

Accessing Collaborate in Blackboard Groups CIPP 907 – Spring 2020 Faculty

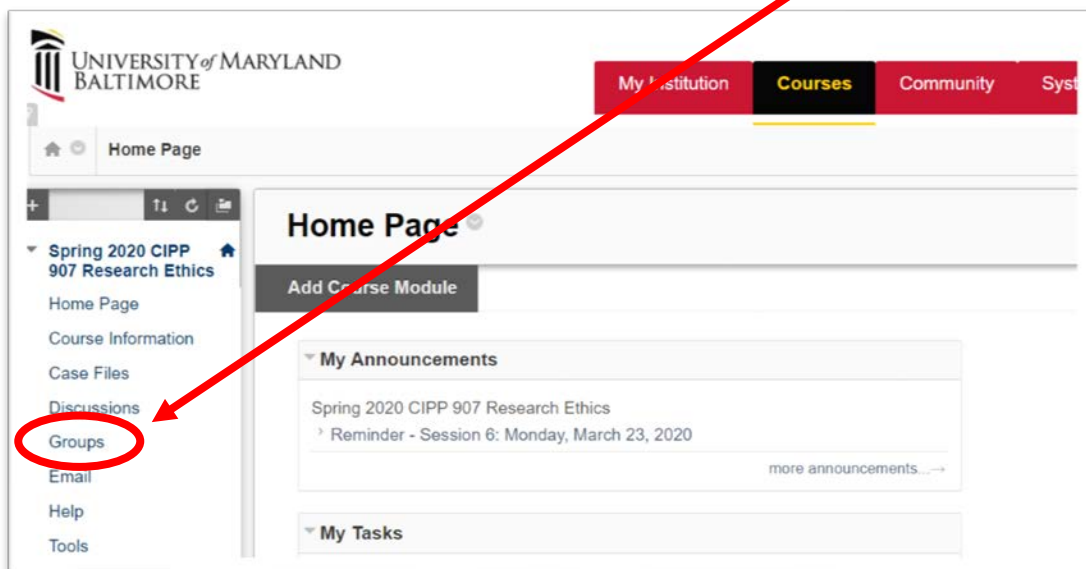
The following tutorial will cover how you can access the Collaborate feature in a group within Blackboard.

- 1) Enter the Blackboard course for CIPP 907, via the following website <https://blackboard.umaryland.edu/webapps/login/> by using your UMID login information.

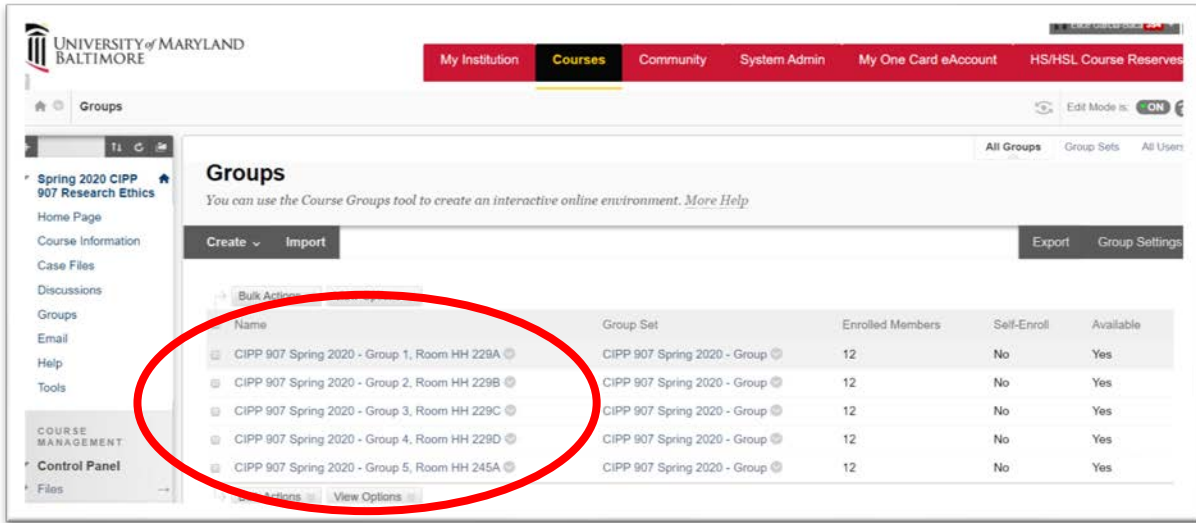


Click on the course Spring 2020 CIPP 907 Research Ethics, which will be listed under the 'Courses you are teaching/facilitating:' folder, within '202002 Courses'

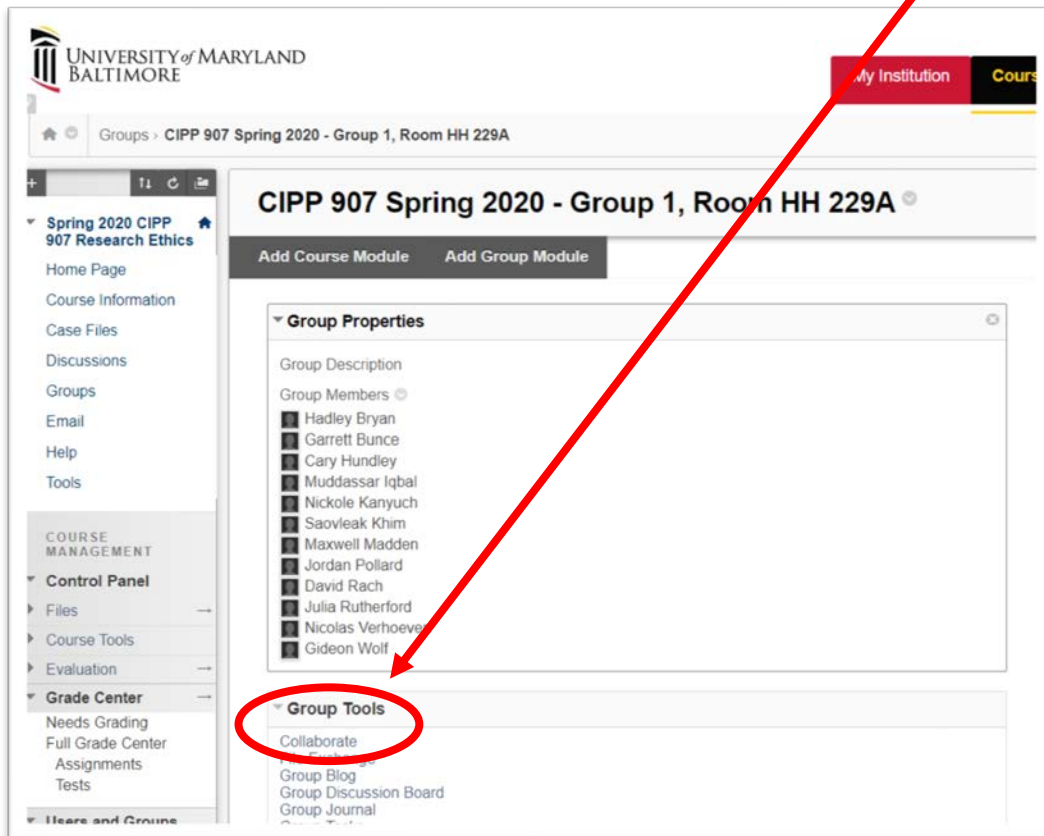
- 2) From here click the link for 'Groups' listed to the left of the screen on the CIPP 907 homepage.



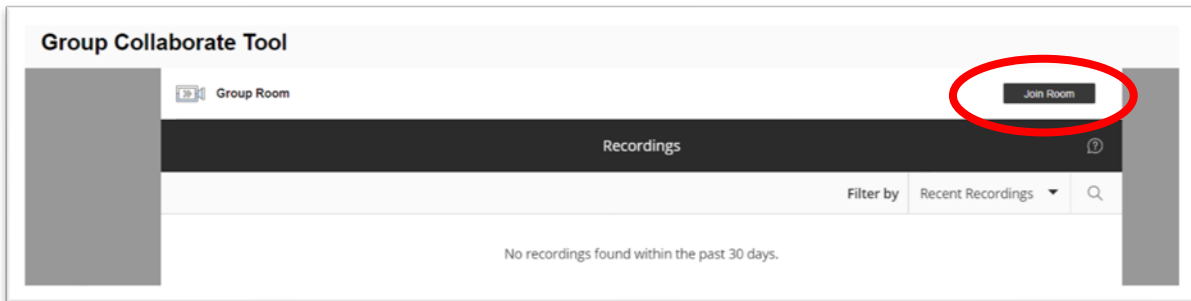
3) You will then be redirected to the Groups page within the Blackboard site. Once there, click on your assigned group number (Adam will include this information in the email he sends you).



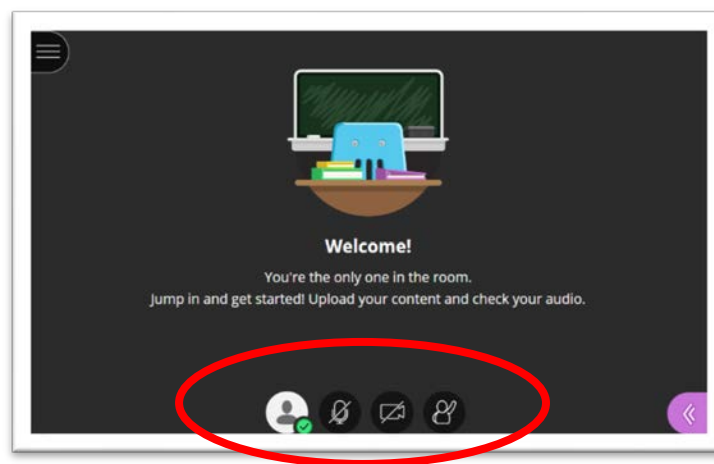
4) Once in your specified group, scroll down to the section 'Group Tools' and click 'Collaborate'



5) You will then see the next page, where you will click “Join Room” to join a Collaborate session with your group members.



6) After clicking “Join Room”, you will be taken to the Collaborate space for your group, which will look something like the image below.



Please be sure to instruct students to do the following:

- Turn their microphones off
- Turn their cameras on
- ‘Raise their hand’ if they would like to say something in the session, as this will minimize over chatter during the session.