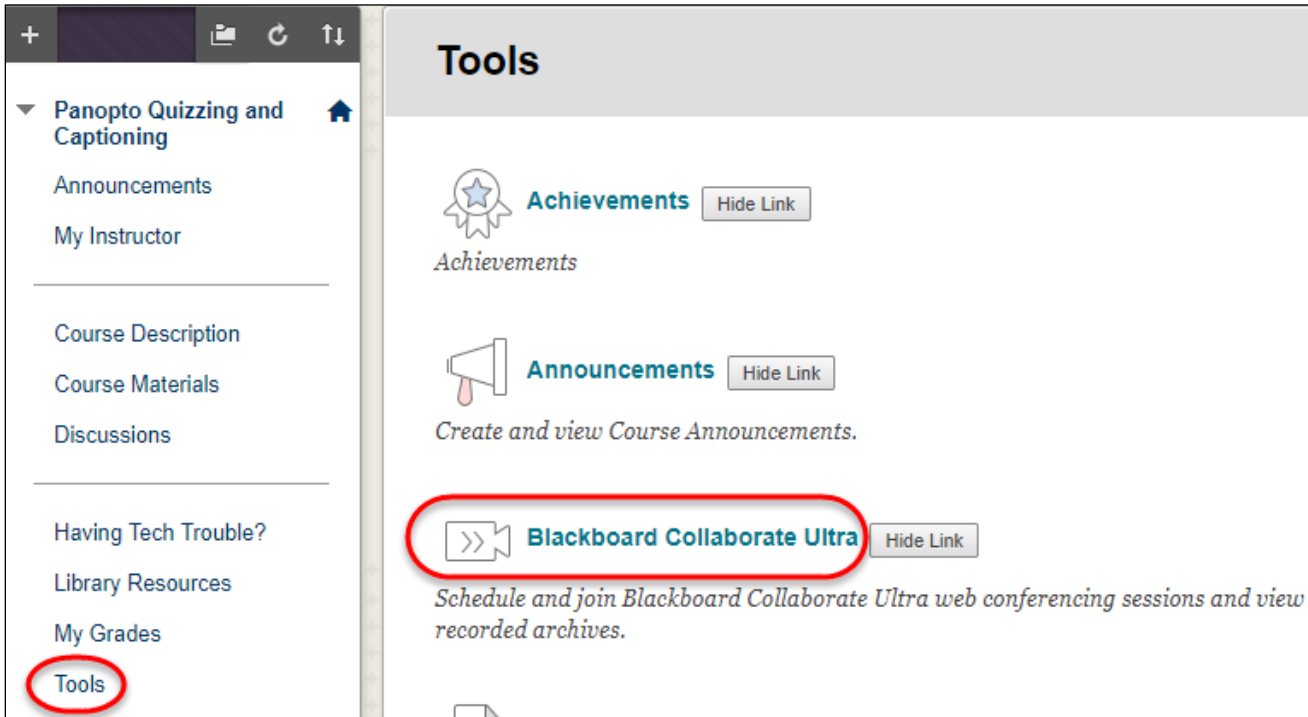


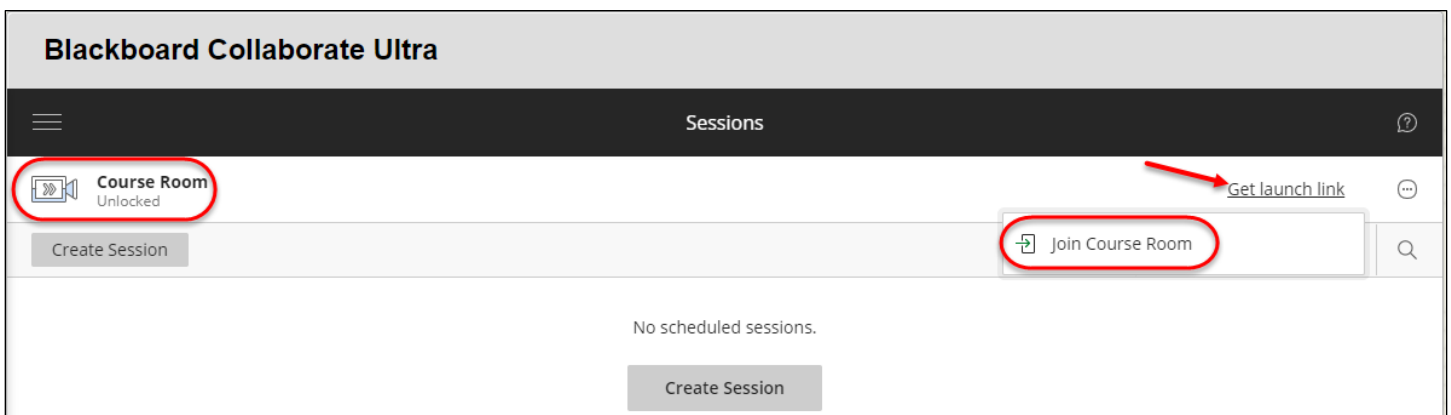
Blackboard Collaborate Ultra Introduction

Blackboard Collaborate Ultra is a Virtual Classroom Software that allows you to create a Room for you to interact with students. You can also create Group Rooms for students to allow them to work on group projects together.

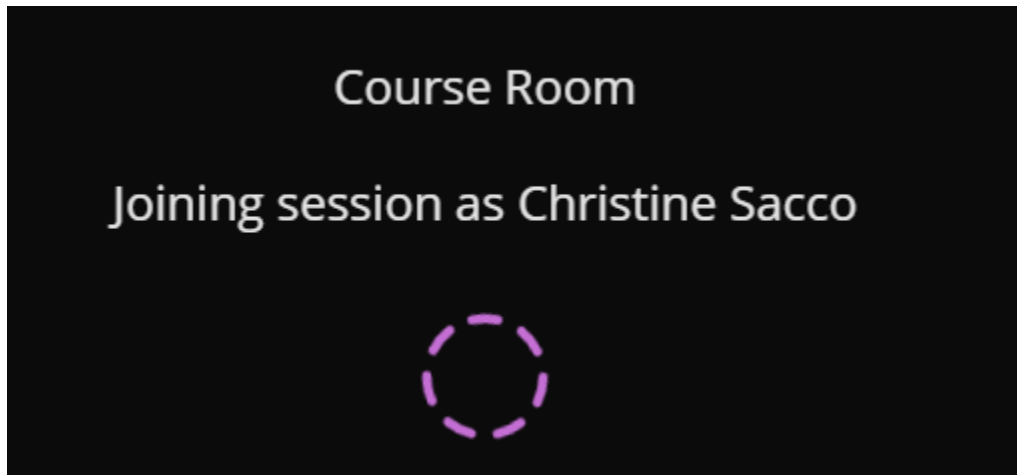
Step 1: Go to **Tools/Blackboard Collaborate Ultra:**



Step 2: You will see a default Course Room. To enter the Room, click on **Get Launch Link** and then **Join Course Room:**

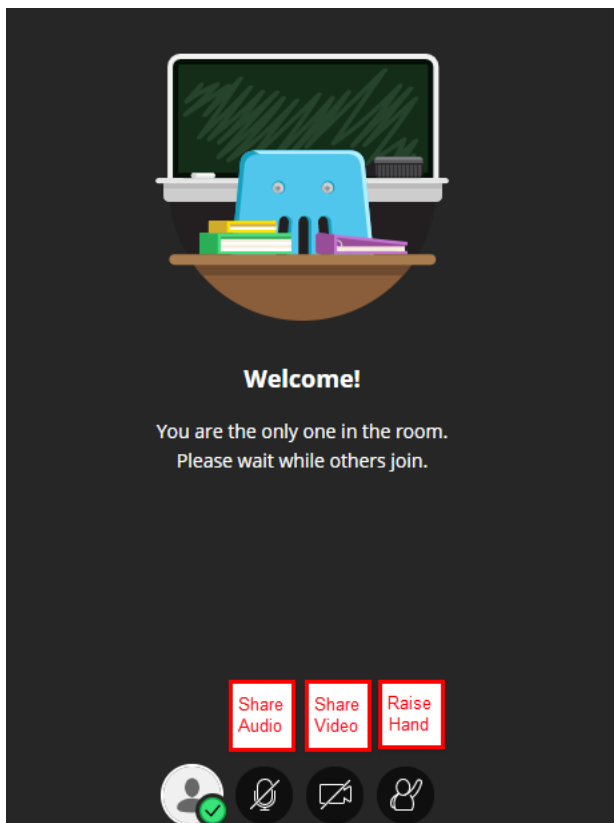


You will see a message: Course Room – Joining session as First Name Last Name



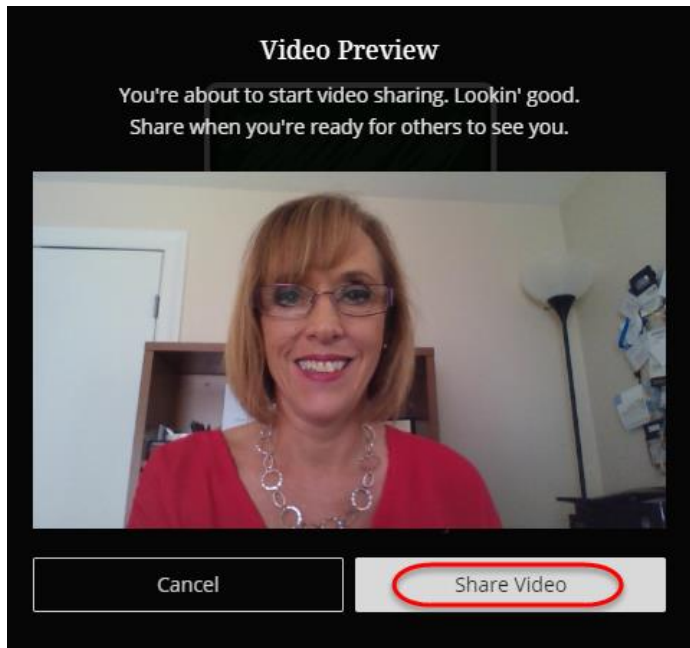
You will then see a Welcome message telling you that you are the only one in the room, with options to:

- Turn on Audio
- Turn on Video
- Raise Hand



When you click on Share Audio, the line will be removed and you should see a green color rise up and down when you speak.

When you click on Share Video, you will be prompted to Share Video:

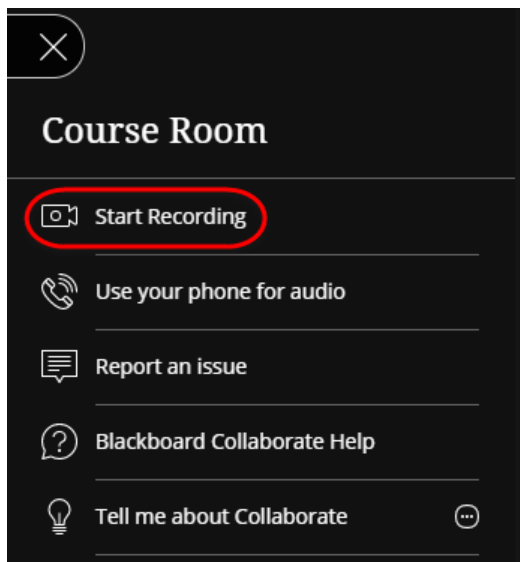


Your picture will appear in the corner of the screen.

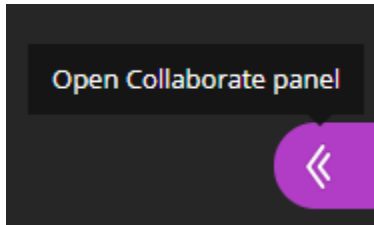
Step 3: If you would like to Record your session, click on the Icon with the three lines in the upper left hand corner of the screen:



You will see the option to Start Recording:



Step 4: To Share Content, click on the purple double arrow in the lower left hand corner of the screen to Open Collaborate panel:



Step 5: Click on the Share Content Icon and you will see various options for sharing: Whiteboard, Application, Files, as well as the option to Poll your audience or create Breakout Groups. There is also a Chat Feature and an Icon to View Participants:

