ROTECH HEALTHCARE INC.
We Care About Patient Care

MUG SHOT

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MUG SHOT represents Macromedia User Group – Sharing Helpful Online Tips!

M	**M**acromedia
U	**U**ser
G	**G**roup
S	**S**haring
H	**H**elpful
O	**O**nline
T	**T**ips

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Editor

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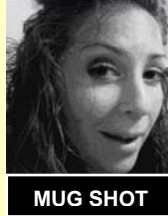
Guest Editor
Tosha Mitsch

Bulletin Sections

- **APB – All Points Bulletin.** Lists current issues we are working with RSG and/or Macromedia.
- **Background check.** Provides information on a Breeze function.
- **Briefing.** Encourages recommendations based on learner's feedback.
- **Guilty Culprits.** Lists ways a learner may work the system; includes ways to combat these misdemeanors.

APB
Training Wrapper – Bookmarks

We are currently working on the bookmark issue. According to Macromedia/Adobe, Breeze is only setting a bookmark every 10 interactions. Per our investigation the bookmark is not setting where the user left off. This is on ongoing investigation.

Background Check – Breeze Meeting

Hot Tip! Speed Check

To Gain Control or To Lose Control

In addition to showing your screen in Breeze Meeting, you can also grant access to others to control it.

Depending on what you are sharing, you can give remote application control to either the entire computer or specific applications or windows. Only presenters (and hosts) can share and take control.

First, for someone to share their screen, they must have *Presenter* rights.

- As the **Host**, select the users name in the *Attendee List* pod.
- Click the *Set User Role* icon.
- Click on *Set as Presenter*.
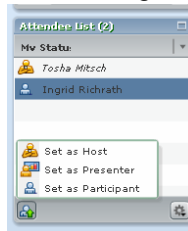
Second, the **Presenter** must request control from the Host.

Once the **Host** *accepts the request to take control*, the host loses control and the presenter gains control.

Crime Tip!

PowerPoint has been caught.

The timing on PPT animations are not appearing as they should. When converting PowerPoint presentations with Audio synced with animations, the animations aren't appearing at the right time.

Please don't be a victim of this crime. If you are victimized, it is because you are using Office 2003 SP2. Although Adobe advises downgrading to Office 2003 SP1, we expect a more permanent fix to become available.

Background Check – Breeze Meeting

For those who take interest in knowing where the speed traps are, Breeze Connection Speeds can be found by clicking on the green button in the top right corner.
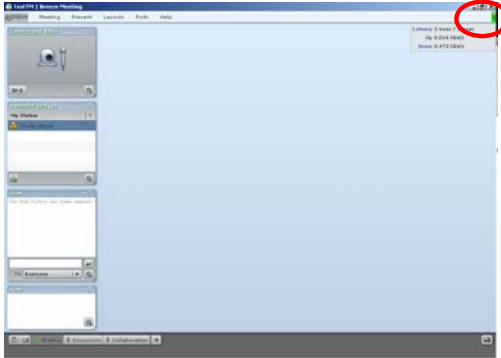
Breeze also allows you to view when an attendee's connection goes below the current meeting room bandwidth.

When an attendee's connection is lower than the meeting room bandwidth, there will be one of two indicators. These indicators will appear to the right of the attendees name in the Attendee List pod.

Orange Triangle
The attendee is on a connection less than the meeting room bandwidth and has a delay of up to 4 seconds than normal processing time.

Red Square
The attendee is on a connection less than the meeting room bandwidth and has a delay greater than 4 seconds than normal processing time.

Guilty Culprits

Content – Confidential Files

Alleged crime: Peeping toms.

To fight back this crime: Settings for users have been established and there is limited access to confidential files. Here is a list of who has access to view training attended.

- Administrators - access to view all training
- Content Authors - access to any training content they developed
- Managers - access to their own staff
- Individuals - access to only their individual training

Briefing

To maximize learning, these recommendations came from users.

Show Quiz Slides. Quiz slides can be changed to appear in the Powerpoint outline – so a user can have a quick guide to any quiz questions.

1. Go to **Breeze**, **Quiz Manager**, and select **Edit Quiz Settings**.
2. Check **Show Quiz Slides In the Outline.**
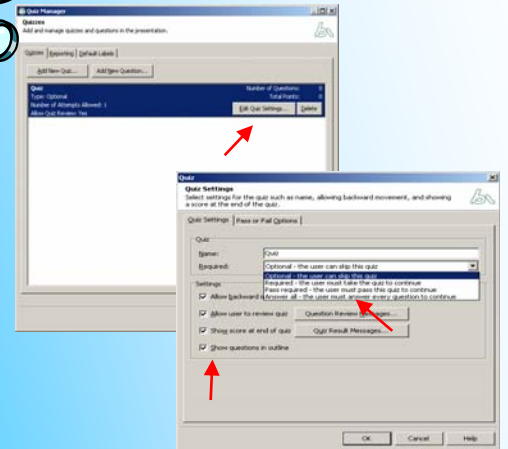
Note: You can also change whether the quiz will be optional or required (by checking the **Required** box in step 1.)
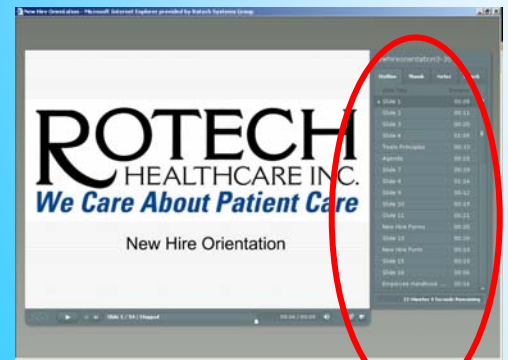
Quiz Questions. When forming quiz questions, do NOT copy and paste the question from previous quizzes.

When a quiz is entered it is given a specific Interaction ID. No two questions should have the same Interaction ID.