

VIDEOCONFERENCING BASICS FOR CALIFORNIA STATE PARKS PORTS PROGRAMS



We request that you complete these steps at least one time prior to your scheduled program.

Start with the basics. Become familiar with how to connect external sources to your projector/TV and external speakers and check that the internet jack you plan on using is active, or your wireless network is working.



Connect your device to a projector, television or Smart Board.



Connect your device to an external speaker. If using a computer or tablet device it is recommended using an external speaker with built-in microphone.

You may not need external speakers if your videoconference device has built in speakers or your projector has an audio input or if you are using a television.



Place the device in your room so we can see the majority or all of your students when we're connected.

You may also want to adjust the lighting in your room so your students can see the television or screen. Please note the program is at it's best when we can see your students, so if possible don't make it completely dark!

Make a test call.

There are three ways you can dial PORTS Distance Learning Parks.



With a computer or tablet device, click on the PORTS Test URL, <http://tinyurl.com/ports-test>. You may be prompted to download the Vidyo app/plugin. Once the app is downloaded, enter the PIN code 12345.



For a videoconference device, you can dial the IP address 205.154.84.77. Bring up the keypad on the videoconference device and type in the room extension 5901234567 (also the CalREN number). You will be prompted for the PIN 12345#.

You can also dial the CalREN number if the videoconference device is configured to a gatekeeper or SIP. Dialing the CalREN will bring you directly into the conference. To access the PORTS Test, use the keypad on your device or remote to dial the number 5901234567. Enter in the PIN 12345#.

If you can see and hear the video you have made a successful connection!



Adjust the volume on your device and on your external speaker so that you can hear the audio comfortably in your room.

If you are having trouble, please refer to our "Troubleshooting Tips" found on our website www.ports.parks.ca.gov.

On the day of your program, dial the number that corresponds with the PORTS Program you have signed up for.

Refer to the confirmation sent to you by the distance learning interpreter for the site-specific URL or numbers you need to dial, or check out the listing on the next page.

Our distance learning sites keep a tight schedule. You may not be able to access your conference until your scheduled time. It could be because the presenter is talking with another class somewhere else in California. Please try to dial in as close to your scheduled start time as possible.



Don't forget to hang up!

If you have more than one program scheduled throughout the day, it's okay to stay connected if your distance learning interpreter gives you the okay. At the end of your time with us, please don't forget to hang up your call.



**California State Parks PORTS Distance Learning Program
Dialing and Contact Information for 2015/2016 School Year**

All PORTS Distance Learning Parks can now be accessed from a variety of technologies, as long as they have camera capability. This document provides you with the URL, IP address, CalREN number and contact information for each PORTS Distance Learning Park.

To connect with a camera-enabled computer or tablet device use the web URL. You may be prompted to download the Vidyo app/plugin. You will need external speakers.

With a videoconference machine all PORTS Distance Learning programs can be accessed by a single IP address (205.154.84.77). Once connected you will be prompted to enter in a room extension, which is the site's ten digit CalREN number. Alternately, instead of the IP address, the CalREN number may be used to connect directly.

PORTS Vidyo Bridge IP address: 205.154.84.77

PORTS Test

URL <http://tinyurl.com/ports-test> or
<http://vcportal.k20video.org/flex.html?roomdirect.html&key=PI6oL7fXDjJ3HgMblo7AvXoP9c>

IP Address	205.154.84.77
CalREN Number	5901234567
PIN	12345#

Angel Island State Park, Tiburon

Programs: Immigration

URL	http://tinyurl.com/angelislandports or http://vcportal.k20video.org/flex.html?roomdirect.html&key=Pj7FMPng7oTits61T0XfppWq5lo
CalREN Number	5903110109
Phone Number	415-435-5537
E-mail	casey.lee@parks.ca.gov

Ano Nuevo State Reserve, Seacliff Distance Learning Studio, Santa Cruz

Programs: Elephant Seals, Butterflies, Mammals

URL	http://tinyurl.com/anonuevoports or http://vcportal.k20video.org/flex.html?roomdirect.html&key=ugQyaDXcAflJnNWJkLGTuHp0xDg
CalREN Number	5903410112
Phone Number	831-685-6449

Anza-Borrego Desert State Park Distance Learning Studio, Borrego Springs

Programs: Paleontology, Landforms and Geology

URL	http://tinyurl.com/anzaborregoports or http://vcportal.k20video.org/flex.html?roomdirect.html&key=PReXzn8TVywpDAqkAzufOFrSto
CalREN Number	5903510113
Phone Number	760-767-3314
E-mail	luann.thompson@parks.ca.gov



**California State Parks PORTS Distance Learning Program
Dialing and Contact Information for 2015/2016 School Year**

Baldwin Hills Scenic Overlook, Culver City

Programs: Weather and Climate

URL <http://tinyurl.com/baldwinhillssports> or
<http://vcportal.k20video.org/flex.html?roomdirect.html&key=2kDEzmx0Nz2rPwnCrLFJ1AoQZ4>
 CalREN Number 5903610114
 Phone Number 818-925-6926
 E-mail Jennifer.dandurand@parks.ca.gov

Columbia State Historic Park, Sonora

Programs: Gold Rush, Gold Rush Communities

URL <http://tinyurl.com/columbiaports> or
<http://vcportal.k20video.org/flex.html?roomdirect.html&key=nvBAYYruVEMGS5LQxPuzDEmp8A>
 CalREN Number 5903710115
 Phone Number 209-532-7386
 E-mail leslie.minium@parks.ca.gov

Crystal Cove State Park, Laguna Beach

Programs: Tidepools, Science of Habitat Restoration and Protection

URL <http://tinyurl.com/crystalcoveports> or
<http://vcportal.k20video.org/flex.html?roomdirect.html&key=HU408nceejoS4BbrozV9NjiCSjg>
 CalREN Number 5903210110
 Phone Number 949-315-0241

Hearst Castle Distance Learning Studio, San Simeon

Program: Ancient Civilizations

URL <http://tinyurl.com/hearstcastleports> or
<http://vcportal.k20video.org/flex.html?roomdirect.html&key=1vMSlcdw4XKD9YeGrUmMK6PZiM>
 CalREN Number 5903810116
 Phone Number 805-927-2189
 E-mail Rhiannon.sims@parks.ca.gov

North Coast Redwoods Distance Learning Studio, Eureka

Programs: Redwoods Ecology, Salmon Life Cycle

URL <http://tinyurl.com/ncredwoodsports> or
<http://vcportal.k20video.org/flex.html?roomdirect.html&key=johiFQiKQwaGVanF5nRw8vdWlq>
 CalREN Number 5903310111
 Phone Number 707-445-6568
 E-mail ryan.spencer@parks.ca.gov



California State Parks PORTS Distance Learning Program Dialing and Contact Information for 2015/2016 School Year

State Capitol Museum, Sacramento

Programs: Your Voice in Government (Legislator), State Government

URL	http://tinyurl.com/capitolports or http://vcportal.k20video.org/flex.html?roomdirect.html&key=csQt1pckrXr6DNF8EFEH9Eb4XM0
CalREN number	5903910117
Phone Number	(909) 790-5721
E-mail	Richard.levin@parks.ca.gov

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PORTS Website

www.ports.parks.ca.gov

