

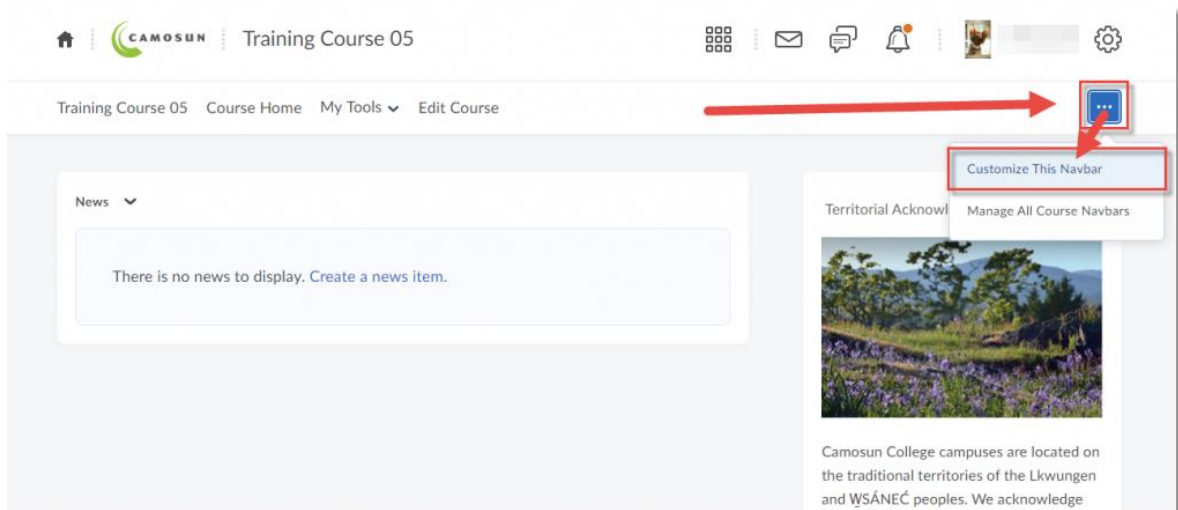
Adding Collaborate to your D2L Navbar – Blackboard Collaborate Ultra Tutorial

This tutorial is designed for faculty who have previous experience using D2L, and who have had some experience with Blackboard Collaborate Ultra (e.g., attended an information session or a hands-on session). For further information or assistance, go to our [Team Dynamix Support portal](#) and click the appropriate Category to submit a ticket.

Scenario

This tutorial will cover the steps involved when you wish to set up a link to Collaborate on your D2L Navbar.

1. Go your D2L course.
2. Hover your mouse over the Navbar, and click on the three dots that appear at the top, right, and select **Customize this Navbar** (note, if you have already customized your Navbar, you will select **Edit this Navbar**).



3. Change the **Name** of your Navbar if you like, then in the Links area, click **Add Links**.

Training Course 05 Course Home My Tools Edit Course

Edit Navbar

Name *
Training Course 05 Navbar

Edit description

Links

Training Course 05 Course Home My Tools Edit Course

Add Links

Enable Icon-Based Navbar

Theme
Camosun upgrade 10.3

Save and Close Save Cancel

4. In the **Add Links** box, scroll down and select Collaborate, then click **Add**.

Add Links

Capture Central
Provides access to the Capture Central tool.

Chat
Provides access to the Chat tool.

Checklist
Provides access to the Checklist tool.

Class Progress
Provides access to the User Progress tool.

Classlist
Provides access to the Classlist tool.

Collaborate
Blackboard Collaborate Ultra web conferencing and online classroom tool.

Communication
Sample link group that is meant to contain links to communication tools.

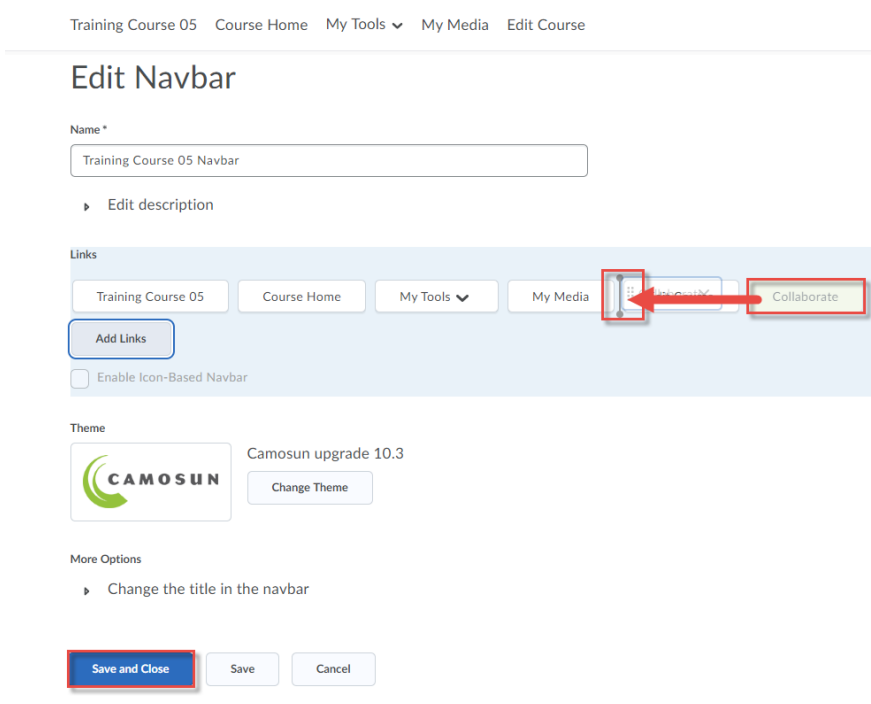
Competencies
Provides access to the Competencies tool.

Content

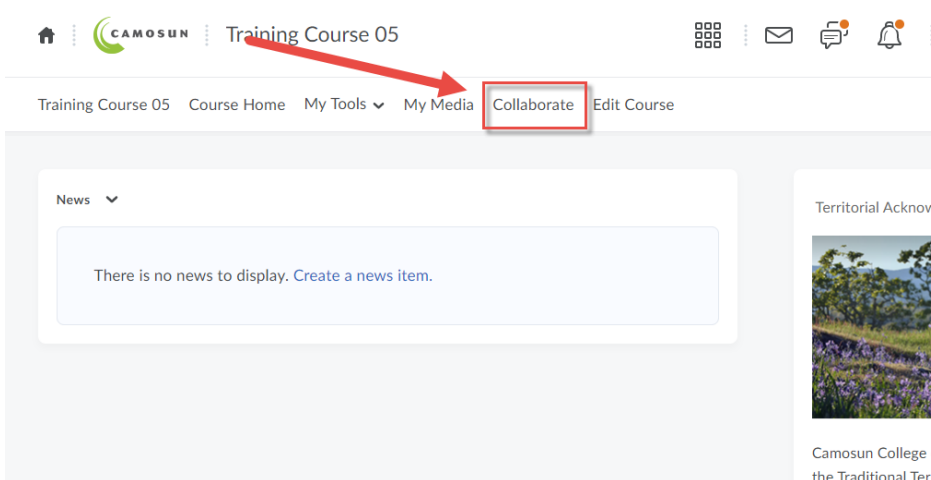
Add Cancel



5. Move the new navbar link as needed (click and hold your mouse button on the new link and move around the navbar), then click **Save and Close**.



6. Your new link will now appear in your navbar.



Things to Remember

To create sessions within your Collaborate room, see the tutorial *Creating a Collaborate Session*.



This content is licensed under a [Creative Commons Attribution 4.0 International Licence](https://creativecommons.org/licenses/by/4.0/). Icons by the [Noun Project](https://nounproject.com/).