Overview

July 2016 MEETS updates brings with it 3 main features:

• UI upgrade
• Guest invite feature
• Content management on the MEETS admin panel

Until now, the MEETS navigation system was done mainly via the “wrench” icon. CirQlive is happy to share that the “wrench” has now been replaced by user friendly tabs. CirQlive hopes this will make the user experience more enjoyable and efficient.

It is now possible to invite guests that are not part of the course in the LMS, directly from the MEETS page without having to go to the Web Conferencing backend. This facilitates the usage of Web Conferencing functionality directly from within the LMS course page.

Clients that have the content service (for services such as converted MP4 files, as well as general files on the “Files” page), can now view those files on the MEETS admin panel. One can see the storage usage utilized on that platform as well. Further, the Administrator page enables one to set rights for admins permitting/prohibiting them to have access to this section.

The following pages will show screen captures to illustrate the upgrades.
Old vs. New: Setting the Web Conferencing credentials and switching to “Student View”.

[Diagram showing the process of setting web conferencing credentials and switching to student view]
Old vs. New: Viewing attendance, event recordings and files (depending on the MEETS platform service one has)
Old vs. New: Returning to the “Upcoming Events” page.
When on pages such as the recording/attendance pages etc. instead of clicking on “Calendar” from the “wrench” icon dropdown, one merely clicks on the “Upcoming Events” tab.
Student view- attendees have access to the recording page (and ‘files” page if that service exists on one’s MEETS account). There is no access to the attendance records as that is for teachers only.
New feature: Guest invite directly from within MEETS

1) Click the cogwheel to the left of the session info on the “Upcoming Events” page, and choose “Invite Guests”

<table>
<thead>
<tr>
<th>Name</th>
<th>Start</th>
<th>Date and Time</th>
<th>Duration</th>
<th>Hosted By</th>
</tr>
</thead>
<tbody>
<tr>
<td>MEETS Development Event (1623:668)</td>
<td>5 minutes 23 seconds</td>
<td>Tue, Jun 14th, 2016 11:30 AM BST*</td>
<td>1 hour 30 minutes</td>
<td>Super Admin (1)</td>
</tr>
<tr>
<td>Guest Access URL</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

2) A window will open up. Click on “Generate Link”

3) Copy the link and send it to your invitee.
Guest invite cont.

The URL that you sent launches a user friendly join page. The page is configurable to the user’s time zone. 15 minutes before the session, the “Join” button turns live enabling one to join the session.

MEETS Development Event

Enter your information:
First Name: Josh
Last Name: Josh
Email: j@j.com

Join

Event information:
Currently in progress
Date: Tuesday, June 14th, 2016
Start Time: 11:30 AM BST*
End Time: 1:00 PM BST*
Duration: 1 hour 30 minutes
Hosted By: Super Admin (1)
Updates to the MEETS admin panel - content management

The MEETS admin panel has a new tab named “Content”. This page displays the files a client has on the MEETS platform. One can see their storage usage here as well.

The Administrator section enables setting permissions for admins if they have access to the content section.