

General Information: If a presenter has not used the Computer Lab instructor station after August 1st of 2013, it is necessary to complete the following steps to take advantage of the “SchoolVue” software for its screen sharing capability. This initial setup is usually done in-person with Education Center staff (Alison Kwiatkowski). However, the steps are documented here in case a face-to-face meeting is not possible. The initial setup described in this document typically only needs to be done once to configure the software.

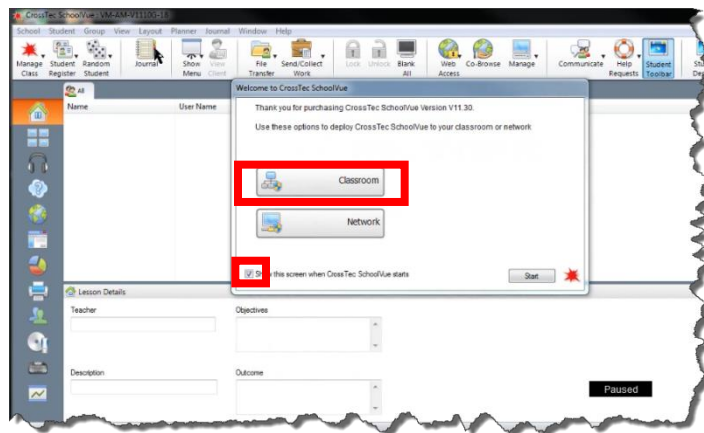
There are two software options that can be used to place an instructor’s computer screen onto the student computer stations: SchoolVue and Adobe Connect. This document focuses on using the SchoolVue software.

SchoolVue Initial Setup:

Login to the computer on the Instructor Station using your Gatorlink username and password. Then, double-click the “CrossTec SchoolVue” icon to launch the software (shown to right.)



Uncheck the box next to “Show the screen when CrossTec SchoolVue starts” and then click on the **Classroom** button.

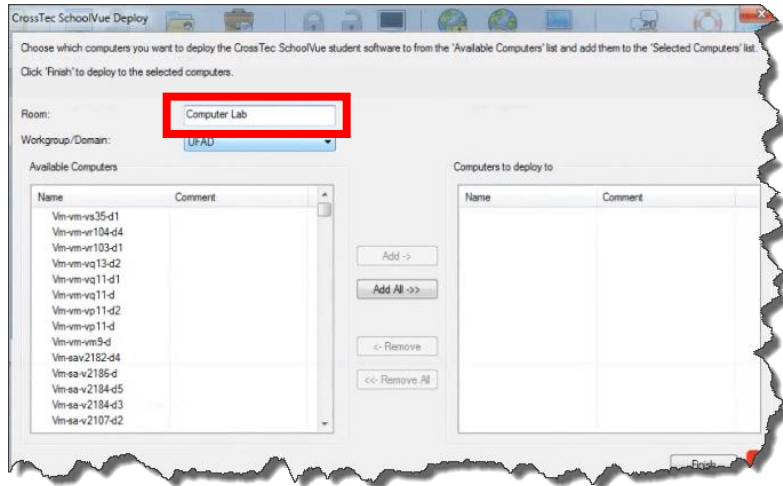


If this message appears, please disregard it and click the **OK** button. You may need to click **OK** button twice if the box appears again.

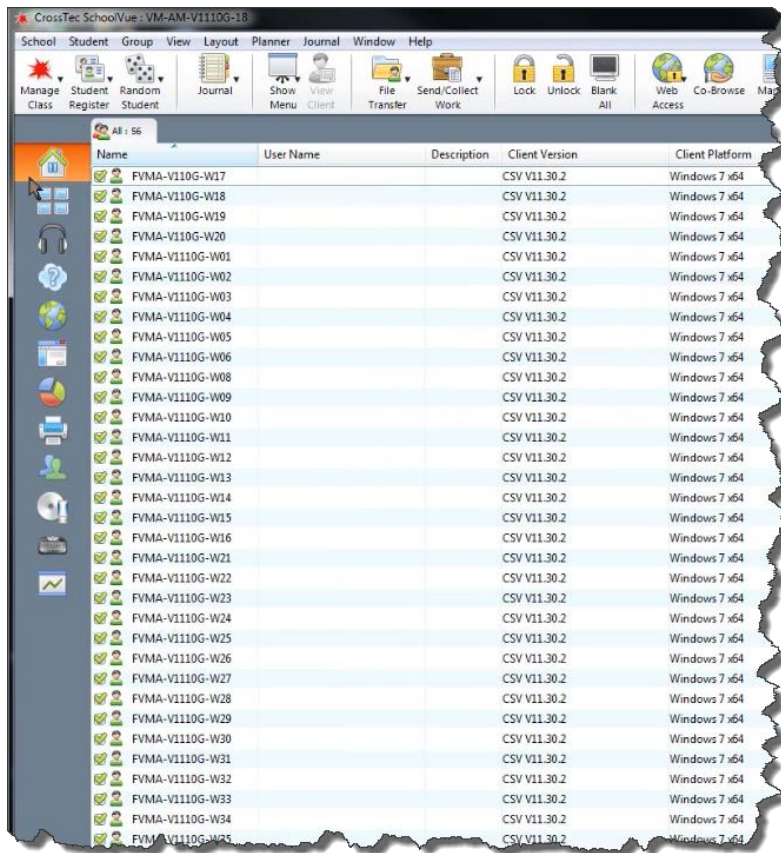


Type “Computer Lab” into the Room: field and the press the enter key. This step ensures that the instructor station properly connects with the computers in this space.

A message will appear indicating that the system is finding the computers in the room.



A screen similar to the following should then appear, listing 40 student computer stations:



If a screen similar to the above appears, the initial setup is complete. From this point forward, a presenter only needs to double-click on the “CrossTec School Vue” and press “F5” to refresh the room list each time he or she uses this software.