

Blackboard Collaborate Pre-Configurations Instructions

To participate in a Blackboard Collaborate session, you need to do the following well in advance of the first session, **at least 24 hours before the session.**

If you do not have one, purchase a headset with microphone. It's highly recommended that you use a headset with microphone during the session because the built -in microphone from the computer is not reliable.

Class Connect First Time Users Section

Get started by completing the steps outlined below:

STEP 1 - Check System Requirements

Make sure that your system is compatible with Web Conferencing. Please verify your system requirements:

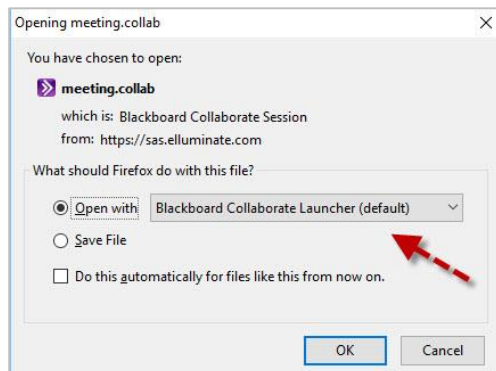
[System Requirements for Blackboard collaborate Web conferencing](#)

STEP 2 – Configure your system

Click the link below to enter a trial Class Connect session to test your connection, settings and configure your audio.

[Class connect configuration Room](#)

Note: When joining a Blackboard Collaborate web conferencing session for the first time you may see a security dialog box asking to confirm the application's digital signature. Click **"RUN"** to continue. You will also need **"Blackboard Collaborate launcher"** and **"Java"** to run the session. The software will let you know if these are missing from your computer.



STEP 3 - Documentation

Need to know how to use Blackboard Collaborate web conferencing? We recommend that you read our product documentation. Whether you are looking for a quick tip on a specific feature or detailed product documentation, Blackboard Collaborate is committed to providing comprehensive, on-demand resources to meet your learning needs. Please visit our Help Pages to find the information you need.

[Blackboard Help](#)

STEP 4 - View our Support Portal

Additional information is also available through our Support Portal. If the question you are looking for is not answered. You can always submit a ticket to our Support team through our portal.

[Support Portal](#)