**Blackboard Collaborate Ultra Student Guide**

What is Blackboard Collaborate Ultra?

Collaborate Ultra is a platform built into Blackboard that allows faculty members to communicate with students live or allow the students to watch recorded sessions. It is browser-based and does not require users to download a separate program or launcher. We recommend using Google Chrome or Mozilla Firefox for the best user experience.

Participants can see others via webcam, hear and ask questions via voice or instant messaging (chat), and share presentations and ideas using a common whiteboard or by sharing desktops. Sessions can be recorded and can be posted with other course materials in a Blackboard course or shared outside of Blackboard as a direct link. They can be uploaded to KSU’s Kaltura video site.

The Student Guide

The video (16:46) can be viewed at:

<https://youtu.be/UtfkCyBQQvc> or

<https://video.kent.edu/media/Blackboard+Collaborate+Ultra+-+Student+Guide/1_e7wfyoes>

The video describes:

* how to get into a Collaborate Ultra room within Blackboard,
* how to set up your camera and microphone (either from the Collaborate Panel menu or from the My Status and Settings button) and activate or mute those,
* the “grid view” and the “follow the speaker view,”
* how to provide “feedback” (emotive reactions; away from the room) and to   
  raise your hand,
* how to create or change your profile picture (from the camera or as an upload),
* the Polling feature, the Chat option, the Attendee panel,
* how to add text, drawing, etc. to a Collaborate object being shared in the room,
* how to work in a Breakout Group (talk, chat, share) and save a room’s content (e.g., taking a picture of the Whiteboard) that can be shared later with the class,
* how to control the view of a shared object (zoom in, zoom out, best fit, 1:1) to better see that content,
* how to Exit the room
* how to find a Recorded Session from the Collaborate Sessions page.