Adobe Connect installation and system login
- User Guide –

In order for Adobe Connect to work properly, Adobe Flash and, optionally, Adobe Connect plugin must be installed.
Your browser will decide if Adobe Connect plugin is necessary, but active Adobe Flash is required.
Add-ons can be found under the following links and installed in your main/default browser (the links are for Windows OS):

- https://get.adobe.com/flashplayer/
- http://www.adobe.com/go/adobeconnect_9_addin_win
  (download the ZIP archive, unpack it and run the executable file)

INSTRUCTIONS FOR CONNECTING:

1. After opening the link to the webinar (**https://connect.carnet.hr/fer-alice/**), a page for accessing the Adobe Connect room will appear in your browser (**Internet Explorer/Firefox/Chrome**):

2. Select the interface language by clicking on the flag icon in the upper right corner.
    Note: Due to the web interface bug, each action in this window requires a new click on the flag icon to select the English language.

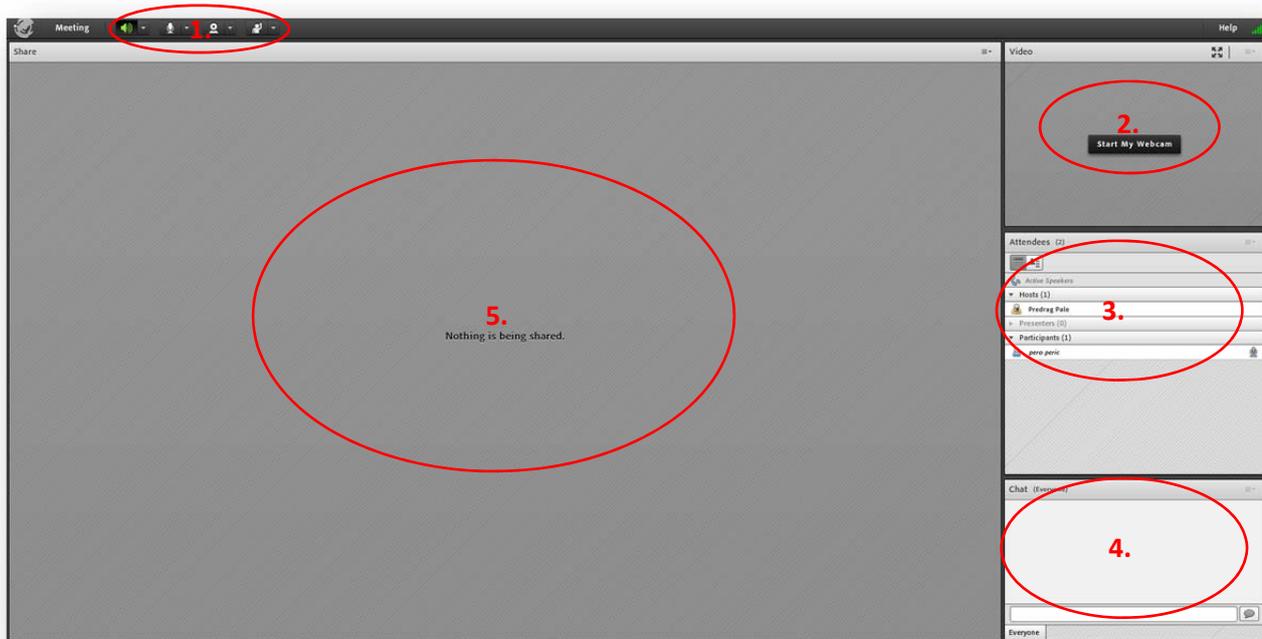3. After selecting the language, click the button "**LOGIN AS GUEST**":
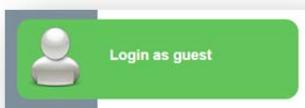
4. In the next window, enter your full name and click "**PRIJAVA**":
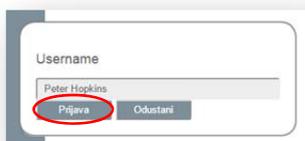
5. After entering your name, the webinar room will load.

6. If you are taken back to the start page, try repeating the procedure, but if you are not successful after a second try, use a different browser.

ADOBE CONNECT`S WEB INTERFACE:

1. **Set-up menu:**
   a. volume (of the other participants)
   b. microphone activation and selection (on your computer)
   c. camera activation and selection (on your computer)
   d. "raise your hand" if you want to let the lecturer know that you have a question or something to say

Additional functionalities can be seen by clicking on the small triangle next to each icon.

2. **Space for the current speaker`s camera**
3. **List of participants**
4. **Space for written questions to the lecturer**
5. **Space for content shared with the participants**

The sound of the microphone and speakers/headphones can be tested by clicking the button "Meeting" in the upper left corner.

PARTICIPANTS` CODE OF CONDUCT:

- Microphone can be activated when the microphone icon appears in the upper left menu during the part of the webinar reserved for participants` questions. After you have asked your question/discussed it, please turn off your microphone by clicking on the microphone icon.
- The same applies to your web camera, if you want to turn it off during your question/discussion.