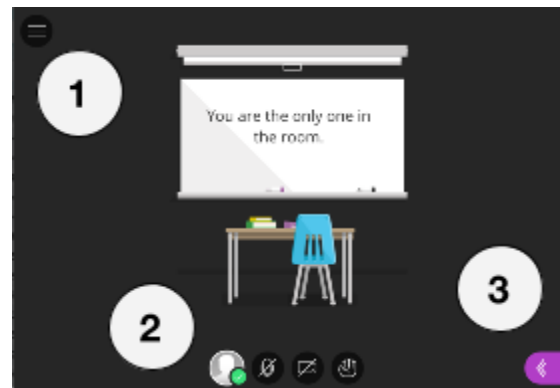


## How do I interact with participants in my session?

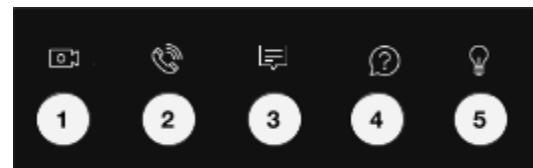
Upon entering a session, you will see the Collaborate media space, where you will find the tools used to interact with participants grouped in the following places:

1. **Session menu:** Click the icon at the top, left of the screen to access top-level actions
2. **Media space tools:** Control your personal audio and video settings here
3. **Collaborate panel:** Click the purple arrow at the bottom, right of the screen to access collaborative tools



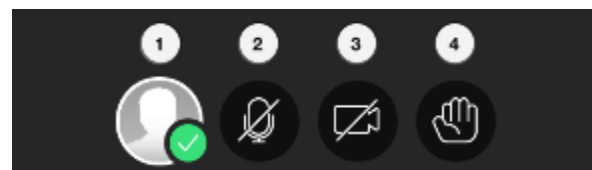
### Session menu

1. **Record a session:** click here to start and stop recordings
2. **Generate dial-in number:** click to display the phone number and PIN for your session
3. **Report an issue:** generate a report to send to the developers
4. **Blackboard Collaborate Help:** links to help resources on the Blackboard website
5. **Learn more about the UI:** links to information about the interface on the Blackboard website



### Media space tools

1. **Profile picture and status:** edit your profile picture and set your away status
2. **Audio:** turn your microphone on and off
3. **Video:** turn your webcam on and off
4. **Handraise:** click to raise your hand and alert the moderator that you have something to say



### Collaborate panel

1. **Chat:** click to open the chat window
2. **Participants panel:** click to show a list of participants in the session
3. **Share content:** click to initiate an appshare session
4. **Settings:** click to adjust session settings

