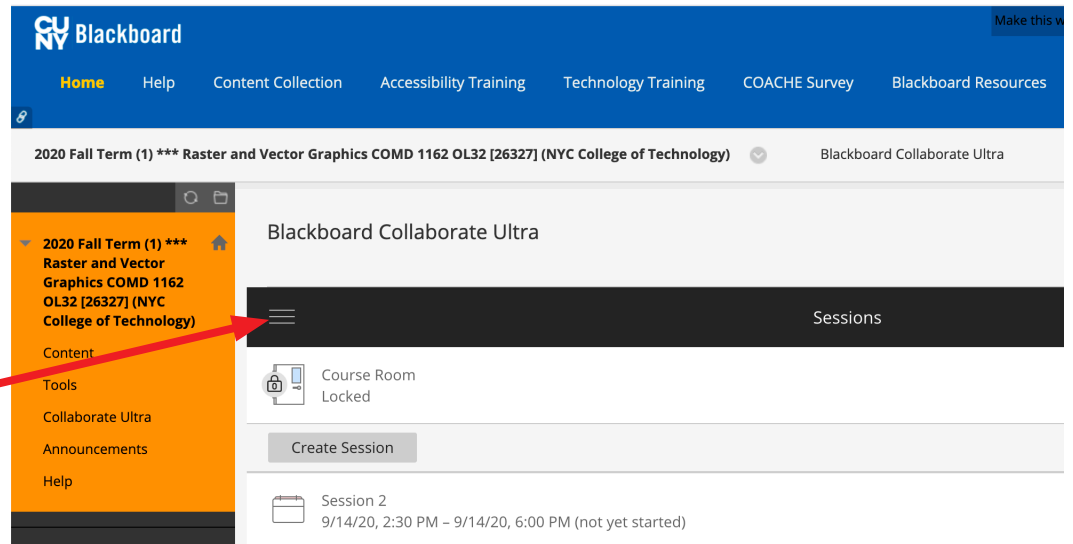


(1) Please start at the Blackboard Collaborate Ultra site.

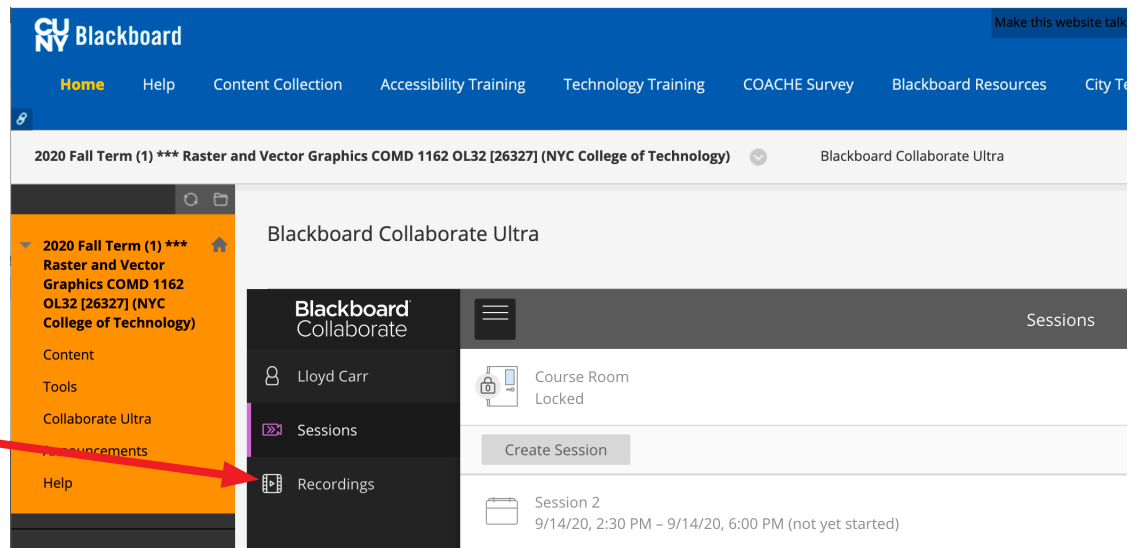
This will show you a current session or a session to come.

Click on the 3-line menu



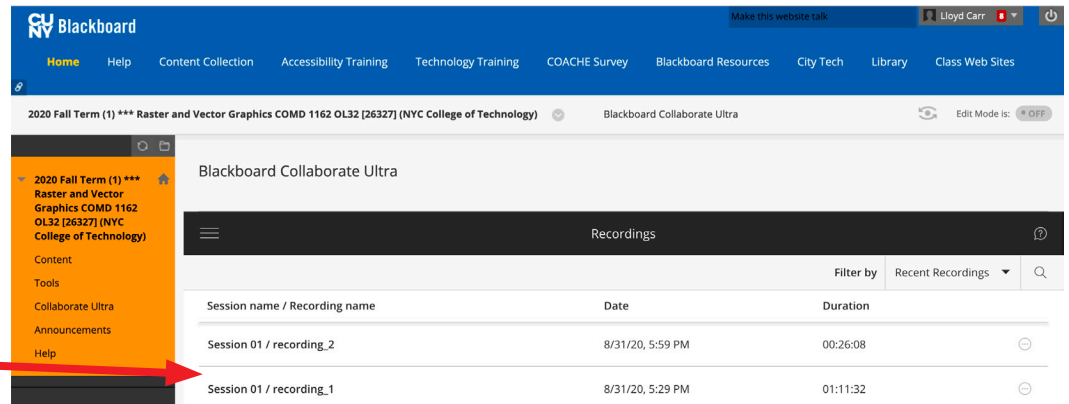
(2) You will then have the option of choosing “Sessions” or “Recordings.”

Click on “Recordings.”



(3) The Blackboard Collaborate Ultra site will then show you current "Recordings."

Click on a Recordings' item.



Session name / Recording name

(4) Then you have the option of "Watch now."

Click on "Watch now."

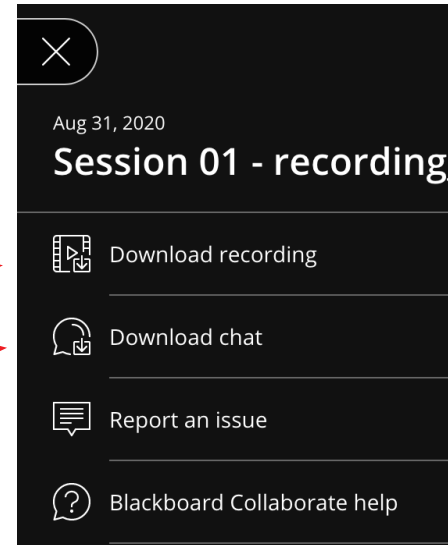
Session 01 / recording_2



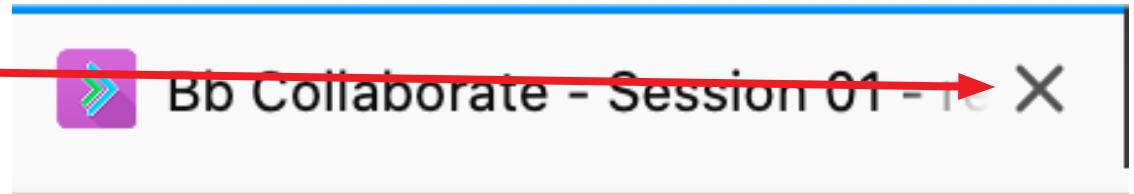
(5) Under the recording menu, you will find options.

Please "Download recording."

Please "Download chat."



(6) You can then close the video at the "X."



(7) You will then be back at the "Sessions" and "Recordings" menu.

