

e-Learning



## Dialogue End User Guide for Live Learning

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## New Live Learning Virtual Classroom Interface Goes Live

This document is intended for KNet LMS (Monsoon) users who access Live Learning Expert Live class sessions.

On March 31, 2008 SkillsSoft will switch to a new “virtual classroom” web interface for Expert Live classes that utilizes SkillsSoft’s Dialogue Live platform in place of the prior platform. The functional changes from the prior platform are few, but the connection procedures are somewhat different. This document is intended to provide a brief orientation to the new Dialogue-based Live Learning virtual classroom connection procedure and interface.

### JOINING A DIALOGUE LIVE SESSION

**Participant Login**

Enter your login information. Then click the **Log in** button.

\* **Your Name:**

\* **Your E-Mail Address:**

Show Me Quick Tips

You join a Live session from the KNet LMS exactly as before, by clicking on the link for an active (in progress) Live session. Where the old platform took you directly into the virtual classroom, the new platform will present a login screen that prompts you for a name and e-mail address. Enter the appropriate information and click Log In.

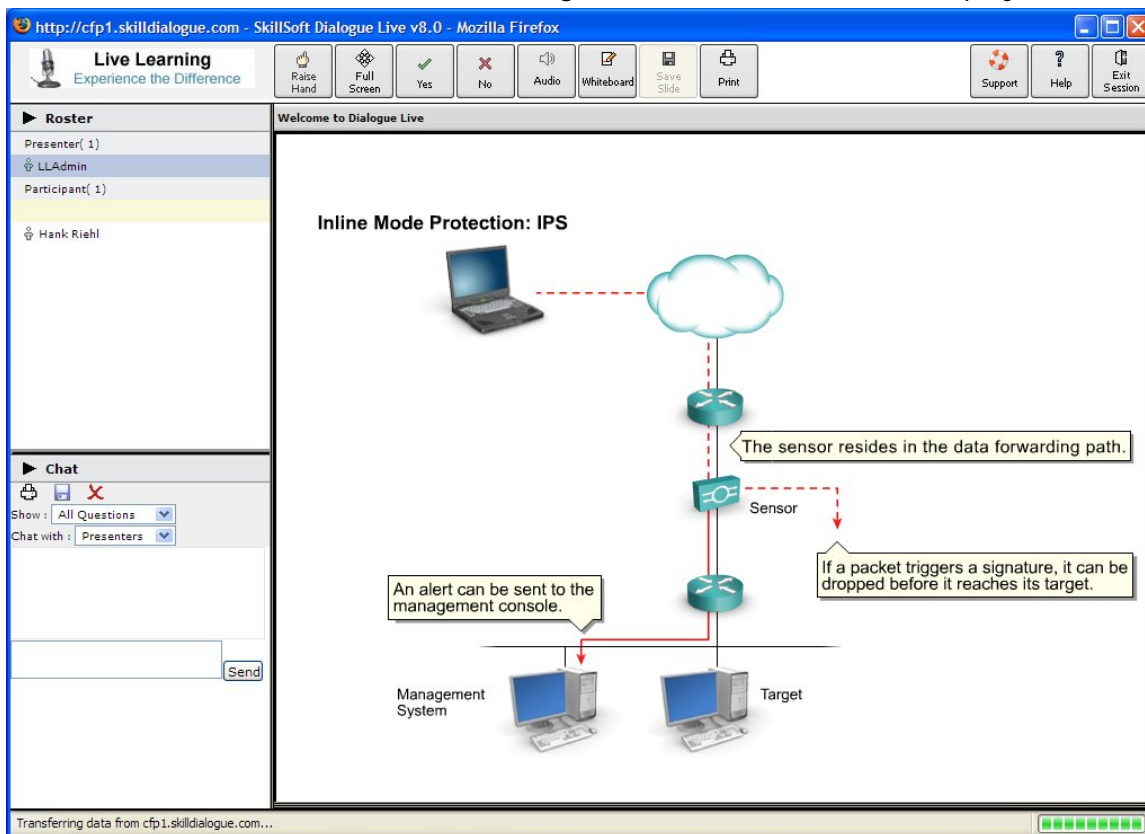
Students have to follow a series of steps to set up the audio portion of the session, beginning with the following message:



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Click the **OK** button and the virtual classroom window appears. The virtual classroom window is similar to the window shown below (though the content in the main display window be different):



To enable the streaming audio, the click the  Audio button in the toolbar.

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The screen below displays. Students may ignore the screen's detailed instructions and simply:

1. Click on the Join Audio Session button.

**Note:** Live Learning is 1-way audio (broadcast-style) only.

The screenshot shows a Mozilla Firefox browser window with the address bar displaying "http://cfp1.skilldialogue.com - Join Audio Session - Mozilla Firefox". The main content area is titled "SkillSoft® Dialogue™ Live" and contains a "Join Audio Session" dialog box. The dialog box has a title bar and a central white area with the following text:

**Join Audio Session**

To join the audio session, you must give Dialogue Live permission to access your microphone and speakers, and also set your microphone input level. Change the Macromedia Flash Player Settings below as follows:

1. Click on the video screen icon in the lower left corner.
2. Select "Allow" and check "Remember".
3. Click on the microphone icon.
4. Under Microphone, select the sound device to which your microphone is attached.
5. If you are using speakers instead of headphones, select Reduce Echo.
6. If your microphone has an on/off switch, turn it on.
7. Speak in a normal voice and adjust the audio volume such that the vertical volume level turns yellow, but not red, at peak volume. Do not set too low or your microphone will cut out.
8. Click the Join Audio Session button at the bottom of this window.

Below the instructions is a screenshot of the "Adobe Flash Player Settings" dialog box. It shows a "Privacy" section with the question "Allow cfp1.skilldialogue.com to access your camera and microphone?". There are two radio buttons: "Allow" (selected) and "Deny". There is also a "Remember" checkbox and an "Advanced..." button. At the bottom of the settings dialog are icons for various settings and a "Close" button.

If the Macromedia Flash Player Settings do not appear above, right click on the green indicator and select settings. Then perform the steps listed above.

At the bottom of the dialog box is a "Join Audio Session" button.

At the very bottom of the browser window, there is a copyright notice: "Copyright © SkillSoft, Copyright © WebDialogs Corporation. All rights reserved." and a status bar that says "Transferring data from cfp1.skilldialogue.com..."

## LIVE LEARNING VIRTUAL CLASSROOM



Once students enter a Live Learning session:

- If the session is audio enabled, they will hear the streaming audio provided that the hardware in the local system is working and the speaker is not muted.
- The Chat pane appears in the lower left. Chat operates identically to the Chat feature in the prior platform. Students can simply enter a message into the edit-box and click Send to communicate with the instructor(s). A separate window displays the chat exchange.
- Other features (Yes/No for polling, etc.) may be utilized during the session and instructors will prompt students on the procedure.

During the course of the session, a Presenter may invoke a mode where he/she wishes to show other applications; this mode is known as Application-Sharing. When this occurs, Participants may receive the following popup to install an applet and the **correct response is to Run this applet**.

