

## Elluminate Set-Up and Login Directions- Windows

**NOTE: you must have Java installed on your computer in order to use *Elluminate*.** Java is a free download from the Internet but you may need a technician with administrative rights if you are working from a school/work computer. If you need to check your computer's Java set-up please go to: <http://www.java.com/en/download/installed.jsp?detect=jre&try=1>.

### Computer Set-Up

- 1) Plug your computer headset/microphone into the computer (you may also have a webcam/speakers set-up). Make sure it is working properly. For Windows users, go to Control Panel – Sounds and Audio Devices and make adjustments if needed. If you do not have a microphone you can still communicate with other participants through the “chat” but you must have speakers to hear the audio.
- 2) Visit the *Elluminate* Support website: <http://www.elluminate.com/support/> and complete Steps 1-3.

Step 1: Java software check: The website will automatically check your computer and tell you if you have Java installed. If it is not installed on your computer, please follow installation steps.

Step 2: Complete your setup: Go to the Configuration Room to test your connection and configure your audio. You must have your headset/microphone installed **before** going into the Configuration Room. If there is a problem getting into the Configuration Room, your school may have the website blocked.

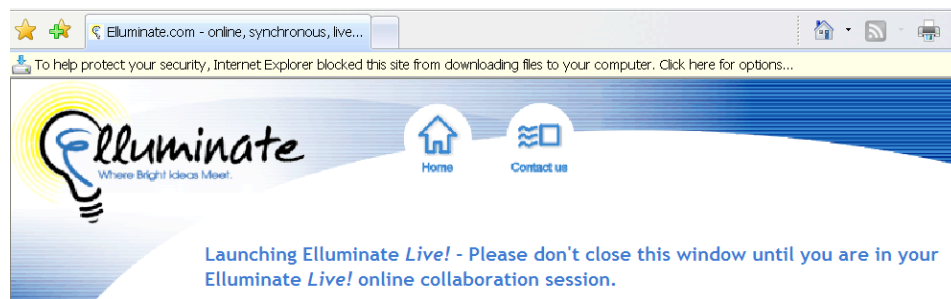
Step 3: Learn more about *Elluminate* Live: The website provides three resources to help you become familiar with the *Elluminate* tools. You may want to print and have a copy of the Quick Reference Guide with you during the session.

### Logging In (complete at least 20 minutes before the session)

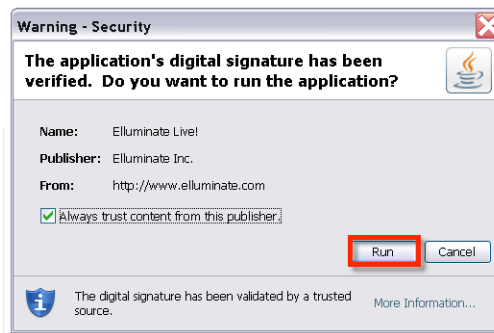
- 1) Plug your computer headset/microphone into the computer. Make sure it is working properly.
- 2) Open an Internet browser (Internet Explorer, Firefox, etc.) and make sure that **pop-ups are allowed** for this site. **Click on the participant link you were provided to launch the session.**

If nothing seems to be launching, watch for a message near the top of the window and allow pop-ups for the site.

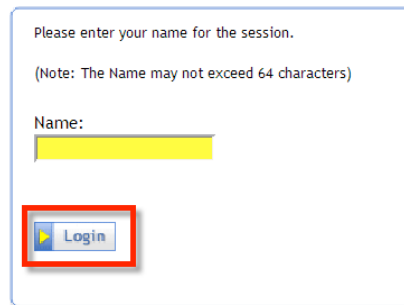
- 3) If you have accessed the session before, you may receive a Windows security warning at the top of the window (see image below). Click on the notification and select Download file.. from the dropdown menu.



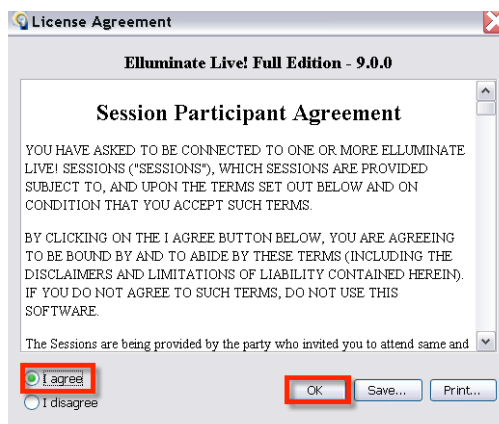
- 4) A Java Web Start window will come up and start installing the application. This should take only 1-2 minutes depending on your Internet connection. You will then see a Warning-Security dialog box. Click on the Run button.



4. A new dialog box will open. Enter your first and last name in the **Name:** field and click the **Login** button.



5. A new License Agreement dialog box will open. Select I agree and the click on the OK button.



6. Select Connection Speed from the list- you most likely will enter modem, Cable/DSL, or LAN (if logging in from a school network). You are now ready to start!

### Technical Help

- 3) If you are having difficulty setting up *Elluminate*, you can contact *Elluminate* support through a toll-free number (866-388-8674, option #2). Please contact your instructor if you are still having problems accessing *Elluminate*.