



Getting Started with Elluminate *Live!* for Moderators

As you prepare to host your first Elluminate session, we want you to have all the resources you need. Follow these steps to ensure a great Elluminate experience.

Step 1: Getting Ready

- Make sure the computer on which you will host your Elluminate *Live!* session is connected to the Internet and satisfies the minimum system requirements listed on the Elluminate website: http://www.elluminate.com/support/min_requirements.jsp.
- Have a microphone and speakers and find a quiet, comfortable place to host your session.

Step 2: Installing the Required Software

Go to <http://www.elluminate.com/support> and the "First Time Users" section. This page checks if you have Java Web Start installed. If not, follow the online instructions. Note that the installation of Java Web Start is a one-time process that can take up to 40 minutes on a 28.8K (less if your Internet connection speed is faster). Please allow sufficient time to complete the download and installation before your first session. In the "First Time Users" section, click on **Configuration Room** to test your connection and to configure your audio using the Audio Setup Wizard.

Step 3: Contacting Technical Support

If you encounter any problems along the way, visit our Technical Support Portal at <http://www.elluminate.com/support-portal/> where you can search our knowledge base for a solution. You can also contact our Help Desk by phone or by submitting an online ticket.

Step 4: Learning More About the Moderator Features in Elluminate *Live!*

Elluminate's Training page at <http://www.elluminate.com/support/training/> provides key resources for Moderators to learn more about Elluminate *Live!* Our training page provides:

- A schedule of live training sessions for moderators. Sessions are hosted in three parts – Part 1: Getting Started With Elluminate *Live!* For Moderators, Part 2: Next Steps With Elluminate *Live!* For Moderators, Part 3: Advanced Tools In Elluminate *Live!* For Moderators
- Recorded training sessions and user guides are also available so that you can review key features and concepts at any time.

Step 5: Getting Your Own Elluminate vRoom

Sign up for your own vRoom from <http://www.elluminate.com/vRoom>. This is a great way to practice and learn more about the features in Elluminate *Live!*. Invite a friend or colleague to join you or have two computers side-by-side as you experiment with the features.

Step 6: Join the Elluminati!

Join our user community, The Elluminati to meet other Elluminate users and share best practices from <http://www.elluminate.com/community/elluminati.jsp>.