

## Wimba Tutorial – Telephone Simulcast

### Introduction

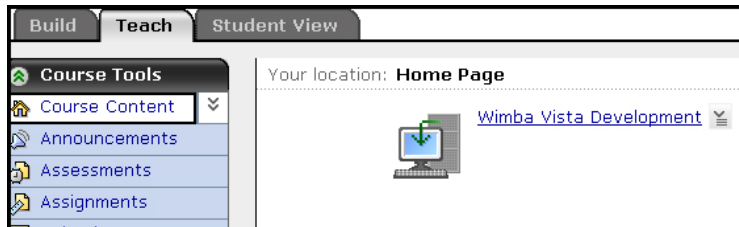
The telephone simulcast provides an alternative option for users who do not have a microphone or who are experiencing technical difficulties. This component provides additional flexibility to a presentation by allowing presenters and participants to listen and talk via a standard phone line.

### Table of Contents

Getting Started .....	1
Dialing In.....	2
Phone and Online Feature Descriptions .....	4

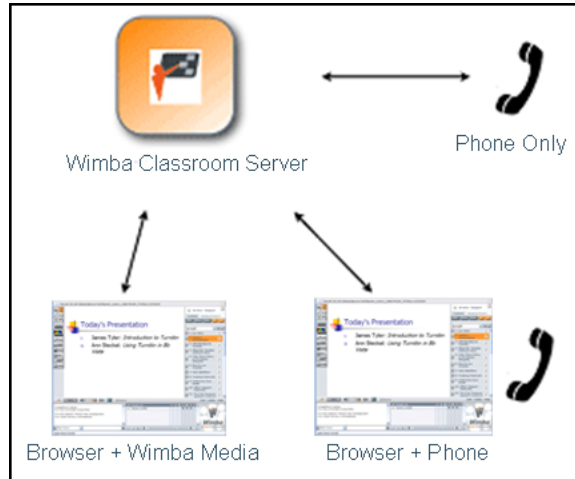
## Getting Started

1. Sign on to Vista and in the **Teach** tab, open your Wimba homepage and **Enter the Room**.

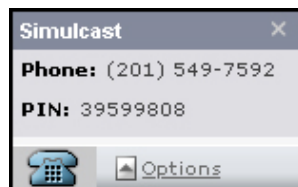


## Dialing In

1. There are three different ways to conduct sessions of Live Classroom. First you can use only the Internet web browser, second you can use the web browser and a phone in the place of a microphone and speakers, and lastly you can use only the phone.



2. If you are in the classroom, you can access the simulcast by clicking the **Phone** icon next to the camera icon.
3. A telephone number and PIN will appear.



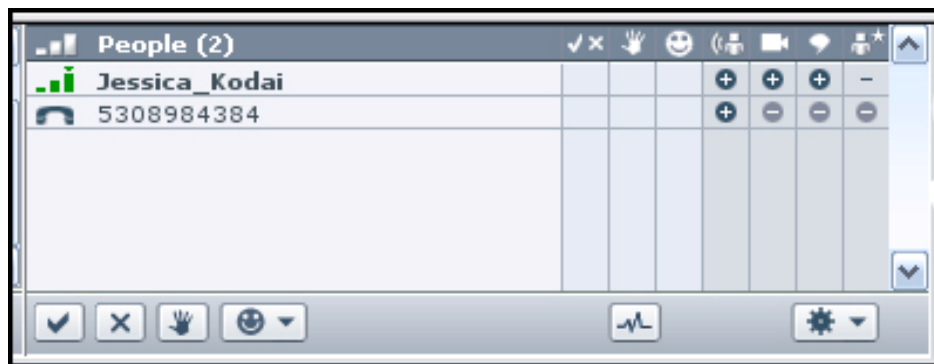
**⚠ Note:** If the media bar does not appear, type **/phone** in the **Text Chat Area** and press **Enter** on your keyboard. Dial in information will then be displayed textually.



4. Dial the telephone number provided and enter the PIN when verbally prompted. You will hear three tones, indicating that you have successfully connected. You can now listen to session audio via telephone.

**⚠ Notice: If participants are enabled to speak, they can do so using the telephone.**

5. In the case of a Live Classroom session with mixed use of phone users and online users, online users will see the phone users represented in the Participants Area by their phone number or caller ID.



6. In addition, presenters will be able to apply the same audio functions to a phone user as they can apply to a user logged in online. Audio feedback will be available for these functions so the phone user is aware of functions applied to them without visual feedback.
7. If you are calling in just on the phone you can find the calling information on the Live Classroom homepage in Vista.

**Dial-in numbers:**

Phone: **(201) 549-7592**

**Pin codes:**

Instructor: **39501080**

Student: **39501072**

## Phone and Online Feature Descriptions

1. This is a list of functions available to phone-only users.

Phone-only Keypad command	Function	Presenter-only function	Can also invoke from online interface	Is reflected in the online interface
*2	Start/stop archive	y	y	y
*3	~~			
*4	~~			
*5	Talk-enable/disable all participants (listen-only mode)	y	y	y
*6	Mute/unmute self			
*7	Lock/unlock room	y	y	y
*8	Roll call	y		
*9	List of commands			
*10	Raise hand		y	y
*11	Yes poll		y	y
*12	No poll		y	y
*13	Poll summary			y
*14	Clear Y/N Poll Responses	y	y	y

**⚠ Notice:** This is for **phone-only** users, participants who are both using the phone and the Internet browser will not have access to the keypad functions because they can use the same functions through the live classroom interface.