

# CLASS CONNECT

Powered by  newrow\_

*\*Newrow is a subsidiary of Kaltura*



 K12

# Newrow for Students

Instructional Guide v 1.5

 K12

# What are Class Connect, Newrow, and Kaltura?

**Class Connect:** the name for live collaborative sessions between students and teachers

**Newrow:** the platform technology Class Connect sessions take place within

**Kaltura:** the parent company of Newrow

Please use the Google Chrome Browser when using Newrow



Google Chrome



Microsoft Edge



Mozilla Firefox

# Joining a Class Connect session

Welcome, Bradley File Sharing | My Account (2590091) | Change User | Log Out

 [Home](#) [Plan](#) [Progress](#) [Courses](#) [Messages](#) [Community](#) [Help](#)

## Class Connect Sessions

Today's Date: Tuesday, November 24, 2020  
[Contact My Teachers & See Office Hours](#)

Select a date:  Tuesday, November 24, 2020

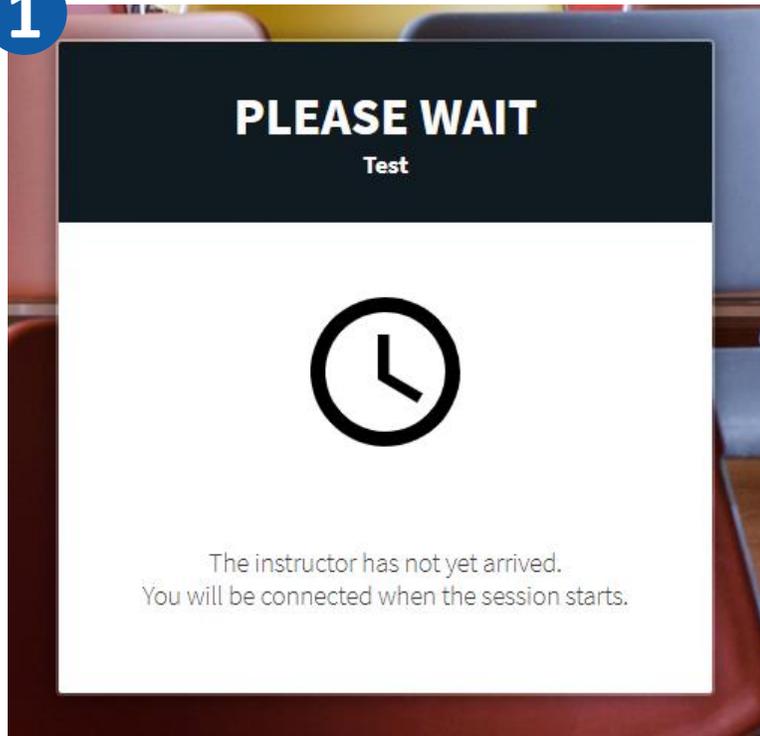
Time	Required/Optional	Session Name	Type	Teacher
10:00 am - 4:00 pm	Required	<a href="#">test</a>	Small Group	Teacher, Demo two

Copyright © 2020 K12 Inc. All rights reserved. K12 is a registered trademark of K12 Inc. The K12 logo and other marks referenced herein are trademarks of K12 Inc., and other marks are owned by third parties.  
[Privacy Policy](#) | [Copyright Policy](#) | [Terms of Use](#) | [Accessibility Policy](#)

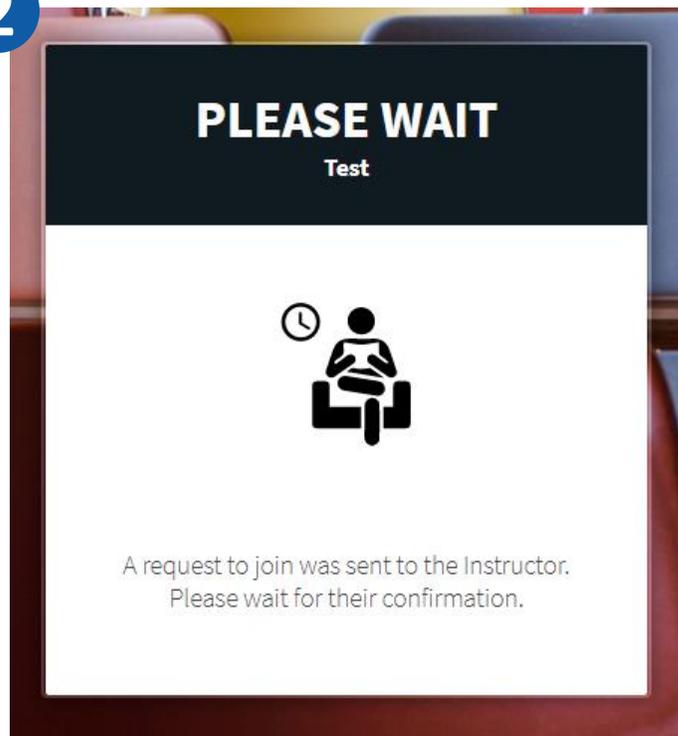
There are several places from which students may join their Class Connect sessions. They all launch the same way. Simply **click on the name** of the session.

# Waiting Screens

1



2



1

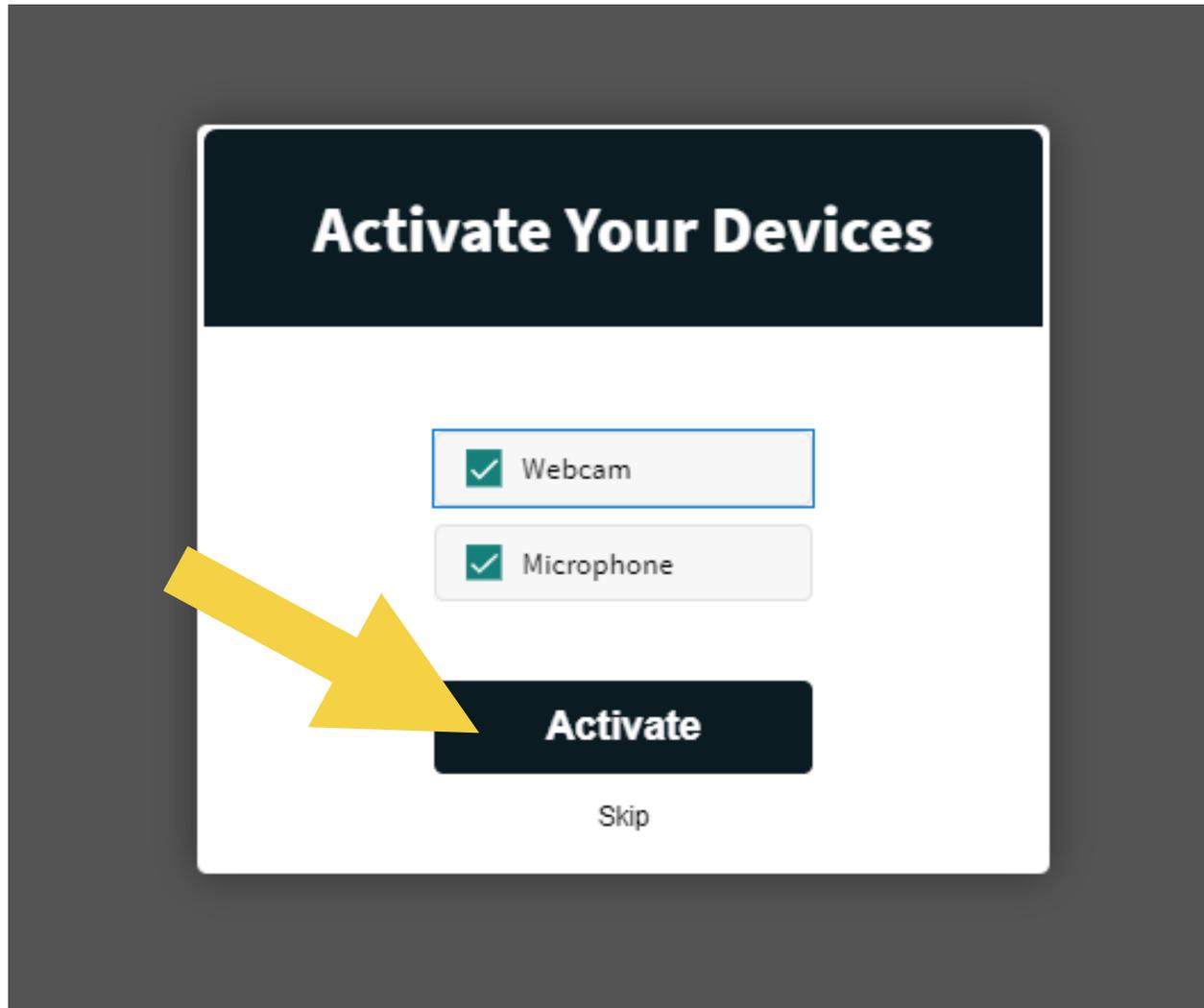
This is what shows up if the **teacher hasn't joined yet.**

2

This means the teacher has joined but the **door is locked** – they must let you in. They see a pop up that you're waiting.

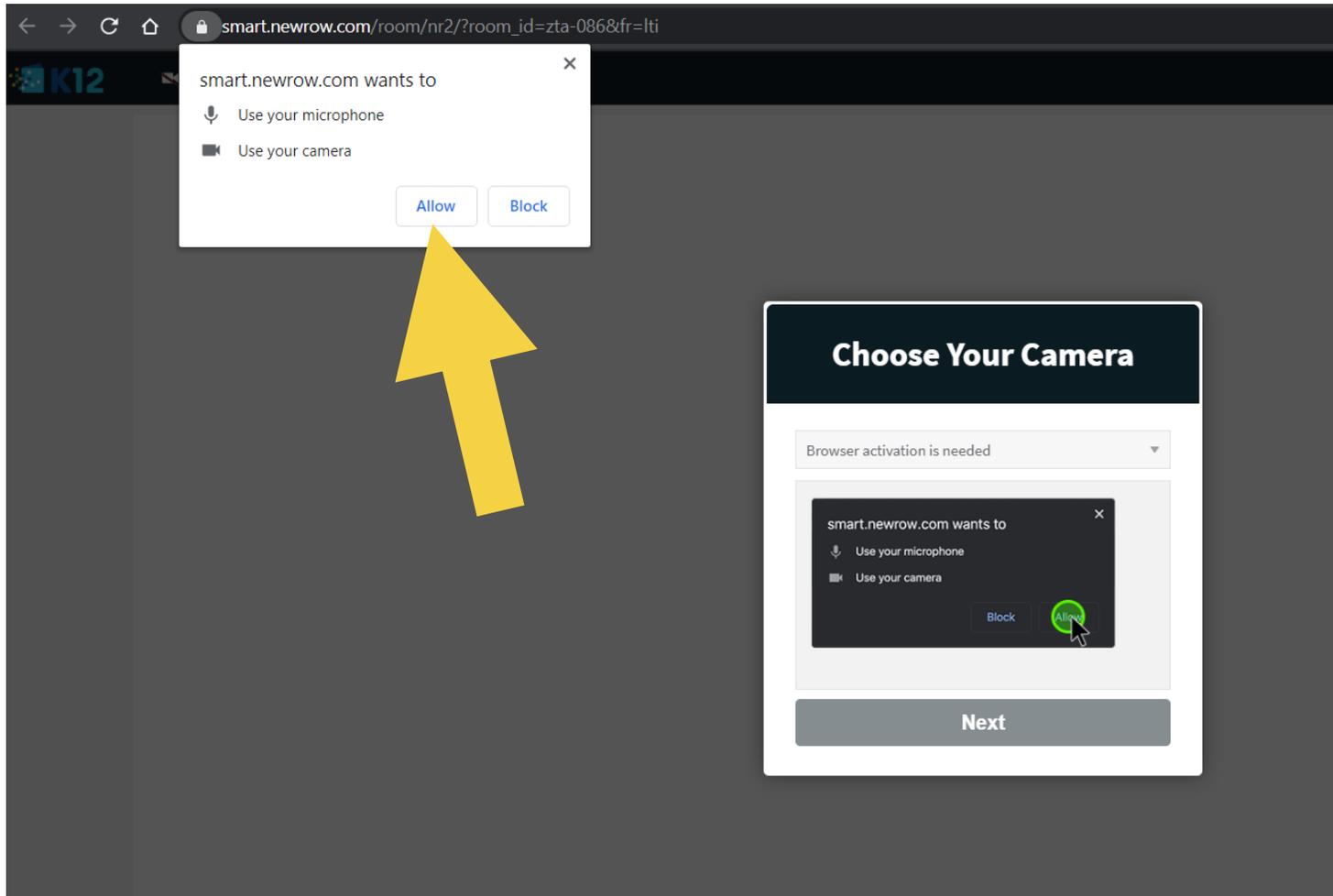
The student will be admitted automatically, but if ever in doubt, refresh the browser.

## Setting up your webcam, microphone, and speakers



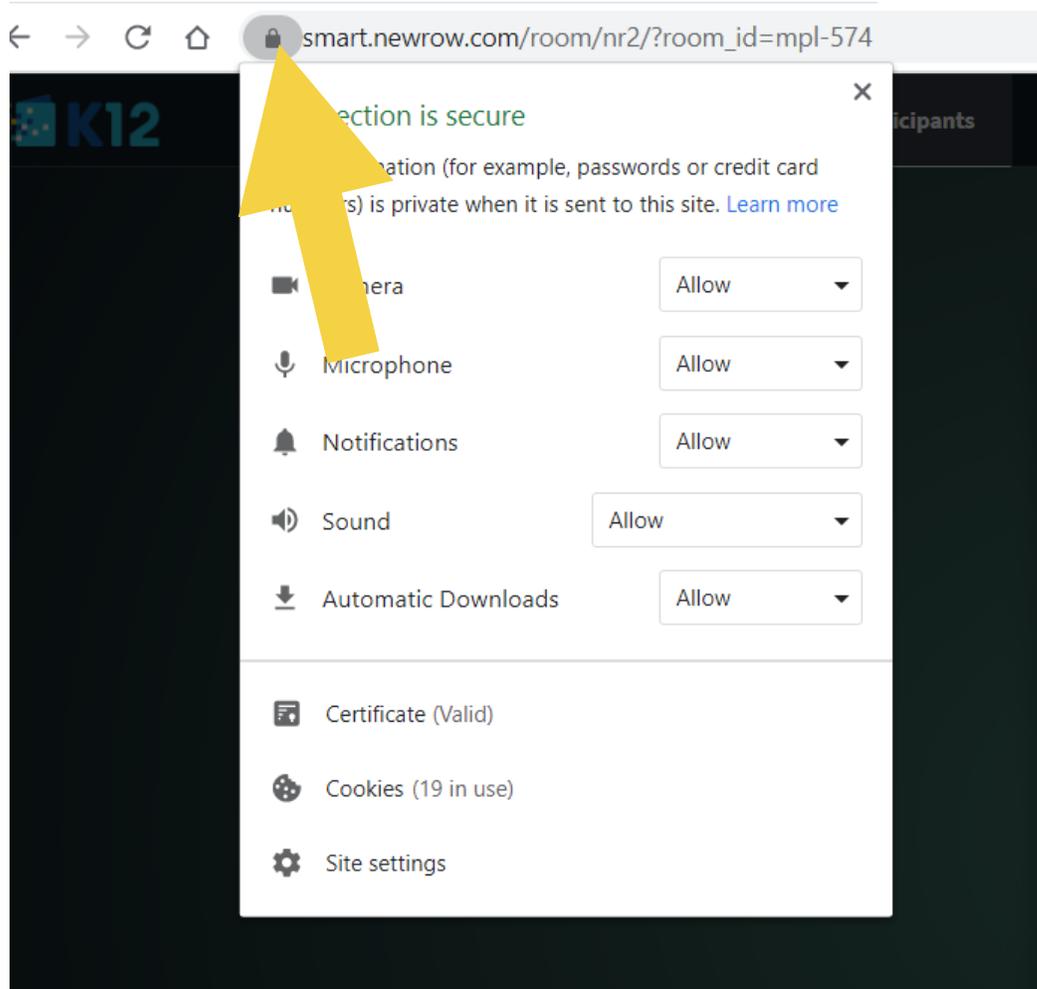
After being admitted this is the first thing you see. **Don't skip this step.** Make sure that the Webcam and Microphone are both checked and **click the Activate button.** You can still choose mute your microphone and webcam after this step.

# Setting up your webcam, microphone, and speakers



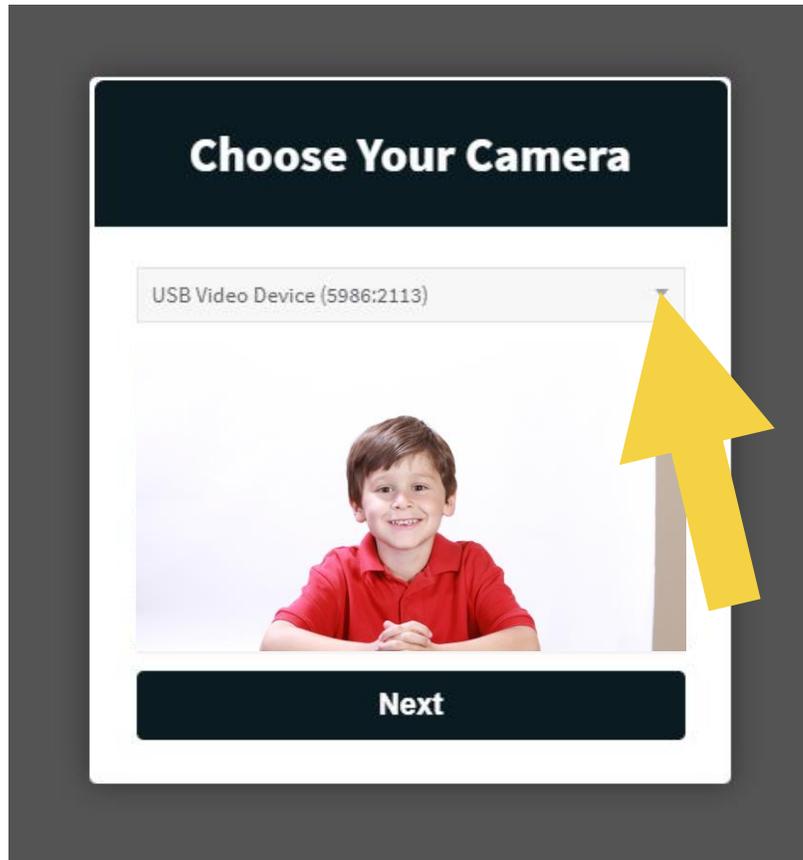
Next you will see a pop up at the top left. This grants Newrow permission to use the webcam and microphone. **Click the [Allow] button.**

# Setting up your webcam, microphone, and speakers



You can always revisit or double-check the previous step without going through the device activation process by clicking on the lock icon and making sure all the options are set to "Allow."

# Setting up your webcam, microphone, and speakers



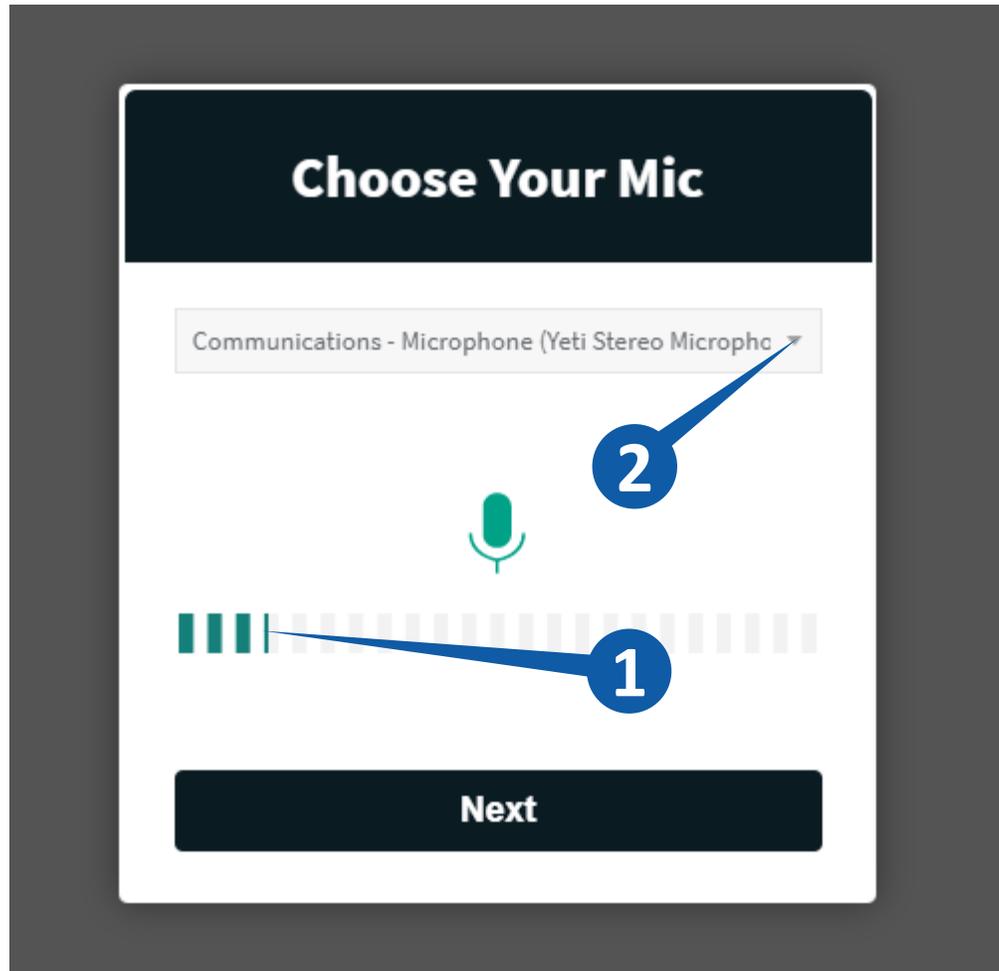
Next you see “Choose Your Camera.” You should see yourself in the webcam previewer, like we see the student with the red shirt to the left.

If you can not see yourself:

1. Make sure the computer’s camera isn’t covered/blocked by anything
2. Make sure no other programs are open that would use the webcam (like Zoom or another tab with Newrow open). Only one program can use the webcam at a time!
3. Select the drop down indicated by the yellow arrow in the screen to the left, and try any other available options

*Having trouble? Try advanced troubleshooting at the end of this document.*

# Setting up your webcam, microphone, and speakers



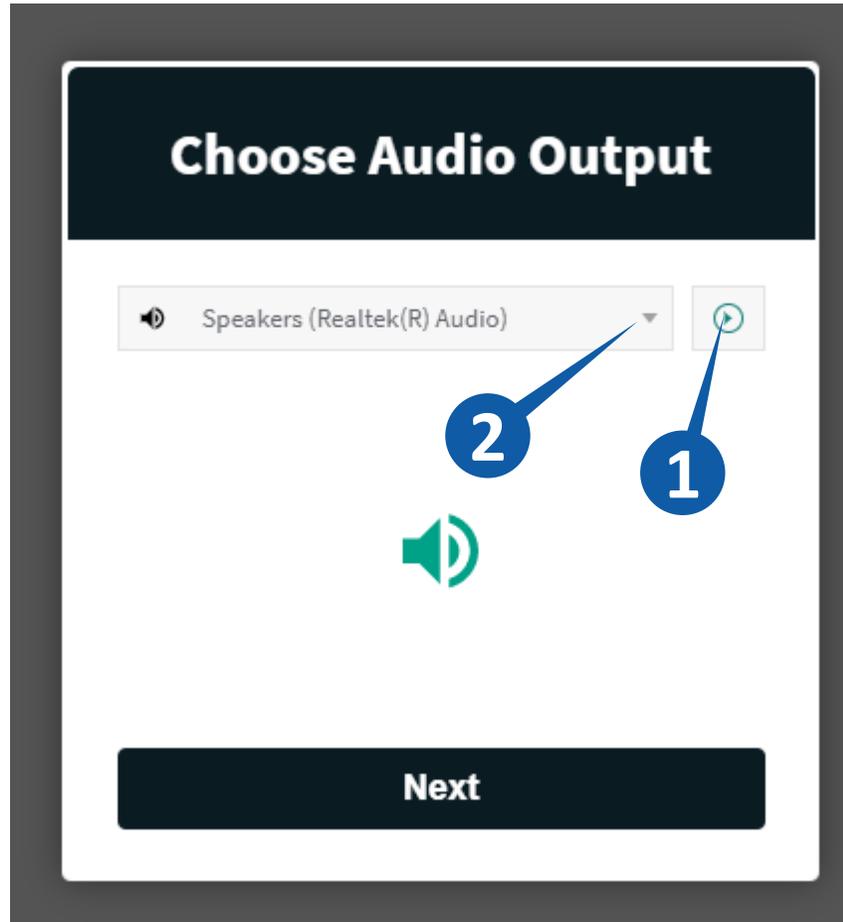
1

Try speaking or making noise, (clapping). If the microphone is working, the green bars will move.

2

If the green bars do not move, click the drop-down arrow and try another input. After selecting a new input try speaking or clapping again until you find the right one, and the green bars move. If none work, see advanced troubleshooting at the end of this document.

# Setting up your webcam, microphone, and speakers



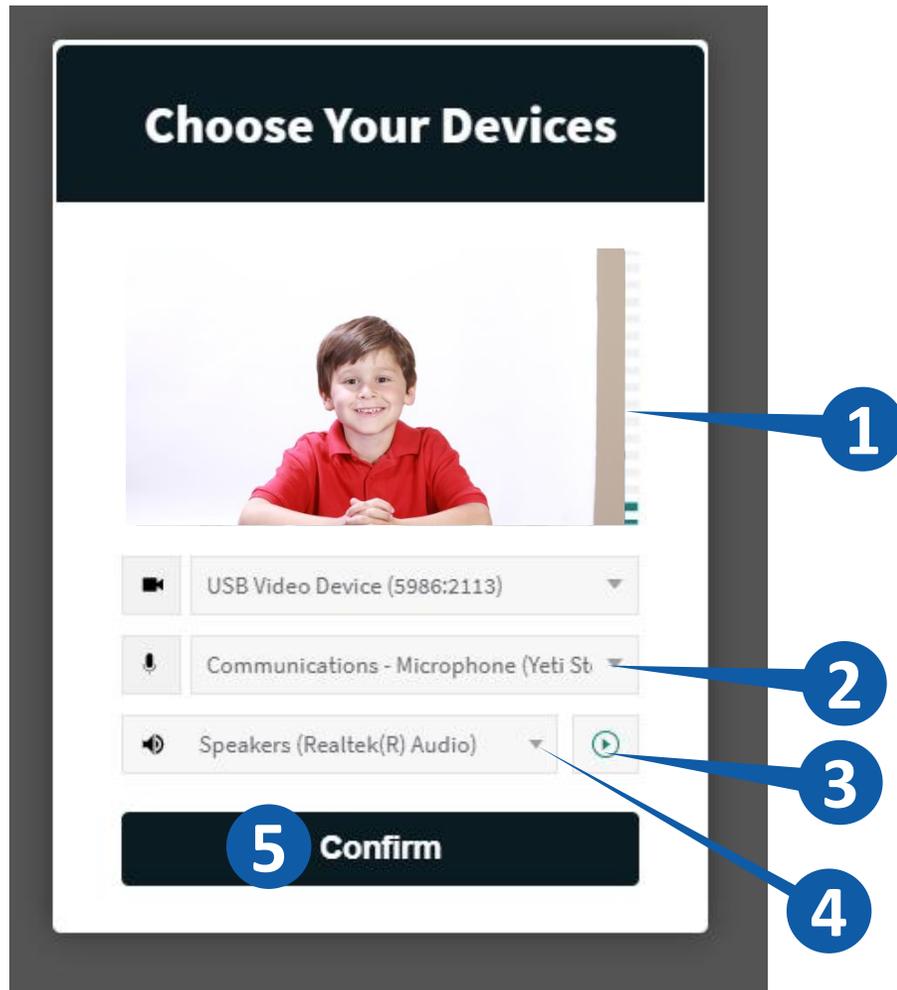
1

Press the play button. Make sure you can hear the sound played or you won't be able to hear anyone speaking in the session.

2

If you can not hear, click the drop-down arrow and try another output. Try the play button again until you find the right one. If none work, see advanced troubleshooting at the end of this document.

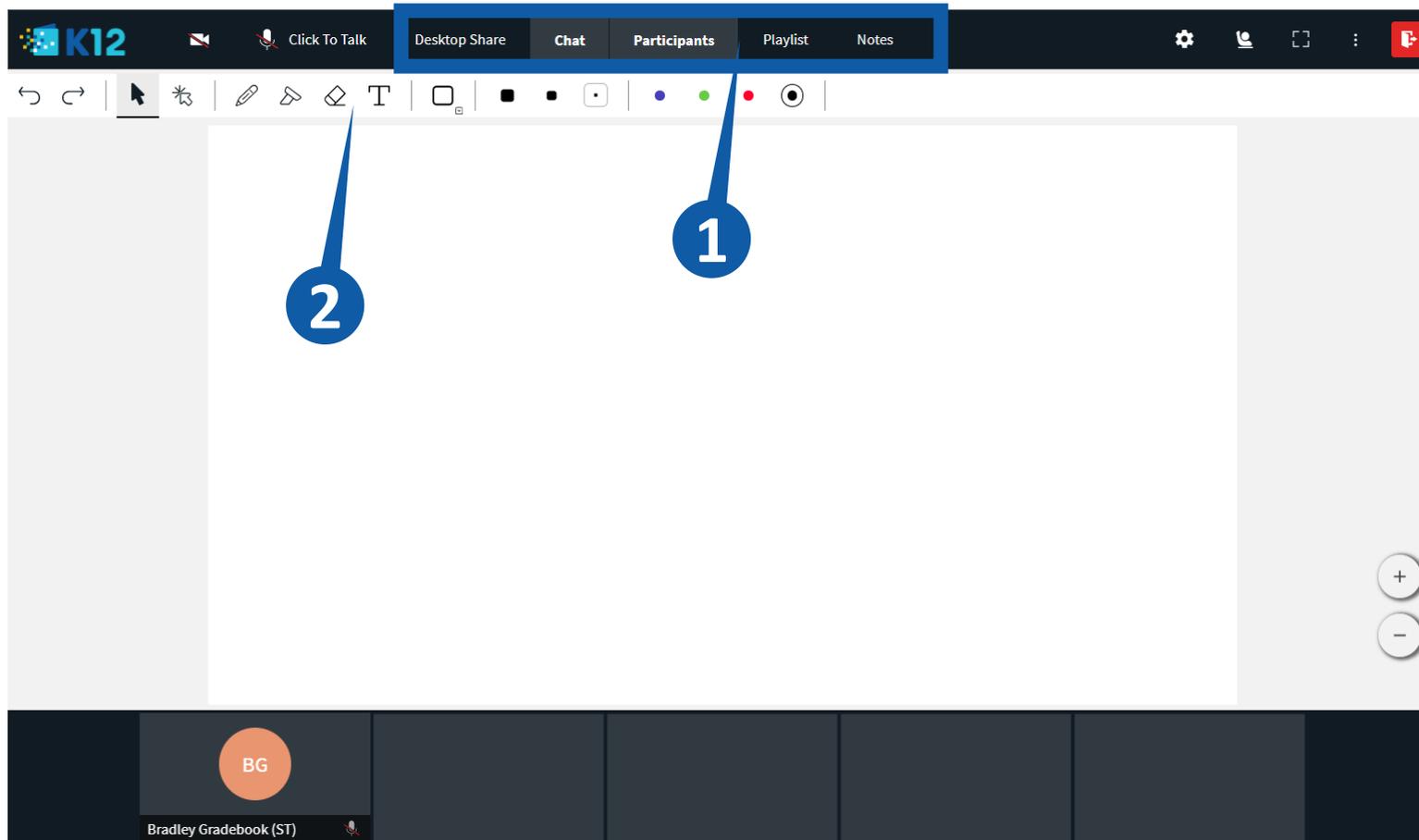
# Setting up your webcam, microphone, and speakers



**This is the menu you will see next time** you join a session, (rather than the full step-by-step). It has all the same functions in one place. Don't forget to **click Confirm!**

- 1 Mic indicator (green bars)
- 2 Change microphone input
- 3 Test your speakers
- 4 Change speaker output
- 5 You must click the **Confirm button** for the webcam or microphone to work during the session.

# Permissions/abilities



1

Teachers choose if students can see: Desktop Share, Chat, Participants, Playlist, or Notes.

2

Teachers also choose if students see the tool bar (for drawing/annotating).

# Interacting with other students/teachers

The screenshot shows a virtual meeting interface with a top navigation bar and a right-hand sidebar. The top bar includes icons for video, microphone, chat, participants, notes, settings, and a red 'Click To Talk' button. The sidebar shows a list of participants and chat options. Callouts provide instructions on how to use these features.

**Click here to turn on/off your webcam.** If the teacher blocks the webcam, the student will not be able to turn it on.

**Click here to unmute.**  
-After 15 seconds of silence, student is muted again, automatically.  
-If the teacher mutes the student, the student will not be able to unmute.

**Raise your hand** to get the teacher's attention. Useful when a teacher has muted the student.

Teachers can choose to enable Room Chat, Q&A, or both.  
-Q&A: only teachers see the messages students send  
-Room Chat: everyone sees the messages students send

Students can see up to 5 other webcams at a time. Students will not always see their own webcam, unless they are speaking.

**PARTICIPANTS 2**

Search participants...

DT Demo two Teacher ...

BG Bradley Gradebook ...

**CHAT**

Questions & Answers

Room Chat

DT Demo two Teacher (TE)

# Interacting with other students/teachers (small screens)

On smaller screens, the items shown on the top bar may move into the 3 dots menu instead. (See on the previous screen "Participants" was on the top and now it is in the 3-dot menu)

**K12** Click To Talk chat

- Select language
- Participants
- Notes
- Settings

**PARTICIPANTS 2**

Search participants...

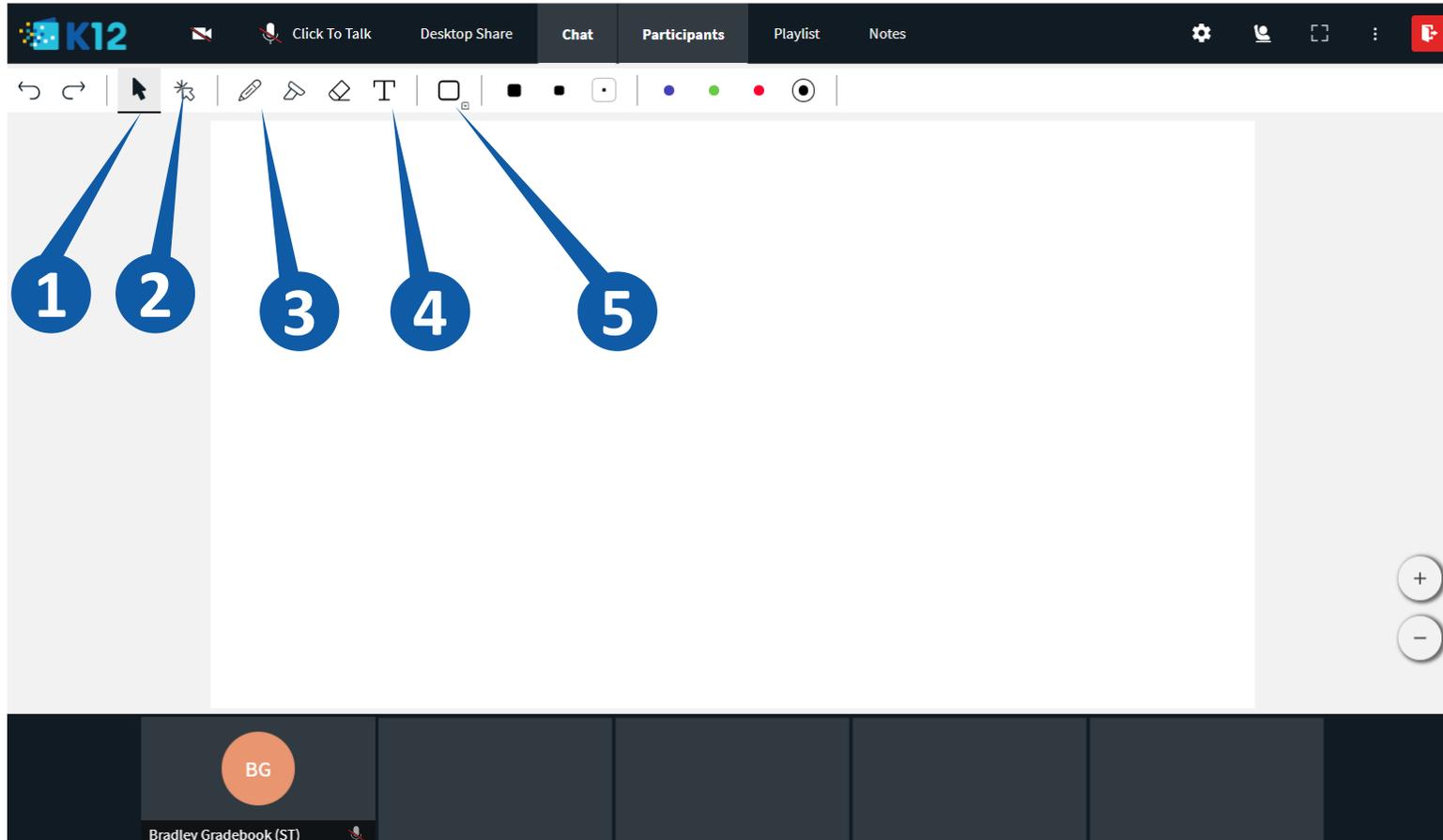
- DT Demo two Teacher ...
- BG Bradley Gradebook ...

**CHAT**

- Questions & Answers
- Room Chat

BG  
Bradley Gradebook (ST)

# Engaging with content



1 Grab/move objects

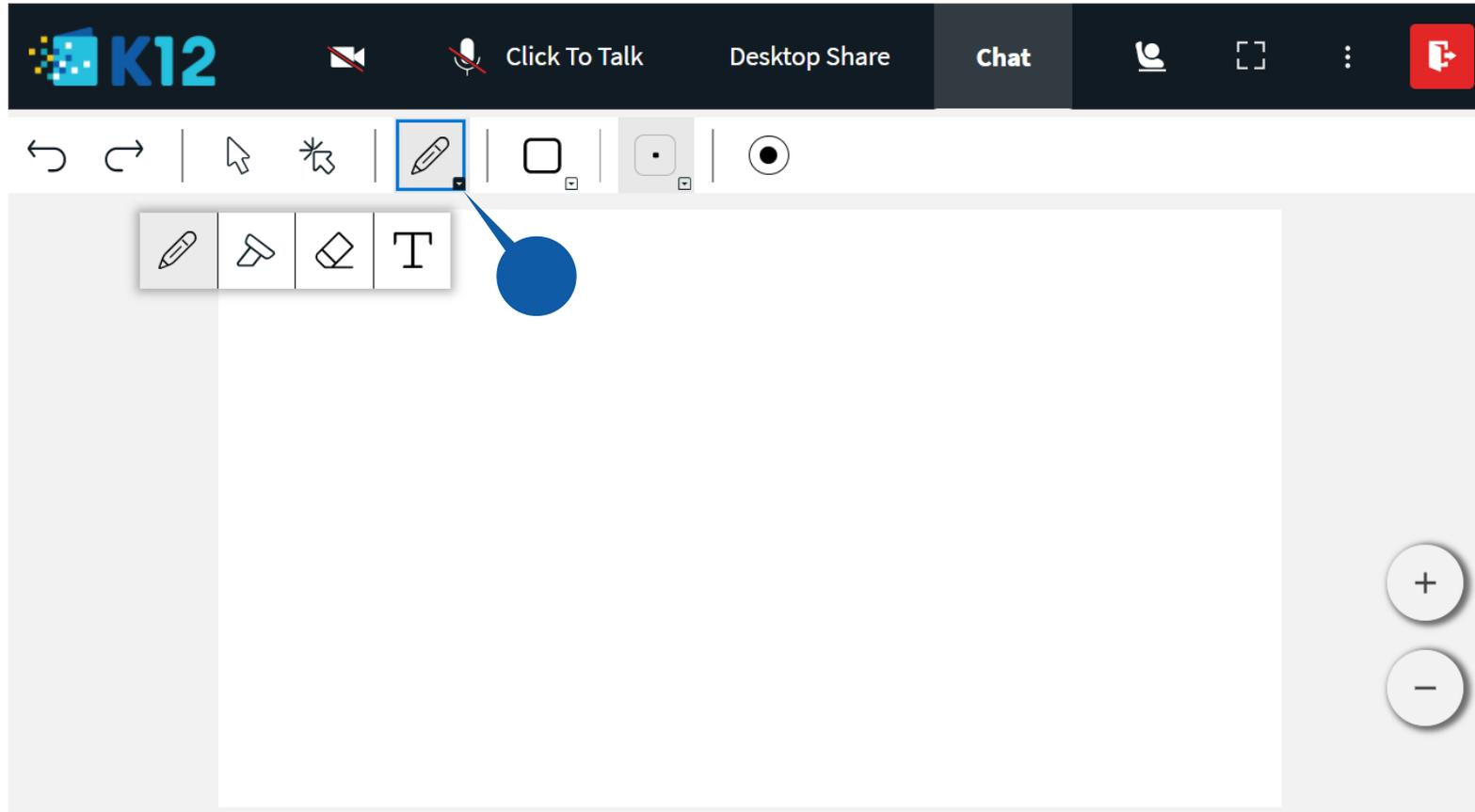
2 Show your cursor to all

3 Draw (pencil)

4 Add text

5 Draw a shape

## Engaging with content (small screens)



On smaller screens, there isn't enough space for all the icons on the tool bar. Click the bottom right corner of the pencil tool to reveal the hidden tools.

# Accessing a recording

The screenshot shows the K12 Class Connect Sessions interface. At the top, there is a navigation bar with 'Welcome, Bradley', 'File Sharing', 'My Account (2590091)', 'Change User', and 'Log Out'. Below this is a 'Class Connect Sessions' section with 'Daily View' and 'Weekly View' tabs. A date selector is set to '11/09/2020'. A table lists sessions with columns for 'Time', 'Required/Optional', and 'Session Name'. A callout box labeled '1' points to the 'Classroom Session' entry in the table. Another callout box labeled '2' points to a pop-up window titled 'Class Connect Session Recordings' which shows a recording for 'November 9, 2020, [Mon] 7:24 AM (0:00:36) [0] KB'. A third callout box labeled '3' points to a file download bar at the bottom of the browser window showing the filename '62654566\_16049....mp4'.

Time	Required/Optional	Session Name
6:00 am - 6:30 am	Required	example sessio
7:15 am - 1:15 pm	Required	Classroom Sess
2:00 pm - 3:00 pm	Required	Science 101
2:30 pm - 3:00 pm	Required	Math Class

Classroom Session  
November 9, 2020, [Mon] 7:24 AM (0:00:36) [0] KB

62654566\_16049....mp4

Then click on the link to download the recording.

1  
Click the name of the session in the same place you would have launched it. If there is a recording, you will see a pop up.

2  
3  
The file will download. Click the file to play the recording.

# Advanced troubleshooting

**For advanced troubleshooting visit this link**

<https://supportk12.newrow.com/en/article/step-by-step-troubleshooting>