



366 Luna Drive • Las Vegas, NM 87701
(505) 454-5361 • (800) 588-7232 Ext. 1206 • Cell (505) 429-2545
E-mail: lpaiz@luna.edu

Distance Learning Office

Logging into the Blackboard Collaborate Classroom

Blackboard Collaborate is the classroom interface where instructors can have voice to voice and face to face interaction with their students. How often, when, and if your class meets in Blackboard Collaborate is up to your instructor. That being said, if you have live Collaborate class sessions, this tutorial will show you how to access the classroom where these classes will be held.

Step 1:

Once you are on the homepage of any online class you are taking, to access the Blackboard Collaborate Classroom, you would click either on the “Online Classroom” link (center of page) or the “VIRTUAL CLASSROOM” link (menu on left hand side). If you don’t know how to get to your online class, you should read the FAQ tutorial “Logging into Your Blackboard Account” found inside the Blackboard Help Desk Technical Assistance tab that explains the process if you are unsure of what to do.

Public Speaking

Special Note: You will need a way to interact with the class and give speeches. This means for this class, it is a requirement for you to have a webcam over which you can present your speeches. Most laptops come equipped with a webcam you can be seen over, speakers that you can speak over, and a microphone you can be heard over. For all the speeches you will give in this class, you will need to be seen and heard by the class, and this will be achieved by a webcam and some kind of microphone/speaker combination. Your goal over the first week of class is to get the equipment you need to make presenting speeches over a webcam possible. Please make this a priority. If you are unable to find a way to present speeches live over a webcam, then you should drop the class because this ability is mandatory to this Public Speaking class.

Week 2 - This week we discussed Chapters 1 - 3. Please do the corresponding quizzes and don't forget to do the pretest if you have not yet done so. In addition, during Friday's class (1/26), I talked about the Self-Introduction Speech, so please watch that if you weren't in class so you can know exactly what is expected for this assignment. The Self-Introduction Speech outlines are due in the Self-Introduction Assignment Tab next Sunday night (2/4). Please let me know about any problems you experience with this assignment, and ask if you have any questions. Also, I have attached recordings discussing chapters 1-3 if you want a quick re-cap of them, or if you are an asynchronous student who wants a quick fix. Let me know how you like these recorded chapter lectures, if you watch them.

Week 1 - For this first week of class, before you do anything, you will want to read the Course Syllabus and Content document under "Getting Started" here on the homepage. It is best if you print this document off and refer to it any time you have questions about the class. Next you will want to complete the Pretest which is worth ten extra credit points just for doing it. Once you have done this, you will want to read chapter 1 and complete the corresponding quiz. Keep in mind that there are power point presentations under the Power Point Presentation link found on the homepage which you are able to access and read through to help you prepare for your chapter quizzes. I plan on covering as much material as I can in class, but whatever we don't get finished, you are expected to do on your own. There will be no Luna classes on Monday, January 15 in observation of Martin Luther King day, so please enjoy your long weekend. See you in class on Wednesday, January 17.

I have added a new folder at the bottom of this page. I am asking that everyone go and watch this video and give me your thoughts. If you are an asynchronous student, this video takes the place of our first class which I forgot to record so there is no archive for it. Let me know if you like receiving information in this manner, as I said, this might be a way to handle certain parts of this class. Perhaps I can make videos for the content portion of the class. Your thoughts on this matter are welcome.

Welcome to the class!

Getting Started
Course Information

ONLINE CLASSROOM



“Creating Opportunities for You!”





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Step 2

Clicking on the “Online Classroom” link will bring you to this screen. Here you will click on the “Classroom” link.

The screenshot shows a web browser window displaying the Blackboard Collaborate interface. The browser's address bar shows the URL: https://lunabb.blackboard.com/webapps/blackboard/content/listContentEditable.jsp?content_id=_137988_1&course_id=_1871_1. The page title is "Public Speaking - Section 1 - SP 2018" and the user is logged in as "Sherry Goodyear". The interface features a navigation menu on the left with options like "Welcome -- Start Here", "VIRTUAL CLASSROOM", "Announcements", "Calendar", "Course Mail", "Discussions", "Assessments", "Assignments", "Learning Modules", "Web Links", "Media Library", "Help", "Content", "Glossary", "Groups", "My Grades", and "Roster". The main content area is titled "ONLINE CLASSROOM" and contains several tabs: "Build Content", "Assessments", "Tools", and "Partner Content". The "CLASSROOM" link is highlighted with an orange arrow. Below the tabs, there is a section for "Tech support" with the text: "Blackboard Collaborate Technical Support Available 24/7 1-866-350-4978". There is also a section for "OLD CLASSROOM INFO." with the text: "Availability: Item is not available." and a section for "HOW TO VIEW A RECORDING" with an attached file: "HOW TO VIEW A RECORDING.pdf (204.311 KB)".

 “Creating Opportunities for You!” 

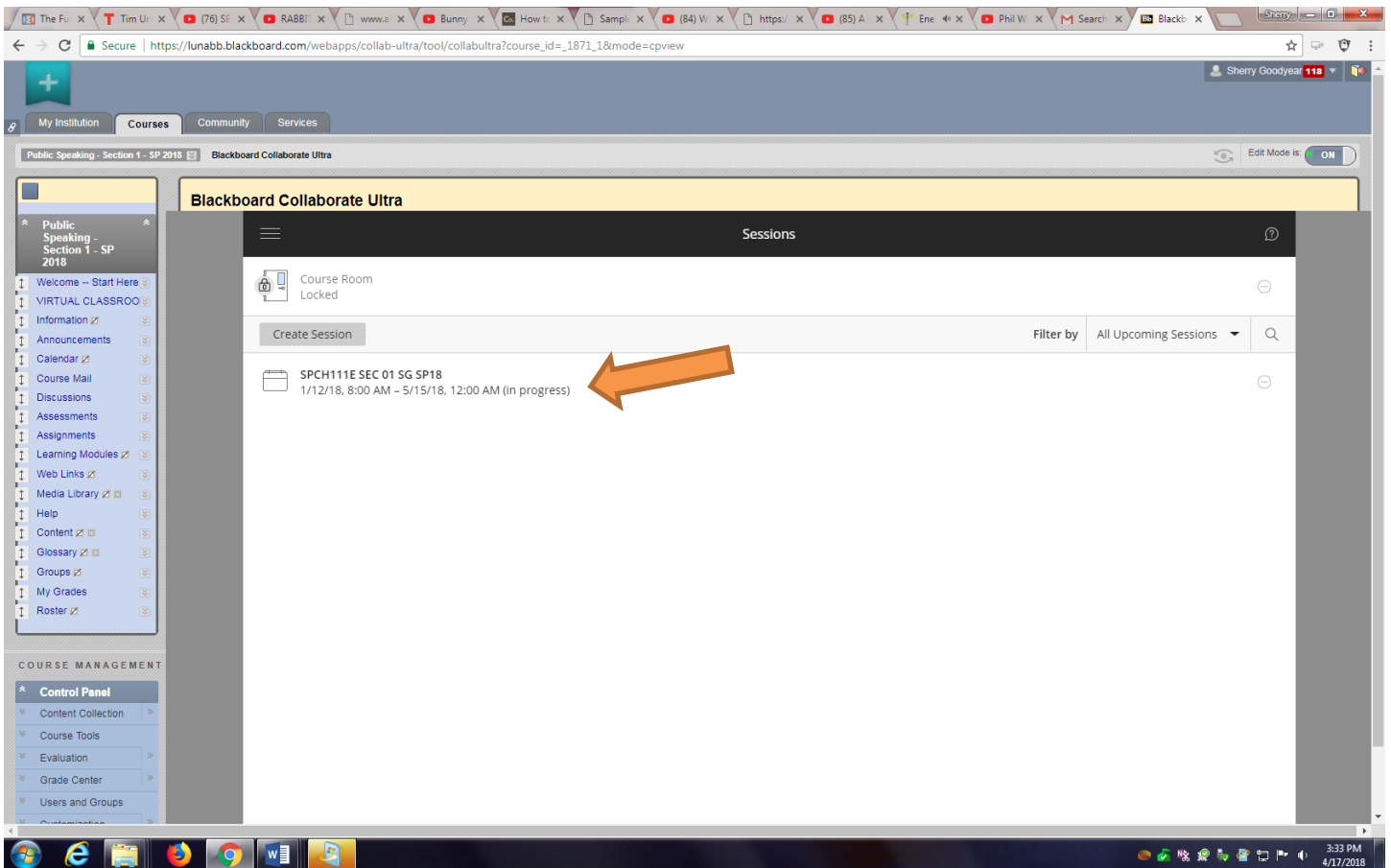


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Step 3

The next screen you land on will look like this. To access the Blackboard Collaborate Classroom for your class, you will click on your course classroom name, in this case, “SPCH111E Sec 01 SG SP18”.



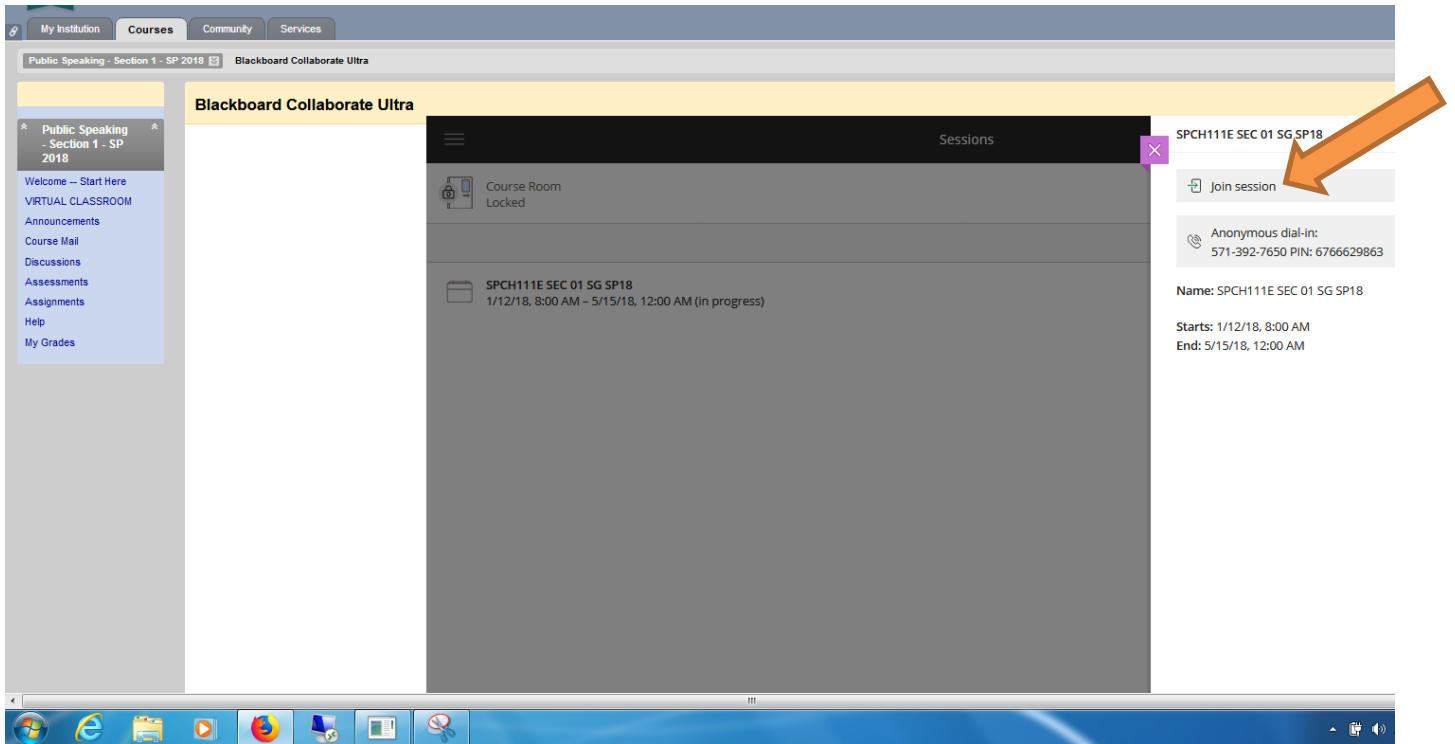


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Step 4

The next screen that will open will look like this. Here, you will click on “Join Session” which should take you to the actual Blackboard Collaborate Classroom where your class will be taught.



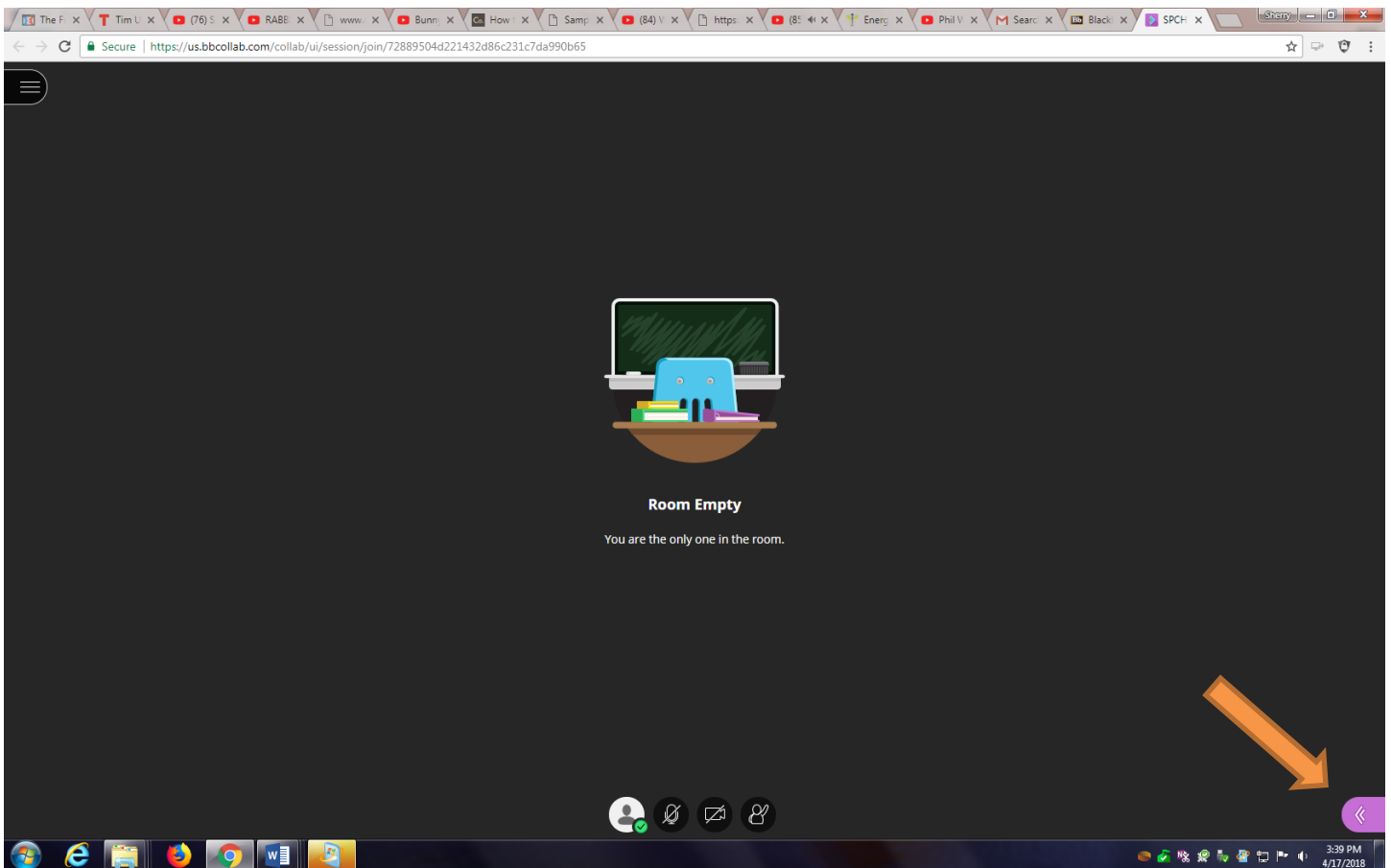


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Step 5

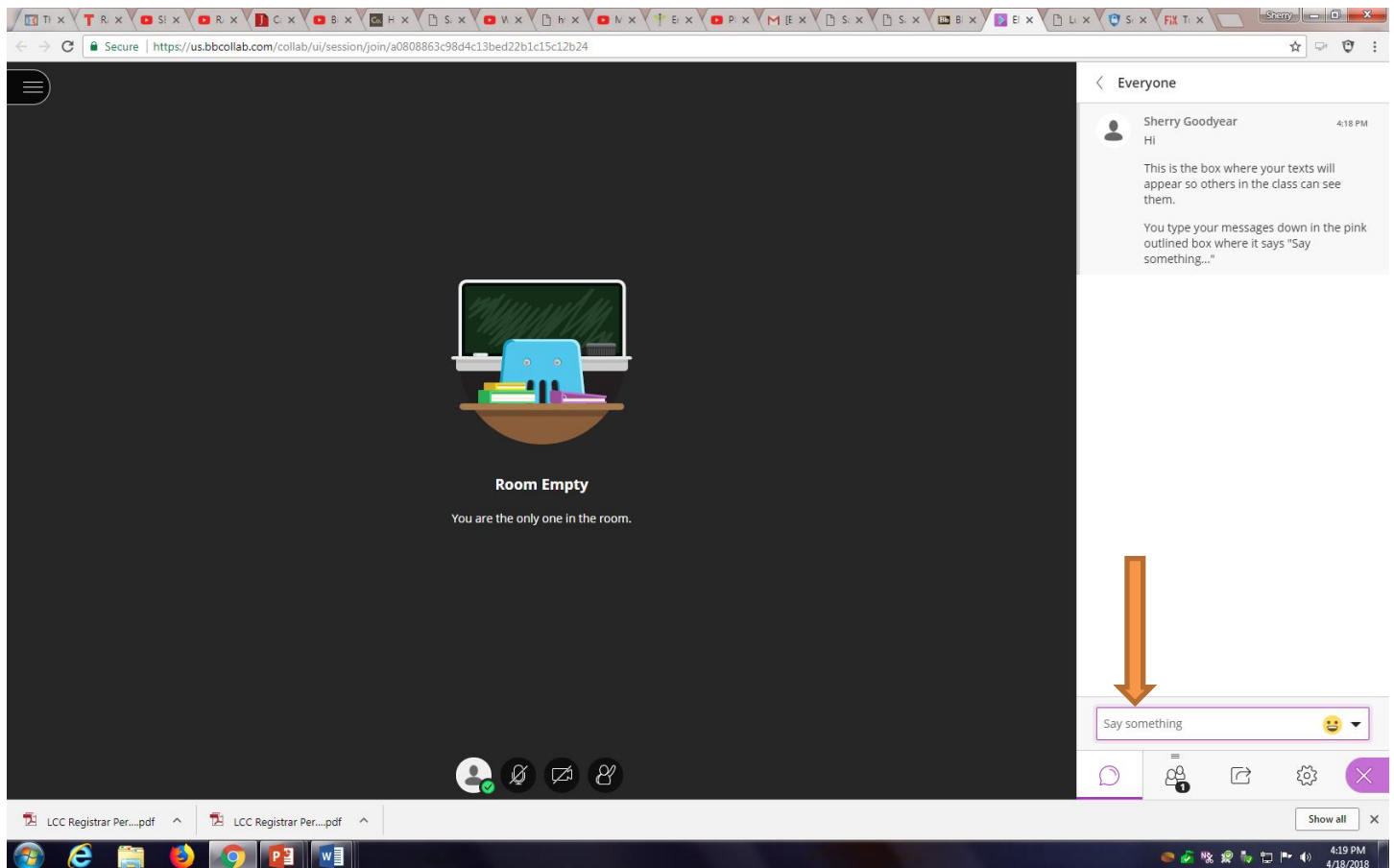
The next screen you come to will look like this. In this screenshot, the room is empty, except for me. However, in an actual class, you would soon see many other people coming into the session. Clicking on the pink bubble in the lower right-hand corner will open up the chat box for the room so you can talk to and be seen by other people in the course.



 “Creating Opportunities for You!” 

Step 6

This screen shows what happens after you click on the pink bubble. In order to make a comment in the class, you will want to type something in the box that says, "Say something" and then hit "Enter" on your keyboard.



The screenshot shows a web browser window displaying a Blackboard Collaborate session. The main content area is dark with a central illustration of a desk and a chair, with the text "Room Empty" and "You are the only one in the room." below it. On the right side, there is a chat window titled "Everyone" showing a message from "Sherry Goodyear" at 4:18 PM. Below the chat window is a text input field with the placeholder text "Say something" and a smiley face icon. An orange arrow points down to this input field. At the bottom of the chat window, there are icons for chat, participants, screen sharing, settings, and a close button. The browser's address bar shows the URL "https://us.bbcollab.com/collab/ui/session/join/a0808863c98d4c13bed22b1c15c12b24". The Windows taskbar at the bottom shows several open applications, including LCC Registrar Per...pdf, and the system tray shows the time as 4:19 PM on 4/18/2018.