

Blackboard Collaborate User Guide for Students

The following screenshots are simple guides on how to use Blackboard Collaborate from a Students point of view. Please note that there is also a Tutorial available when you first log in which may too be of benefit to ensure your user experience is a positive one.

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Pearson BTEC Level 3 Subsidiary Diploma in Engineering

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BTEC Level 3 in Engineering

When you log on to your Course on Canvas, click on the **link for online/virtual classroom.**

Here you will find the **Blackboard Collaboration Assignment**

Welcome

The BTEC subsidiary diploma in engineering provides the understanding required for success in a range of mechanical and electrical/electronic occupations. The qualification is also suitable for learners who have not yet decided on an engineering specialism and who wish to gain a broader understanding of engineering. Learners who have the opportunity to link with a local firm and be mentored for the duration of their course.

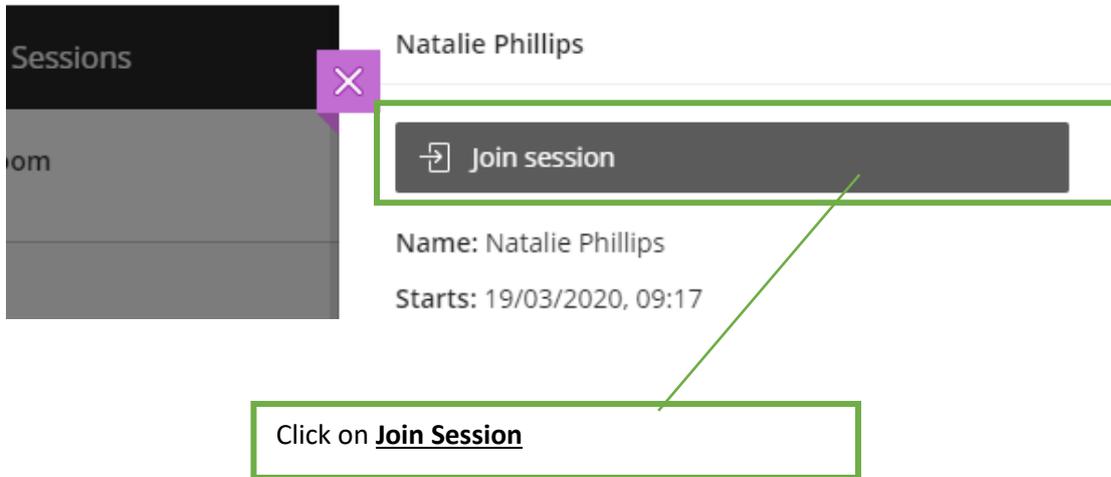
CLICK HERE TO ACCESS THE VIRTUAL CLASSROOM

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Click on the link for the tutor who is holding your lesson

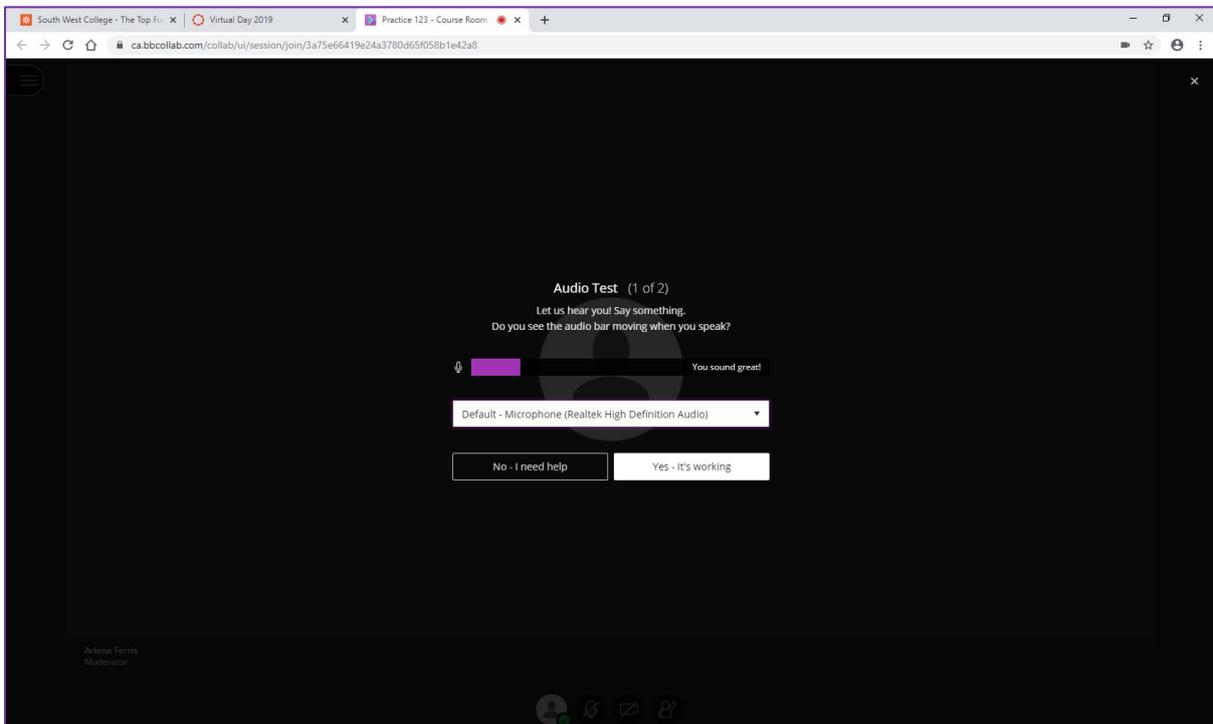
- | | | |
|-------|--------------------------------------------------------------------|--|
| | <p>Natalie Phillips
19/03/2020, 09:17 (available)</p> | |
| <hr/> | | |
| | <p>Joanne McGovern
19/03/2020, 15:00 (available)</p> | |
| <hr/> | | |
| | <p>Christopher Devlin
19/03/2020, 15:01 (available)</p> | |
| <hr/> | | |
| | <p>Julie Anderson
19/03/2020, 15:12 (available)</p> | |
| <hr/> | | |
| | <p>Mark Paget
19/03/2020, 15:14 (available)</p> | |

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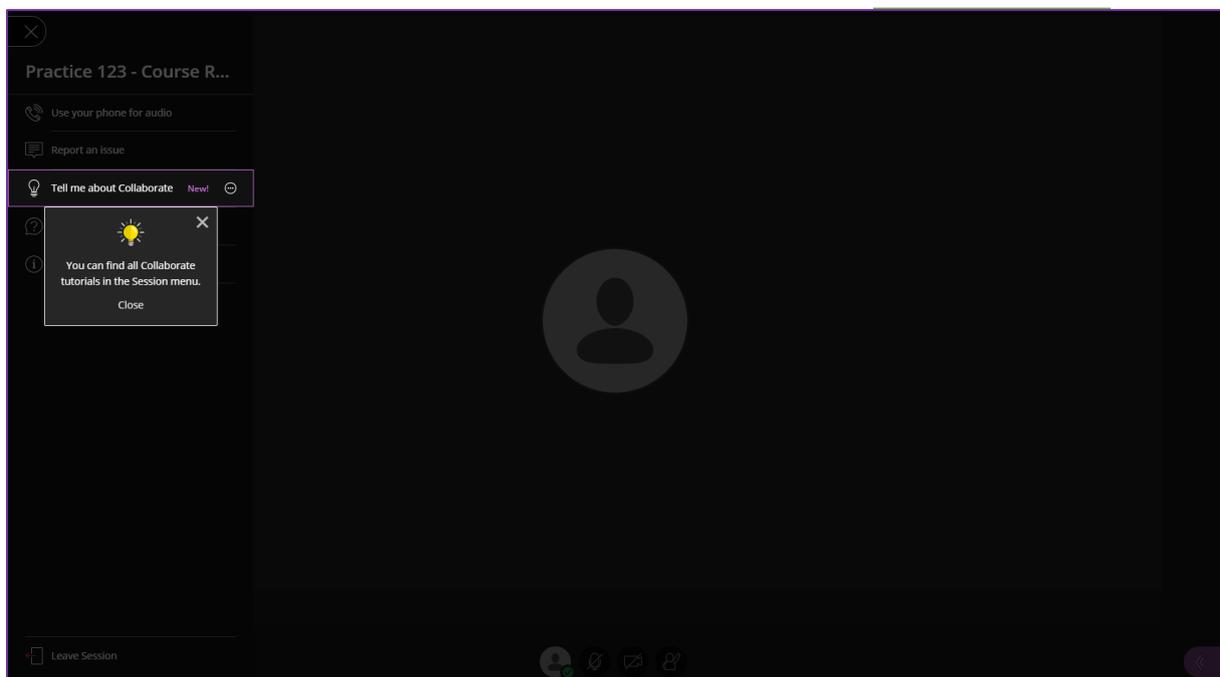
The following will open in a new tab, here it will test your audio and camera is working.
If you don't have a camera, just skip that part.



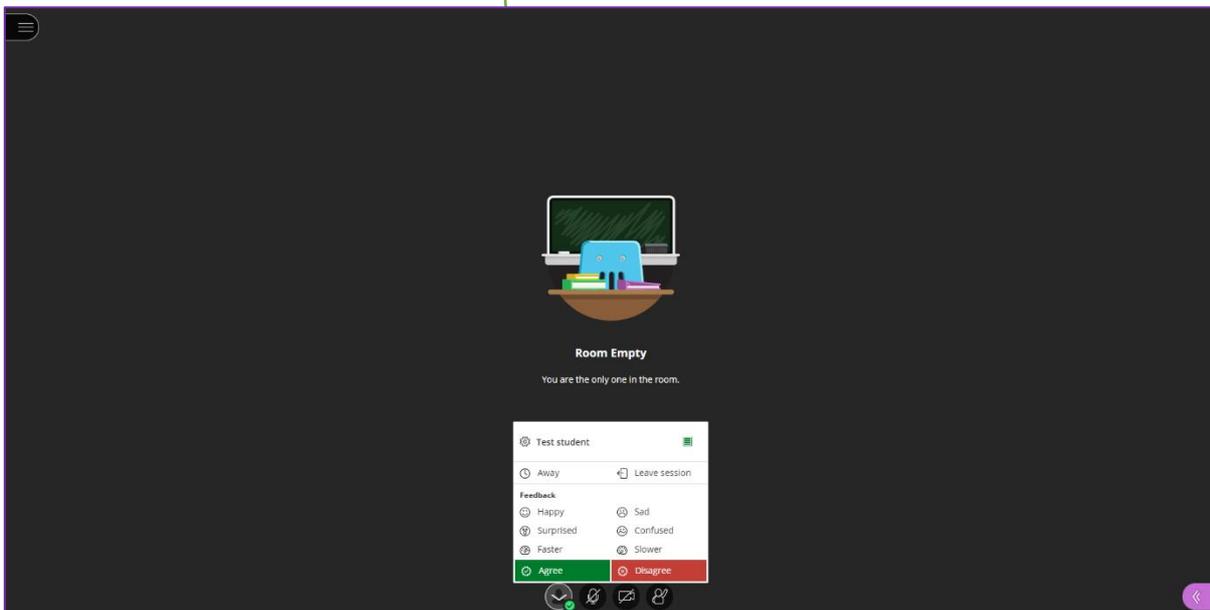
You will get the option to view a **Blackboard Collaboration Tutorial**.

You can do so, or you can view this at a later stage.

To view it at a later stage, just click on the **Menu Button** at the **top left hand corner** of the page and click on the **Tell me about Collaborate** option



If you click on your **Status Button** the following box will appear. Here you can inform your tutor of any quick **Feedback** by clicking on any of the options.



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The other options beside your Status Button allows you to **turn your Audio and Camera on and off**. You also have the **Raise hand** option which **notifies your tutor** of any queries you may have. The **Poll option** will appear along the panel as well if you teacher has added one in for you to participate in.

Here you can see all participants.

What day is Virtual Day 2019?

- 25th December
- 13th November

2 Attendees

Moderator (1)

- Arlene Ferris

Participant (1)

- Test Student 2

Arlene Ferris
Moderator

Hand raised, select to lower

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Here you can see when the **Raise hand** option is selected, it shows up in the **Attendees panel**.

Hand raised, select to lower

2 Attendees

Moderator (1)

- Arlene Ferris

Participant (1)

- Test Student 2

Arlene Ferris
Moderator

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The screenshot shows a Blackboard Collaborate session. The main window displays a presentation slide titled "To the Police" with handwritten text: "Welcome", "I HAVE SOME VERY IMPORTANT INFORMATION TO SHARE WITH YOU ABOUT IMMINENT DANGER TO MYSELF AND THE COMMUNITY. PLEASE PUT TO REST WE CAN DISCUSS THIS TO FACE.", and "www.startgame.us". A green callout box is overlaid on the slide with the following text:

You can ask questions during the presentation via the **Chat Panel**.

Do so by clicking on the **Chat icon** at the bottom of the screen.

Then click on the **Everyone** option, or if you want to ask a certain person a question, **search for their name** at the top.

The chat panel on the right is titled "Chat" and has a search bar with the text "Find someone to chat with". Below the search bar, the "Everyone" option is selected. The bottom toolbar shows the chat icon highlighted.

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The screenshot shows the same Blackboard Collaborate session as in slide 9. The main window displays a different slide with handwritten text: "1 Mystery", "I HAVE SOME VERY IMPORTANT INFORMATION TO SHARE WITH YOU ABOUT IMMINENT DANGER TO MYSELF AND THE COMMUNITY. PLEASE PUT TO REST WE CAN DISCUSS THIS TO FACE.", "www.startgame.us", and "READY? SET A TIMER FOR 1 HOUR AND START!". A green callout box is overlaid on the slide with the following text:

Here you can see the Chat conversation and take part.

The chat panel on the right is titled "Everyone" and shows a conversation:

- Test Student 2 12:02 PM: Hi! Can you repeat the last slide?
- Arlene Ferris 12:02 PM: certainly

The bottom toolbar shows the chat icon highlighted.