

GCS Wimba User's Guide

Setup Wizard

RECOMMENDATION:

- Disable Pop-up Blockers
- Run the Setup Wizard

Troubleshooting:

There are things which can prevent the Setup Wizard from working. The most common reasons are:

• JavaScripts are disabled

Fixing JavaScripts

The error message:

"Wizard: JavaScript Unsupported or Disabled"

Solution:

Windows Internet Explorer:

Open Internet Explorer
Click on Tools->Internet Options
Security Tab -> Custom Level Box
Find Scripting
Enable Active Scripting ->OK->OK

Firefox

Open Firefox
Click on Tool menu->Option->Content
Check Enable JavaScript
Click OK

Safari

Open Safari
Click on Menu-> Preferences
Click on Security
Check Enable JavaScript box
Click OK

• Pop-up Blocker are enabled

It is not possible to list all Pop-up blockers. In general, all have a way to exempt or turn off pop-up blocking.

Windows Internet Explorer

Click on Tools
Pop-up blocker -> Turn off Pop-up blocker.

FireFox

Menu -> Tools -> Options
Click on Web Features
Uncheck Block Pop-up Windows

Safari

Menu -> Preferences
Open Security Menu
Uncheck Block Pop-up windows

WIMBA WIZARD

Before you will be able to access your Wimba Presenters area or before Users may join you there it will be important to visit the Wimba Wizard which will ensure that the computer is ready to work with Wimba.

To access the link please go to the following:

<http://www.gcsnc.com/technology/training.htm>

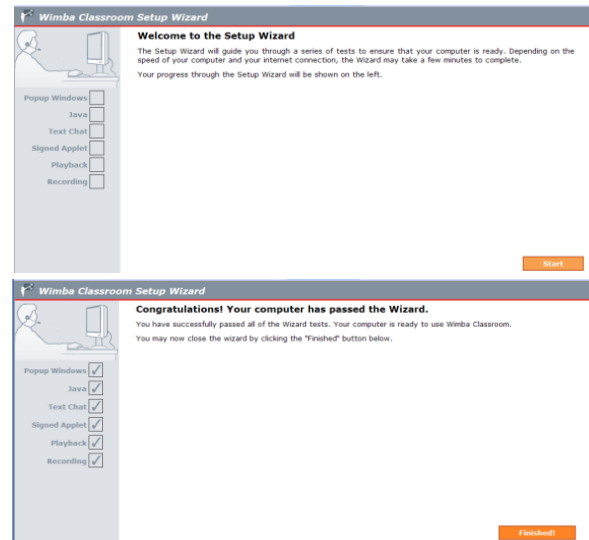
"Run the Wimba Setup Wizard"

or you may go to the link directly

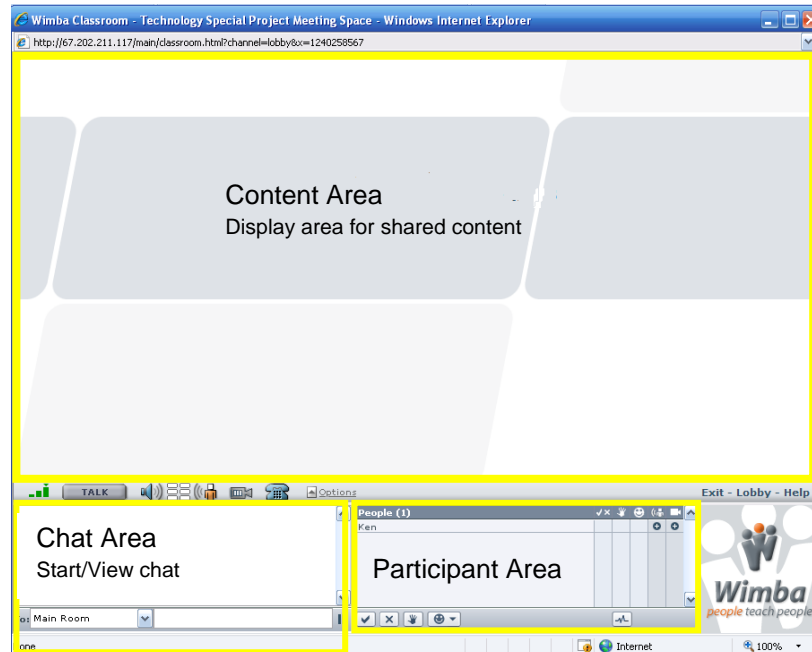
<http://67.202.210.25/wizard/wizard.html?wc=wizard.conf>

Set up Wizard checks for:

- Pop-up blocker
- Supported Browser (IE, Safari, Firefox)
- Version of Java
- Audio



The Wimba Classroom



Content Area:

Main area where content is displayed and shared during a presentation. This area is controlled by the Presenter.

Chat Area:

Type your message and press enter to view.
 Click pause to the chat.
 Click play to resume chat.

Participant Area:

The presenter is in bold. All participants are listed
 Location for emoticons
 Location for status indicators

NetStats Indicator: A set of 3 bars to the left of the users name indicating their network

Yes/No Indicator: A green check for yes or a red check mark for no. Used for instant polling.

Hand Raising: A number appears next to a user's name when the Hand Raise is clicked.

Status Indicators: emoticon appears next to a user's name.

Speaking Privilege: lets the user know if they have the ability to speak during a presentation.

Video Privilege: lets the user know if they have the ability to broadcast video during a presentation.

Text Chat Indicator: presenter may enable/disable chat for participants.

Promotion Indicator: presenter may promote/demote users to Presenter Status

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Media Bar



Netstats – Green= Good Yellow = Average Red = Poor Grey = No Connection Phone Connection

Volume Meter: Indicates outgoing/incoming audio

TALK Button: Left click or press the ctrl key to speak over a headphone/microphone

Camera Button: Turns off/on the Video

Phone Simulcast: Provide Number and Pin to dial

Options: Advanced Video/Audio Settings

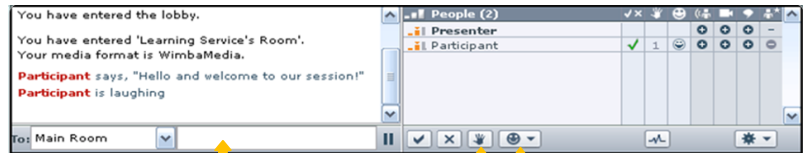
Turns On/Off the Camera
Preview your picture
Make the picture full screen



General Guidelines

Individual Participation

- Raise your hand to ask a question
- Or ask a question via text chat
- Select an emoticon to express feelings.



Text Chat

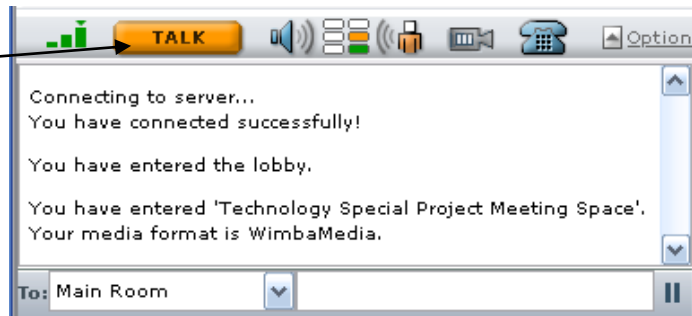
Raise Hand

Emoticon

Voice Input: Microphone

To speak

- Click the Talk Button
- Press the Ctrl key on the keyboard



Audio Tips

- Use headphone with microphone attached.
- Use the phone simulcast as alternative.
 - The number is long distance and will create a charge.
 - Turn off computer speaker when using phone.

Enclosed Audio



Open Audio



Can cause an echo

For additional resources you may download the 45 page Participants Guide from Wimba.

<http://www.wimba.com/services/students/classroom/>