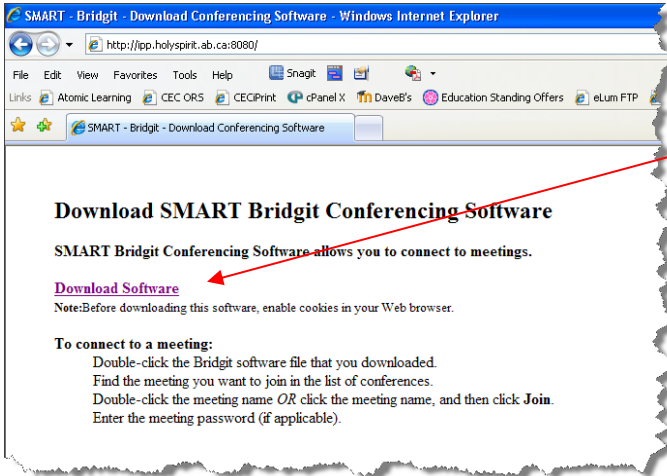


How to use Bridgit

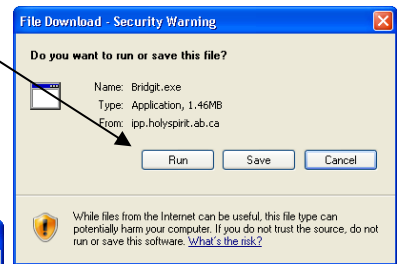
To start or join a Bridgit conference go to: <http://ipp.holyspirit.ab.ca:8080>



Use Internet Explorer – it works best for Bridgit.

Click the Download Software link. For best success, this should be done each time you use Bridgit. Repeat this process for each new Bridgit session instead of saving the application to your desktop.

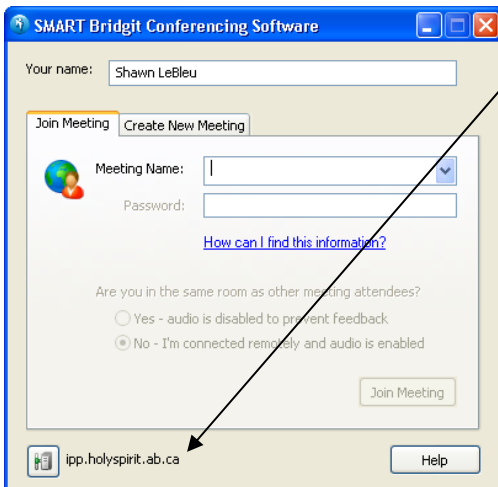
Now click Run.



Then, if prompted, click Run again.



The Bridgit client should automatically log into the Holy Spirit server.

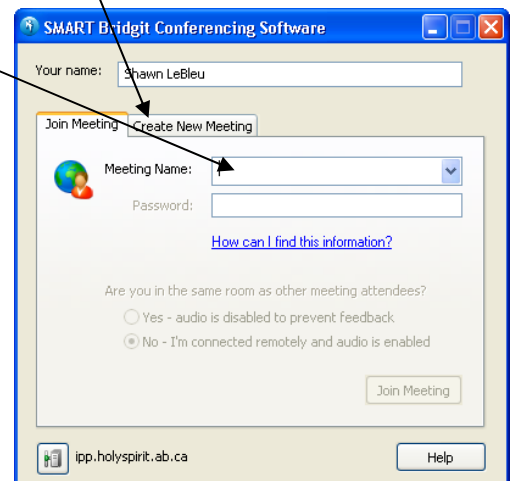


If you don't see the ipp server listed here, click the little server button in the bottom left hand corner and type it in as seen here.

Then hit the Connect button.

You will now be able to create your own meeting

or join an existing meeting by finding it in this drop down list.

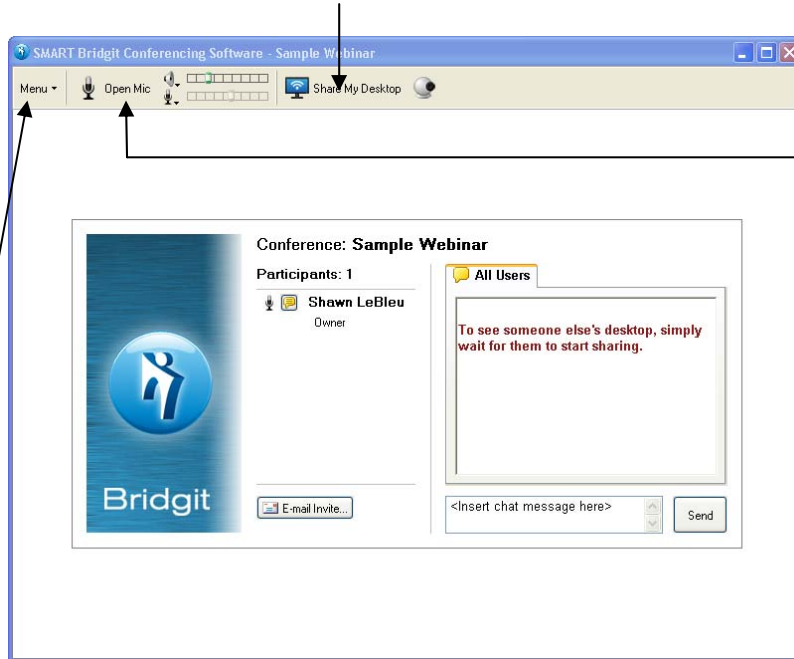


Now that you have logged into Bridgit and created or joined a session, you will see the Bridgit interface.

If you are presenting or want to share your desktop with the other participants, simply click the Share My Desktop button.

To speak to the presenter or other participants, you will need a microphone. Once your mic is hooked up you will find an audio setup wizard under Options in the Menu.

You do not need a mic to listen or watch a session.



Once completed, if you wish to speak, just hit the Open Mic button. The mic on the button will turn green when people can hear you. When done speaking, close the mic.

Explore the Menu items for other features. You can:

- request control of the presenters desktop which is handy for sharing or supporting another user,
- change options to allow or disallow users permission to chat, share, etc.,
- use SMART tools such as pens, erasers, etc. with your presentation,
- e-mail invitations to people asking them to join your session.