

Important reminders when using Adobe Connect

Are you listening to this meeting via the phone bridge?
Please mute your computer audio!



To mute your computer audio, look for the green speaker icon in the menu bar in the upper left corner of this room and click the speaker icon to mute the audio

I am not using the phone bridge but I want to say something.
How do I speak for others to hear me?

Show the various steps

- click on the telephone icon,
- select "Using Computer" when the "Join Audio Conference" dialog box appears
- select "Allow" from "Adobe Flash Player Settings" dialog box
- the telephone handle icon changes to a green microphone meaning your voice can be heard by participants.
- Please click on the microphone icon to mute the microphone when you are not talking

Ensuring reliable use of Adobe Connect



Look at the upper right corner of the Adobe Connect room. To the right of the "Help", you should see a green bar meaning you have met the requirements to be able to use Adobe Connect without significant issues.

If you see a different colour, please visit [<url>](#) for more information