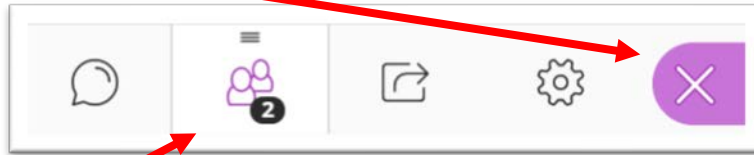


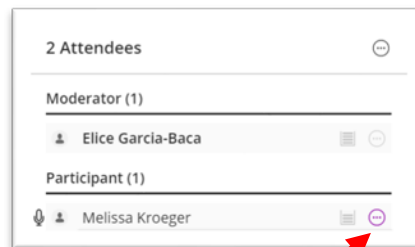
Giving Students 'Presenter' Access in Collaborate Ultra

The following tutorial will cover how you can give students access to present within a Collaborate Ultra session in Blackboard.

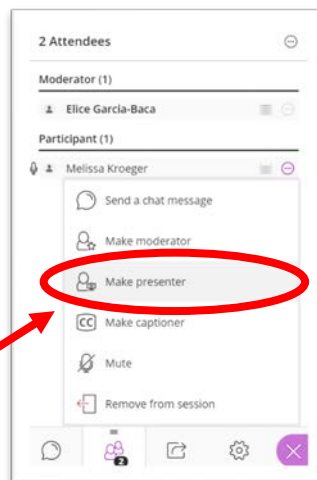
- 1) Within the Collaborate Session, navigate over to the purple tab in the lower right-hand corner and 'Open Collaborate panel'.



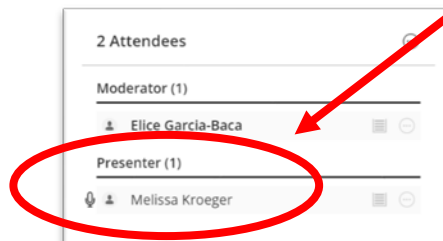
From here click on the 'Attendees' option and a list of attendees in your session will appear:



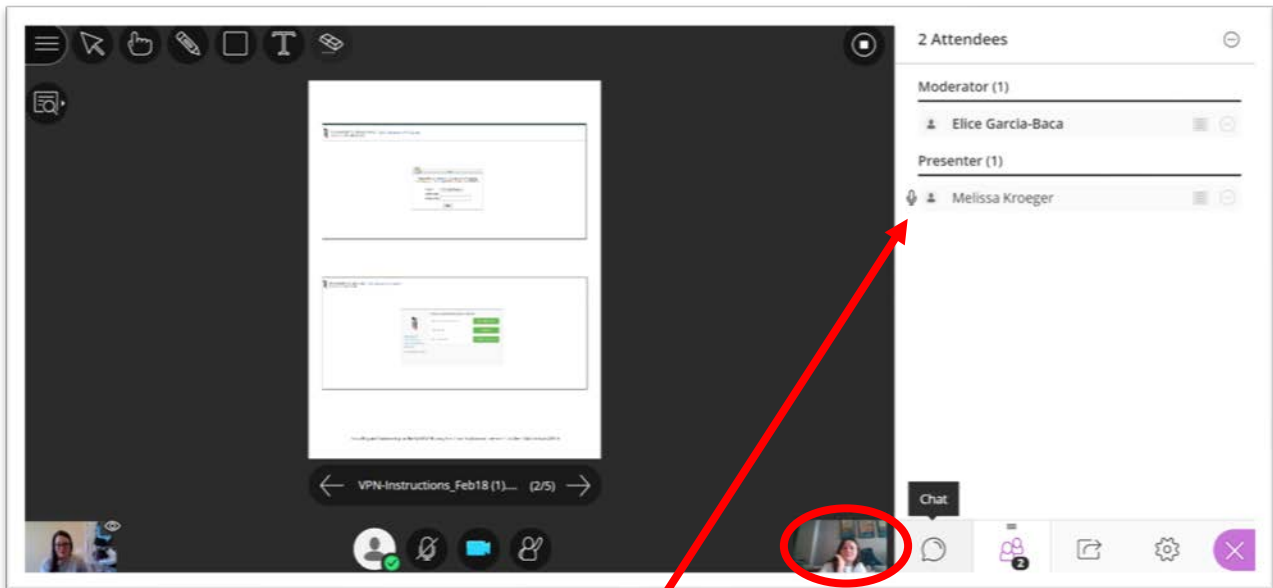
- 2) Next to the student or participant's name you will see three dots. Click on this, and options for your participant will appear.



Select 'Make presenter' and this participant will now appear under the 'Presenter' category, where they can present and upload their slides to the session.



The session should look like the following. You will notice that the presenter or student will have the ability to click through slides and manage the session much like you as the instructor or moderator is.



As a reminder, ensure that you ask your students to have their microphone (unmuted) and their cameras on. Once the presenter has their microphone on, a little microphone icon will appear next to their name in the attendee list.