Creating a Virtual Connection

This job aid provides you with the minimum steps you need to take in order to create a virtual connection for a classroom course. You must have the Administrator role to perform this task.

1. On the top menu bar click on System Options

   Training > Content Configuration > Virtual Meeting Connectors

   Click Add Connection

   There aren't any virtual meeting connections yet.
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2. Select Custom

3. Enter the Connection name, click done

Virtual Meetings
Configure virtual meeting connections and hosts.

You have connected DAS Virtual Classroom Custom!

Follow steps 1-3 to create additional connections
Creating a Virtual Connection

Adding Virtual Event Information

1. Add a New Section

Enter Section Title > Format: Virtual > Click Next
2. Add Virtual Event Information

![Add Virtual Classroom](image)

3. Select the virtual meeting type

![Virtual Meeting Type](image)

4. Enter Host and Attendee URL

![Virtual Meeting Hosts](image)
5. Participant Information (optional)

6. Audio Settings (optional)