



Participating in Chat Sessions – D2L Tutorial

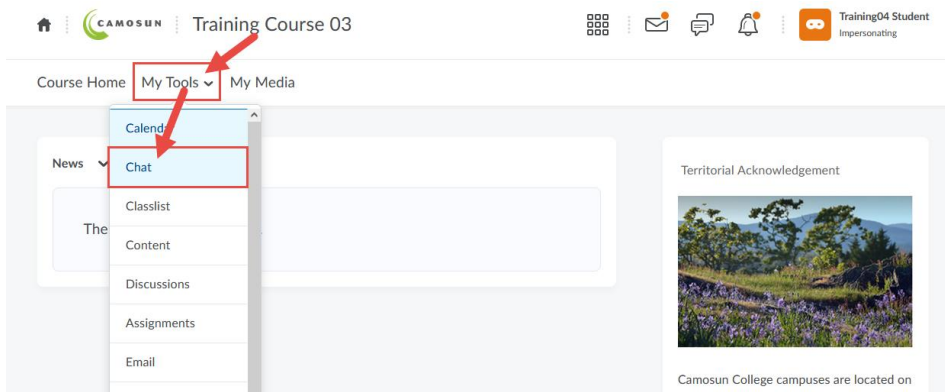
This tutorial is designed for students who would like to use the Chat tool for online text-based discussions or group work with fellow students. Note that you may need to ask your instructor to set up the Chat tool on your D2L course Navbar. For further information or assistance, go to our [Team Dynamix Support portal](#) and click the appropriate Category to submit a ticket.

Scenario

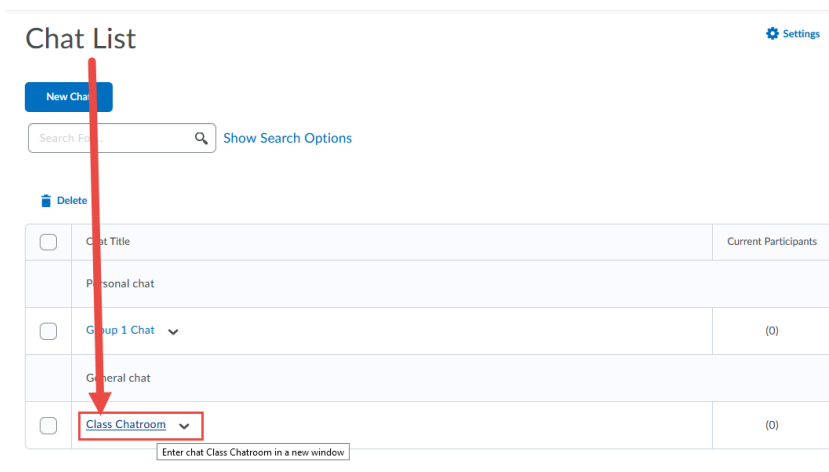
This tutorial will cover the steps involved in participating in your course's **Chat** sessions. Chat sessions can be used by instructors for text-based office hours or to give you a space to meet online in groups, for study purposes, etc.

Steps

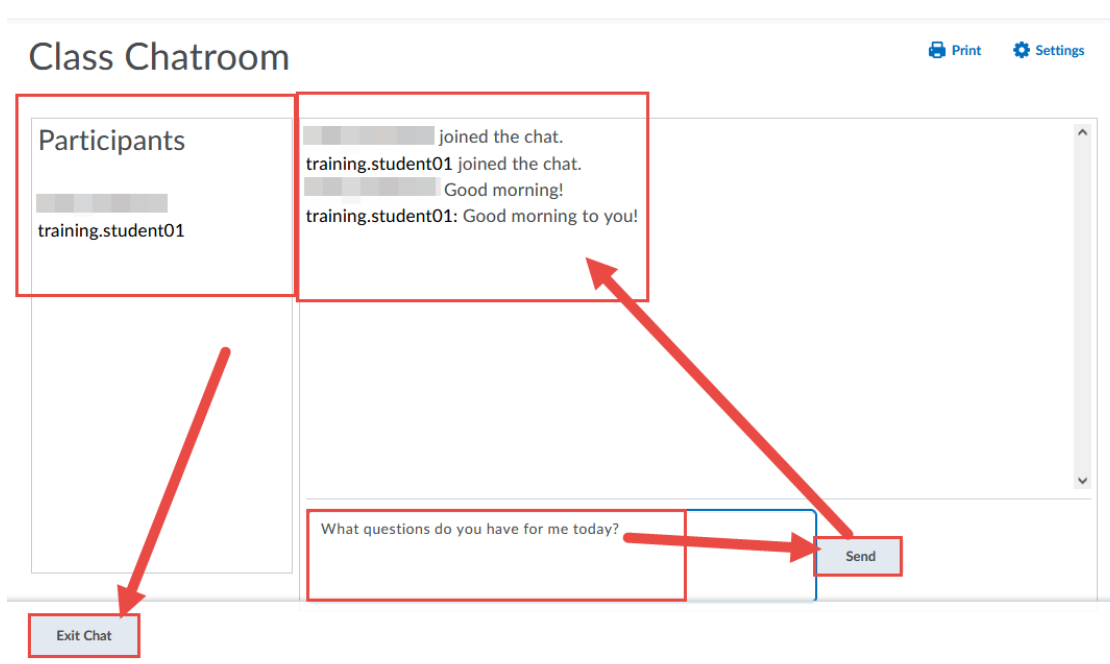
1. In your D2L course, click the **Chat** link (in the Nav Bar or under the **MyTools** menu.)



2. Click the title of the **Chat** you want to enter.



3. In the Participants panel, you can see who is in the Chatroom, in the main area you will see the Chat as it appears, as well as the activity of participants joining and exiting. Type your message in the bottom box and click **Send**. Note that the Enter key on your device will NOT send your message. Click **Exit Chat** to leave the Chatroom.



Things to Remember

If you re-enter the Chatroom after exiting, you will no longer see a record of the chat, you will only see chat messages going forward from when you re-entered. You will need to view the session recordings to review past chat (see the tutorial *Viewing Chat Recordings* for more information.)



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