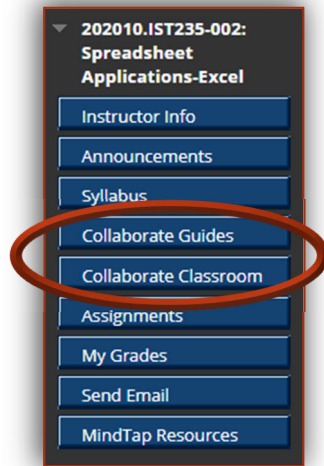


# Collaborate Ultra in Blackboard

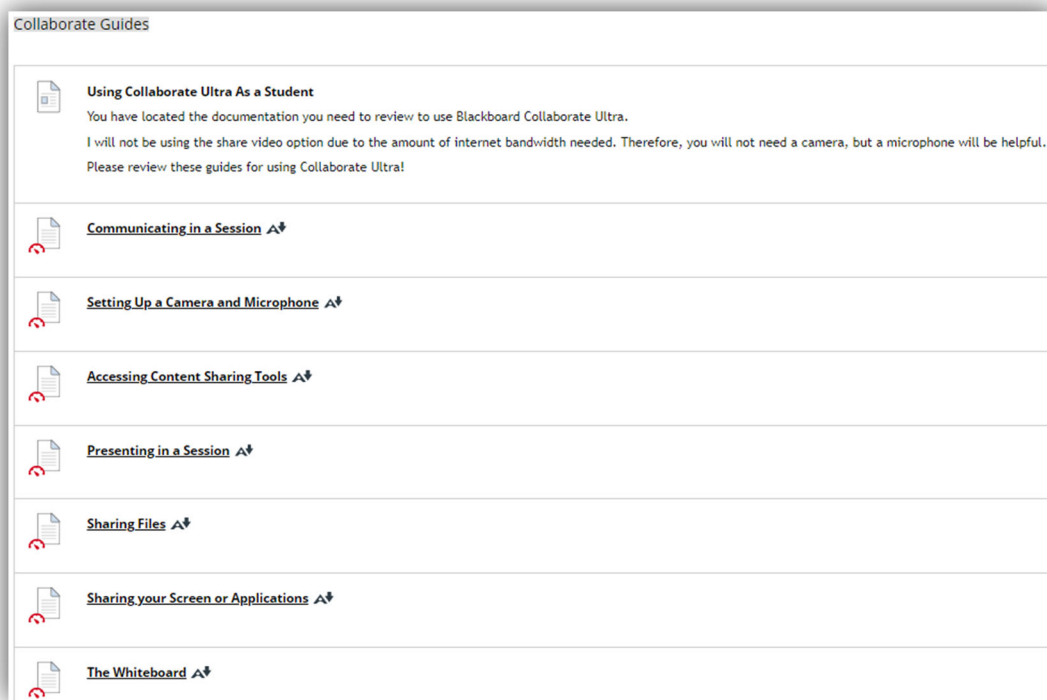
This guide explains where to find documentation on how to use Collaborate and join a session.

In Blackboard I have added two new course menu buttons:

- ❖ Collaborate Guides
- ❖ Collaborate Classroom.



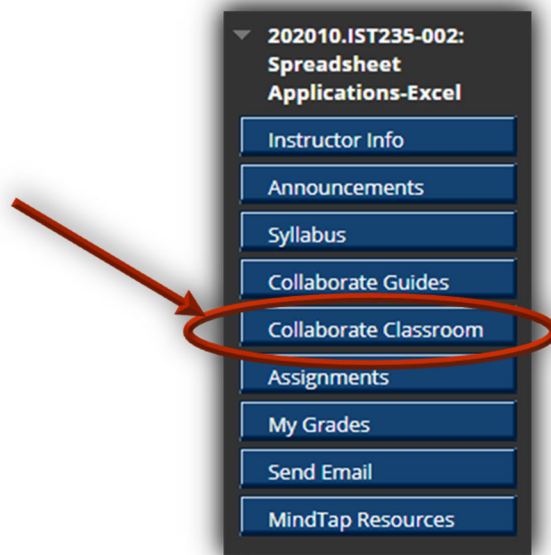
First, I would like you to review the guides I have added. Locate and click Collaborate Guides.



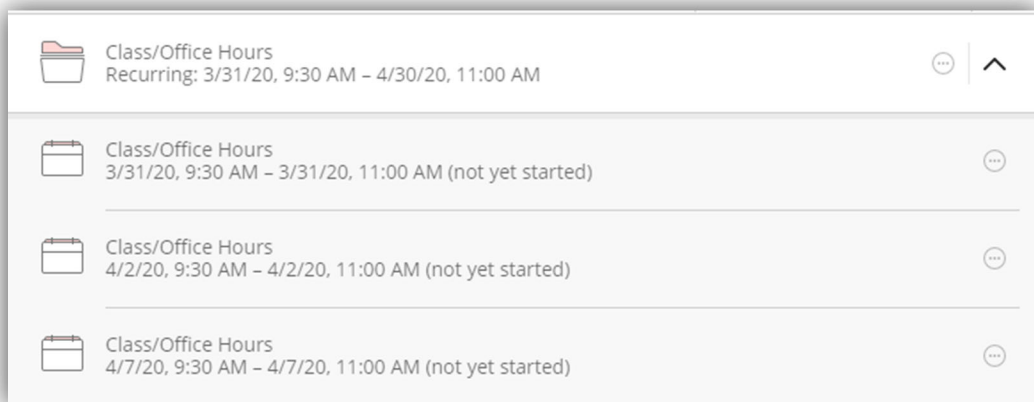
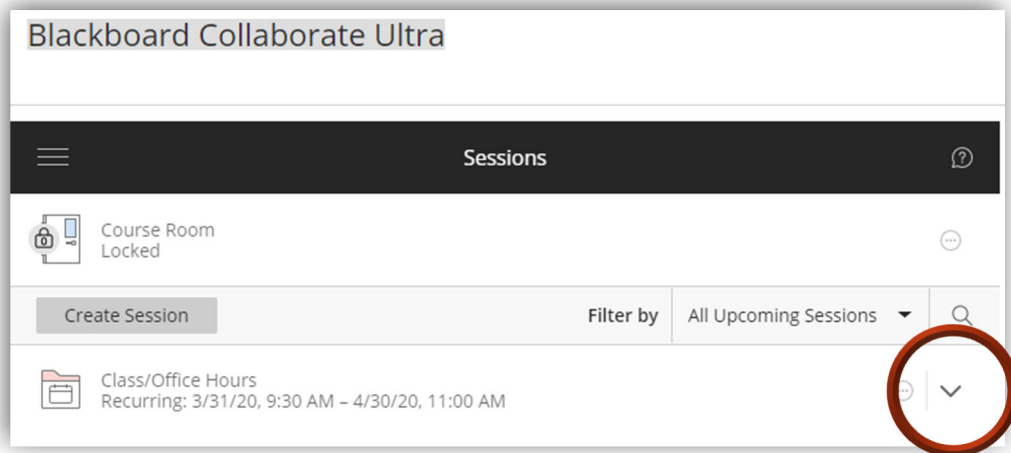
You have located the documentation you need to review to use Blackboard Collaborate Ultra. I will not be using the share video option due to the amount of internet bandwidth needed. Therefore, you will not need a camera, but a microphone will be helpful.

Please review these guides for using Collaborate Ultra!

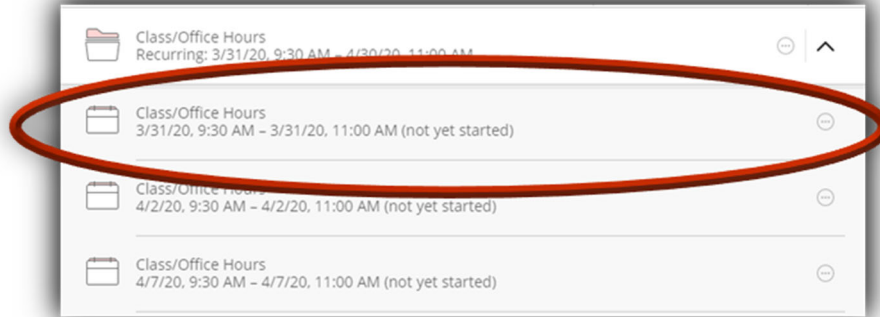
Now you are ready to use Collaborate Ultra! Locate the Collaborate Classroom link down the left side in the Course Menu.



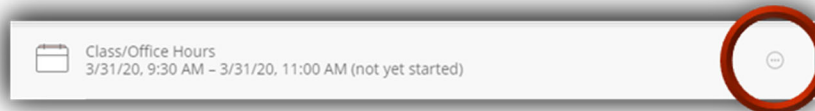
You see a folder called *Class/Office Hours*, which when expanded will show a list of all our remaining classes. Expand folder by clicking the down caret located at the right side.



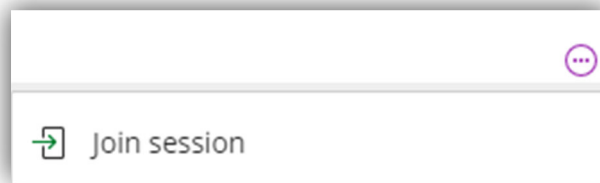
Next you need to Join the class.



Locate the menu for the class on the right side of the screen, click to show options.



Click Join session.



## Congratulations!!

You should now be seeing a screen like this one, you have arrived in class.

