

General Instructions for the use of Big Blue Button: Web Conferencing


Dear Students

Login to:

<http://bbb.vu.edu.pk/demo/create.jsp?action=invite&meetingID=Professor%27s+meeting>

Follow the steps given below:

1. Create Meeting and enter your name



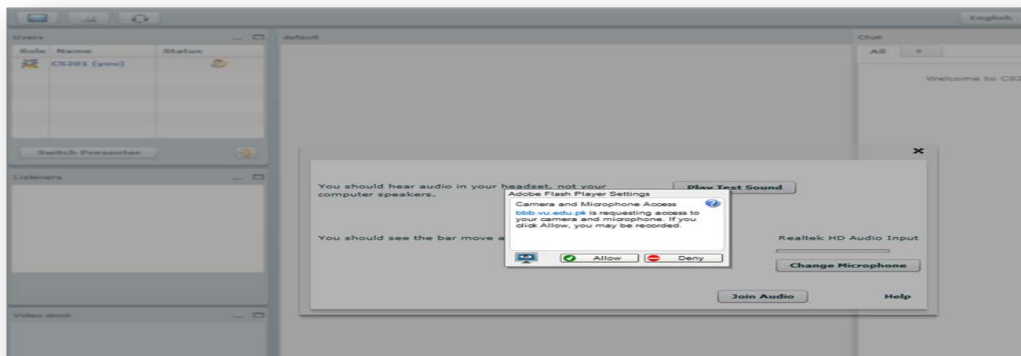
The screenshot shows the 'Create Your Own Meeting' page. At the top is the LMS Web Conferencing logo. Below it are navigation links: [Join](#) | [Join Selected](#) | [Join Password](#) | [Join & Upload](#) | [Join & Upload \(URL\)](#) | [Record](#) | [Records \(Matterhorn\)](#) | [Create](#) | [Activity Monitor](#). The main heading is 'Create Your Own Meeting'. Below this is a form with a text input field labeled 'Step 1. Enter your name:' and a 'Create meeting' button. A message on the left says 'Create your own meeting.' At the bottom, a small note states: 'These pages use the [BigBlueButton API](#). The source code for these pages is available [here](#).'

2. Join Meeting (click the given link)



The screenshot shows the 'Meeting Created' page. The heading is 'Meeting Created'. Below it is a message: 'CS201's meeting has been created.' To the right, 'Step 2. Invite others using the following link (shown below):' is followed by a text box containing the URL: `http://bbb.vu.edu.pk/demo/create.jsp?action=invite&meetingID=CS201%27s+meeting`. Below this, 'Step 3. Click the following link to start your meeting:' is followed by a blue 'Start Meeting' link. At the bottom, a small note states: 'These pages use the [BigBlueButton API](#). The source code for these pages is available [here](#).'

3. Press "Allow" button to enable Camera and Microphone settings for video and voice utility during conference.



4. Use “Start Meeting” link to start meeting session and it will leads to conference area, where joined students, white board, chat board and other related sections are available.



- Before going to launch Big Blue Button: Web Conferencing, you must read the user guide and follow the instruction carefully.
- Post your complete name and university roll #.
- Medium of communication is English, if there is necessity then ask question other than English language.
- Duration of the language class will be 1 hour.
- Be punctual, no extra time will be given.
- Ask to the point and relevant question related to current lesson
- Avoid ambiguous and unclear questions
- Be quiet when someone is speaking on the microphone.
- Listen attentively when you are not the speaker
- Ideally only one person should speak at a time
- Don't interrupt during the response.
- Wait until the resource person remains free.

Now, put on your seat belts and get ready for a fun ride.

Best of Luck!