

Virtual Encounter Guide for Standardized Patients

Info: This guide explains to Standardized Patients–who have "SP" privilege in CAE LearningSpace Enterprise–how to host virtual OSCE encounters.

- 1. Open your Google Chrome Browser.
- 2. In the address bar, enter your CAE LearningSpace address given to you by your administrator.
- 3. Enter your email address and password in the corresponding fields and click **Login**:

CAE	
CAE Healthcare Academy orlando.greene@uni.edu	Welcome to CAE LearningSpaceEnterprise
Login	
Forgot your password?	
About CAE LearningSpace	

4. Once you are logged into CAE LearningSpace, select **SP Data Entry** next to the activity you are currently working on:

CAELearningSpaceEnterprise	7	?	👤 Greene, Orlando 🔻
12 YOUR ACTIVITIES	Search activit		ivities Q
Current Activities (3) Upcoming Activities (0)			
ACLS Testing OPEN TILL 12/31 SP DATA ENTRY			
EMT Assessment OPEN TILL 03/31/2030 SP DATA ENTRY			
Clinical Skills Assessment OPEN TILL 04/30/2030 SP DATA ENTRY			



5. Once SP Data Entry is selected, you will now be able to see Learner Pre-Selection.

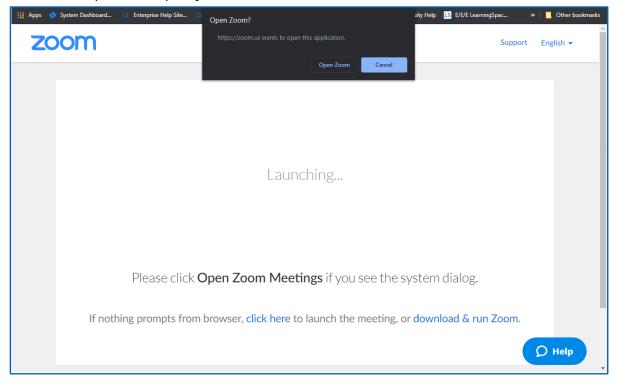
ELearningSpaceEnterprise						
	💽 LEARNE	R PRE-SELECTION				
	Press the St is finished, o	art button to start the r lose the popup window	meeting which opens up in a new window. Please make sure that yo w and press the Stop meeting button.	ur browser does not block popups.	When the meeting	
	You are met STATION:	by his wife who tells yo Room Exam 1	ou of her husbands recent physical activity and a little about his me	dical history.		
	ACTIVITY: CASE: SP:	EMT Assessment EMS George Davis (c Orlando Greene	ollapse)			
		Time	Learner	Virte	ual meeting	
		14:45 - 15:00	Sally Bauer	Start	Not Started	
		15:00 - 15:15	Megan Carson	Start	Not Started	
		15:15 - 15:30	Maria Olson	Start	Not Started	
		16:00 - 16:15	Elizabeth Francis	Start	Not Started	
		16:15 - 16:30	<u>Clara Chambers</u>	Start	Not Started	
		17:15 - 17:30	Pete Johnson	Start	Not Started	
			Show All Learners			

- 6. To begin the virtual encounter, click **Start** for the time and learner required.
- 7. Pressing the **Join** button will redirect you to Zoom's **Launch Meeting** tab inside your browser:

Note: Disable the pop-up blocker in your browser.

In case you have trouble launching the application from your browser:

- Click on download & run Zoom to install Zoom's desktop client.
- Once the installation is complete, you will be informed by Zoom with a pop up at the top of your screen:



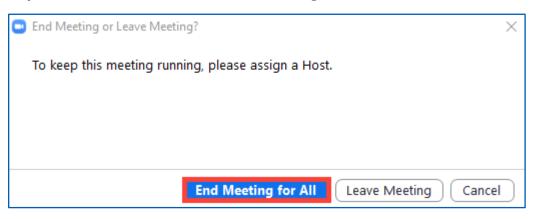
CAE LearningSpace Enterprise



- 8. Once you are on the new tab, click **Open Zoom Meeting,** and your virtual encounter will begin.
- 9. When your virtual encounter has ended:

10. You will be presented with a dialogue with two exit options.

a. Important: Make sure to select End meeting for All.



If you select Leave Meeting, the virtual encounter will continue because Zoom will make the other participant, the learner, the host of the meeting upon your leave. "Leaving" will keep the recording going on until the learner leaves and might cause problems with launching the next virtual meeting.

b. Click Stop on your Learner Pre-Selection page in CAE LearningSpace:

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LEARNER PRE-SELECTION				
Press the Start button to start the is finished, close the popup windo	meeting which opens up in a new window. Please make sure that w and press the Stop meeting button.	your browser does not block popups. When the	meeting	
jogyvaiki around the block. Upon into his yw. Mary, his wife worrie initial presentation shows the paid activity and a little about his med STATION: Room Exam 1 ACTIVITY: EMT Assessment		is chest pain that is radiating down his left arm to find the patient lying on the floor of the kitch	and up ien.Your	
CASE: EMS George Davis SP: Orlando Greene	(collapse)			
Time	Learner	Virtual meeting	2	
14:45 - 15:00	Sally_Bauer	Stop Join	Running	
15:00 - 15:15	Megan Carson	Start	Not Started	
15:15 - 15:30	Maria Olson	Start	Not Started	
16:00 - 16:15	Elizabeth Francis	Start	Not Started	
16:15 - 16:30	Clara Chambers	Start	Not Started	
17:15 - 17:30	Pete Johnson	Start	Not Started	
17:30 - 17:45	Janet Harris	Start	Not Started	
	Show All Learners			



Your meeting will end:

# CAELearningSpaceEnterprise						?	👤 Greene, Orlando 👻
G	EXAMPLE PRE-SELECTION Meeting stopped Geograp is a 37 year old male who has made a new years resolution to top smoking and keyn exercises, "body he left the house at 0700 to go for a light power in the store to find the store of body and the store to the store of the store store of the store store of the store store of the store store of the stor						
		Time	Learner	Vi	rtual meeting		
		14:45 - 15:00	Sally Bauer	Start	Meeting Stopped		
		15:00 - 15:15	Megan Carson	Start	Not Started		
		15:15 - 15:30	Maria Olson	Start	Not Started		
		16:00 - 16:15	Elizabeth Francis	Start	Not Started		
		16:15 - 16:30	<u>Clara Chambers</u>	Start	Not Started		
		17:15 - 17:30	Pete Johnson	Start	Not Started		
		17:30 - 17:45	Janet Harris	Start	Not Started		
			Show All Learners				

Tip: After the virtual encounter, click on the learner's name to start data entry.

11. Repeat from step 5 to 9 until you have no virtual encounters to start on your Learner Pre-Selection page.