How to: Check Audio/Video Settings in a Blackboard Collaborate Session

Blackboard Collaborate Ultra shows you audio/video checks before you enter your session. These audio/video checks may stop appearing once Collaborate recognizes your browser. You can alternatively check your sound/video settings yourself once you join a session by following these steps:

1. Click on the purple chevron arrows to open the Collaborate menu panel
2. Click on the gear icon to access my settings
3. Click Audio and Video Settings and select Set up your camera and microphone
4. Collaborate will present an audio test. If you are teaching in a HyFlex classroom select Communications-Echo Cancelling Speakerphone (TesiraFORTE) from the dropdown box and click Yes. Audio is working (Figure 1).

![FIGURE 1](Communication-Echo-Cancelling-Speakerphone-TesiraFORTE.png)

5. Collaborate will present a video test. If you are teaching in a HyFlex classroom select USB Capture SDI or Av.io SDI Video from the dropdown box and click Yes. Video is working.
6. To unmute your microphone and camera on Collaborate, click on the microphone and camera icons on the bottom of the window (Figure 2).

![FIGURE 2](Unmute-Microphone-Camera.png)