

Enter your course site in eLearning.



You are here: [Home](#) > [Home](#) > [Free-form Content](#)

Portal

Home

Find a Class

Add a Page



Context Manager



Copy Courses



Quick Links

My Pages

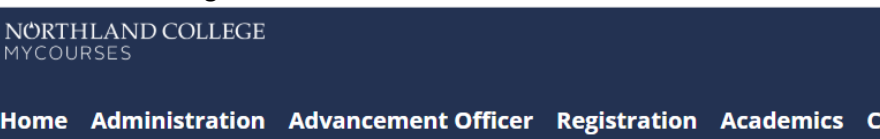


My Courses



ART 492 S1 - Internship

Click on “Add a Page”.



You are here: [Academics](#) > [Art - ART](#) > [Internship](#) > [ART 492 S1 - Internship](#) > [Overview](#) > [Course Organizer](#)

ART 492 S1 - Internship

Overview

Roster

Coursework

News and Announcements

Resources

Discussion Forum

Course Calendar

Syllabus

Chat

Gradebook

Attendance

Course Information

Add a Page



Course Manager



Copy Courses



Course Organizer

ART 492 S1 - Internship

Course Overview



Next Event

There is no next event.

Unit in detail



[Add unit content](#)



[Calendar](#)

Choose “Online Meetings”.

Add a new page

in ART 492 S1 - Internship

What feature would you like on your new page? (If you're not sure, just pick one that sounds good and give it a try - it can't hurt to experiment!)

Name this page

You can optionally provide a name for this page or we'll make one based on the feature you select.

Essential features

These popular features are useful almost everywhere



Blog

This lets you post text and images. It's one of the most versatile page types, and can be used for blogs, campus news, course announcements, or just about anything else.



Bookmarks

This lets you share a collection of links, either to other pages on the Portal or elsewhere on the internet.



Calendar

This lets you keep a calendar of events. You can also subscribe to calendars from other pages and see their events alongside yours. In a course you'll automatically see course sessions and assignment due dates.



Chat

This lets you have a real-time chat room.



Forums

This gives you and your visitors a robust threaded discussion forum. It has settings to support whatever type of discussions you want, whether moderated formal conversations, or informal off-topic chats, or both side-by-side.



Free-form Content

This lets you display static text and/or images. It's great for providing information, an introduction, an image gallery, or any other set-it-and-forget-it content.



Handouts

This lets you upload files for your visitors to download and use.



Online Meetings

This lets you host online meetings, complete with voice chat, participant web cams, and slide & desktop sharing.



Roster

This shows the names and pictures of everyone who is a member of this area of the portal. It also provides an easy way to email some or all of the group.

You will now see a page titled “Online Meetings” in your course’s eLearning site.

Home Administration Advancement Officer Registration Academics Courses &

You are here: [Academics](#) > [Art - ART](#) > [Internship](#) > [ART 492 S1 - Internship](#) > [Online Meetings](#)

ART 492 S1 - Internship

Overview

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Online Meetings

Need to meet?

[Start a new online meeting now](#)

[Schedule a meeting for later](#)

[Who can join my meetings?](#)

[Add an introduction](#)

No scheduled meetings at this time.



Online Meetings?

Not sure what these are or what you

can do with them?

[Read about them here](#)



[View global meetings](#)

You will now need to allow students to have security permissions to view the “Online Meetings” page. Begin by clicking on the wrench icon from within the “Online Meetings” page.

Online Meetings



Need to meet?
[Start a new online meeting now](#)

[Schedule a meeting for later](#)
[Who can join my meetings?](#)

Then choose “Access”.

Online Meetings

Preferences **Access** Options Settings MoxieManager

Click on “Students”.

Online Meetings

Access

Use this screen to set who can see this page and what they can do here

Members of ART 492 S1 - Internship

This is where you define who can see this page, and what they can do here. Choose a role on the left to show or hide the page to members of that role.

For those who you allow to see the page, you can also adjust the permissions they have for interacting with the page.

Choose one to adjust access
<input checked="" type="radio"/> Faculty
<input type="radio"/> Students

Need more options? You can add new people (or group current people) by [adding a new role](#)

Click on “Hidden” and it will change to “Visible”.

Members of ART 492 S1 - Internship

This is where you define who can see this page, and what they can do here. Choose a role on the left to show or hide the page to members of that role.

For those who you allow to see the page, you can also adjust the permissions they have for interacting with the page.

Choose one to adjust access	
<input checked="" type="radio"/> Faculty	
<input type="radio"/> Students	<div><p><input checked="" type="radio"/> Students can't see this page</p><p>Is Online Meetings page meant (and ready) for Students?</p><p><input checked="" type="radio"/> Hidden this page is currently HIDDEN</p></div>

Members of ART 492 S1 - Internship

This is where you define who can see this page, and what they can do here. Choose a role on the left to show or hide the page to members of that role.

For those who you allow to see the page, you can also adjust the permissions they have for interacting with the page.

Choose one to adjust access	
<input checked="" type="radio"/> Faculty	
<input type="radio"/> Students	<div><p><input checked="" type="radio"/> Students can see this page</p><p><input type="radio"/> Always show this page</p><p>Is Online Meetings page meant (and ready) for Students?</p><p>Visible <input checked="" type="radio"/> this page is currently VISIBLE</p><p><input type="radio"/> No Allow this role to manage this page. Add & remove features. Set page & feature level permissions.</p><p>In Online Meetings they can:</p><p><input type="radio"/> No <input checked="" type="radio"/> Can Manage Meetings</p></div>

From here, click on “Back to Online Meetings” to return to the “Online Meetings” page.

Online Meetings

Access

Use this screen to set who can see this page and what they can do here

Members of ART 492 S1 - Internship

This is where you define who can see this page, and what they can do here. Choose a role on the left to show or hide the page to members of that role.

For those who you allow to see the page, you can also adjust the permissions they have for interacting with the page.

If you wish, you can add an introduction to your “Online Meetings” page:

Online Meetings

Need to meet?

[Start a new online meeting now](#)

[Schedule a meeting for later](#)

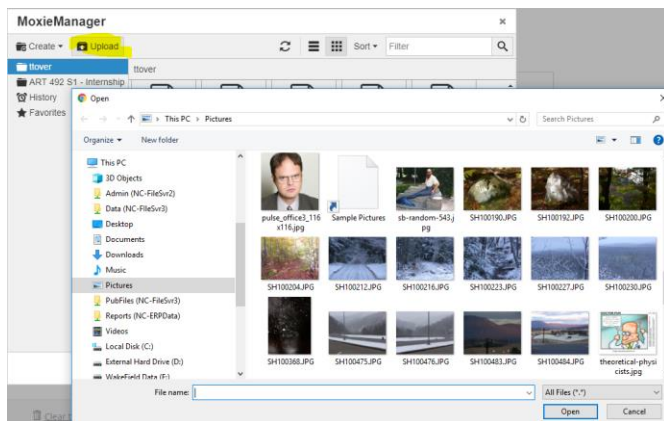
[Who can join my meetings?](#)

[Add an introduction](#)

No scheduled meetings at this time.

To use an image in the introduction:


nstructions



Introduction/Instructions

Verdana 11pt

B *I* U A B G M C K

 "I got a rock." - Charlie Brown

6 WORDS

[How Do I Use Images](#)

Choose File No file chosen Add

Save Cancel [Clear this introduction](#)


This is what the “Online Meetings” page will then look like:

Online Meetings

Need to meet?

[Start a new online meeting now](#)

 [Schedule a meeting for later](#)

 [Who can join my meetings?](#)



"I got a rock." - Charlie Brown

 [Edit this introduction](#)

No scheduled meetings at this time.



Online Meetings?

Not sure what these are or what you can do with them?


[Read about them here](#)

To schedule an online meeting, click on “Schedule a meeting for later”.

Online Meetings

Need to meet?
[Start a new online meeting now](#)

[Schedule a meeting for later](#)
[Who can join my meetings?](#)



"I got a rock." - Charlie Brown

[Edit this introduction](#)

No scheduled meetings at this time.

? Online Meetings?

Not sure what these are or what you can do with them?

[Read about them here](#)

Give the meeting a name, a description if desired, and a start date/time. If you wish, you can also elect to record the entire meeting, require a password to enter the meeting, and require the password to watch the recording. When finished, click on “Schedule this meeting”.

Schedule a meeting









Meeting name:

Test

You are currently using the Free Tier version of Online Meetings. If “Record this entire meeting” is selected or “record” is enabled within the meeting, recordings will be deleted after 7 days once the meeting has ended.

Description:

Verdana 11pt **B** *I* U **A** *A* *I* *X*




This is a scheduled meeting.

5 WORDS

Start time:

3/13/2020 12:30 PM

Options

- ☒  Record this entire meeting
- ☒  Require a password to join the meeting: Password
- ☒  Require this password to watch the recording as well

You'll have options for publicizing this meeting once you have scheduled it.

[Schedule this meeting](#)

[Never mind, don't schedule a meeting](#)

Back on your “Online Meetings” page, your future meetings will be listed. To send out a link to the meetings to your students, click on the meeting name(s).

Online Meetings

Need to meet?


[Start a new online meeting now](#)

 [Schedule a meeting for later](#)

 [Who can join my meetings?](#)



"I got a rock." - Charlie Brown

 [Edit this introduction](#)

Future Meetings

Today, 12:30pm **Test**  This meeting will be **recorded**

Today, 2:25pm **Test 2**



Online Meetings?

Not sure what these are or what you can do with them?

[Read about them here](#)

Click on “Send an Email”.

Online Meetings

Test

[Back to the list of meetings](#)

This meeting is

 [Edit](#)  [Delete](#)

Friday, March 13 at 12:30 PM
([Start the meeting now instead](#))

Description

This is a scheduled meeting.

 This meeting requires a **password**

Get the word out about the meeting



**Send an
Email**



**Add it to the
Calendar**



**Announce it in a
Blog Post**

[Back to the list of meetings](#)

A pop-up window will appear to edit the email about the meeting. You will need to check “Students” to send the email to the students in your course. The subject and body of the email will automatically contain the meeting name, date, time, the link to join, and the password (if applicable). You can elect to edit the subject and body of the email if you wish. When finished, click “Send this email”.

Back on your “Online Meetings” page, 15 minutes before your meeting is scheduled to start, the blue area will contain the link to start the meeting.

Online Meetings

The **Test** meeting is scheduled to start at 12:30 PM

[Start that meeting now](#)

[Start a new online meeting now](#)

[Schedule a meeting for later](#)

[Who can join my meetings?](#)



"I got a rock." - Charlie Brown

[Edit this introduction](#)

Future Meetings

Today, 2:25pm [Test 2](#)

Online Meetings?

Not sure what these are or what you can do with them?

[Read about them here](#)

Instructions from this point onward can be found in the tutorial videos at <https://bigbluebutton.org/html5/>.