Using Blackboard Collaborate

Kingsborough Center for e-Learning (KCeL)
Joining Session

List of sessions created

Prompted to Start Audio and Start Video

Share
Starting the Session Recording

Session name

test

Start Recording

Use your phone for audio

Report an issue

Tell me about Collaborate New!

Blackboard Collaborate Help

Privacy Policy
Menu of Four Features

Select to make features menu visible

Feature 1: Chat

NEW Private Chat!
Learn how it works.
Start Tutorial

Everyone

Moderators

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

Say something
Menu of Four Features (continued)

Feature 2: Attendees

Chat
- Find someone to chat with

Everyone

Moderators

NEW Private Chat!
Learn how it works.
Start Tutorial

1 Attendee

Moderator (1)
Loretta Brancaccio Taras

Share Content

Find attendee
Detach panel
Mute all
Menu of Four Features (continued)

Feature 3: Share Content

- Primary Content
  - Share Blank Whiteboard
  - Share Application/Screen
  - Share Files

- Secondary Content
  - Polling
  - Timer

- Interact
  - Breakout Groups

Select option of what you want to share

Select share

Stop share
Menu of Four Features (continued)

Feature 3: Share Content

Share Files

Add Files

Drag image, PowerPoint, or PDF files. Or select to choose files.

Share Now
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

My Settings

Loretta Brancaccio Taras
Moderator

Audio and Video Settings

Set up your camera and microphone

Use your phone for audio

Speaker Volume

0% - 100%

Display Closed Captions (when available)
Accessing Recordings
Your list of recording

<table>
<thead>
<tr>
<th>Session name / Recording name</th>
<th>Date</th>
<th>Duration</th>
</tr>
</thead>
<tbody>
<tr>
<td>Using BB collaborate / recording_1</td>
<td>3/11/20, 7:46 PM</td>
<td>00:00:07</td>
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<tr>
<td>Using BB collaborate / recording_1</td>
<td>3/11/20, 12:33 PM</td>
<td>00:00:26</td>
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<td>KCC01 KCEL Support for Teaching with Blackboard Dev / recording_1</td>
<td>3/11/20, 12:25 PM</td>
<td>00:00:05</td>
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<td>Using BB collaborate / recording_4</td>
<td>3/11/20, 7:54 AM</td>
<td>00:00:38</td>
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<td>Using BB collaborate / recording_3</td>
<td>3/11/20, 7:25 AM</td>
<td>00:00:09</td>
</tr>
</tbody>
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Accessing Session Reports
Accessing Session Reports (continued)

Sort by All Previous Sessions
Accessing Session Reports (continued)

Number of joins indicates possible technical issues.