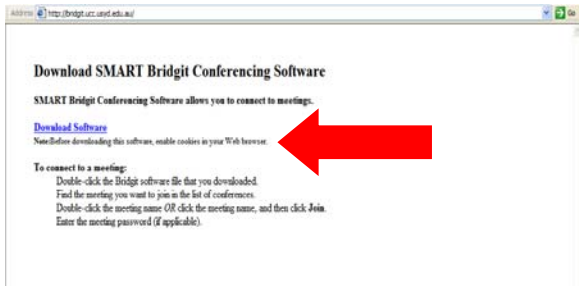


BRIDGIT University of Sydney data conferencing
User Instructions

1. Open a browser window and enter the address below:
<http://bridgit.ucc.usyd.edu.au>
2. Click on the web address on the second line.
<http://bridgit.ucc.usyd.edu.au/Bridgit.exe>



To use Bridgit, it is **not necessary** to save the application on your computer, click **Run** in the two dialog boxes that appear.

If Bridgit will be used regularly users can save the application on their PC or Mac.

Figure 1

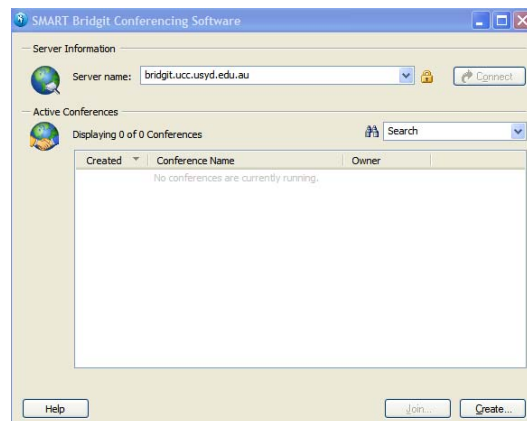


Figure 2



When the window below appears the user is connected to the Bridgit server and ready to either Create a Bridgit conference or Join a Bridgit conference.

Figure 3



↑
**Click on
Create**

If problems are experienced connecting to BRIDGIT please contact

David Cairns	Rafik Razzouk	Michael Kennedy
Ext. 69547.	Ext. 69372.	Ext. 69546.
9036 9546	9036 9372	9036 9546

Email : video-conf@usyd.edu.au

Creating a Bridgit Conference

Figure 4



Enter a conference name.

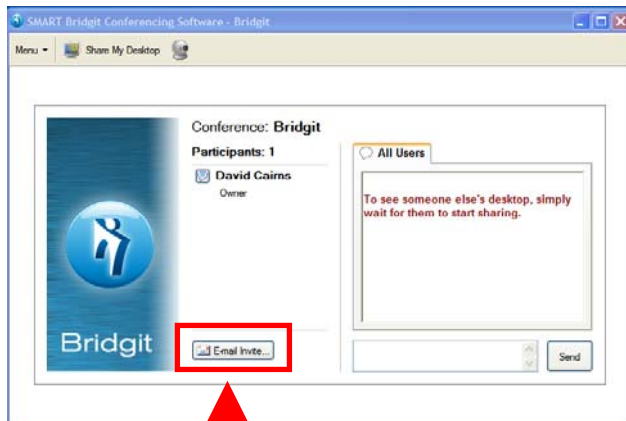
Enter a password for the conference. (if required)

Enter your name for identification during the conference.

Press the “**OK**” button to complete the conference creation process.

When this process is complete the conference is ready to commence.

Figure 5



Click to send E-mail invitation to other participants.

If problems are experienced connecting to BRIDGIT please contact

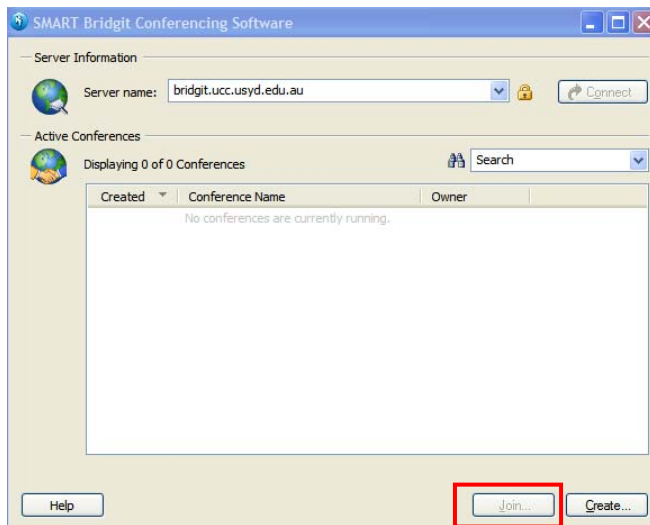
<u>David Cairns</u>	<u>Rafik Razzouk</u>	<u>Michael Kennedy</u>
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BRIDGIT University of Sydney data conferencing

User Instructions

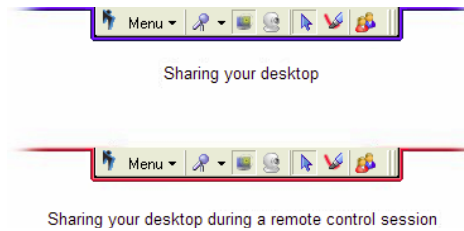
Figure 6



Using Bridgit

- Participants can either join the conference from the Bridgit startup screen (Fig. 6) or via an email invitation (Fig. 5).
- To commence using Bridgit the presenter must click the “**Share My Desktop**” button in the top left corner of Figure 5 above.
- When the Presenter chooses “**Share My Desktop**” the Presenter’s computer screen is now shown on all participants screens’.
- The Tool Bar on the right hand corner of your screen gives users access to a number of useful accessories used to collaborate with colleagues.
- The Blue border (Fig.7) is shown when the Presenter is the conference initiator.
- The Red border (Fig. 7) is shown when a conference initiator has allowed remote control to all other participants.

Figure 7



Allowing Remote Control

When you allow remote control, anyone in the conference can use their computer to move your mouse pointer, click icons, type text into programs and open files, almost as if they were sitting in front of your computer in person

NOTE: Remote control works only within the shared area on your desktop. If there are portions of your screen you don’t want participants to control, you can change the shared area. For example, you could exclude the Windows taskbar or a program’s menu.

To enable remote control

1. In the Bridgit software toolbar, click **Menu > Options**.
2. Select the **Conference Settings** tab.
3. Select the **Allow remote control of your desktop** option. The Bridgit software border turns red to indicate that remote control is enabled.

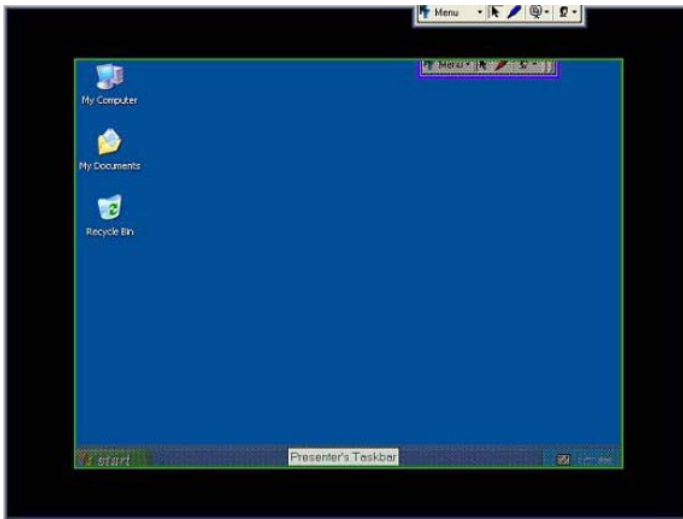
If problems are experienced connecting to BRIDGIT please contact

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Participant's view of the presenter's screen.

Figure 8



When the conference is completed, please exit the BRIDGIT application by clicking the "Exit Bridgit" menu item in the Tool Bar as shown below.

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