



Using Blackboard Collaborate Ultra in Distance Learning

Dr. Ammar Tighezza

Using Blackboard Collaborate Ultra in Distance Learning

- Adding the **BbCU** tool to the course
- Make **BbCU** tool as “Entry Point” in the course
- Adjusting the “Course Room” setting
 - Guest access
 - Session Settings
 - Moderator and participants permissions
- Joining the “Course Room”
- Describing the “Course Room” interface

Describing the “Course Room” interface

Session menu

Recording

Blackboard Collaborate help

Leave session

Main window icons

My status and setting

Share audio

Share video

Raise hand

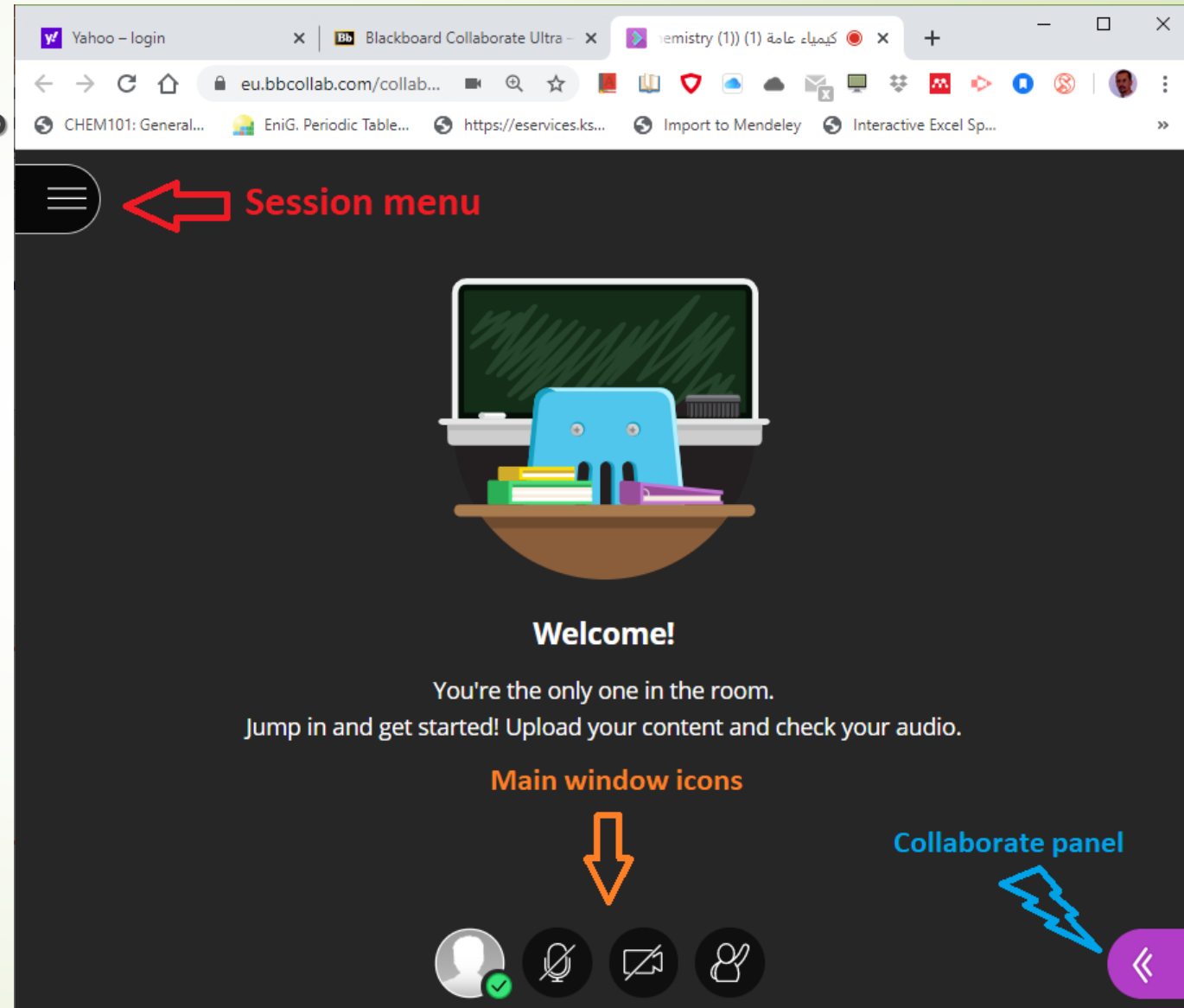
Collaborate panel

Chat

Attendees

Sharing Content

My setting



Using **Blackboard Collaborate Ultra** in Distance Learning

- How to get the **session report**?
- How to find the **Recorded sessions**?
- How to **track** the students activities outside the live sessions?

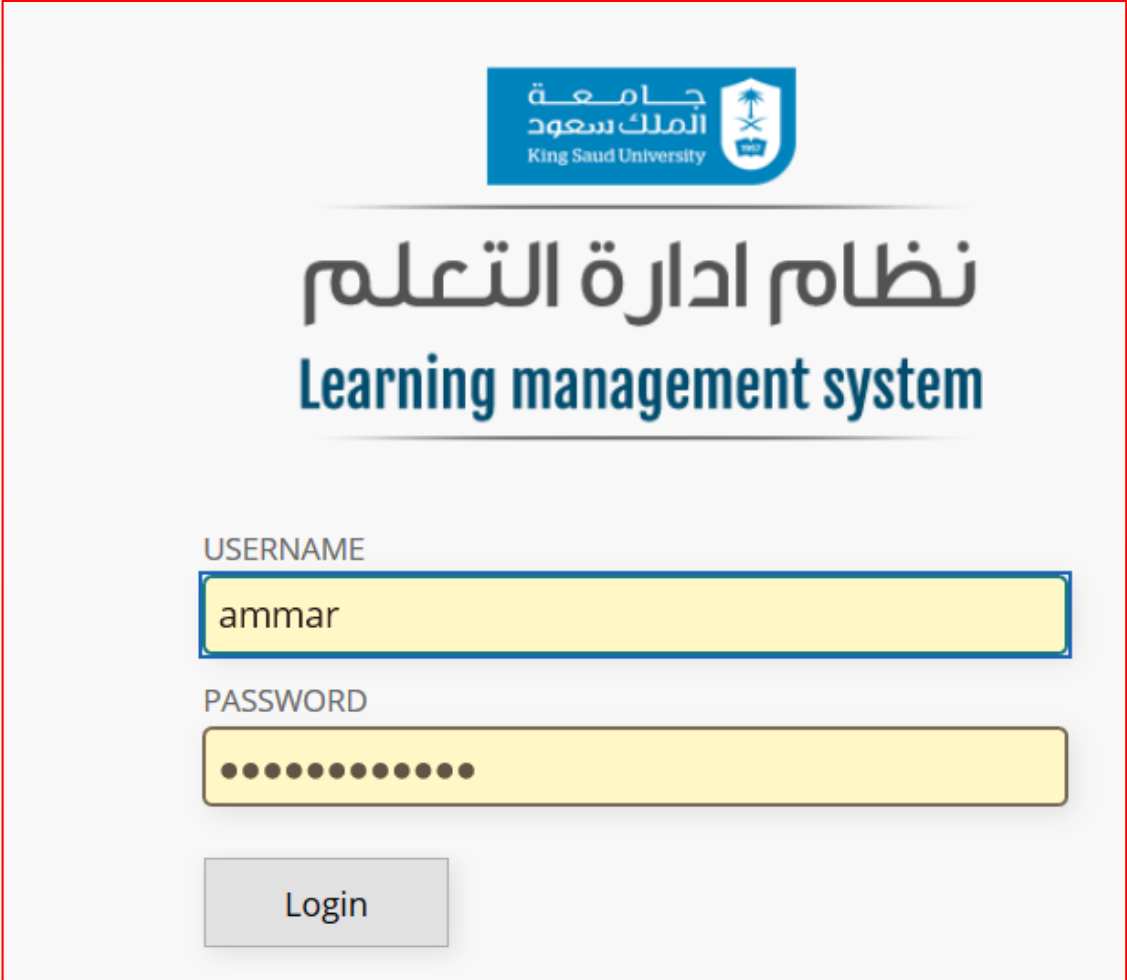
Using Blackboard Collaborate Ultra in Distance Learning

Adding the **BbCU** tool to the course

Start by Logging to Blackboard
by using the link:

LMS.ksu.edu.sa

Dr. Ammar Tighezza



The screenshot shows the login interface of the King Saud University Learning Management System. At the top, there is a blue header with the university's logo and name in Arabic and English. Below the header, the title "نظام ادارة التعلم" (Learning management system) is displayed in Arabic, followed by "Learning management system" in English. The login form consists of two input fields: "USERNAME" with the value "ammar" and "PASSWORD" with masked characters. A "Login" button is located at the bottom of the form.

جامعة الملك سعود
King Saud University

نظام ادارة التعلم
Learning management system

USERNAME
ammar

PASSWORD
.....

Login

Using Blackboard Collaborate Ultra in Distance Learning

Adding the **BbCU** tool to the course

Select the course for which you need to add the **BbCU** tool.

N.B: The **BbCU** tool must be added to each course.

Course List

▼ الفصل الثاني 41/42

Courses where you are: Instructor

الرسالة (THESIS)

Instructor: عمار محمد تيجزة AMMAR MOHAMMED TIGHEZZA;

تطبيقات الحاسب الآلي في الكيمياء (Computer Applications in Chemistry)

Instructor: عمار محمد تيجزة AMMAR MOHAMMED TIGHEZZA;

حركية متقدمة (ADVANCED CHEMICAL KINETICS)

Instructor: عمار محمد تيجزة AMMAR MOHAMMED TIGHEZZA;

(1) كيمياء عامة (General Chemistry (1))

Instructor: عمار محمد تيجزة Ahmed Metab Aldossrai; منصور ضيف الله عابد الحارثي AMMAR MOHAMMED TIGHEZZA; MANSOUR DHAIFALLAH A ALHARTHI;

(1) كيمياء عامة (General Chemistry (1))

Instructor: عمار محمد تيجزة AMMAR MOHAMMED TIGHEZZA;

Announcements:

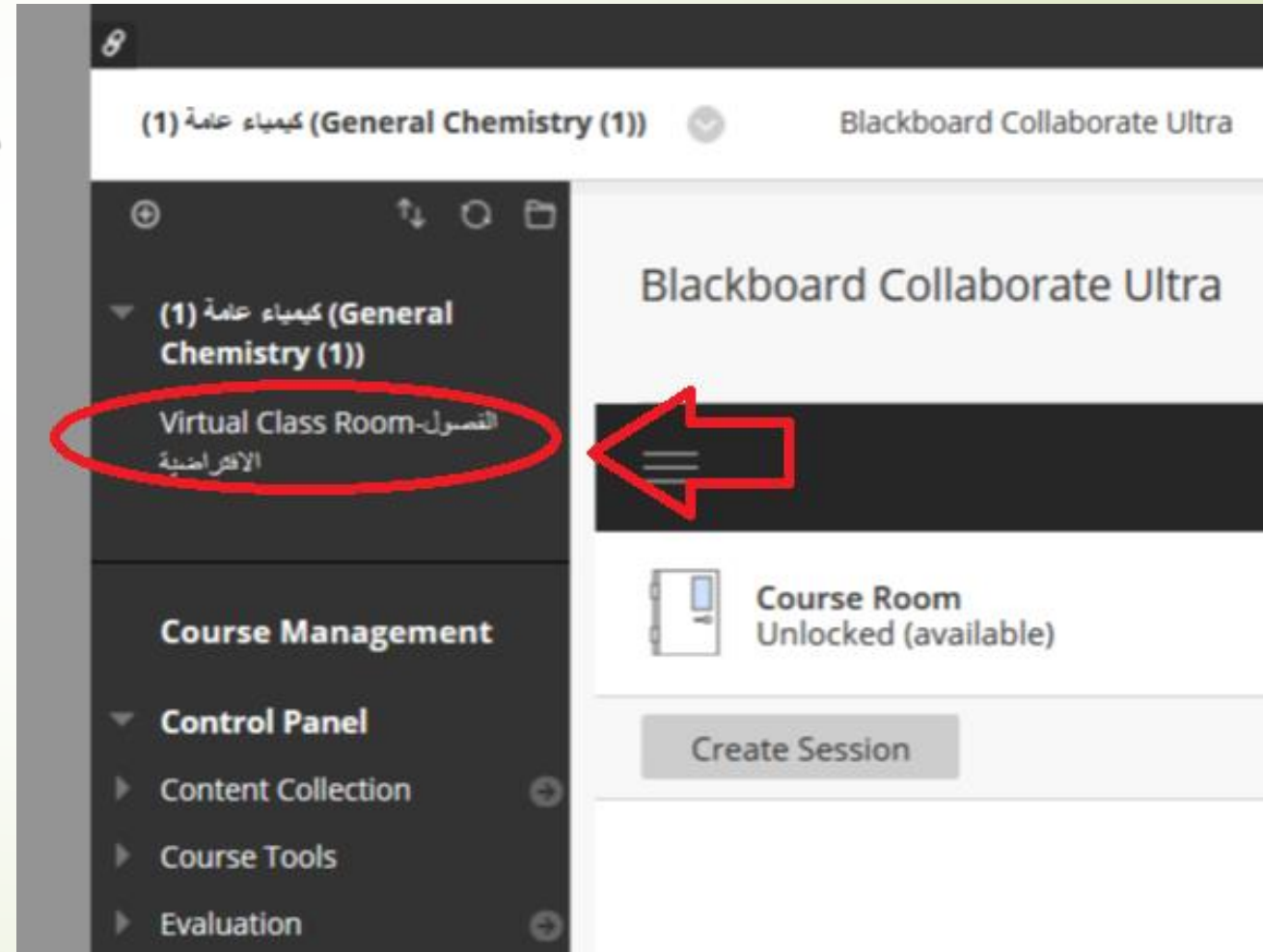
> بخصوص محاضرة الغد

▼ الفصل الأول 41/42

Using **Blackboard Collaborate Ultra** in Distance Learning

Adding the **BbCU** tool to the course

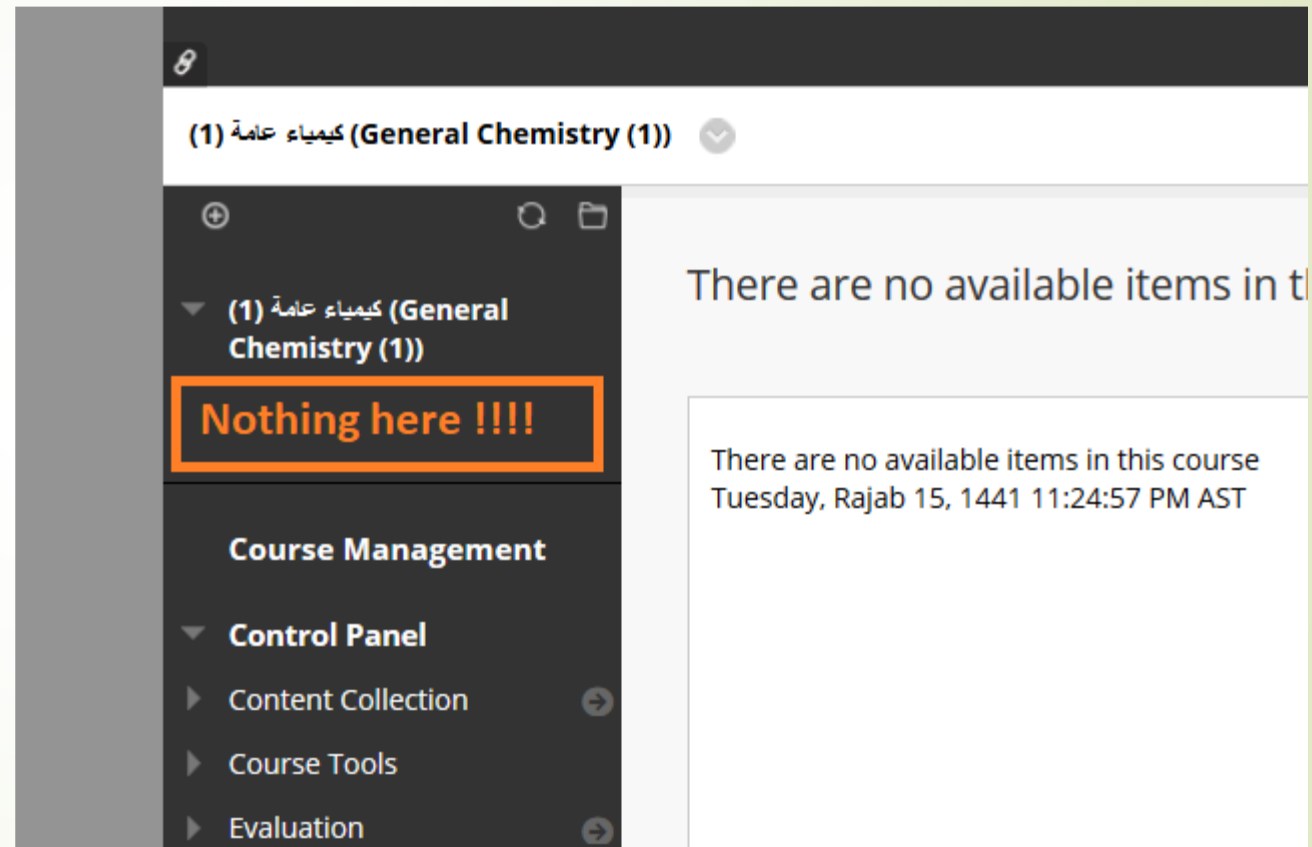
The LMS administration has added the **BbCU** tool in all courses.



Using Blackboard Collaborate Ultra in Distance Learning

Adding the **BbCU** tool to the course

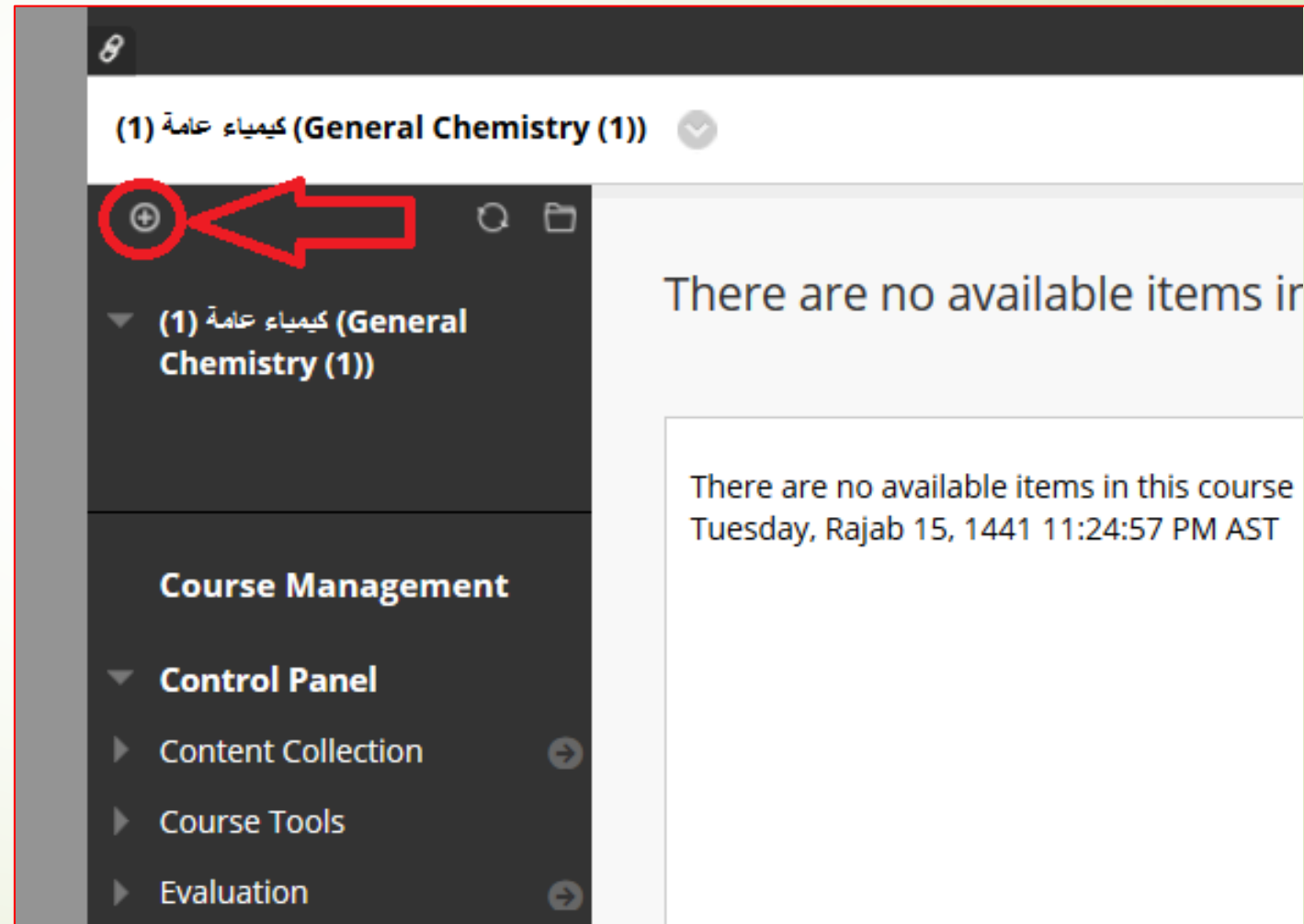
If for any reason you don't find it in your course, then you **must add it**.



Using Blackboard Collaborate Ultra in Distance Learning

Adding the **BbCU** tool to the course

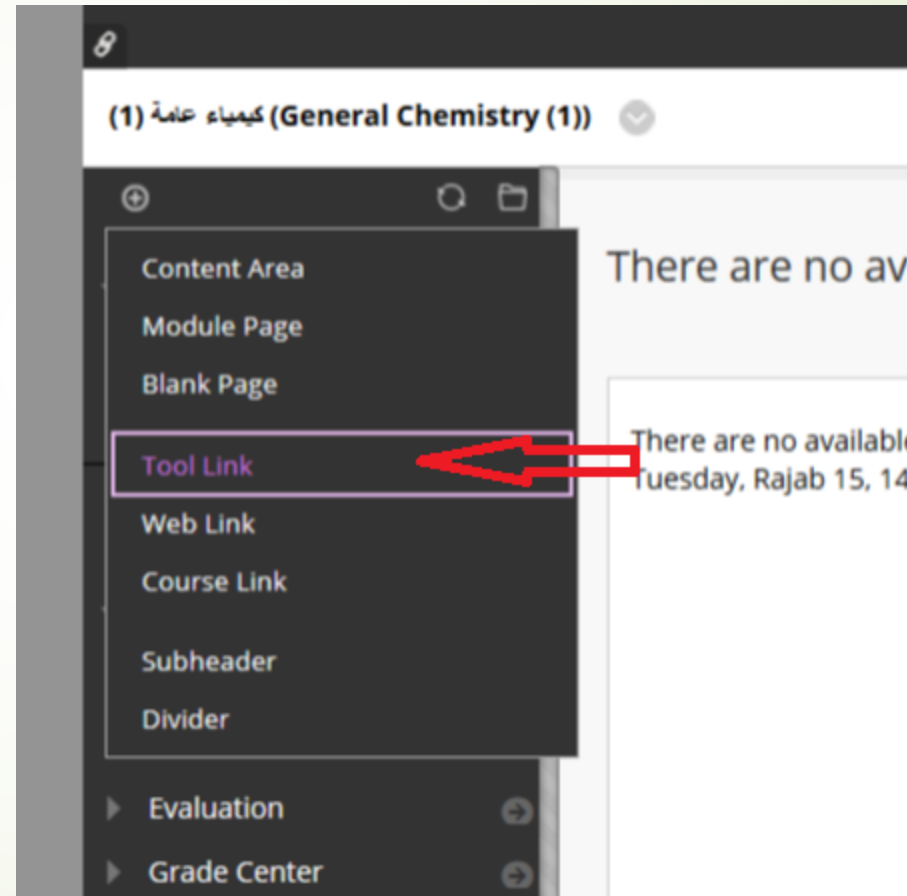
Click on the **+** icon



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Adding the **BbCU** tool to the course

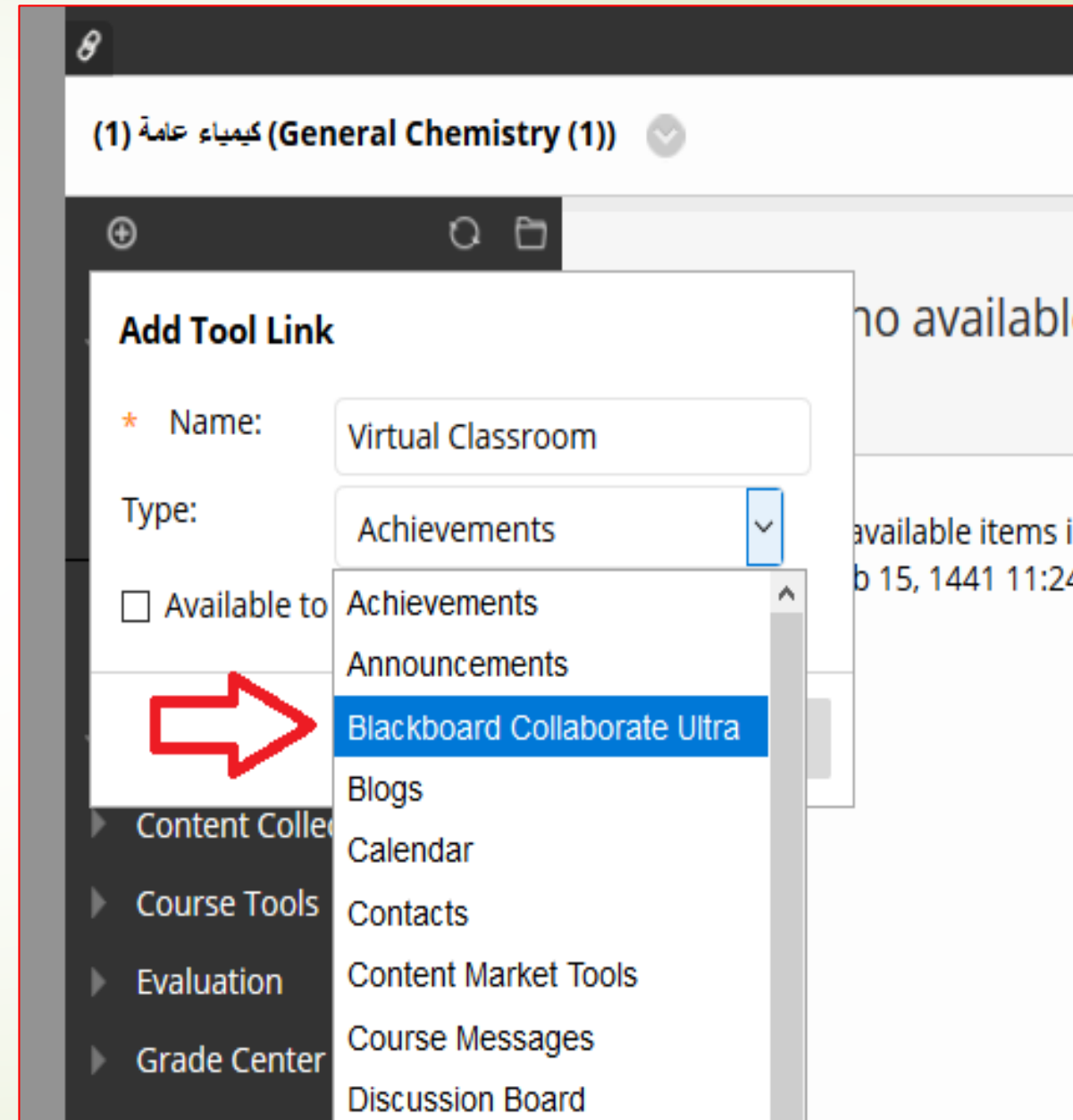
And choose **Tool Link**



Using Blackboard Collaborate Ultra in Distance Learning

Adding the **BbCU** tool to the course

- * Give a name of choice to the Tool Link
- * And from **type** choose :
Blackboard Collaborate Ultra



Using Blackboard Collaborate Ultra in Distance Learning

Adding the **BbCU** tool to the course

- * And **check** the small square to make the tool **available** to users (students)
- * Then click on **Submit**

(1) كيمياء عامة (General Chemistry (1))

Add Tool Link

* Name: Virtual Classroom

Type: Blackboard Collaborate Ultra

☒ Available to Users

Cancel Submit

Content Collection

Course Tools

Evaluation

Grade Center

Using Blackboard Collaborate Ultra in Distance Learning

Adding the **BbCU** tool to the course

- * If you have already added some content the **BbCU** tool will appear at the bottom of content area.
- * But we can make it the **Entry Point** of the course (if we need).

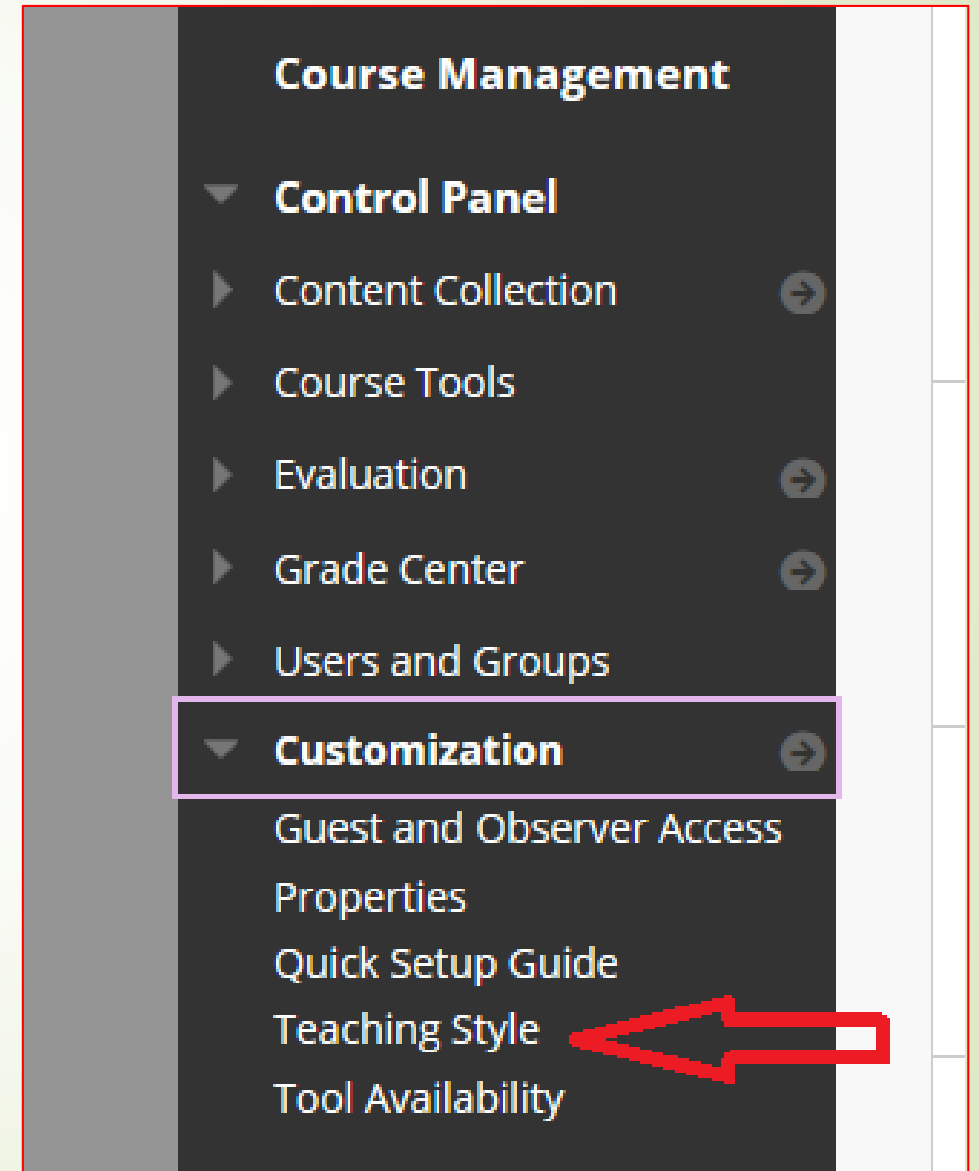
Dr. Ammar Tighezza

The screenshot displays the Blackboard Collaborate Ultra interface. On the left, a sidebar lists various tools available in the course, including 'Home page', 'Syllabus', 'Content', 'Announcements', 'Course Messages', 'Email', 'Contacts', 'Homework', 'Evaluation', 'Blogs', 'Pearson', and 'Virtual Classroom'. A red arrow points to the 'Virtual Classroom' tool at the bottom of this list. The main content area on the right shows the 'Content' area with three units listed: 'Unit 1: Chemistry The Study of Change', 'Unit 2: Atoms Molecules and Ions', and 'Unit 3: Electronics structure of atom, Periodic Relationships Among'.

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Adding the **BbCU** tool to the course

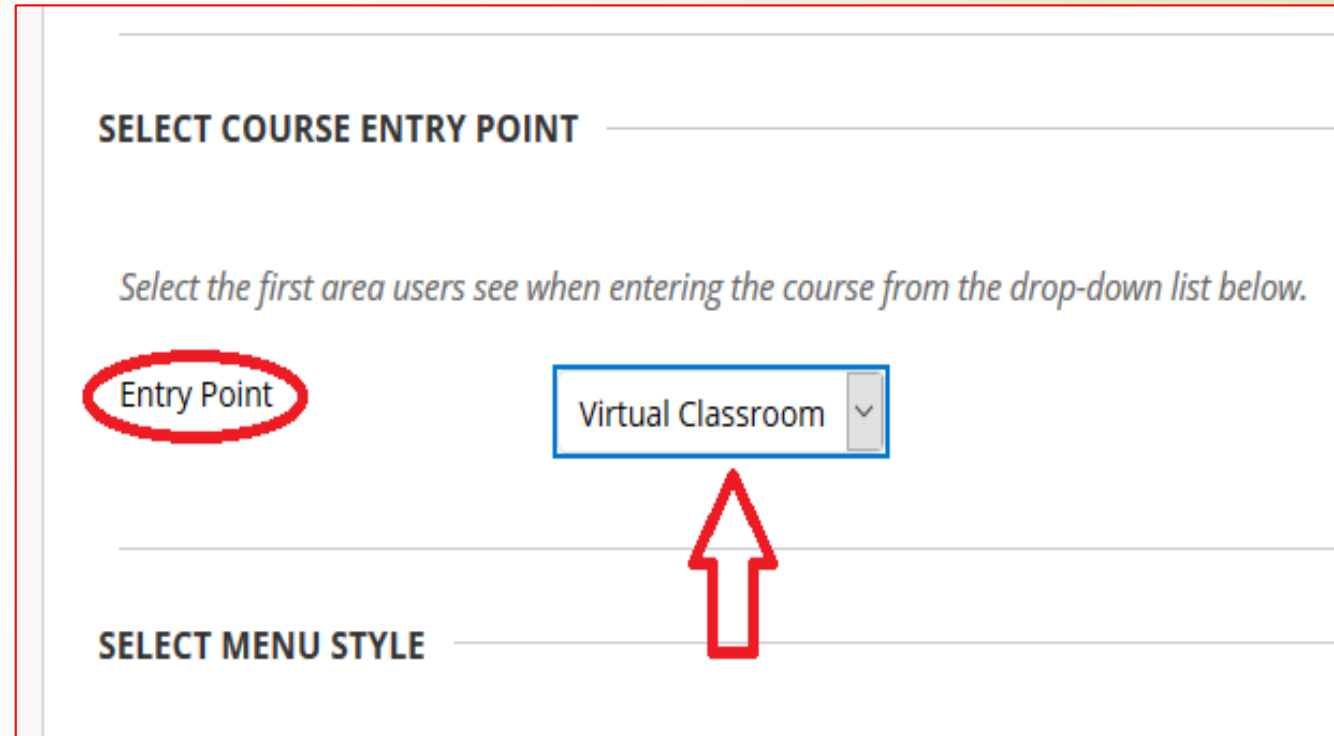
From Customization chose **Teaching Style**



Using Blackboard Collaborate Ultra in Distance Learning

Adding the **BbCU** tool to the course

Then select “Virtual Classroom” as Entry Point



SELECT COURSE ENTRY POINT

Select the first area users see when entering the course from the drop-down list below.

Entry Point

Virtual Classroom

SELECT MENU STYLE

Using Blackboard Collaborate Ultra in Distance Learning

Start using the **BbCU** tool

We can use the Main Course Room
(always available).
Or create weekly repetitive sessions.

Blackboard Collaborate Ultra

Sessions

Course Room
Unlocked (available) **Main Course Room**

Create Session Filter by All Upcoming Sessions ▼

No scheduled sessions.

Create Session

For creating **weekly repetitive** sessions

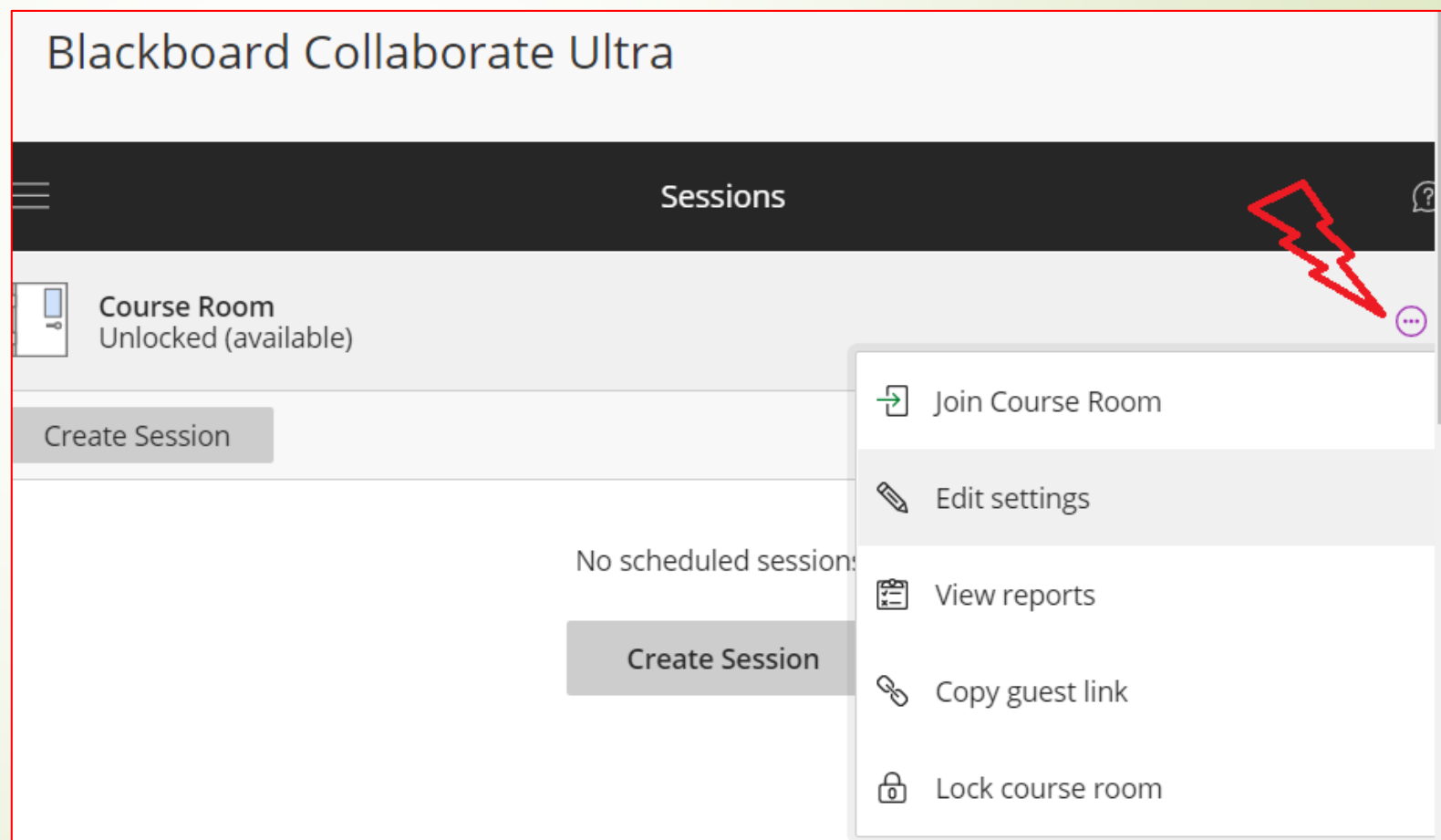
Using Blackboard Collaborate Ultra in Distance Learning

Start using the **BbCU** tool

From the 3 points (...) we can:

- Join the course
- Edit setting
- View reports
- Copy guest link

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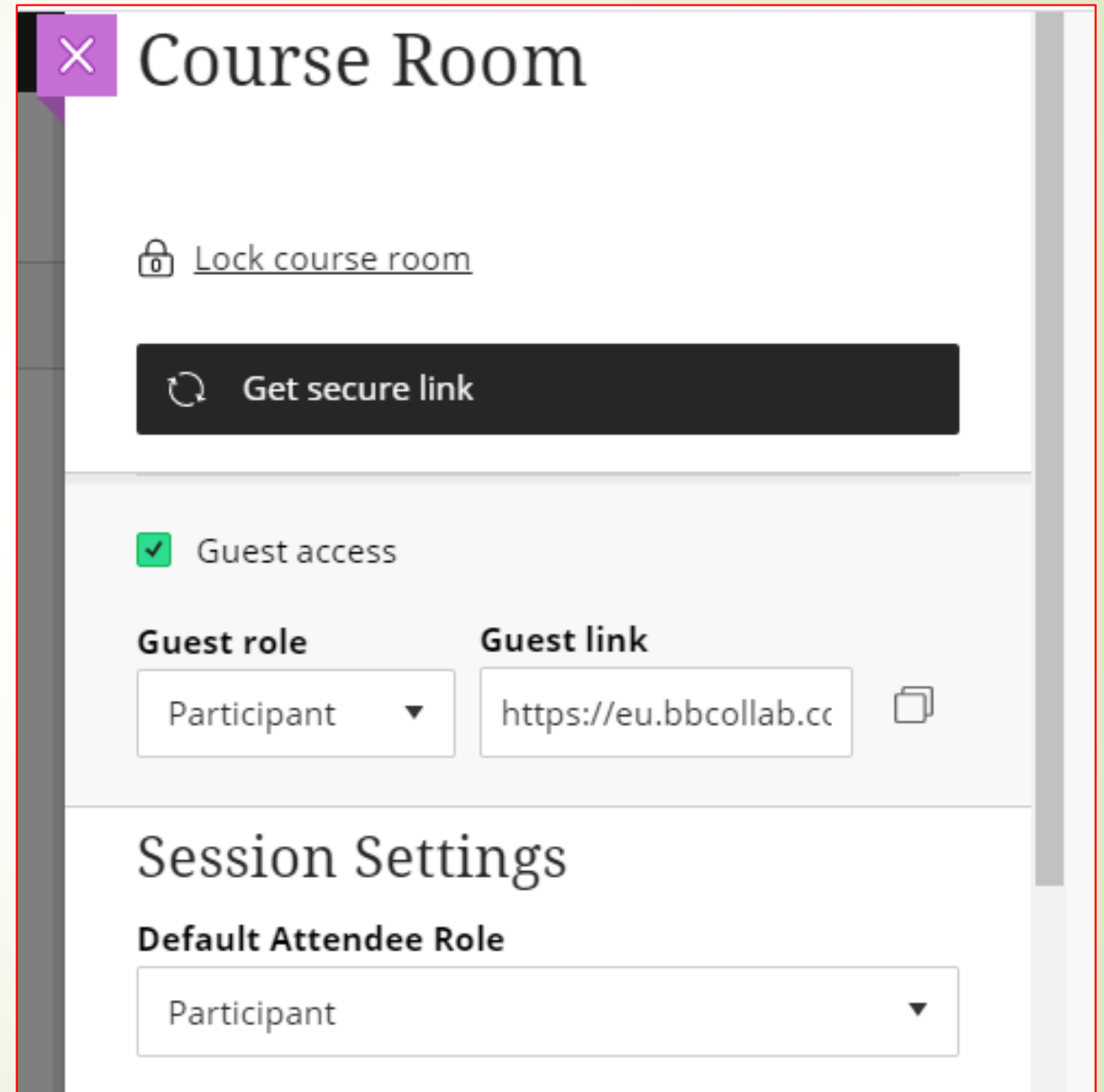


Using Blackboard Collaborate Ultra in Distance Learning

Allowing Guest access

If guest access is allowed then we can:

- Define the guest **role**
- Get the guest **link**



The screenshot shows the 'Course Room' settings interface. At the top, there is a purple close button and the title 'Course Room'. Below this, there is a 'Lock course room' option with a lock icon. A large black button labeled 'Get secure link' with a refresh icon is positioned below the lock option. The 'Guest access' section is highlighted in light gray and includes a green checkmark icon and the text 'Guest access'. Below this, there are two fields: 'Guest role' with a dropdown menu showing 'Participant' and a downward arrow, and 'Guest link' with a text box containing 'https://eu.bbcollab.cc' and a copy icon. The 'Session Settings' section is below the guest access settings and includes a 'Default Attendee Role' dropdown menu showing 'Participant' and a downward arrow.

Course Room

Lock course room

Get secure link

☒ Guest access

Guest role: Participant

Guest link: <https://eu.bbcollab.cc>

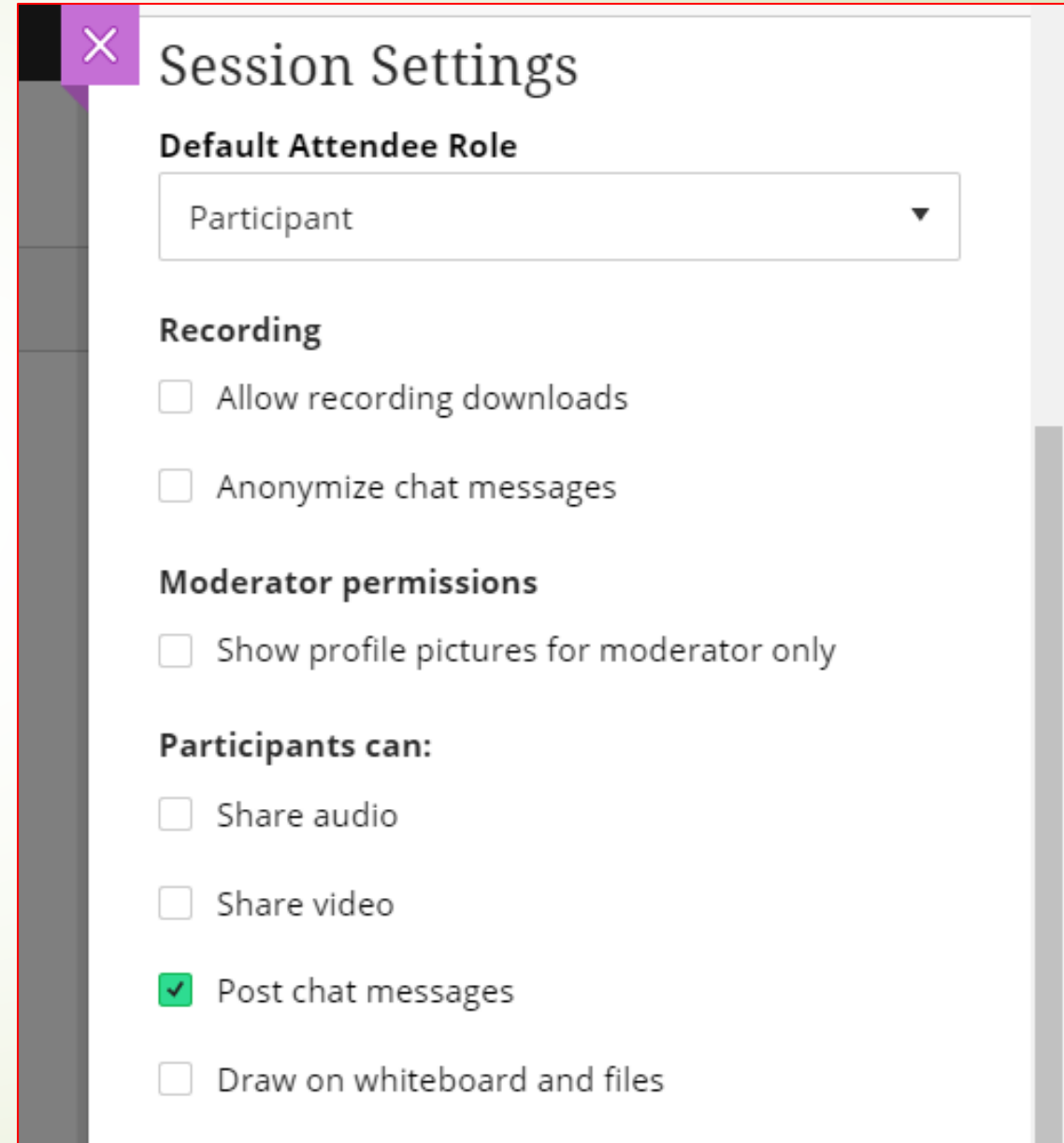
Session Settings

Default Attendee Role: Participant

Using Blackboard Collaborate Ultra in Distance Learning

Set up permissions for attendee

For better control on the session
allow only “Post chat messages”



Session Settings

Default Attendee Role

Participant ▼

Recording

- ☐ Allow recording downloads
- ☐ Anonymize chat messages

Moderator permissions

- ☐ Show profile pictures for moderator only

Participants can:

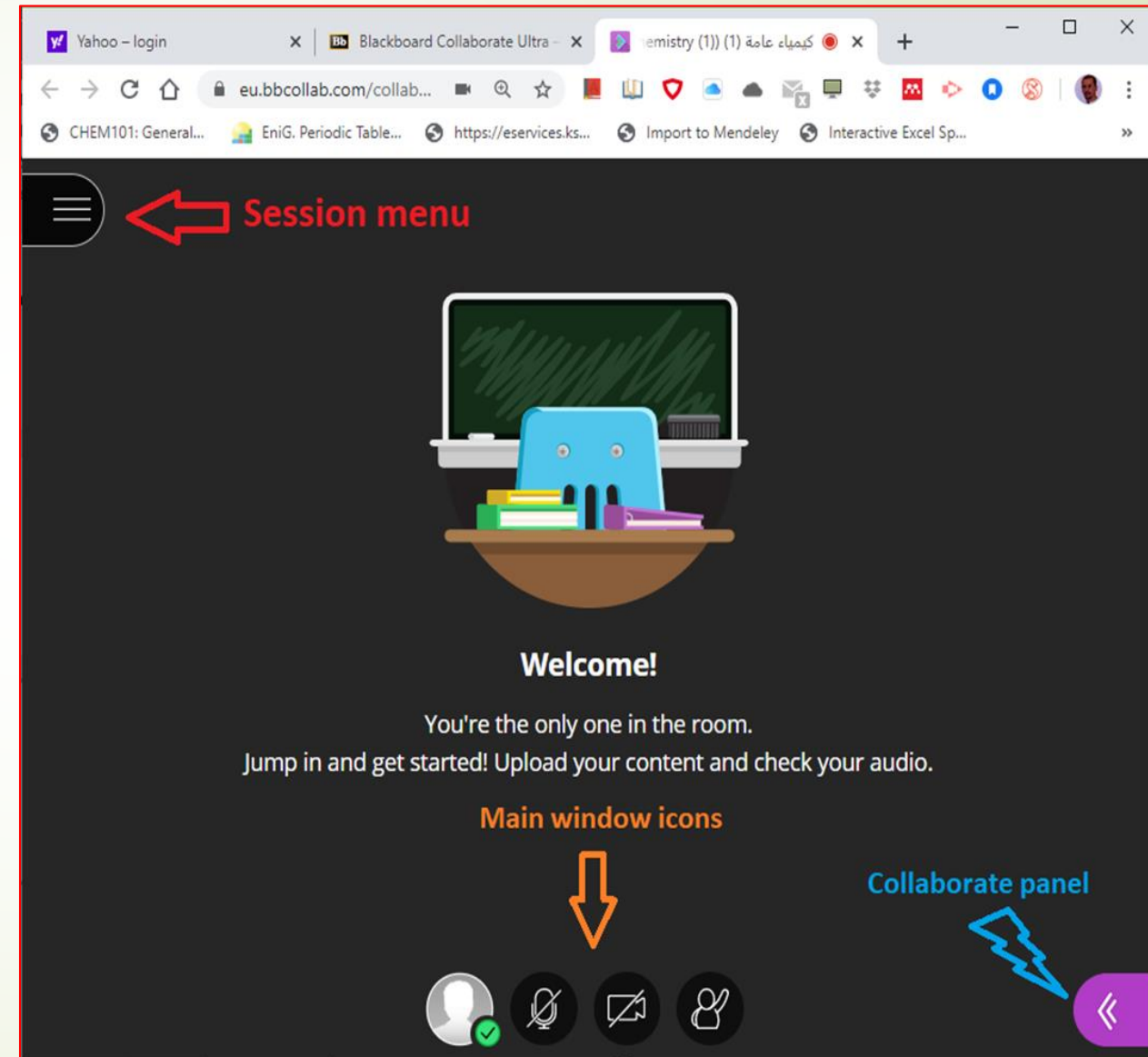
- ☐ Share audio
- ☐ Share video
- ☒ Post chat messages
- ☐ Draw on whiteboard and files

Using Blackboard Collaborate Ultra in Distance Learning

Describing the “Course Room” interface

Three important zones are in course room:

1. Session menu
2. Main window icons
3. Collaborate panel

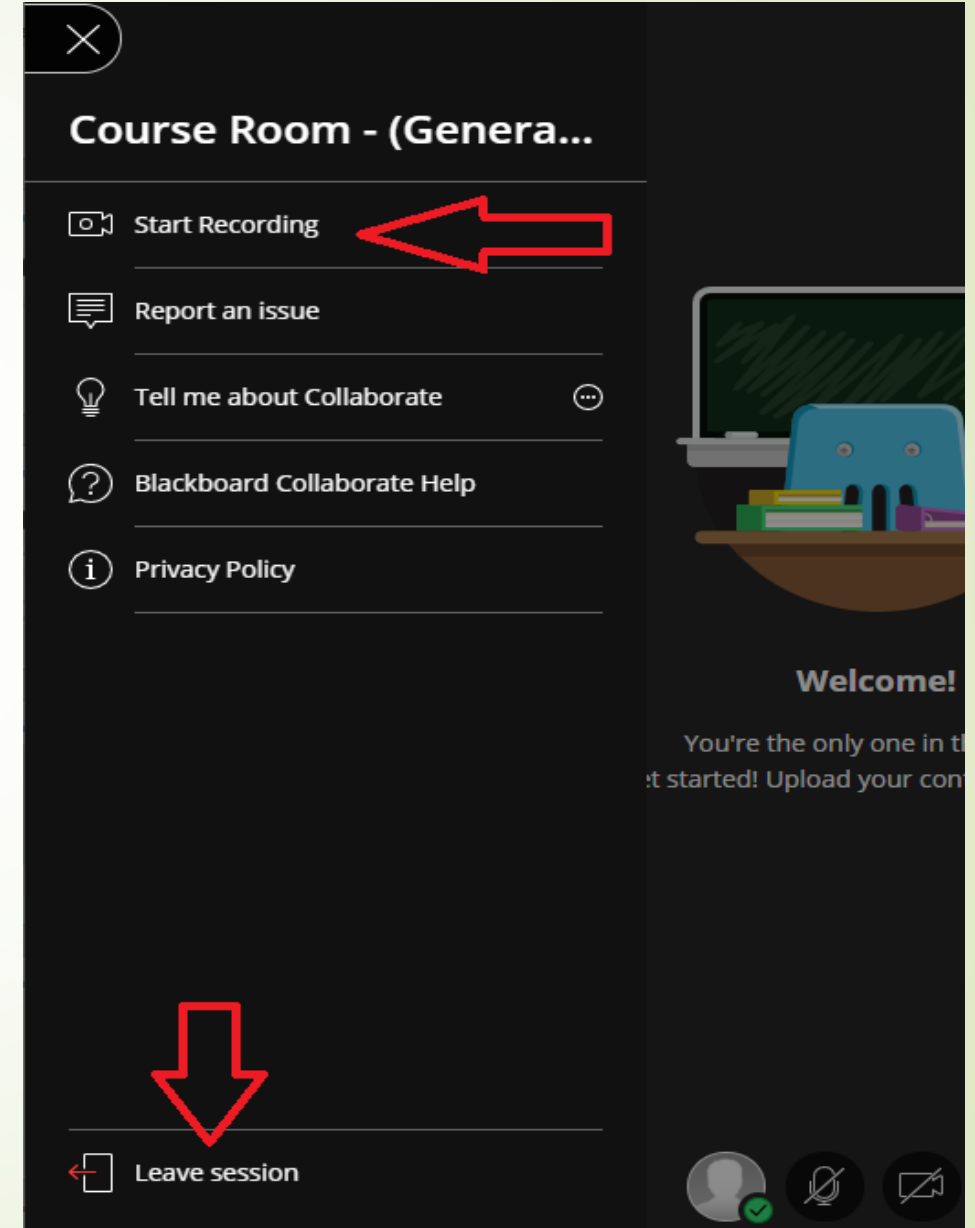


Using Blackboard Collaborate Ultra in Distance Learning

Session menu

Two important icons are in session menu:

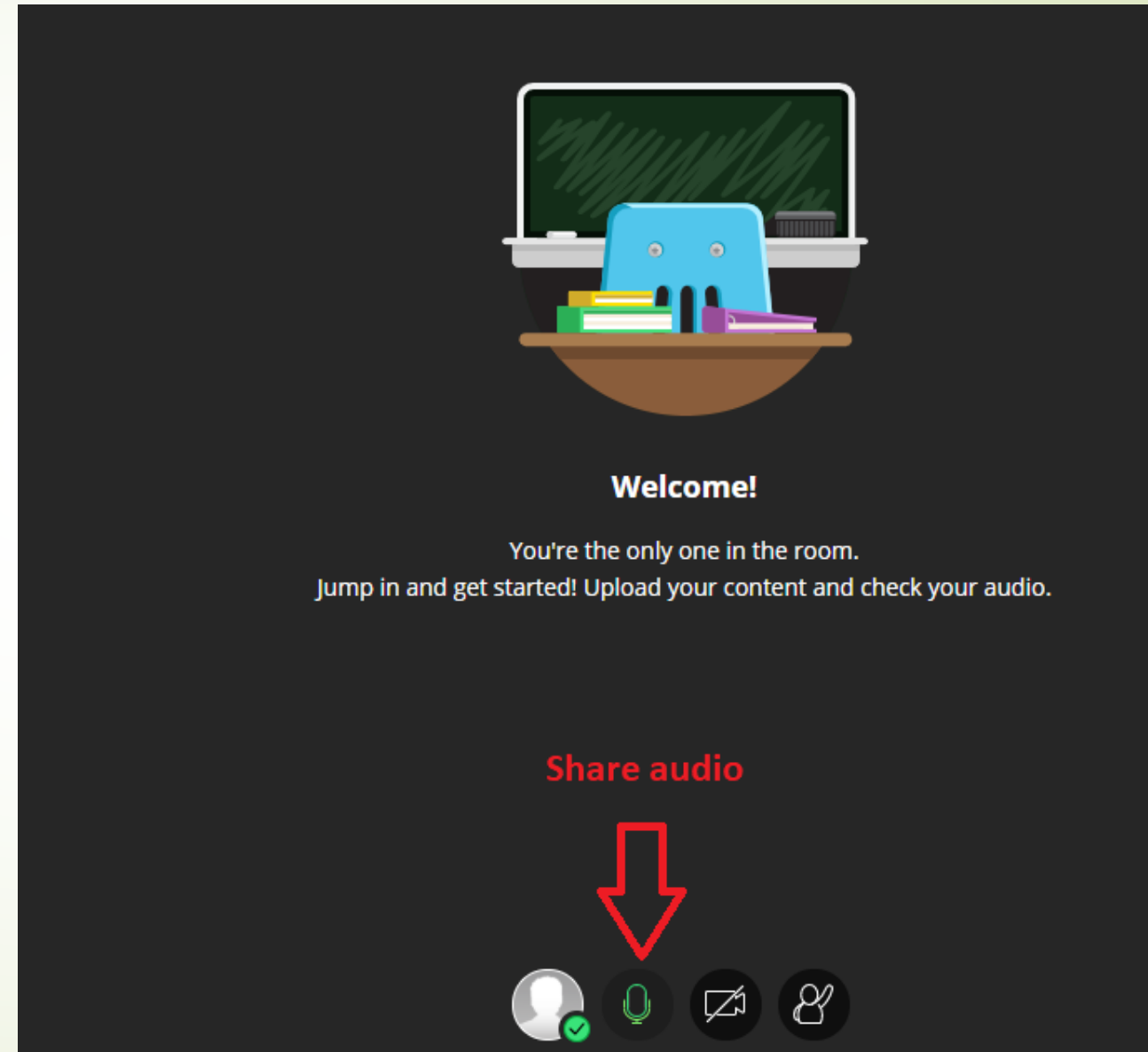
1. Start Recording
2. Leave session



Using Blackboard Collaborate Ultra in Distance Learning

Bottom icons

Don't forget to share audio from
Bottom icons

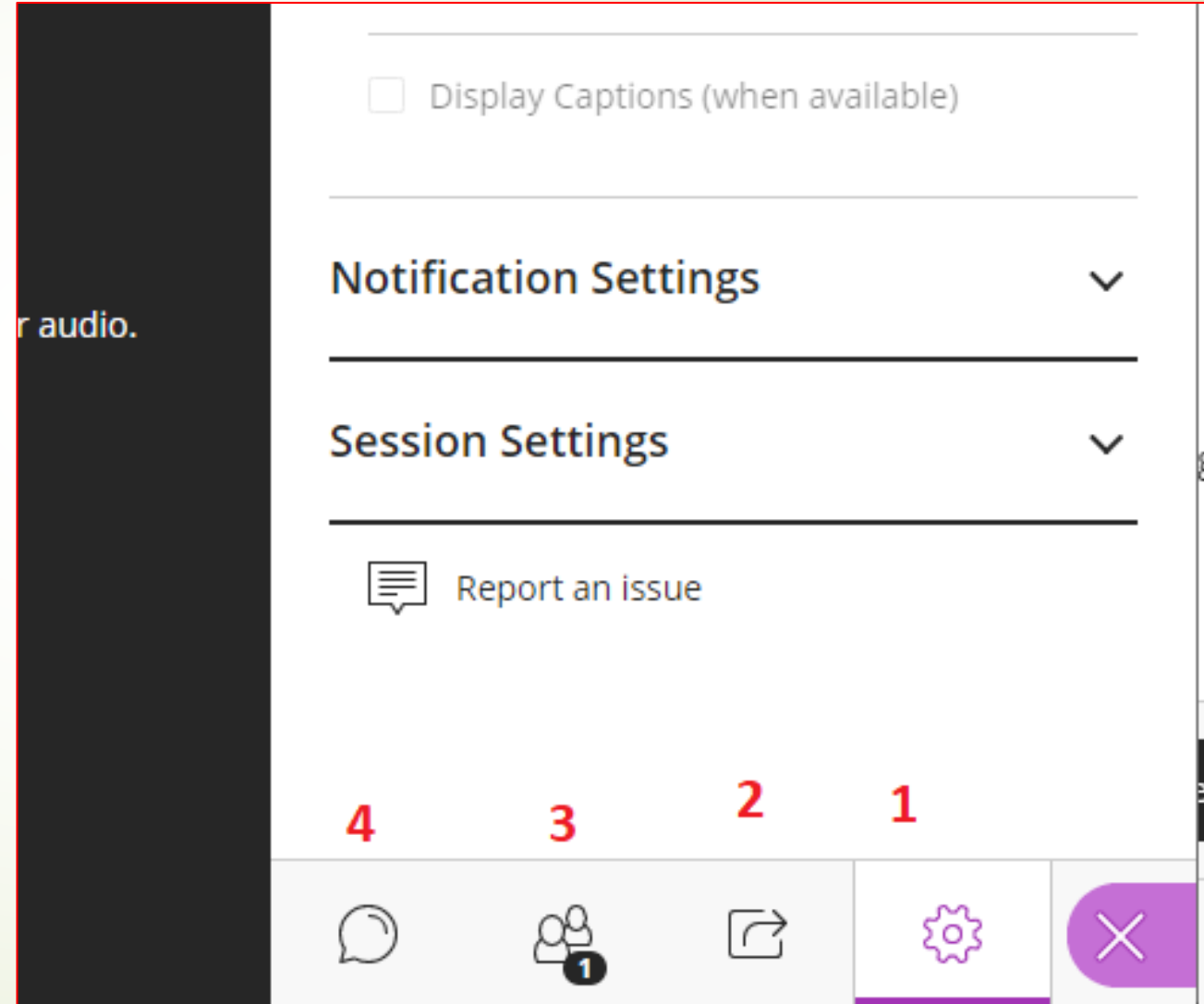


Using Blackboard Collaborate Ultra in Distance Learning

Collaborate panel

When you open the collaborate panel you can:

1. Edit setting
2. Share content
3. See attendees
4. Chat with attendees

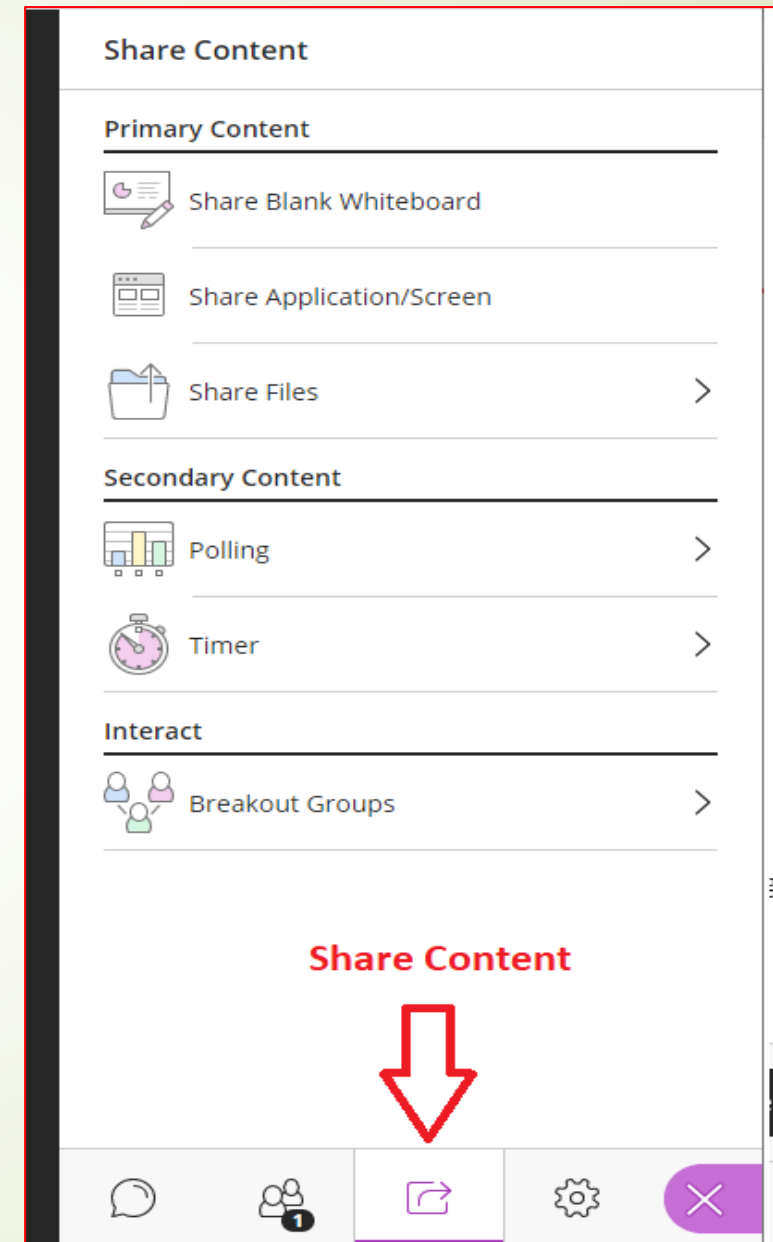


Using Blackboard Collaborate Ultra in Distance Learning

Collaborate panel (**Share content**)

When you click on **Share content** you will see:

1. Primary content
2. Secondary content
3. Interact

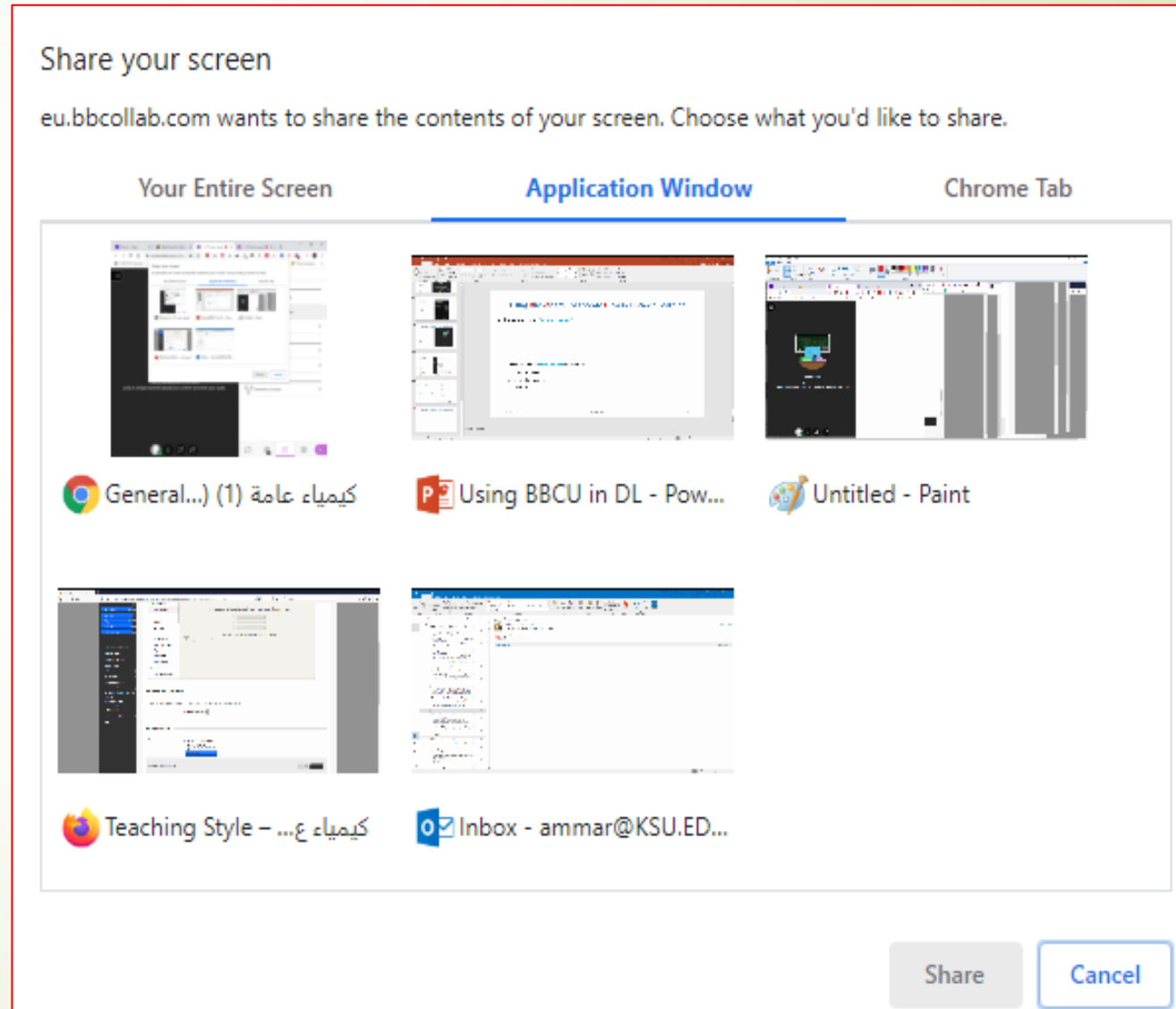


Using Blackboard Collaborate Ultra in Distance Learning

Collaborate panel (Share content)

From primary content you can share :

1. Your Entire Screen
2. Any open application
3. Any tab from your Browser

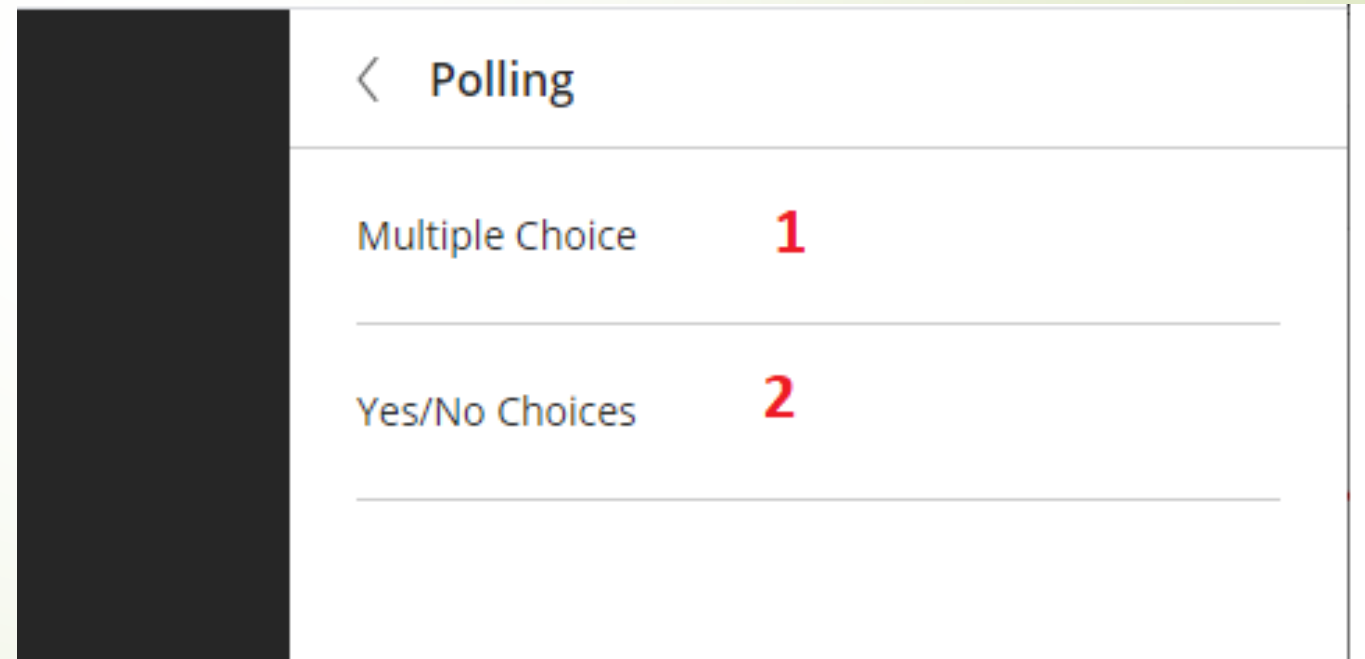


Using Blackboard Collaborate Ultra in Distance Learning

Collaborate panel ([Share content](#))

From secondary content you can share :

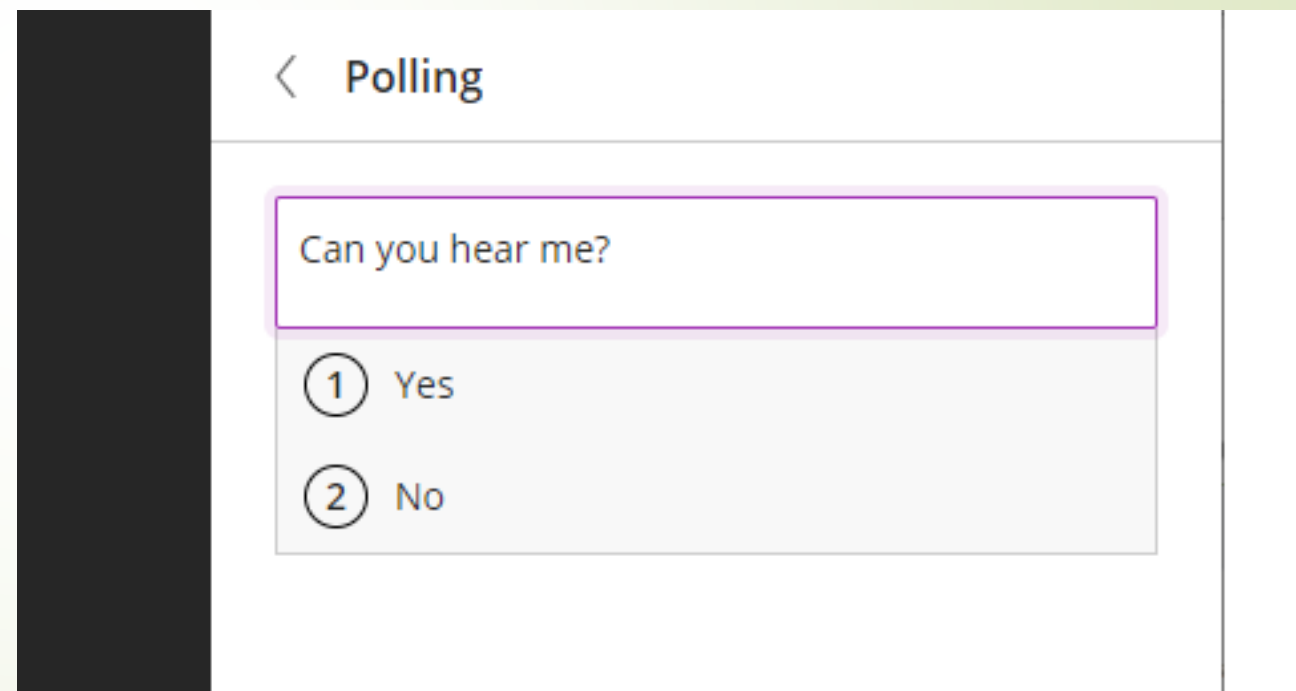
1. Polling
2. Timer



Using Blackboard Collaborate Ultra in Distance Learning

Collaborate panel ([Share content](#))

From polling you can ask a question like “can you hear me” in the beginning of the session to be sure that all attendees are ready.



< Polling

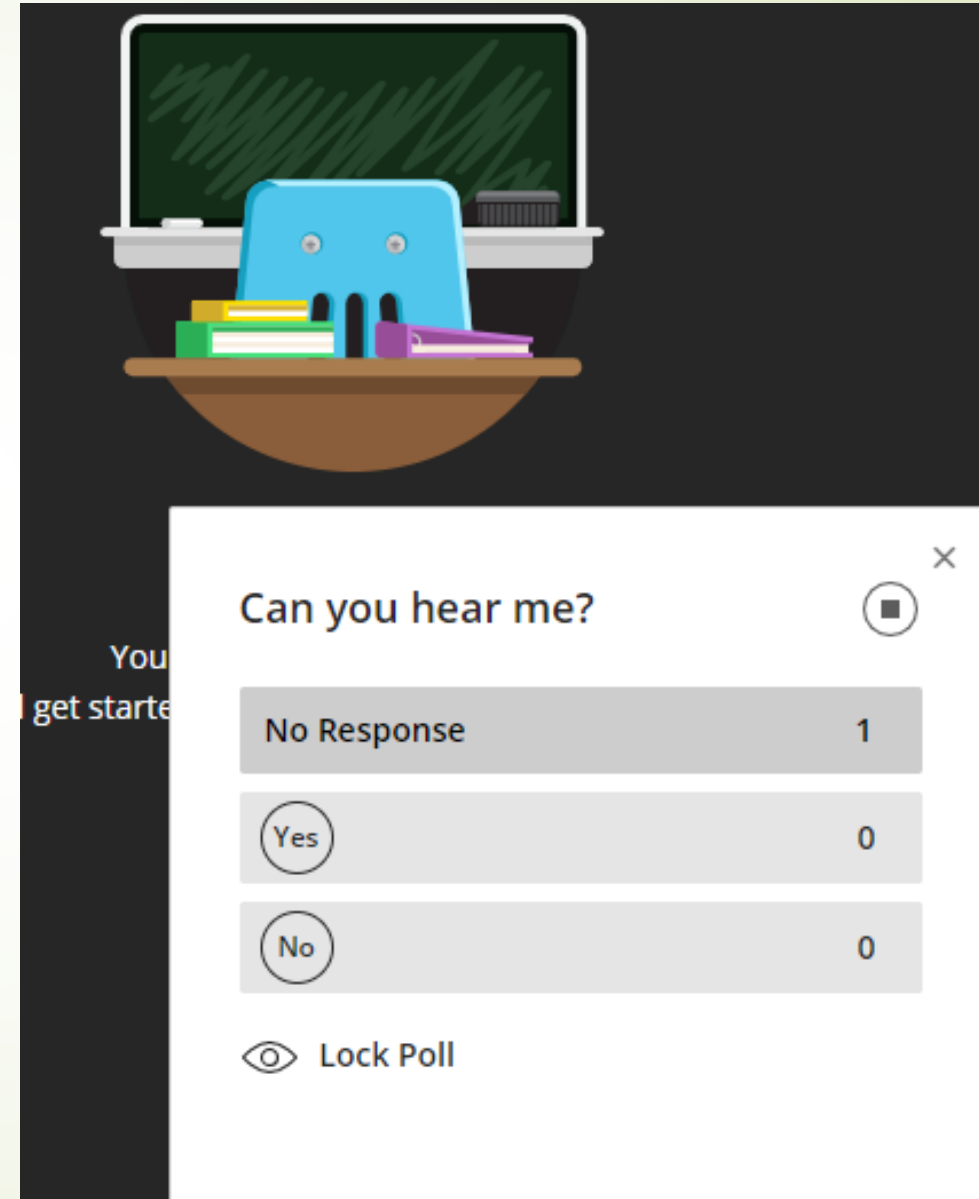
Can you hear me?

① Yes

② No

Using Blackboard Collaborate Ultra in Distance Learning

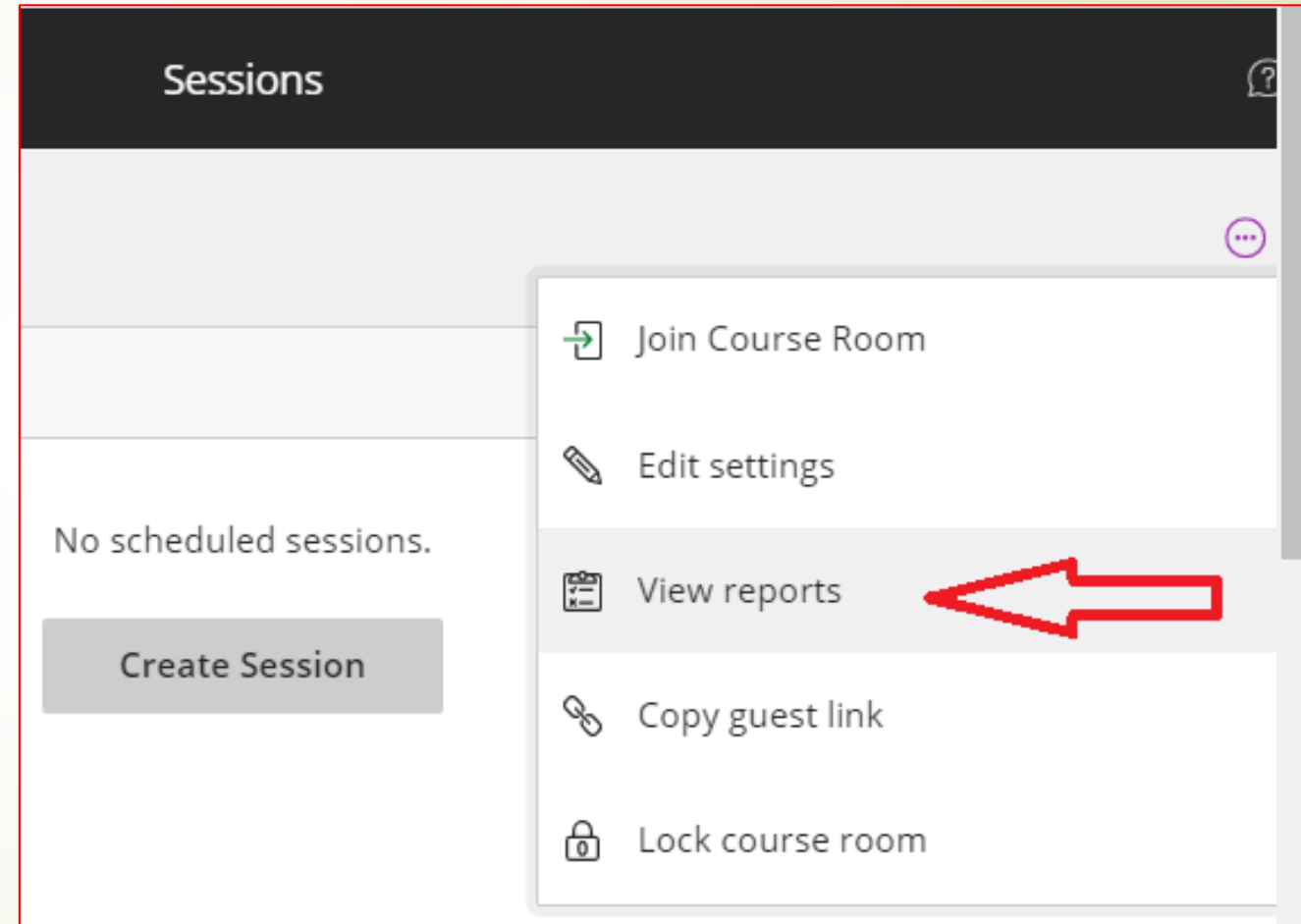
Collaborate panel
(Share content)



Using Blackboard Collaborate Ultra in Distance Learning

How to get the **session report**?

From the session option
choose “**View reports**”



Using Blackboard Collaborate Ultra in Distance Learning

How to get the **session report**?

Choose from the list of sessions and click on **“View reports”**

Reports: (General Chemistry (1)) (1) كيمياء عامة - Course Room				
				Filter by All Reports ▼
Start time	End time	Attendees	Duration	Attendance
3/10/20, 9:59 PM	3/11/20, 12:04 AM	1	02:05:04	View report
3/10/20, 5:05 PM	3/10/20, 5:11 PM	1	00:05:13	View report
3/10/20, 4:09 PM	3/10/20, 4:50 PM	13	00:40:14	View report
3/10/20, 3:48 PM	3/10/20, 3:57 PM	2	00:08:57	View report
3/10/20, 3:12 PM	3/10/20, 3:47 PM	7	00:34:33	View report

Using Blackboard Collaborate Ultra in Distance Learning

How to get the **session report**?

Then you can choose between the 2 choices of export:

- Printable
- Export to CSV

Session details

3/10/20, 9:59 PM — 3/11/20, 12:04 AM

Attendees

1

Average time in session

02:04:56

Tools



Export Report

[Printable](#)

[Export to CSV](#)



Support

Session ID

id:f5b4463b9be24ea2bbdda82eb788d9a8, instan



Using Blackboard Collaborate Ultra in Distance Learning

How to get the **session report**?

If you can choose **Printable** you can:

- Print the report
- Save it as PDF file

((General Chemistry (1) (1) كيمياء عامة - Course Room Report

Tuesday, March 10, 2020 2:55 PM — 4:03 PM

Name	Role	Attendee Type	First join	Last leave	Total time	Joins
احمد عامر احمد ابابطين AHMAD AMER A ABABTAIN	Participant	Integration	2:55 PM	5:29 PM	00:00:00	0
حمد محمد فهد العنزي HAMAD MOHAMMED F ALANAZI	Participant	Integration	2:55 PM	5:29 PM	00:01:50	1
زياد زكري صالح الزكري ZIYAD ZAKARI S ALZAKARI	Participant	Integration	2:56 PM	5:29 PM	00:13:00	2
			3:02 PM	3:10 PM	00:07:13	
			2:56 PM	3:01 PM	00:05:47	
يزيد احمد عبدالوهاب العبدالوهاب YAZEED AHMAD A ALABDULWAHAB	Participant	Integration	2:56 PM	5:29 PM	00:00:00	0
بندر محمد مطلق الخنفري القحطاني BANDAR MOHAMMED M ALKAHTANI	Participant	Integration	2:56 PM	5:29 PM	00:19:12	3
			3:12 PM	3:15 PM	00:02:58	

((General Chemistry (1) (1) كيمياء عامة - Course Room Report

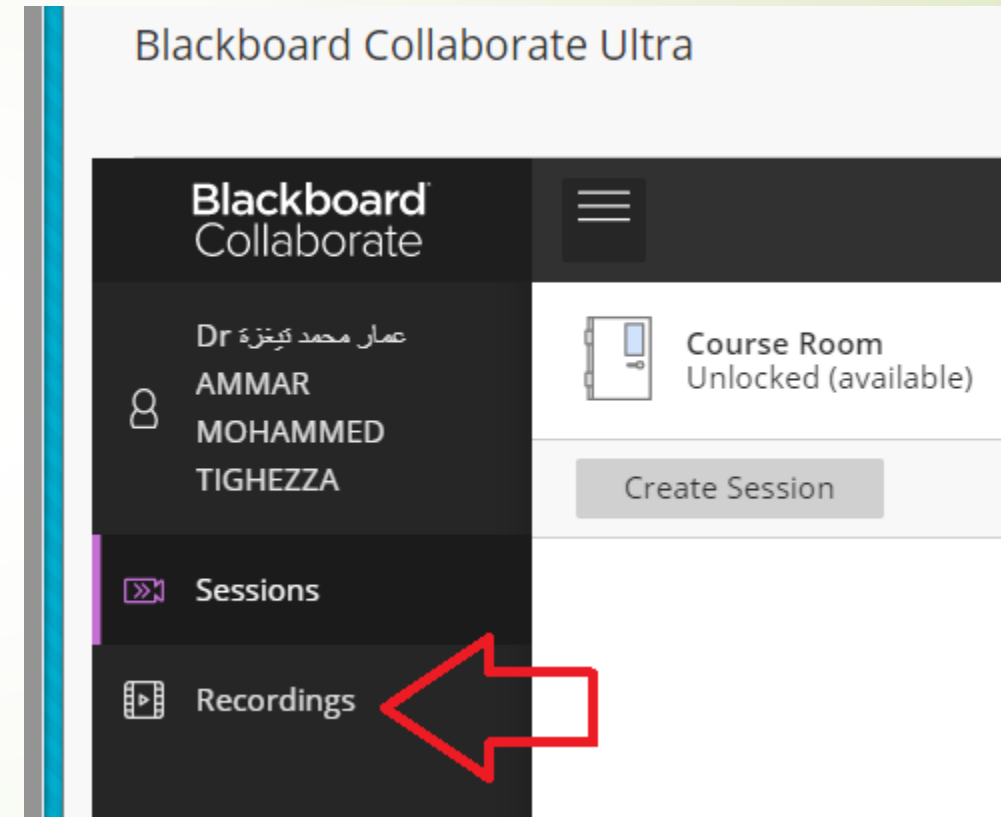
Tuesday, March 10, 2020 2:55 PM — 4:03 PM

Name	Role	Attendee Type	First join	Last leave	Total time	Joins
AHMAD AMER A ABABTAIN احمد عامر احمد ابابطين	Participant	Integration	2:55 PM	5:29 PM	00:00:00	0
HAMAD MOHAMMED F ALANAZI حمد محمد فهد العنزي	Participant	Integration	2:55 PM	5:29 PM	00:01:50	1
ZIYAD ZAKARI S ALZAKARI زياد زكري صالح الزكري	Participant	Integration	2:56 PM	5:29 PM	00:13:00	2
			3:02 PM	3:10 PM	00:07:13	
			2:56 PM	3:01 PM	00:05:47	
YAZEED AHMAD A ALABDULWAHAB يزيد احمد عبدالوهاب	Participant	Integration	2:56 PM	5:29 PM	00:00:00	0
BANDAR MOHAMMED M ALKAHTANI بندر محمد مطلق الخنكري القحطاني	Participant	Integration	2:56 PM	5:29 PM	00:19:12	3
			3:12 PM	3:15 PM	00:02:58	

Using Blackboard Collaborate Ultra in Distance Learning

How to find the **Recorded sessions**?

From the session menu choose:
"Recording"



Using Blackboard Collaborate Ultra in Distance Learning

How to find the **Recorded sessions**?

From the recording options you can choose:

- Watch now
- Edit name
- Delete
- Copy link

The screenshot displays the 'Recordings' section of the Blackboard Collaborate Ultra interface. At the top, there is a 'Filter by' dropdown set to 'Recent Recordings' and a search icon. Below this is a table with columns for 'Session name / Recording name', 'Date', and 'Duration'. A 'Recording options' menu is open for the first recording, showing the following options:

Session name / Recording name	Date	Duration
((General Chemistry_(1).(1) كيمياء عامة / recording_5	3/10/20, 4:11 PM	00:56:06
((General Chemistry_(1).(1) كيمياء عامة / First lecture (before p		

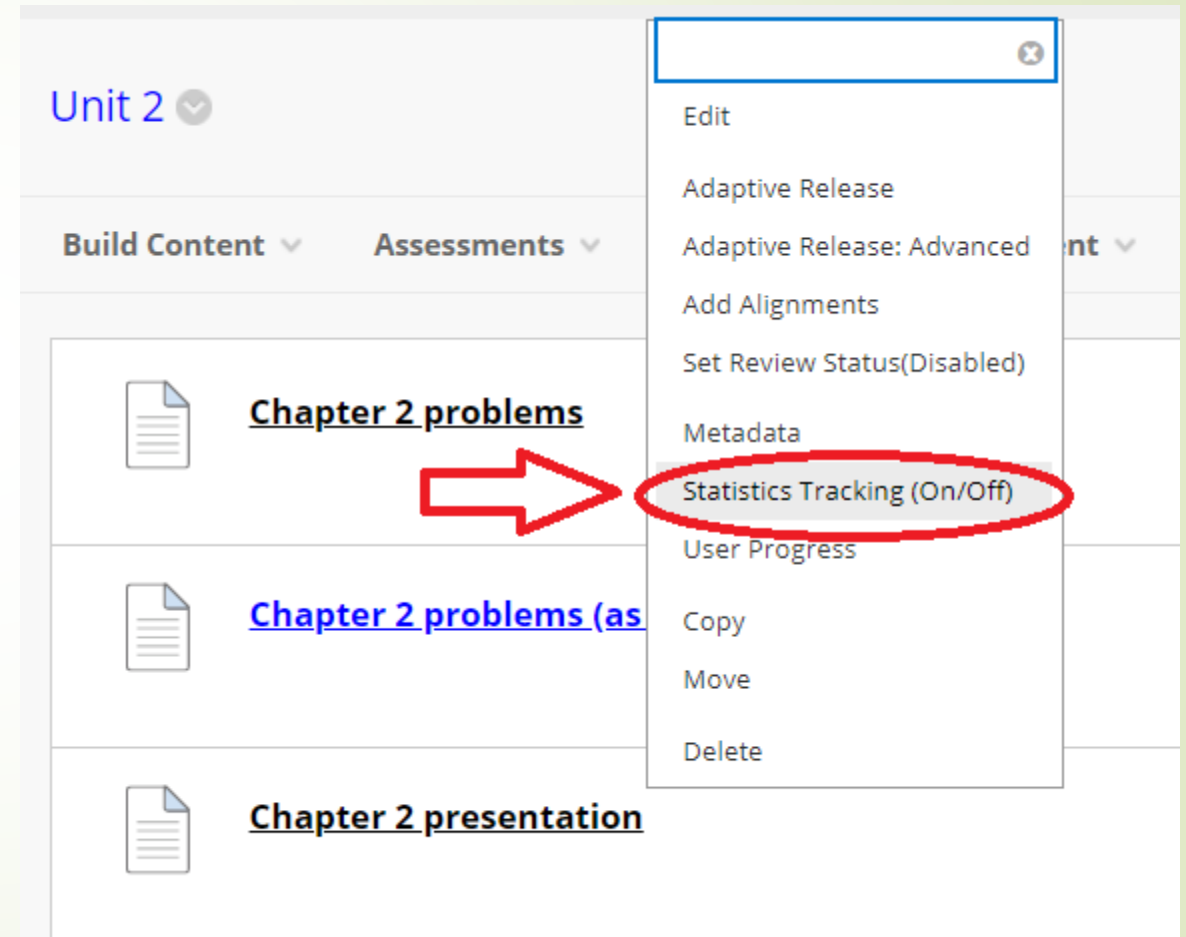
The context menu options are:

- ▶ Watch now
- ✎ Edit name
- 🗑 Delete
- 🔗 Copy link
- © Add caption source

Using Blackboard Collaborate Ultra in Distance Learning

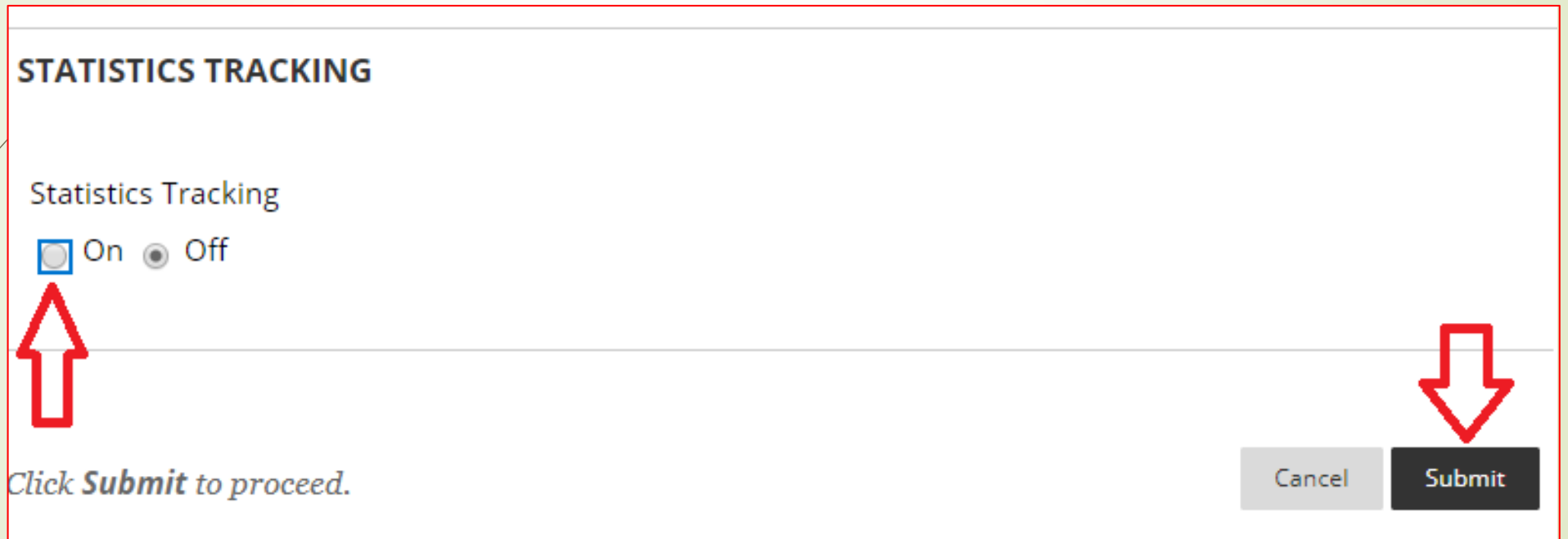
How to **track** the students activities outside the live sessions?

Go to the item menu and turn “Statistics Tracking” **On**



Using Blackboard Collaborate Ultra in Distance Learning

How to **track** the students activities outside the live sessions?



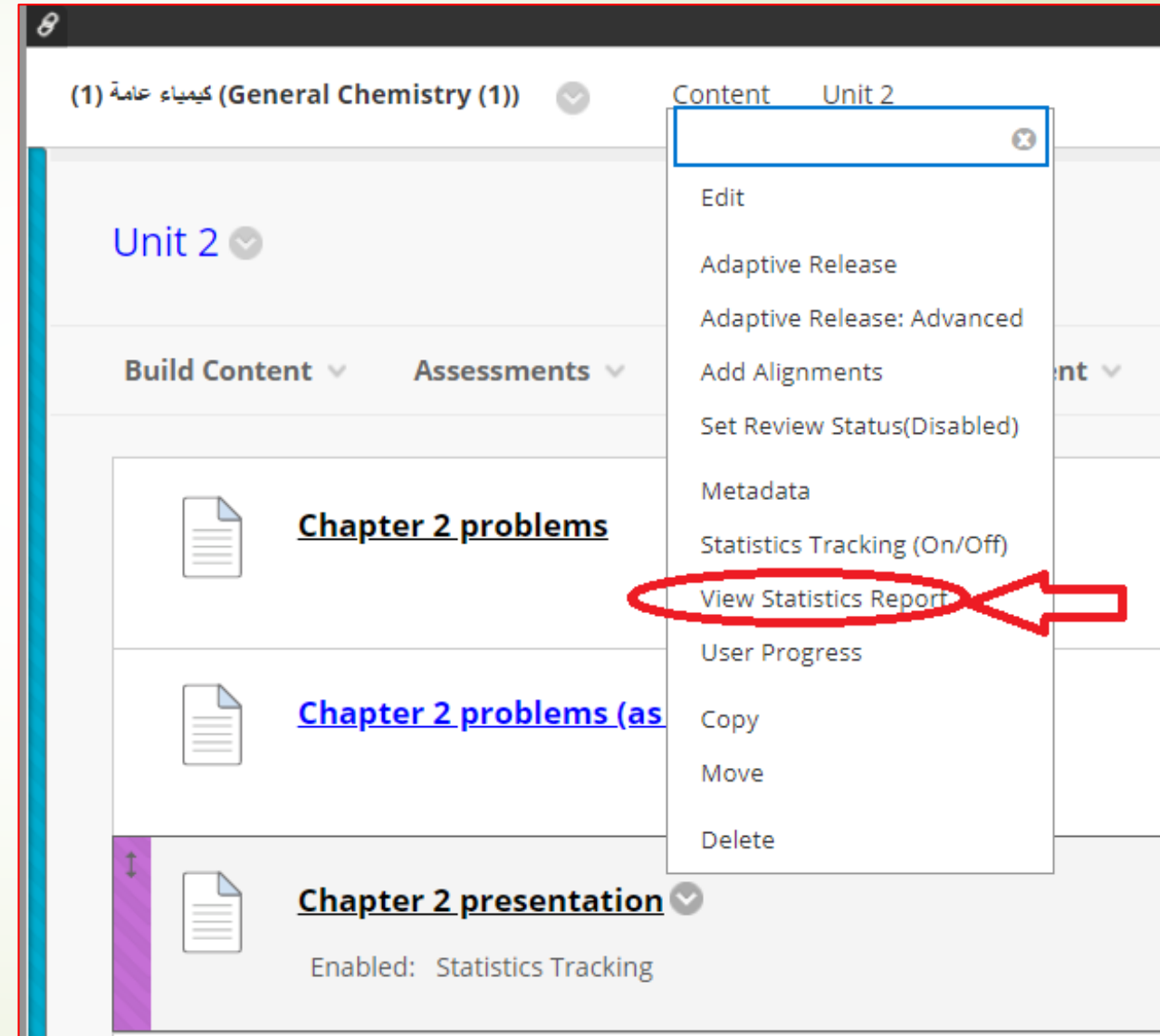
A screenshot of the Blackboard 'STATISTICS TRACKING' window. The window has a title bar 'STATISTICS TRACKING'. Below the title bar, the text 'Statistics Tracking' is displayed. Underneath, there are two radio buttons: 'On' (which is selected and highlighted with a red square) and 'Off'. A large red arrow points upwards to the 'On' radio button. At the bottom left, the text 'Click **Submit** to proceed.' is shown. At the bottom right, there are two buttons: 'Cancel' and 'Submit'. A large red arrow points downwards to the 'Submit' button.

In “Statistics Tracking” window choose **On** and click **Submit**

Using Blackboard Collaborate Ultra in Distance Learning

How to **track** the students activities outside the live sessions?

When you need Statistics Tracking report choose:
View Statistics report





Thank you very much

Dr. Ammar Tighezza