Adobe Connect Training Class

In this instructor-led Adobe Connect training, you learn how to create Adobe Connect presentations and host Adobe Connect meetings. This course covers recording and editing slide narration; publishing locally and to an Acrobat Connect server; adding quizzes, animations, links, files, Flash, and video content to a presentation. Once the presentation has been created, this Adobe Connect training course provides the skills necessary to create and manage a live Adobe Acrobat Connect Internet meeting. The course also covers how to create and manage training courses using Adobe Connect.

What you’ll learn in this training course

• Adding, editing and importing audio into a presentation
• Customizing Adobe Connect presentations with presenter information, videos, themes
• Setting slide navigation names
• Setting presentation properties, and package presentations for distribution.
• Publishing presentations locally as well as to the Adobe Connect server, and edit on the server
• How to add Flash content using Adobe Connect, sharing this content with meeting rooms you create and manage
• How to share and control screen sharing options within Adobe Connect
• Adding audio with Adobe Connect
• Managing and recalling meeting archives

Audience for this training course

This Adobe Connect training class is for students looking to utilize Adobe Connect to host and create more engaging and expansive meetings.

Training course duration

This class is a two-days in length. It runs from 9:30 am - 4:30 pm. Lunch is approximately from noon - 1:00 pm.

Training course curriculum

This training course uses provided lesson files and instructor selected resources.

Enrolling in this Connect training course

You can register for this training class online at agitraining.com, or by calling 781-376-6044 or 800-851-9237.

Locations for this Connect training course training course

You can attend classes at your training centers located in Boston, New York City, Philadelphia, on site at your office, or on-line. You can select the course location at the time of your registration.

Private and customized training course options

This training course can be offered as a private class for groups or individuals, and the content can be customized to meet your specific needs. You can call to speak with a training representative at 781-376-6044 or 800-851-9237 to discuss customizing this training course.

Goals and objectives for this training course

American Graphics Institute is focused on providing high-quality training courses for your professional development. We provide regularly scheduled small group courses along with private or customized training.
Connect class topics:

Lesson 1: Introducing Adobe Connect
Adding audio to presentations using Adobe Connect
Recording slide narration
Editing and importing audio

Lesson 2: Adding animations, links, and files using Adobe Connect
Customizing Adobe Connect presentations
Setting slide navigation names
Adding presenter information
Adding slide videos
Changing the presentation theme
Creating custom themes

Lesson 3: Publishing Adobe Connect presentations
Publishing locally
Setting presentation properties
Packaging a presentation for distribution
Publishing to an Acrobat Connect server
Updating an Acrobat Connect presentation on the server

Lesson 4: Adding Flash content
Adding quizzes using Adobe Connect
Creating and managing an Adobe Connect Meeting Room
Sharing presentations and quizzes in Adobe Connect

Lesson 5: Sharing static text and images
Maximizing pod contents in Adobe Connect
Using a whiteboard in Adobe Connect

Lesson 6: Screen sharing
Controlling the screen share view as a participant
Sharing one or more applications
Pausing and annotating
Previewing your screen share
Granting remote control of applications
Sharing Flash content in Adobe Connect
Managing the Connect meeting library

Lesson 7: Using audio and video
Broadcasting presenter audio
Using voice over IP (VOIP) for conversations
Broadcasting presenter video

Lesson 8: Managing text messages and questions in Adobe Connect
Sending text messages
Moderating chat

Lesson 9: Sharing files, polls, and web links
Opening web pages in attendee browsers

Lesson 10: Recording Adobe Connect meetings
Locating and playing meeting archive
Searching and managing meeting archives
Understanding archive storage requirement