Wimba Live Classroom—
Wimba is passionate about employing technical innovation to give persons with special needs or physical disabilities equal access to a quality education. Their collaboration software is designed to meet or exceed globally recognized accessibility guidelines, as defined in Section 508 (http://www.section508.gov/) of the Rehabilitation Act (U.S. Government), as well as W3C-WAI (http://www.w3.org/WAI/) and SENDA (http://www.opsi.gov.uk/acts/acts2001/ukpga_20010010_en_1).

Notable examples include:

- Voice-activated video switching
- Real-time closed captioning support
- Closed-captioning preservation
- Playback in full-featured archives
- Telephone-only participation and instruction
- Keyboard-only navigation and interaction
- Accessible content creation software

What do you want to do?
I am the instructor of record for a University of Houston WebCT course. I would like to ....

1. Create a Wimba Live Classroom session to have a live online discussion with my students; -page 5-
2. Enter the Live Classroom session with my students; -page 8-
3. Archive my session so students can view it again at a later time; -page 8-
4. Use other Live Classroom tools and exit the session. -page 8-

Creating a Wimba Live Classroom session

1.1
- Go to http://www.uh.edu/webct
- And log into WebCT Vista

1.2
- Make sure to be in the “Build” tab
- And click on “Basic View”
1.3
- On the left navigation, click on “More Tools”
- Then click on “Live Classroom”

1.4
A window will open underneath the “Live Classroom” link.
- Once it is opened, click on “Create Live Classroom”
1.5
- Add a "Title" for your live classroom session
- Click "Continue"

1.6
- Choose to "Link to a New Room"
- Click "Continue"
1.7

At this point there is an option to add a description and to look through some other settings.

- When ready choose to “Create Room”

1.8

Once the Live Classroom session has been created, a link will be created on your course homepage.

Congratulations! You have successfully created an online live classroom sessions.

Continue the tutorial to learn how to start the session with your students.
Using the Wimba Live Classroom Tool
-A tutorial for UH College of Education faculty/staff-

Entering a Live Classroom Session as the Instructor

2.1
To begin a live session with your students, click on the “Teach” tab.

2.2
- Depending on how your course is organized, look for the Live Classroom icon “” and click on it.

2.3
- Once you have entered the “Live Classroom” area, (if you like) please connect a web camera and/or microphone to have quick conversations with your students.
- If you do not own a web camera or microphone, you can still participate through instant messaging.

2.4
- Once everything is connected, choose to run the “setup wizard”. 

Created by, Velvette Laurence 2009
2.5
- A “Wimba Classroom Setup Wizard” will open.
- Click “Start” and follow the directions.

2.6
- Once the wizard is complete, the window will close.
- Click on “Open this Room” to make it available to your students.
- Once the room is open, you can then click on “Enter this Room” to begin the live session with your students.

2.7
Once you have entered the room, a new window will open.
Please be patient as it loads.
- Once the Live Classroom environment has successfully loaded, you will hear 3 audio clicks.
2.8

Become familiar with the “Live Classroom Tools”

- A) Press and hold down the “Talk” button to be heard and/or seen by everyone in the session. A shortcut is to hold down the “Ctrl” button on your keyboard.

- B) Volume Settings

- C) Video chat. To turn on your video capabilities, make sure to open the eye icon “

- D) List of participates in the online live classroom discussion.

- E) Instant text messaging area
Archiving the Live Classroom Session

3.1
- While in the Live Classroom session, click on the “Archive” button to begin recording.

To keep record of all instant text messaging for the session,
- click on the “🌟” icon
- and choose to “Start Chat Log”

Using other Wimba Live Classroom Tools & Closing the Session

4.1
A) Web - Click on the Web button to share a URL website link with your students. Once the link has been sent, an internet browser will automatically open for your students.

B) eBoard - When chosen, a set of tools will appear on the left side of the classroom session. The tools can be used as an interactive white board.

C) Share - The share option allows the instructor to share their desktop with students. Anything that is seen on your desktop can be followed by students.
Using the Wimba Live Classroom Tool
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4.2
- Once the online live classroom discussion is over, click on “Exit” to close the video/chat program.

4.3
- Lastly, make sure the archive is available to students by clicking on the “Access” icon.

Once the icon has been clicked it will turn green.

Congratulations! You have now completed this tutorial.

If you have any questions regarding the content of this tutorial please contact WebCT (http://www.uh.edu/webct) or the CITE Lab Help desk (713-743-9833).