Adobe Connect Quick Start Guide: Setting up your PC

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Adobe Connect only requires a standard web browser (e.g. Internet Explorer, Firefox, Opera or Safari) with the commonplace Adobe Flash plug-in, so for almost everyone there will be no need to download and install any additional software. It works on Windows PCs and Apple Macs.

Online support pages: http://www.soton.ac.uk/isolutions/computing/elearn/adobeconnect

Connecting a headset

A headset is a set of headphones with a microphone attached. You will need one of these to listen and talk; you can buy one for as little as £5 but we recommend spending around £25 on ones that use a USB connection, for example the Logitech Clearchat range. The digital connection provides much better sound quality.

We do not recommend using a stand-alone microphone and speakers – you often get terrible feedback or echo.

Many modern laptops have integrated microphones, speakers and webcams that are designed for use with web-based communications, in which case you may find that a headset is not needed.

Make sure you have tested your headset so you are confident that it works before your first meeting in Adobe Connect. If you can't hear anything, make sure that your headset is plugged in correctly. If your headset has a 'mute switch' or volume control, make sure these are set correctly.
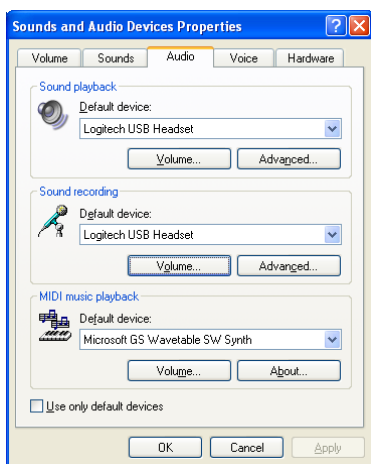
Windows XP: you may need to adjust the **Sounds and Audio Devices** control panel. Use the **Audio** tab to make sure that the correct device is selected and that the playback and recording volumes have been set correctly and that the playback volume has not been muted

Windows 7 or Vista: use the equivalent **Audio** control panel to check Playback and Recording devices and volumes.

Apple Mac: use the **Sound** System Preferences panel and check the Input and Output tabs.
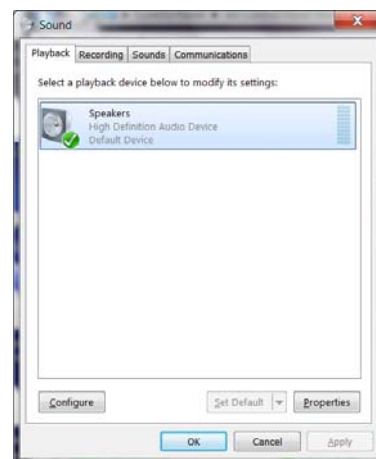

Connecting a webcam

A webcam is not essential, but you can use one if you know that it works (perhaps because you already use it for video chat using Skype or MSN).

Installing the Adobe Connect web-browser add-in

If you want to use Adobe Connect with a web-cam or if you want to share your screen, you will need to download and install the Adobe Connect add –in for your web browser. This literally takes a few seconds and you will only need to do it once on your own PC – it will be automatically used in future meetings.
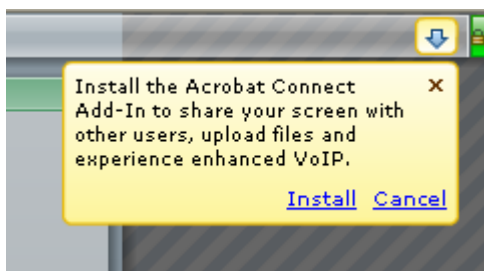
When you first log in to Connect you will see this message in the top-right corner of the screen. Click **Install** and within a few seconds the add-in will be installed and you will be reconnected.

Click the blue arrow above it to redisplay the message – it will hide itself after a few seconds.

You will also see this message if you haven't installed the add-in and try to share your screen. Again, just click **Install**.

Note that installing the add-in during a meeting will mean that you have to re-enable your microphone and/or webcam by clicking the button in the **Video and Audio pod**.