



How to Retrieve the URL of an Adobe Connect Session you have created in D2L

When would it be helpful to have the direct link to a session you have created in D2L?

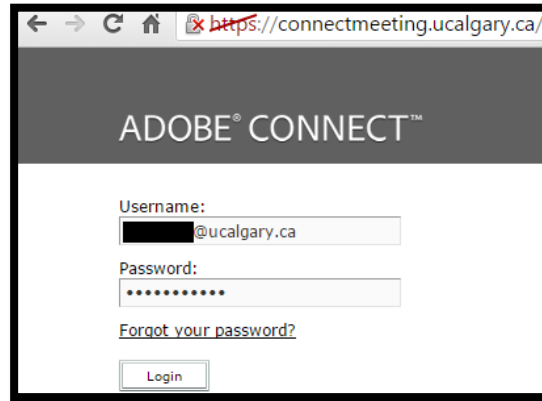
1. As instructor, you would like to invite guest speakers to your Adobe Connect session, but they do not have access to D2L at the University of Calgary.
2. In the event of a D2L outage or if users are experiencing D2L login issues.
3. As the session host, you would also like to log in as a guest to get a sense of what your participants/ students are seeing on their end.

1. In your D2L course, click on **Communication**, then **Online Rooms** on the navbar.
2. Identify the **name** of the session you would like to get the direct link to.
3. Take note of your D2L course's **OUID**. This number appears at the end of the course URL.

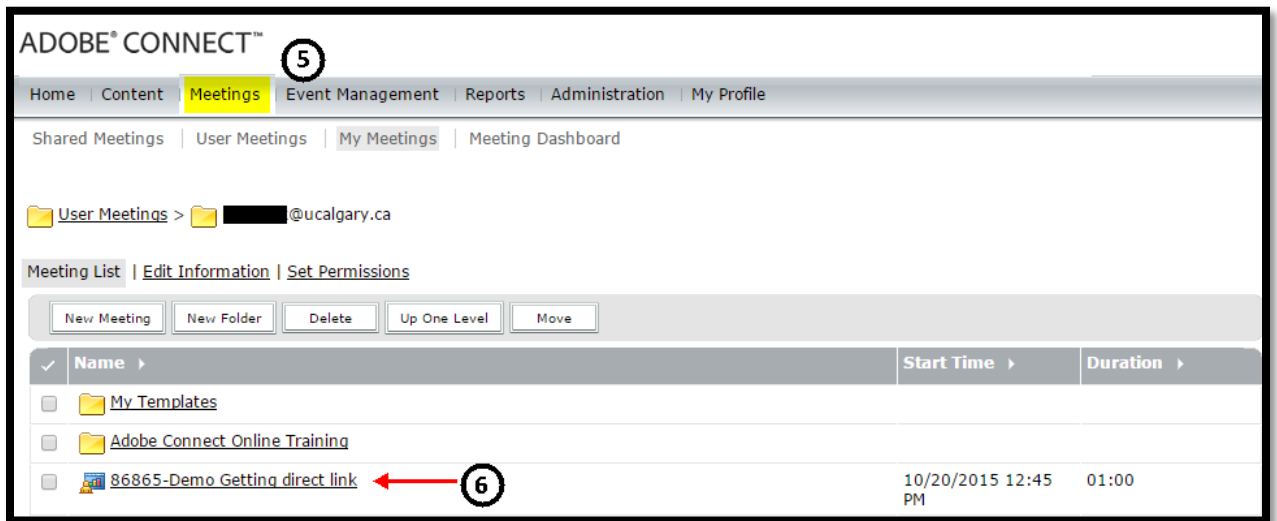
The screenshot shows the D2L interface for a course named 'D2L Sandbox'. The navigation bar includes 'COURSE HOME', 'CONTENT', 'CALENDAR', 'COMMUNICATION', 'ASSESSMENTS', 'MY TOOLS', and 'EDIT COURSE'. The 'COMMUNICATION' menu is open, showing options like 'News', 'Classlist / Email', 'Discussions', 'Chat', 'Groups', and 'Online Rooms'. A red arrow labeled '1' points to 'Online Rooms'. Below the menu, there are filters for 'Service Provider' (set to 'All') and 'Display' (set to 'All meetings'). A 'New Room' button is visible. At the bottom, a table lists rooms. A red arrow labeled '2' points to the 'Name' column, which contains 'Demo Getting direct link'. A red arrow labeled '3' points to the OUID '86865' in the browser address bar.

Name: (avoid using special characters in room name, eg #)	Join Room	Start Date and Time	End Date and Time	Service Provider
Demo Getting direct link	Join	10/20/2015 12:45 PM	10/20/2015 1:45 PM	Connect

4. Log in to the **Adobe Connect** server <https://connectmeeting.ucalgary.ca/> with your host username and password.



5. Click on the **Meetings** tab.
6. Search for the meeting that has the same name as the session you have created in D2L, but with the course's OUID added as prefix. Click on this link.



7. Copy the session URL and email it to yourself, your guests and/or students. If you need to log in as a Host, please use your Adobe Connect username and password. Other users may simply log in as a Guest with their first and last names.

