

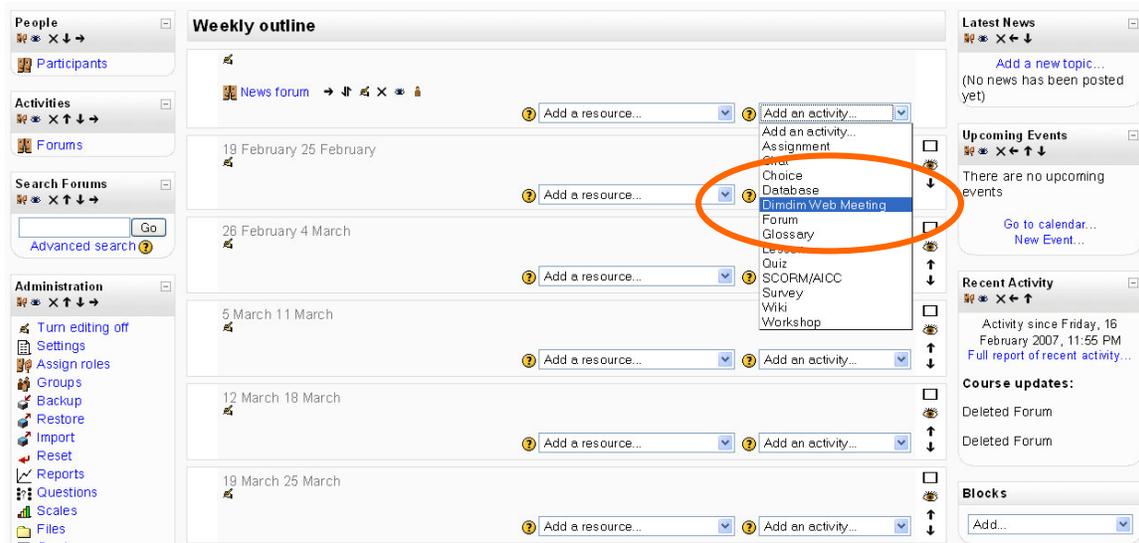
# User Guide for Dimdim Web Meeting module in Moodle

## Pre-requisites:

1. Valid Moodle 1.7.1 installation.
2. Installation of Dimdim activity with Moodle. Please refer to Moodle-Dimdim Integration Guide which is available at <http://sourceforge.net/projects/dimdim/>
3. Please ensure that the time zone is configured properly to your local time zone and also that you have configured your Dimdim server host name and port number properly (please refer to Moodle-Dimdim Integration Guide).
4. Please create a course category and a course with a teacher and students

## Teacher's Perspective:

1. To start Dimdim Web Meeting, the teacher has to create an instance of the Dimdim Web Meeting activity. Go to the course and select the “Dimdim Web Meeting” activity. Please refer to figure 1.



**Figure 1:** Adding a Dimdim Web Meeting activity

2. On click of the “Dimdim Web Meeting” activity for the course by the teacher, “Adding a new Dimdim Web Meeting” page will come. Enter the Web Meeting name, brief notes about the meeting, maximum participants allowed for the meeting and start time of the meeting. Click on “Save Changes” button. Please refer to Figure 2.

**Adding a new Dimdim Web Meeting**

**Web Meeting Name:**

**Brief Notes:** [Write carefully](#)

Trebuchet 3 (12 pt) Normal **B I U** 

Lets talk about the syllabus of the course and any other important updates.

Path: body

**Maximum Participants:**

**Start Time:** 20 February 2007 - 19 30

**Repeat:**

**Figure 2:** Details about the Dimdim Web Meeting activity instance

3. If all the above-mentioned details are valid, the link to start the meeting will be provided after click of “Save Changes” button. The start of the meeting depends on the start time configured for the meeting.
- If scheduled time of the meeting is in the past, **"This meeting occurred in the past and has finished"** message will be displayed.
  - If scheduled time of the meeting is in the future (more than 2 hours before the start of the meeting), a different message will be displayed. For example, **“This meeting has not started yet. This meeting is scheduled to start after 6 Days, 23 Hours, 57 Minutes and 23 Seconds, "Admin User" will start the meeting”**
  - The link to start the meeting (please refer Figure 3) will be displayed in case of two scenarios:
    - The meeting is scheduled to start in 15 minutes or less from current time
    - The meeting was scheduled to start 2 hours or less than the current time.

**Discussion about syllabus**

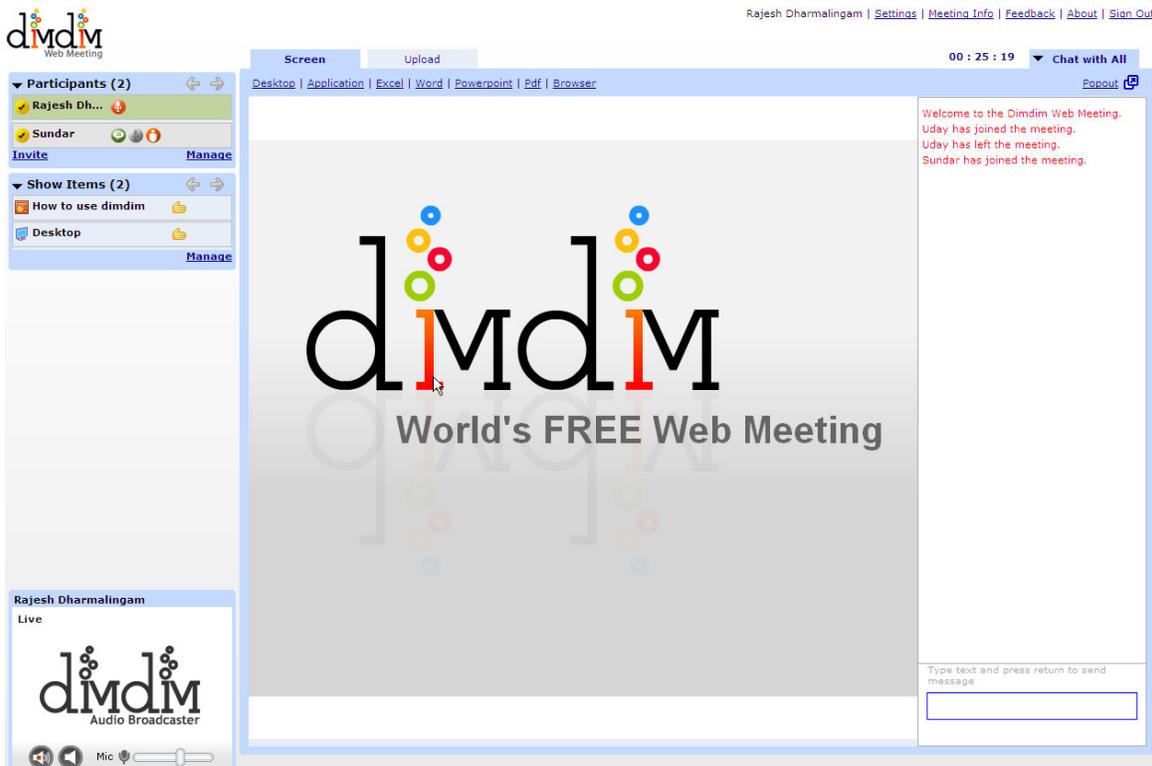
[Click here to Start Meeting](#)

Lets talk about the syllabus of the course and any other important matters

**Figure 3:** Link to Start Meeting



**Figure 4:** Dimdim Web Meeting activity in Moodle calendar



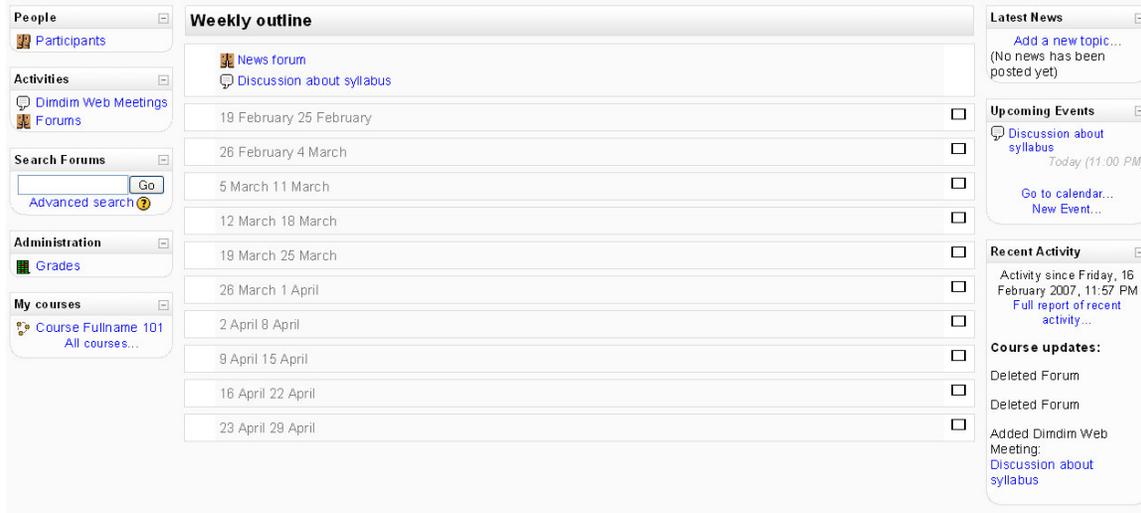
**Figure 5:** Presenter's perspective of Dimdim Web Meeting

**Note:**

1. Until the teacher starts the meeting, student will not be able to join the meeting.

## Student's Perspective:

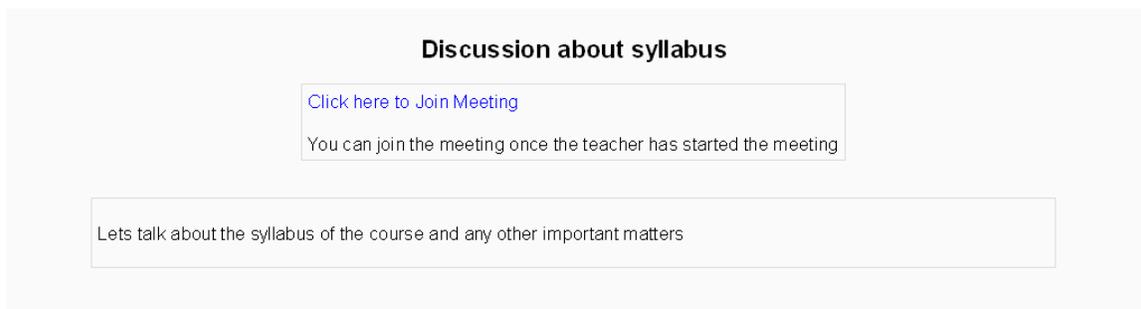
1. Once the teacher has scheduled the Dimdim Web Meeting activity, the student will be able to see the event as he/she views any other moodle activity. Please refer to Figure 6.



The screenshot shows a Moodle course page with a 'Weekly outline' section. The outline lists dates from February 19 to April 23. A 'Dimdim Web Meeting' activity is listed for the date 19 February 25 February. The left sidebar contains navigation menus for People, Activities, Search Forums, Administration, and My courses. The right sidebar contains Latest News, Upcoming Events, and Recent Activity sections.

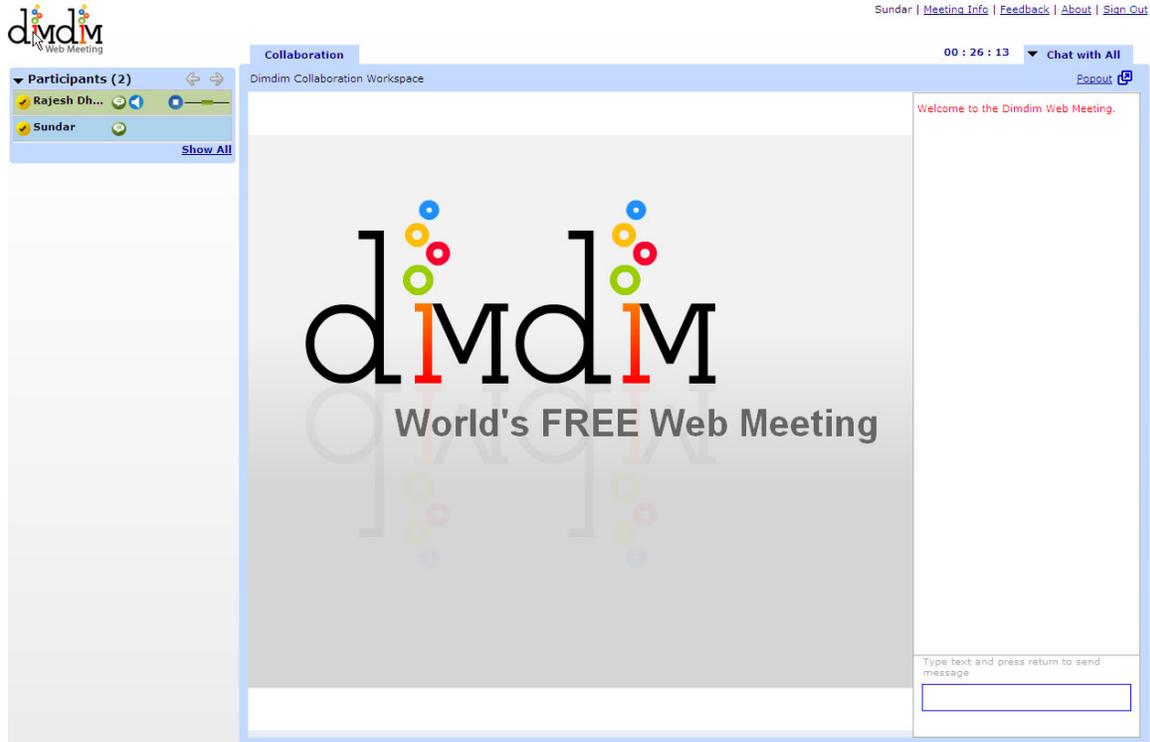
**Figure 6:** Student's perspective of Dimdim Web Meeting event

2. On click of the Dimdim Web Meeting activity by the student, the link to join the meeting should come. Display of this link will start 15 minutes before the scheduled start time of the meeting. Before this time, instead of the link, a message stating that the scheduled start time of the Dimdim Web Meeting is in future will be displayed. The display of the link will continue till 2 hours after the scheduled start time of the Dimdim Web Meeting. After this, instead of the link, a message stating that this conference was scheduled and completed in the past will be displayed. Please refer Figure 7.



The screenshot shows a Moodle discussion forum titled 'Discussion about syllabus'. It features a blue link that says 'Click here to Join Meeting'. Below the link is a message: 'You can join the meeting once the teacher has started the meeting'. At the bottom, there is a text area with the placeholder text: 'Lets talk about the syllabus of the course and any other important matters'.

**Figure 7:** Student's Perspective: Link to join the meeting



**Figure 8:** Attendee's perspective of Dimdim Web Meeting.