

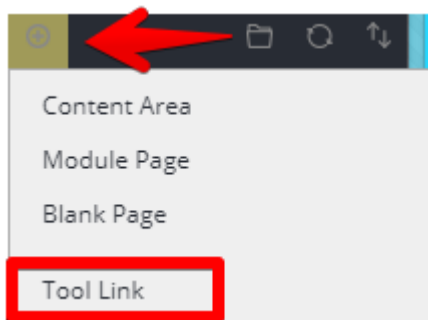
Accessing Blackboard Collaborate

How to Access Blackboard Collaborate

Blackboard Collaborate Ultra is available for use. It is now easier than ever to lead virtual classes, office hours, tutoring and mentoring sessions, departmental meetings, and more.

To get started you must log into Blackboard.

1. Go to <https://irsc.okta.com/login/default> or <https://blackboard.irsc.edu> and login
2. In your course click on the add menu item icon and select tool link.



3. To add a Tool Link you will need to specify a name and the type of tool. Use **Blackboard Collaborate** as the **Name** and select **Blackboard Collaborate Ultra** as the **Type**. Check the box to make Available to Users and click submit.

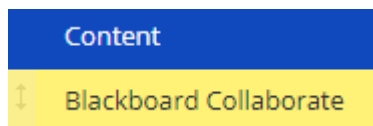
Add Tool Link

* Name:

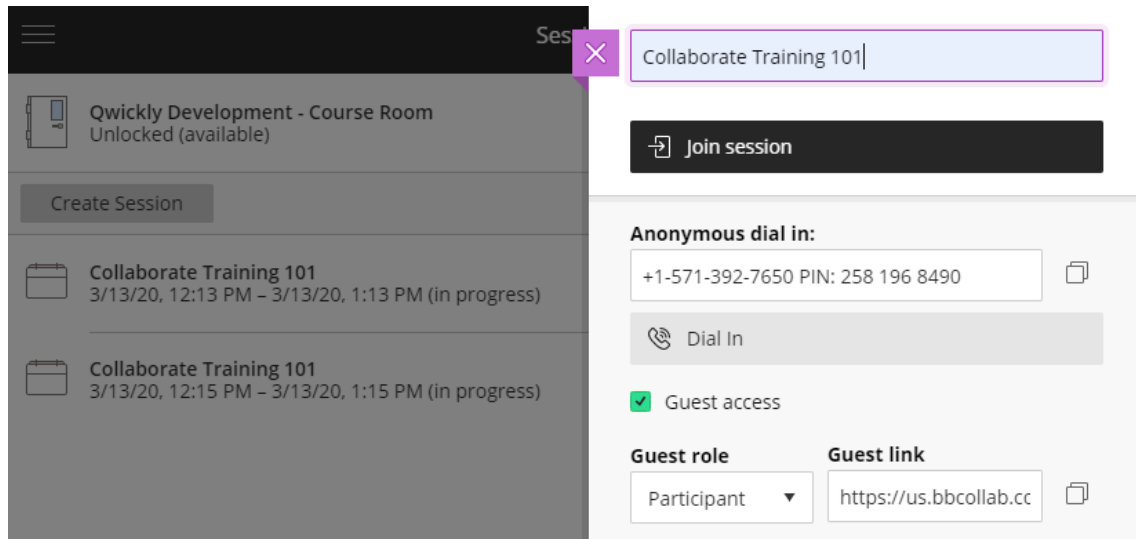
Type:

Available to Users

4. Now **click** on the Blackboard Collaborate tool link you just created.



5. Creating a session will allow you to hold sessions during a scheduled day/time. To create a session click **Create Session**.
 - You will be required to enter a name. Date if necessary. Click save when complete



6. To access the session click the name of the session you entered during its scheduled meeting time. Then Click join session.
7. Additional resources for Collaborate can be found here:
 - About [Collaborate](#)
 - Getting Started: [Moderators](#) | [Participants](#)
 - Collaborate Ultra [Help](#)
 - Cheat Sheet for [Moderators](#)
 - Cheat Sheet for [Participants](#)