

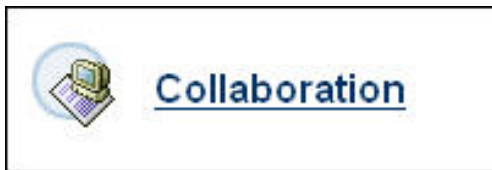
How to Enter a Collaboration Session

There are two types of collaboration sessions:


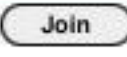


1. Virtual Classroom: Provides the most functionality and interactivity. Users may have the option to use a whiteboard, access the Web, and participate in breakout sessions.
2. Chat: Instant messaging.

To participate in a collaboration session:

- Click on Communication in the navigation bar.(if this link is not available, ask your instructor how to access Collaboration.)
- Click Collaboration



- The Tool column identifies the session as either Virtual classroom or Chat.
- Locate, the session in which you wish to participate and click Join.

Session Name	Tool	Start Date	End Date	
 Lecture Hall	Virtual Classroom			
 Office Hours	Chat			

- Note: In order to access, the collaboration tools, you will need a Java Plug-In. If the Java Plug-in is not installed or there are problems loading the Virtual Classroom, you will see a link to download the Java Plug-in.
- Click on the link and follow the directions.