You Have Been Invited   
to Attend an Adobe Connect Meeting!   
  
We are looking forward to meeting with you through Adobe Connect, our web conferencing solution. To enter into the meeting at the designated date/time, please click the room link below:

<Enter Adobe Room Link Here>

To participate within the meeting, you will need to follow a few simple steps:

1. **Enter as a Guest:** Once you have selected the room link above, you will be asked to enter into the meeting room as a guest. Please type your name and click on the “Enter Room” button.
2. **Run Audio Setup Wizard:** To participate in this meeting, it is recommended you have a microphone headset or a microphone connection on your computer. The Audio Setup wizard allows you to test your connection before the meeting. To locate this setting, please select the meeting tab at the top of the screen and click on Audio Setup Wizard.
3. **Use Adobe Features:** There are multiple features you can use in Adobe Connect. You may share your webcam (just click on the “start my webcam” link and you will be prompted), chat in a textbox area, raise your hand for questions, or control your audio. To view a list of basic features, please see the image below:

