How to Edit Collaborate Ultra Sessions

Proceed to the Blackboard Collaborate Ultra homepage in the course where you would like to edit. You may either select the three-dot icon right of the Get secure link to open the drop down menu and select Edit Settings or select the three-dot icon right of the End date column to open the drop down menu and select Edit Settings.

If you would like to edit a scheduled session, please select the three-dot icon right of the End date column to open the drop down menu and select Edit Settings.