

Blackboard Collaborate

Modality: Self-Paced Learning

Duration: 1 Hour

SUBSCRIPTION: Learn, Master, Master Plus

Learn about creating, presenting, and moderating web conferences which lead to new approaches to learning while involving each student on an individual level.

Course Outline:

Introduction

- What you'll learn in this training

Accessing Collaborate

- Download the Collaborate Launcher
- Join a Collaborate Web Conference
- Choose your connections Settings

Getting Started

- Participant layout
- Setting up your profile
- Using the Audio Setup Wizard

Participating in a Web Conference

- Participant pane overview
- Using the Chat tool
- Save Chat conversations
- Talk/audio
- Share video via webcam
- Provide feedback to presenter
- Raise your hand
- Answer a poll
- Move into a breakout room

Presenting in a Web Conference

- Overview of presentation tools
- Use the Whiteboard tools
- Save Whiteboard pages
- Share an application
- Share a web page
- Using the web push tool
- Load content for others to view
- Share pages using the Page Explorer
- Share video
- Transfer Files

Moderating a Web Conference

- Direct others to enter the web conference
- Menus and panels
- Record
- Activity indicators
- Manage multiple talkers/videos
- Use the timer
- Give additional permissions to participants

Advanced Features

- Use the Notes tool
- Create and save quizzes
- Open and administer quizzes
- Polling
- Create breakout rooms
- Send participants to a breakout room
- Multimedia library
- Graphing calculator