

Manual - How to access online Legal English Lessons

The legal English lessons are held in the form of the online conference. You may be set in any part of the world and still be able to attend Legal English online courses.

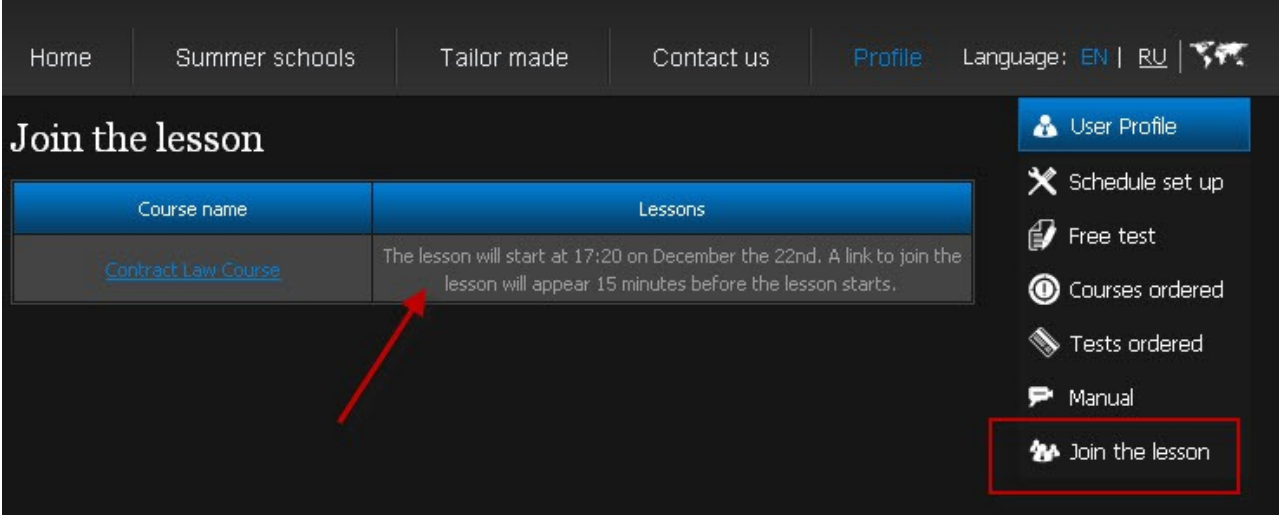
All you need is a PC or a laptop, a video camera with a head set and internet connection. No software to be installed is required! Our system allows you joining the conference within 3 easy steps.

1. Check if your equipment functions correctly:

- Ensure that the equipment you are using is set up properly. You will need a web cam. Please check if the microphone operates correctly and you will not have audio and video problems.
- Make sure the latest version of your browser and Adobe Flash Player are installed on your computer. Please check www.adobe.com for updates.
- Before you join the conference the Flash Player Settings box might require you perform some actions. Please always choose “Allow”. If you chose “Deny” no video, sound, SMD will function during the conference.
- Check that no other application is using the camera (Skype, MSN messenger, etc)
- Use a headset if possible

2. Log into your student profile and go to “Join the lesson” tab.

You will see a notification when the lesson is due to begin



Course name	Lessons
Contract Law Course	The lesson will start at 17:20 on December the 22nd. A link to join the lesson will appear 15 minutes before the lesson starts.

Navigation sidebar:

- User Profile
- Schedule set up
- Free test
- Courses ordered
- Tests ordered
- Manual
- Join the lesson

3. 15 minutes before the lesson starts a link allowing joining the lesson will appear. Simply click the link.

Home Summer schools Tailor made Contact us Profile Language: EN | RU

Join the lesson

Course name	Lessons
Contract Law Course	Please click the link below to join the lesson. Join the Lesson
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Check your head set and the microphone, enter your name and press OK.

Join A Meeting

Meeting Name: Corporate Law Lesson 1

Your Name: Irina



Press Play to begin audio playback.

If you do not hear any audio, please check your speaker connection.

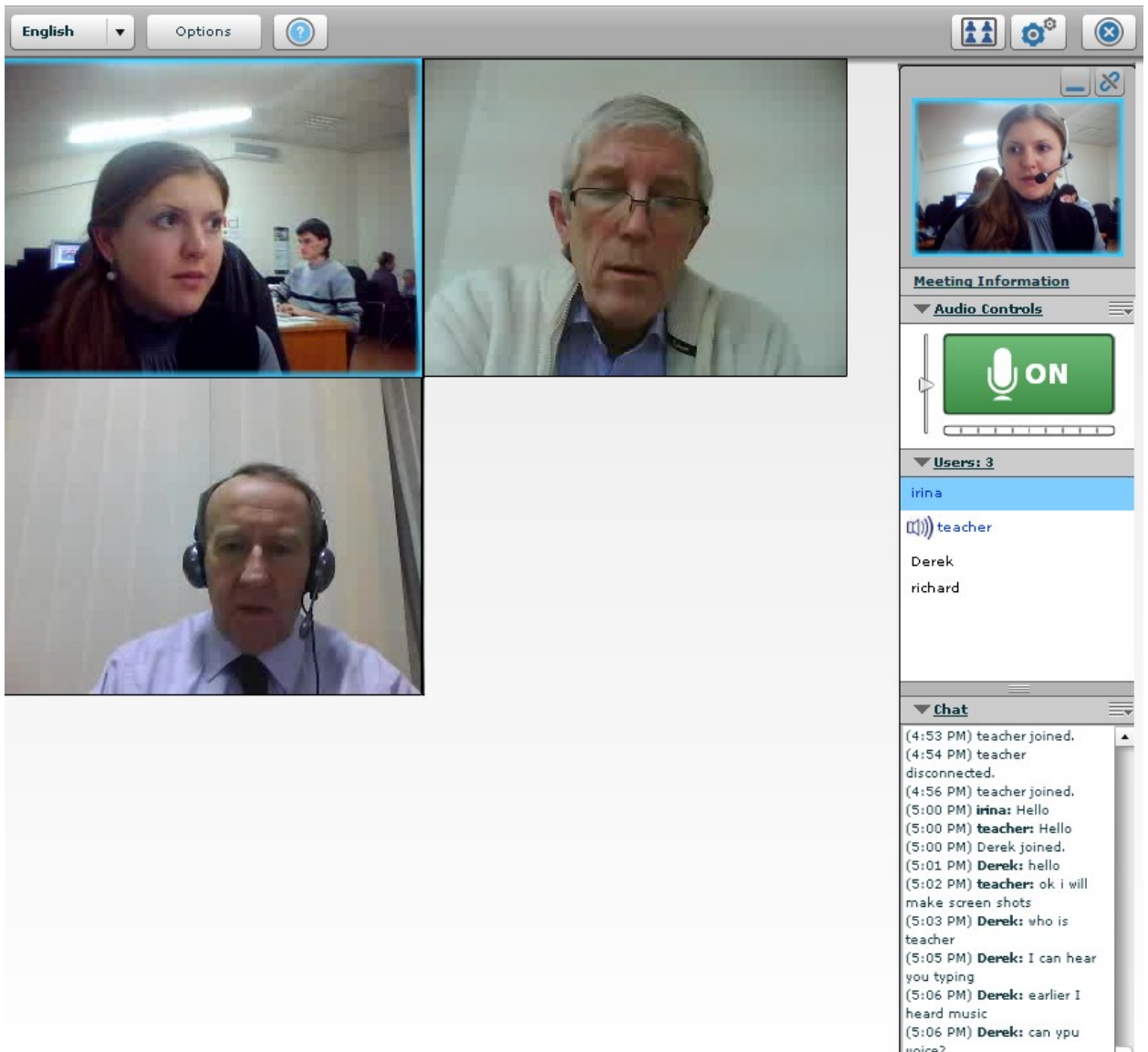
Headset Speakers

Play

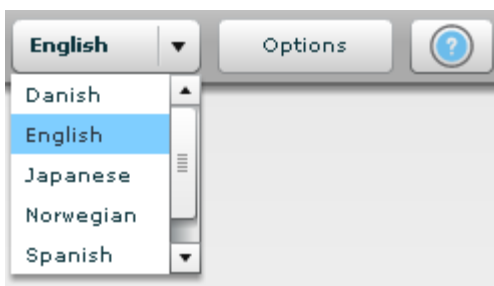
Select Mic

OK **Cancel**

You will then join the conference and will see the teacher and all the lesson attendees on the screen.

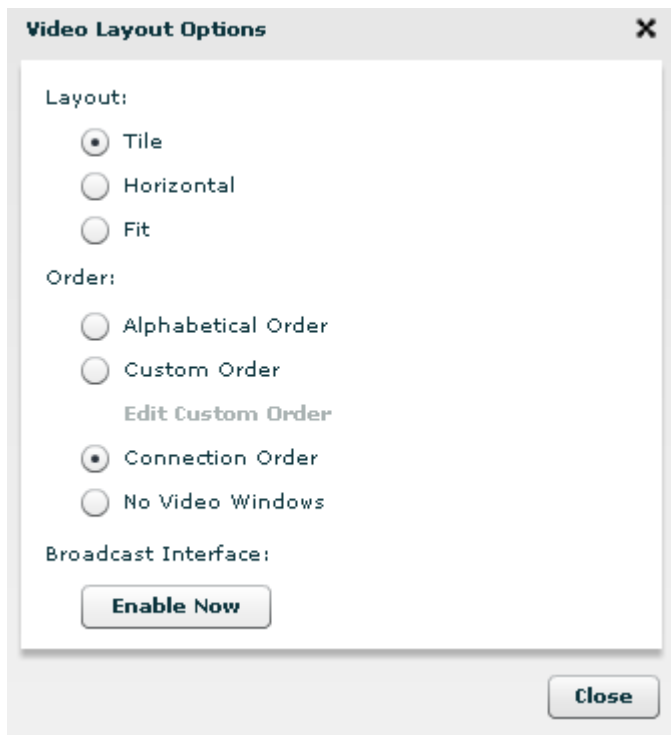


You can set up the language of the conference interface. English is set by default



You can also change the conference members' video layout. Press the button Video Layout in the top right corner and adjust the video layout in the pop up window.





If you do not hear all the conference members please refresh the page and check if your headset is turned on. Adjust the loudness.

