New Menu to Create Session in Collaborate

Resulting from a recent update to Collaborate, the menu to create a session has changed. Previously, the menu included tabs for different categories. Now the categories are featured in drop-down headings on one screen. Here are some things to look out for:

1. You arrive at the menu to create a session the same way you always did through Blackboard. Find your course, go to Course Tools and click Blackboard Collaborate. The button to create a session has slightly changed in appearance, but keeps the same name.
2. Next, you will find options by clicking on the green-font headings below "Room Options." Previously, these options were organized under tabs. Now they are under drop-down headings.
3. In the Room Attributes option, you'll see many of the same defaults as before. All Permissions remains on, so that all participants retain the privileges of audio, video, chat and whiteboard. Allow In-Session Invitations lets you create a link for users not enrolled in the course. (Hover over the "i" icon to receive further information about each option.)
4. Because you are creating the session, you are by default a moderator. If you wish to make other users moderators, select "Assign access." By pressing "Add Moderators" or "Add Participants," you can select from your call roster to assign roles. Please remember that when you choose "Assign access," every user you wish to participate in the session must be assigned a role to gain access.
5. Mac users may have to download Collaborate Launcher to start their session.