Communications Tool Tutorial

This tutorial provides step-by-step instructions on how to use the Communications Tool. Start by getting the Internet address for the tool from your teacher. Get on a computer and go to that web address.

To enter the Communications board, type in the following user name and password:

- User name: (Choose a name from the drop down menu. Each team must have a different name.)

- Password: test (On mission day a different password will be given to you by Mission Control.)

You will see a table with blank fields for the Navigation and Science/Operations experts. This is how you send data to Mission Control. You will also see a chat window in the bottom right corner of your screen. On mission day you chat with the flight director using this chat window. See the image of the Communications Tool below.
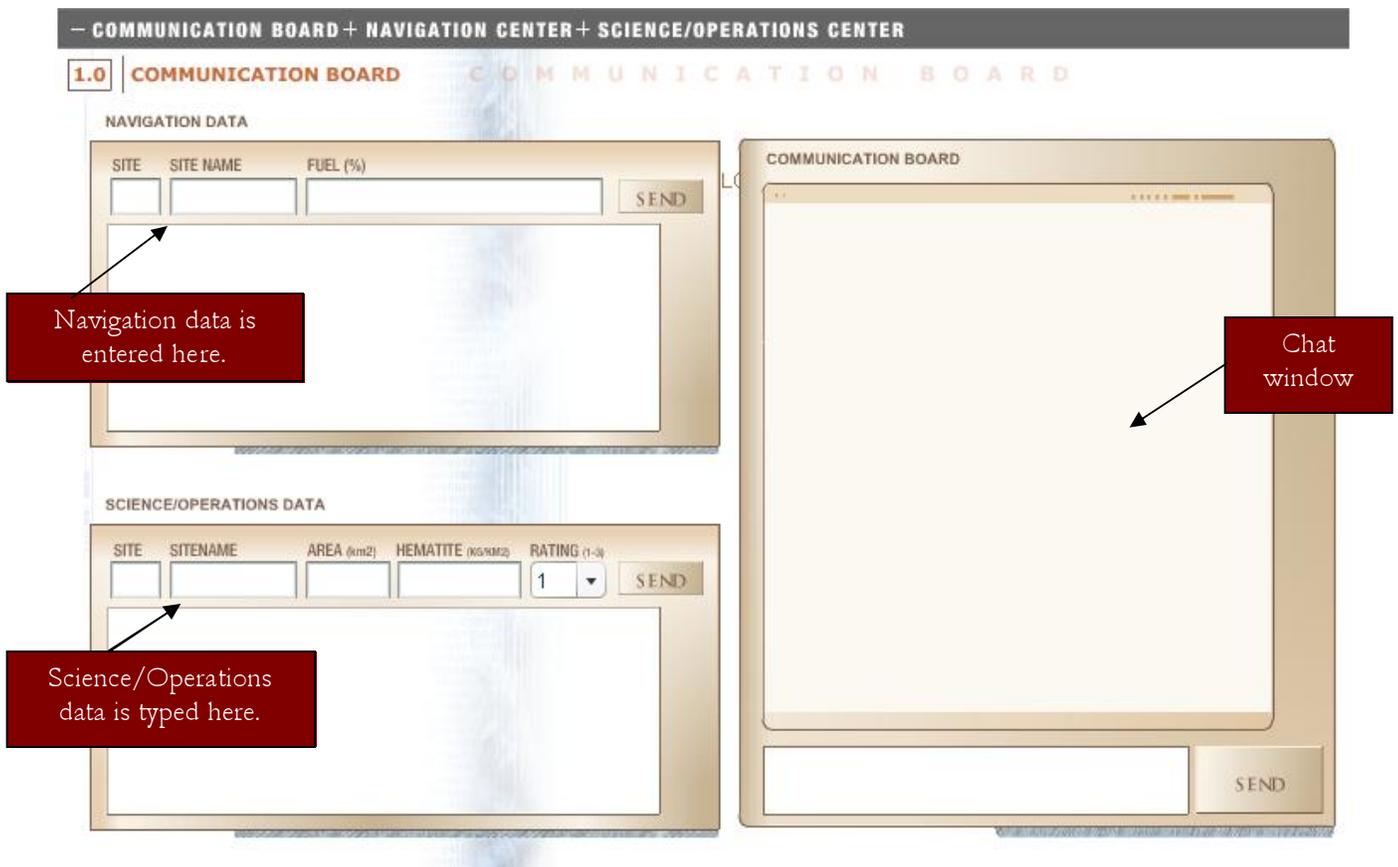
Instructions:

1. Each time the Navigation or Science/Operations experts give you a report form, type the information into the correct area of the screen and click on the "Go" button to send the data to Mission Control.

2. Return the report form to your teammate.

3. Repeat steps 1 & 2 each time the Navigation and Science/Operations experts give you data.

Note:

- For the mini-mission you will not use the Communications tool.

- On mission day one Communications expert sends all data to Mission Control through the computer, and the other Communications officer uses the videoconferencing unit/computer to talk to the flight director.