Using Blackboard Collaborate

Kingsborough Center for e-Learning (KCeL)

Creating a Session

Your BB course → Course Management → Course tools → Blackboard Collaborate Ultra

Blackboard Collaborate Ultra

Joining Session

List of sessions created

Prompted to Start Audio and Start Video

Share

Starting the Session Recording

Session name

Menu of Four Features

Feature 1: Chat

Chat

Find someone to chat with

Everyone >

Moderators >

NEW Private Chat!
Learn how it works.
Start Tutorial

Everyone

It's quiet in here!
Nothing has been said since you joined.
Start chatting.

Say something
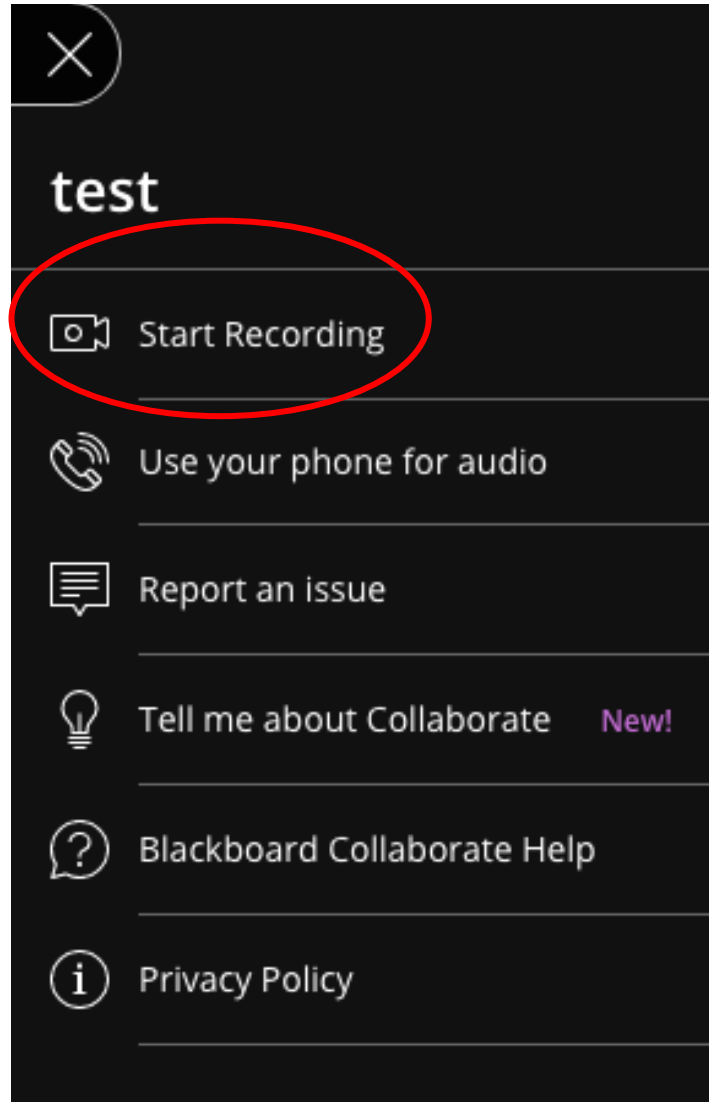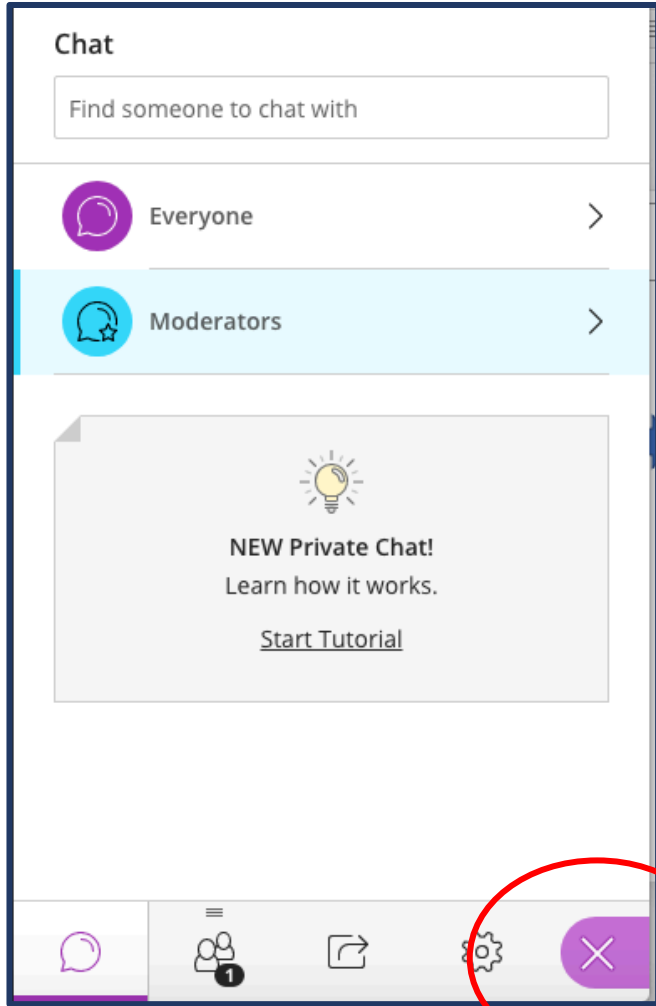
Select to make features menu visible
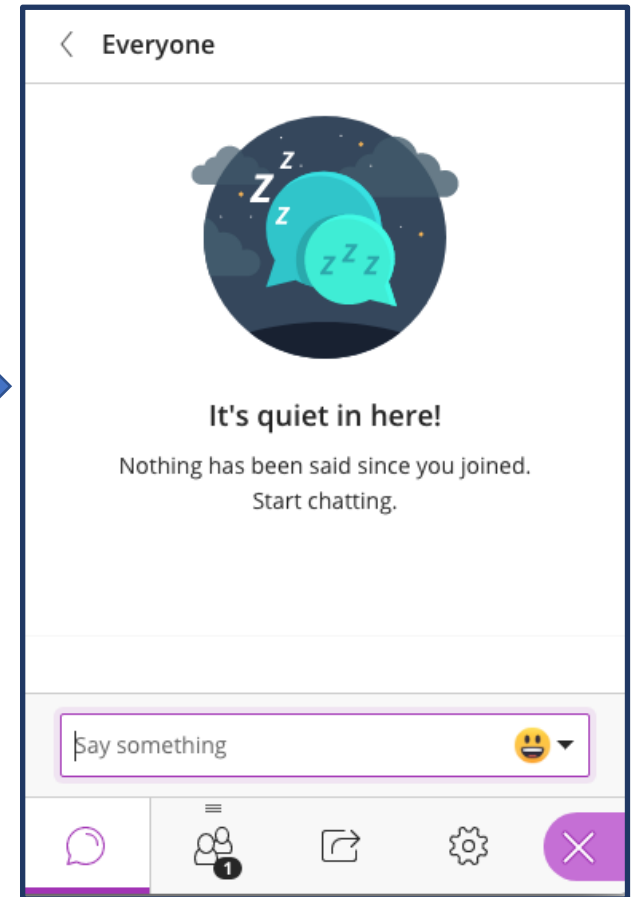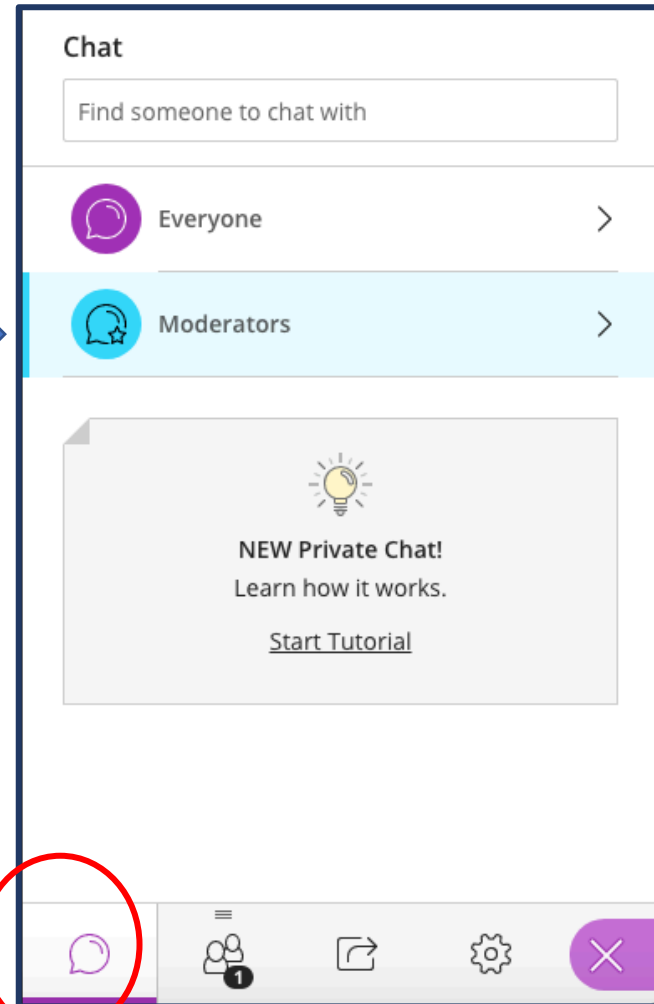
Menu of Four Features (continued)

Feature 2 : Attendees
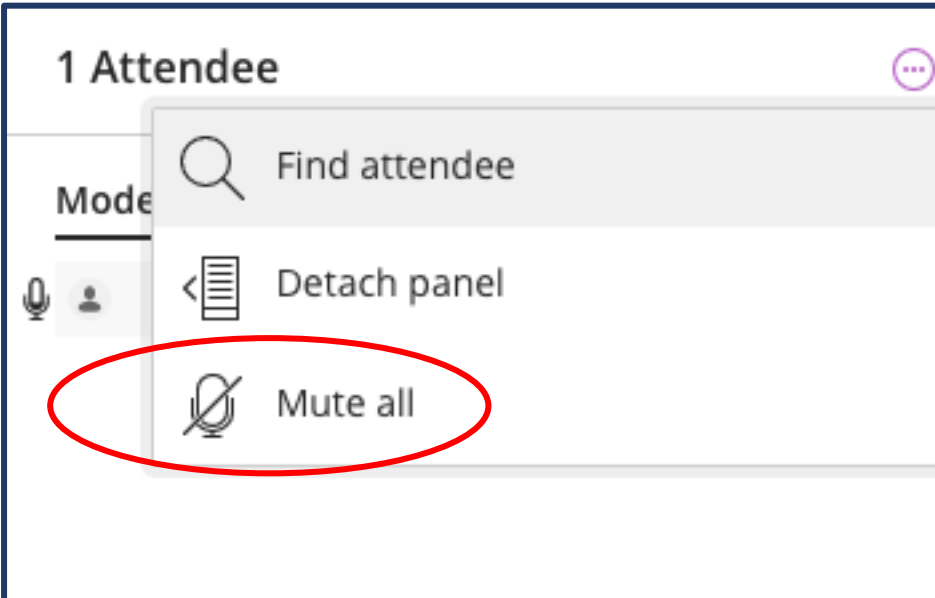
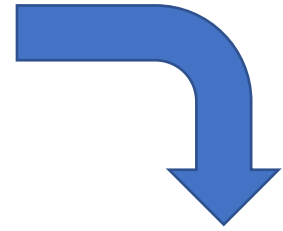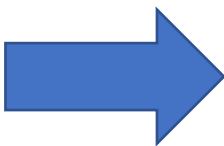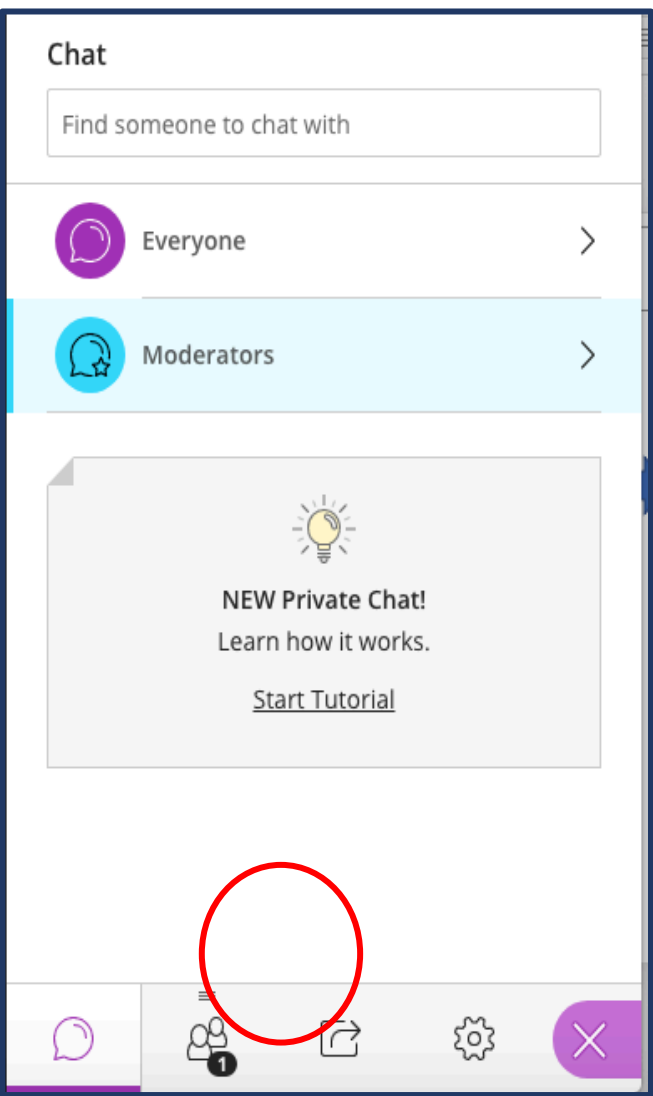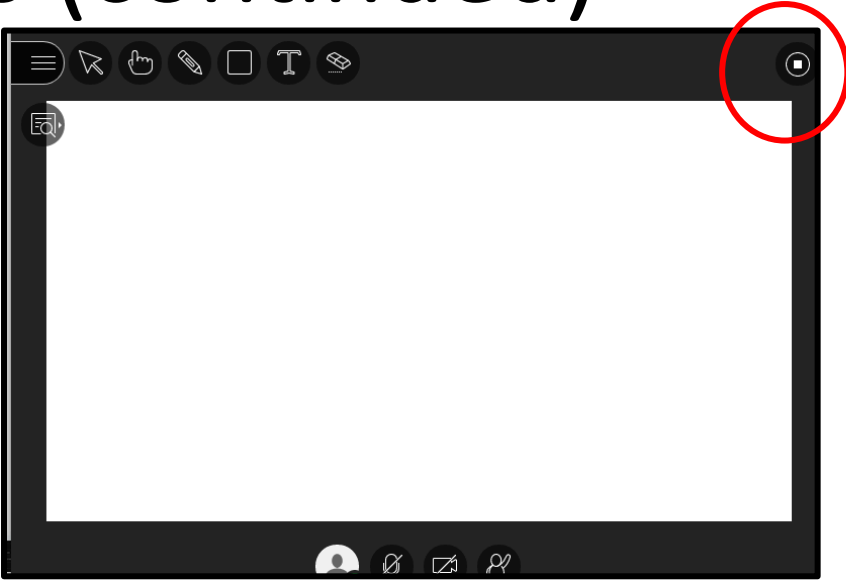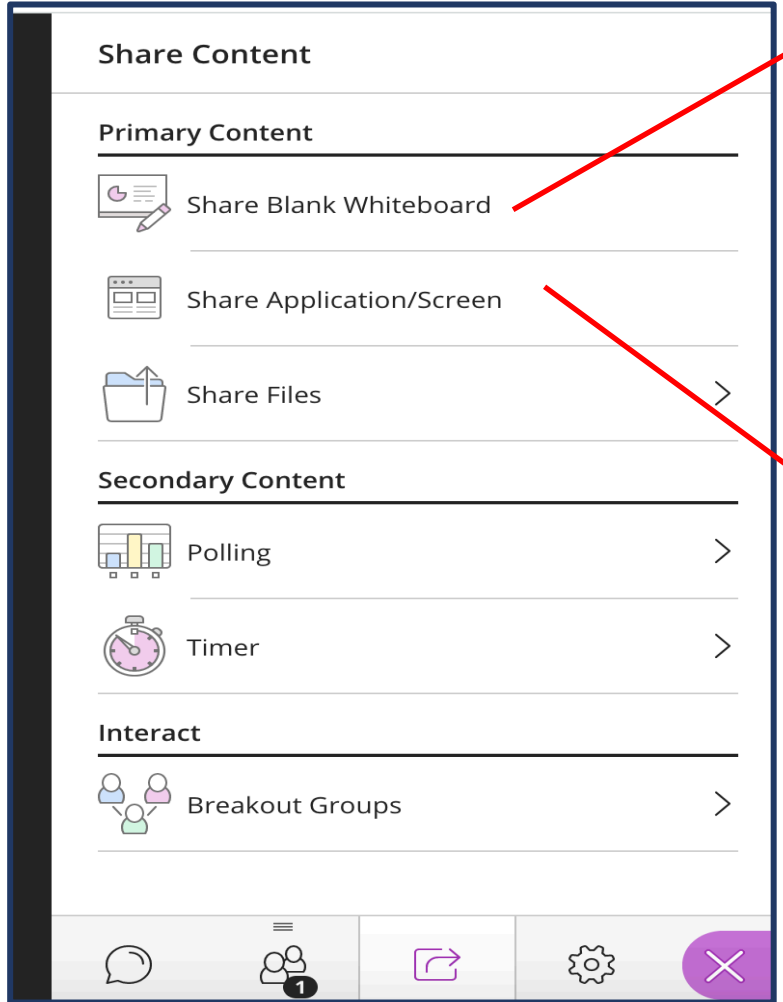# Menu of Four Features (continued)

Feature 3 : Share Content

Stop share

Share Content

Primary Content

Share Blank Whiteboard

Share Application/Screen

Share Files >

Secondary Content

Polling >

Timer >

Interact

Breakout Groups >

Share your screen

us.bbcollab.com wants to share the contents of your screen. Choose what you'd like to share.

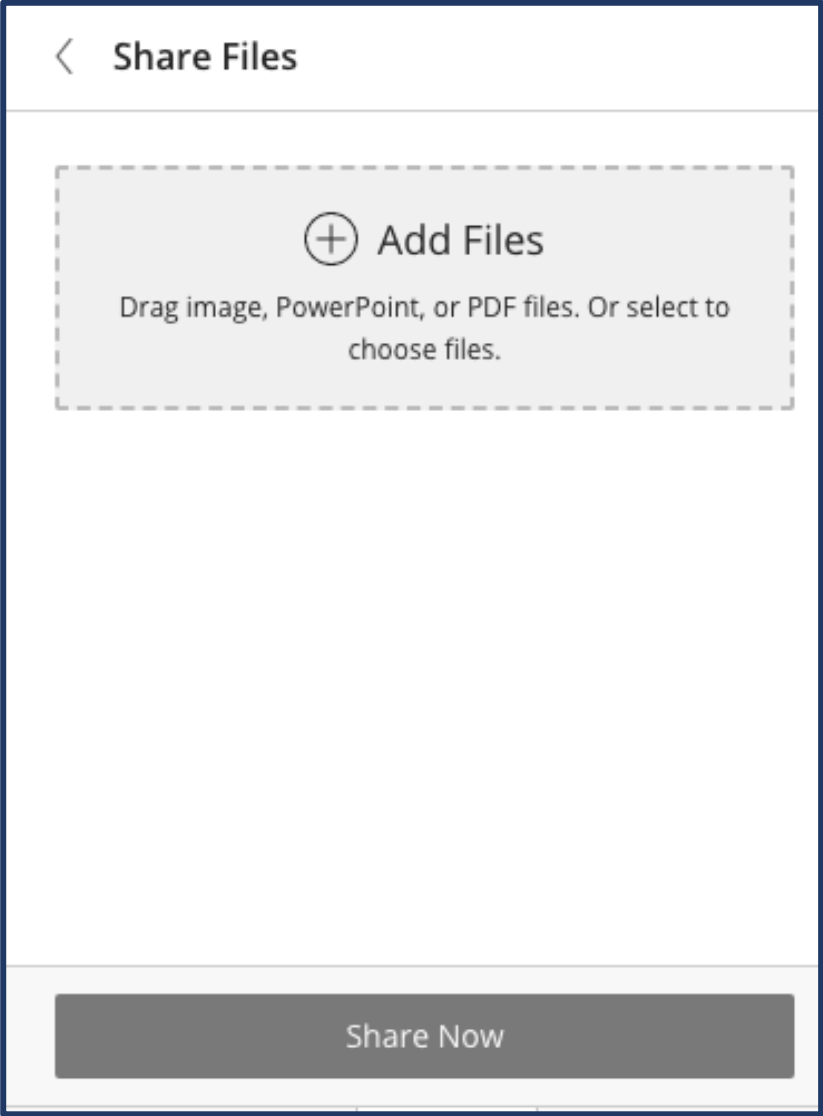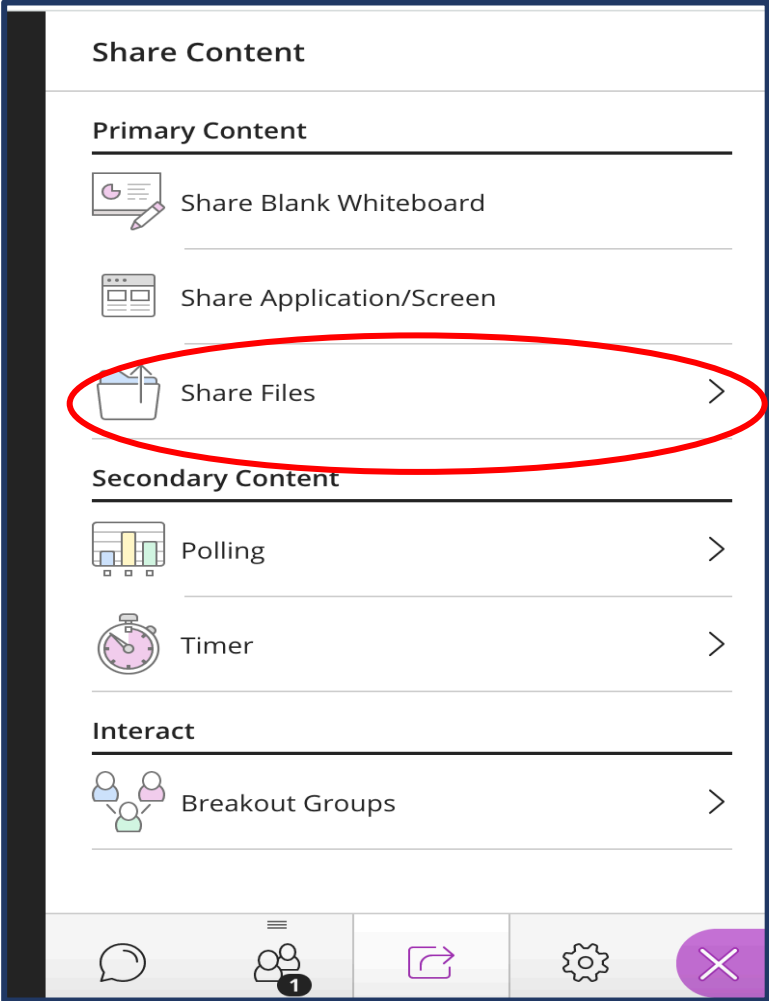Your Entire Screen   Application Window   Chrome Tab

Cancel   Share
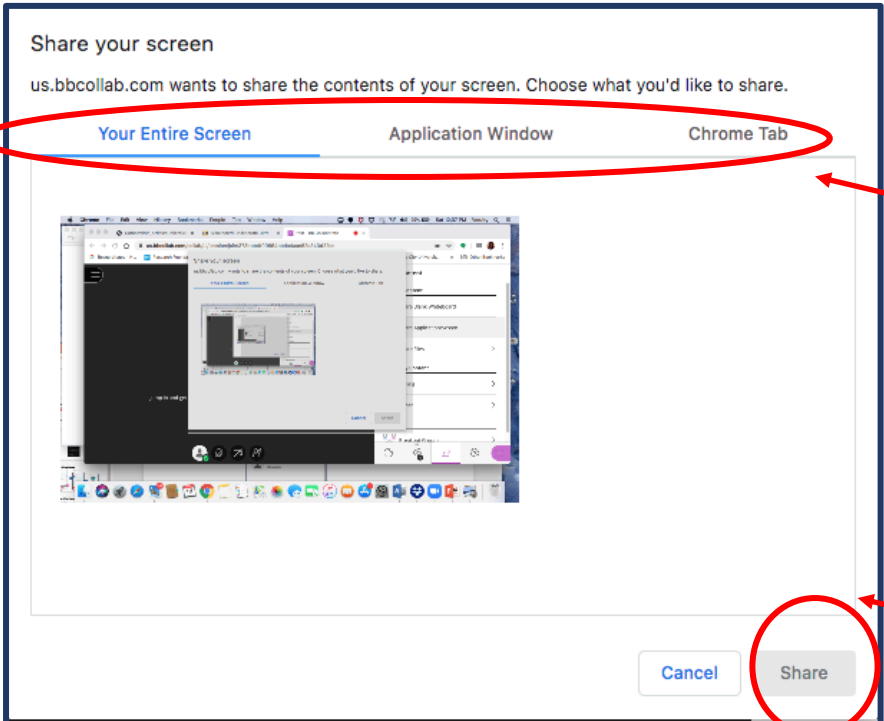
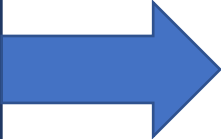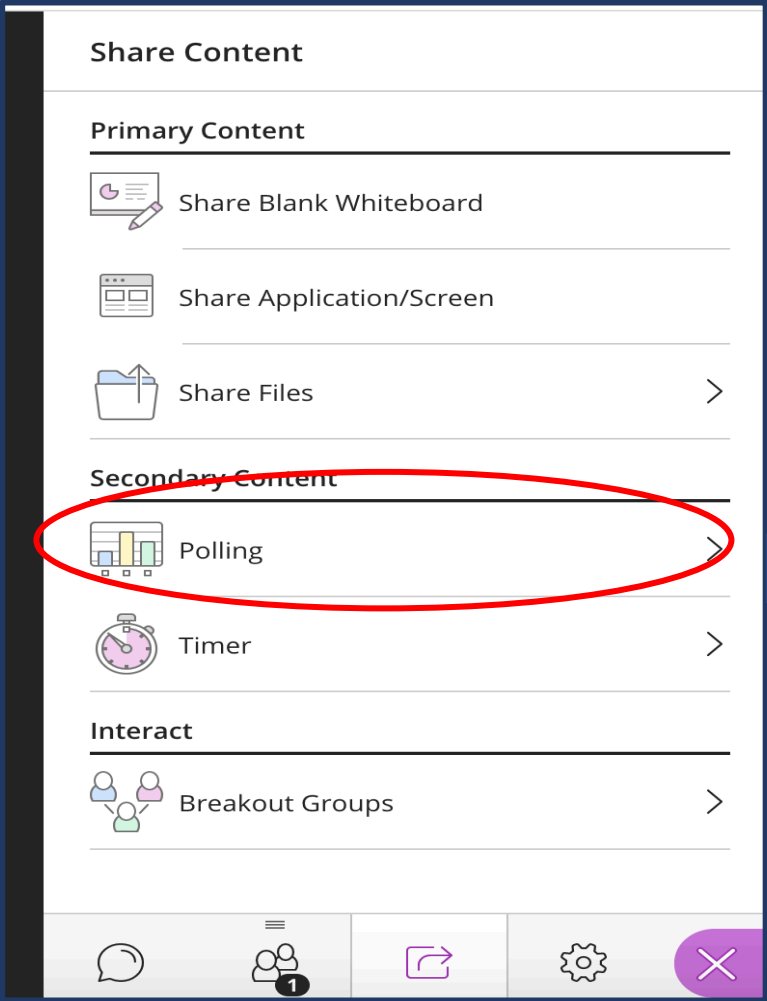Select option of what you want to share

Select share

Menu of Four Features (continued)
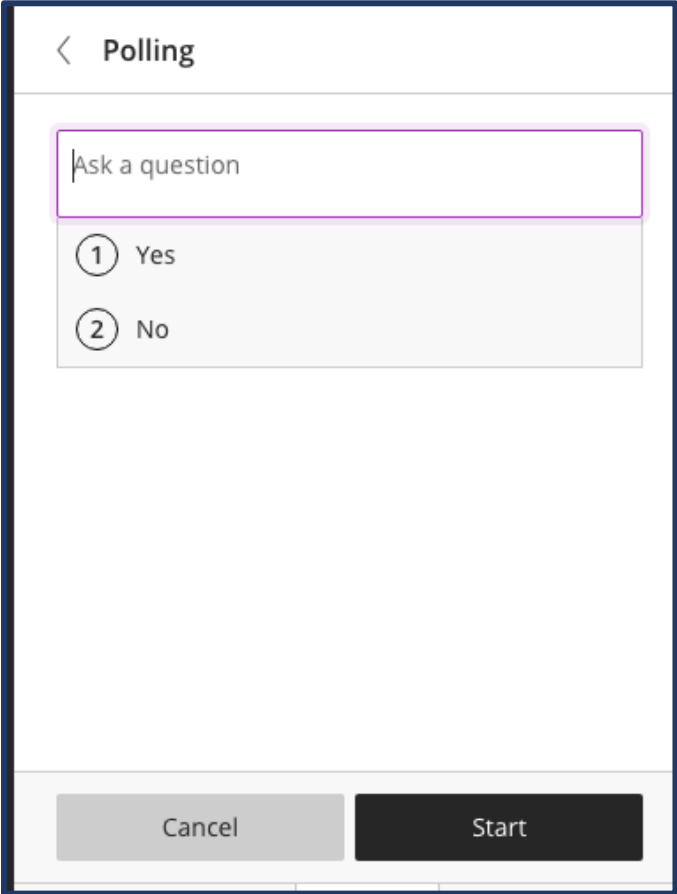
Feature 3 : Share Content
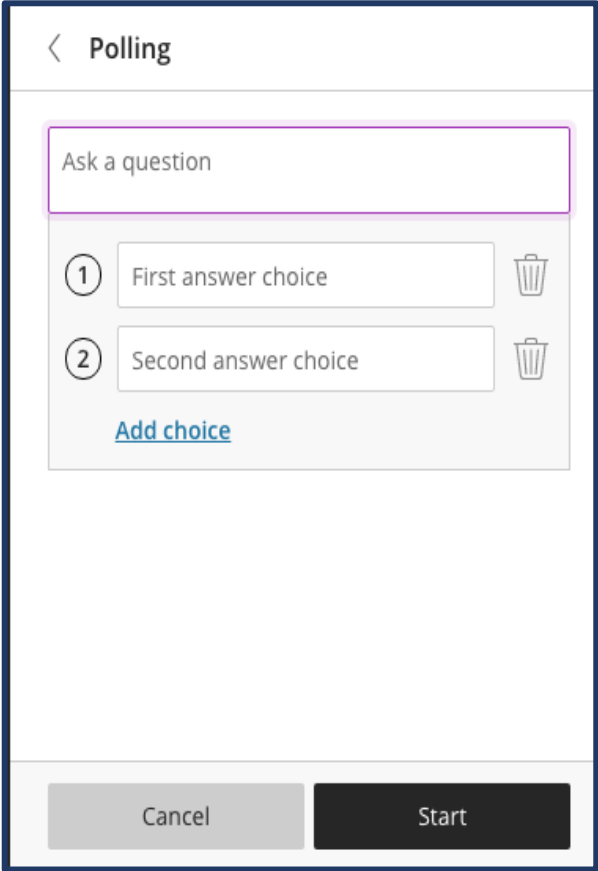
Menu of Four Features (continued)
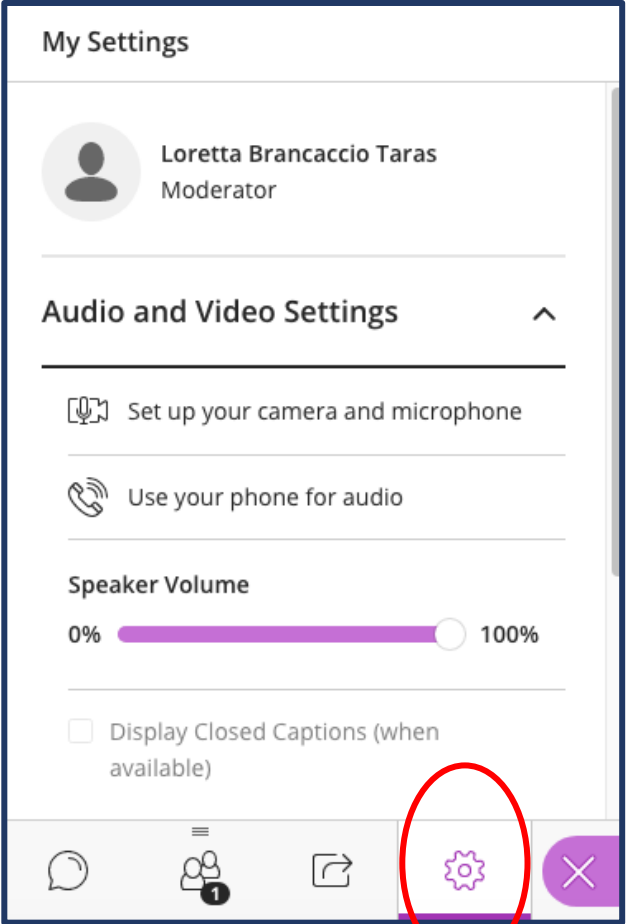
Feature 3 : Share Content

Option 1- Yes/ No question
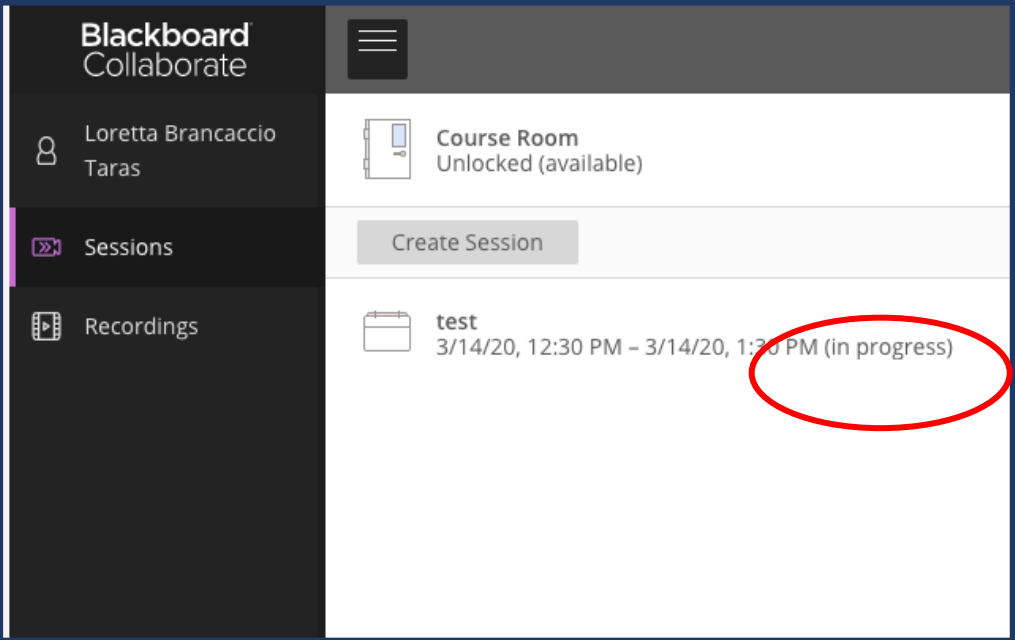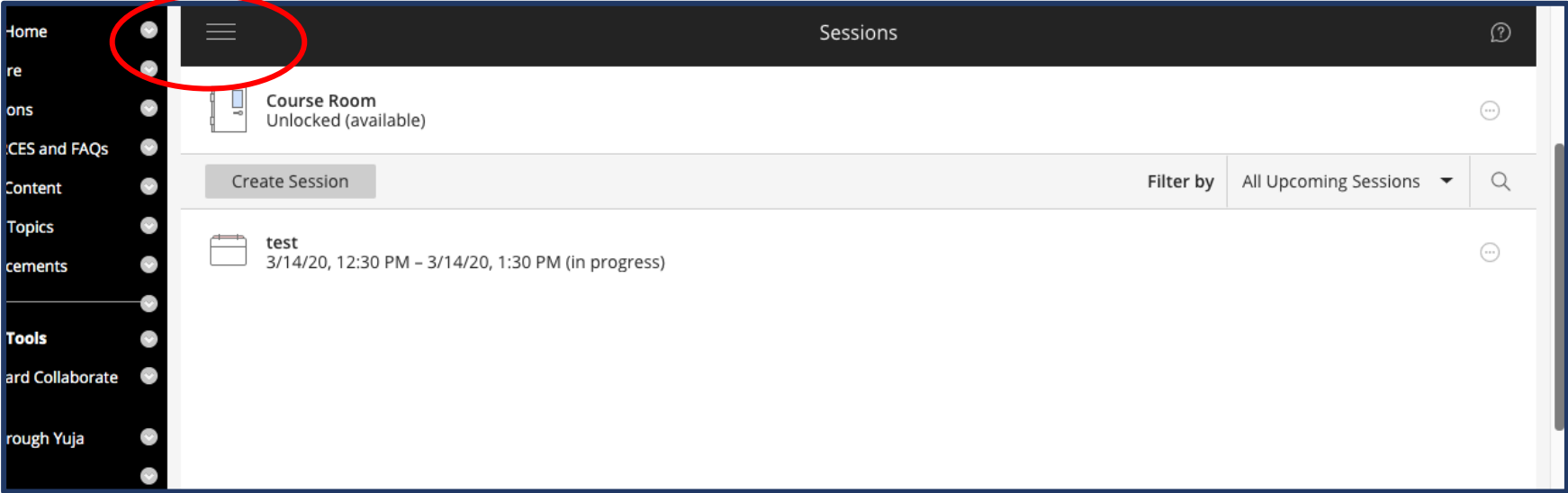
Option 2- Multiple Choice

Menu of Four Features (continued)

Feature 4 : Settings

Accessing Recordings
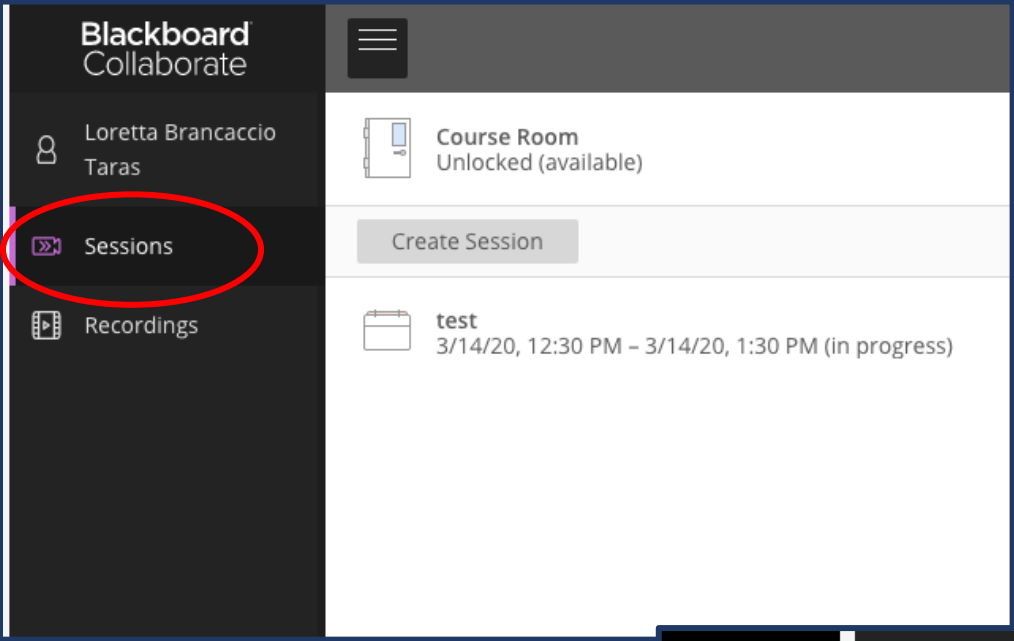
Accessing Recordings (continued)

Your list of recording

Session name / Recording name	Date	Duration	
Using BB collaborate / recording 1	3/11/20, 7:46 PM	00:00:07	⋯
Using BB collaborate / recording 1	3/11/20, 12:33 PM	00:00:26	⋯
KCC01 KCEL Support for Teaching with Blackboard Dev / recording 1	3/11/20, 12:25 PM	00:00:05	⋯
Using BB collaborate / recording 4	3/11/20, 7:54 AM	00:00:38	⋯
Using BB collaborate / recording 3	3/11/20, 7:25 AM	00:00:09	⋯
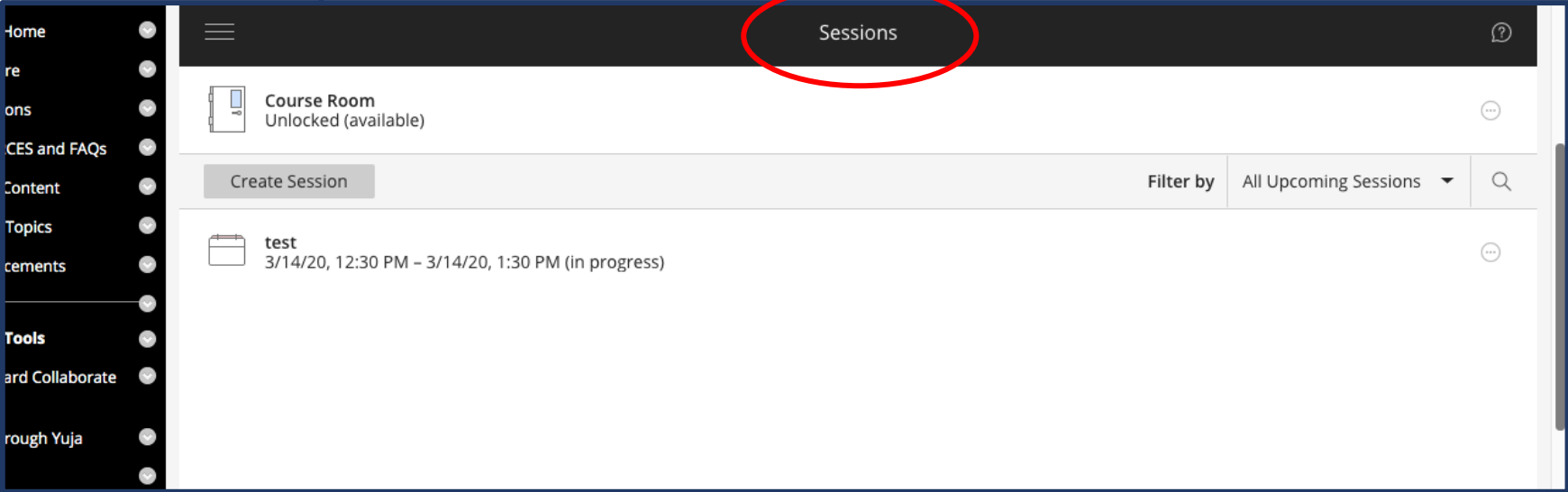
Recordings

Filter by   Recent Recordings ▾

Accessing Session Reports

Accessing Session Reports (continued)
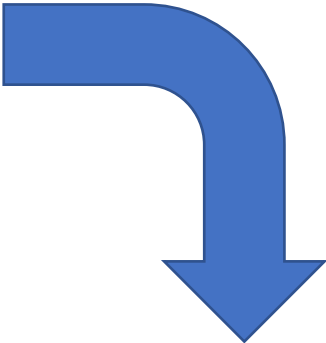
Sort by All Previous Sessions

Accessing Session Reports (continued)

Number of joins Indicates possible technical issues