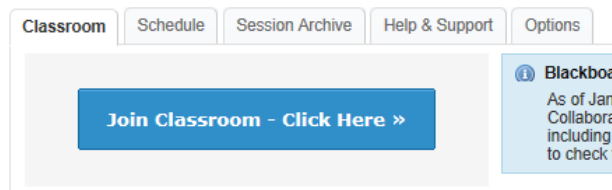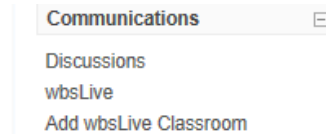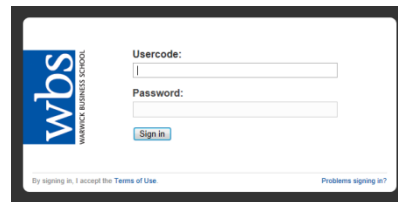## Accessing Blackboard Collaborate via my.wbs on an IOS or Android smart phone or tablet:

Download the Blackboard Collaborate mobile web conferencing app as you would any other app on your mobile device. The app is free to download.
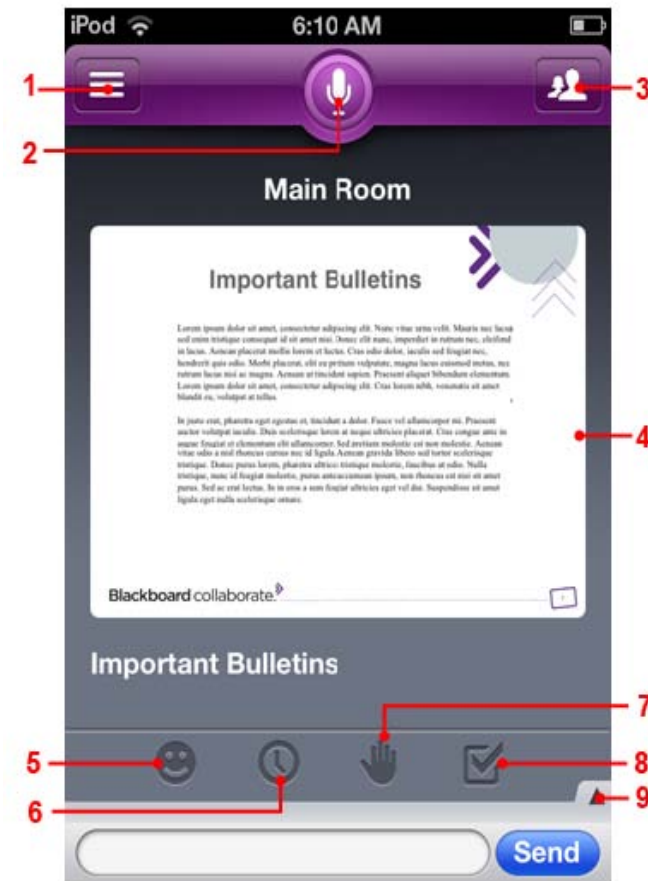
Once installed on your device, the application icon will appear as usual.

Using your preferred web browser log in to my.wbs https://my.wbs.ac.uk locate the module or study group that the session is taking place in, click the wbsLive link from the menu on the left and then click the blue Join Classroom button (as you would if you were joining a session from a PC or MAC). This will automatically connect you to a session via the app.

Main Room Features

1. Provides access to the room settings and to the button to leave the session – more information on settings can be found here: http://support.blackboardcollaborate.com select: *Blackboard Collaborate Web Conferencing>Mobile* from the left-hand menu.

2. **Talk button:** Tap to activate your microphone to talk, if your microphone has been disabled by the session moderator, this icon will appear with a strike through it.

3. **Participant list:** provides a list of participants within the session.

4. The main content area displays the visual content in the session. In this case, there is a Whiteboard page. The Content Area can also display an Application Share – there are some restrictions as to the type of content that can be viewed when connected via a mobile device.

5. **Emoticons:** tap the emoticon button to select a graphic to express yourself. The graphic will display on the Participant list.

6. **Away button:** tap the clock to place an (away) label beside your name in the Participant list. Tap the clock again to clear your away status.

   Your status will also be set to Away if you put your phone to sleep, access another app, or return to your phone's home screen while your talk button is set to OFF.

7. **Raise hand:** tap the hand to raise your hand and be placed into a queue. The number beside your hand indicates your place in the order based on when you raised your hand.

8. **Answer poll:** tap the check mark to respond to a polling question with one of the allowed responses as determined by the moderator, or to clear your current answer.

9. **Show text history:** expands the text chat history of the session. On a larger tablet, the Text Chat history is always open to the right of the screen.

Session functions not available for mobile participants:

- Recording playback
- Private chat
- Live video
- File transfer
- Multimedia library
- Annotations on the whiteboard

Please note during some sessions, we will use some of the features listed above, therefore if you use a mobile device to connect to the session there may be some elements of the session that you miss or will not be able to contribute to.

For more information on using mobile devices to connect to Blackboard Collaborate follow this link: http://support.blackboardcollaborate.com and select: *Blackboard Collaborate Web Conferencing>Mobile* from the left-hand menu

If you experience any problems please contact a member of the team by email at elearning@wbs.ac.uk