Elluminate User Quick Start Guide

Logging In
- Before logging in, plug in your headset or speakers and microphone (if you have one).
- Go to http://elluminate.gavirtualschool.org/testing/
- Click on the name of your meeting.
- Your meeting will only be accessible via a live link 15 minutes prior to meeting time.

Time ▲	Meeting Name
01/05/2007 07:30 EST - 01/05/2007 08:45 EST	DOE Testing Meeting

- For Login Name, enter your first and last name and the name of your school system in parentheses.
- 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.

Login Name: John Smith (Kennedy County)
Password:

Log In   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.

Hand Raise

Direct Message Text Box

Talk Button

The presentation will view from this screen

Microphone and Speaker gauges. Keep microphone setting to the left as shown above.

Note: During your first session, use the **Audio Setup Wizard** from the **Tools Menu** to configure your microphone and speakers.