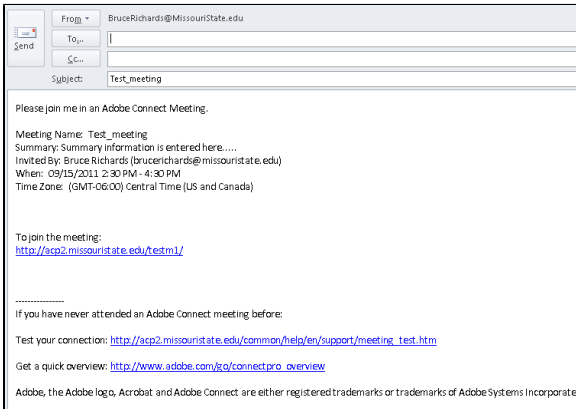


How to Enter a Meeting Room as a Presenter

Step-by-step guide

1. As a Participant to an Adobe Connect meeting you will receive an email with the Adobe Connect link to access the meeting. Otherwise the URL will look like "http://acp3.missouristate.edu/testroom".

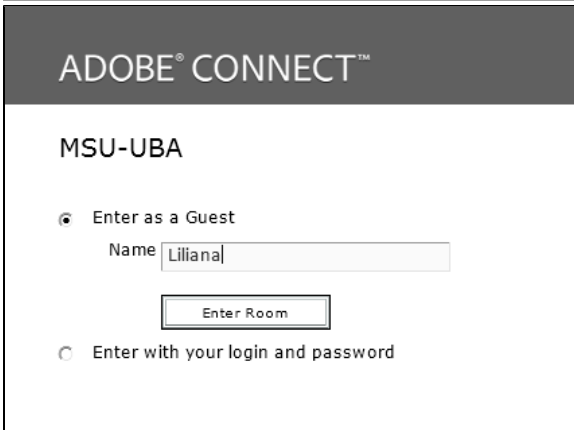
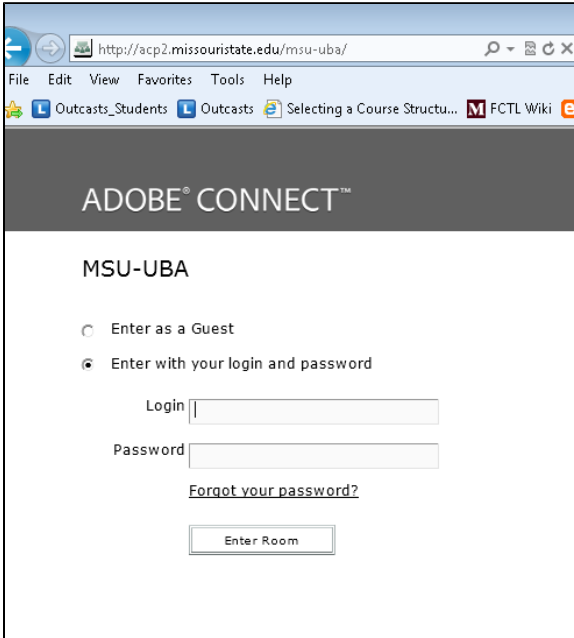


2. Go to the following link to test your computer's system setup: Using the Adobe Connect [diagnostic testing application](#).

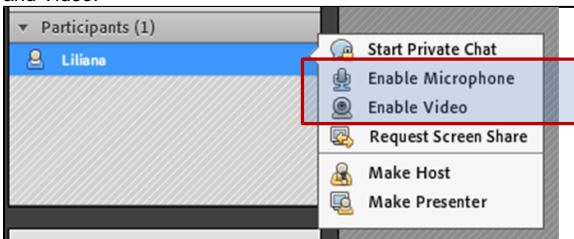
Related articles:

- [How to Self-Enroll in the Graduate College Thesis Course](#)
- [How to Edit an Important Link - File or Image](#)
- [How to Create an Important Link](#)
- [How to Edit an Important Link - Web Page](#)
- [How to Work with the Course Menu](#)

3. Login with your credentials. Otherwise, as a Participant you will choose the option **Enter as a Guest**. Type your *full name* and click **Enter Room**.

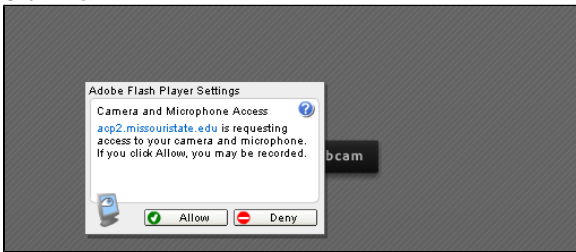


4. Once, in the room, The Host will first promote your role by hovering over your name and click **Make Presenter**. Both your **Microphone** and **Video** will appear allowing to share your Audio and Video.

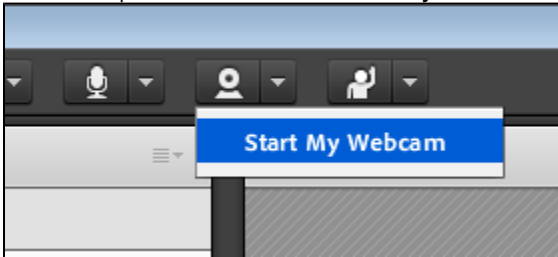


5. Initially the only icons you will have are a Speaker and Set Status icon. Once the host promotes you to a Presenter role, you will see icons for microphone and video appear. Click on the drop down arrow next to the microphone icon and click **Connect My Audio**. (You may not have to do this step, if you see the window pop-up that you see in the next picture). Both icons will change color from gray to green to indicate they have been enabled.

6. Click **Allow**.



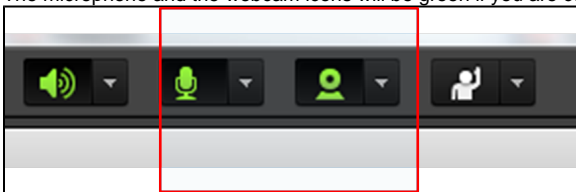
7. Click the drop down arrow and choose **Start My Webcam**.



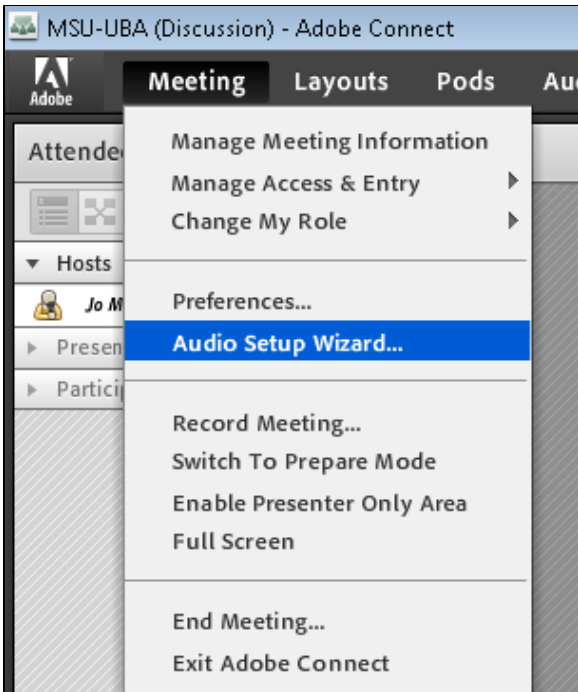
8. Your video will start but only seen by you. Click the button **Start Sharing** to allow Host, Presenters, and other participants to see you.



9. The microphone and the webcam icons will be green if you are connected properly.



10. If you experience a problem with the audio, go to the Audio Setup Wizard (**Meetings > Audio Setup Wizard**) to make sure your computer is set up correctly. If you need further assistance with this step, visit our [Audio Wizard Setup](#) guide.



11. If your computer has problems connecting with the video, click on the **Pod options** button in the Camera and Voice pod to **Select Camera**.

