

Remote Access: Blackboard Collaborate

Link: <https://us.bbcollab.com/guest/82346f5652c046ee8823852180a546ee>

Join by phone: +1-571-392-7650 (US Toll), PIN: 311 035 7233

Instructions:

1. When you click on the link for the first time, you will be prompted to test your microphone and video in your computer/browser. Please try to join the session a few minutes earlier.
2. Once you join the session, please mute your microphone using the audio icon at the bottom of the Collaborate screen to minimize the background noise.
3. When you want to ask a question during the presentation, please “raise your hand” using the “hand” icon at the bottom of the screen. Once the presenter sees it, he/she will ask you speak up. Then you should turn on your microphone, speak and mute afterwards.
4. During the presentation, you can also share your comments with other participants using the “chat” function in the Collaborate Panel Menu (the purple arrow sign at the bottom right of the screen).
5. The thesis committee members of the student presenter will be assigned to a ‘breakout’ group” after the presentation is finished, and have a private virtual meeting with the student.
6. If you have any question/issue/suggestion, please [send email to Bing Hao](#).