

****Adobe Connect 8****
Using the Attendee Pod in Adobe Connect

Participant status in **Adobe Connect** is somewhat different from other attendees. The following instructions will allow you to use the Adobe Connect meeting environment with the participant attendee status.

To change the status of a meeting attendee:

- a. Click the name of the attendee in the **Attendee Pod**. A menu appears.
- b. Select one of the following:
 1. Make Host
 2. Make Presenter
 3. Make Participant

The status of the attendee changes.

To remove an attendee:

- a. Click the name of the attendee in the **Attendee Pod**.
- b. Click the **Pod Options** button of the **Attendee Pod**. A menu appears.
- c. Select the **Remove Selected User** option. The selected user is removed.

