



How to participate in an iConnect web conferencing session

1. Go to: www.iconnect.eq.edu.au

You can also go through the Learning Place home page: www.learningplace.eq.edu.au and select web conferencing from the Quick Links drop down menu (top left corner of screen).

2. Find your iConnect session

Select the session name listed under the **Meeting Name** column. The session you wish to join may not be listed on the first page of sessions. You may have to click on a subsequent page number find the session. You can also manipulate the session display by clicking once on column titles.

Address: <http://iconnect.eq.edu.au/>

Queensland Department of Education and Training

iConnect Manager
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Queensland Government

User ID:
Password:

Meetings Recordings Help

Meetings for 19-May-2009 00:00 EST to 19-May-2009 23:59 EST
(meeting times shown in Eastern Standard Time (Queensland))

Time ▲	Meeting Name	Created By	Pwd?	Seats
01-Jan-2009 01:00 EST - 31-Dec-2009 22:00 EST	The DET Sandpit	Robert Rodgers		0
01-Jan-2009 07:00 EST - 31-Dec-2009 23:45 EST	DET Illuminate Configuration	Robert Rodgers		0
02-Jan-2009 13:00 EST - 31-May-2009 23:00 EST	Titans Training Room	Bob Rodgers		0
12-Feb-2009 08:00 EST - 11-Dec-2009 17:30 EST	Ollie Up Meeting	Zoe Wilkins		0
13-Feb-2009 09:00 EST - 31-Dec-2009 10:00 EST	EAP Validation	Enola Macnevin		0
26-Feb-2009 07:00 EST - 31-Aug-2009 12:45 EST	Online Cartooning Team Meeting	Hazel ORR		5
26-Feb-2009 13:30 EST - 26-Dec-2009 14:30 EST	CSDE Senior school	Carmel Mayer		15
26-Feb-2009 16:00 EST - 18-Dec-2009 17:00 EST	Skills For the Smart Classroom Virtual Room	Reeve Waugh		0
26-Feb-2009 16:30 EST - 18-Dec-2009 17:30 EST	DDS ICT Room	Reeve Waugh		0
07-Mar-2009 10:00 EST - 30-Jun-2009 12:00 EST	CSDE Practice	Jim Buzacott		15

Today | This Week | This Month | This Year

(1) 2 3 4 5 6 7 > >>

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3. Enter your login details

Key in your actual name (eg Sally Smith) in the **Login Name** box and the session password provided by your iConnect moderator in the **Password** box. Select **Log In**.

Department of Education and Training
iConnect Manager
Queensland Government

19-May-2009 12:18 EST

Meeting Name: **The DET Sandpit**
Meeting Start Time: **01-Jan-2009 01:00 EST**
Meeting End Time: **31-Dec-2009 22:00 EST**

If you did not receive a login or a password from the meeting creator, simply type in your first and last name for Login Name, leave Password blank, and click "Log In"

Login Name:
Password:

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4. Your screen will display the following message.

Your meeting download should start shortly. If it does not, [click here](#) to manually start the meeting.

Meeting Details - The DET Sandpit

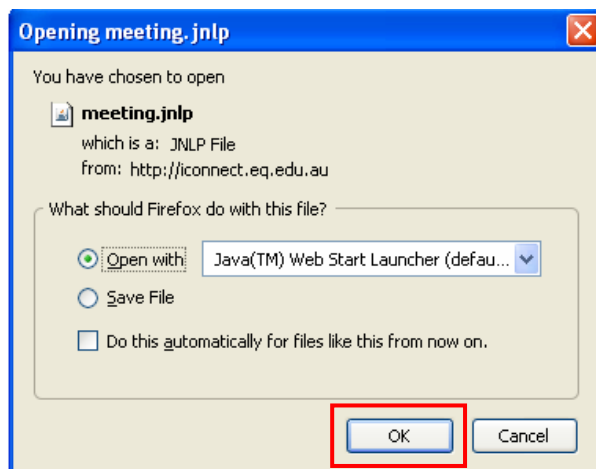
Start Date and Time: **01-Jan-2009 01:00 EST**
End Date and Time: **31-Dec-2009 22:00 EST**

To return to today's schedule [click here](#).

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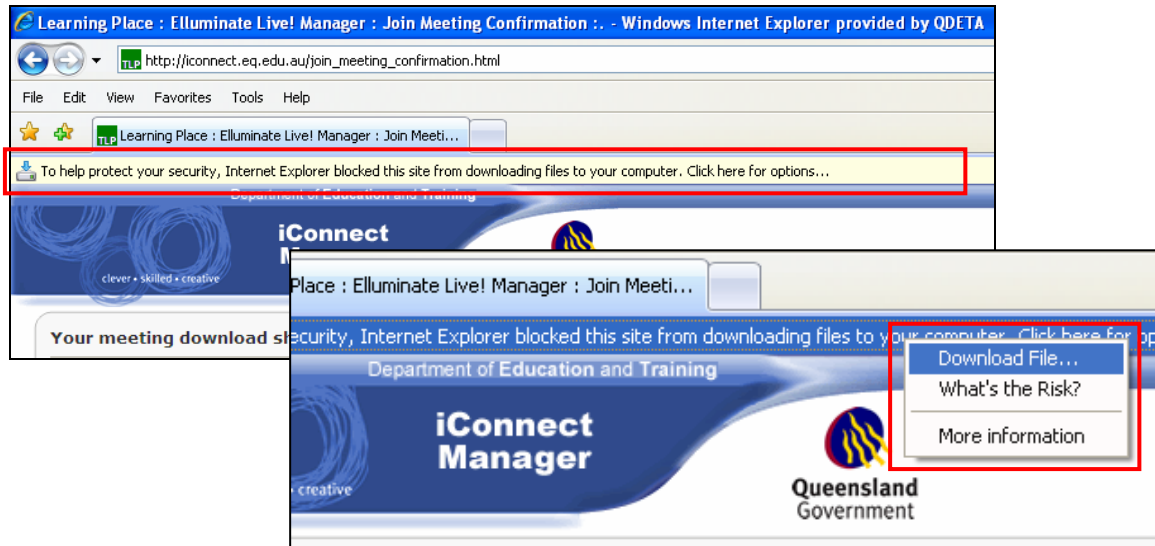
5. Depending on the type of internet browser you use, you may be prompted in a different way to start the Java applet for the program.

Firefox browser: Select **OK**



SMART Classrooms

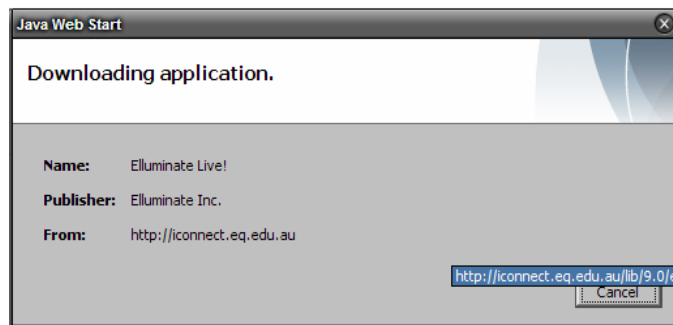
Internet Explorer browser: Click on the bar and select **Download File...**



6. Java will then start: please be patient.



7. If this is your first time joining a session, the web conferencing software will need to download and you will see a window like this appear.

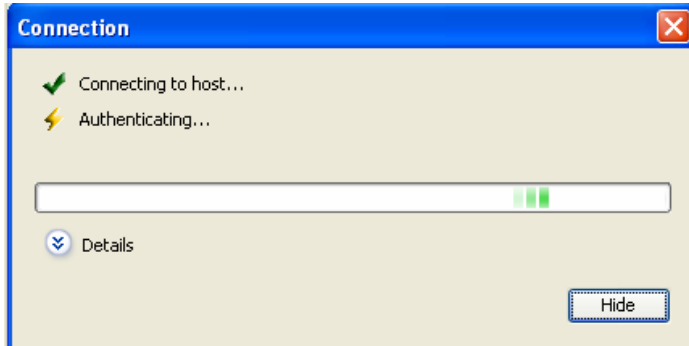


8. The Web Conferencing software will then open.



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The software will then connect to the server.



9. You will then be asked to specify your connection. In an EQ environment choose the 'LAN' option.



10. You will then be logged into the session.

