



&



schoolology®



Adobe Connect

LTI Integration

User Guide (Version 1.9.3)



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& Adobe Connect

User Guide
Version 1.9.3

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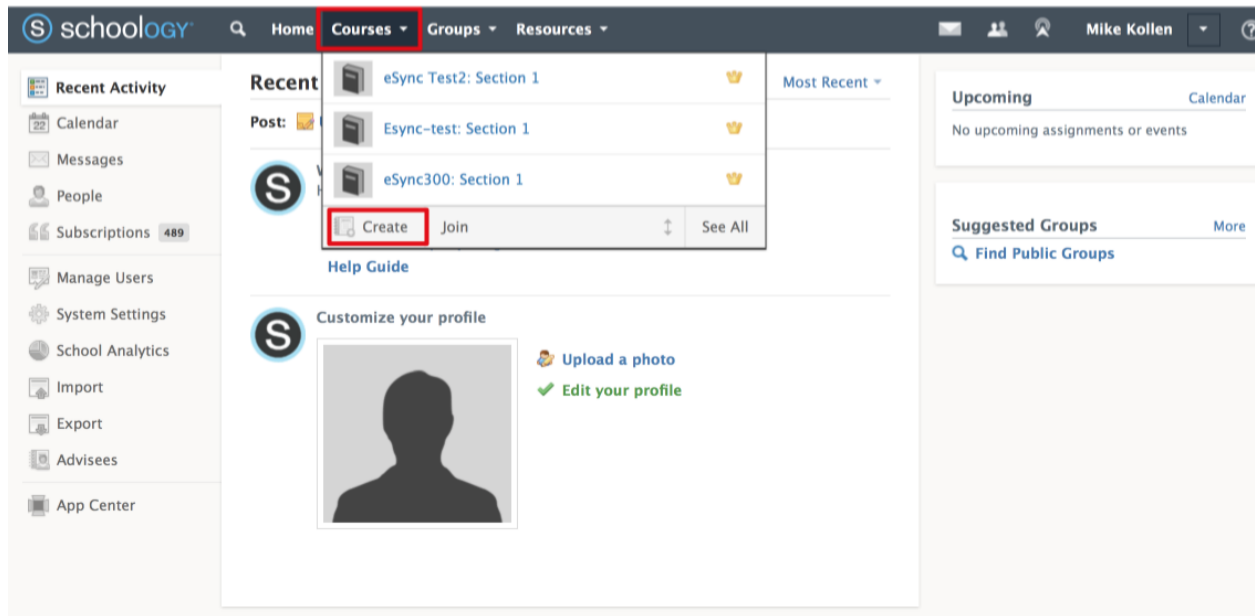
[Getting Support](#)

Course Administrator Guide

Create a New or Reuse an Existing Class

Create a Course

On the Menu bar click on the Courses button to open dropdown list, click Create button.



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

Create Course

You must fill in the fields marked with *

Course Name: *

Course Code:

Section Name: *

Section 1

Section Code:

Use Section School Code

+ Add Section

Subject Area: *

Level: *

Grading Periods: *

☐ Summer Jul 7, 2016 – Jul 29, 2016

☐ QA1 Jul 16, 2017 – Jan 1, 2018

Manage Periods

☒ Advanced

Create

Cancel

☒ Enroll as admin

Add Users to the Course to Add to Adobe Connect Meeting

Add Users to the Course

To Add new user individually click on **Home Page**, on left side menu select **Members**, click **Create Users**, populate the following form and click on the **Create** button to finish the process.

schoolology Home Courses Groups Resources Mike Kollen

Create Users You can create up to ten users at a time by filling out the form below

Role: *

Email Conflicts ? * ☐ Don't allow duplicates ? ☐ Create account with Username ?

* indicates a required field for each user
** either a username or an email address is required

First Name*	Middle Name	Last Name*	Username**	E-Mail**	Unique ID ?	Password ?

☐ Send Login Info ?

By clicking **Create Users**, you are agreeing to our [Privacy Policy](#) and [Terms of Use](#)

Create Users

To add new user to the Course: Select created Course in the top menu bar, in the side menu select Members, click Add Members button and select a user to the course.

schoolology®

Home Courses ▾ Groups ▾ Resources ▾

test: Section 1

Members

 Add Members **All** Members Admins

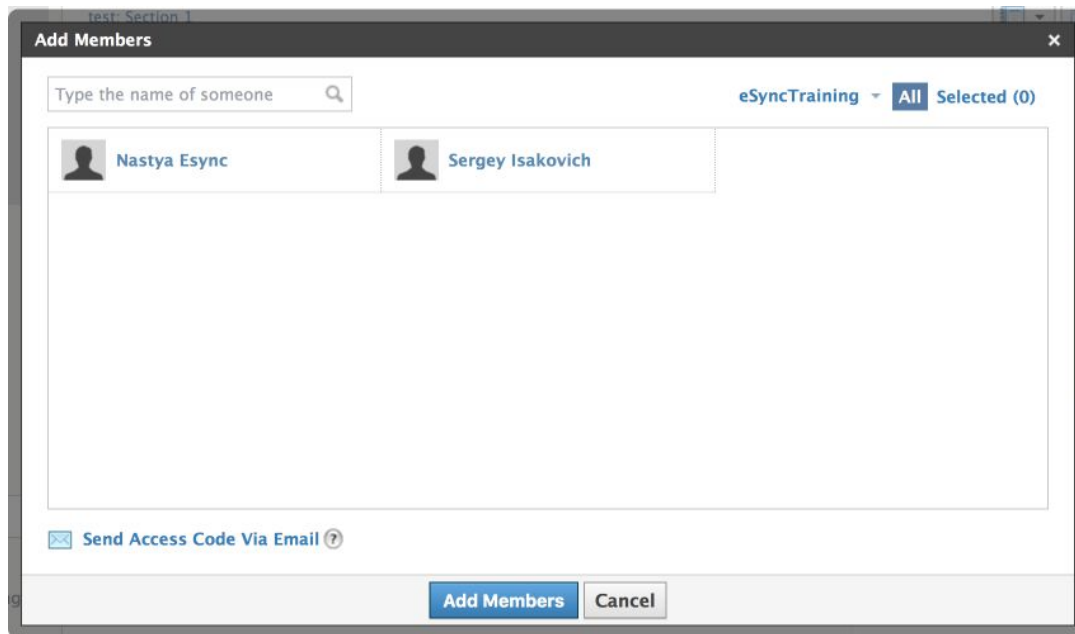
Previous 1 - 1 of 1 Next

Course Options

- Materials
- Updates
- Gradebook
- Mastery
- Badges
- Attendance
- Members**
- Analytics
- Workload Planning

Install Your App(s)

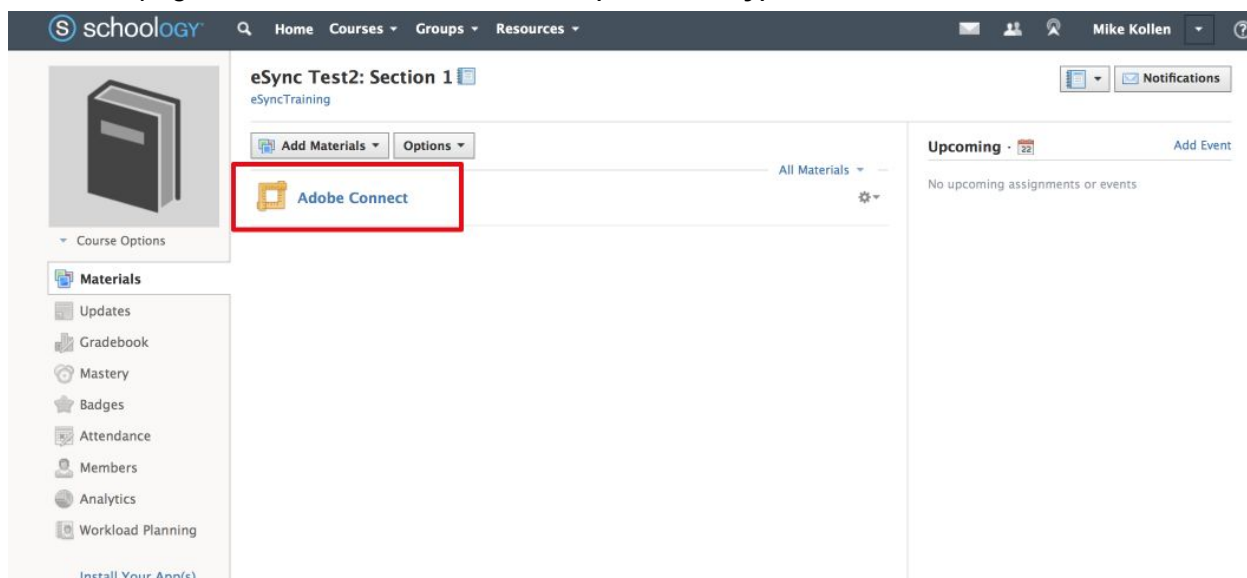
Select user and click Add Member.



Create a New Adobe Connect Meeting

Click on Courses button on the top menu bar and select name of the required Course.

In Course page, click on the **Adobe Connect(LTI Activity)** link.



Click on the **Add Meeting**, select **Course Meeting** menu item.

Course Meetings

Add Meeting

Currently there are no meetings.

Office Hours

Add Meeting

Currently there are no meetings.

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

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

Meetings List > New Meeting: Information

Information
Participants

Required

Name:
TestMeeing

Select Template:
Default Meeting Template

^ **Optional**

Custom URL:
https://connectstage.esynctraining.com/
test0001

Summary:
This is test meeting

Start Time:
09-06-2017
10:15 AM

Duration:
01:00

Cancel
Next
Save

Map Haiku 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. Click on the **Next** button.

Adobe Connect

Settings:  [Change](#)

Help: [User Guide](#)

Meetings List > **TestMeeing: Participants**

Information

Participants

Haiku Available Users (9)

Student (8)

Amy Tan

Bill Bell

Jim Miller

Johnny Jeanes

Lisa Wade

Samantha Kneale

Scott McKown

Suzy Swan

Adobe Connect Participants (9)

Host (1)

Mike Kollen

Participant (8)

Amy Tan

Bill Bell

Jim Miller

Johnny Jeanes

Lisa Wade

Samantha Kneale

Search

Search

Sync Users

Add

Add Guest

Set User Role

Remove

Back

Finish

Created by eSyncTraining

Default LMS to Adobe Connect roles mapping:

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

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

Adobe Connect

Settings:  [Change](#)

Help: [User Guide](#)

Course Meetings

 TestMeening
Recordings | Reports

[Join](#)  

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.

Settings

Adobe Connect Login

☐ I have an existing Adobe Connect account and would like to enter this Password

Password:

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

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

Course Meetings

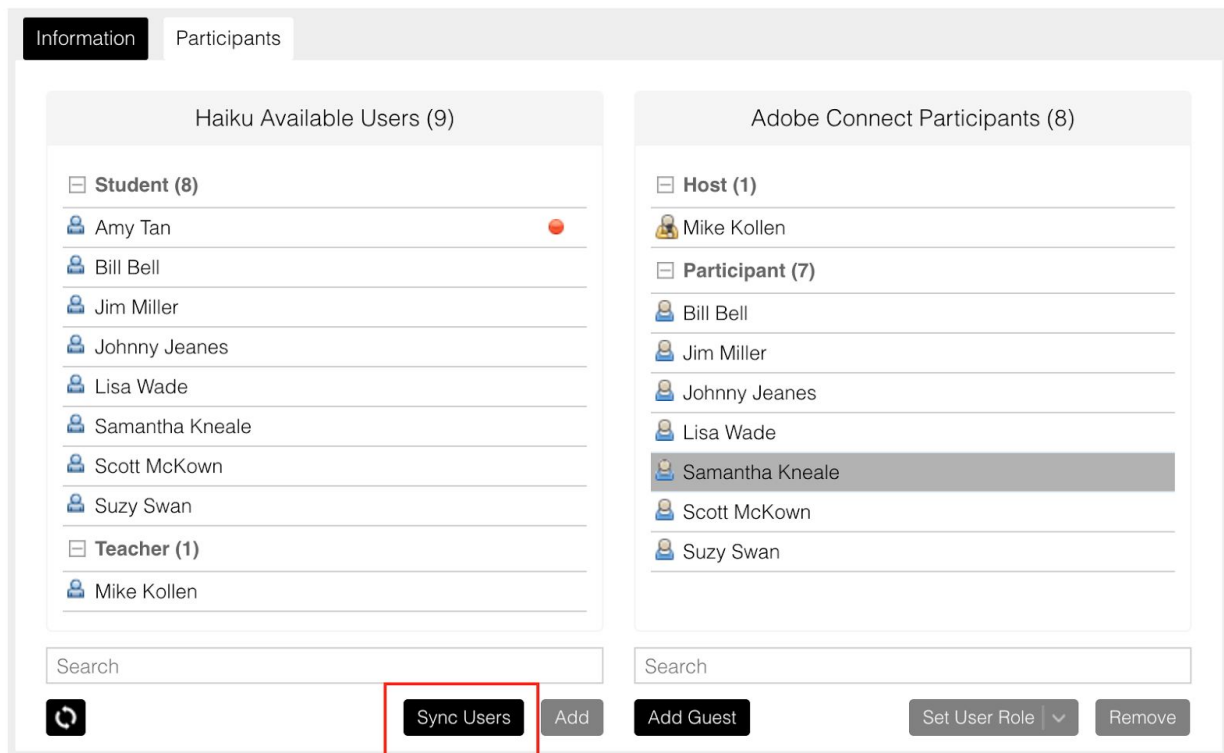
  March2017 course meeting 
[Recordings](#) | [Reports](#) | [Manage Sessions](#)

 March2017 course meeting #1
Start Time: 03/09/17 12:00 AM Duration: 23:30

[Join](#)  
[Edit](#)
[Delete](#)

Navigate to the **Participants** tab and observe the **Haiku 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.



Information Participants

Haiku Available Users (9)

Student (8)

- Amy Tan
- Bill Bell
- Jim Miller
- Johnny Jeanes
- Lisa Wade
- Samantha Kneale
- Scott McKown
- Suzy Swan

Teacher (1)

- Mike Kollen

Search

Refresh Sync Users Add Add Guest Set User Role Remove

Adobe Connect Participants (8)

Host (1)

- Mike Kollen

Participant (7)

- Bill Bell
- Jim Miller
- Johnny Jeanes
- Lisa Wade
- Samantha Kneale
- Scott McKown
- Suzy Swan

Search

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

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

Adobe Connect

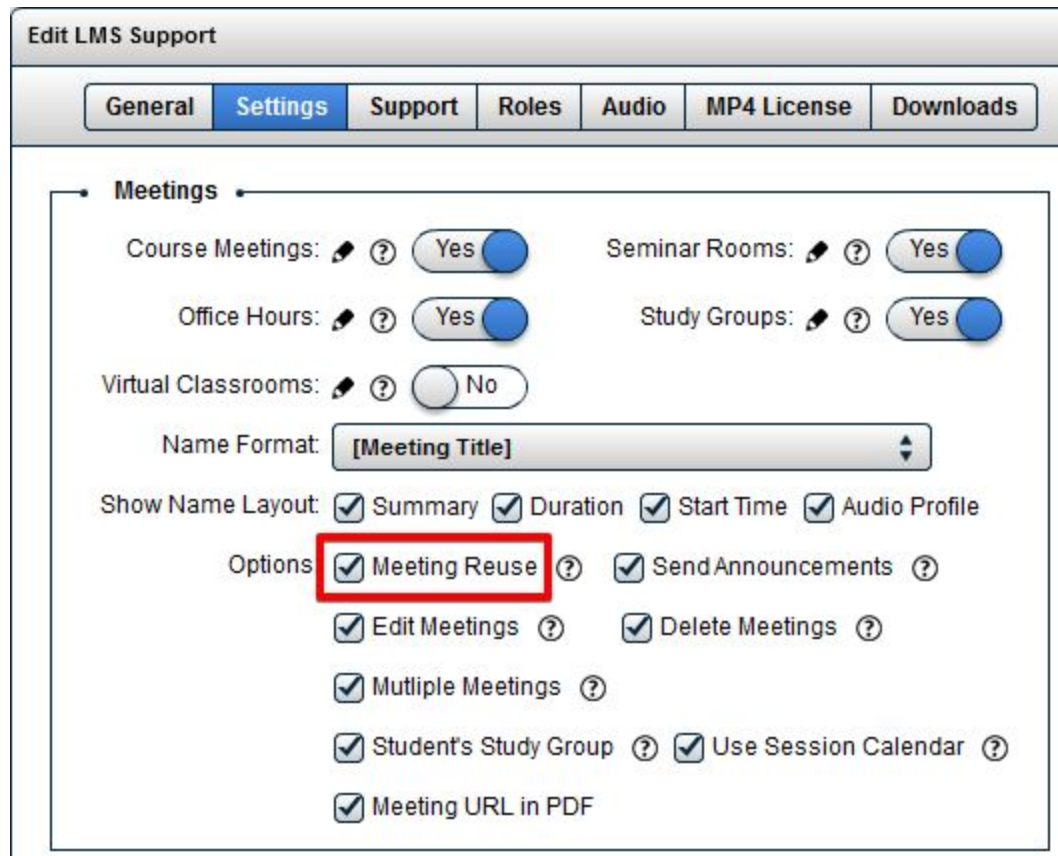
Meetings List > **TestMeeing: Participants**

Information

Participants

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' interface with the 'Settings' tab selected. Under the 'Meetings' section, the following options are visible:

- Course Meetings: ☒ Yes
- Office Hours: ☒ Yes
- Virtual Classrooms: ☐ No
- Seminar Rooms: ☒ Yes
- Study Groups: ☒ Yes
- Name Format: [Meeting Title]
- Show Name Layout: ☒ Summary ☒ Duration ☒ Start Time ☒ Audio Profile
- Options:
 - ☒ Meeting Reuse (highlighted with a red box)
 - ☒ Send Announcements
 - ☒ Edit Meetings
 - ☒ Delete Meetings
 - ☒ Multiple Meetings
 - ☒ Student's Study Group
 - ☒ Use Session Calendar
 - ☒ Meeting URL in PDF

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.

Information Participants Sessions

select Create New Meeting or search for and Use Existing Meeting

Create New Meeting Use Existing Meeting ¹

2017 ² ³ Search

Participants: ☐ Clean ☒ Merge ⁴

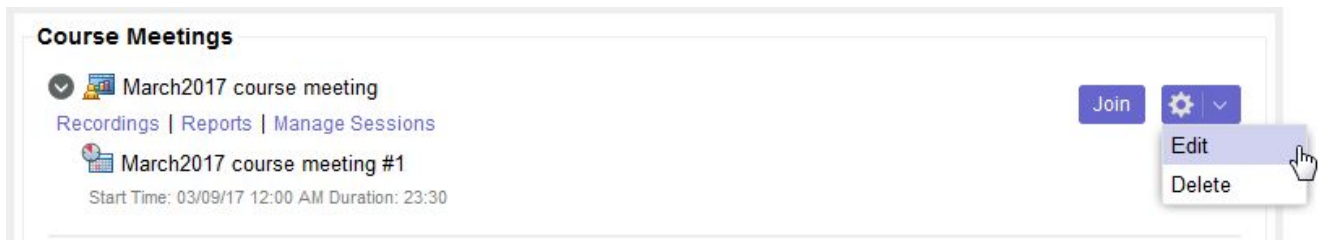
Name	Url
 March2017 course meeting ⁵	/r26oxejdvhn/
 Seminar Room 27Feb2017	/r9irtofezj6/
 27feb2017-3 po	/r6y97xm89mf/

Cancel Next ⁶ Save

Review the participants, click **Next**, generate sessions and click on the **Save** button to complete the process.

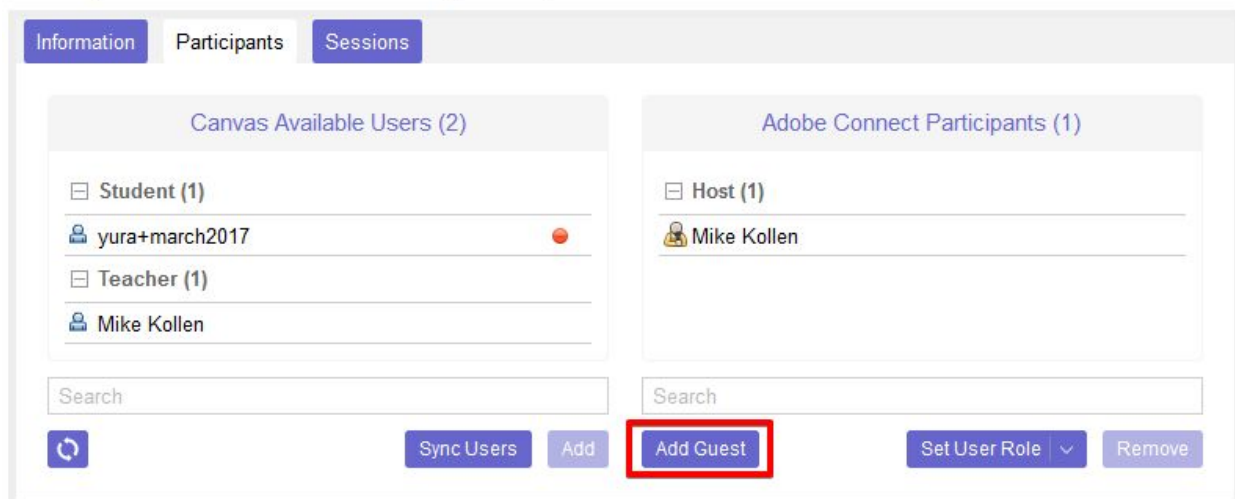
Adding Guests to Meeting

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



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

[Meetings List](#) > **March2017 course meeting: 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:	
Email:	
User Role:	Participant ▾

Login and Password

Login:	
New Password:	
Retype Password:	

Password must conform to the following rules:

- Passwords must be between 4 and 32 characters long

☒ Email 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.

Add Guest

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

Add Guest | **Add Existing User**

student Search

Name	Login	Email
0076 Student	student0076@example.edu	student0076@exa...
0131 Student	student0131@example.edu	student0131@exa...
0176 Student	student0176@example.edu	student0176@exa...
0027 Student	student0027@example.edu	student0027@exa...
0110 Student	student0110@example.edu	student0110@exa...
0016 Student	student0016@example.edu	student0016@exa...

Cancel Save with Role Host Presenter Participant

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

[Meetings List](#) > **March2017 course meeting: Participants**

InformationParticipantsSessions

Canvas Available Users (2)

Student (1)

yura+march2017

Teacher (1)

Mike Kollen

Adobe Connect Participants (2)

Host (1)

Mike Kollen

Participant (1)

0131 Student

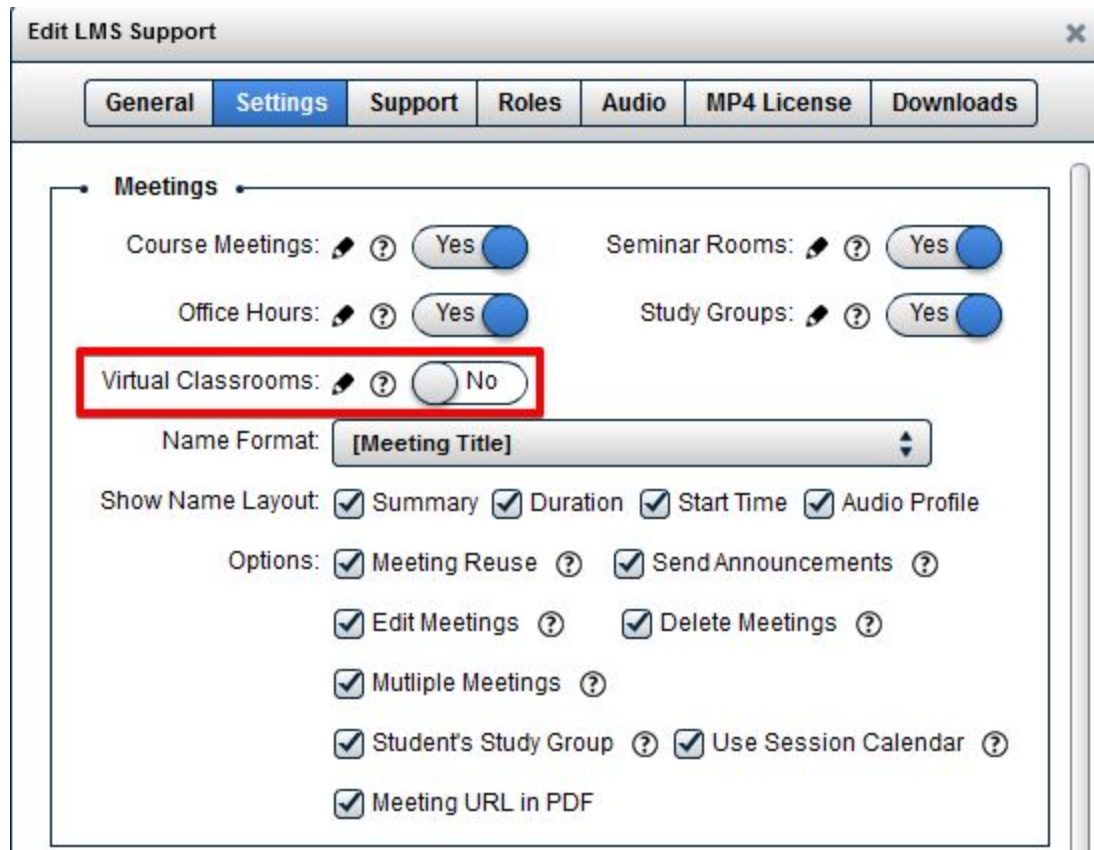
Search

Search

Sync UsersAddAdd GuestSet User RoleRemove

Virtual Classrooms Support (Optional)

On the EduGame Cloud LMS license *Settings* page user can enable the **Virtual Classrooms** (is disabled by default, can be edited) option.



The screenshot shows the 'Edit LMS Support' window with the 'Settings' tab selected. The 'Meetings' section is expanded, showing various configuration options. The 'Virtual Classrooms' option is highlighted with a red rectangular box and is currently set to 'No'. Other options include 'Course Meetings', 'Office Hours', 'Seminar Rooms', and 'Study Groups', all of which are set to 'Yes'. Below these are checkboxes for 'Show Name Layout' (Summary, Duration, Start Time, Audio Profile) and 'Options' (Meeting Reuse, Send Announcements, Edit Meetings, Delete Meetings, Multiple Meetings, Student's Study Group, Use Session Calendar, Meeting URL in PDF).

Setting	Value
Course Meetings	Yes
Office Hours	Yes
Seminar Rooms	Yes
Study Groups	Yes
Virtual Classrooms	No
Name Format	[Meeting Title]
Show Name Layout	Summary, Duration, Start Time, Audio Profile
Options	Meeting Reuse, Send Announcements, Edit Meetings, Delete Meetings, Multiple Meetings, Student's Study Group, Use Session Calendar, Meeting URL in PDF

This setting allows teachers to create *Virtual Classrooms* and *Sessions* in Adobe Connect.

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

To create a *Virtual Classroom* open the **Create** dropdown menu and select **Virtual Classroom** option.

The screenshot displays the Adobe Connect LTI interface. At the top right, there is a 'Seminar License #' field and a 'Create' dropdown menu. The dropdown menu is open, showing three options: 'Course Meeting', 'Seminar Room', and 'Virtual Classroom'. A mouse cursor is pointing at the 'Virtual Classroom' option. Below the dropdown, the interface is divided into several sections: 'Course Meetings', 'Virtual Classrooms', 'Seminar Rooms', 'Office Hours', and 'Study Groups'. Each section contains a list of items with details like start time and duration, and buttons for 'Join' and 'Settings'.

Create ▾

- Course Meeting
- Seminar Room
- Virtual Classroom**

Course Meetings

- ✓ March2017 course meeting
[Recordings](#) | [Reports](#) | [Manage Sessions](#)
March2017 course meeting #1
Start Time: 03/10/17 01:00 AM Duration: 01:00

Virtual Classrooms

Currently there are no meetings.

Seminar Rooms

- March2017 Seminar Room
Start Time: 03/10/17 02:15 AM Duration: 1:00
[Recordings](#) | [Reports](#) [Join](#) [Settings](#) ▾

Office Hours

- March2017 Teacher: Office Hours (15:00)
[Recordings](#) | [Reports](#) [Join](#) [Settings](#) ▾

Study Groups [Add Meeting](#)

- March2017 Study Group
[Recordings](#) | [Reports](#) [Join](#) [Settings](#) ▾

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

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

Information

Participants

Sessions

select Create New Meeting or search for and Use Existing Meeting

Create New Meeting | Use Existing Meeting

Required

Name:

March2017 Virtual Classroom

Select Template:

Default Meeting Template

Optional

Classroom ID

Custom URL:

https://connectstage.esynctraining.com/

Summary:

Start Time:

03-10-2017

06:30 PM

Duration:

01:00

Access:

☐ Only registered users

☒ Registered users and accepted guests

☐ Anyone who has the URL for the meeting

Cancel

Next

Save

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. Click on the **Next** button.

[Meetings List](#) > **March2017 Virtual Classroom: Participants**

Information Participants Sessions

Canvas Available Users (2)

Student (1)

yura+march2017

Teacher (1)

Mike Kollen

Adobe Connect Participants (2)

Host (1)

Mike Kollen

Participant (1)

yura+march2017

Search

Search

Add Add Guest Set User Role Remove

Back Next Finish

Turn on Generate Sessions option, populate the following form and click on the **Finish** button to complete the process.

[Meetings List](#) > **March2017 Virtual Classroom: Sessions**

Information Participants Sessions

Generate Sessions ☒

Start Time: 03-10-2017 02:00 PM

Duration: 01:00

Days Class Meets: ☐ Sunday ☒ Monday ☒ Tuesday ☒ Wednesday ☒ Thursday ☒ Friday ☐ Saturday

Week(s): 1

Back Finish

As a result the new **Virtual Classroom** will appear on Meeting List view under **Virtual Classrooms** area.

Seminar License #

Create ▾

Course Meetings

📺

March2017 course meeting

Recordings | Reports | Manage Sessions

📺

March2017 course meeting #1

Start Time: 03/10/17 01:00 AM Duration: 01:00

Join

⚙ ▾

Virtual Classrooms

📺

March2017 Virtual Classroom

Start Time: 03/10/17 06:45 PM Duration: 1:00

Recordings | Reports | Manage Sessions

Join

⚙ ▾

Seminar Rooms

📺

March2017 Seminar Room

Start Time: 03/10/17 02:15 AM Duration: 1:00

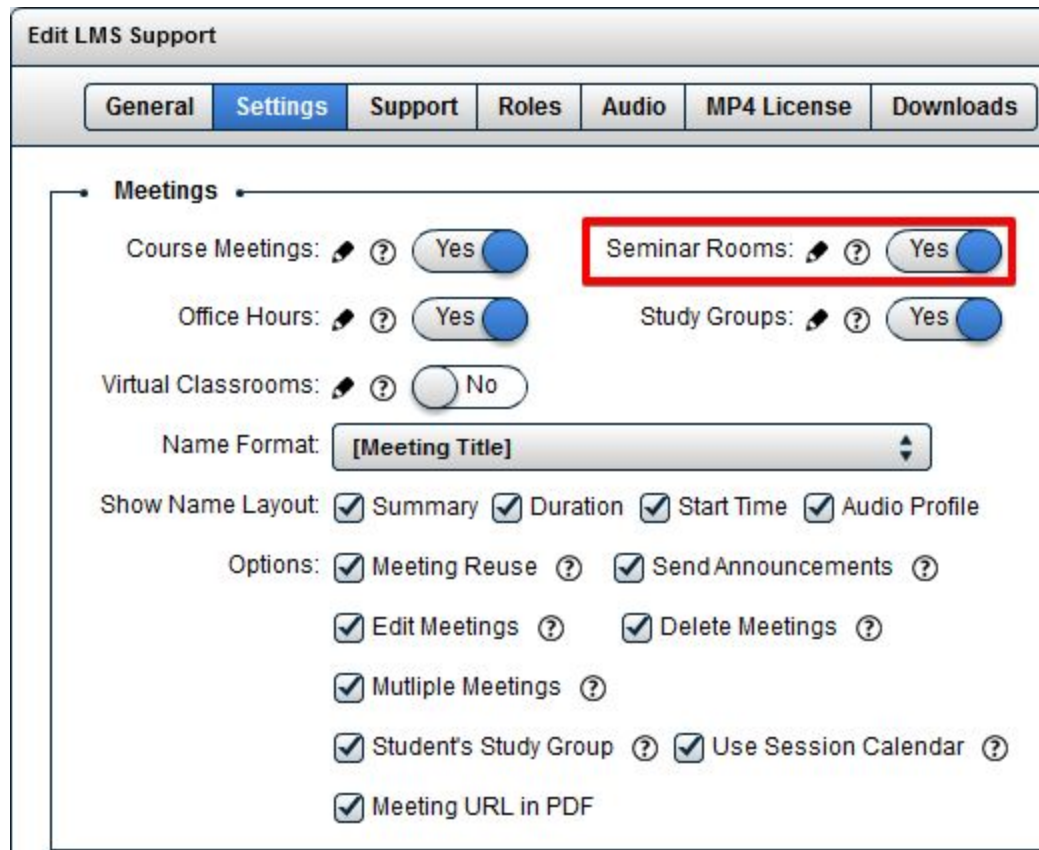
Recordings | Reports

Join

⚙ ▾

Seminars Support (Optional)

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



Edit LMS Support

General Settings Support Roles Audio MP4 License Downloads

Meetings

Course Meetings: Yes

Office Hours: Yes

Virtual Classrooms: No

Study Groups: Yes

Seminar Rooms: Yes

Name Format: [Meeting Title]

Show Name Layout: ☒ Summary ☒ Duration ☒ Start Time ☒ Audio Profile

Options: ☒ Meeting Reuse ☒ Send Announcements

☒ Edit Meetings ☒ Delete Meetings

☒ Multiple Meetings

☒ Student's Study Group ☒ Use Session Calendar

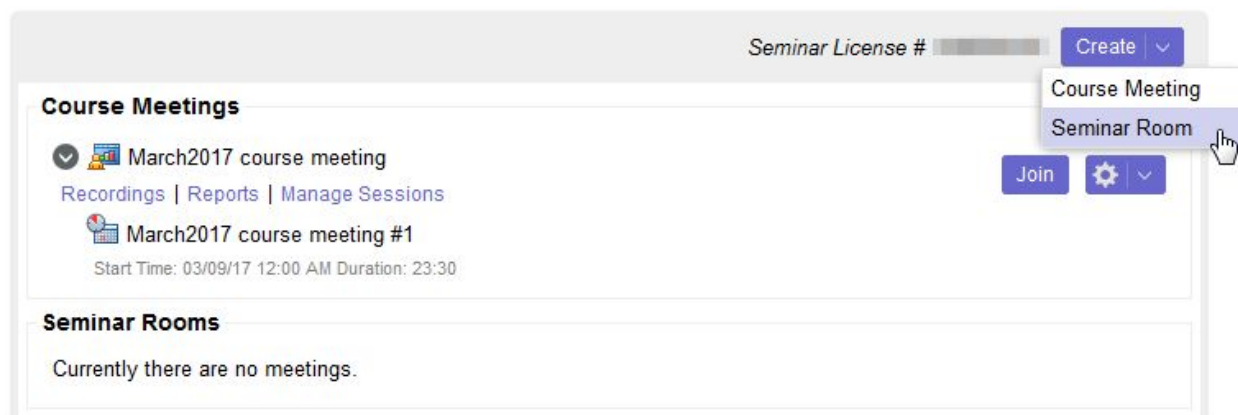
☒ Meeting URL in PDF

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

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

Note: user should have editable seminar licence to be able to create Seminar Rooms.

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



Seminar License # Create

Course Meetings

March2017 course meeting

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

March2017 course meeting #1

Start Time: 03/09/17 12:00 AM Duration: 23:30

Seminar Rooms

Currently there are no meetings.

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.

The screenshot shows the 'Participants' tab of a seminar setup interface. It is divided into two sections: 'Required' and 'Optional'.

Required Section:

- Seminar License:** A dropdown menu showing 'Seminar License # [redacted]'.
- Name:** An empty text input field.
- Select Template:** A dropdown menu showing 'Default Meeting Template'.

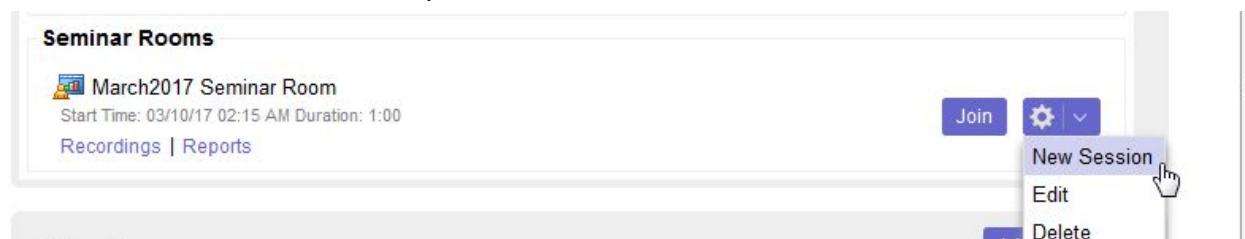
Optional Section (expanded):

- Custom URL:** A text input field containing 'https://connectstage.esynctraining.com/' followed by a file icon.
- Summary:** A large empty text area.
- Start Time:** A date picker set to '03-10-2017' and a time dropdown set to '02:00 AM'.
- Duration:** A dropdown menu set to '01:00'.
- Access:** Three radio button options:
 - ☐ Only registered users
 - ☒ Registered users and accepted guests
 - ☐ Anyone who has the URL for the meeting

At the bottom of the form are three buttons: 'Cancel', 'Next', and 'Save'.

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.



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

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

Information

Name:

March2017 Seminar Room session

Summary:

Start Time:

03-10-2017



02:15 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.

Seminar License #  [Create](#) 

Course Meetings

  March2017 course meeting

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

 March2017 course meeting #1

Start Time: 03/09/17 12:00 AM Duration: 23:30

[Join](#)  

Seminar Rooms

 March2017 Seminar Room

Start Time: 03/10/17 02:15 AM Duration: 1:00

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

[Join](#)  

Office Hours

[Add Meeting](#)

Currently there are no meetings.

Study Groups

[Add Meeting](#)

Currently there are no meetings.

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

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

Information

Required

Name:

March2017 Teacher: Office Hours

Select Template:

Default Meeting Template

^ Optional

Custom URL:

https://connectstage.esynctraining.com/ r2yp1i26ir4



Summary:

Meeting Time:

15:00

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.

Edit LMS Support

General

Settings

Support

Roles

Audio

MP4 License

Downloads

Meetings

Course Meetings: ☒ Yes

Office Hours: ☒ Yes

Virtual Classrooms: ☐ No

Seminar Rooms: ☒ Yes

Study Groups: ☒ Yes

Name Format:

Show Name Layout: ☒ Summary ☒ Duration ☒ Start Time ☒ Audio Profile

Options: ☒ Meeting Reuse ☒ Send Announcements

☒ Edit Meetings ☒ Delete Meetings

☒ Multiple Meetings

☒ Student's Study Group ☒ Use Session Calendar

☒ Meeting URL in PDF

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.

Adobe Connect

Settings:  Change

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

 Content

Seminar License # 

Create 

Course Meetings

 March2017 course meeting

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

Join

 March2017 course meeting #1

Start Time: 03/09/17 12:00 AM Duration: 23:30

Seminar Rooms

 March2017 Seminar Room

Start Time: 03/10/17 02:15 AM Duration: 1:00

Join

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

Office Hours

 March2017 Teacher: Office Hours (15:00)

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

Join

Study Groups

Add Meeting

 March2017 Study Group

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

Join

Edit

Delete

Created by eSyncTraining

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

Adobe Connect

Settings: Change

Help: User Guide | EduGame Cloud

Content

Seminar License # [Create](#)

Course Meetings

March2017 course meeting

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

[Join](#)

March2017 course meeting #1

Start Time: 03/09/17 12:00 AM Duration: 23:30

Seminar Rooms

March2017 Seminar Room

Start Time: 03/10/17 02:15 AM Duration: 1:00

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

[Join](#)

Office Hours

March2017 Teacher: Office Hours (15:00)

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

[Join](#)

Study Groups

[Add Meeting](#)

Currently there are no meetings.

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

[Meetings List](#) > **New Study Group: Information**

Information

Participants

Required

Name:

March2017 Study Group

Select Template:

Default Meeting Template

Optional

Custom URL:

https://connectstage.esynctraining.com/

Summary:

Allow Guests:

☐

Cancel

Next

Save

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](#) > [March2017 Study Group: Participants](#)

The screenshot shows the 'Participants' tab in the Adobe Connect interface. It features two main sections: 'Canvas Available Users (2)' and 'Adobe Connect Participants (1)'. The 'Canvas Available Users' section lists two categories: 'Student (1)' with the user 'yura+march2017' and 'Teacher (1)' with the user 'Mike Kollen'. The 'Adobe Connect Participants' section lists one category: 'Host (1)' with the user 'Mike Kollen'. Below these lists are search bars. At the bottom of the interface are several buttons: 'Sync Users', 'Add', 'Add Guest', 'Set User Role' (with a dropdown arrow), 'Remove', 'Back', 'Next', 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.

The screenshot shows the 'Study Groups' section in the Adobe Connect interface. It features a list of study groups with 'March2017 Study Group' selected. Below the group name are links for 'Recordings', 'Join', and 'Leave'. The 'Leave' button is highlighted with a red border.

Student's Study Group

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

The screenshot shows the 'Edit LMS Support' interface with the 'Settings' tab selected. The 'Meetings' section is expanded, revealing several configuration options:

- Course Meetings: ☒ Yes
- Seminar Rooms: ☒ Yes
- Office Hours: ☒ Yes
- Study Groups: ☒ Yes
- Virtual Classrooms: ☐ No
- Name Format: [Meeting Title]
- Show Name Layout: ☒ Summary ☒ Duration ☒ Start Time ☒ Audio Profile
- Options:
 - ☒ Meeting Reuse
 - ☒ Send Announcements
 - ☒ Edit Meetings
 - ☒ Delete Meetings
 - ☒ Multiple Meetings
 - ☒ Student's Study Group (highlighted with a red box)
 - ☒ Use Session Calendar
 - ☒ Meeting URL in PDF

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.

The screenshot shows the 'Edit LMS Support' interface with the 'Settings' tab selected. The 'Meetings' section is expanded, revealing several configuration options:

- Course Meetings:** Yes (selected)
- Seminar Rooms:** Yes (selected)
- Office Hours:** Yes (selected)
- Study Groups:** Yes (selected)
- Virtual Classrooms:** No
- Name Format:** [Meeting Title]
- Show Name Layout:** Summary, Duration, Start Time, Audio Profile (all checked)
- Options:**
 - Meeting Reuse (checked)
 - Send Announcements (checked)
 - Edit Meetings (checked)
 - Delete Meetings (checked)
 - Multiple Meetings (checked)
 - Student's Study Group (checked)
 - Use Session Calendar (checked and highlighted with a red box)**
 - Meeting URL in PDF (checked)

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 *Sessions* tab.

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

[Meetings List](#) > **March2017 course meeting: Sessions**

Information Participants Sessions

Generate Sessions ☒

Start Time: 03-10-2017 01:00 AM

Duration: 01:00

Days Class Meets: ☐ Sunday ☒ Monday ☒ Tuesday ☒ Wednesday ☒ Thursday ☒ Friday ☐ Saturday

Week(s): 1

Back Finish

Thereafter, new *Course Meeting Session* can be added by editing course meeting and selecting the **New Session** button on the *Sessions* tab.

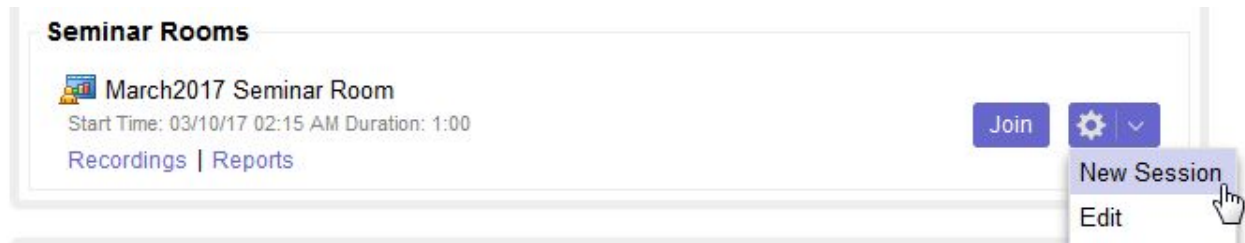
[Meetings List](#) > **March2017 course meeting: Sessions**

Information Participants Sessions

New Session

Name	Start Time	End Time		
March201...	03/10/2017 01:00 AM	03/10/2017 02:00 AM		
March201...	03/13/2017 01:00 AM	03/13/2017 02:00 AM		

New *Seminar Room Session* can be added by selecting the **New Session** link from the *Gear* icon menu next to the meeting.



Teacher can add *Name*, *Summary* and set *Start Time* of the session and *Session Duration*.

A screenshot of a form titled "Information" for adding a new seminar room session. The form has four main fields: "Name:" with the value "March2017 Seminar Room Session"; "Summary:" with an empty text area; "Start Time:" with a date field set to "03-10-2017", a calendar icon, and a time field set to "04:00 AM"; and "Duration:" with a dropdown menu set to "01:00". At the bottom of the form are two buttons: "Cancel" and "Save".

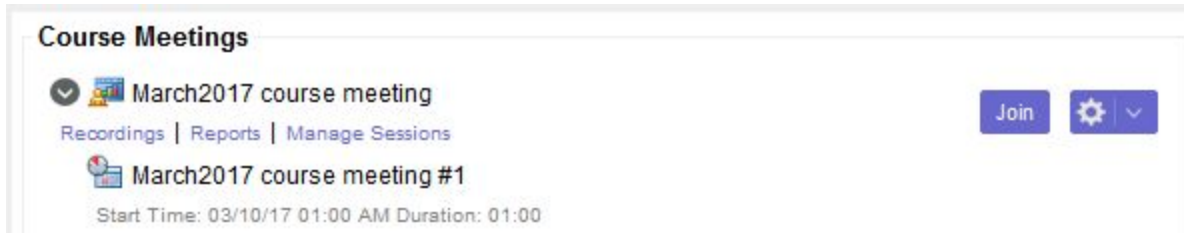
Open the *Adobe Connect* LTI and click on the **Add Meeting** button, fill in all the required information to go to the next *Participants* tab.

In Course Navigation, click on the **Adobe Connect** link. Click on the **Add Meeting** button, fill in all the required information to go to the next *Participants* tab.

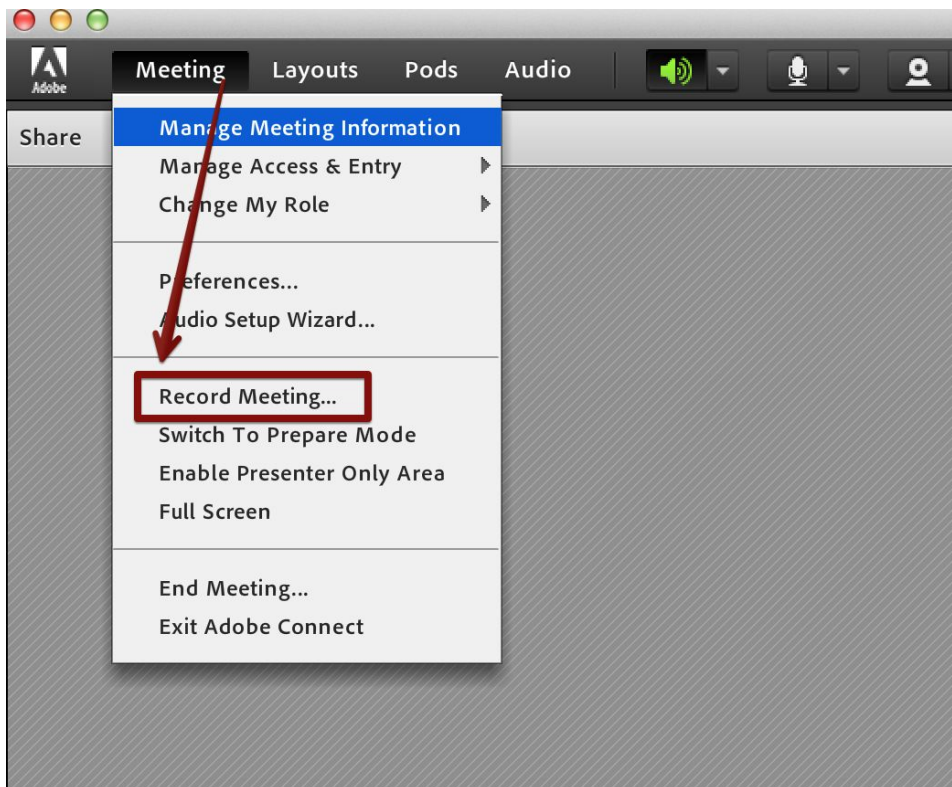
Adobe Connect Recordings

Record the Meeting

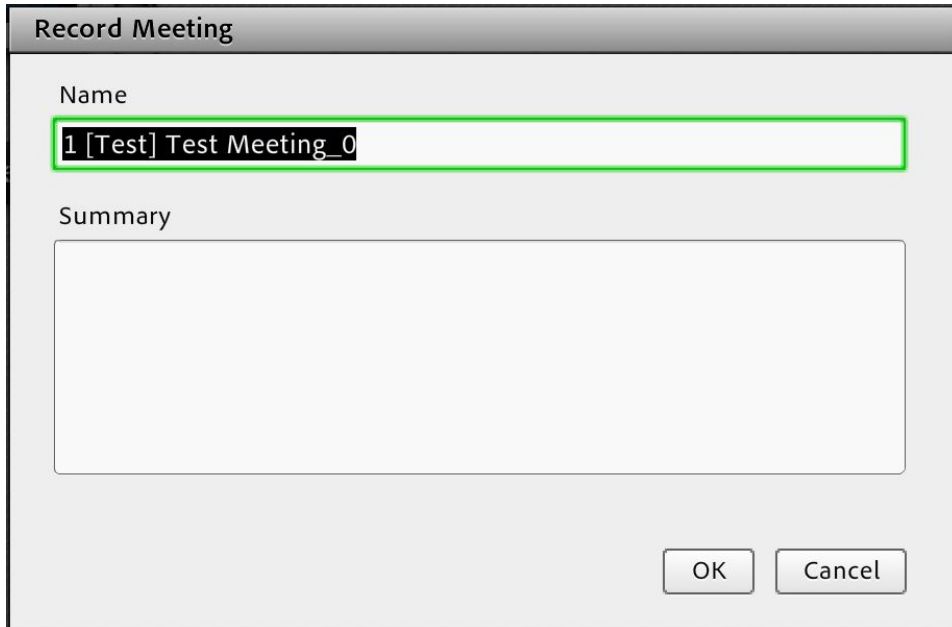
Join the meeting.



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.



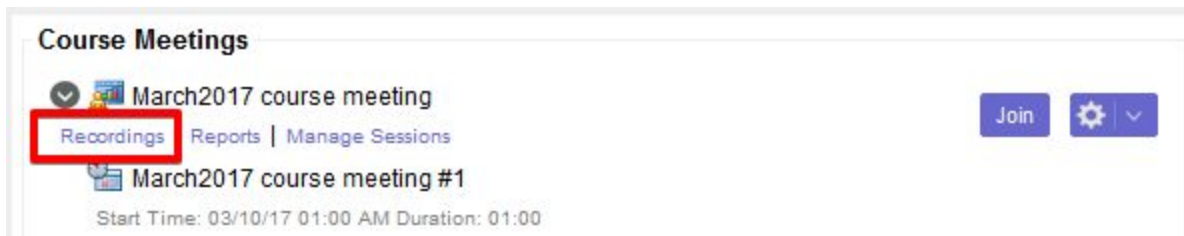
A dialog box titled "Record Meeting" with a light gray background. It contains two input fields: "Name" and "Summary". The "Name" field is filled with the text "1 [Test] Test Meeting_0" and is highlighted with a green border. The "Summary" field is empty. At the bottom right, there are two buttons: "OK" and "Cancel".

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



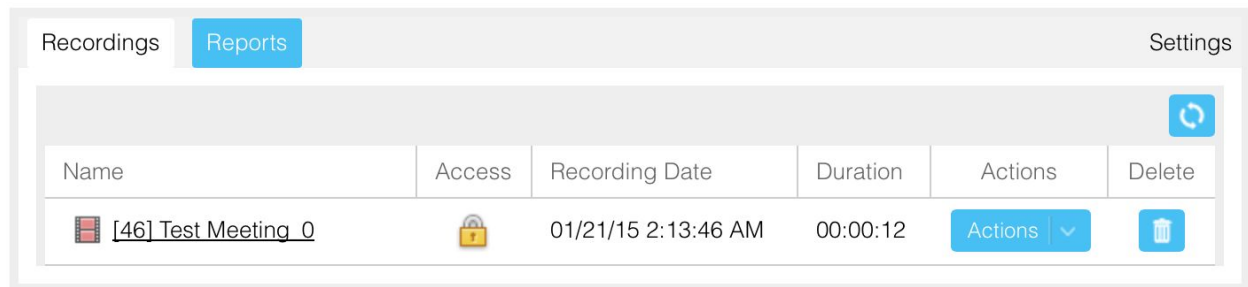
View / Watch Recordings

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



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

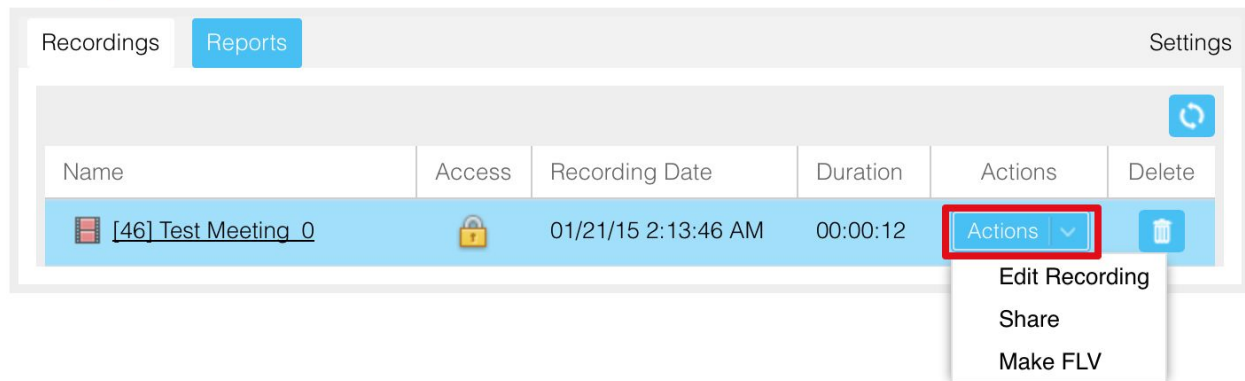
[Meetings List](#) > **Recordings**



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 text 'https://connect.esynctraining.com/p5o6ar3b7an'. Below the URL field is a 'Change Access Type' section with two radio buttons: 'Private' (selected) and 'Public'. Below the radio buttons is a 'Passcode (Optional):' field. At the bottom of the dialog box are two 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).

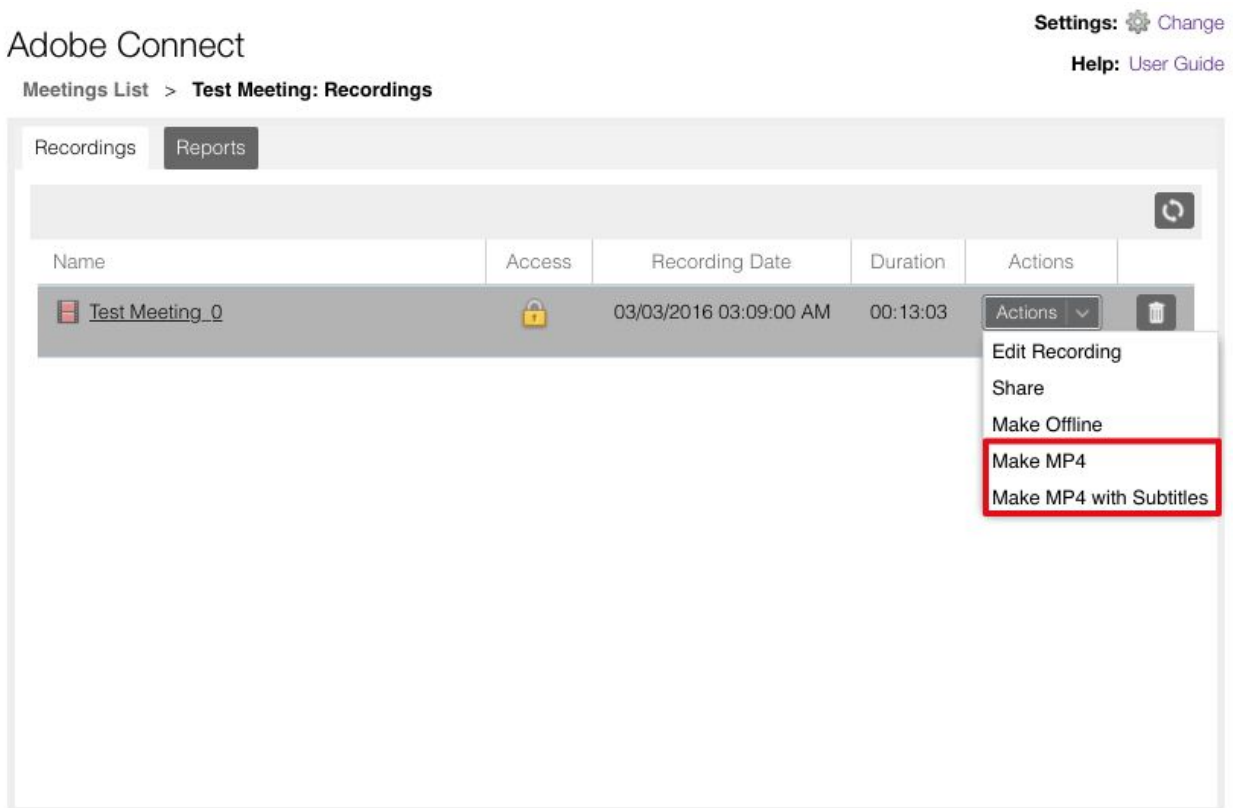
MP4 Conversion

*****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.



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
 Test Meeting_0		03/03/2016 03:09:00 AM	00:13:03	Actions ▾ 
 MP4 status: Pending				

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

Adobe Connect

Settings:  [Change](#)

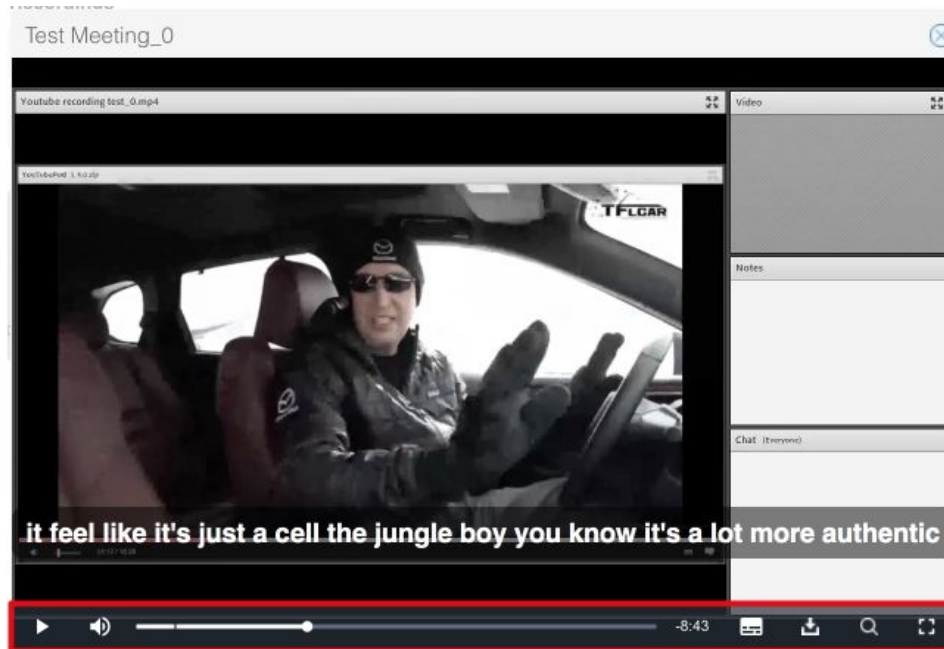
Help: [User Guide](#)

Meetings List > Test Meeting: Recordings

Recordings Reports

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

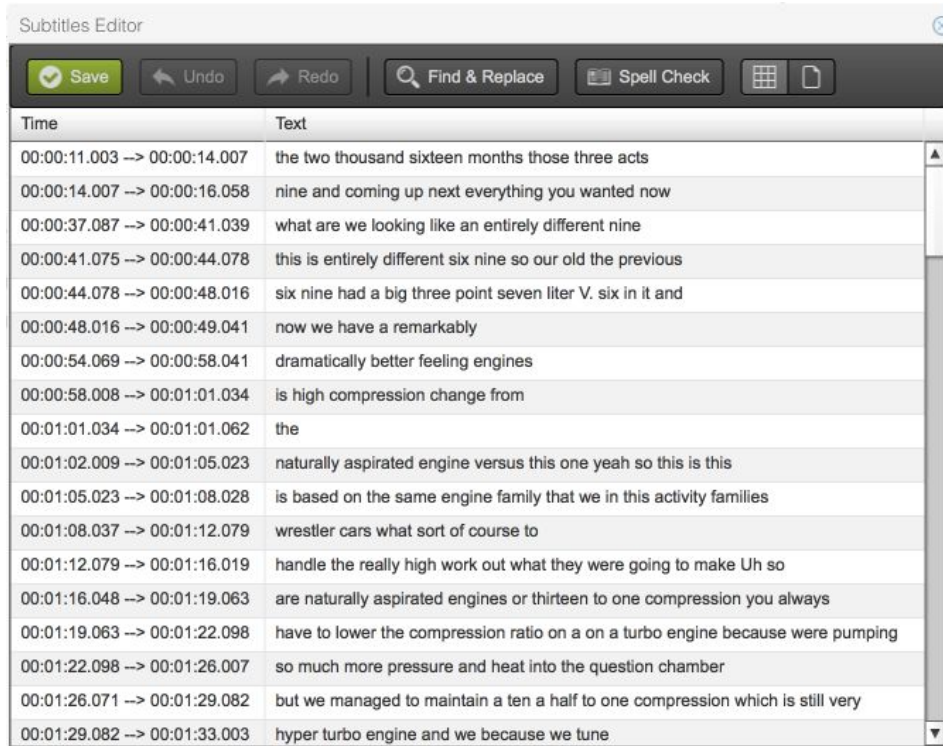
Click on the *Play* button next to appropriate MP4 file to view it in **Player** application.



Available functionality:

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

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



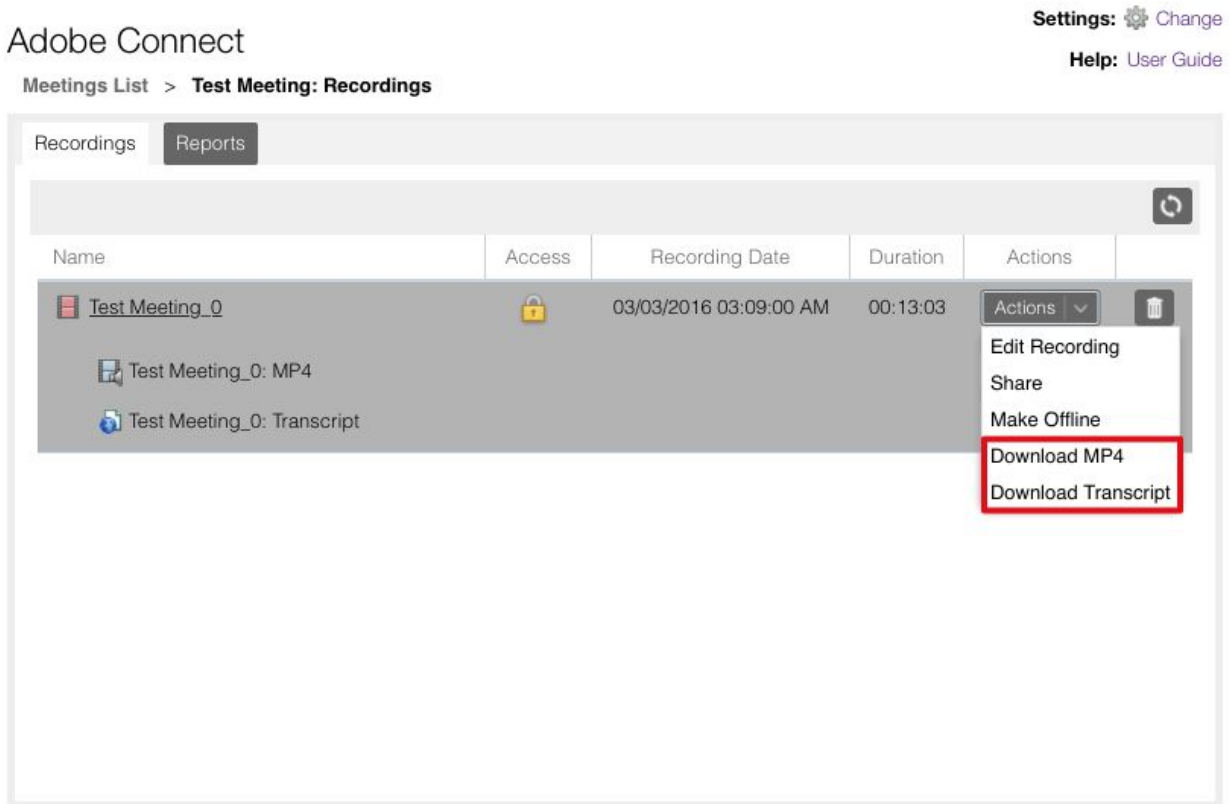
Time	Text
00:00:11.003 → 00:00:14.007	the two thousand sixteen months those three acts
00:00:14.007 → 00:00:16.058	nine and coming up next everything you wanted now
00:00:37.087 → 00:00:41.039	what are we looking like an entirely different nine
00:00:41.075 → 00:00:44.078	this is entirely different six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

Available functionality:

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

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

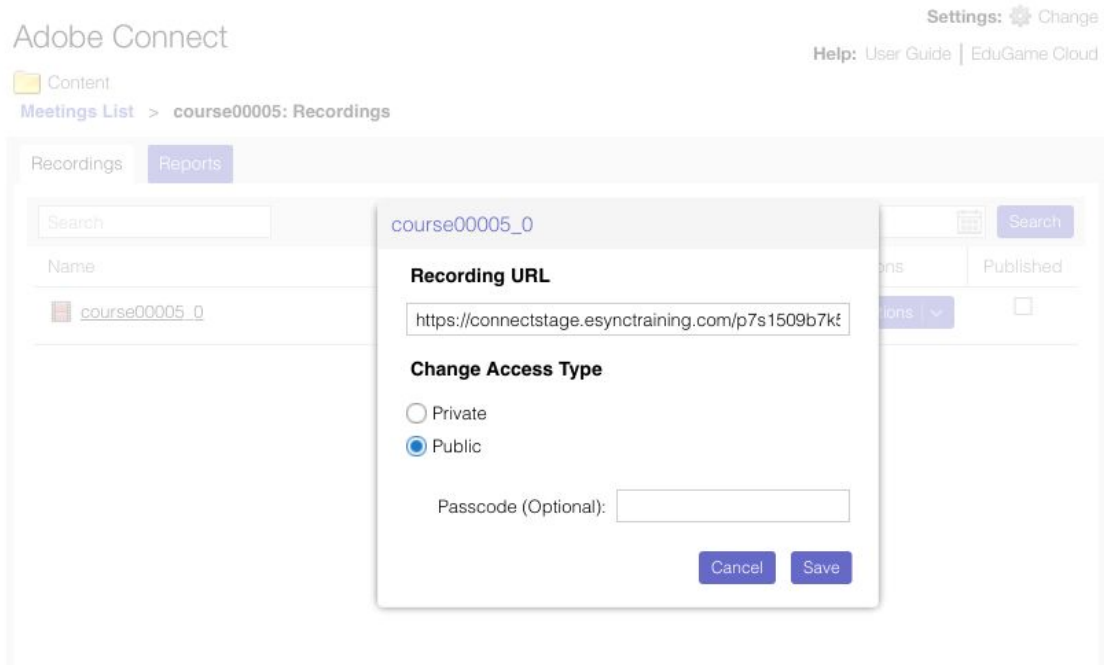
In order to download MP4 or Transcript files, open the **Actions** drop-down menu located next to required recording and select one of the options: *Download MP4* or *Download Transcript*.



Passcode

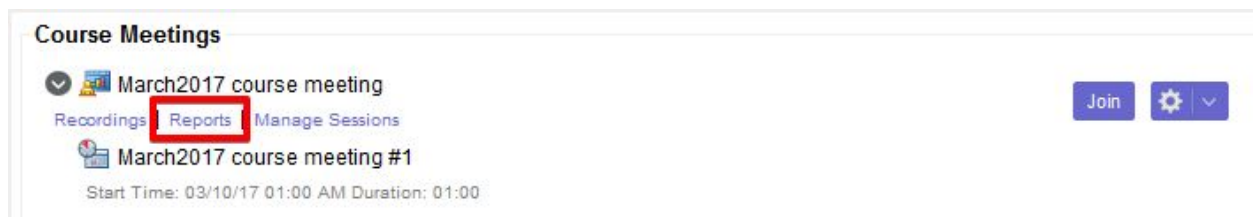
If for whatever reason, you needed to pass in the Recording Passcode via the URL, there is a way to do:

- Navigate to Recordings;
- Select a recording
- Click Actions-> Share
- Set Access Type to 'Public', enter passcode and save.



View Meeting Reports

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



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.

Recordings			Reports		
By Attendees			By Sessions		
Time In ↑			Time Out		
Duration					
Mike Kollen (2)					
03/10/17 07:38 PM			03/10/17 08:09 PM		
00:31:18					
03/13/17 12:43 AM			03/13/17 01:15 AM		
00:31:34					
Yura Leontyuk (1)					
03/13/17 12:58 AM			03/13/17 01:15 AM		
00:16:11					

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

Recordings			Reports		
By Attendees			By Sessions		
By Recordings					
Session ↓			Start Time		
End Time			Number of Attendees		
2			03/13/17 12:43 AM		
-			3		
1			03/10/17 07:38 PM		
03/10/17 08:09 PM			1		

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

Adobe Connect

Settings:  [Change](#)

Help: [User Guide](#)

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

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

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

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

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

[Meetings List](#) > **March2017 course meeting: Reports**

Recordings Reports				
By Attendees By Sessions By Recordings				
Session ↓	Start Time	End Time	Number	
2	03/13/17 12:43 AM	-		
1	03/10/17 07:38 PM	03/10/17 08:09 PM	1	

•

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' window with the 'Audio' tab selected. The 'Audio Provider' section is expanded, and 'MeetingOne' is selected in the 'Provider' dropdown. The 'Information' section contains the following fields:

- Provider: MeetingOne (selected)
- Username: provisioning@esynctraining.com
- Account Number: 1234567890
- Secret Hash Key: FFEDSFFREDFFFFFSGGFREERFFSS

The 'Options' section contains three buttons:

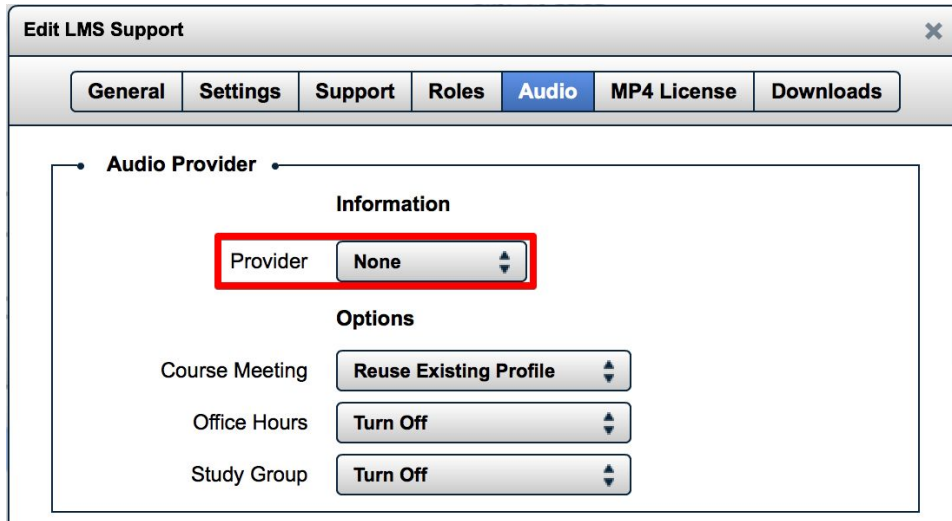
- Course Meeting: Generate New Profile
- Office Hours: Generate New Profile
- Study Group: Generate New Profile

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

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

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

None provider can be selected.



The screenshot shows the 'Edit LMS Support' window with the 'Audio' tab selected. The 'Audio Provider' section has a dropdown menu set to 'None', which is highlighted with a red rectangle. Below this, the 'Options' section contains three settings: 'Course Meeting' set to 'Reuse Existing Profile', 'Office Hours' set to 'Turn Off', and 'Study Group' set to 'Turn Off'.

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: 

Summary:

Start Time:  

Duration: 

Access:

- ☐ Only registered users
- ☒ Registered users and accepted guests
- ☐ 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: 

Summary:

Start Time:  

Duration: 

Access:

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

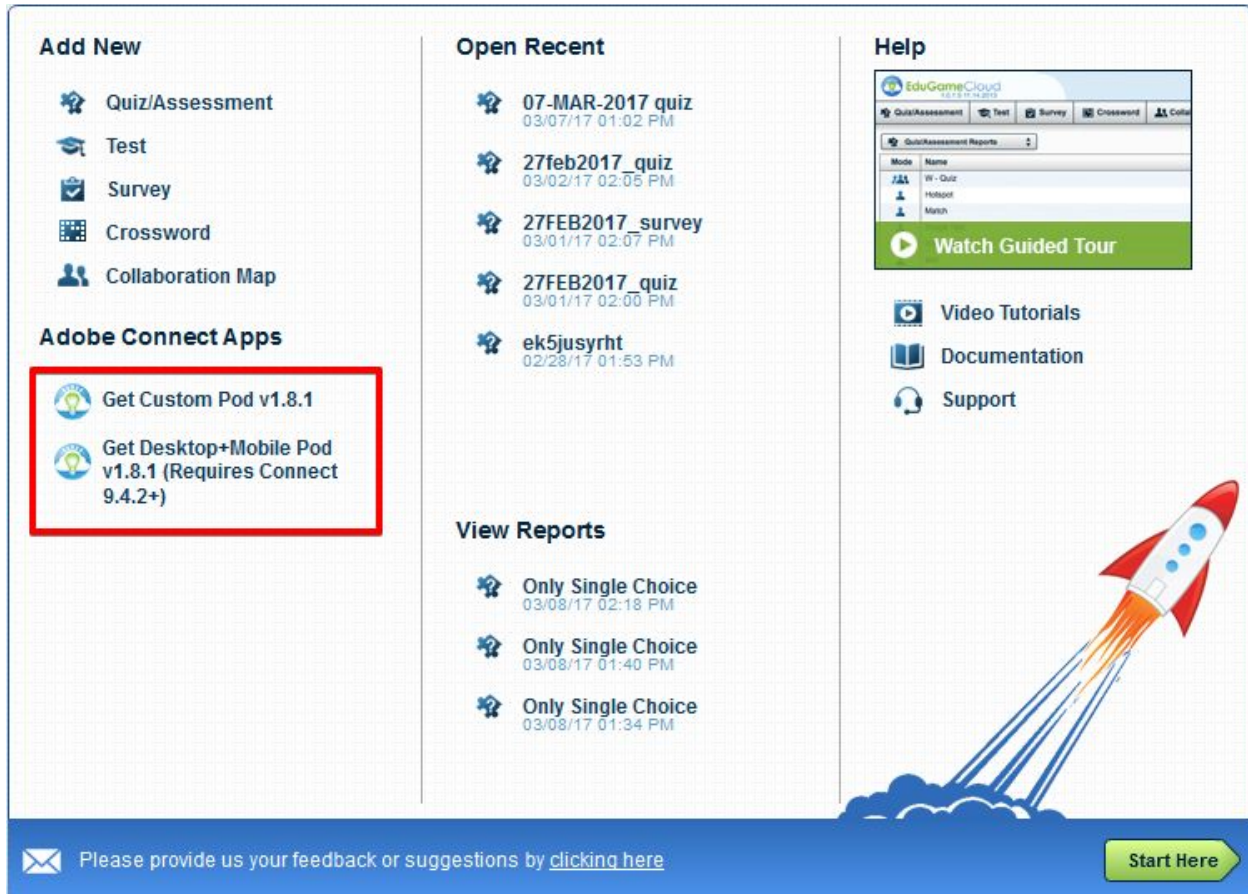
Audio Conference Settings: ☐ Include this audio conference with this meeting: 

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

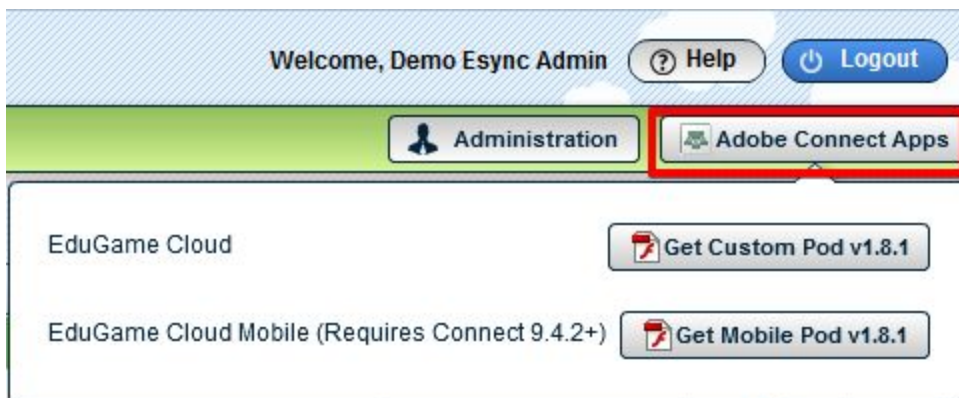
EduGameCloud in Adobe Connect

Import Canvas Quiz/Survey to EduGameCloud

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



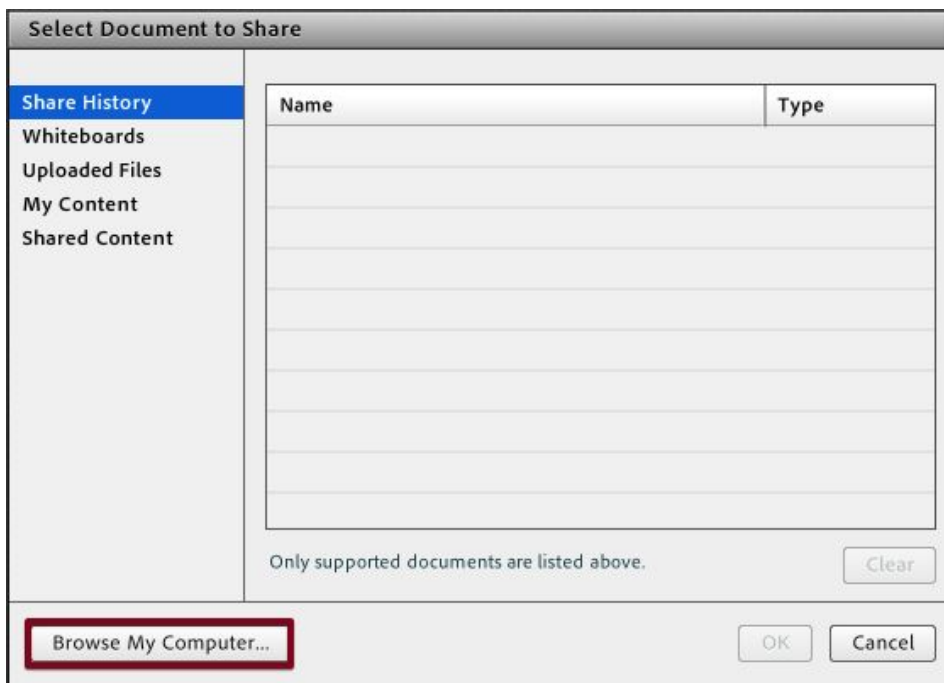
... or *Home* screen:



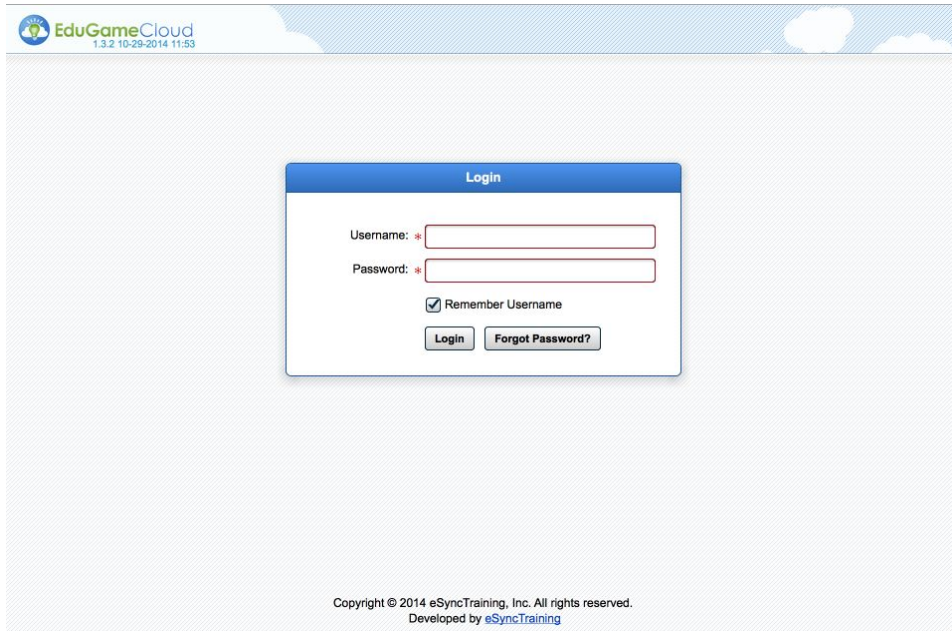
Navigate to Adobe Connect room and select the **Share Document** option from the *Share* drop-down menu.



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

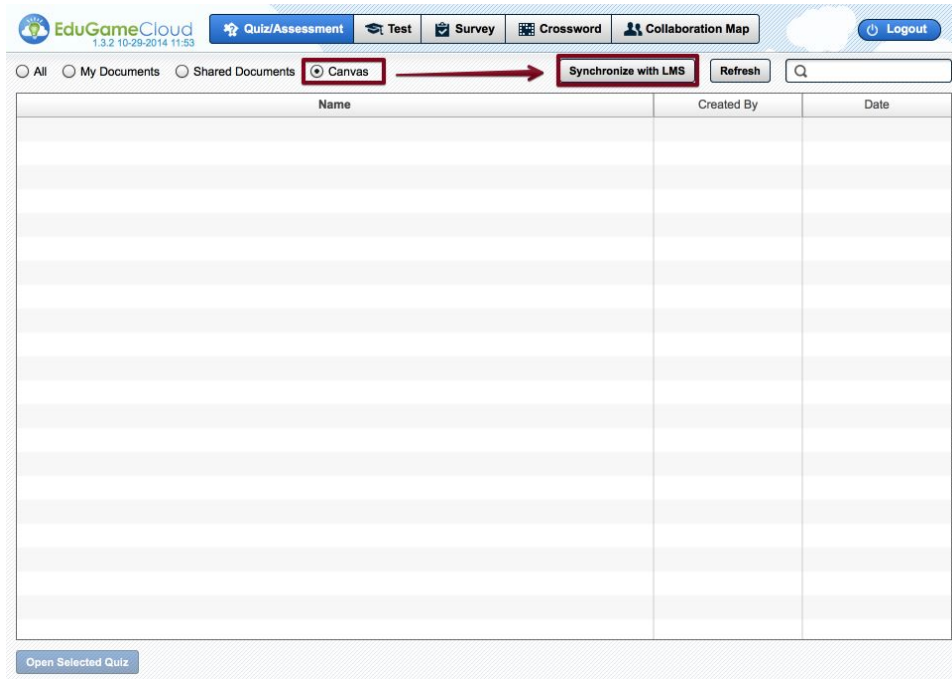


Once the build is successfully uploaded, enter valid EduGameCloud credentials.



The image shows the EduGameCloud login interface. At the top left is the logo with the text "EduGameCloud 1.3.2 10-29-2014 11:53". The main content area features a "Login" form with a blue header. The form contains two input fields: "Username: *" and "Password: *", each with a red asterisk icon. Below these is a checkbox labeled "Remember Username" which is checked. At the bottom of the form are two buttons: "Login" and "Forgot Password?". The footer of the page contains the text "Copyright © 2014 eSyncTraining, Inc. All rights reserved. Developed by eSyncTraining".

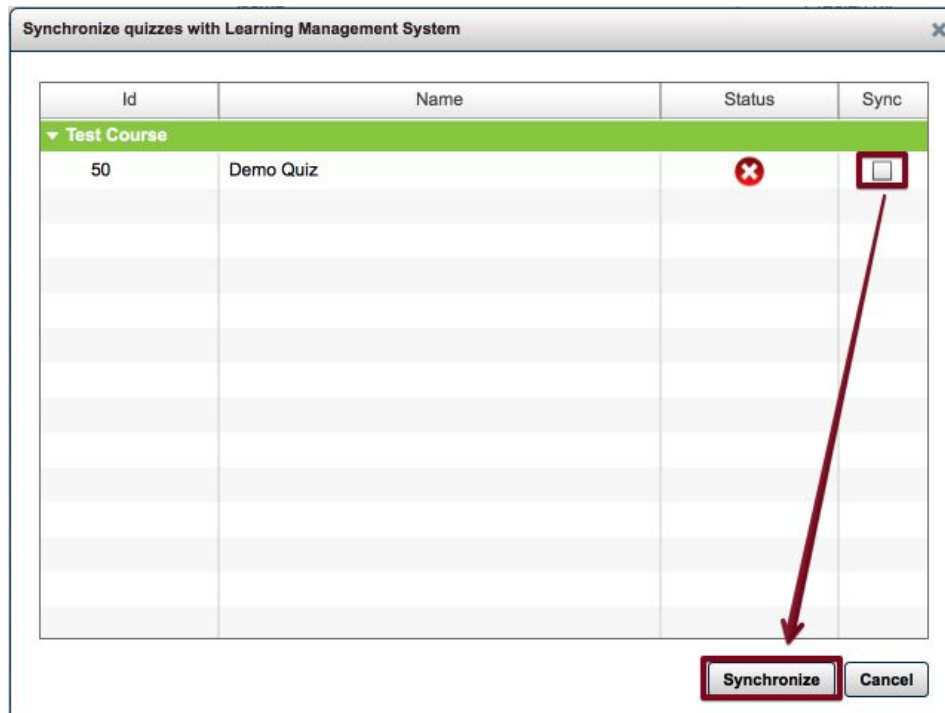
Navigate to *Quiz/Assessment* or *Survey* tab and select the **Canvas** radio-button and click on the **Synchronize with LMS** button.



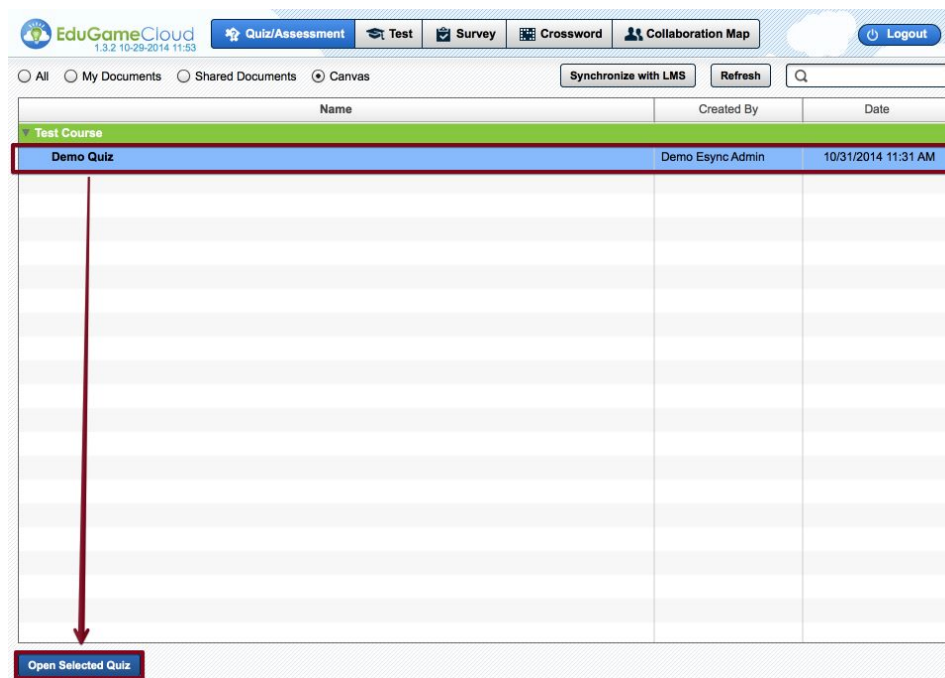
The image shows the EduGameCloud dashboard. At the top is the logo and navigation tabs: "Quiz/Assessment", "Test", "Survey", "Crossword", and "Collaboration Map". A "Logout" button is in the top right. Below the tabs are radio buttons for "All", "My Documents", "Shared Documents", and "Canvas". The "Canvas" radio button is selected and highlighted with a red box. A red arrow points from this box to another red box containing the "Synchronize with LMS" button. To the right of this button is a "Refresh" button and a search input field. Below these is a table with three columns: "Name", "Created By", and "Date". The table is currently empty. At the bottom left is a button labeled "Open Selected Quiz".

Name	Created By	Date
------	------------	------

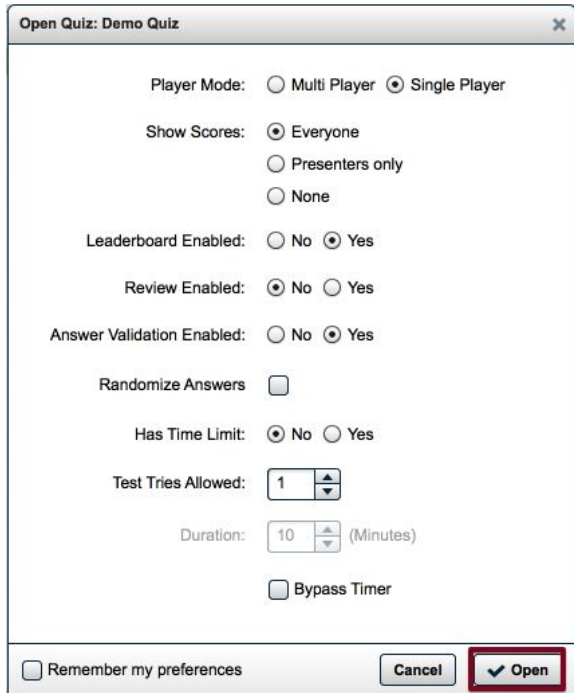
Select required quizzes/surveys and click on the **Synchronize** button.



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



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



The screenshot shows a dialog box titled "Open Quiz: Demo Quiz" with a close button (X) in the top right corner. The dialog contains the following settings:

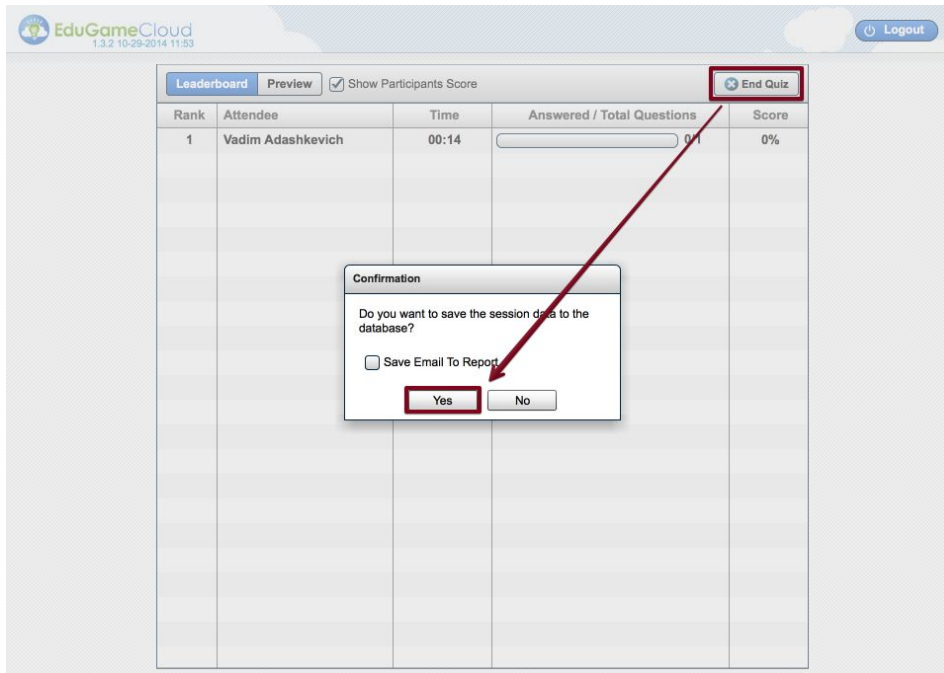
- Player Mode: ☐ Multi Player ☒ Single Player
- Show Scores: ☒ Everyone
☐ Presenters only
☐ None
- Leaderboard Enabled: ☐ No ☒ Yes
- Review Enabled: ☒ No ☐ Yes
- Answer Validation Enabled: ☐ No ☒ Yes
- Randomize Answers: ☐
- Has Time Limit: ☒ No ☐ Yes
- Test Tries Allowed: 1 (with up/down arrows)
- Duration: 10 (Minutes) (with up/down arrows)
- ☐ Bypass Timer

At the bottom of the dialog, there is a checkbox for "Remember my preferences" and two buttons: "Cancel" and "Open". The "Open" button is highlighted with a red rectangle.

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.



Supported Question Types

Multiple Choice

Canvas view:

Question 1	1 pts
What color is the sky?	
☐ Green	
☒ Blue	
☐ Black	
☐ Pink	

EduGameCloud view:

Leaderboard

Preview

☒ Show Participants Score

End Quiz

Test Quiz

Single / Multiple Choice (Text)

Question 1 of 11

What color is the sky?

i

☐ A. Green

☒ B. Blue

☐ C. Black

☐ D. Pink

Question 1 of 11

Next

True/False

Canvas view:

Question 2	1 pts
Marianas Trench is the deepest part of the world's oceans.	
☒ True	
☐ False	

EduGameCloud view:

Leaderboard		Preview	☒ Show Participants Score	End Quiz
Test Quiz				
✓ x	True / False			Question 2 of 11
Marianas Trench is the deepest part of the world's oceans.				
(i)				
☒ A. True				
☐ B. False				
Previous Question 2 of 11 Next				

Fill In the Blank

Canvas view:

Question 3	1 pts
How many states are in USA?	
50	

EduGameCloud view:

Leaderboard		Preview	☒ Show Participants Score	End Quiz
Test Quiz				
Short Answer		Question 3 of 11		
How many states are in USA?				
50				
Previous Question 3 of 11 Next				

Fill In the Multiple Blanks

Canvas view:

Question 4	1 pts
Roses are red , violets are violet .	

EduGameCloud view:

Leaderboard		Preview	☒ Show Participants Score	End Quiz
Test Quiz				
Fill in the Blank		Question 4 of 11		
Fill in the Blank				
				
Roses are <u>red</u> , violets are <u>violet</u> .				
Previous Question 4 of 11 Next				

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

Multiple Answers

Canvas view:

Question 51 pts

What are the American car manufacturers?

☐ BMW

☒ Ford

☒ Lincoln

☐ VW

EduGameCloud view:

LeaderboardPreview☒ Show Participants ScoreEnd Quiz

Test Quiz

Single / Multiple Choice (Text)Question 5 of 11

What are the American car manufacturers?

☐ A. BMW

☒ B. Ford

☒ C. Lincoln

☐ D. VW

PreviousQuestion 5 of 11Next

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

Multiple Dropdowns

Canvas view:

Question 61 pts

Roses are , violets are .

EduGameCloud view:

LeaderboardPreview☒ Show Participants ScoreEnd Quiz

Test Quiz

Multiple dropdownsQuestion 6 of 11

Select options from the drop-down lists

i

Roses are , violets are .

PreviousQuestion 6 of 11Next

Matching

Canvas view:

Question 71 pts

Match the car manufacturer with the country of origin.

Mercedes	Germany
Fiat	Italy
Renault	France
Honda	Japan

EduGameCloud view:

LeaderboardPreview☒ Show Participants ScoreEnd Quiz

Test Quiz

MatchingQuestion 7 of 11

Match the car manufacturer with the country of origin.

i

Mercedes	Germany
Fiat	Italy
Honda	France
Renault	Japan

PreviousQuestion 7 of 11Next

Numerical Answer

Canvas view:

Question 8	1 pts
What is the boiling point of water?	
100.0000	

EduGameCloud view:

Leaderboard		Preview	☒ Show Participants Score	End Quiz
Test Quiz				
Numerical		Question 8 of 11		
What is the boiling point of water?				
100				
Previous Question 8 of 11 Next				

Formula Question

Canvas view:

Question 9	1 pts
What is 5 plus 9?	
14.0000	

EduGameCloud view:

Test Quiz	
Calculated	Question 9 of 11
What is 5 plus 9?	
14	
Previous Question 9 of 11 Next	

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

Essay Question

Canvas view:

Question 101 pts

What is your biggest concern for the future?

B *I* U A ab           Font Size Paragraph

EduGameCloud:

Leaderboard Preview ☒ Show Participants Score End Quiz

Test Quiz

☐ Essay Question 10 of 11

What is your biggest concern for the future?



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:

Leaderboard

Preview

☒ Show Participants Score

End Quiz

Test Quiz

Information

Question 11 of 11

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?



Previous

Question 11 of 11

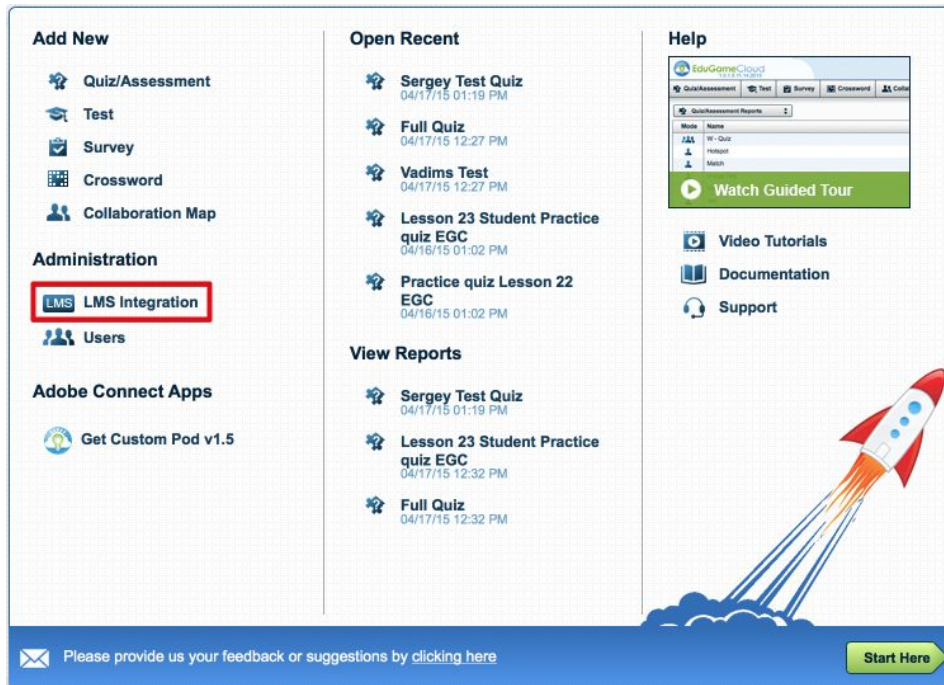
Schoology Account Administrator Guide

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.

EduGameCloud

Welcome, Demo Admin

?

Help

⏻

Logout

🎓 Quiz/Assessment

🎓 Test

📋 Survey

🧩 Crossword

👥 Collaboration Map

📊 Reporting

⚙️ Administration

🔗 Adobe Connect Apps

🏠 LMS Integration

👤 Users

👤 Customization

📧 Email History

🔑 My License

Change Password

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

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

The screenshot shows a web-based configuration interface with a top navigation bar containing tabs: **General**, **Settings**, **Support**, **Roles**, **Audio**, **MP4 License**, and **Downloads**. The **General** tab is selected.

The main content area is divided into two sections:

- LMS Setup**:
 - LMS**: A dropdown menu showing "Haiku".
 - Language**: A dropdown menu showing "English".
 - Title**: A text input field containing "Haiku".
 - Consumer Key**: A text input field.
 - Shared Secret**: A text input field.
 - Primary Color**: A color selection icon, highlighted with a red box.
 - Learning Management System**:
 - LMS Domain**: A text input field containing "https://esync.learning.powerschool.com".
 - Consumer Key**: A text input field.
 - Consumer Secret**: A text input field.
 - Token**: A text input field.
 - Token Secret**: A text input field.
 - Test Connection**: A button.
- Adobe Connect**:
 - Adobe Connect Server**: A text input field.
 - Admin Username**: A text input field containing "admin@esynclearning.com".
 - Password**: A text input field with placeholder text "Enter the password, if you want to overwrite it".
 - Use Shared Meetings Folder**: A radio button, which is selected.
 - Use User Meetings Folder**: A radio button.

At the bottom of the interface are two buttons: **Cancel** and **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. Below the title bar are five tabs: "General", "Settings" (which is selected and highlighted in blue), "Support", "Roles", and "Downloads". The main content area is divided into several sections, each with a section header and a list of settings:

- Meetings**
 - Course Meetings: ☒ Yes ☐ Multiple Meetings
 - Office Hours: ☒ Yes ☐ Study Groups: ☐ No
 - Name Format: [Meeting Title]
 - 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 box are two buttons: "Cancel" on the left and "Save" on the right.

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

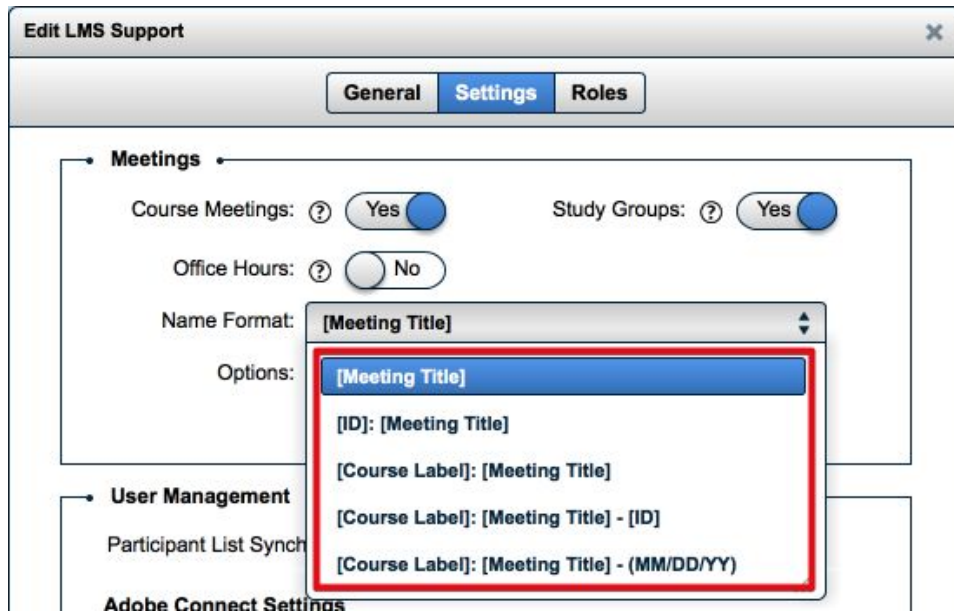
Use FLV

Create an offline recording as an FLV file

Use MP4

Create an offline recording as an FLV file

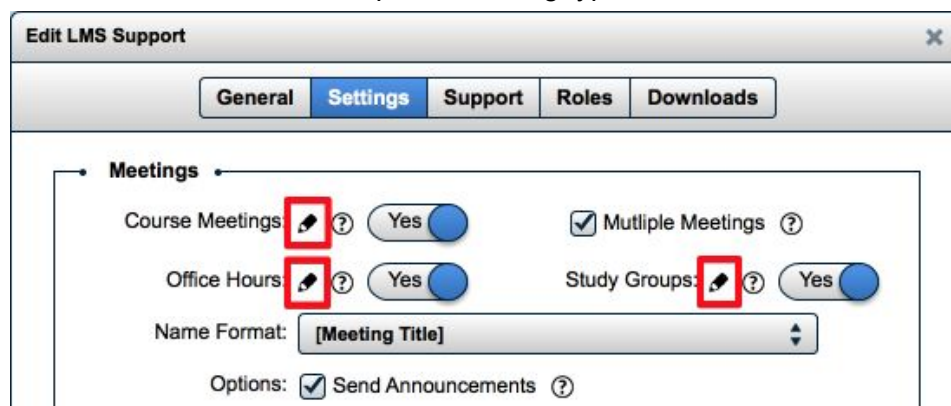
User can select one of the following *Meeting Name* templates:



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' (set to 'Yes'), 'Study Groups' (set to 'Yes'), and 'Office Hours' (set to 'No'). Below these is a 'Name Format' dropdown menu currently showing '[Meeting Title]'. An 'Options' list is open, 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 is highlighted with a blue background. A red rectangle highlights the entire 'Options' list. Below the 'Meetings' section, the 'User Management' section is partially visible, showing a 'Participant List Synchronizer' checkbox. At the bottom, the 'Adobe Connect Settings' section is partially visible.

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.



Edit LMS Support

General **Settings** Support Roles Downloads

Meetings

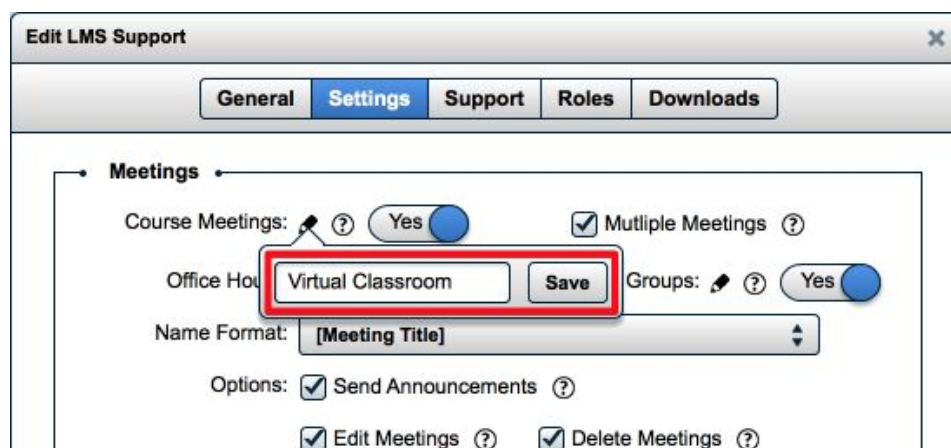
Course Meetings: [Edit Icon] [?] Yes [Toggle] ☒ Multiple Meetings [?] ☒

Office Hours: [Edit Icon] [?] Yes [Toggle] Study Groups: [Edit Icon] [?] Yes [Toggle]

Name Format: [Meeting Title]

Options: ☒ Send Announcements [?]

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



Edit LMS Support

General **Settings** Support Roles Downloads

Meetings

Course Meetings: [Edit Icon] [?] Yes [Toggle] ☒ Multiple Meetings [?] ☒

Office Hours: Virtual Classroom [Save] Groups: [Edit Icon] [?] Yes [Toggle]

Name Format: [Meeting Title]

Options: ☒ Send Announcements [?]

☒ Edit Meetings [?] ☒ Delete Meetings [?]

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

Adobe Connect

Help: User Guide | EduGame Cloud

Meetings List



Settings

Virtual Classroom

Currently there are no meetings. Please add. [Add Meeting](#)

Office Hours

Currently there are no meetings. Please add. [Add Meeting](#)

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

The screenshot shows the 'Support' tab 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. A URL input field with 'http://' is also present. 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 displays 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 and enable an additional feature 'Is Teacher' so that users can create meetings regardless of their roles.

Note: This role mapping (to Host for example) has no affect on ability to create meeting. By default the followings AC roles have ability to create meetings: Instructor, Administrator, Course Director, Lecture, Specialists. And regardless of whether the option is enabled for them or not, they can create meetings in any case. For the remaining roles (default or custom) the option 'Is Teacher' should be turned on in order to get the permission to create meetings.

Edit LMS Support

General
Settings
Support
Roles
Audio
MP4 License
Downloads

Edit: ☐ No

S Schoology Default Roles

LMS Role	Is Teacher	AC Role

S Schoology Custom Roles

Enable Audit Guest Entry: ☐ No

Role	Is Teacher	AC Role

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	

The dropdown menu for the 'Teacher' LMS Role shows the following options: 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

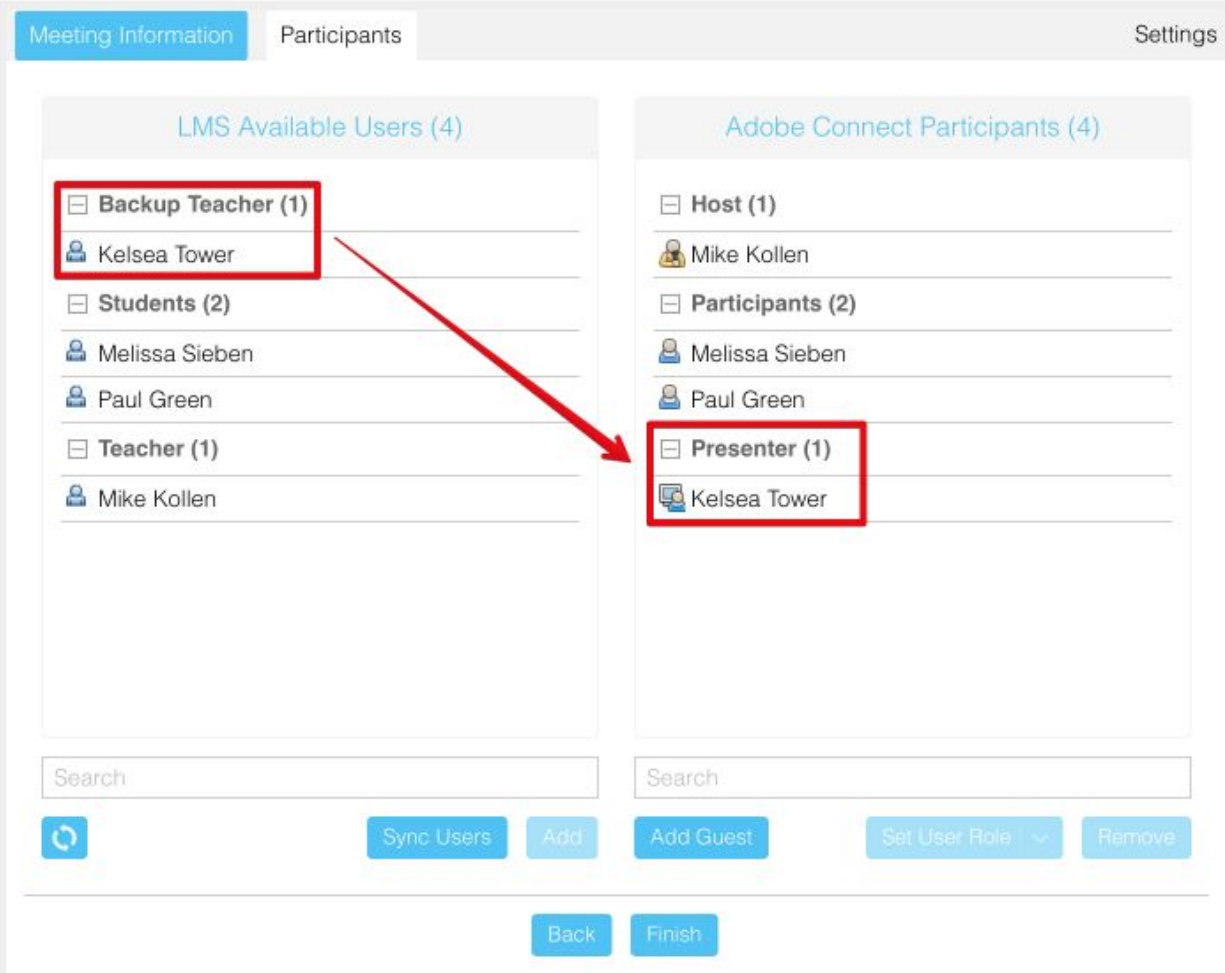
Add Guest

Set User Role

Remove

Back

Finish



The screenshot displays the 'Participants' tab in the Adobe Connect interface. It is divided into two main columns: 'LMS Available Users (4)' and 'Adobe Connect Participants (4)'. A red box highlights the 'Backup Teacher (1)' role in the LMS column, with a red arrow pointing to the 'Presenter (1)' role in the Adobe Connect column. Both roles have 'Kelsea Tower' assigned to them. Other roles include 'Students (2)' (Melissa Sieben, Paul Green) and 'Teacher (1)' (Mike Kollen) in the LMS column, and 'Host (1)' (Mike Kollen) and 'Participants (2)' (Melissa Sieben, Paul Green) in the Adobe Connect column. At the bottom, there are search bars, a refresh button, and buttons for '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.

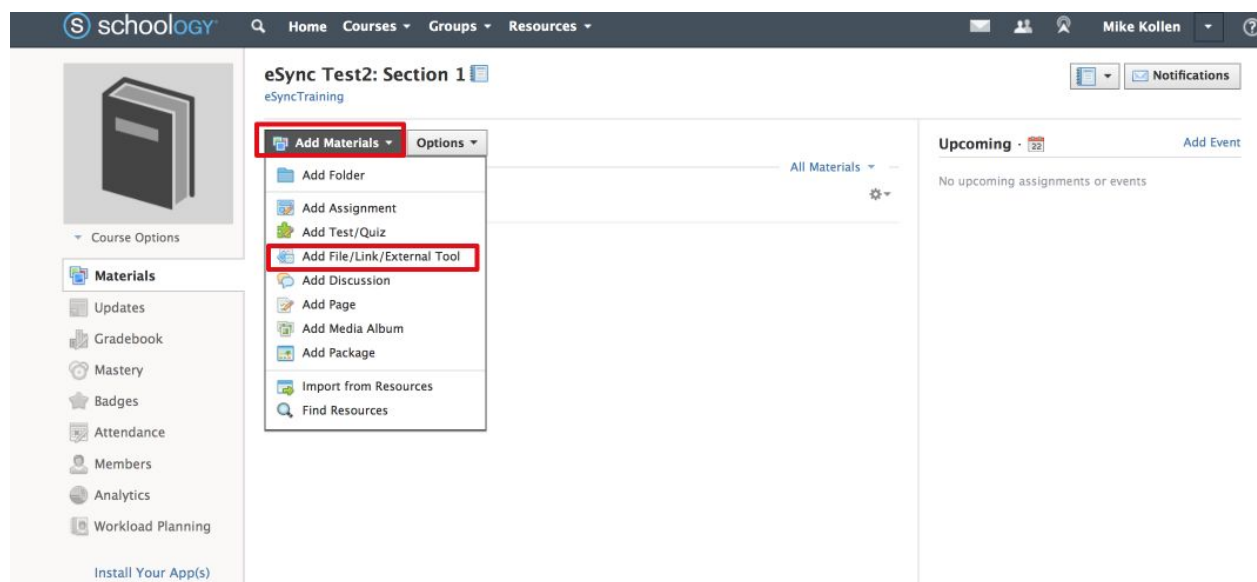
Shared				
General Settings Support Roles Downloads Reporting				
Title	Filename	Size	Last Modified	Download
User Guide	canvas.pdf	4.58 MB	04/08/2015 0:16:13 PM	

External App Configuration

Configure LTI Adobe Connect for Your Schoology Account

Configure LTI Adobe Connect for a Specific Course

Open required Course , click on Add Materials button and select Add File/Link/External tool button in the dropdown.



Click on **External tool button**



Add External Tool

Tool Provider: AdobeConnect

Title: *

URL: * Custom

Consumer Key: Custom

Shared Secret: Custom

Custom Parameters:

☐ Enable Grading

Submit Cancel

Select AdobeConnect in Tool Provider, give title, leave Custom values and Submit data.
NOTE: Adobe Connect LTI must be launched for the first time by a user that has admin permissions in your Schoology instance.

Getting Support

Email Support, please contact:

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

Emergency Phone Support:

714.979.4444