

Elluminate User Quick Start Guide

Logging In

- Before the first session go to <http://www.illuminate.com/support> to download plug-ins.
- Before logging in, plug in your headset or speakers and microphone (if you have one).
- Go to <http://illuminate.gavirtualschool.org/testing/> for all sessions.
- Click on the name of your meeting.
- Your meeting will only be accessible via a live link 15 minutes prior to meeting time.



- For Login Name, enter your first and last name and the name of your school system in parentheses (ex. John Smith (Kennedy County)).
- Leave the password blank.
 - If you are a System Test Coordinator, enter your username and password here.
- After clicking Log In, the system will take a few seconds then will bring you to the Elluminate software.

The login form has two input fields: 'Login Name:' with the text 'John Smith (Kennedy County)' and 'Password:' which is empty. Below the fields are two buttons: 'Log In' and 'Cancel'.

Using the System

- The presentation will view in the screen area. You will hear the presenters through your headset or speakers.
- Enter questions or comments in the Direct Message Text Box. The moderator will see the question and answer. You can also raise your hand. When you are acknowledged, click on the microphone to speak. After asking your question, turn off your microphone.

The screenshot shows the main interface of the Elluminate software. On the left side, there are three panels: 'Participants' (showing 'John Smith (Me)'), 'Direct Messaging' (with a text box and 'Send' button), and 'Audio' (with 'Microphone' and 'Speaker' gauges). The 'Microphone' gauge is positioned to the left of the 'Speaker' gauge. A line points from the 'Hand Raise' label to the hand icon in the Participants panel. Another line points from the 'Direct Message Text Box' label to the text input field in the Direct Messaging panel. A third line points from the 'Talk Button' label to the microphone icon in the Audio panel. The main area is a 'Whiteboard - Main Room (Scaled 99%)' displaying 'Public Screen 1' with the text 'The presentation will view from this screen'. A note box at the bottom right contains the text: 'Note: During your first session, use the Audio Setup Wizard from the Tools Menu to configure your microphone and speakers.'