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## Blackboard collaborate breakout rooms

An Updated Guide on May 19, 2020 Create a space for small group work during your Collaborate Session One of the features available in Collaborate is to create a refugee group. When students are in their group, they'll be able to: talk sharing videos shares screen sharing files using shared whiteboards using the polling function using text-based chat functions This is all discriminatory in their group, although moderators can get into any group. Go to the Share Content area (see the guide to Getting Started with Collaborating). Go to the Refugee Group area. Either assign groups randomly, or drag and drop students manually into your preferred group. If you need to add more groups, click on the add icon in the group area. To remove a group, click on the trashcan icon. Once you're ready, click Start at the bottom of the screen. You can go to the breakout room you've prepared by clicking on a rectangular icon with the arrow on the right side of the group. You can end the breakout session and bring everyone back to the main room by clicking the square 'stop' button on the top right of the window. See more guides from the Technology and Innovation Center in Learning After making sessions, you can use a variety of tools to engage students and complete group work. One of these tools is the breakout room. Watch the video overview to see how to do it. 1. Access the Share Content panel (1) and Click on Refugee Group (2).2. Use custom tasks to organize groups with drag-and-drop interfaces (3).3. Use custom tasks to organize groups with drag-and-drop interfaces (3.4. Click Start (4.5. Click chevron down (7) for each group to see a group member.6. Click the Stop (5) icon to bring everyone back to the main room. This eliminates refugee groups. Remember any work done in those rooms will be lost.7. You can also create randomly assigned groups where Collaborate randomly assigns students into each group. In this big class is the top choice because it is less time-intensive. The steps are the same as above unless you select a random assignment instead of a custom task. You can upload all the files you want to share with the group into the main shared file area. Go to the file you want to share and click on 3 dots in circles and click share with the group. This option may not appear immediately because it takes some time for Blackboard to register groups. When students enter their group the slide will rise into the classroom. You may want to give them instructions on how to use these files and other features - board and sharing apps – but making this available before students working in their group. Use groups as a way for teams to incest questions or ideas so they have a work format of how they're going to handle them. This is a good starting point for any group job. Use refugee groups for students to find articles and share them. They can this space to answer specific questions that require answers supported by references. Discussion on Refugee groups chat as a place for students to share their opinions or views on specific topics or issues. They can then come up with two or three things they'll bring back to the main room to share. Trouble solving studentsProvide with a slide with the problems on it they need to solve. It can be mathematics, technical or hands-on. Ask them to come up with a solution that will then be presented back to class. Because you can't record in the refugee room, students need to take a screenshot/clip print. Or, as a moderator, you can visit each refugee room and grab their working screen shot to share in the main classroom. (Please note - it is better to refer to the Online version instead of export, as it is always up to date) To facilitate the cooperation of small groups, you can create refugee groups separate from the main room and assign participants to them. If your session has more than 250 participants in it, the refugee group is turned off. Refugee groups have their own personal audio, videos, whiteboards, app sharing, and chat. Any cooperation that occurs within the group is free of the Main room (and other groups). What is said or seen in the refugee room was not caught in the footage. Watch a video of the following uncounted video breakout group provides a visual representation of some of the information included on this page. For a detailed description of what's portrayed in the video, open the video on YouTube, navigate to More action, and select Open Transcript. Video: The Refugee Group in Blackboard Collaborates with Ultra experience shows you group breakouts in action. Start a refugee group You can choose to create Collaboration and allocate refugee groups at random for you. Or you can create the group itself. Refugee groups were allocated during the session. You can't create it earlier or save it. Open the Share Content panel from the Collaborate panel. Not sure where the panel Works together? Jump to Find Your Way Around. Select Refugee Group. Assign a group. Select a random subserion or custom task. Random tasks: Collaborate creates groups and assigns random attendees for you. Random assignments are only available when there are four or more people in the room. If you want to be in a group, select Include moderators in the group assignment. You can change how many participants are in each group. Select the number of groups from the Number of Groups menu. If you don't like how participants are grouped, select Reassign attendees. Assignment Create your own group. Assign participants to the group. You can select the attendees options menu and select a group. You can also select the participant and drag it to the right group. Select Create a new group to add more groups. You can change the group name. You can create up to 20 groups. Refugees only available in sessions with 250 or fewer participants. There are no limits to the number of participants you can include in each group. However, we recommend that participants spread either over your group. Optionally, select Allow participants to switch groups, if you want participants to be able to switch to another group yourself. Select Start. The following narrate video provides visual representation and auditories of some of the information included on this page. For a detailed description of what's portrayed in the video, open the video on YouTube, navigate to More action, and select Open Transcript. Video: Share files to a refugee group describes how to share files to a refugee group. You can share files, with one or more groups of refugees. After starting the refugee group, select Share File. Open the File Options menu that you want to share. Select Share with a group. Select the group you want to share the file with. Select Share Now. The first slide of the file view in the refugee group. You can also save group files to use later. Find refugee group files and save them to the main room before logging out of the session. More to temporarily save timers' breakout group files. Learn more from the Support Bulletin behind the Blackboard. Set the timer and tell your attendees when you'll start or how much time you live. Open the Collaborate panel, select Share Content and start Timer. If you're using a refugee group, set a timer in the main room. Everyone sees a timer. It doesn't matter what group they're in. Refugee groups are designed for group cooperation. Each participant in the group is a presenter. This means that all participants can share whiteboards, files, and apps with their entire group. Make sure your browser supports sharing app Again on the Presenter's Permission Monitor group After a breakout group is started, you can move between groups to monitor them. If you assign yourself to a group, you see and hear what others are doing. This includes any shared content, audio, video, and chat. If you want to see how other groups do, you'll need to join the group. From the Participant panel, select Join a group. Group chat is private to the group. Everyone's chat room is open to everyone, no matter what group you are in. As a moderator, you also have a moderator of only chat rooms. You can't move between groups if other moderators update the refugee group. Transfer participants to another group Moderator can transfer themselves between groups by selecting Join Groups in the Participant panel. You can also migrate other attendees. From the Participant panel, find the participant and select the Participant control. Select Move to Other. This opens the Escape collection panel. Switch participants to another group. There are two ways you can do this. Select the participant opsyen menu and select a set. Select the participant and drag it to the new set. Select Pack now. You are you your participants cannot move between groups if the moderator updates the refugee group. Can I remove someone from a session? Yes. You can choose to move it back to the main room or to another group. Or you can choose to completely remove it from the session. Open the participants' selection menu from the Participants panel. Select Remove from session. What happens if another moderator makes changes to the group? If other moderators make changes to the group before you select Update, your changes are lost. You're told that other moderators make changes. No one can move between groups while the moderators edit the refugee group. End the refugee group When you want to stop the refugee group and bring everyone back to the main room, select Refugee Group End. You can find this at the top of the Participants panel or next to the Refugee group in the Share Content panel. After you select the refugee group End, all participants are transferred back to the main room. After the group has finished everything shared in the group is not available in the main room. Warn your attendees a few minutes that you end the refugee group. Give them time to take a screenshot, or record it the other way, what they do before finishing the group. You can also save group files to use later. Find refugee group files and save them to the main room before logging out of the session. After finishing the refugee group and before leaving the session, select Share File. Opens the group folder. Open the File Options menu you want to save. Select Move to the main room file. Group files are stored to the main room and can be reused. Annotations and edits made on files are cleaned when the session occurs. What is said or seen in the refugee room was not caught in the footage. Collaborate stops recording your sessions if all participants leave the main room to join the refugee group. You can start your recording again from the Session Menu when one or more participants return to the main room. Deletes a single item on the whiteboard. The eraser button clears all annotations from the board/slide. Use the Select tool to select a single annotation piece and then the backspace key (not the delete key) on your keyboard to delete only the selected piece. Rotate content on the whiteboard. Use the Select tool to select an object, then choose and drag a small (very) box that appears part of the way on the right side of the selection box. Assign more than one participant to the group at once. If you manually fill in the breakout group, you can hold the transition on your keyboard and select many attendees at once. Then drag and drop it into the relevant group. You can choose ... each line of participants and choose a group for them that way. Allow late to join refugee groups. To allow late participants to join the refugee group, select Allow participants to switch groups. Useful Tips for Amy Eyre Contributors (E-Learning Support Officer) | Programme Design and Troops Technology | University of York, UK Helga Gunnarsdottir (Learning Technology) | Learning Innovation Unit | University of the West of England, UK

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