Edge Hill University

BLACKBOARD COLLABORATE

MANAGING ROOMS FOR STUDENT LEAD SESSIONS|PRESENTER ROLE
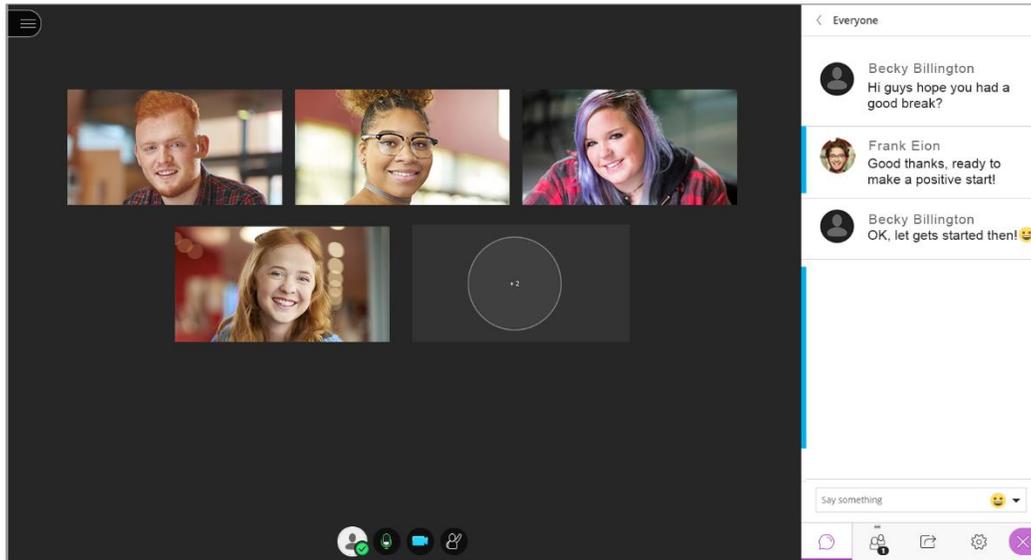
Why Create a Student Lead Session

When the course room is unlocked anyone can join the session at any time. Instructors don't have to be present for students to join the session. However, if you don't want students to join a session unsupervised, lock the course room and create scheduled sessions.

Student Lead Sessions:

If you want students to collaborate for example on a project, be able to interact and share resources, you can setup multiple sessions applying the Presenter role so that students can upload, share, edit, and stop sharing content. They can also see and manage hand raise notifications, lowering them in a fair and orderly way.

Multiple Sessions at once:

If you want to run multiple sessions at the same time for students to use as virtual study room, for example, you can create multiple sessions for the different student groups.

Create and edit sessions:

Course Room:

A default room is provided for your course that lasts as long as your course. By default, the room is titled with your course name and is always available. You can create individual sessions for specific occasions, such as test reviews, a group activity and discussing content in your course.

Sessions:

Create Session.

- Set the date and time the session starts and ends. You can choose to keep a session open or repeat. You can also select if students can enter the session prior to the start time.
- Type a detailed description of the meeting. This helps students find the right session.
- Set guest access for the meeting. Select 'On' to allow participants to invite additional guests.
- You can send a copy of the guest link to your students, or other guests. You can also decide if your guests join as participants, presenters, or moderators by default.
- Session links can be long and break when sent. Using a URL shortening service, such as [TinyURL](#), can help with this.
- Decide if guests join as a participant or presenter. If you're not sure which permissions to apply, don't worry. Permissions can be set during the meeting.

Session settings:

Decide who can do what in your sessions.

- Allow recording downloads from the Recording page as well as on the recording playback page.

- Show the profile pictures of moderators only.

- Allow participants to use audio, video, chat and the whiteboard editing tools.

Created sessions:

The image below shows the number of session created, Students will access a session room via the session link name (i.e. Group 1).

[More information on Session Settings.](#)

Other Sources of Help and Support for Staff

The 'Help' link within the Course Control Panel

Click the 'Help > Blackboard Help' link within the Course Control Panel at the bottom left of your course to access 'Blackboard Help for Instructors'.

Learning Services Wiki:

Visit the Learning Services wiki within the GO Portal to access a range of information including, policies, guides and resources.

Wiki:

[Learning Technology Development Wiki](#)

Learning Technology Development:

Contact Learning Technology Development if you need further assistance or have any further queries.

Email: ltdsupport@edgehill.ac.uk

Telephone: 01695 650754

Team Contacts: [Learning Technology Development Division Contacts](#)