Adobe® Connect™ Mobile 2.0 Getting Started

for hosts and presenters using mobile phones
Getting Started for Hosts and Presenters

This guide is additive to the Participants guide, and only includes *extended capabilities available to Hosts and Presenters*.

Use this Getting Started guide if you plan to use the Host and Presenter capabilities of Adobe® Connect™ Mobile from a smartphone device.

View the Getting Started guide for Participants to learn about the general features of Adobe® Connect™ Mobile.
Adobe® Connect™ Mobile: Enter Server URL

Enter Meeting URL

http://my.adobeconnect.com/khsinghin

http://my.adobeconnect.com/gsacm2020

Tap to type the **URL** for your meeting, or select from the list of meetings you’ve attended previously.

Tap NEXT.
Select **Member** if you have an Adobe Connect username and password combination.

Tap ENTER to continue.
Adobe® Connect™ Mobile: Control Guest Entry to the Meeting

The **Notification** button appears when one or more guests are requesting entry to a restricted meeting.

TAP to see the Notification details.

Hosts control guest entry to the meeting.

Tap the guest’s name and then tap **Allow** or **Deny**, as necessary.
Tap the **Share** icon, click **Start Sharing**, and select a available document from the **Share History** list.

This list displays the last five documents shared in this meeting, that are supported for sharing from mobile.
When you’re sharing content as a host/presenter, you can perform the following actions:

- Advance slides and animations
- Sync/Unsync viewing of content
- Stop/Start Sharing
Employee Benefits

- As a new employee of Meridien, you will have access to several employee benefits including:
  - Healthcare / Insurance
  - Telecommuting
  - Child Care
  - Time Off
  - Retirement Plan

Tap an arrow icon or swipe the slide to move to the next / previous slide or page.

Tap the arrow icons to trigger animations within the slide.
Adobe Connect Mobile View: Turn Sync On and Off

Most presentations are in ‘Sync’ by default. Everyone in the room sees the same content. SYNC in blue indicates Sync is on.

• TAP SYNC to allow participants to browse through slides or documents independently.
• TAP SYNC again to force everyone to view the same content page you as the Host or Presenter.

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Adobe Connect Mobile View: Attendee Pod Controls

TAP to select a user in the Attendee Pod. Controls displayed vary, depending on the capabilities of the user's device. The white number beside the Attendee icon indicates the total number of people in this meeting. Hosts on smartphones may control others' Role, and may initiate Private Chat:

**Change Roles:** Host, Presenter, or Participant.

**Start Private Chat:** available to all meeting attendees when enabled.
You can review and edit the meeting notes in the Notes Pod.

TAP within the Notes Pod to bring up a virtual keyboard and TYPE text.
During the meeting a co-Host working on a desktop or laptop computer can change **Layouts**.

Mobile Hosts and Presenters can tap a pod in the layout to maximize it.
Adobe Connect Mobile View: Raise hands

Connect Mobile displays a handy summary of how many attendees have raised their hands. The participants with raised hands can then be given rights to speak, or asked to submit their question through chat.
Adobe Connect Mobile View: Stop Sharing

As a new employee of Meridien, you will have access to several employee benefits including:
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TAP STOP SHARING to turn off sharing the current presentation.

Participants see a message **Nothing is Being Shared.**
Hosts may choose to Log Out of the meeting, Exit the app, or END MEETING to remove all users from this meeting room.