Edit Collaborate Sessions

Proceed to the Blackboard Collaborate homepage in the course where you would like to edit. You may either select the down arrow next to the title of the session to open the drop down menu and select **Edit Session** or select **Edit Room** from the default sessions above.

SCHEDULE	ED SESSIONS	RECORDINGS			
Search		Start Date 05/24/2016	End Date 06/22/2016	Go]
Delete					
Available	Title 🛆	Start Date	End Date	Creator	Session Type
	Session I Tuesday May 24	Tuesday, May 24, 201 4:30:00 PM CDT	6 Tuesday, May 24, 2016 7:30:00 PM CDT		Course
Delete	Edit Sessio Delete Sess Add Link	on ssion			
			Displaying 1 to 1 of 1 items	Show All	Edit Paging

OR

Only use this Edit Room tool if you use the default room. If you would like to edit a scheduled session, please use the Edit Session similar to the screenshot above.

