BLACKBOARD COLLABORATE – ONLINE CLASSROOM

Blackboard Collaborate is a real-time online virtual learning and collaboration tool. Faculty and students can meet, share ideas and collaborate in an online space using:

- ✓ Live webcams
- ✓ Chat style messaging
- ✓ Interactive whiteboard
- ✓ Slide Presentation

- ✓ Breakout rooms
- ✓ Shared viewing of applications
- ✓ Voice over internet (VoIP) audio
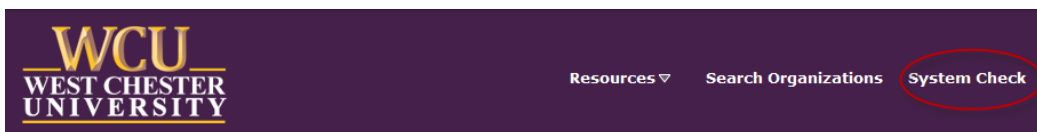- ✓ Telephone audio

Faculty can utilize Blackboard Collaborate to host online classrooms within D2L. This useful tool allows faculty to schedule virtual class time, to hold virtual office hours and online meetings, and when it is not possible to meet in a traditional face-to-face classroom. Faculty can also set up online rooms for student groups to virtually meet and collaborate on group projects.

Equipment Requirements

- At this time, in order to moderate (have control) in the Online Classroom, you must use a computer, not a tablet or mobile device. Functionality is limited when accessing online classrooms through devices such as tablets and phones.

- In order to speak in an Online Classroom, your computer must have either an internal or an external microphone.

- In order to view participants in an Online Classroom, your computer must have either an internal or an external webcam.

Setup & System Requirements

- **Blackboard Collaborate Launcher MUST be installed prior** to joining an online room.
  See the document "Download the Blackboard Collaborate Launcher" for directions.

- D2L Services recommends the **Mozilla Firefox** browser when working in D2L and Bb Collaborate Online Rooms. Other browsers such as Internet Explorer and Safari may not be as dependable.

- Perform a **System Check** to ensure the critical system requirements listed below are up to date. After logging into D2L, click System Check from the D2L Home Page Navigation Bar.

- **Mozilla Firefox** must be installed (available at mozilla.org/firefox)
- **Java** must be up-to-date (available at Java.com)
- **Cookies** must be enabled (instructions available at support.mozilla.org)
- **Pop-up blocker** must be disabled (see setting pop-up exceptions)

> ## IMPORTANT!
>
> **THE BLACKBOARD COLLABORATE LAUNCHER MUST BE INSTALLED PRIOR TO JOINING AN ONLINE ROOM. INSTALLATION IS REQUIRED ONCE PER COMPUTER.**