

# Configurations Recommendations for Bb collaborate

## Overview

Collaborate creates a live online teaching environment for faculty and students. It is Java based and there several things you need to remember to run Collaborate properly.

For information on the System Requirements for Collaborate, please visit the following link:  
<http://support.blackboardcollaborate.com/ics/support/default.asp?deptID=8336>

## Installing Java

Blackboard collaborate requires you to have Java installed to run. They recommend that you have the latest version of Java installed for full functionality. If you already know that you have the latest version of Java, you may skip these steps. To install the latest version of Java, please follow these steps:

1. Visit [www.java.com](http://www.java.com)
2. Click on the button that reads **Free Java Download**
3. On the next page, click on **Agree and Start Free Download**



The screenshot shows the Java website's download page. At the top left is the Java logo and navigation links: "Java in Action", "Downloads", and "Help Center". The main heading reads "JAVA + YOU, DOWNLOAD TODAY!". Below this is a red button labeled "Free Java Download". A red arrow points to this button from the left. Below the button are links: "» What is Java?", "» Do I have Java?", and "» Need Help?". A second red arrow points to the "Do I have Java?" link. On the right side of the page, the heading is "Download Java for Windows" with the subtext "Recommended Version 7 Update 9 (filesize: 854 KB)". Below this is another red button labeled "Agree and Start Free Download". A red arrow points to this button from the top right. Below the button is the text: "By downloading Java you acknowledge that you have read and accepted the terms of the [end user license agreement](#)". At the bottom of this section is the text: "Not the right operating system? [See all Java downloads.](#)"

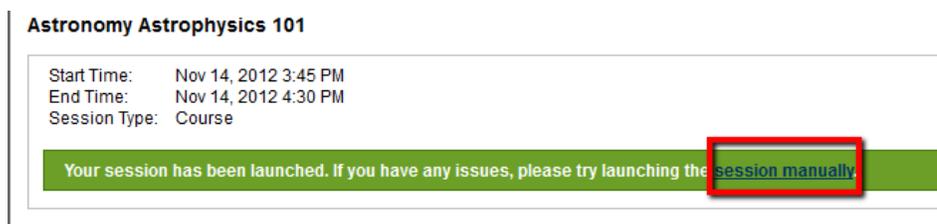
4. To find out if you already have java installed, click where it says **Do I have Java?** And allow the website to verify your version of Java.

5. In the prompt, find your desired location to save the file and click **Save** (this option may differ depending on the browser you are using)
6. Locate the saved file and double click to **Run** the installation process
7. Click **Install Now** on the pop up
8. Click **Next** on the next page
9. Installation process takes several minutes
10. Click **Close** on the last page

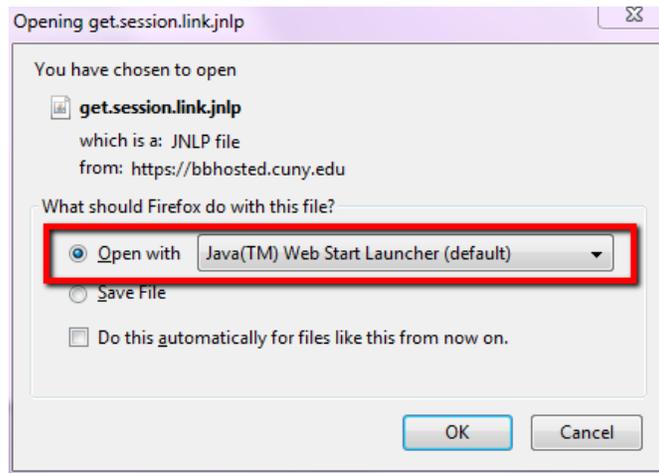


If you have java installed properly, you can go into your Collaborate session and join your Students and Classmates by following these steps:

1. Login to your Blackboard Course
2. Locate the session link for your class
  - a. Default location is **Tools >> Blackboard Collaborate**
  - b. Non-default location includes one of the Content Areas
3. Click on the Session Link and the following page should show
4. If a Popup does not appear, please click **Session Manually** to manually launch the session

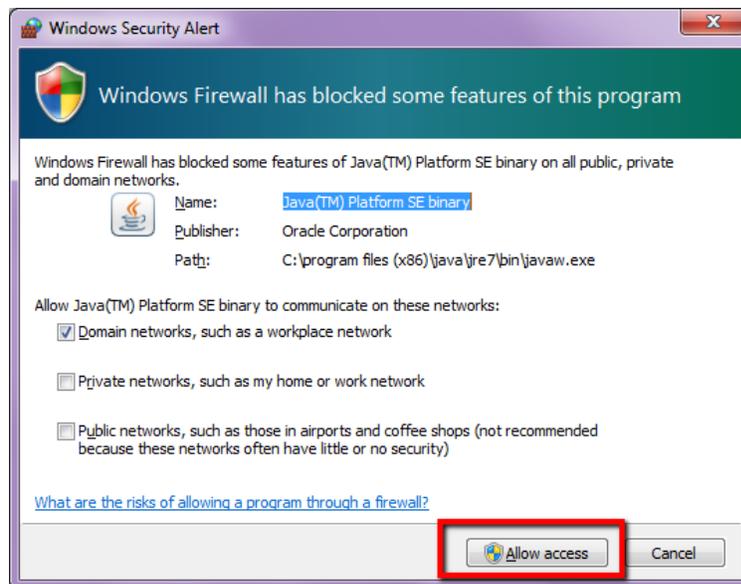


5. On the Popup, make sure that **Java** is set as the **Open With** option
6. Click **OK**



7. Java should launch automatically and the load may take several minutes

If you receive a Popup from Windows Firewall, please make sure you click **Allow Access**:



If Java is installed properly and firewall access is granted, you should be on your way to using Blackboard Collaborate.

