

Using the Jabber@UWW Conference Room in D2L

Desire2Learn 8.1.3 MR7. Jeti 0.76. Spark 2.5.8. January 29, 2008.

Before you Begin

To use a Jabber@UWW Conference Room in D2L, you should have Java 1.4.2 or greater installed.

Windows: To download Java, go to (<http://www.java.com>). **Mac:** Go to (<http://www.apple.com/support/downloads>) and search for 'Java'.

How to Access the Room from D2L

From inside of your D2L course, click the 'Conference' link. You will then be prompted to enter your password.

Please enter your Net-ID Information to continue.

Net-ID: delgadod
Password:

After entering the password, click 'Continue'. The class conference room will appear in a new window.

The screenshot shows a chat window titled "Info:". The chat history on the left includes the following messages:

- no id - Chat started on: Aug 23, 2007 1:56:33 PM
- [1:56 PM] delgadod has entered the room
- [1:56 PM] This room is locked from entry until configuration is confirmed.
- [1:56 PM] This room is now unlocked.
- [1:57 PM] hsiehw15 has entered the room
- [1:57 PM] delgadod: Hello
- [1:57 PM] hsiehw15: hello
- [1:58 PM] hsiehw15: new chatting site?
- [1:58 PM] delgadod: Kind of
- [2:03 PM] morenokm21 has entered the room
- [2:03 PM] delgadod: Hello
- [2:03 PM] morenokm21: hola

The participant list on the right shows:

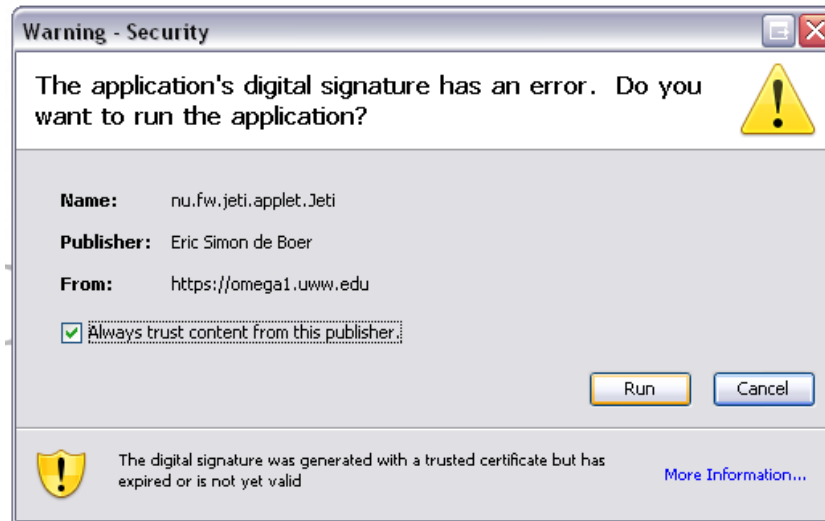
- delgadod
- hsiehw15 (hsiehw15)
- morenokm21 (Moreno, Katherine M)

At the bottom of the window, there is a text input field with a "Send" button and a toolbar containing icons for smiley faces, text color, background color, bold, italic, and underline.

Entering the Conference Room for the First Time

When you first enter the room, you will be prompted with a security question.

Windows: Check 'Always trust content from this publisher.' Then, click the 'Run' button.

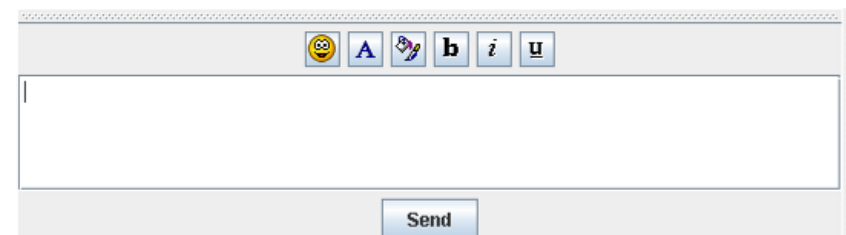


Mac: Click the 'Trust' button.



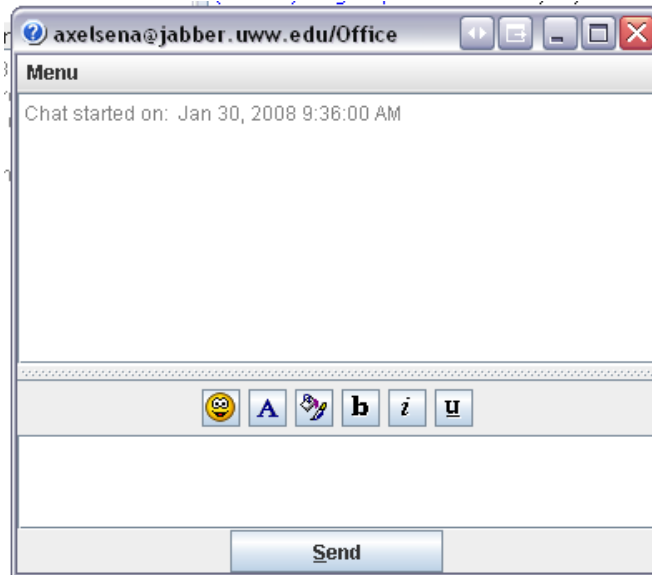
How to Send a Message to the Conference Room

Enter a message in the chat area at the bottom of the conference window. Then click the 'Send' button.



Chatting Privately with Someone

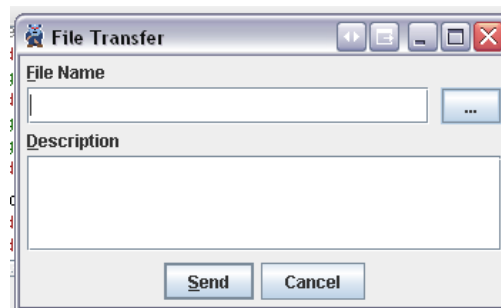
From the user list on the right side of the conference room, double-click the Net-ID of the user you wish to chat with. A small chat window will appear.



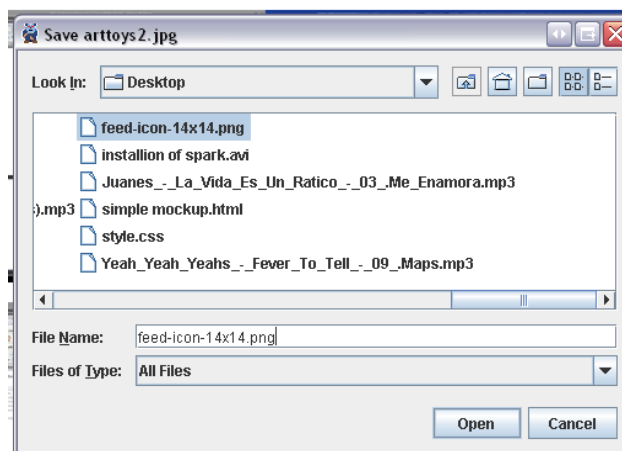
When you open a private chat with someone and send your first message, a window will appear on the recipient's desktop.

Sending a File to Someone in a Private Chat

In the private chat window, click 'Menu'. Then click 'Transfer File'.



Click the '...' button to choose the file you wish to send.

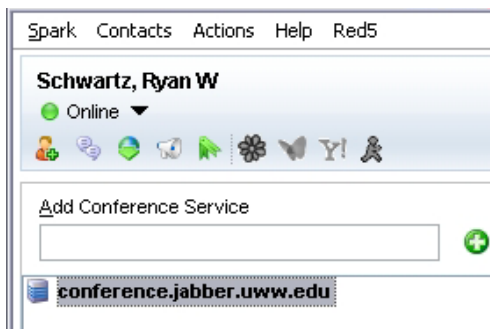


NOTE: At this time, it is not possible to send a file from a conference user to a Spark user. If you will be exchanging files, all people should be in the conference room or Spark.

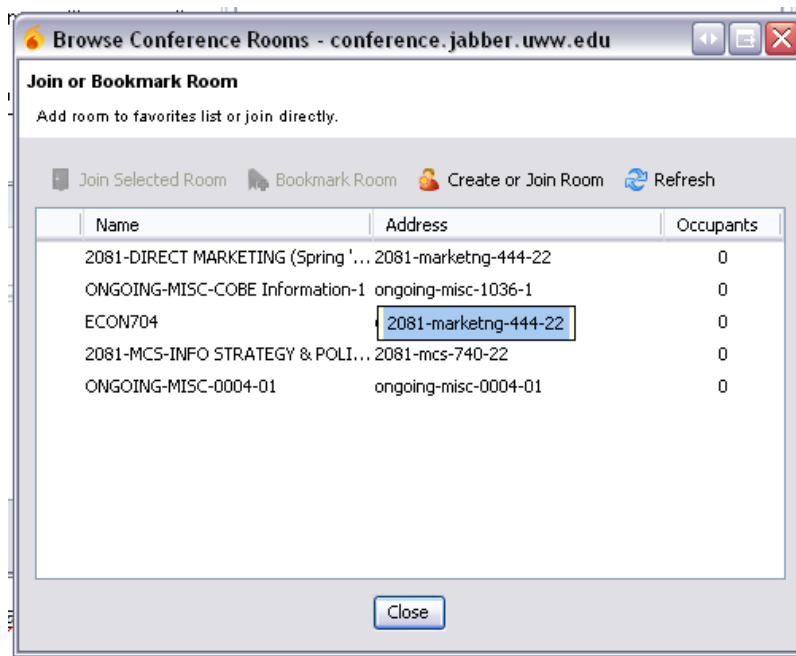
Joining your Classes Conference Room from Spark

In Spark, near the bottom are two tabs: 'Contacts' and 'Conferences'. The tab in bold is your current tab.

1. Click the 'Conferences' tab.
2. Double-click '*conference.jabber.uww.edu*'.



3. **Under 'Name' you should see a room with the same name as your D2L course.** Click the room you wish to join, then click 'Join Selected Room'.



More information on how to install and use **Spark** is available on the Jabber@UWW website, at (<http://jabber.uww.edu>). Click on 'Support' and then 'Documentation'.

Troubleshooting

I get a blank screen when I try to enter the conference room in D2L

First, make sure the latest version of Java is installed on your computer. If problems persist, clear your Java cache.

Windows:

1. Click **'Start' > 'Control Panel' OR 'Settings' > 'Control Panel'**.
2. Double-click the **'Java'** icon. If you do not see a Java icon, click **'Switch to Classic View'** on the left.
3. Under **'Temporary Internet Files'**, click **'Delete Files'**. Then, click **'OK'**.

Mac:

1. Open your hard drive.
2. Open **'Applications' > 'Utilities' > 'Java'**
3. Double-click **'Java Preferences'**.
4. Click the **'Delete Files'** button at the bottom of the window.

I can't send a file to someone

Make sure you are sending a file to someone who is using the D2L conference room link. Or, if you are using Spark, make sure the other person is using Spark.

Questions or Concerns?

Send an email to the <mailto:lrc@uww.edu>