



ISTANBUL *25* Year  
OKAN UNIVERSITY

# ISTANBUL OKAN UNIVERSITY CLASS COLLAB USER GUIDE FOR STUDENT

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

The image shows a dark-themed user interface for the O'Learn Education Platform. On the left, there is a login section titled "Login to Blackboard Learn" with two input fields for "Username" and "Password" (both highlighted with a red border) and a blue "Sign In" button. The central area features a "Welcome to the O'Learn Education Platform!" message, the Istanbul Okan University logo, and the "O'LEARN" logo. Below the logo is the text: "To be an innovative, pioneering 'world university' that can respond to the needs of society and business life at universal standards." On the right, there is a section for "Mobile Applications" titled "Blackboard App", which describes the app's features and provides download links for the App Store and Google Play.

Login using the Chrome, Microsoft Edge browser.

Access the platform at <https://olearn.okan.edu.tr/>

Login to the O'Learn platform with your OIS (Student Information System) username and password.



## Courses

Institution Page

ayse yıldız

Activity Stream

Courses

Calendar

Messages

Grades

Assist

Tools

Sign Out

Privacy  
Terms  
Accessibility

Search your courses

Terms  
All Terms

Filters  
All courses

25 items per page

3 results

### Others

collabtest1

**Collab Test 1** Original Course View

Open | More info



2023-2024-TEST

**TEST COURSE** Original Course View

Open | More info



2023-2024-1-ultra

**ULTRA KURS**

Open · Start now | More info




Enter the courses section and select your course.


## Course Faculty


No course faculty


## Details & Actions

 Roster  
[View everyone in your course](#)

 Progress Tracking ⓘ  
Off


 Class Collaborate  
[Join session](#) ⋮

 Attendance  
[View your attendance](#)

 Books & Tools  
[View course & institution tools](#)

## Course Content



 Class Collab  
Tool placement

 Pearson English Portal



After logging into your course, click Class Collab.



Launch LTI Link



Almost there...we're launching the selected LTI tool.

You are directing to the connection screen.

Collab Test 1

Join Class room

Details

**Upcoming**

Time	Topic	Previous	Label	Recordings	Actions
Tuesday, July 9th, 2024 4:00 PM - 4:30 PM					<a href="#">Edit</a> <a href="#">Launch</a>
Thursday, August 15th, 2024 7:33 AM - 10:33 AM					

Collab Test 1

Join Class room

Details

**Upcoming**

Time	Topic	Previous	Label	Recordings	Actions
No sessions scheduled yet					

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

Join Class room

Details



Upcoming

**Previous**

Recordings

Time

Topic

Label

Actions

Friday, July 26th, 2024  
7:17 PM - 10:17 PM

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



### Join your class session

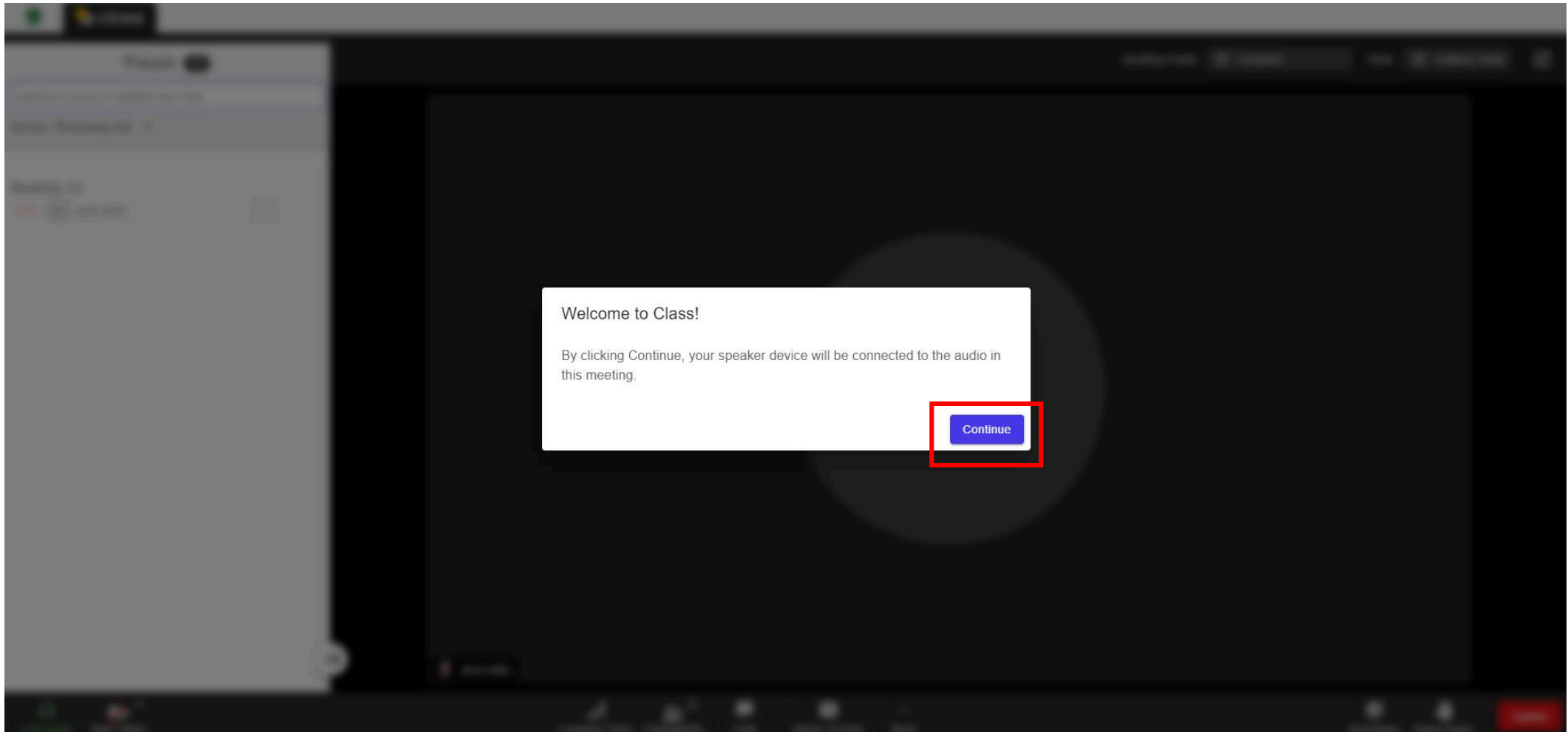
Collab Test 1 |

7:33 AM - 10:33 AM

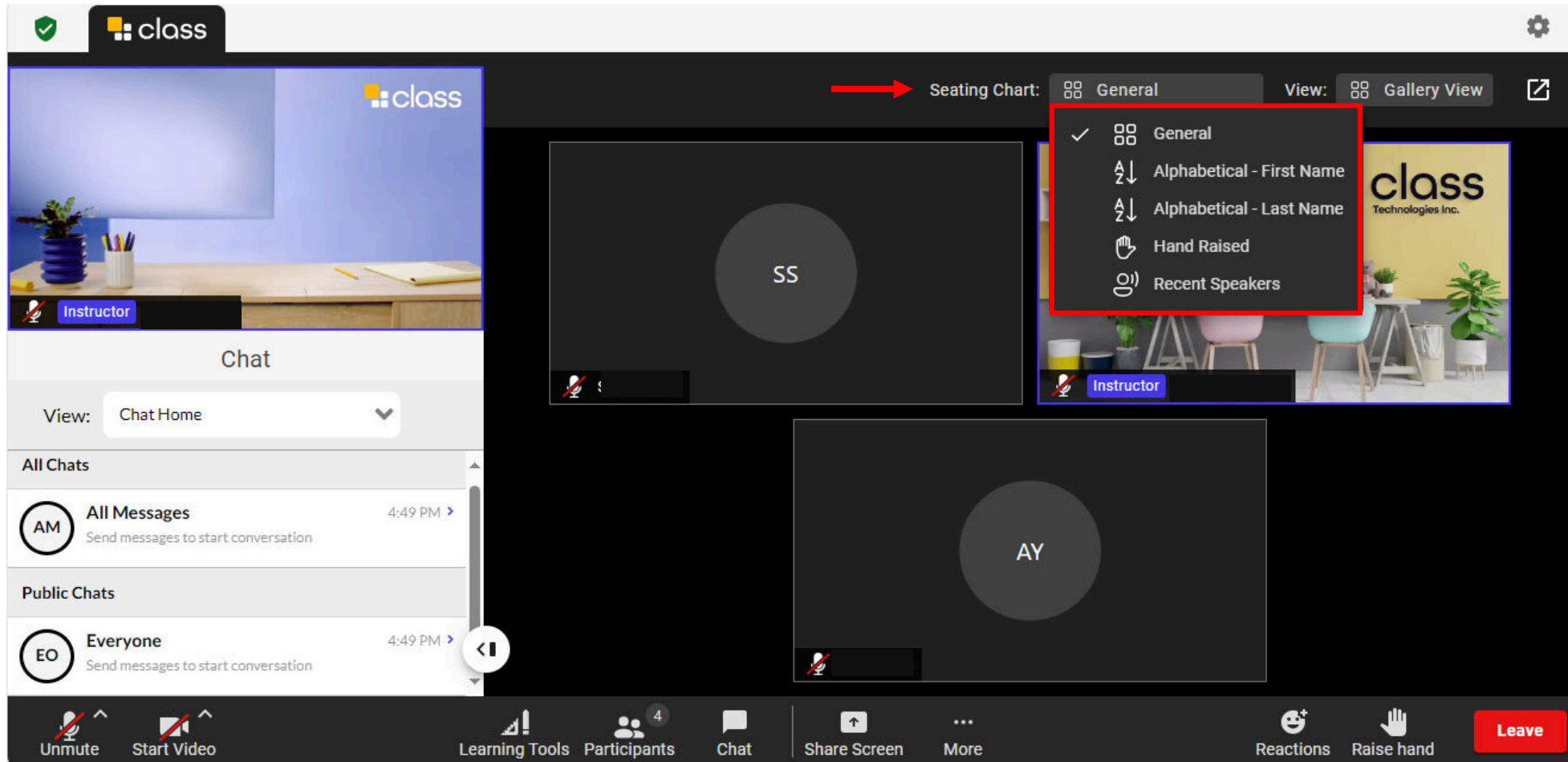
Join on the web

Click the 'Join on the web' button.

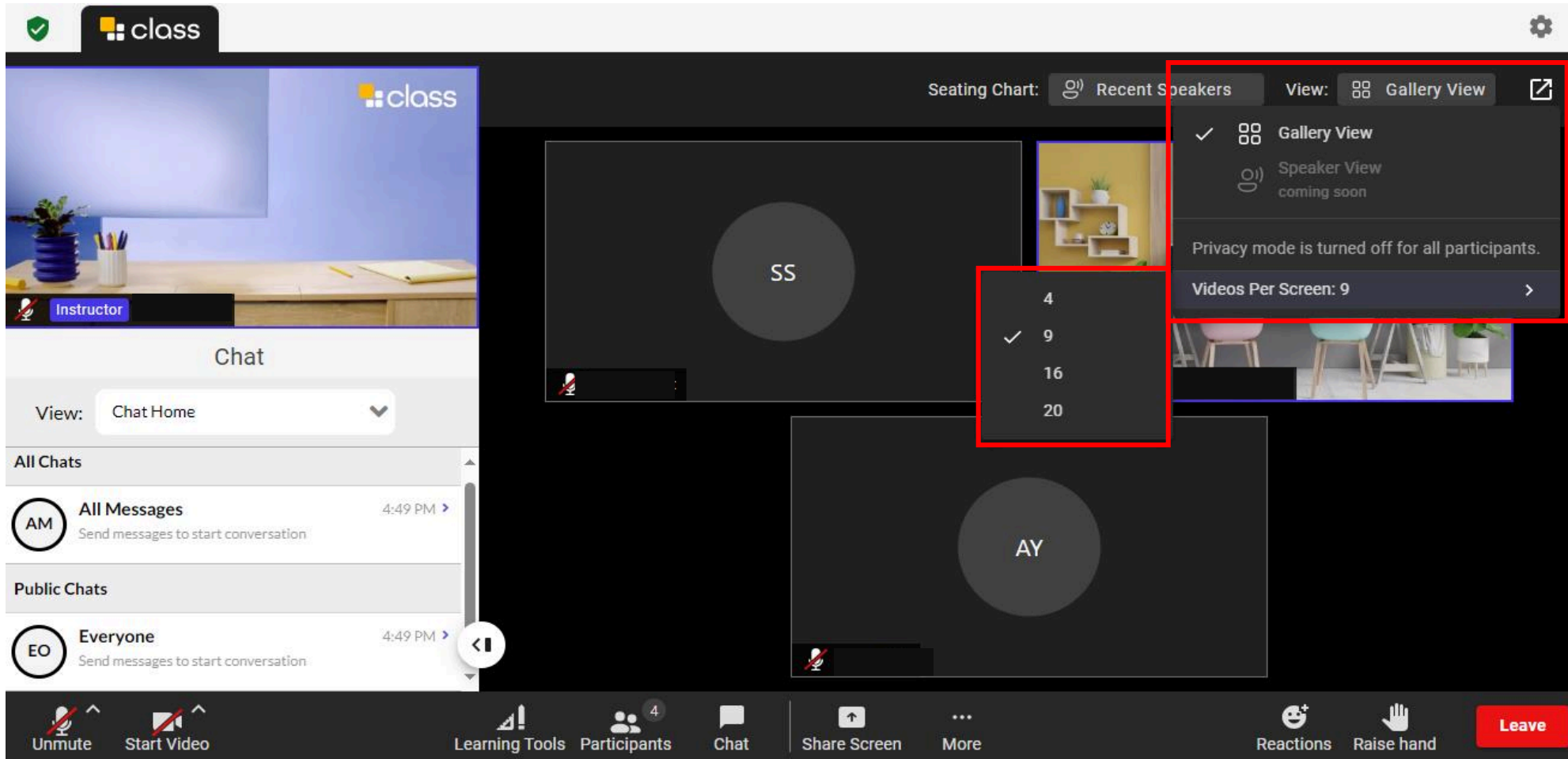




Click the 'Continue' button on the opened screen.



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.

The screenshot displays the Classroom app interface. At the top left, there is a green checkmark icon and the 'class' logo. The main area shows a video conference with three participants: an 'Instructor' in the top left, a participant labeled 'SS' in the top center, and another 'Instructor' in the top right. A chat window is open in the bottom left, showing 'View: Chat Home'. A red box highlights the audio settings menu, which is open from the 'Unmute' button in the bottom toolbar. The menu lists 'Speakers' and 'Microphones' with their respective default settings. The bottom toolbar includes icons for 'Unmute', 'Start Video', 'Learning Tools', 'Participants' (with a '4' notification), 'Chat', 'Share Screen', 'More', 'Reactions', 'Raise hand', and a red 'Leave' button.

Speakers

- ✓ Varsayılan - Hoparlör (Conexant SmartAudio HD)
- Hoparlör (Conexant SmartAudio HD)

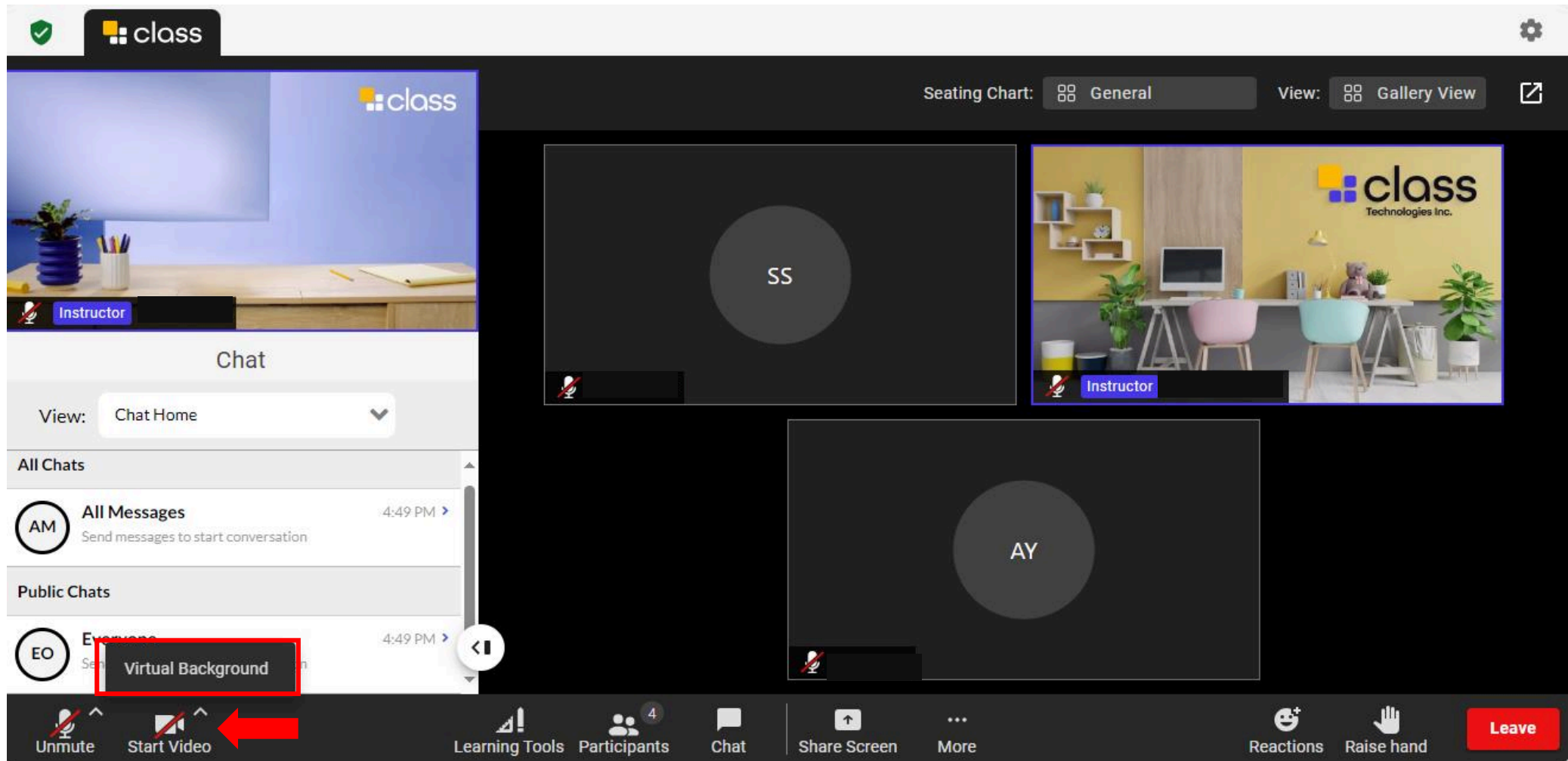
Microphones

- ✓ Varsayılan - Mikrofon Dizisi (Conexant SmartAudio HD)
- Mikrofon Dizisi (Conexant SmartAudio HD)

Unmute Start Video Learning Tools Participants 4 Chat Share Screen More Reactions Raise hand Leave

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.

class

Seating Chart: General View: Gallery View

class Technologies Inc.

AY

ayse yildiz

Instructor

Syllabus

Files

Grades

Learning Management System

SS

Sa

Unmute Start Video Learning Tools Participants Chat Share Screen More Reactions Raise hand Leave

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

The screenshot shows a Microsoft Teams meeting interface. On the left, there is a sidebar with 'class' and 'Syllabus' tabs, a video feed of an instructor, and a 'Learning Tools' section. The main area displays a document titled 'Haftanın Haberi' (This Week's News) with a sub-heading 'CrowdStrike Güncellemesi İle Oluşan Küresel Sistem Krizi' (Global System Crisis Caused by CrowdStrike Update). The document text discusses a CrowdStrike system outage affecting Microsoft Windows devices. A red box highlights the document's action menu, which includes options like 'Accessibility Mode', 'Download', 'Save a copy to OneDrive', 'Print', and 'More'. A dropdown menu is open, showing options like 'Immersive Reader', 'Translate', 'Download as PDF', 'Embed', 'Help', 'Accessibility Help (Alt+Shift+A)', 'Give Feedback to Microsoft', 'Terms of use', and 'Privacy and cookies'. The bottom of the screen shows the meeting controls, including 'Unmute', 'Start Video', 'Learning Tools', 'Participants', 'Chat', 'Share Screen', 'More', 'Reactions', 'Raise hand', and 'Leave'.

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.



 Files

<a href="#">YZBulten Banner.png</a>	<a href="#">Download</a>	<a href="#">View</a>
<a href="#">YAPAY ZEKA BÜLTEN SY.1.png</a>	<a href="#">Download</a>	<a href="#">View</a>
<a href="#">Öğrencinin_dersteki_notlari.xlsx</a>	<a href="#">Download</a>	<a href="#">View</a>
<a href="#">ödev.pdf</a>	<a href="#">Download</a>	<a href="#">View</a>
<a href="#">200AIAraclari.pdf</a>	<a href="#">Download</a>	<a href="#">View</a>

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

class

Seating Chart: General View: Gallery View

class Technologies Inc.

ayse yildiz

Instructor

Learning Tools

- Syllabus
- Files
- Grades
- Learning Management System

SS

Sa

Instructor

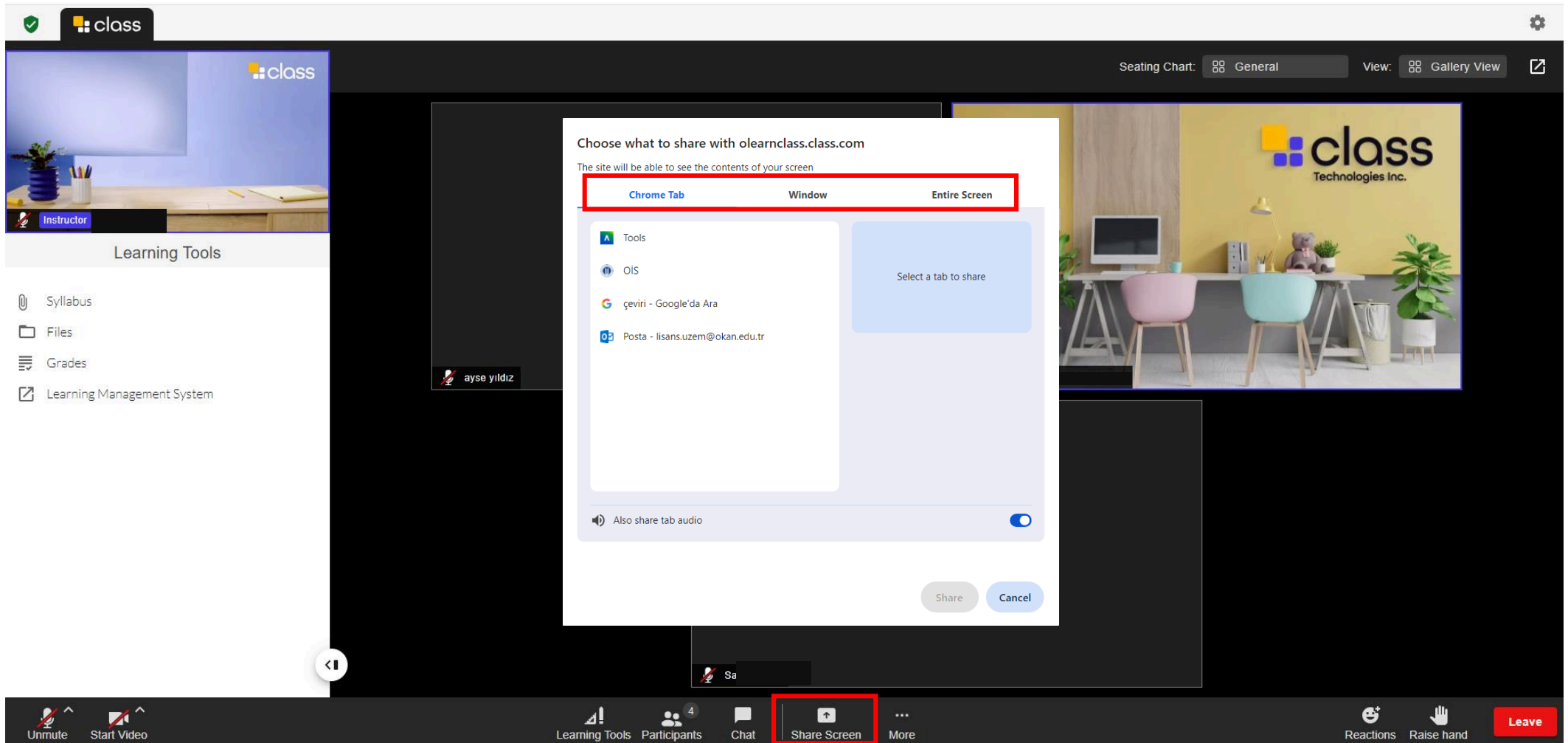
Unmute Start Video Learning Tools Participants Chat Share Screen More Reactions Raise hand Leave

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

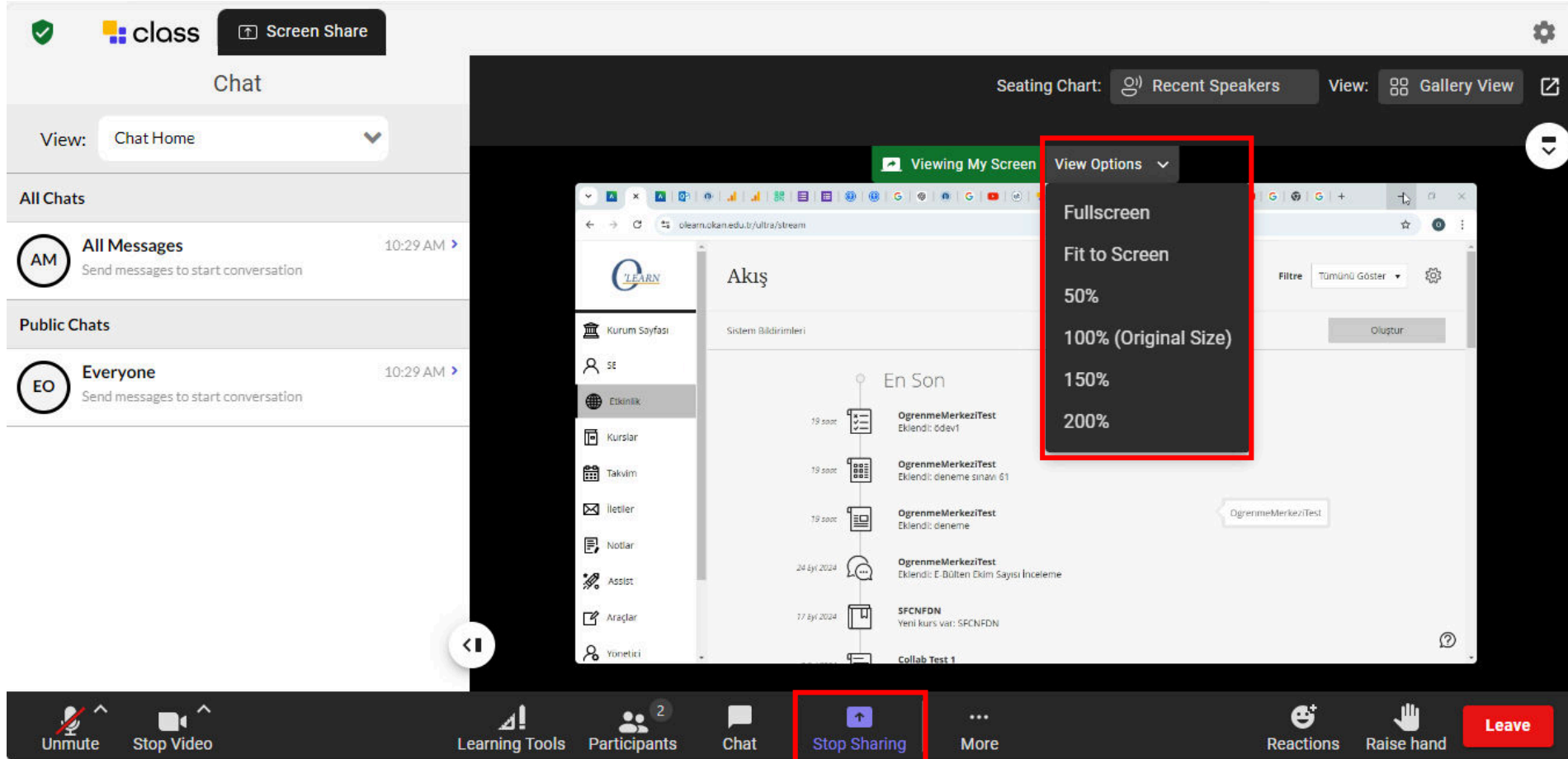
ay ayse yıldız

Grade item	Calculated weight	Grade	Range	Percentage	Feedback	Contribution to course total
▾ Collab_Test_1_Collab_Test_1						
<input type="checkbox"/> MANUAL ITEM NOTE	0.00 %	✓ 25.00	20-100	6.25 %		0.00 %
<input checked="" type="radio"/> ASSIGNMENT TST	100.00 %	20.00	0-100	20.00 %		20.00 %
<input type="radio"/> QUIZ QUESTIONS TEST	0.00 % (Empty)	-	0-10	-		0.00 %
<input type="radio"/> QUIZ test	0.00 % (Empty)	-	0-10	-		0.00 %
<input type="radio"/> QUIZ TEST1	0.00 % (Empty)	-	0-10	-		0.00 %
<input type="radio"/> QUIZ TEST1	0.00 % (Empty)	-	0-10	-		0.00 %

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

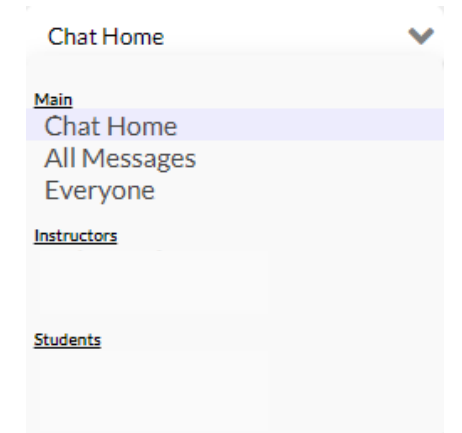
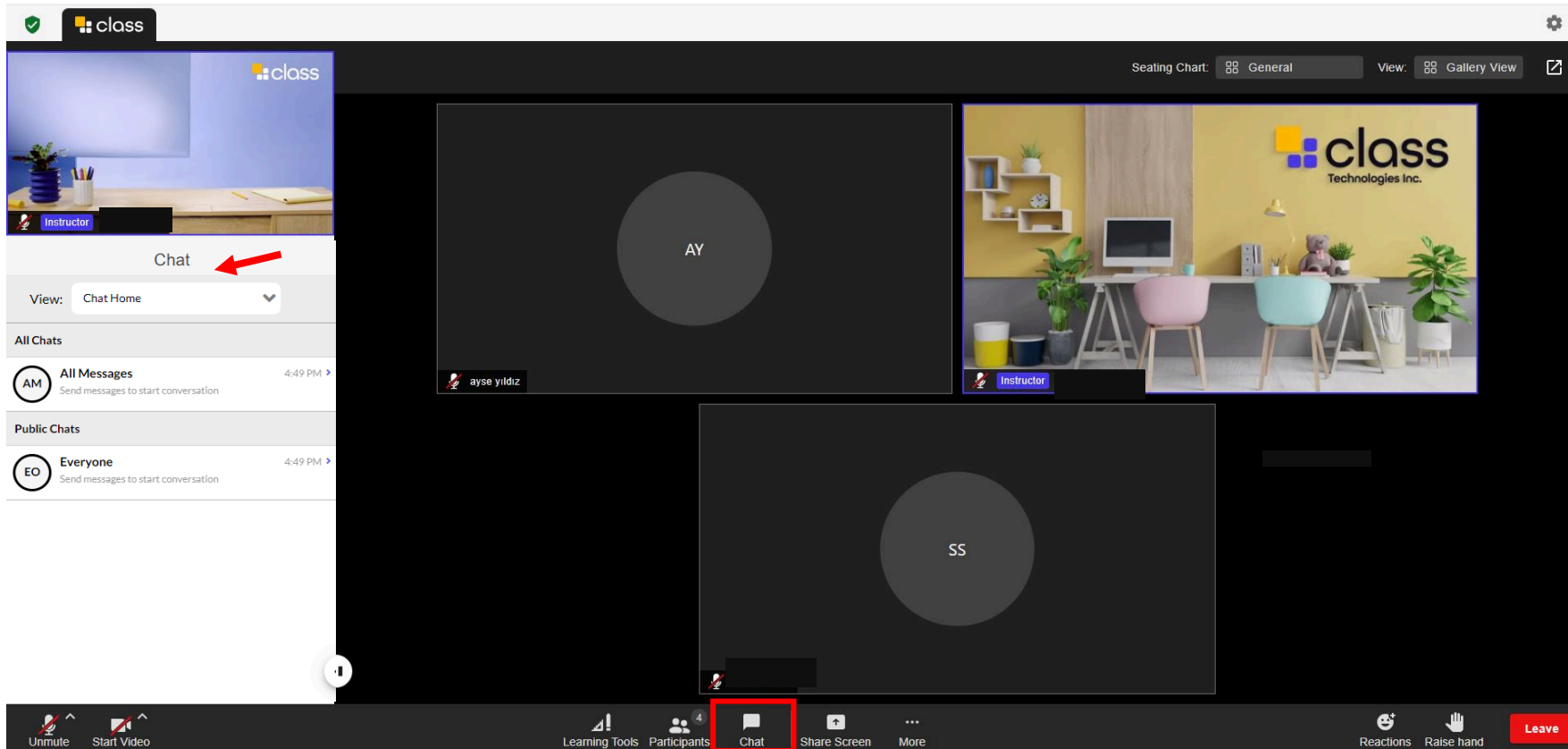


- From the 'Share Screen' area, you can share your browser tab.
- From the "Window" option, you can share the desired window with the class.
- From the "Entire Screen" option, you can share your entire computer screen.
- You can enable the option to share the sound of the screen you are sharing from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

The screenshot displays a virtual classroom interface for Class Technologies Inc. The main area features a grid of video feeds. The top-left feed shows a desk with a whiteboard and is labeled 'Instructor'. The top-right feed shows a desk with a computer and is also labeled 'Instructor'. The bottom-left feed is a large dark circle with the initials 'AY' and is labeled 'ayse yildiz'. The bottom-right feed is a large dark circle with the initials 'SS' and is labeled 'Sa'. In the top right corner, there are controls for 'Seating Chart' (set to 'General') and 'View' (set to 'Gallery View').

A 'People' sidebar is open on the left, showing a search bar and a list of participants. The list is divided into 'Instructor (2)' and 'Students (2)'. The instructors listed are 'NK' and 'SF'. The students listed are 'SS' and 'ay'. The 'Participants' icon in the bottom control bar is highlighted with a red box.

The bottom control bar includes the following icons from left to right: Unmute, Start Video, Learning Tools, Participants (highlighted with a red box), Chat, Share Screen, More, Reactions, Raise hand, and a red 'Leave' button.

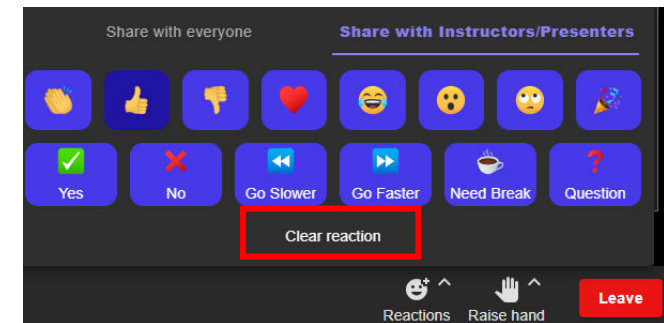
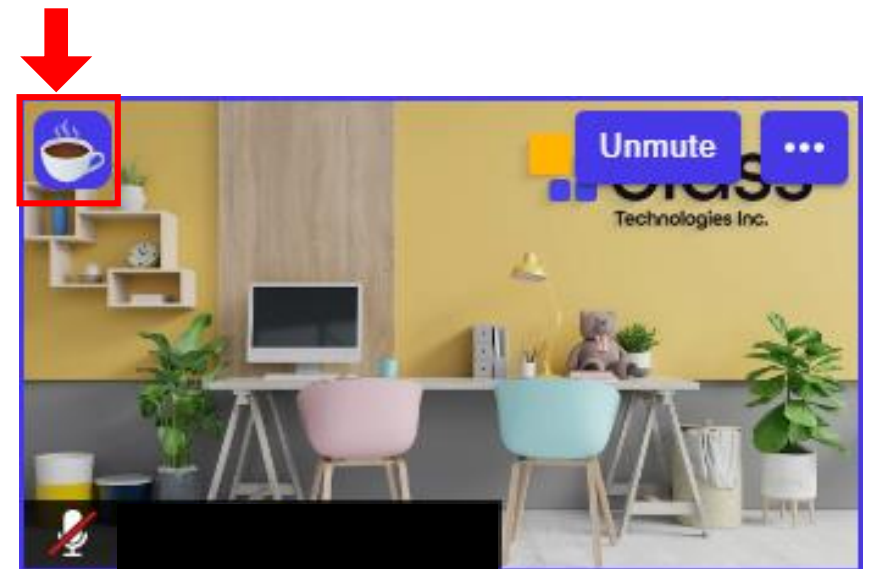
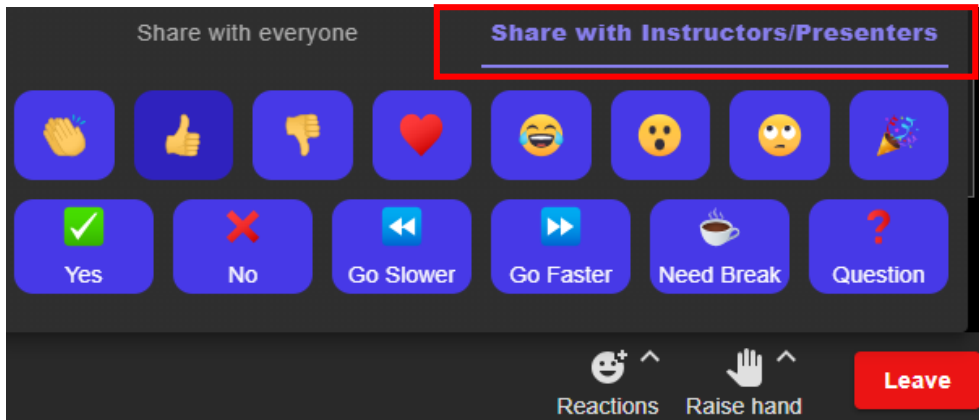
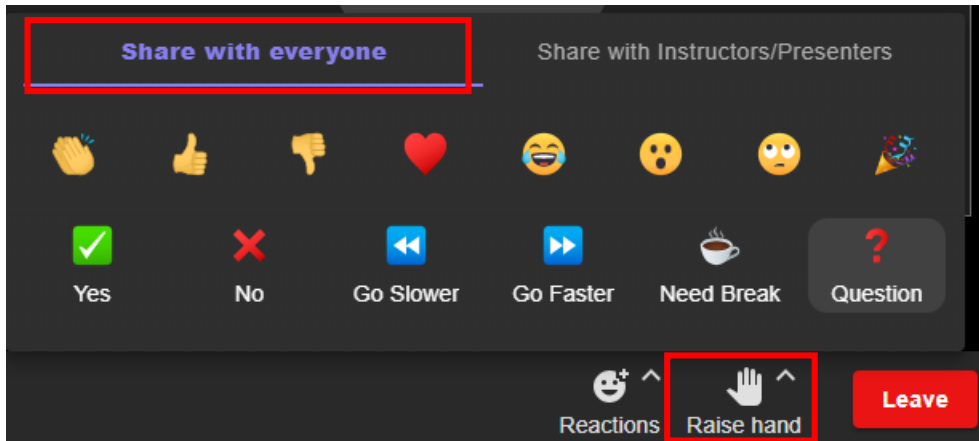
From the 'Participants' area in the lower panel, you can view all users.

The screenshot shows a Zoom meeting interface. At the top left, there is a 'class Technologies Inc.' logo. The main video area is split into two windows: the left one shows a desk with a laptop and a plant, and the right one shows a dark screen with a large 'SS' watermark. On the left side, there is a 'People' panel with a search bar and a list of participants: 'Instructor (1)' with 'SEFACAN FID...' and 'Students (2)' with 'Sanat Sanat' and 'ayse yıldız'. At the bottom, there is a toolbar with icons for 'Unmute', 'Stop Video', 'Learning Tools', 'Participants', 'Chat', 'Share Screen', and 'More'. The 'More' icon is highlighted with a red box, and a dropdown menu is open, showing 'Closed Captioning: Off' also highlighted with a red box.

The 'Closed captions settings' dialog box is open. It has a title bar 'Closed captions settings'. Below the title bar, there is a toggle switch for 'Show captions' which is currently turned off. Below the toggle, there is a horizontal slider for 'Font size'. At the bottom of the dialog, there is a preview area showing a name 'John Doe' and the text 'Captions will look like this'. At the bottom right of the dialog, there are two buttons: 'Cancel' and 'Apply', both highlighted with red boxes. To the left of these buttons, the text 'Unsaved changes' is visible.

You can activate the subtitle feature from the More option and adjust the font size.





- 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.

The image shows a screenshot of a 'class' meeting interface. On the left, there is a sidebar with 'Learning Tools' including Syllabus, Files, Grades, and Learning Management System. The main area displays a grid of participants, with one participant labeled 'AY' and another 'ayse yildiz'. A white dialog box is centered over the grid, asking 'Leave class' and 'Are you sure you want to leave this class?'. The dialog box has two buttons: 'Cancel' and 'Leave'. The 'Leave' button is highlighted with a red border. At the bottom of the screen, there is a control bar with various icons. The 'Leave' button in the control bar is also highlighted with a red border.

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

## TEST COURSE

Join Class room

Details

Upcoming

Previous

**Recordings**

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	<ul style="list-style-type: none"><li>Start playback</li></ul>
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	<ul style="list-style-type: none"><li>Refresh</li><li>Copy link</li><li>Start playback</li></ul>

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.