

Wisdomwhere Instruction Guide

How to Access GMU's Workshop Registration System:

1. Go to www.solutionwhere.com/WW/GMU/default.aspx
2. Login to the CAS portal using you GMU NetID and Patriot Password

GEORGE MASON UNIVERSITY

Central Authentication Service (CAS)

For security reasons, please

Languages:
[English](#) | [Spanish](#) | [French](#)
[Czech](#) | [Slovenian](#) | [Chinese](#)

Enter your Mason NetID and Password

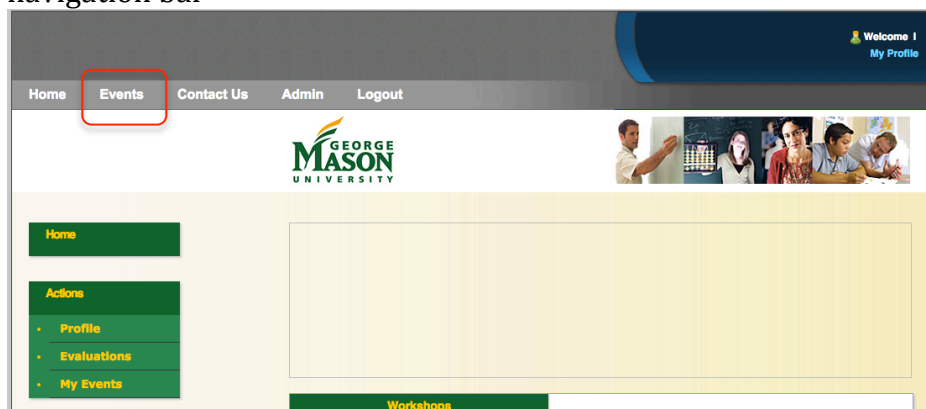
Mason NetID:

Password:

Warn me before logging me into other sites.

How to Register for Workshops

1. On the home page, click on the button that says “**Events**” at the top in the navigation bar



- Here you have the option to search by Event title, Department, Area of Interest, Location, or Month

Search the GMU Catalog

Enter a keyword and/or a date range to begin your search

If you leave the search fields empty, all events with active sessions will be displayed, which might take time to load.

Keyword:

Start Date: between and

View By:

Event Title
 Department
 Area of Interest
 Location
 Month

Online Sessions Only

Turn On Advanced Search Options

- Choose the search option you would like and click the **Search** Button
- In the list of workshops (list will be alphabetical), click on the workshop name you wish to register for

Search the GMU Catalog

Active Sessions
 New Sessions
 Registration Restrictions in Effect
 Registration Key Required

Click the Event Name to view session details.

Normal View

Event Name	Description	Type	Info
3D Printing Demo	Introducing 3D Printing for Educators Upcoming sessions starting on 8/26/2015. Additional dates available.	Event	<input checked="" type="checkbox"/> Active
Banner/INB Navigation	This course covers logging into Internet Native Banner (IN... Upcoming sessions starting on 8/20/2015. Additional dates available.	Event	<input checked="" type="checkbox"/> Active
Basic eVA Purchasing	eVA training is open to all George Mason University facult... Upcoming sessions starting on 8/25/2015	Event	<input checked="" type="checkbox"/> Active
Blackboard Collaborate Basics	Blackboard Collaborate, formerly Elluminate Live!, is now ava... Upcoming sessions starting on 8/26/2015. Additional dates available.	Event	<input checked="" type="checkbox"/> Active
Blackboard Collaborate Basics - Webinar	Upcoming sessions starting on 8/18/2015	Event	<input checked="" type="checkbox"/> Active
Blackboard Courses 9.1 Basics	The Courses 9.1: Basics workshop will introduce participants ... Upcoming sessions starting on 8/19/2015. Additional dates available.	Event	<input checked="" type="checkbox"/> Active
Blackboard Courses 9.1 Basics - Webinar	NOTE: This presentation will be held online via Black...	Event	<input checked="" type="checkbox"/> Active

- On the next screen, there will be a list of sessions for the workshop you chose

Event Details

Blackboard Collaborate Basics

Blackboard Collaborate, formerly Elluminate Live!, is now available in all myMason Blackboard Courses and Organizations. Collaborate is an interactive web conferencing and virtual classroom environment designed for teaching and learning and real-time collaboration. Features include an interactive whiteboard that allows facilitators to display and write on PowerPoint slides, multi- person audio and video, screen sharing, chat, and breakout rooms. Via MyMason Courses and Organizations, instructors can currently use Collaborate to:

- * Hold virtual office hours - Record lectures
- * Student group collaboration - Hold study sessions
- * Invite guest speakers
- * Connect with internship or abroad students - Emergency proof courses

You will learn the basic functionalities available with Blackboard Collaborate and pick up the skills, tips, and tricks required to moderate successful online sessions.

Please note: If you are unable to attend this session, please contact courses@gmu.edu for a one-on-one training session for this or any Blackboard topic.

Target Audience
Faculty & Staff

Instructor Led Sessions
(To Register, or for more information, click on a start date.)

Start Date	Time	Days	Location	Session Title	Status
08/26/2015	11:00 AM-1:00 PM	1	Johnson Center, 311B	125	OPEN
08/27/2015	9:00 AM-11:00 AM	1	Johnson Center, 311B	136	OPEN
09/02/2015	1:00 PM-3:00 PM	1	Johnson Center, 311B	150	OPEN
09/08/2015	9:00 AM-11:00 AM	1	Johnson Center, 311B	156	OPEN
09/11/2015	12:00 PM-2:00 PM	1	Johnson Center, 311B	168	OPEN

1 Page size: 50 5 items in 1 pages

- In this list, click on the **Start Date** for the workshop you wish to attend
- On the next screen, there will be session details for the workshop that you chose. Click the **“Register”** button on the lower right hand side

Session Details

Event Information (Show ...)

Event Session Information

Days	1
Scheduled Date/Time	08/26/2015 11:00 AM-1:00 PM
Session Contact	Courses Admin Staff Email : courses@gmu.edu
Instructor(s)	Marlys Shoup, Tamara Schweinsberg
Units/Costs	N/A
Location	Johnson Center, 311B 4400 University Drive Fairfax VA 22030

Please click the Register button to register for this session.

Register

8. On this screen, fill out the information if it is not already filed out and click the “Register” button at the bottom of the screen

Event Registration Form

If the Registrant ID and Information below is not yours, then please Logoff and Re-Logon.

Course Name: Blackboard Collaborate Basics
Instructor: Marlys Shoup, Tamara Schweinsberg
Session Number: 125
Start Date: 8/26/2015
Maximum Participants: 20

Scheduled Date(s):

Date (MM/DD/YYYY)	Start time (H:MM)	End time (H:MM)
08/26/2015	11:00 AM	1:00 PM

GMU Net ID *Required*
Password *Required*
Confirm Password *Required*
First Name *Required*
Middle Name
Last Name *Required*
Status *Required*
GMU Department
E-Mail Address *Required*
Confirm E-Mail Address *Required*
G Number
Work Phone - - Ext.
Personal Phone - -

[Return to Search Results](#)

9. Once you have successfully registered, you should see a screen confirmation with the session details for the workshop

Event Registration Form

**Greetings Train3 Test,
You have registered for:**

Event Title: Blackboard Collaborate Basics
Start Date: 8/26/2015
Start Time: 11:00 AM
End Time: 1:00 PM
Location: Johnson Center, 311B

Registration Number: 425
Session Number: 125?