

ONLINE TUTORIALS – The Virtual Classroom

The virtual classroom (VC) technology will be used for tutorial discussions on a weekly basis during this semester. Some information on the VC should have already been provided to you, you need to familiarise yourself with this technology to become reasonably comfortable with using it prior to the start of the semester.

Your course coordinator will organise a VC session during orientation week. It is highly recommended that you attend this session.

Hardware requirements

To connect to the VC you will require:

- A computer – either a PC-based or Macintosh-based machine
- Internet access
 - There seems to be little difference between broadband and dial up connections other than the speed of the initial connection.
- Minimum of a 56K modem
- A multimedia headset.
 - It must have both earphones and microphone. These are available in computer or variety stores for about \$25.

If you are going to utilise a computer and Internet connection from your workplace, you need to discuss this with your employer. You will also need to establish with your workplace IT department if there are any firewalls that need to be negotiated to allow connection to the VC. If your IT department need further clarification on this, they can contact Sarah Scott on 08 8303 3072 or by email at sarah.scott@adelaide.edu.au.

Logging in to the Virtual Classroom

1. Ensure that you connect your multimedia headset to your computer.
2. Access the internet (connect to your internet provider as per normal)
3. Open your internet browser
4. Into the address bar, enter www.compued.com.au/adeluni to access the classroom.
5. On the 'log in' page, enter your name into the box to the right of 'Name' region; please note that no password is required

Checking that you are wired for sound

Either prior to entering the VC or while you are in the VC, you can check that your speakers and microphone are working.

To check that you are wired for sound:

- click on start
- click programs
- click accessories
- click entertainment
- click sound recorder
- click record and talk into your microphone.

To hear your recording, press play.

If you have any technical difficulties, please refer to the Technical Trouble Shooting Guide or the University IT Help desk.

Conference room etiquette

Please log into the VC 10 minutes prior to session commencement time, to ensure that you have a satisfactory connection and audio is working
Once the session commences, course coordinators will not undertake troubleshooting.

If you have problems with sound, don't forget to use the text box to send messages.

Technical Support

When all else fails, read the instructions and work through the *Technical Trouble Shooting Guide*

If you still have difficulties please contact

- University ITS helpdesk (0800 – 1800)
- Course coordinator (other than during session times)