

Wimba Tutorial – Adding Voice Direct to Vista

Introduction

This tutorial will show you how to integrate the Wimba Voice Direct software into a Vista class using the PowerLink. With this voice tool you can conduct a synchronous virtual conference call, and archive that call. Virtual office hours can also be conducted using Voice Direct.

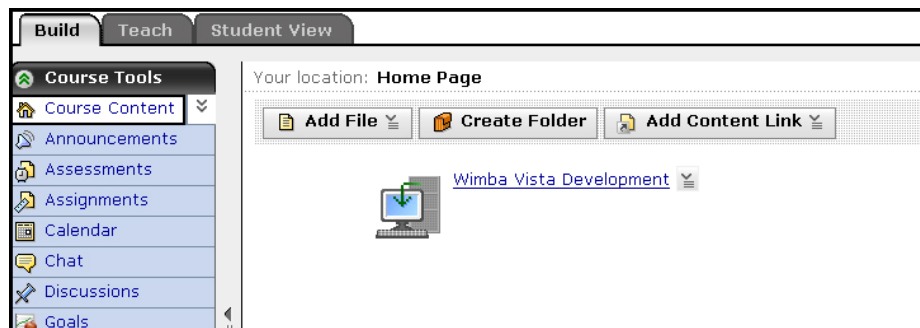
⚠ Notice: Publish in the syllabus or in Vista when times for conferencing with students will be held. Also state that those conversations will be archived.

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Getting Started

1. Sign into to Vista then choose the **Build** tab.



⚠ Notice: Have a USB headset to conduct calls. Without a headset feedback is unavoidable and difficult to keep conversations private.

Turning on Voice Direct

By default Voice Direct is not on in Vista. In order to access the Voice Direct Tool you must first turn it on.

Warning: If you already have the Voice Direct link on your vista page under **Add Content Link**, then please skip this section and go to “Adding Voice Direct.”

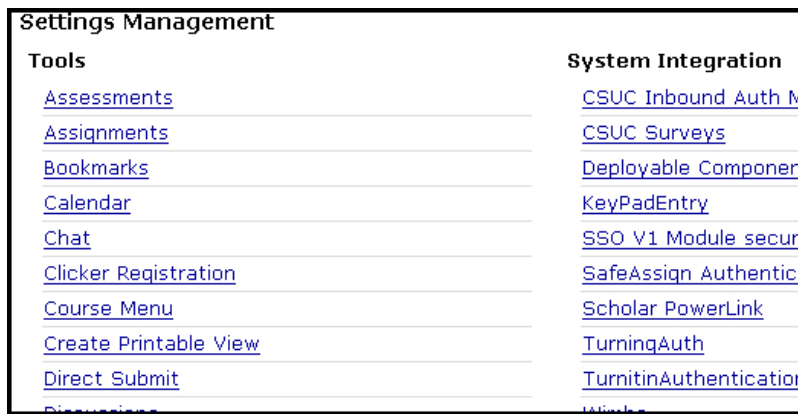
1. In the **Designer Tools** on the bottom left of the page, click on **Manage Course**.



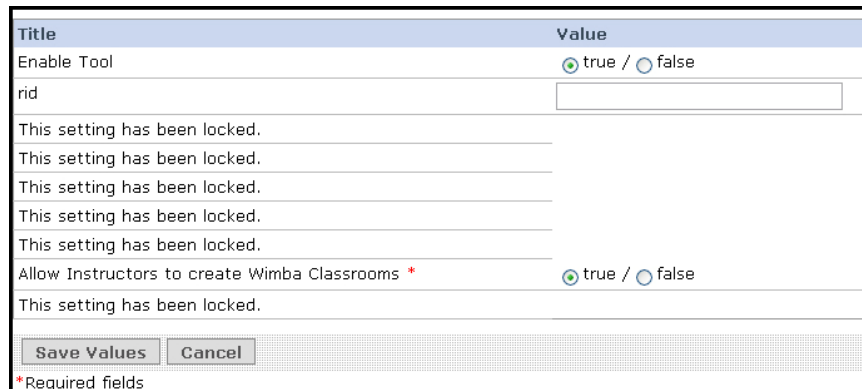
2. Click on **Settings**.



3. Scroll down the **Tools** list and click on **Voice Direct**.

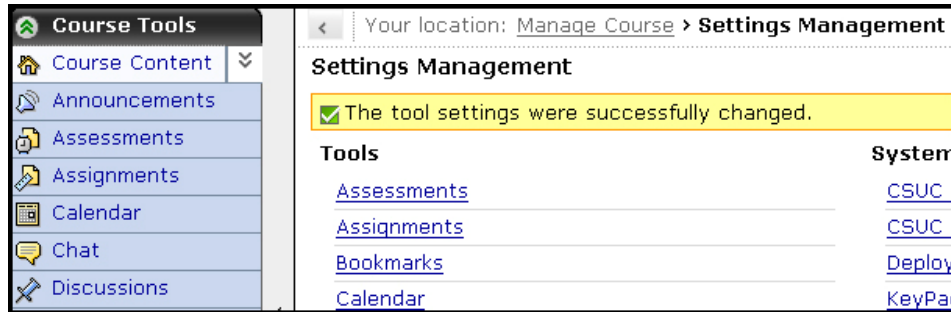


4. To enable this tool, click on the **True** bubble and click on **Save Values**.

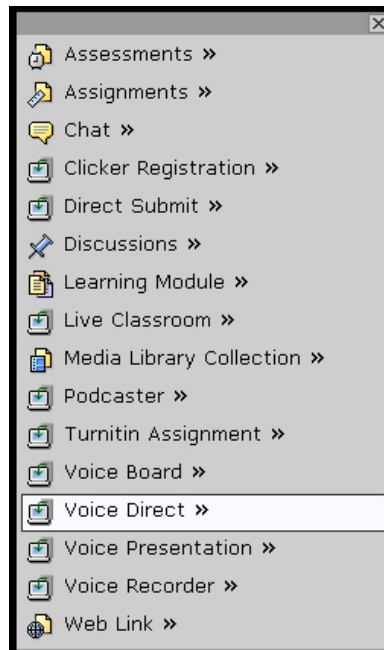


Adding Voice Direct

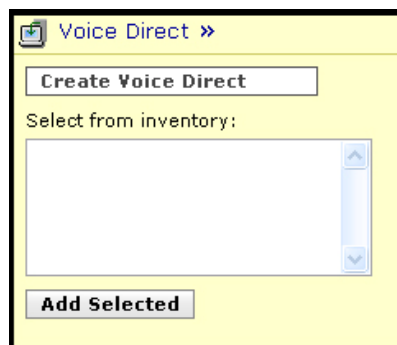
1. After turning on Voice Direct, go back to your Vista homepage by clicking **Course Content** on the tool bar on the left of the page.



2. Once back on the homepage, click **Add Content Link** at the top center of the page.

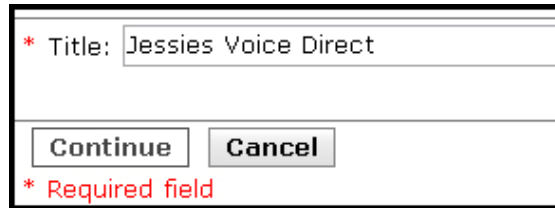


3. Click on **Voice Direct**, and then click **Create Voice Direct**.



 Notice: If you already have an existing Voice Direct you can add it at this time by selecting the title and clicking **Add Selected**.

4. Add a title for your Voice Direct, and remember that it cannot have any punctuation. Give it a simple and short name, which will make your files appear more organized and easier to read. When you are finished click **Continue**.

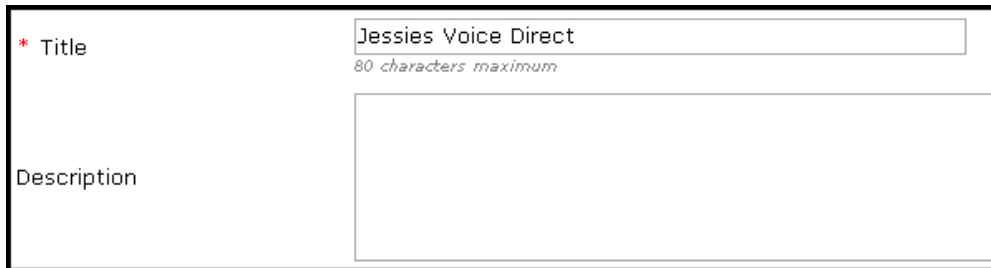


* Title:

* Required field

Settings

1. The title is already filled out with the title you previously put in, but filling in a description can be very helpful. This is an optional step.



* Title
80 characters maximum

Description

2. Next you can adjust the audio settings. Keep the audio quality at **Standard Quality** unless you have a specific need for something else.



Audio settings

Audio Quality

Detailed settings

- Basic Quality (Telephone quality) - 8 kbit/s - Modem usage
- Standard Quality - 12.8 kbit/s - Modem usage**
- Good Quality (FM Radio quality) - 20.8 kbit/s - Broadband usage

Archives

3. The archives are turned on by default, if you would not like to archive your Voice Direct you can click on the check box to deselect. When you are finished click **Continue**.

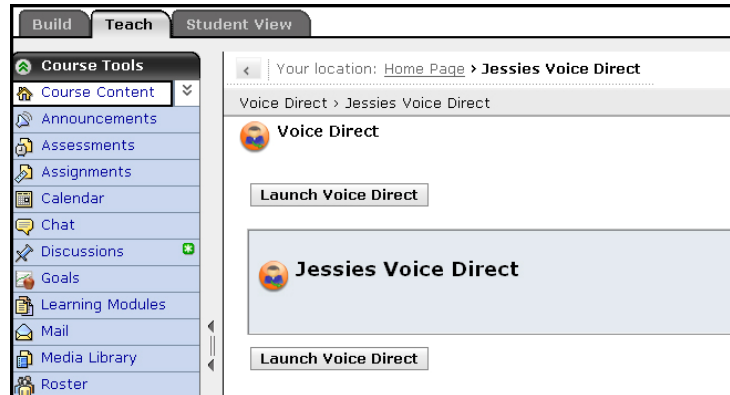


Detailed settings

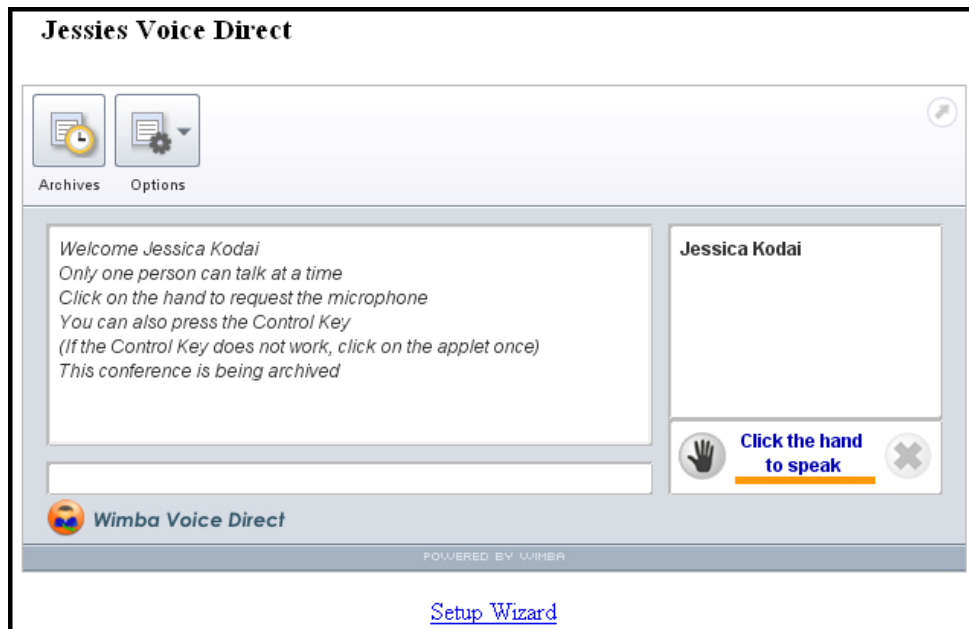
Archives

* Required field

- After you have finished with the settings, an icon to your Voice Direct will appear on your Vista homepage. In order to open and use it, you have to move to the **Teach** tab.



- Once in the **Teach** tab click on **Launch Voice Direct**. This is what the new Voice Direct will look like:



Warning: Users should practice a few times before conducting a session. Learn how to call on people to use the microphone and integrate text chat. Participants may also appreciate informally testing equipment.