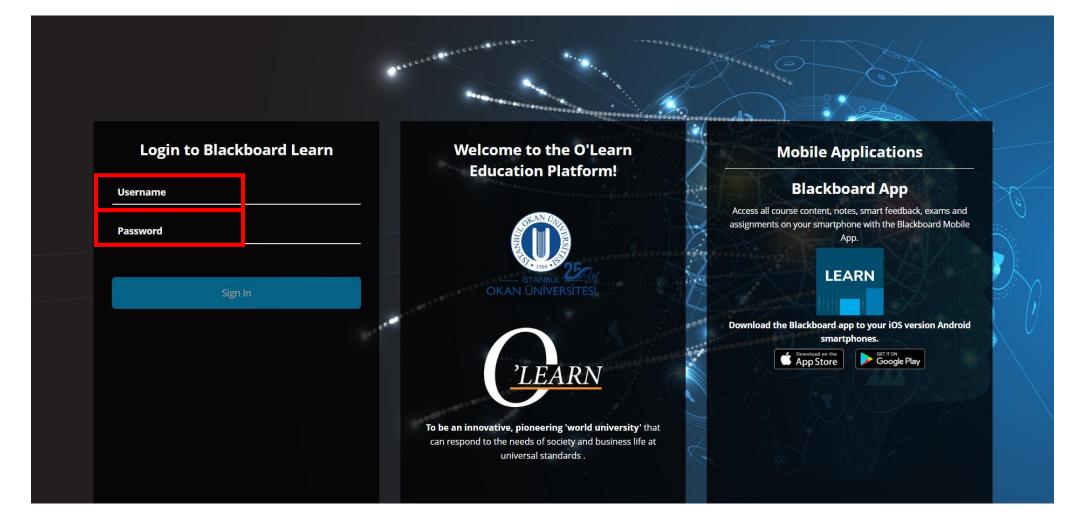


ISTANBUL OKAN UNIVERSITY CLASS COLLAB USER GUIDE FOR STUDENT

How can I access a virtual classroom in an Ultra course view?



Login using the Chrome, Microsoft Edge browser. Access the platform at <u>https://olearn.okan.edu.tr/</u> Login to the O'Learn platform with your OIS (Student Information System) username and password.

| LEARN | Courses | |
|-----------------------------------|---|-----------------------|
| Institution Page ayse yıldız | Image: Search your courses All Terms All Courses All courses | ▼ 25 ▼ items per page |
| Activity Stream | Others | |
| Courses | collabtest1 | |
| Calendar | Collab Test 1 Original Course View Open More info ✓ | ☆ |
| Messages | 2023-2024-TEST | |
| Grades | TEST COURSE Original Course View Open More Info | |
| Assist | 2023-2024-1-ultra | |
| Tools | ULTRA KURS Open - Start now More info ~ | |
| ⊖ Sign Out | | |
| Privacy Terms Accessibility | | Ø |

Enter the courses section and select your course.

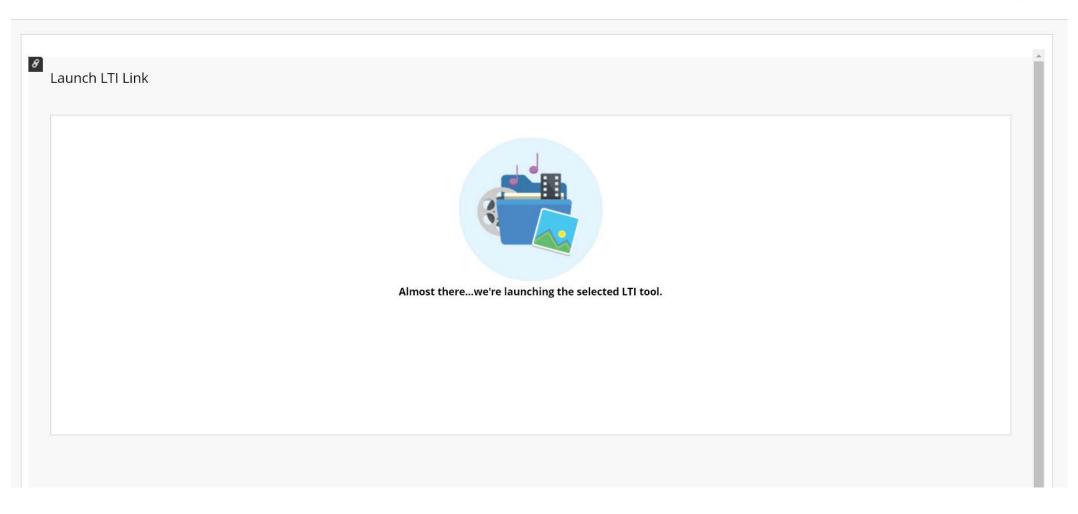
12

2023-2024-1-ultra ULTRA KURS

| Content Calendar Announcements | s Discussions Gradebook (1) Messages Groups | |
|---|---|------------|
| Course Faculty | Course Content | ٩ |
| No course faculty | Class Collab Tool placement | |
| Details & Actions | Pearson English Portal | ~ |
| Off | | |
| Class Collaborate | ••• | |
| Attendance View your attendance | | |
| Books & Tools View course & institution tools | | <u>(</u> 2 |

After logging into your course, click Class Collab.

Collab Test 1 Class Collab



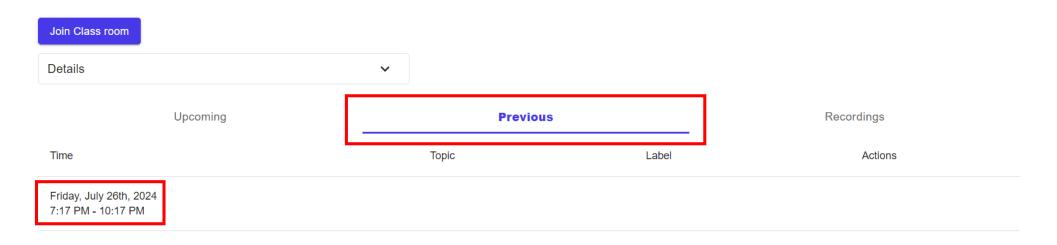
You are directing to the connection screen.

| Join Class room | | | | | | | |
|--|---------|---|----------|------------|-----------------|----------|---|
| Details | | ~ | | | | | |
| U | ocoming | | Previous | Recordings | | | |
| Time | Торіс | | Label | Actions | | | |
| Tuesday, July 9th, 2024 4:00 PM - 4:30 PM | | | | Edit | Launch | | |
| Thursday, August 15th, 2024 🗲 | | | | | | | |
| :33 AM - 10:33 AM | | | | | | | |
| | | | | | | | |
| | | | | | Join Class room | | |
| | | | | | Details | | ` |
| | | | | | Time | Upcoming | _ |
| | | | | | lime | Topic | |
| | | | | | | | |
| | | | | | | | |

You can view scheduled sessions in the 'Upcoming' section and join the session by clicking the 'Launch' button.

If there is no scheduled session, you can access the course room by selecting 'Join Classroom.'

🕂 Collab Test 1



You can view your previous classes from the 'Previous' section.

lass :

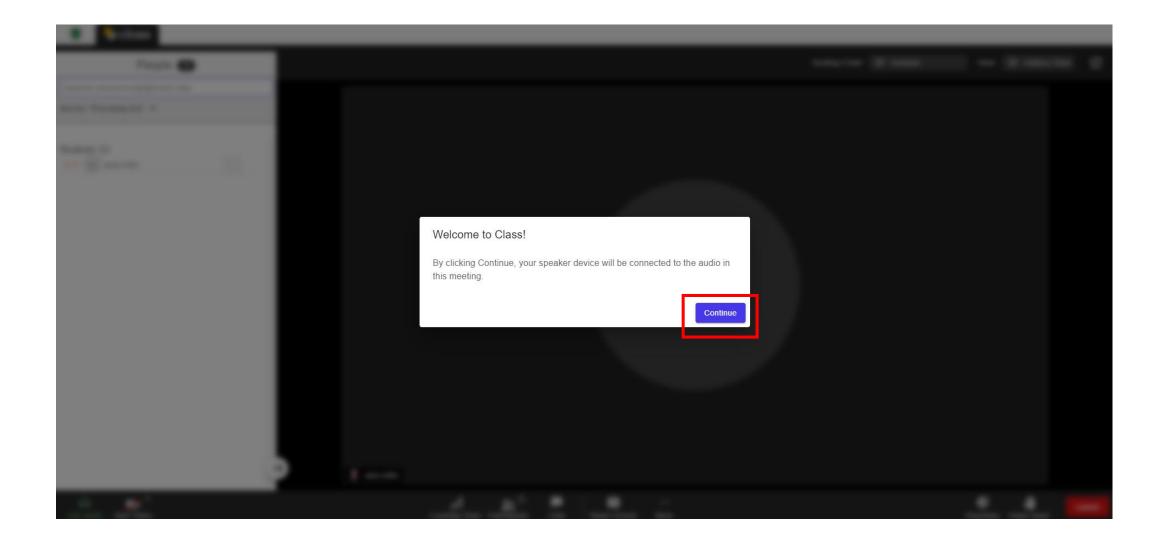




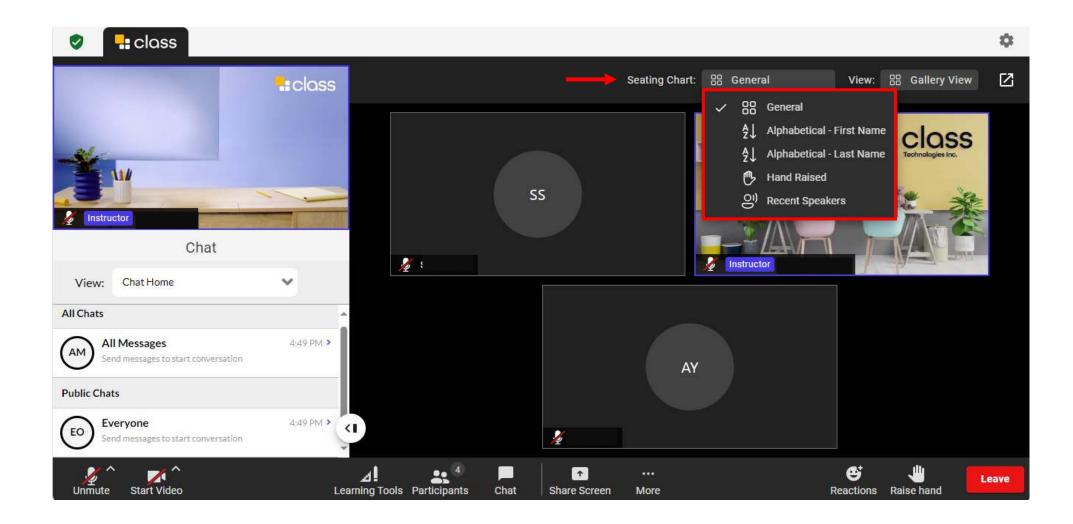
Join your class session Collab Test 1 | 7:33 AM - 10:33 AM

Join on the web

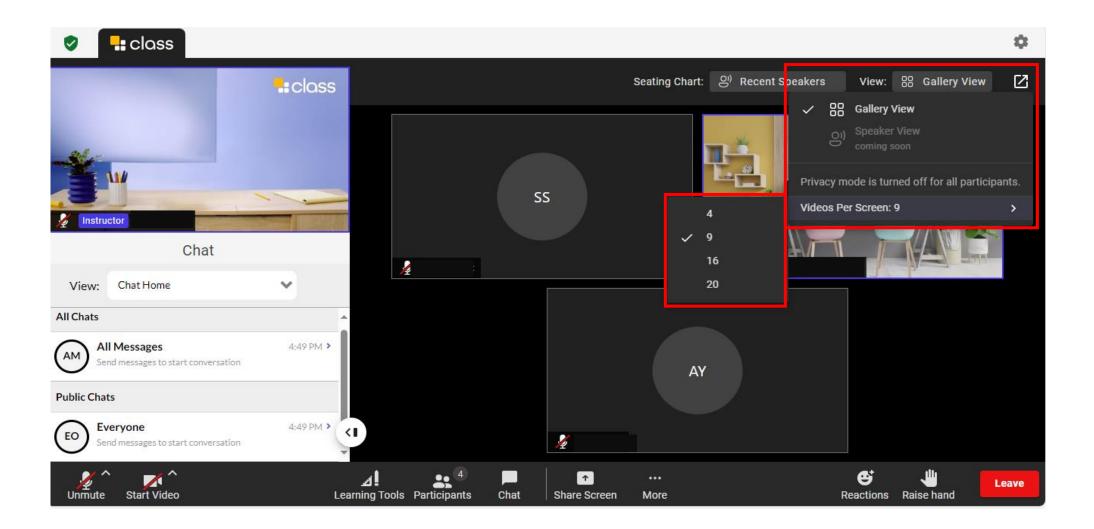
Click the 'Join on the web' button.



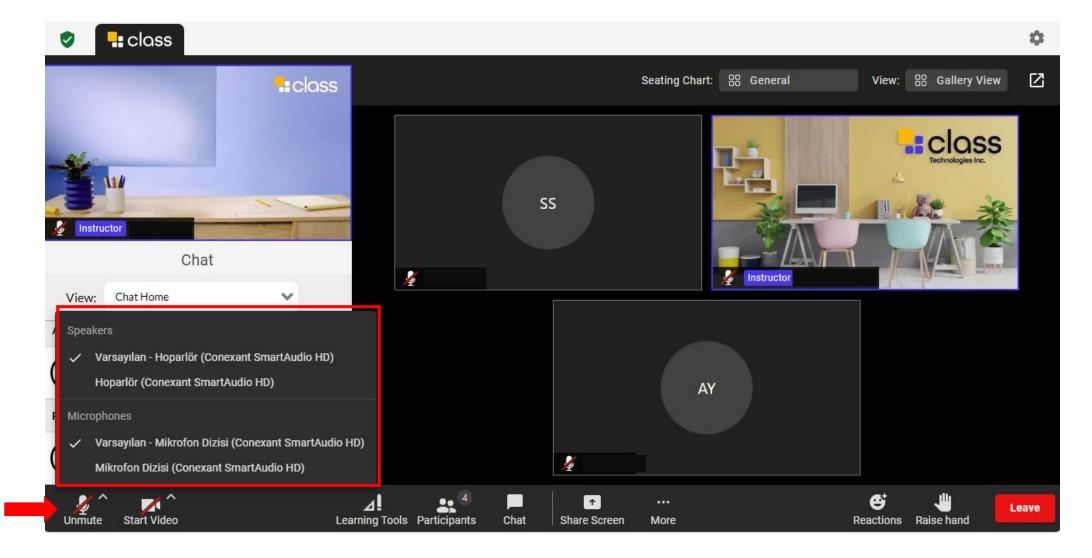
Click the 'Continue' button on the opened screen.



You can select the seating arrangement from the 'Seating Chart' section.

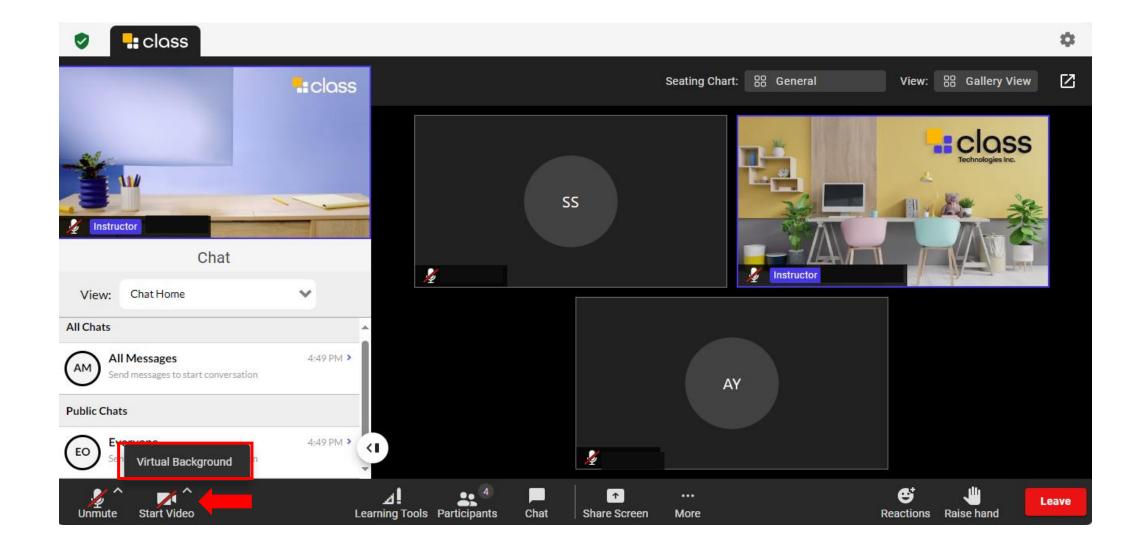


You can choose the number of users to be displayed from the specified area.



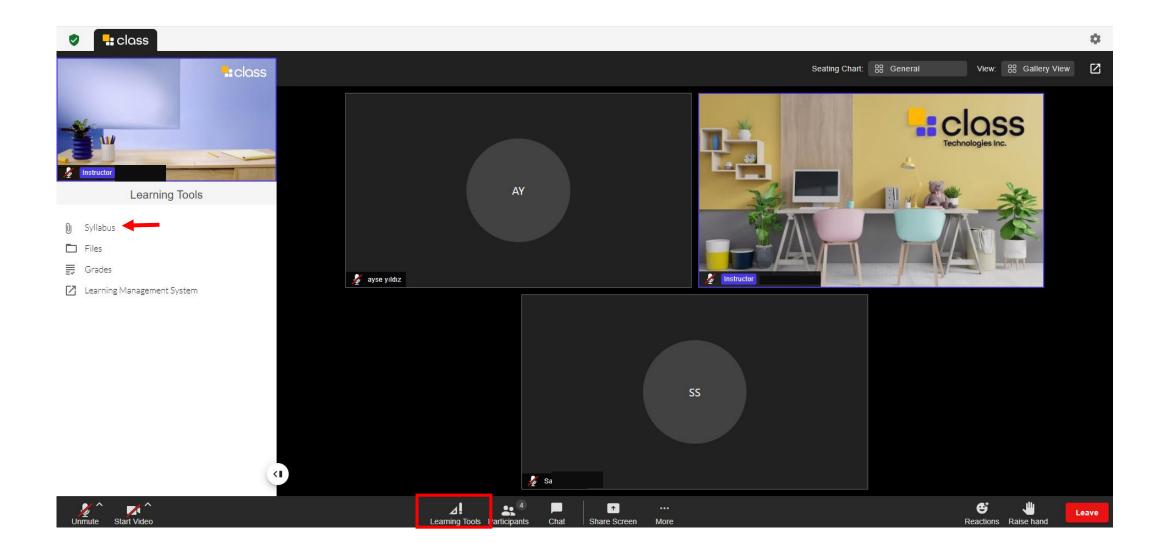
You can turn your microphone on and off from the highlighted area.

You can adjust your microphone settings from the options within the red area.

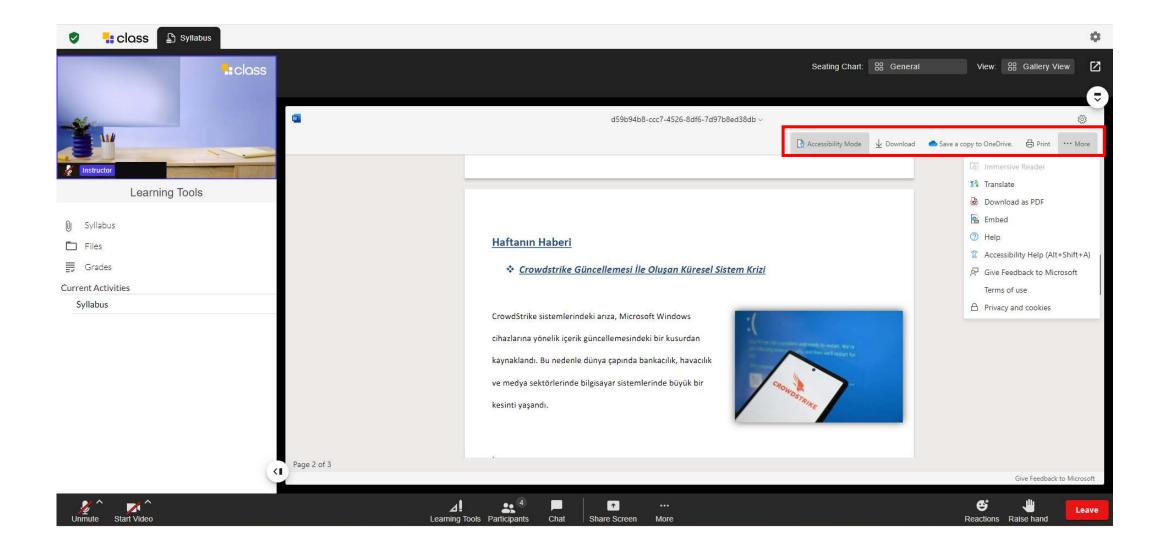


You can turn your camera on and off from the highlighted area.

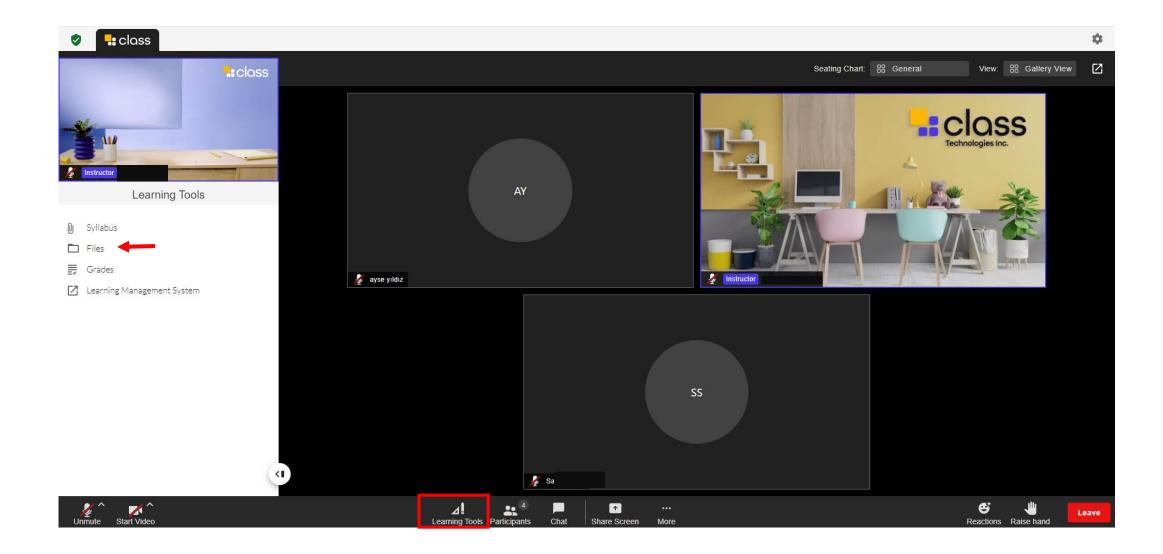
When you activate your camera, you can select your virtual background.



Click on the 'Syllabus' option in the 'Learning Tools' section located on the bottom panel.



You can view and download the course schedule shared by your instructor.

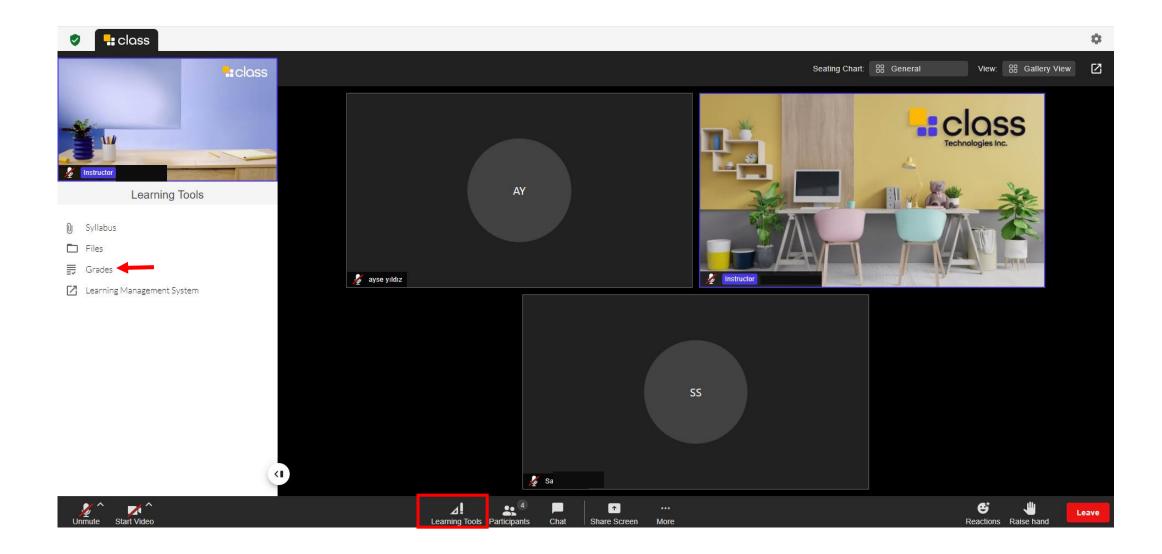


Click on the 'Files' option in the 'Learning Tools' section located on the bottom panel.

Class tools

| N70 H - D | Download View |
|----------------------------------|---------------|
| YZBulten Banner.png | |
| YAPAY ZEKA BÜLTEN SY.1.png | Download View |
| | |
| Öğrencinin_dersteki_notları.xlsx | Download View |
| | |
| õdev.pdf | Download View |

You can view and download the files previously shared by your instructor.



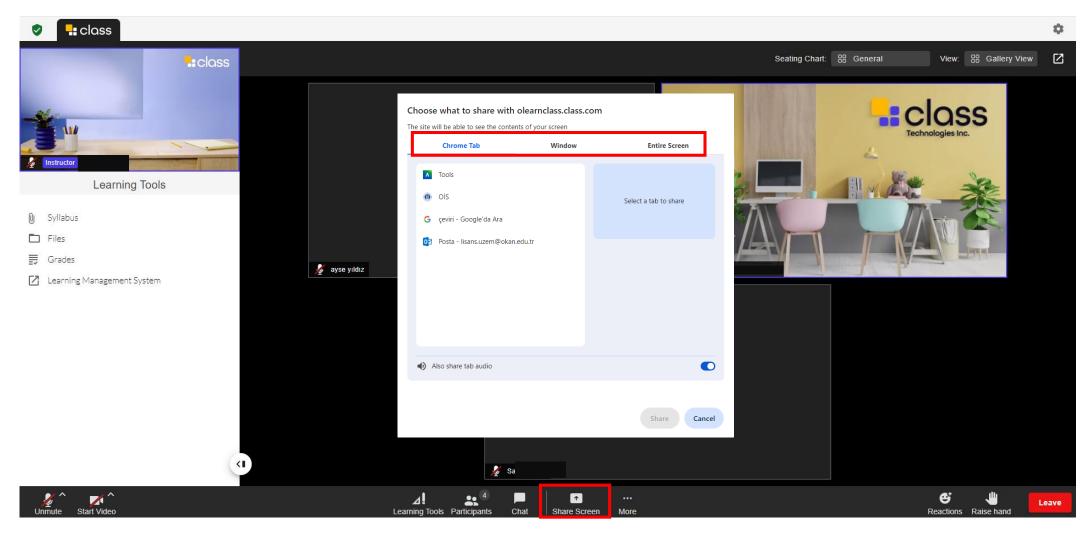
Click on the 'Grades' option in the 'Learning Tools' section located on the bottom panel.

User report 🗸

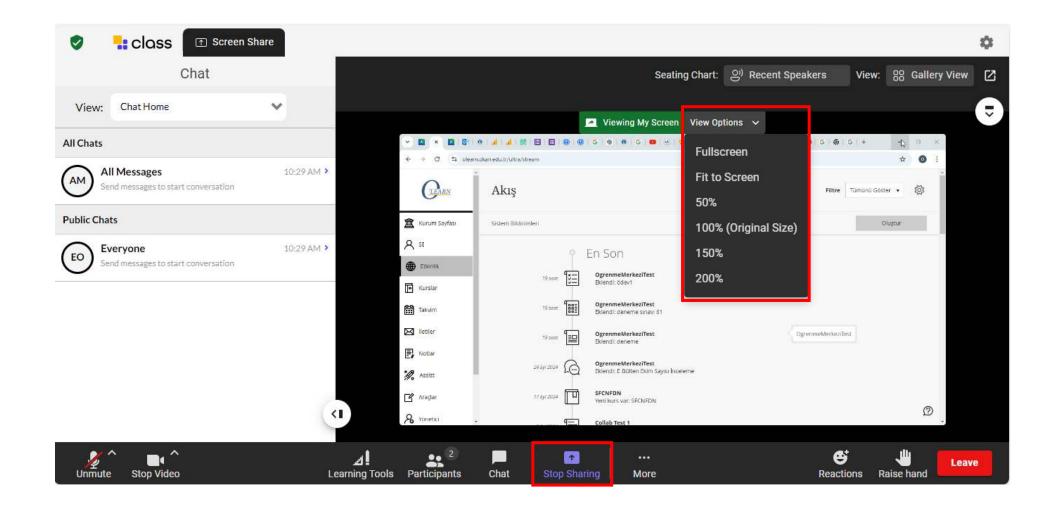
ay ayse yıldız

| rade item | Calculated weight | Grade | Range | Percentage Feed | Contribution to course Iback total |
|----------------------|-----------------------|---------|------------|-----------------|---------------------------------------|
| ✓ Collab_Te: | st_1_Collab_Test_1 | | | | |
| NOTE | 0.00 % | ✔ 25.00 | 20- 100 | 6.25 % | 0.00 % |
| ASSIGNMENT TST | 100.00 % | 20.00 | 0-100 | 20.00 % | 20.00 % |
| QUIZ QUESTIONS TE | 0.00 % EST (Empty) | 121 | 0-10 | 122 | 0.00 % |
| evuz evuz test | 0.00 % (Empty) | 851 | 0-10 | 67.X | 0.00 % |
| QUIZ TEST1 | 0.00 % (Empty) | 3.53 | 0-10 | 25 | 0.00 % |
| QUIZ TEST1 | 0.00 % (Empty) | 15 | 0-10 | (#3) | 0.00 % |

You can view all your assignment and quiz grades you have participated in during the session.

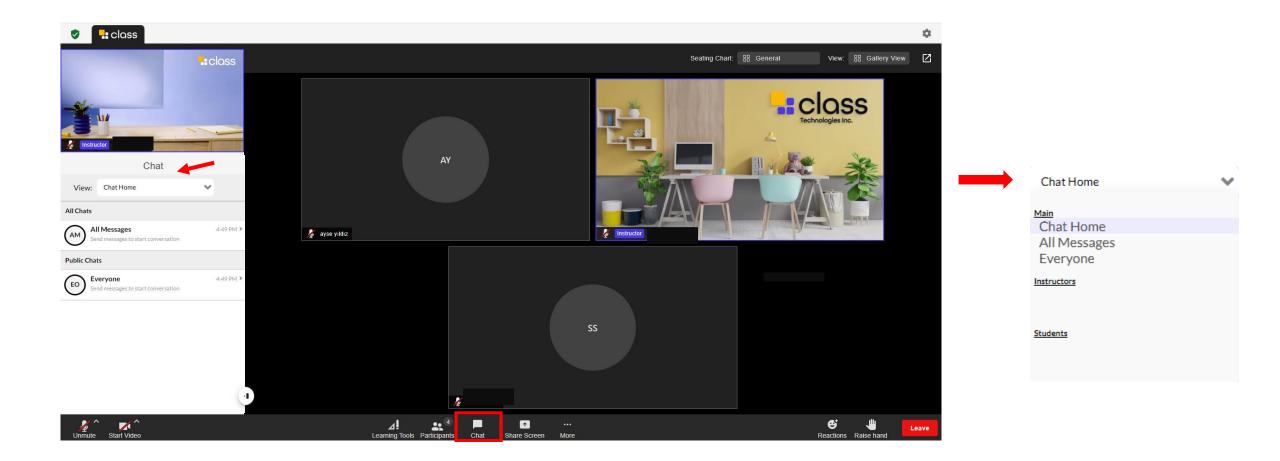


- From the 'Share Screen' area, you can share your browser tab.
- From the "Window" option, you can share the desired window with the class.
- From the "Entire Screen" option, you can share your entire computer screen.
- You can enable the option to share the sound of the screen you are sharing from the 'Also share tab audio'.

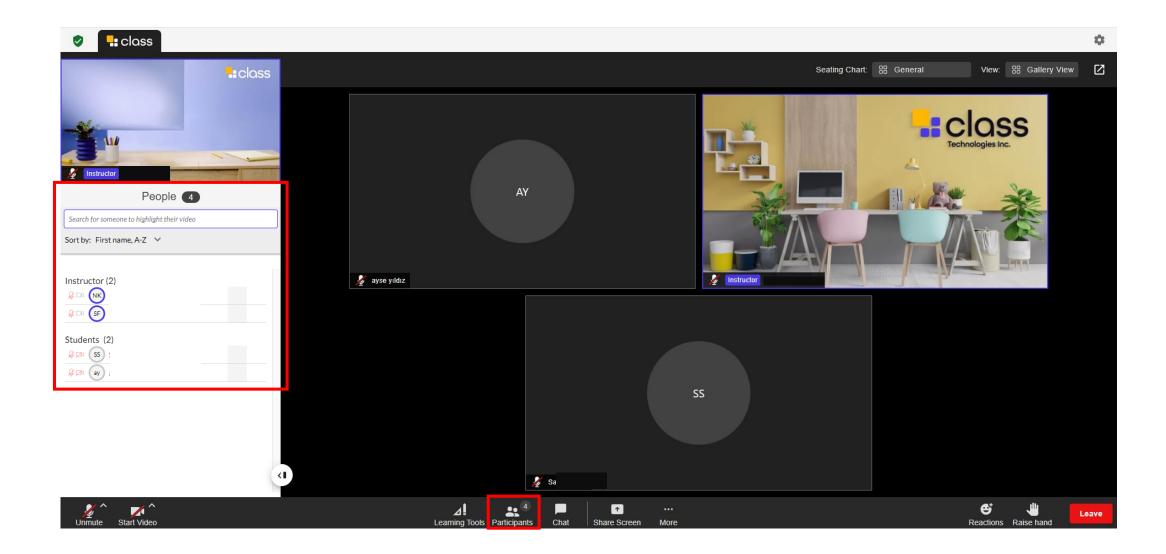


After sharing the screen, you can adjust the screen size from the 'View Options' option.

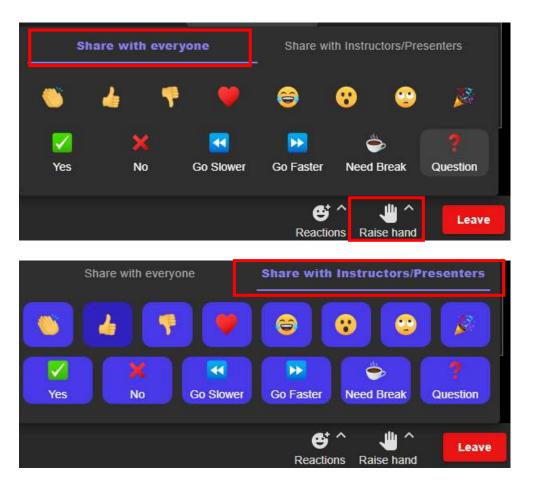
You can stop screen sharing from the 'Stop Sharing' option.

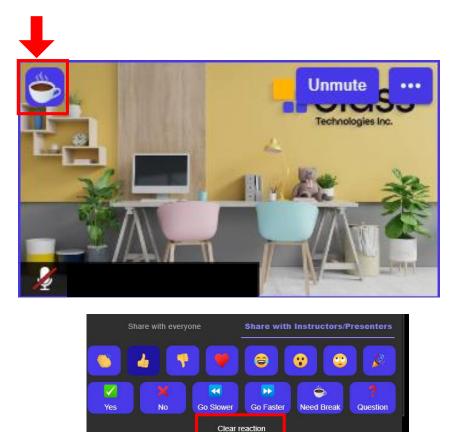


From the 'Chat' area in the lower panel, you can access the chat channels.



From the 'Participants' area in the lower panel, you can view all users.

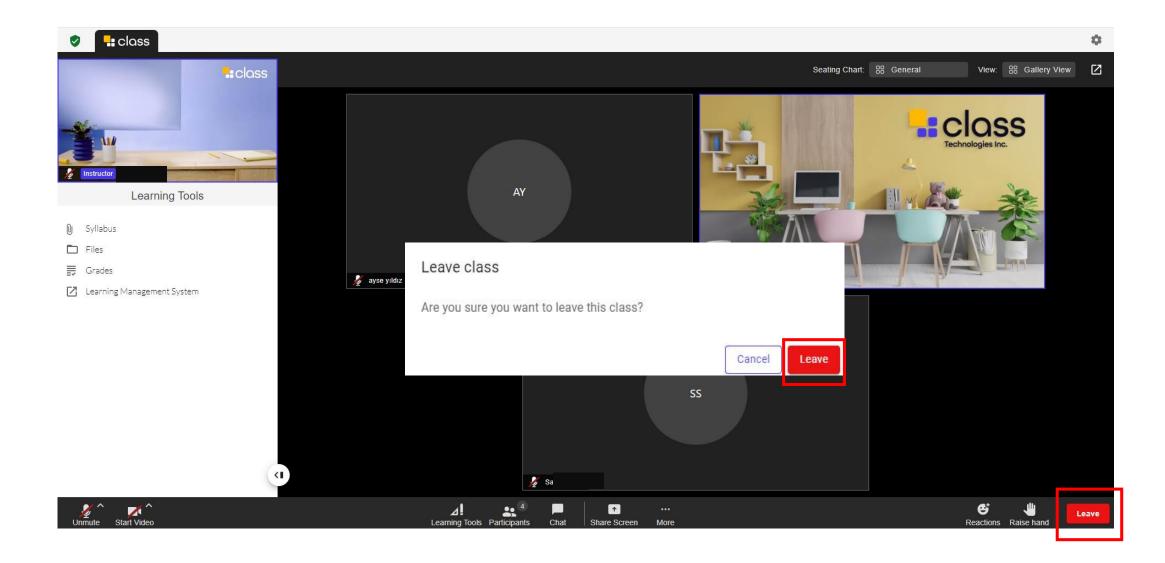




Leave

Raise hand

- In the 'Reaction' area, you can share your selected reaction with the entire class using the 'Share it Everyone' option.
- With the 'Share with Instructors and Presenters' option, you can share your reactions only with instructors and presenters.
- You can delete your reaction using the 'Clear Reaction' option.
- When you want to raise your hand, click the 'Raise hand' button.



Click on the 'Leave' option to exit the class.

TEST COURSE

| Join Class room | | | | | |
|--|-----------------------------------|----------|----------|--|--------------------------------|
| Details | ~ | | | | |
| Upcoming | | Previous | _ | Reco | ordings |
| Time | Name | | Duration | Status | Actions |
| Wednesday, September 18th, 2024 11:00 AM - 11:01 AM | Recording at 18.09.2024, 11:00:10 | | 00:01:29 | Instructors, assistants and students | •••• Start playback Refresh |
| Tuesday, September 10th, 2024 10:45 AM - 11:13 AM | Recording at 10.09.2024, 10:45:14 | | 00:28:05 | Instructors, assistants and students | Copy link |

You can watch course recordings from the 'Recordings' section.

You can copy the course registration link from the 'Copylink' option.

You can watch the lesson recording from the 'Start playback' option.