

****Adobe Connect 8****

Setting Up Your Adobe Connect Account: Getting Started

Your **Adobe Connect** account must be set up after you log in for the first time. This process involves three steps: installing the **Adobe Connect Add-in**, testing **Adobe Connect Connection** of your computer, and installing **Adobe Presenter**. The following instructions will enable you to set up your **Adobe Connect** account.

To set up your Adobe Connect account:

- a. Log into your **Adobe Connect** account.
- b. Click the **Resources** tab. All available resources for **Adobe Connect** are displayed.
- c. Click the **Open** button for the **Getting Started** quadrant. A list is displayed with links to software that will support **Adobe Connect** on your computer.
- d. Click the appropriate link for your operating system in **Step 1** under **Create Meetings**. A dialog box appears to enable you to download the program **setup.exe**. This program installs the **Adobe Connect Add-in**.
- e. Click the **Save File** button of the **setup.exe** dialog box. **Setup.exe** is saved to your **Downloads** folder on your computer. This folder should be visible.
- f. Double-click **setup.exe** in the **Downloads** folder. A warning message called **Open Executable File** appears.
- g. Click the **OK** button for the warning message **Open Executable File**. The **Adobe Connect Add-in Setup Wizard** is displayed.
- h. Click the **Next** button on the **Adobe Connect Add-in Setup Wizard**. The install screen of the **Adobe Connect Add-in Setup Wizard** is displayed.
- i. Click the **Install** button to initiate the installation process. The software installs.
- j. Click the **Finish** button when the installation process is complete. You have successfully installed the **Adobe Connect Add-in**.
- k. Click the **Test Your Computer** link in **Step 2** under **Create Meetings**. This link will initiate an **Adobe Connect Connection Test** to test the readiness of your computer to support your participation in **Adobe Connect** meetings. You

will need to proceed to the troubleshooting steps below if the **Adobe Connect Connection Test** indicates that there is a problem with the setup of your computer.

- l. Scroll down the **Getting Started** page to the section entitled **Publish Presentations**.
- m. Click the link **Install Adobe Presenter**. A dialog box appears for the application **presenter.msi**.
- n. Click the **Save** button to save **presenter.msi** to the **Downloads** folder.
- o. Double-click **presenter.msi** in the **Downloads** folder. The **Adobe Presenter Installation Wizard** is displayed. Note that you will not need to install **Adobe Presenter** if it is already installed on your computer.
- p. Enter the **serial number** provided in the initial email for your **Adobe Connect** account.
- q. Click the **Next** button on the **Adobe Presenter Installation Wizard**.
- r. Proceed through the **Adobe Presenter Installation Wizard** until installation is complete.
- s. Open **PowerPoint**. An **Adobe Presenter** tab should be available.