

## Blackboard 6: Using Virtual Classroom

3Steps

This Step-by-Step explains the procedures for entering and using Virtual Classroom





This Step-by-Step assumes that the user has already logged into Blackboard 6 and chose the appropriate course.

1.) Click on Communication > Collaboration

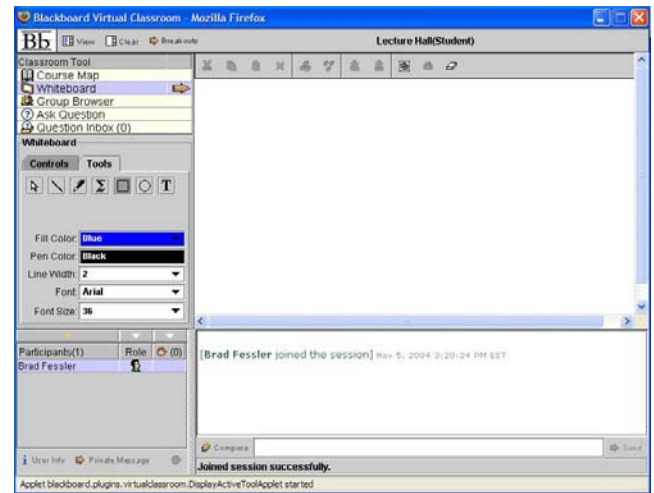


2.) Click "Join"

### Collaboration Sessions

Session Name	Tool	Start Date	End Date	
 Lecture Hall	Virtual Classroom			
 Office Hours	Chat			

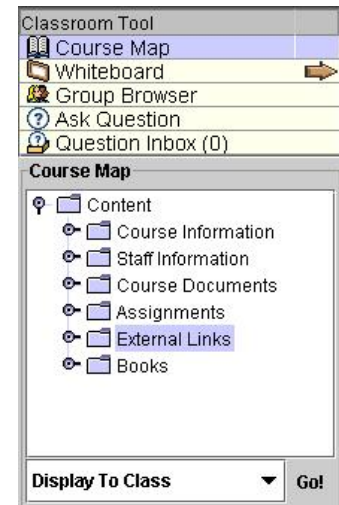
3.) The Virtual Classroom will load in a new window.  
 Note: Be sure to disable any pop-up blockers you may have running when using Virtual Classroom.



## Tools inside Virtual Classroom

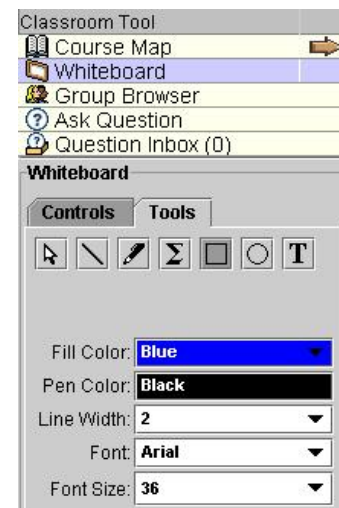
### 1.) Course Map

- The course map allows you to open a page inside the current Blackboard course. This can be used to reference work done inside the course.



### 2.) Whiteboard

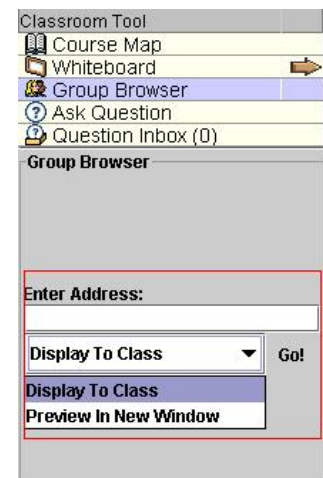
- Whiteboard can be used to draw illustrations, produce quick notes and write equations for everyone to see inside the Virtual Classroom.



### 3.) Group Browser

- The Group Browser allows a user to display a web page on the Whiteboard to the whole class.

-To display a web page type or paste in the URL to the "Enter Address:" box and select "Display To Class:" or "Preview in New Window"



#### 4.) Ask Question

- The Ask Question feature allows a user to ask the instructor a question without putting the question inside the chat window.
- To ask a question simply, type your question in the box and click send.



#### 5.) Chat

- Chat allows everyone inside the Virtual Classroom to communicate with each other at the same time.
- To use chat type your desired text in the compose area and click send.
- It is also possible to Private Message a particular person. You may do this by: Selecting the participant you wish to message and clicking "Private Message." Type the desired text in the new window and click "send".

