**Midwest Principals Center Adobe Connect:**

**Participant Preparation**

**Please use the following instructions to test your equipment and to connect to the Adobe Connect session.**

**Prior to the day of the session:**

Get a microphone and speakers (if not built-in) to hook to the computer that is going to be used for the session. A headset with microphone works best in an individual setting. A web camera is optional.

**On the day of the session:**

1. Please log on 5-10 minutes prior to the start time to double check your system. Click on the link below:

<http://dupage.adobeconnect.com/mpc/>

This link will be open approximately 30 minutes prior to the start time.



1. Choose the “Enter as a Guest” option
2. Type your name
3. Click on “Enter Room”



1. Test your audio using:

Meeting🡪Audio Setup Wizard

Important: Test your **speakers** (to hear the presenter and the other sites) and **microphone** (to talk to the presenter and the other sites.)

1. You are now ready to participate in the session.