Access Blackboard Collaborate in a Canvas Course

YOU CAN ACCESS BLACKBOARD COLLABORATE IN A CANVAS COURSE FROM THE BLACKBOARD COLLABORATE LINK ON THE COURSE MENU OR FROM A LINK YOU CREATE WITHIN A MODULE.

Option 1: Course Navigation Menu
The Blackboard Collaborate link will open the Blackboard Collaborate page where instructors can schedule sessions, and where both instructors and students can join sessions and playback recordings.

1. Click the Blackboard Collaborate Link on Course Menu.
2. The Sessions schedule (blank initially) will display. Tabs linked to Sessions and Recordings display on top left of page.
3. + Create Session option displays on top right.

Option 2: From A Link to a Blackboard Module
1. Select the + Add option to the right of Module name.
2. From the Add Item window, select the External Tool option from the Add drop down menu.
1. Then select Blackboard Collaborate from the list of tools.
2. A default page name Blackboard Collaborate is provided.
3. Click Add Item.
4. A new link to Blackboard Collaborate page will display in module.