

Student Blackboard Quick Tip #8 Using Virtual Classroom

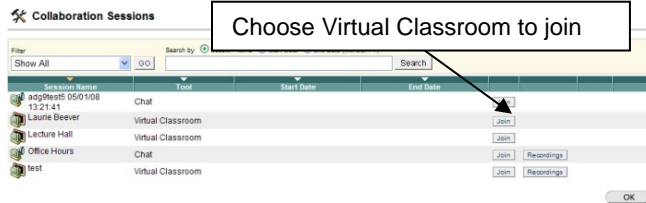
Installing the Java Plug-in

Before you can use the Virtual Classroom, you must have the Java Plug-in stalled.

1. Click **COMMUNICATION** in the *Main Course Menu*.

2. Click **COLLABORATION**.

3. Click **JOIN** (+ **CTRL** if you have a pop-up blocker enabled) to the right of the session. The Java Plug-in application downloads automatically.



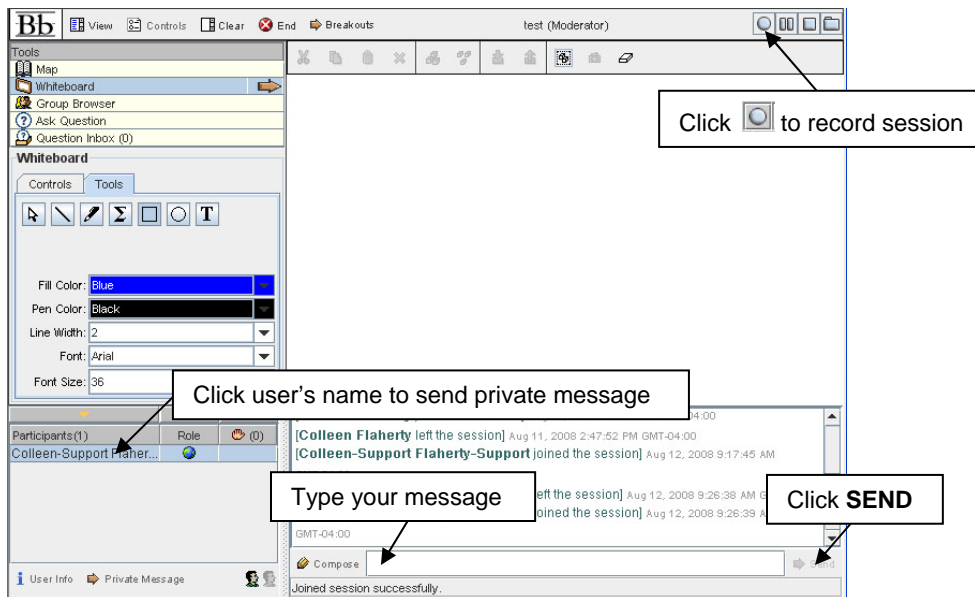
If this plug-in does not install automatically on your machine, click the **DOWNLOAD THE JAVA PLUG-IN** link for Windows operating system on the *Chat Loading Screen*.

CAUTION! When using Virtual Classroom, if the Virtual Classroom does not open once you click **JOIN**, make sure your Pop-Up Blocker is off for Blackboard. Do **NOT** click **CLICK HERE FOR AN ACCESSIBLE VERSION**.

Using Virtual Classroom

1. Follow steps #1 thru #3 from *Installing the Java Plug-in*.

2. The *Chat* or *Virtual Classroom* window opens, and you can begin the collaboration session.



3. Click  at the top right of the window to record this collaboration session.

4. Type message in *Compose* textbox. Click **SEND**.

5. To send a private message, click the **USER'S NAME**.