## Sharing the Guest Link & Accessing your Created Session

You have 2 options for accessing your session and sharing your Guest Link.

## Option 1

Sign back into Blackboard Collaborate (if required) and on the default Sessions Landing page, click on the circle to the right of the Session and choose *Copy Guest Link* 

Blackboard Collaborate	Sessions			
	Create Session	Filter by All Upcoming Sessions 👻 Q	Session Options	
Angela Bourgeois	session Recurring: 6/24/20, 10:56 AM - 8/26/20, 11:56 AM (in progress)	0 v		
E Sessions		윤 Join session		
Recordings		Anonymous dial in:	Join Session	
G Logout		PIN: 326 749 0537	j	
		Q Edit recurring session		
		Wiew reports		
		Delete session	·	
		% Copy guest link	Copy Guest Link	

You can then navigate to Blackboard Learn and paste this link into any content area that you have created.

If your session is ready to start, you can also click on *Join Session* to enter into your virtual classroom.

## Option 2

Open the email that you received from Blackboard Collaborate when you created your session.

Highlight the *Guest Link* (found closer to the bottom of the email), right click and choose Copy. Then navigate to Blackboard Learn and paste this link into any content area that you have created.

When your session is ready to start you can also click on *Your Link* to join the session.

here to download pictures. To help protect your privacy, Outlook prevented automatic download of some pictures in this message.	
ION: This email originated from outside Northern College. Do not click links or open attachments unless you recognize the sender, ca	n verify their
a Bourgeois:	
Blackboard Collaborate session is scheduled:	,
e: Test Session	Select Your Link to join your session. This
s: March 13, 2020 8:07:00 AM EDT	link is only for your not your students
: March 13, 2020 9:07:00 AM EDT	Ink is only for you, not your students.
ats: Every 1 Week(s) on Friday for 10 Week(s)	
Session:	
our session up to 15 minutes before it starts.	
r Join the Blackboard Collaborate session (This link is associated with your account. Don't share with anyo	one else.)
Any attendees you invited when scheduling the session are automatically emailed their own session link.	Copy this link for your students into their
e others to join:	Blackboard Learn course so they can access
this guest link to your attendees:	your session <u>if</u> you are hosting a live online
https://ca.bbcollab.com/guest/9cc3caccd26c49bc8db3a7b056efa863	session
on dial-in:	
n anonymously. Attendees using this PIN appear as anonymous callers in the session.	
I-in: +1-571-392-7651	

\*\*You <u>cannot</u> provide *Your Link* to your students, as they will not be able to join the session from there. You must provide your students with access to the *Guest Link* only.