Collaborate

Important information about Collaborate Original - https://blackboard.secure.force.com/publickbarticleview?id=kAC1O000000PAzj

What is Collaborate?

Blackboard Collaborate is a tool in which to conduct web-conferencing as well as comprehensive online learning.

Getting Started

- You can only view sessions and recordings for courses in which you are enrolled
- If you are not enrolled in the course, contact the instructor for that course
- Collaborate is a complex tool. It is important that you confirm your ability to access collaborate before your first scheduled session.
- If the instructions below do not work for you, we are available to help at CLE help@nps.edu

Collaborate Current Service Status

Connecting to a Session

Use the NPS Collaborate Test Session at any time to test your connection to a Collaborate Session. Instructions and troubleshooting for various operating systems are below.

- Using Windows
- Using Mac
- Using IOS: for participants only works for viewing recordings that have been converted to MP4
- Using Android: for participants only works for viewing recordings that have been converted to MP4

Troubleshooting

- Instructions to download the Collaborate Launcher (pdf download)
- Windows 10 Tiny Collaborate Window Issue
- If Collaborate won't run at all - Try reassociating Collaborate with Java

For Instructors -

- Creating Sessions

Sessions can **ONLY** be created using Sakai. NPS Staff and Faculty can contact clehelp@nps.edu to request a Sakai site which they can use to create sessions.

Once sessions are created, participants do not need to be enrolled in the course site to join. Session creators will get a Guest Link which they can email to desired participants.

- How to add the Collaborate Tool a your Sakai site
- How to create a Collaborate Session through Sakai

- Session Date/Times

The Sakai Collaborate Interface detects your location so any dates/times specified will be in your timezone. Dates/Times will be adjusted for others in their own time zones.

- Orientations (created by vendor)

- for Students/Participants (Online Video) and Guide (pdf)
- for Instructors/Moderators (Collaborate Recording)

- Recorded Trainings (created by NPS)

- Instructor (mp4 video)
- Student (mp4 video)

Download the Powerpoint file used in the training.

If your NPS groups will like a live training session, please contact clehelp @nps.edu to submit a request.

In-Session How To Guides

How to perform specific tasks in Collaborate with the improved user interface

Collaborate Features

- **Software Echo Canceling** - any speakers and microphones can be used, no need for hardware echo cancellation
- **Mobile apps** - IOS and Android apps for Participants only, Moderators must continue to use a computer for full functionality
- **Improved User Interface** with commonly used tools easier to access
- Ability for users to **join via Phone call**, audio only

If the requestor is not a Moderator/Instructor in the session, a moderator will be contacted for distribution approval.

Additional Questions

if you have questions or concerns not covered in these pages, please email clehelp@nps.edu.

Audio Setup Wizard
Whiteboard Tools Palette
Application Sharing
Whiteboard
Web Tour
Session Information
Recording Indicator

STUDY GROUP ROOM – Blackboard Collaborate
File Edit View Tools Window Help
Recording
Fit Page
Archaeology of Ancient Egypt ARCH201 – Fall Semes...

AUDIO & VIDEO
Sophia
Talk
Video

Audio & Video Panel

PARTICIPANTS
Sophia

Feedback, Step Away, Raise Hand, Polling Response

MAIN ROOM (5)
Amanda
Moderator
Sophia
Emma
Dominic

Participants Panel

CHAT - Supervised
Sophia   11:06 AM
Yes I uploaded it last night.
Dominic   11:06 AM
Can I do it after class today?

Chat Panel

Send Chat

Archaeology of Ancient Egypt
ARCH201 – Fall Semester

Professor Monroe
Northwest Pacific University