

# Web Conferences (DFNconf Adobe Connect)

Adobe Connect is a conferencing solution for online lectures and meetings, eLearning and webinars, which offers a wide range of interaction options. You can show other participants your desktop (screen sharing) and upload presentations for the meeting. If desired, the web conference can be recorded and saved as a film.

Adobe Connect also offers the following features:

- Plan and conduct web conferences/meetings for up to 200 participants
- Video and audio transmission
- Share documents or screens
- Shared whiteboard
- Chat
- Voting/Polling tool
- Conference recording
- Mobile support

This service is available to all staff of the university, who will then be able to organise events through the service. Students or external users can be invited as participants.

Within just a few steps, you can [create an "Online Meeting"](#).

Contents
<ul style="list-style-type: none"><li>• <a href="#">User Guide</a></li><li>• <a href="#">FAQs</a></li><li>• <a href="#">Support</a></li><li>• <a href="#">Data Backup / Hosting</a></li><li>• <a href="#">Request Service</a></li><li>• <a href="#">User Responsibilities</a></li><li>• <a href="#">Legal</a></li></ul>

## User Guide

[How do I create an Adobe Connect meeting?](#)

[Further information about Adobe Connect \(how-to, Linux, phone integration, teleconferencing, FAQ, links\) in German](#)

[Getting Started with Adobe Connect Guide \(online help and video tutorials from Adobe\)](#)

## FAQs

- [How can I test whether my PC workplace is suitable for web conferences?](#)
- [How do I create an Adobe Connect meeting?](#)
- [What are the technical requirements?](#)

## Support

Please report any problems to the [Service Desk](#).

This service is available around the clock. There are no specific service levels.

## Data Backup / Hosting

This service is hosted by the German National Research and Education Network (Deutschen Forschungsnetzwerk).

## Request Service

In order for a user to register as a meeting organiser, they must be an employee of Reutlingen University. When the employee relationship ends, so does the authorisation to use the service. An application is not necessary.

## User Responsibilities

Users should take care to back up data uploaded for events and also to delete it from the service.

## Legal

The applicable laws must be observed, in particular the provisions of the GDPR in dealing with personal data.