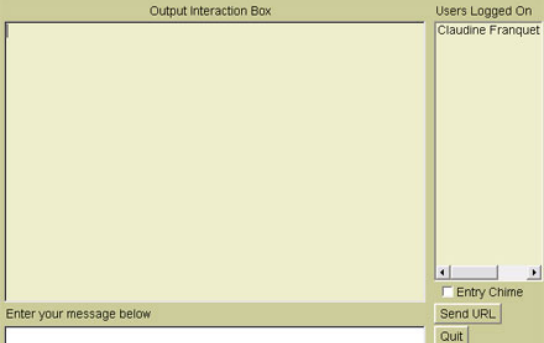





Chat Rooms

<p>Chat Rooms</p> <p>The chat room in WebCT is a place where people can talk to each other in real time (everyone has to be there at the same time).</p> <p>Please note: The chat rooms are recorded. This means that a log is kept of everything that is said in the chat room.</p> <p>Your instructor can go back and read the conversation that occurred in that chat room even after everyone has logged off.</p> <p>There are six different chat rooms in each WebCT course. Click on the name of the room you want to enter.</p>	<p>Welcome to Live Chat!</p> <p>Here you click on a link to enter a chat room. Please follow the rules of Netiquette. The first four chat rooms are recorded.</p> <p>Room 1</p> <p>Room 2</p> <p>Room 3</p> <p>Virtual Office Hour</p> <p>General Chat for TEST005</p> <p>General Chat for All Courses</p> <p>Note: Conversations in the following rooms will be recorded: Room 1, Room 2, Room 3, Virtual Office Hour.</p>
<p>The Chat Dialogue Box</p> <p>One inside a chat room a new window will open on your computer.</p> <p>The chat dialogue box has four main sections; the “Conversation Text Box”, “Current Users”, “Message” area and the “Quit” area.</p>	
<p>Current Users</p> <p>On the right hand side of the chat room dialogue box is the “Current users” area.</p> <p>This area will tell you who is currently logged in to that chat room.</p> <p>Remember, this is a live chat. Unless the persons name is on the list, you cannot talk to them.</p>	

Chat Rooms

Reading Chat Messages

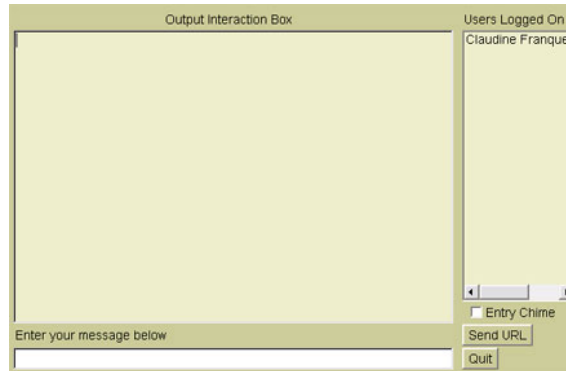
The large box on the left hand side is where you send messages, and those of others, will appear.

Everyone who is in the chat room at that time can read the messages you send.

The name of the sender appears just before the message they sent is displayed.

Noticed the scroll bar on the right hand side of the dialogue box. This allows you to scroll up and down to reread conversations.

Remember, there is a log kept of everything that is said in the chat room.



Sending a Message

The long white box at the bottom of the chat window is where you enter any message you would like to send.

After you have typed in your message, push the “Enter”, or the “Return,” Key on your keyboard to send the message.



Chat Rooms

Exiting the Chat Room

The last area of the chat room has three features, “Enter Chime,” “Send URL,” and “Quit.”

If the “Entry Chime” feature is selected your computer will chime every time a new person enters the chat room.

The “Send URL” feature allows you to send a website address to everyone in the chat room.

The “Quit” button will let you exit the chat room.

