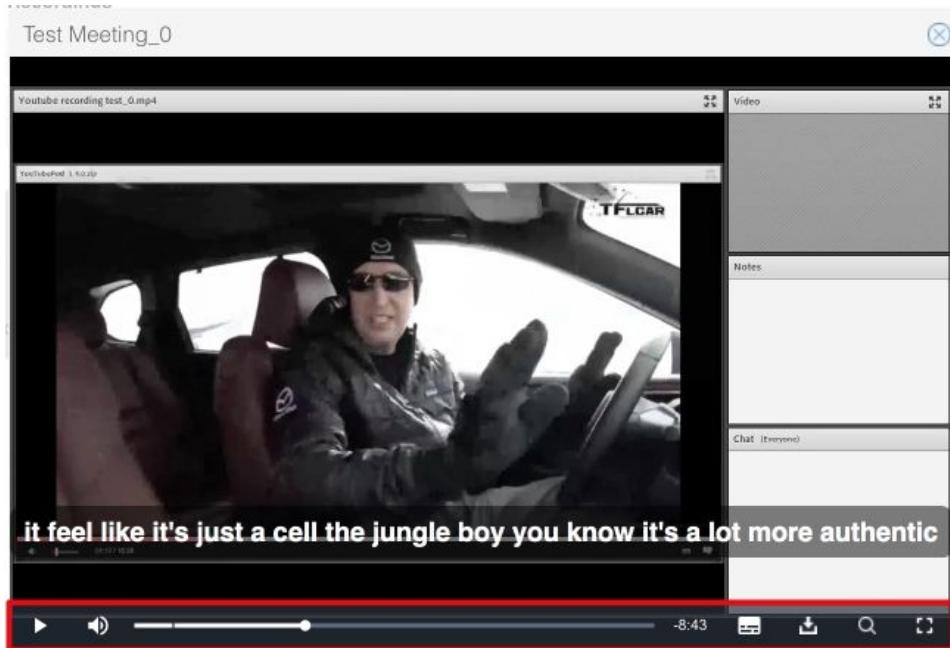
**Help:** User Guide

Meetings List > **Test Meeting: Recordings**

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

Test Meeting\_0: MP4   
Test Meeting\_0: Transcript

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*.

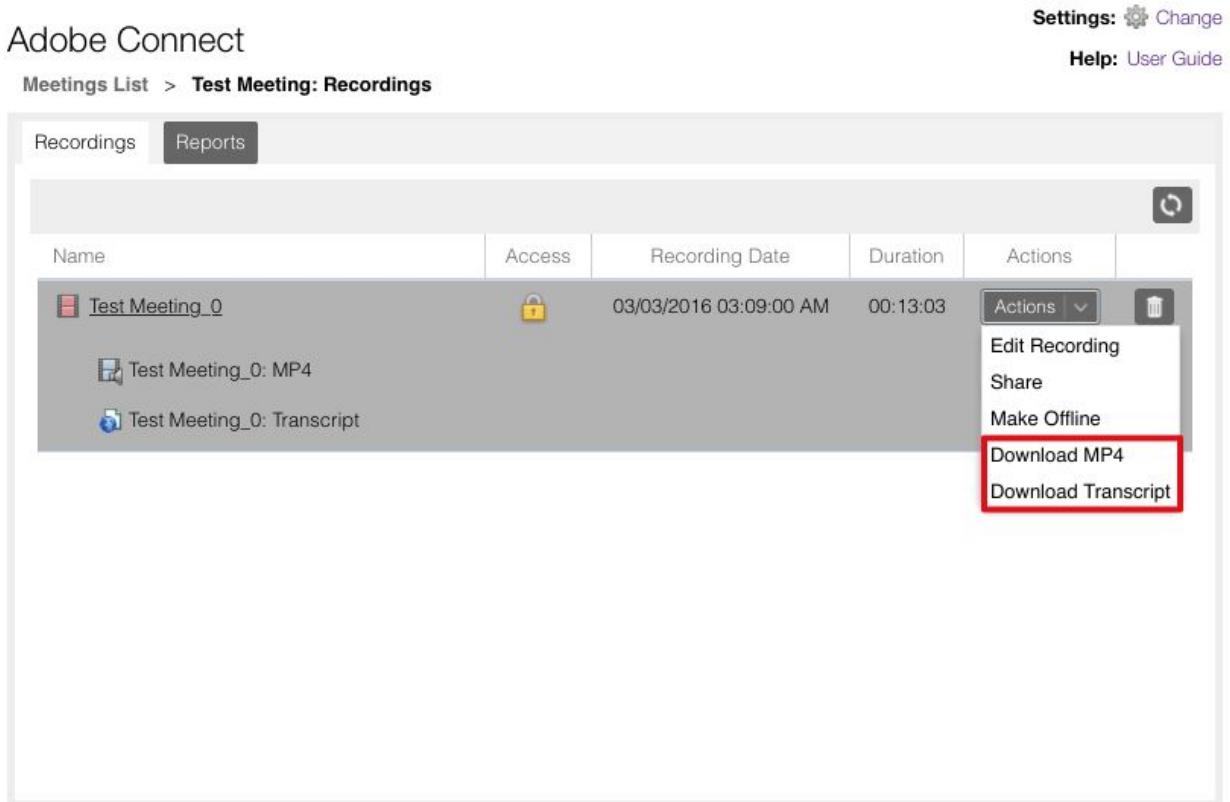
Adobe Connect

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



## View Meeting Reports

Navigate back to Adobe Connect application in Canvas 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. The entire interface is enclosed in a light gray border.

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

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

**Meetings List > Reports**

The screenshot shows the 'Reports' section 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. A refresh icon is located at the top right of the table area.

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

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

**Meetings List > Reports**

The screenshot shows the 'Reports' section 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**

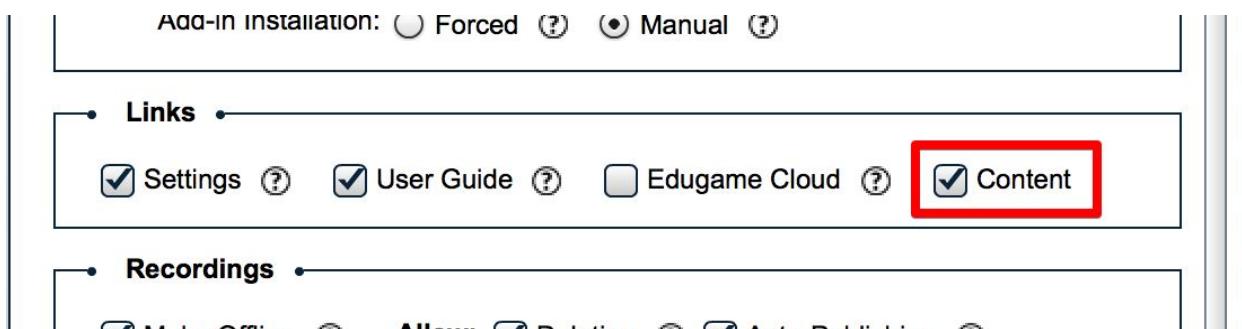
The screenshot shows a table titled "By Attendees" with the following data:

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

A dropdown menu is open next to the download icon, showing "PDF" and "Excel" options. 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 LTI interface. At the top, there are 'Settings' and 'Help' links. Below them, a 'use Meetings' section lists a 'Virtual Class Meeting' with 'Recordings' and 'Reports' links, and 'Join' and 'Settings' buttons. A 'oice Hours' section shows a message: 'Currently there are no meetings.' with an 'Add Meeting' button.

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

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

The screenshot shows the 'Content Management' interface. At the top, there are two tabs: 'My Content' (highlighted in blue) and 'Shared Content'. Below the tabs are four buttons: 'New Content' (blue), 'New Folder' (red), 'Actions' (blue), and 'Finish' (gray). The main area displays a table with one row. The row contains a folder icon, the name 'MP4 Recordings', its type 'Folder', the date modified '03/24/16 10:51 AM', and an 'Actions' dropdown menu. The 'Actions' menu is open and highlighted with a red box, showing three options: 'Edit', 'Move', and 'Delete'. The 'Finish' button is located at the bottom right of the main area.

Name	Type	Date Modified	Size (KB)
MP4 Recordings	Folder	03/24/16 10:51 AM	

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 red). Below the tabs is a table with one row. The row contains a folder icon, the name 'MP4 Recordings', its type 'Folder', and the date '03/24'. The 'My Content' tab is highlighted in blue.

Name	Type	Date
MP4 Recordings	Folder	03/24

# Audio Provider Support

## MeetingOne

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

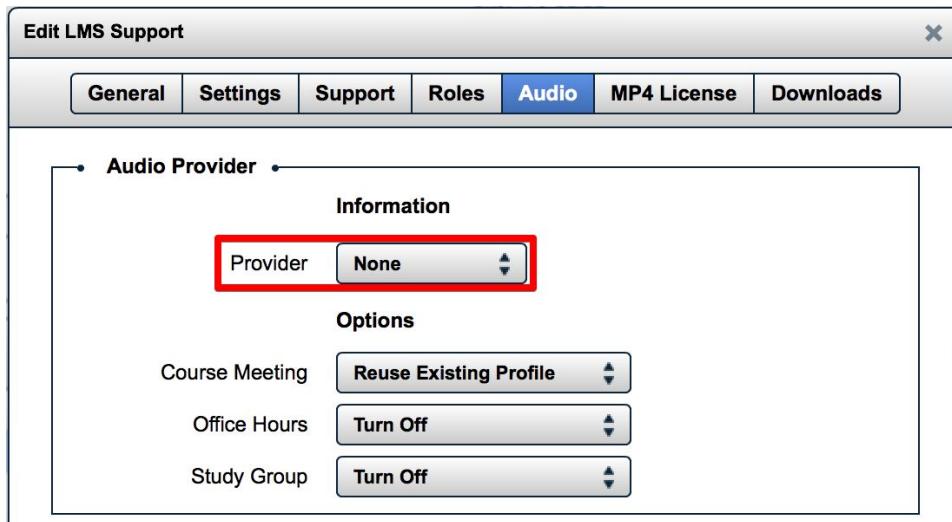
The screenshot shows the 'Edit LMS Support' dialog box. At the top, there are tabs: General, Settings, Support, Roles, **Audio**, MP4 License, and Downloads. The 'Audio' tab is selected and highlighted with a blue background. Below the tabs, there's a section titled 'Audio Provider' with a list item. Underneath it is a 'Information' section containing fields for Provider (MeetingOne), Username (provisioning@esynctraining.com), Account Number (1234567890), and Secret Hash Key (FFEDSFFREDFFFFSGGFREERFFSS). Below this is an 'Options' section with three items: Course Meeting, Office Hours, and Study Group, each with a 'Generate New Profile' button.

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

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

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

**None** provider can be selected.



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

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

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

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

Optional

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

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

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

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

Optional

Custom URL:	http://cert.connect.meetingone.com/	
Summary:	<input type="text"/>	
Start Time:	08-25-2016	12:30 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:	<input type="checkbox"/> Include this audio conference with this meeting: <input type="text" value="Test 1"/>	

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

# EduGameCloud in Adobe Connect

## Import Canvas Quiz/Survey to EduGameCloud

Navigate to [app.edugamecloud.com](http://app.edugamecloud.com) page and download the latest EduGame Cloud public build from the *Welcome* screen...

The screenshot shows the 'Welcome' screen of EduGameCloud integrated into Adobe Connect. The interface is divided into several sections:

- Add New:** Includes icons for Quiz/Assessment, Test, Survey, Crossword, and Collaboration Map.
- Open Recent:** Lists recent items:
  - Sergey Test Quiz (04/17/15 01:19 PM)
  - Full Quiz (04/17/15 12:27 PM)
  - Vadims Test (04/17/15 12:27 PM)
  - Lesson 23 Student Practice quiz EGC (04/16/15 01:02 PM)
  - Practice quiz Lesson 22 EGC (04/16/15 01:02 PM)
- Help:** Features a 'Watch Guided Tour' button, a 'Video Tutorials' section, 'Documentation', and 'Support' links.
- View Reports:** Shows reports for the same recent quizzes.
- Adobe Connect Apps:** Includes a 'Get Custom Pod v1.5' button.
- Feedback:** A message at the bottom left encourages users to provide feedback or suggestions by clicking a link.
- Start Here:** A button in the bottom right corner.

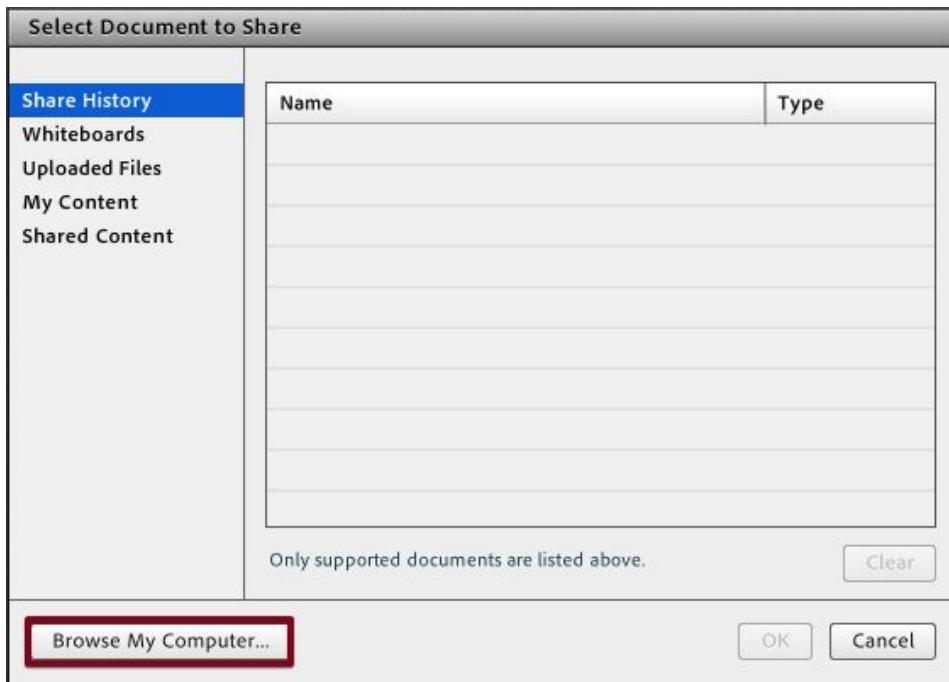
... or *Home* screen:

The screenshot shows the 'Home' screen of EduGameCloud integrated into Adobe Connect. The top navigation bar includes 'Welcome, Demo Esync Admin', a help icon, and a 'Logout' button. Below the navigation bar is a green header bar with 'Administration' and 'Adobe Connect Apps' tabs. The main content area features a white box for 'EduGame Cloud' with a 'Get Custom Pod v1.5' button. Below this are two blue status bars showing logins from 02/25/15 01:45 PM and 02/25/15 01:48 PM, each with a trash can icon.

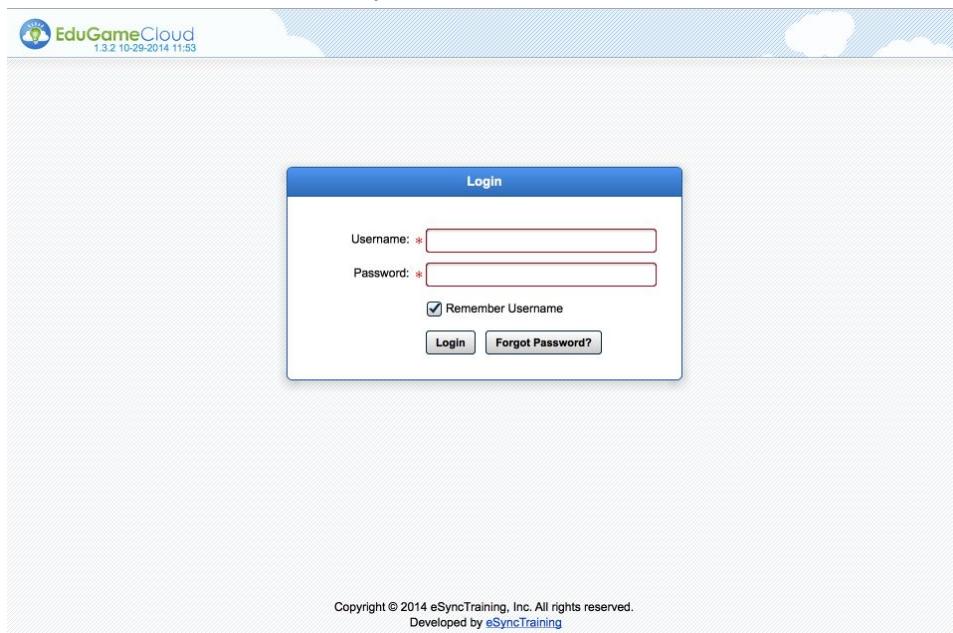
Navigate to Adobe Connect room and select the **Share Document** option from the *Share* drop-down menu.



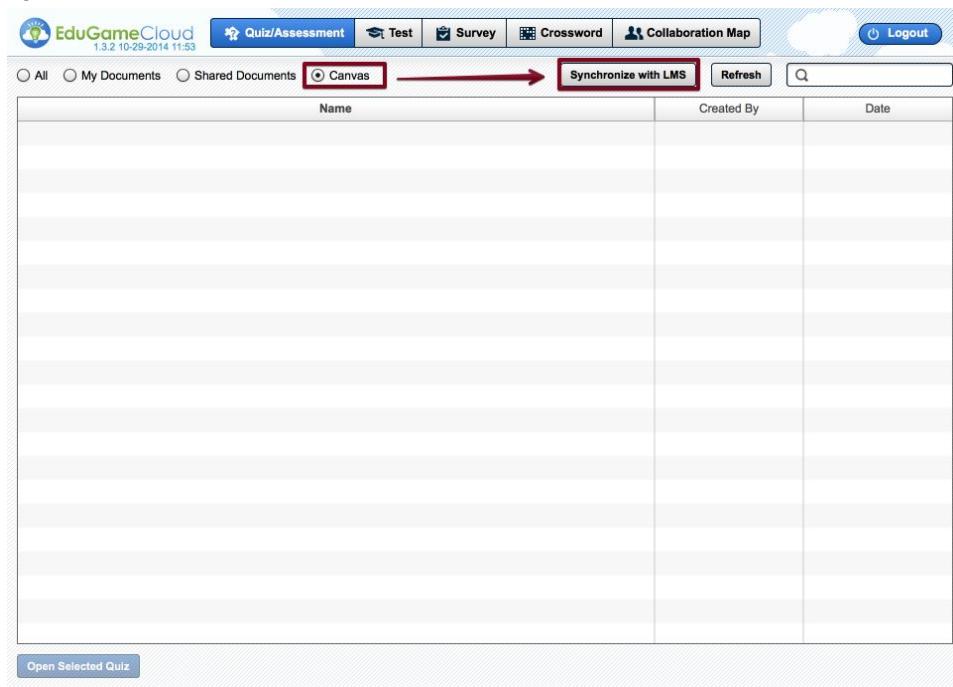
Click on **Browse My Computer** button, select the appropriate file and upload the build to Adobe Connect room.



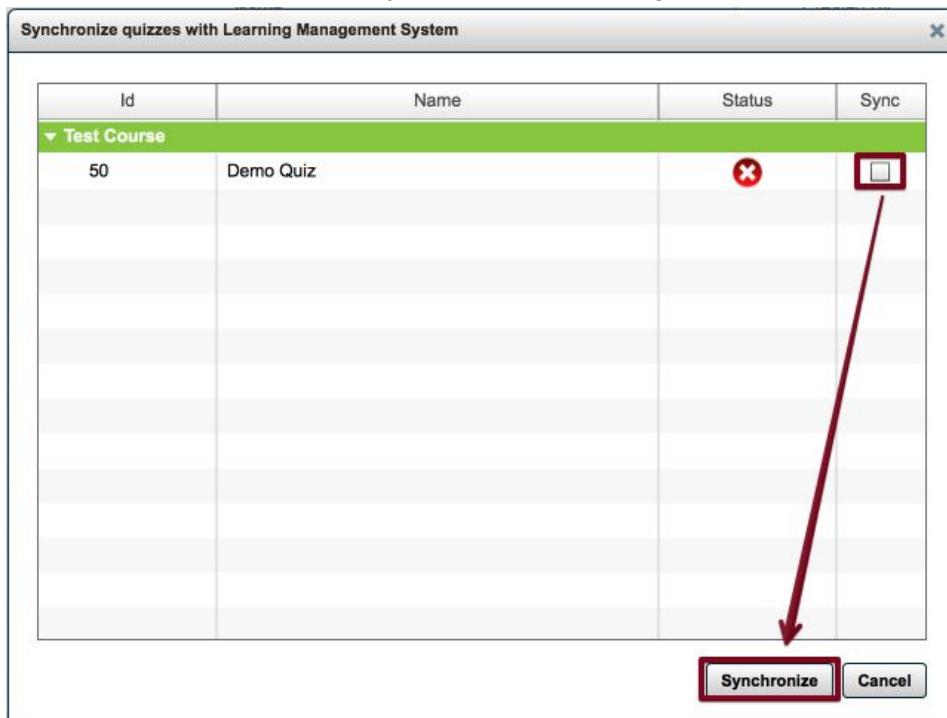
Once the build is successfully uploaded, enter valid EduGameCloud credentials.



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



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



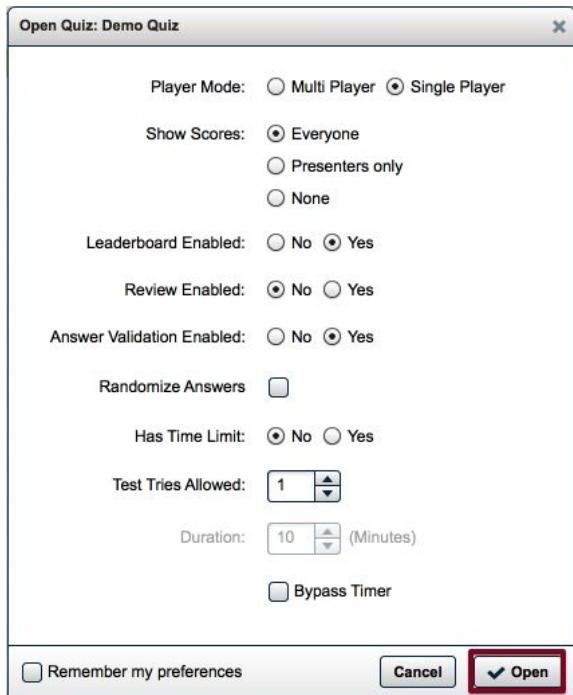
Synchronized quizzes/surveys should appear under the **Canvas** list in EduGameCloud. Select any quiz/survey and click on the **Open Selected Quiz/Survey** button.

The screenshot shows the EduGameCloud interface with a navigation bar at the top. Below it is a search bar and a menu with options: All, My Documents, Shared Documents, and Canvas (which is selected). A red arrow points from the "Canvas" tab to the "Canvas" list below. The list shows a single item: "Demo Quiz". A red box highlights this item, and another red arrow points from its "Open Selected Quiz" button at the bottom to the button itself.

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

**Open Selected Quiz**

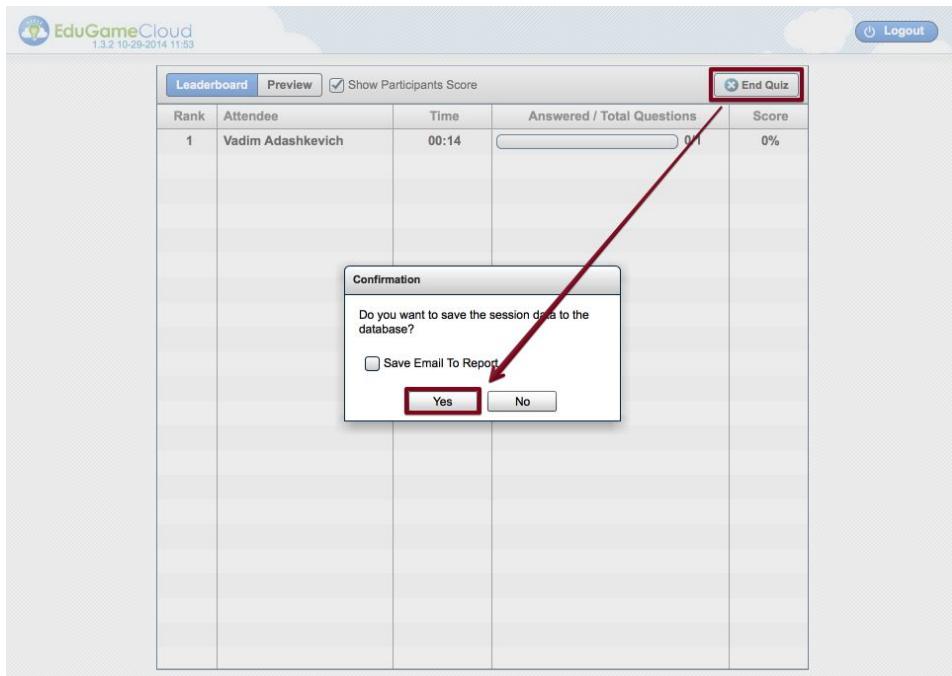
Set the required preferences and click on the **Open** button



All participants should now see the quiz/survey.

## View the Quiz/Survey Results in Canvas

When all the participants have completed the Quiz/Survey click on **End Quiz/Survey** button and agree with saving the results to the database.



In Canvas go to Course Navigation and click on the **Grades** link.

A screenshot of the Canvas course navigation sidebar. The sidebar includes links for Test, Home, Announcements, Assignments, Discussions, Grades, People, and Pages. The 'Grades' link is highlighted with a red box and a red arrow pointing to it.

Observe the participants' scores.

Student Name	Secondary ID	Demo Quiz Out of 1	Assignments	Total	
Vadim Adashkevich	vadim@esynctraining.ru	1	100%	100%	
Vadim QA#3	vadim+3@esynctrainin...	-	-	-	

## Supported Question Types

### Multiple Choice

Canvas view:

Question 1	1 pts
What color is the sky?	
<input type="radio"/> Green	
<input checked="" type="radio"/> Blue	
<input type="radio"/> Black	
<input type="radio"/> Pink	

EduGameCloud view:

Leaderboard	Preview	Show Participants Score	End Quiz
Test Quiz			
Single / Multiple Choice (Text)		Question 1 of 11	
<b>What color is the sky?</b>			
<input type="radio"/> A. Green			
<input checked="" type="radio"/> B. Blue			
<input type="radio"/> C. Black			
<input type="radio"/> D. Pink			
Question 1 of 11		Next	

## True/False

Canvas view:

<b>Question 2</b>	1 pts
Marianas Trench is the deepest part of the world's oceans.	
<input checked="" type="radio"/> True	
<input type="radio"/> False	

EduGameCloud view:

<a href="#">Leaderboard</a>	<a href="#">Preview</a>	<input checked="" type="checkbox"/> Show Participants Score	<a href="#">End Quiz</a>
<b>Test Quiz</b>			
✓ <input checked="" type="radio"/> True / False		Question 2 of 11	
<b>Marianas Trench is the deepest part of the world's oceans.</b>			
(i)			
<input checked="" type="radio"/> A. True			
<input type="radio"/> B. False			
<a href="#">Previous</a> Question 2 of 11 <a href="#">Next</a>			

## Fill In the Blank

Canvas view:

<b>Question 3</b>	1 pts
How many states are in USA?	
<input type="text" value="50"/>	

EduGameCloud view:

Leaderboard   Preview    Show Participants Score  

Test Quiz

Short Answer   Question 3 of 11

How many states are in USA?

(i)

  Question 3 of 11

## Fill In the Multiple Blanks

Canvas view:

<b>Question 4</b>	1 pts
Roses are red _____, violets are violet _____.	

EduGameCloud view:

<a href="#">Leaderboard</a>	<a href="#">Preview</a>	<input checked="" type="checkbox"/> Show Participants Score	<a href="#">End Quiz</a>
<b>Test Quiz</b>			
<a href="#">Fill in the Blank</a>	Question 4 of 11		
<b>Fill in the Blank</b>			
(i)			
Roses are <u>red</u> , violets are <u>violet</u> .			
<a href="#">Previous</a> Question 4 of 11 <a href="#">Next</a>			

\*NOTE: Multiple supported answers are not supported in EduGameCloud.

## Multiple Answers

Canvas view:

<b>Question 5</b>	1 pts
What are the American car manufacturers?	
<input type="checkbox"/> BMW	
<input checked="" type="checkbox"/> Ford	
<input checked="" type="checkbox"/> Lincoln	
<input type="checkbox"/> VW	

EduGameCloud view:

Leaderboard   Preview    Show Participants Score  

Test Quiz

Single / Multiple Choice (Text)   Question 5 of 11

What are the American car manufacturers?

(i)

A. BMW  
 B. Ford  
 C. Lincoln  
 D. VW

Previous   Question 5 of 11   Next

\*NOTE: Multiple supported answers are not supported for Survey in EduGameCloud.

## Multiple Dropdowns

Canvas view:

Question 6 1 pts

Roses are  , violets are .

EduGameCloud view:

Leaderboard Preview  Show Participants Score End Quiz

Test Quiz

Multiple dropdowns Question 6 of 11

Select options from the drop-down lists

(i) Roses are  , violets are .

Previous Question 6 of 11 Next

## Matching

Canvas view:

Question 7		1 pts
Match the car manufacturer with the country of origin.		
Mercedes	Germany	↑ ↓
Fiat	Italy	↑ ↓
Renault	France	↑ ↓
Honda	Japan	↑ ↓

EduGameCloud view:

Leaderboard   Preview    Show Participants Score  

Test Quiz

Matching   Question 7 of 11

Match the car manufacturer with the country of origin.

(i)

Mercedes	Germany
Fiat	Italy
Honda	France
Renault	Japan

Previous   Question 7 of 11   Next

## Numerical Answer

Canvas view:

<b>Question 8</b>	1 pts
What is the boiling point of water?	
<input type="text" value="100.0000"/>	

EduGameCloud view:

Leaderboard   Preview    Show Participants Score  

Test Quiz

Numerical   Question 8 of 11

What is the boiling point of water?

(i)

Previous   Question 8 of 11   Next

## Formula Question

Canvas view:

<b>Question 9</b>	1 pts
What is 5 plus 9?	
<input type="text" value="14.0000"/>	

EduGameCloud view:

Leaderboard   Preview    Show Participants Score  

Test Quiz

Calculated   Question 9 of 11

What is 5 plus 9?

(i)

Previous   Question 9 of 11   Next

\*NOTE: Multiple possible solutions are not supported by EduGameCloud.

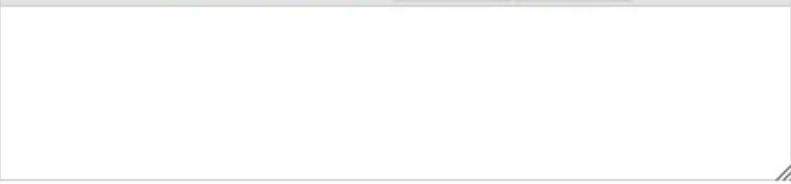
## Essay Question

Canvas view:

Question 10 1 pts

What is your biggest concern for the future?

A rich text editor toolbar with various icons for bold, italic, underline, font style, font size, and paragraph settings.

A large, empty text area for the student's response.

EduGameCloud:

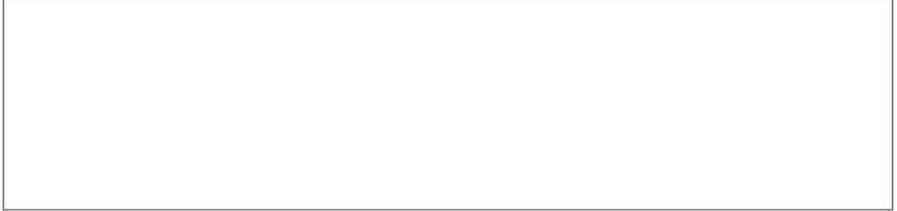
[Leaderboard](#) [Preview](#)  Show Participants Score [End Quiz](#)

**Test Quiz**

 **Essay** Question 10 of 11

**What is your biggest concern for the future?**

(i)

A large, empty text area for the student's response.

[Previous](#) Question 10 of 11 [Next](#)

## Text (no question)

Canvas view:

This "question" will not be scored, but can be useful for introducing a set of related questions.  
What is your greatest environmental concern and why?

EduGameCloud view:

The screenshot shows the EduGameCloud Test Quiz interface. At the top, there are navigation buttons: 'Leaderboard' (disabled), 'Preview' (selected), 'Show Participants Score' (checked), and 'End Quiz'. The main title is 'Test Quiz'. On the left, there's a 'Information' section containing the text: 'This "question" will not be scored, but can be useful for introducing a set of related questions.' and 'What is your greatest environmental concern and why?'. On the right, it says 'Question 11 of 11'. At the bottom, there are buttons for 'Previous' and 'Question 11 of 11'.

# Canvas Account Administrator Guide

## EduGame Cloud Administration

### Configure LMS License in EduGame Cloud

Navigate to [app.edugamecloud.com](http://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 to 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- <span style="background-color: #cccccc;">XXXXXXXXXX</span>	8acf12d6- <span style="background-color: #cccccc;">XXXXXXXXXX</span>

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	Adobe Connect	Primary Color:
Title	Adobe Connect	
Consumer Key	8decc4bc-[REDACTED]	
Shared Secret	4fbf260d-[REDACTED]	

**Learning Management System**

LMS Domain	http://[REDACTED]
Admin Username	[REDACTED]
Password	Enter the password, if you want to overwrite it

**Test Connection**

**Adobe Connect**

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

**Test Connection**

**Cancel**   **Save**

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

**Add LMS Support**

**General    Settings    Support    Roles    Downloads**

**Meetings**

Course Meetings:  Yes  No       Multiple Meetings

Office Hours:  Yes  No      Study Groups:  Yes  No

Name Format:

Options:  Edit Meetings  Delete Meetings  Enable Meeting Reuse

**User Management**

Participant List Synchronization:  Auto  Manual

Adobe Connect Settings

Allow User Creation:  True  False

**Adobe Connect Authentication**

Type:  Email  Username

URL Session Token:  Hide  Show

**Links**

Settings  User Guide  Edugame Cloud

**Recordings**

Use FLV  Use MP4

**Cancel** **Save**

### Course Meetings

Allow teachers to create course meetings

### Office Hours

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

### Study Groups

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

### **Multiple Meetings**

Allow teachers to create multiple meetings in one course

### **Send Announcements**

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

### **Edit Meetings**

Allow teachers to edit the meetings

### **Delete Meetings**

Allow teachers to delete the meetings

### **Participant List Synchronization**

#### **Auto**

All course participants should be automatically synchronized with Adobe Connect users

#### **Manual**

Allow teachers to manually synchronize course participants with Adobe Connect users

### **Allow User Creation**

#### **True**

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

#### **False**

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

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

#### **Email**

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

#### **Username**

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

### **URL Session Token**

#### **Show**

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

#### **Hide**

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

### **Settings**

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

## User Guide

Show LMS user guide link. Shown for teachers only

## EduGame Cloud

Show EduGame Cloud user guide link

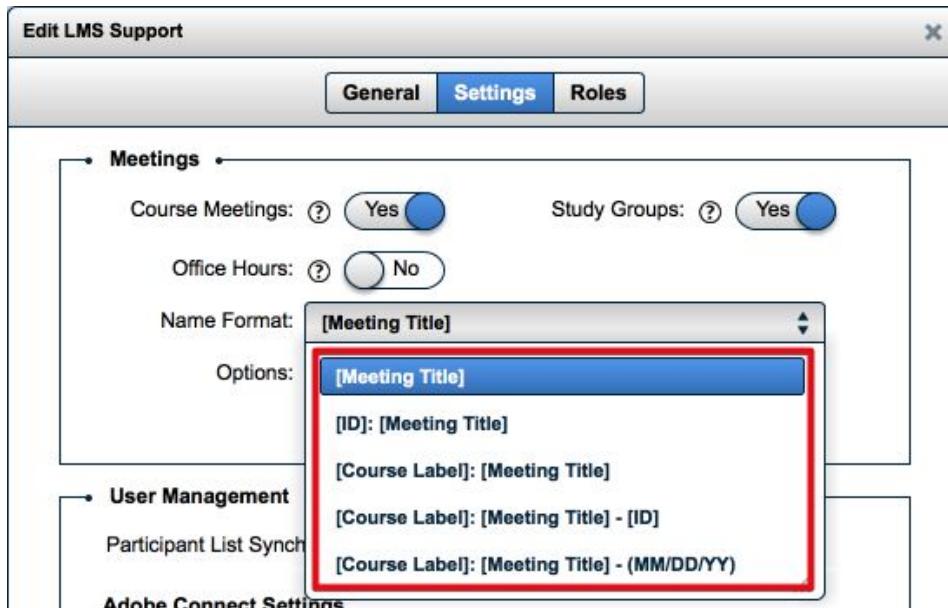
## Use FLV

Create an offline recording as an FLV file

## Use MP4

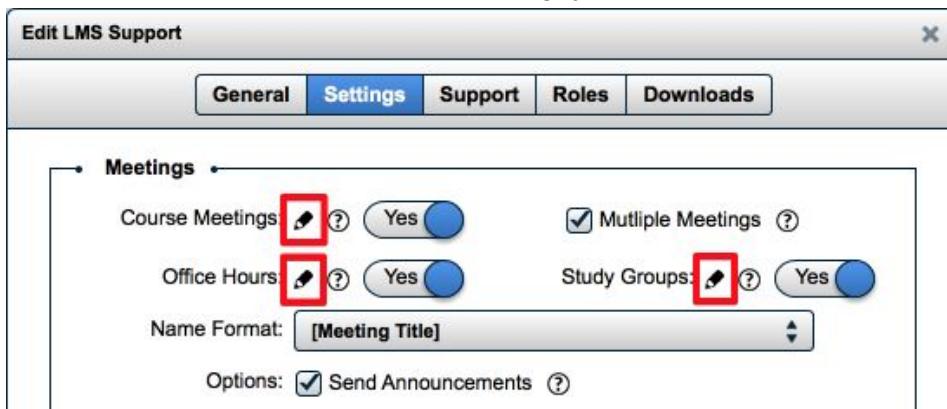
Create an offline recording as an FLV file

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

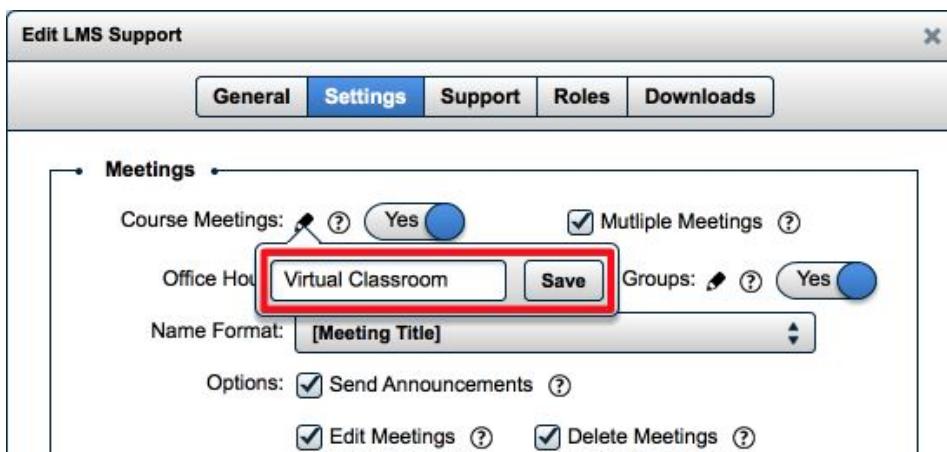


When user creates a meeting in the **Adobe Connect LTI**, only *Meeting Title* should be specified. Thus appropriate meeting will be created in a Adobe Connect and named using the chosen template.

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



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



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

Adobe Connect

Help: User Guide | EduGame Cloud

#### Meetings List

Virtual Classroom

Currently there are no meetings. Please add.

Add Meeting

Office Hours

Currently there are no meetings. Please add.

Add Meeting

Settings

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

The screenshot shows the 'Support' tab selected in a navigation bar. Below it is a section titled 'Your Support Information (Optional)' containing a text area with placeholder text 'Support Information for participants.' and a rich text editor toolbar 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 software interface 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, there are two sections: 'Default Roles' and 'Custom Roles'. The 'Default Roles' section contains a table mapping LMS roles to AC roles. The 'Custom Roles' section contains an empty table for defining custom roles. At the bottom of the dialog are 'Cancel' and 'Save' buttons.

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

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

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

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

Role	AC Roles	Delete
Backup Teacher	Presenter	

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

**Add Custom Role**

**Cancel** **Save**

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

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

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

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

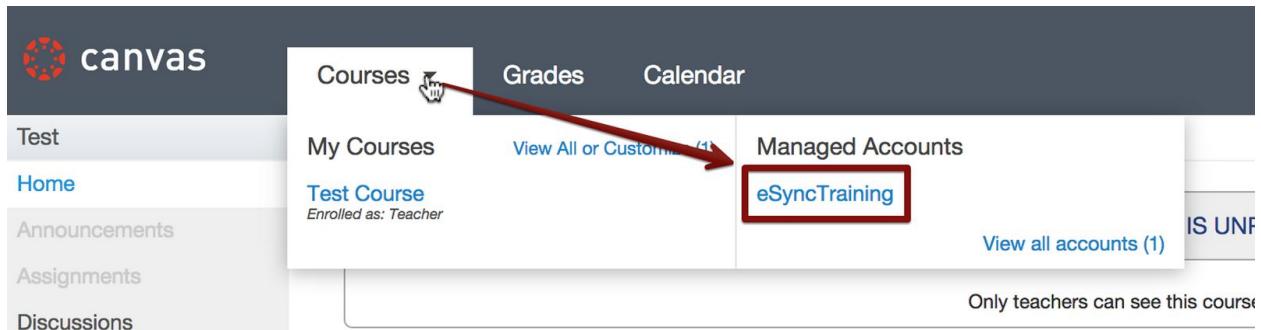
Below the sections are search fields and action buttons: Sync Users, Add, Add Guest, Set User Role, Remove, Back, and Finish.

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

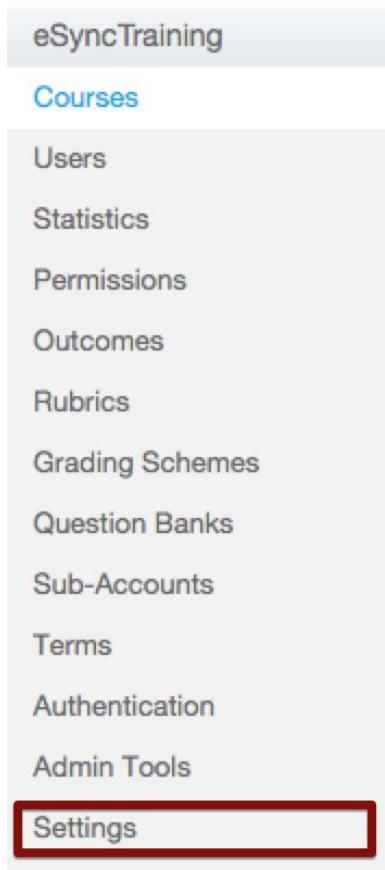
# External App Configuration

## Configure LTI Adobe Connect for Your Canvas Account

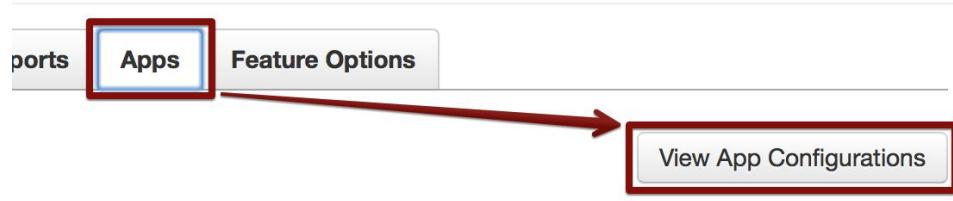
Click on the **Courses** drop-down menu and under the *Managed Accounts* heading, click the name of your account.



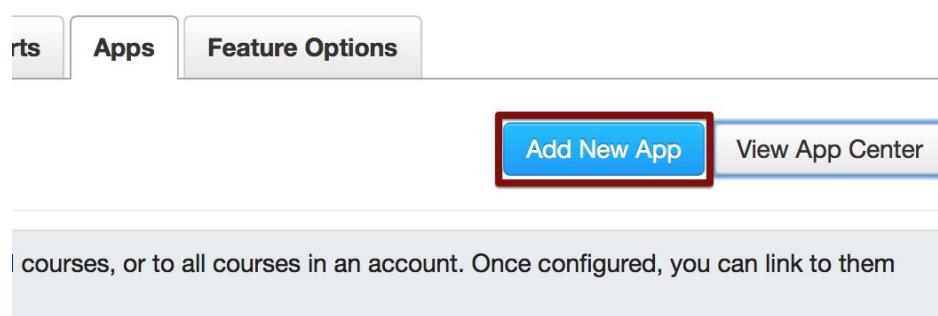
In Account Navigation, click on the **Settings** link.



Select the **Apps** tab and click on the **View App Configurations** button.



Click on the **Add New App** button.



Enter the **Name** of the App, **Consumer Key**, and **Shared Secret**.

\*NOTE: You will find your Consumer Key and Shared Secret in EduGameCloud Administration.

A screenshot of a modal dialog box titled 'Add New App'. The dialog contains three input fields: 'Name' (with value 'Adobe Connect'), 'Consumer Key' (blurred), and 'Shared Secret' (blurred). There is also a close button in the top right corner.

Select the **Configuration Type** drop-down menu and set the configuration type to **By URL**.

Enter the configuration URL in the **Configuration URL** field.

\*NOTE: Use the following url: <http://app.edugamecloud.com/content/lti-config/canvas.xml>

The screenshot shows a modal dialog titled "Add New App". It contains five input fields: "Name" (Adobe Connect), "Consumer Key" (redacted), "Shared Secret" (redacted), "Configuration Type" (set to "By URL"), and "Configuration URL" (http://app.edugamecloud.com/C). A blue "Submit" button is at the bottom right.

Field	Value
Name	Adobe Connect
Consumer Key	[REDACTED]
Shared Secret	[REDACTED]
Configuration Type	By URL
Configuration URL	http://app.edugamecloud.com/C

Click on the **Submit** button to finish the process.

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

## Configure LTI Adobe Connect for a Specific Course

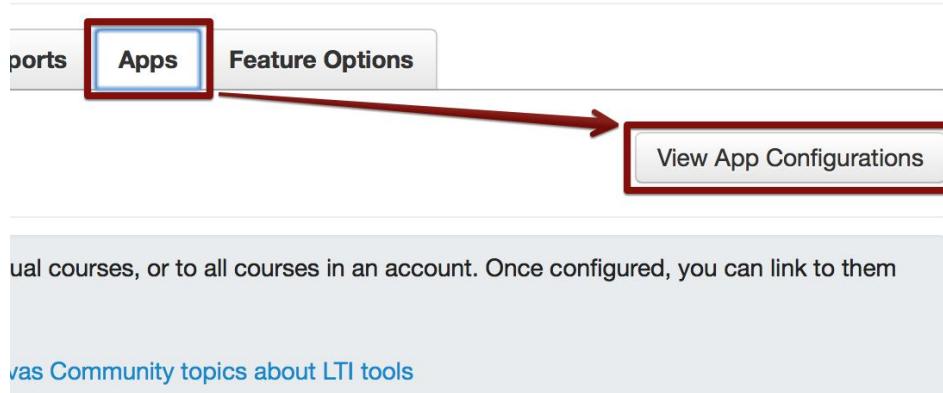
Click on the **Courses** drop-down menu and under the *My Courses* heading, click the name of the required course.

The screenshot shows the Canvas LMS interface. At the top, there's a dark header bar with the Canvas logo on the left and navigation links for 'Courses' (with a dropdown arrow), 'Grades', and 'Calendar'. Below this is a light-colored main area. On the left, a sidebar lists 'Test' (selected), 'Home', 'Announcements', 'Assignments', 'Discussions', and 'Grades'. In the center, under 'My Courses', a box highlights 'Test Course' with the subtext 'Enrolled as: Teacher'. To the right of this box are links for 'View All or Customize (1)', 'Managed Accounts', 'eSyncTraining', and 'View all accounts (1)'. A note at the bottom right says 'Only teachers can see this cou'. A red arrow points from the text above to the 'Courses' dropdown.

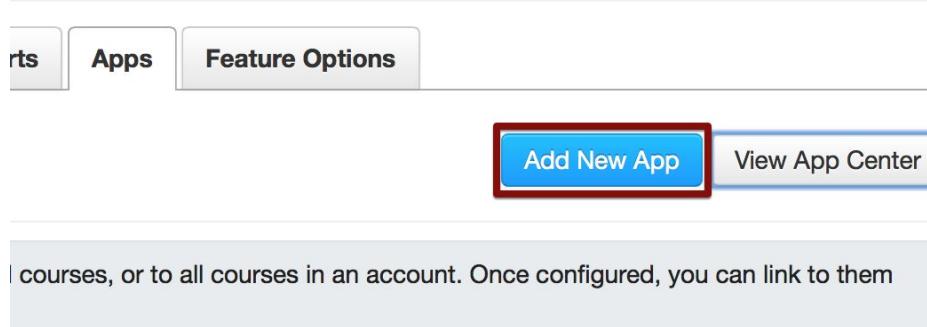
In Course Navigation, click on the **Settings** link.

This screenshot shows the 'Test' course navigation sidebar. It includes links for 'Home', 'Announcements', 'Assignments', 'Discussions', 'Grades', 'People', 'Pages', 'Files', 'Syllabus', 'Outcomes', 'Quizzes', 'Modules', 'Conferences', 'Collaborations', and 'Settings'. The 'Settings' link is highlighted with a thick red border.

Select the **Apps** tab and click on the **View App Configurations** button.



Click on the **Add New App** button.



Enter the **Name** of the App, **Consumer Key**, and **Shared Secret**.

\*NOTE: You will find your Consumer Key and Shared Secret values on the EduGameCloud Administration page.

A screenshot of a modal dialog box titled 'Add New App'. It contains three input fields: 'Name' (with the value 'Adobe Connect'), 'Consumer Key' (with a blurred value), and 'Shared Secret' (with a blurred value).

Select the **Configuration Type** drop-down menu and set the configuration type to **By URL**.

Enter the configuration URL in the **Configuration URL** field.

\*NOTE: Use the following url: <http://app.edugamecloud.com/content/lti-config/canvas.xml>

Add New App

Name	Adobe Connect
Consumer Key	[REDACTED]
Shared Secret	[REDACTED]
Configuration Type	By URL
Configuration URL	<input type="text" value="http://app.edugamecloud.com/C"/>

**Submit**

The screenshot shows a modal dialog titled 'Add New App'. It contains five input fields: 'Name' (Adobe Connect), 'Consumer Key' (redacted), 'Shared Secret' (redacted), 'Configuration Type' (set to 'By URL'), and 'Configuration URL' (set to 'http://app.edugamecloud.com/C'). A blue 'Submit' button is at the bottom right. The dialog has a light gray background and a white content area.

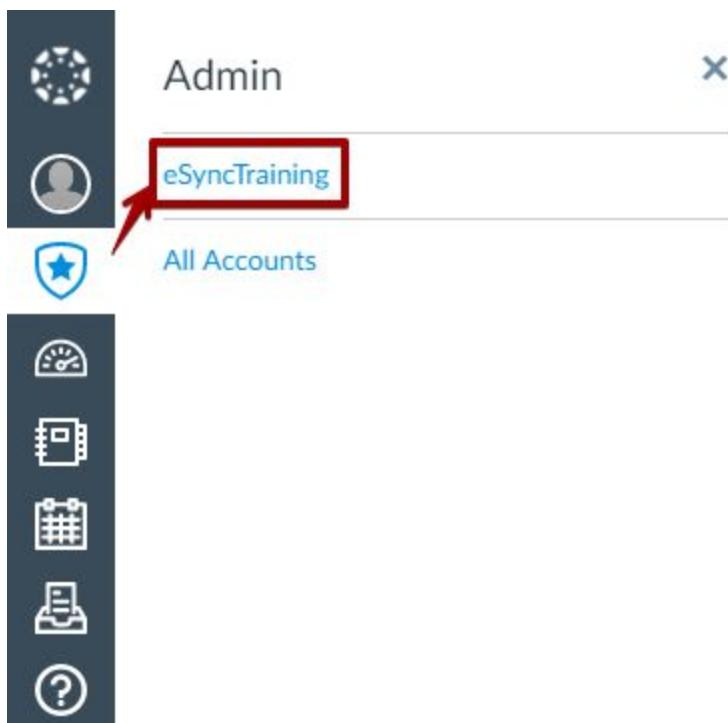
Click on the **Submit** button to finish the process.

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

## Developers Keys Generation

\*NOTE: This setting should be used in case if your Canvas instance doesn't have access to Global Canvas OAuth keys (for example, you use on-premise Canvas installation).

Click on the **Admin** left-hand menu and click the name of your account.



In Account Navigation, click on the **Developer Keys** link and click on the **Add Developer Key** button.

A screenshot of the Developer Keys page. The left sidebar shows navigation links: Dashboard, Courses, Calendar, Inbox, Help, Developer Keys (highlighted with a red box), Admin Tools, and Settings. The main area displays a table of developer keys with columns: Name, User, Details, and Stats. A blue arrow points from the 'Developer Keys' link in the sidebar to the 'Add Developer Key' button in the top right corner of the table area.

Enter the **Key Name**, **Owner Email**, **Redirect URI (Legacy)**, **Redirect URIs** and **Icon URL**.

\*NOTE: Use the following URL for **Redirect URI (Legacy)** and **Redirect URIs**  
<http://app.edugamecloud.com/lti/oauth-callback>

\*NOTE: Use the following URL for **Icon URL**  
[http://www.esynctraining.com/media/1033/esync\\_logo.png](http://www.esynctraining.com/media/1033/esync_logo.png)

### Key Settings

Key Name: WebQ stage

Owner Email: mike@esynctraining.com

Redirect URI (Legacy): http://app.edugamecloud.com/lti/

Redirect URIs: http://app.edugamecloud.com /lti/oauth-callback

Icon URL: http://www.esynctraining.com/m

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

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

As soon as the key is saved it will appear in the **Developer Keys** list.

Name	User	Details	Stats	
 WebQ stage	No User mike@esynctraining.com	ID: [REDACTED] Key: [REDACTED] URI: https://stage.edugamecloud < >	Created: Feb 22 at 2:12am	<a href="#"></a> <a href="#"></a> <a href="#"></a>

## Applying of the Developers Keys to the LMS license

Navigate to [app.edugamecloud.com](http://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.

Edit	LMS	Title	Creation Date	Consumer Key	Shared Secret
		Demo Title	04/24/15 10:00 AM	520befa1- <span style="background-color: #e0e0e0;">REDACTED</span>	8acf12d6- <span style="background-color: #e0e0e0;">REDACTED</span>

On the **General** tab admin user should mark **Customer Generated** check-mark and paste **Application ID** and **Application Key** from Canvas **Developer Keys** area.

Edit LMS Support

General Settings Support Roles Audio MP4 License Downloads

LMS Setup

LMS: Canvas Primary Color:  

Language: English

Title: Canvas keys testing

Consumer Key: [REDACTED]

Shared Secret: [REDACTED]

**Learning Management System**

LMS Domain: http://

Customer Generated:

Application ID: [REDACTED]

Application Key: [REDACTED]

Admin Username: [REDACTED]

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

Test Connection

• LMS Setup ←

LMS: Canvas Primary Color:  

Language: English

Title: Canvas keys testing

Consumer Key: [REDACTED]

Shared Secret: [REDACTED]

**Learning Management System**

LMS Domain: http://

Customer Generated:

Application ID: [REDACTED]

Application Key: [REDACTED]

Admin Username: [REDACTED]

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

Test Connection

## Getting Support

**Email Support, please contact:**  
[support@esynctraining.com](mailto:support@esynctraining.com) and cc: [qa@esynctraining.com](mailto:qa@esynctraining.com)

**Emergency Phone Support:**  
714.979.4444