Blackboard Collaborate Ultra

Blackboard Collaborate Ultra is a web conferencing software that is available to all faculty, staff and students. Bb Collaborate Ultra is integrated with UTD’s Learning Management System (eLearning). Conferences need to be setup within a course or organization in eLearning. However attendees do not need to login to eLearning to participate. The host can also invite guests (those without a UTD account) can participate as well.

Blackboard Collaborate supports up to 250 synchronous users in a session. If you plan on having a Collaborate session with over 250 users, please email elearning@utdallas.edu at least one week before the session date. Please include the following in your email...

• Course/Section number (i.e. ACCT 1301.001)
• The number of expected participants
• Date(s)/time for the session

PLEASE NOTE: Faculty who use Blackboard Collaborate for online class sessions must upload their session recordings into Microsoft Stream. Click here for instructions on how to do this.

Helpful Links for EVERYONE

• **Bb Collaborate On-Demand Learning Center**
• **System Check**

Helpful Links for MODERATORS

• **Getting Started for Moderators**
• **User Guide for Moderators**
• **Glossary of Tools found in Collaborate Ultra**
• **Accessibility Guide**
• **Telephony for Moderators**
• **Blackboard’s Collaborate Session Best Practices**

Tool-Specific Videos for MODERATORS

• **User Interface in Collaborate Ultra**
• **Session Settings**
• **Private Chat**
• **Breakout Groups**
• **Sharing PowerPoint Files**
• **Conducting a Poll**

Helpful Links for PARTICIPANTS

• **Participant Orientation (video)**
• **Getting Started for Participants**
• Participant's Guide
• Accessibility Guide
• Calling into a Session

For assistance scheduling a web conference, or to request training on this software, please contact elearning@utdallas.edu.