



WBS LearnSpace 3D®

Step by step instructions (English)



Nice to have you here!

Please use the arrow keys to navigate through this document:



Start here:





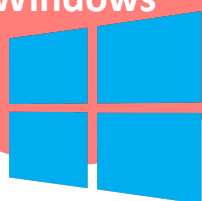
WBS LearnSpace 3D®

Step by step instructions (English)

*Click here
for system
requirements*



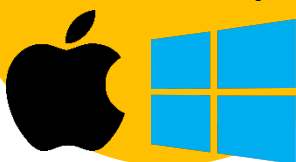
*Click here
for system
installation
Windows*



*Click here
for system
installation
MacOS*



**After
installation:
System start
and first steps**

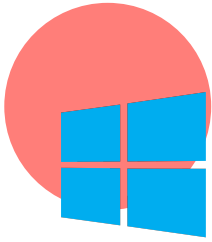


*Click here
for
data protection*



The contact details for support can be found on each page of this manual
Support hours: 07:30-17:00 CET (weekdays)

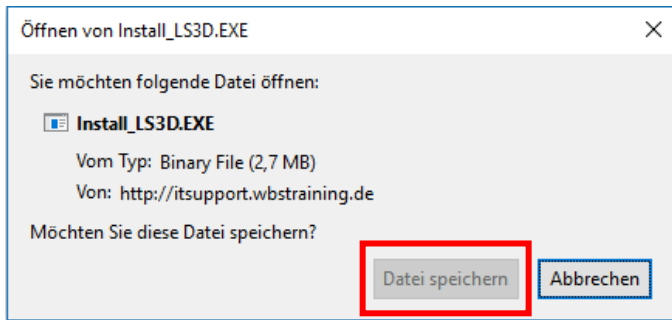
Version V3 26.11.2020



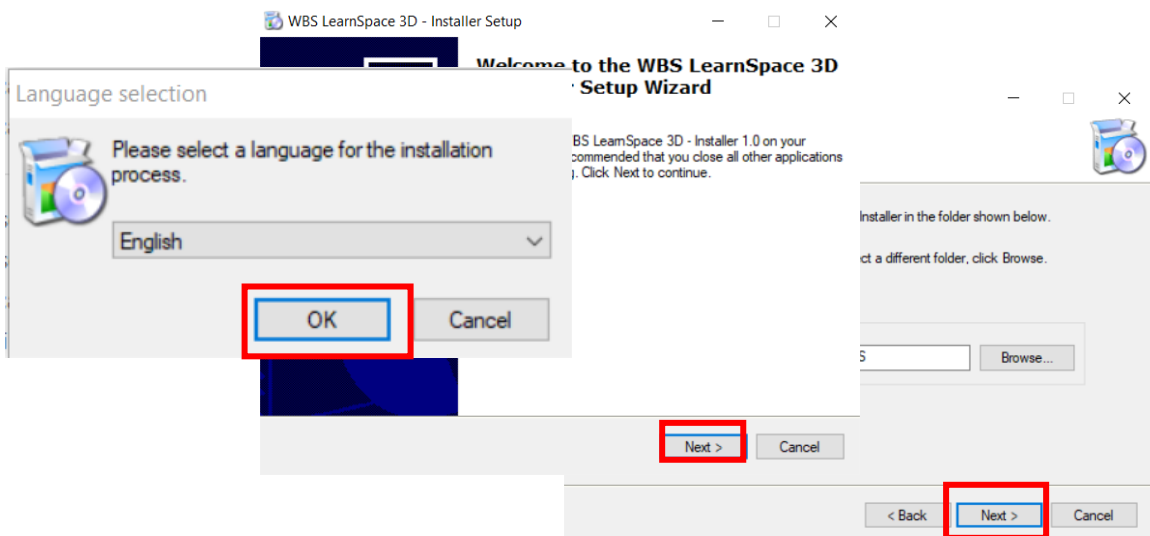
Installation instructions Windows

1. Download and save the installer:

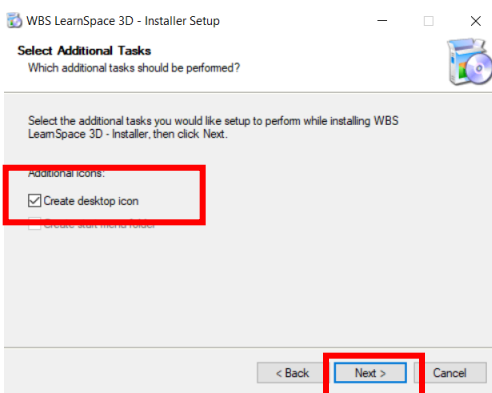
http://itsupport.wbstraining.de/tnlogin/Business/Install_LS3D.EXE



2. Open file and select language, OK, 2 x next



3. Check the box "Create icon on desktop" and continue the installation





Installation instructions MacOS

Two files are required for use on Mac. The LearnSpace APP to open the LearnSpace and the LearnSpace Starter to dial the server.

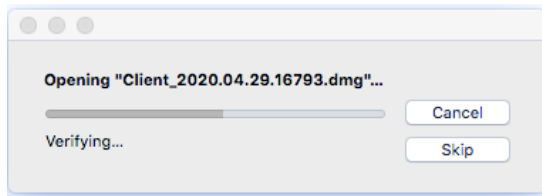
1. Download and save the LearnSpace APP (may take a few minutes):

Click here: <https://business.learnspace3d.de/client/latest?platform=osx>

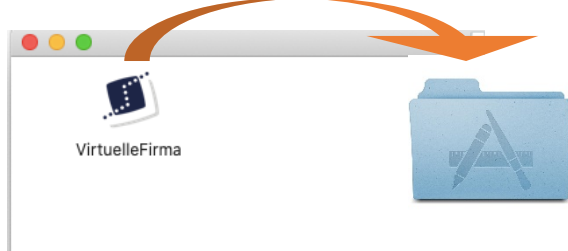
Depending on the system settings the download will start automatically or select "Save file".



2. Open „Client_XXX.dmg“

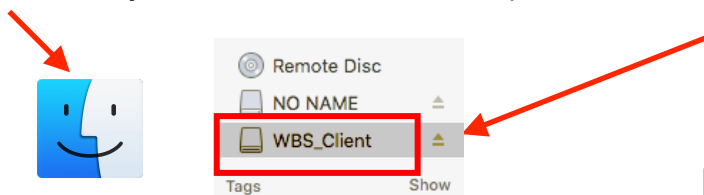


A new window „VirtuelleFirma.app“ opens. Drag the displayed icon to "Application/Programs".



**DO NOT OPEN FILE
(the starter will do that later)**

Open the Finder and eject the device "WBS_Client" (small arrow on the right)



Continue to install the LearnSpace-Starter, instruction on the next page.





Installation instructions MacOS

3. Download LearnSpace-Starter.

Click here: https://itsupport.wbstraining.de/tnlogin/LS3D_OSX_Starter.zip

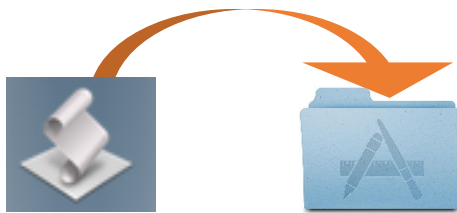
WBS uses different servers for its participants, which can be selected via this file.

YOUR SERVER IS the Business Server

THEREFORE:

Start WBS LearnSpace 3D® in the future via this application (otherwise another server will be automatically selected and you will not find your session).

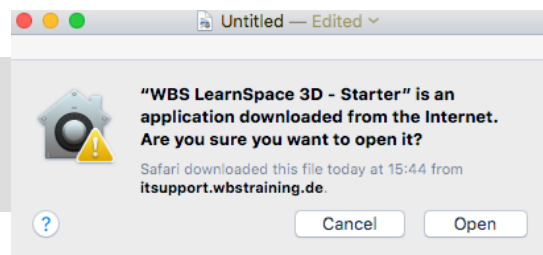
4. Move the downloaded starter to the Application/Programs folder



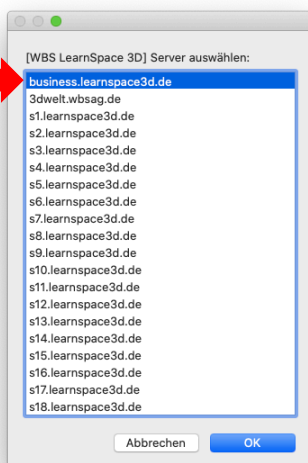
5. Open Starter

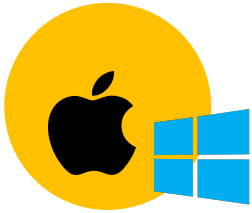


You receive an ERROR MESSAGE?
[Please click here](#)



6. Select Business Server. The Starter now opens the „Virtuelle.Firma.app”. You may receive the error message again.





Start and first steps



Open app via desktop shortcut



Open LearnSpace - Starter and select Business Server

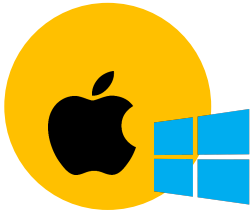
The login page as shown below will open.

First check the system

Apple users: Please confirm usage rights if necessary ([click here for more details](#))

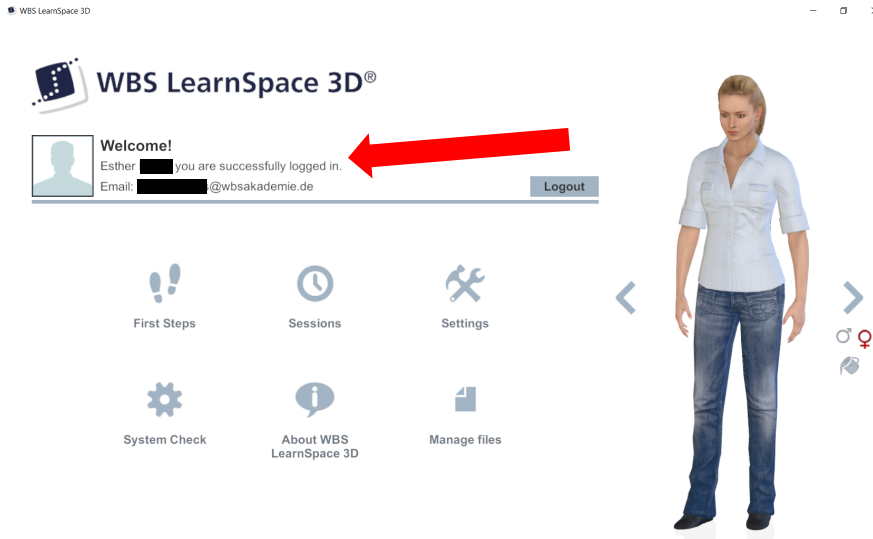
The screenshot shows the WBS LearnSpace 3D login interface. At the top left is the logo and the text "WBS LearnSpace 3D®". Below it is an "Account" section with input fields for "Email address" and "Password", a "Remember me" checkbox, and a "Login" button. A "Forgot Password?" link is also present. To the right of the login fields is a 3D model of a man in a suit. Below the login fields is a menu with six icons: "First Steps" (highlighted with a red arrow), "Sessions", "Settings", "System Check", "About WBS LearnSpace 3D", and "Manage files". At the bottom left, a red box highlights the server information: "Server: https://business.learnspace3d.de:443, Client Version: 3.0.14677". A red arrow points from this box to a grey box containing a red exclamation mark and the text "check here if you reached the 'business server!'". Below this, another red box highlights the same server information text. To the left of the "Settings" icon is another red box containing the "Settings" icon and the text "good to know: Change Language preferences here". At the bottom right are two buttons: a red "Back" button and a green "Next" button.



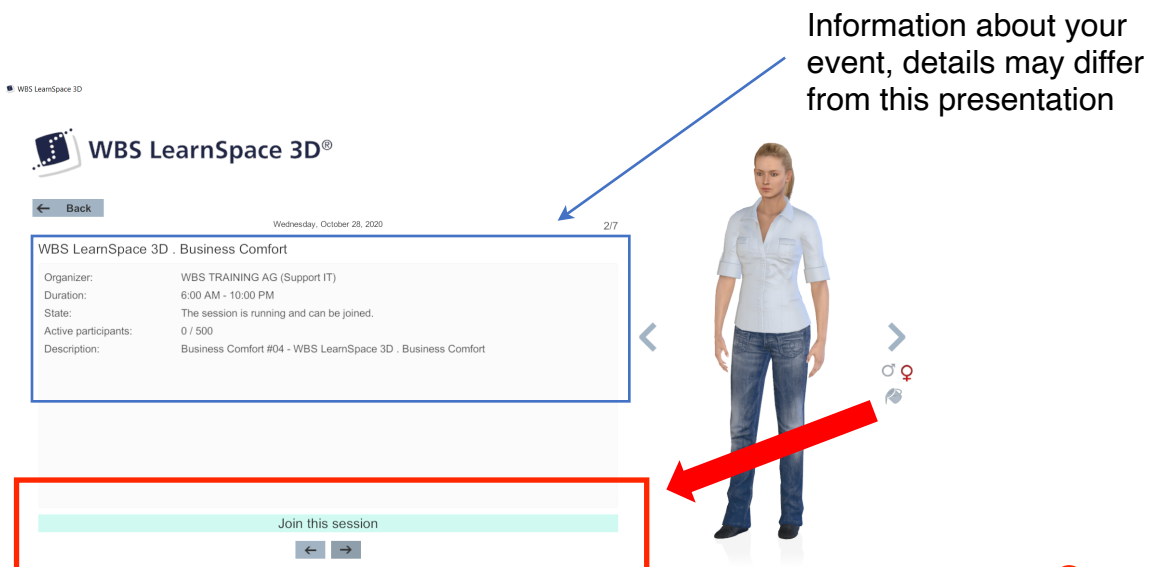


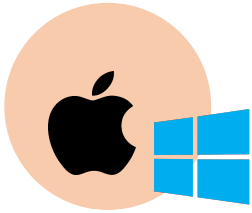
Start and first steps Attend session

1. Login with login data you have received



2. Use the arrow keys to select the event and select "Join this session now"





Minimum-system requirements

Operating system

- Windows 7 or higher
- Mac OS X from version 10.8

Hardware

- Processor from 2 GHz Dual Core
- 4 GB RAM (better: 8 GB)
- Graphics card with DirectX 9 support
- 2 GB free disk space
- Sound card
- Mouse
- Headset

If possible use a headset with an integrated microphone. Other configurations (e.g. webcam or housing microphones) can generate disturbing background noise and echoes.

Internet connection

- Stable Internet connection with a data rate from 4 Mbit/s (DSL 4000)

Firewall

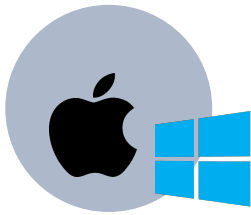
For most users it is sufficient if the TCP ports 80 (http) and 443 (https) are unblocked and the application is not blocked by a firewall.

In restrictively secured networks:

Various IP addresses and port ranges must be enabled in the firewall in restrictive company networks. In this case, please coordinate with your IT department. Proxy servers can be configured in the application.

Host	Ports
Business - 95.217.68.79 and 95.217.68.84 Updatemirror - 78.47.101.207	880, 443, 1494, 2000-2200, 9000, 9001





Data protection

In WBS LearnSpace 3D® you have the possibility to share your own or external data or files. For privacy reasons you should carefully consider which files you want to share (upload). Every file can be viewed by every user that is logged in. In particular, avoid uploading documents containing personal data. It is not possible to download uploaded files, but you can organize and delete your own files.

The server infrastructure of WBS LearnSpace 3D® is operated by WBS Group. All servers are hosted in data centers in Germany.

In preparation and during participation in an event the following information is temporarily stored on participating servers:

- Access data, according to customer application (first and last name, gender, email address)
- Registration times (user name, event name, time stamp login and logout)
- Actively uploaded files ("shared media")
- Online folder structure per event / user.

Access only within the event. No access from outside, neither from other events nor outside the software. No forwarding, archiving or export.

This data serves the smooth provision of the service. They are used exclusively for this purpose, not collected, evaluated or passed on. A deletion will be carried out according to the legal regulations.

You control an avatar and transmit (or receive) situation-dependent data in real-time, e.g. sound, webcam video image, text or shared media. There is no storage of the content, but of course it is transmitted to participants within the event.

In addition, it is visible to other participants:

- Text messages in the chat (only general chat)
- Manual cleaning of chat content possible at any time, automated at the end of the calendar day
- Private messages can only be viewed by the parties involved
- System information (software function "Participant Tools", only for organizers)
- Used operating system, processor, memory, graphics card
- Performance indicators Network (current PING) Hardware (current FPS)
- Used audio devices





Validity

This version of the document is valid from client version 3.0.12158. You will recognize the client version at startup as a hint at the bottom of the login screen.

Note on personal notation

Equality is very important to us - but in order not to restrict the readability of the texts in this document, we generally use the masculine written form for personal words. Corresponding terms are to be understood in the sense of equal rights for all genders.

Changes V2_27.10.2020:

- Links for installation renewed
- Installation Mac OS: Added ejecting the machine

Changes V3_26.11.20200:

- Notes on IT support highlighted
- Organizer: Note that this name may be different

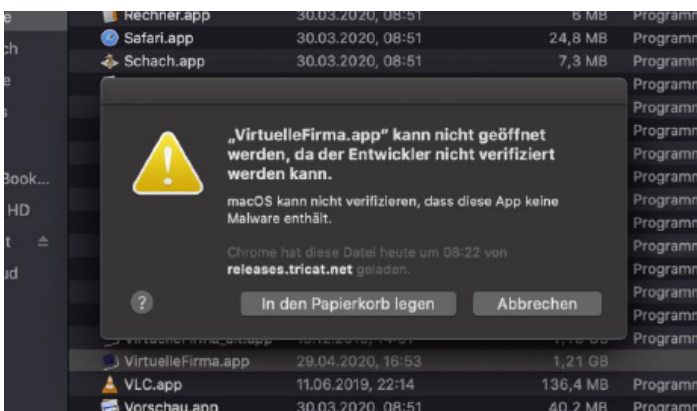




Appendix MacOS: Installation by non-verified developers

After double-clicking on an installation program, the window "XYZ application cannot be opened because it is from a non-verified developer" appears.

Confirm the message with Ok or Cancel

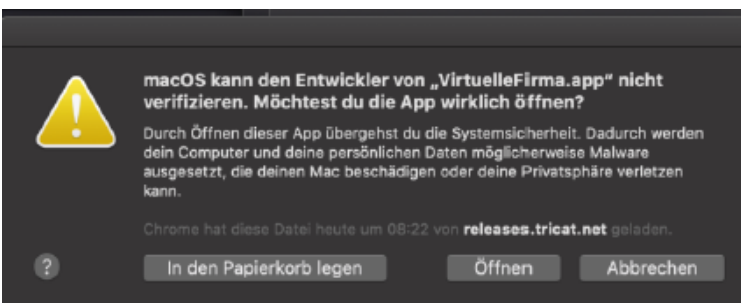


Then right-click on the icon of the installation program. Alternatively, hold down the *[ctrl]* key and click on the icon.

A context menu appears, click *Open*

A warning appears:

"XYZ application comes from an unverified developer. Do you really want to open it?"



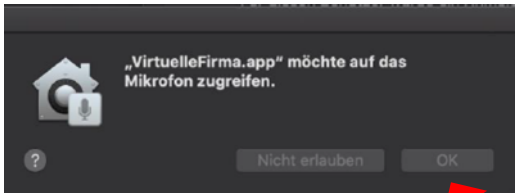
Click *Open* again and the installation program starts.



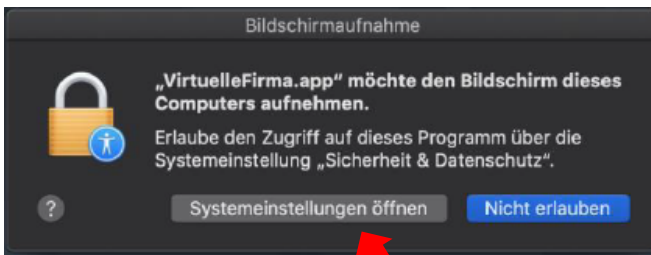


Appendix MacOS: Confirm rights of use

Microphone:



Screen sharing:



Check the box next to "virtuelleFirma.app"



ATTENTION: Changes will only become active after next start!

