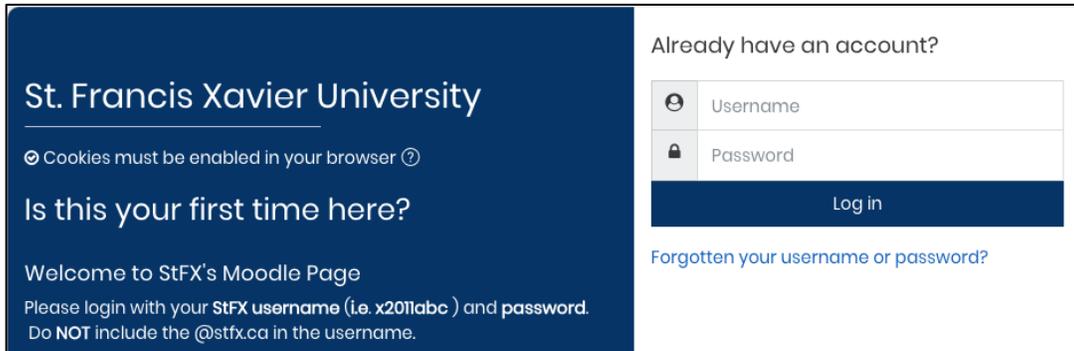


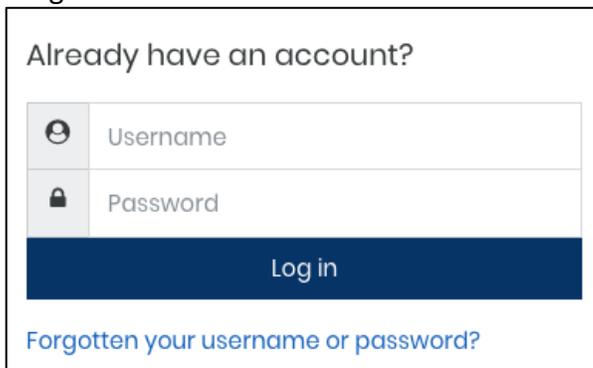
How to Navigate to Your Online Collaborate Classroom

1. Using Google Chrome, go to Moodle: <https://moodle.stfx.ca/>



The screenshot shows the Moodle login page for St. Francis Xavier University. On the left, a dark blue sidebar contains the university's name, a cookie notice, and a question 'Is this your first time here?'. Below this, it says 'Welcome to StFX's Moodle Page' and provides instructions: 'Please login with your StFX username (i.e. x2011abc) and password. Do NOT include the @stfx.ca in the username.' On the right, there is a white login form with the heading 'Already have an account?'. It features two input fields: 'Username' with a person icon and 'Password' with a lock icon. A dark blue 'Log in' button is positioned below the fields. At the bottom right of the form, there is a blue link that says 'Forgotten your username or password?'.

2. Enter your username (x2020abc) and password. These were provided to you by the Program Office.



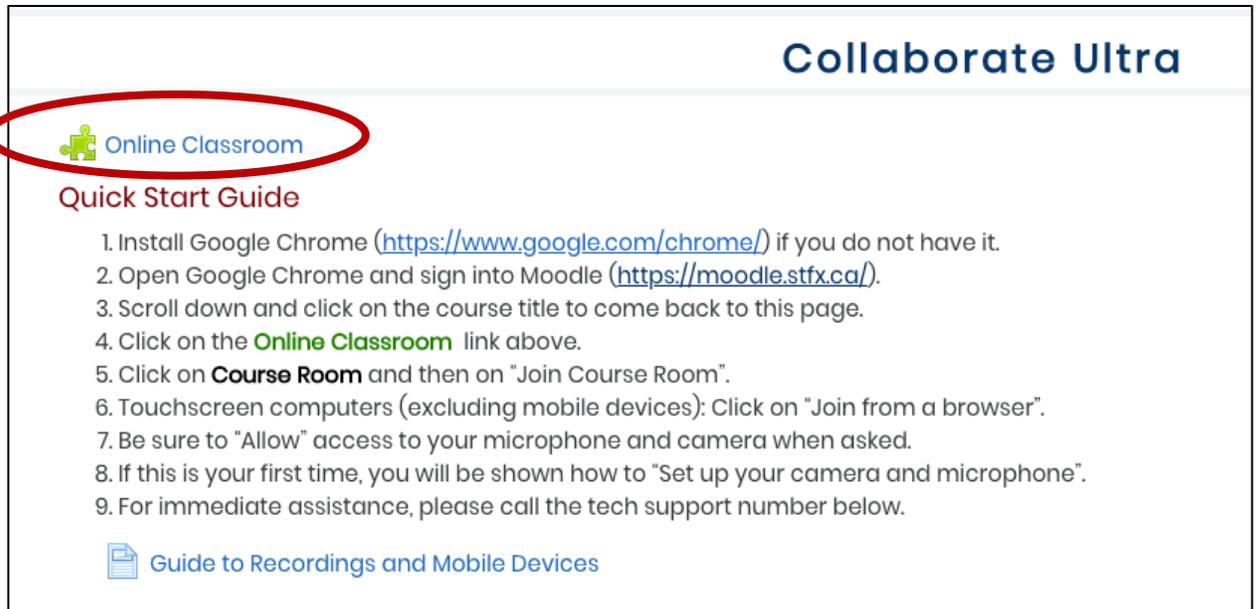
This is a close-up screenshot of the login form from the previous image. It shows the 'Already have an account?' heading, the 'Username' and 'Password' input fields with their respective icons, the 'Log in' button, and the 'Forgotten your username or password?' link.

3. On your home page, your course will appear. Please note – Course pages are typically made visible by the instructor a couple of days prior to the first day of class.



4. Click on the course page.

5. Scroll down till you reach the “Collaborate Ultra” section.
6. In the “Collaborate Ultra” section, click on “Online Classroom”.



Collaborate Ultra

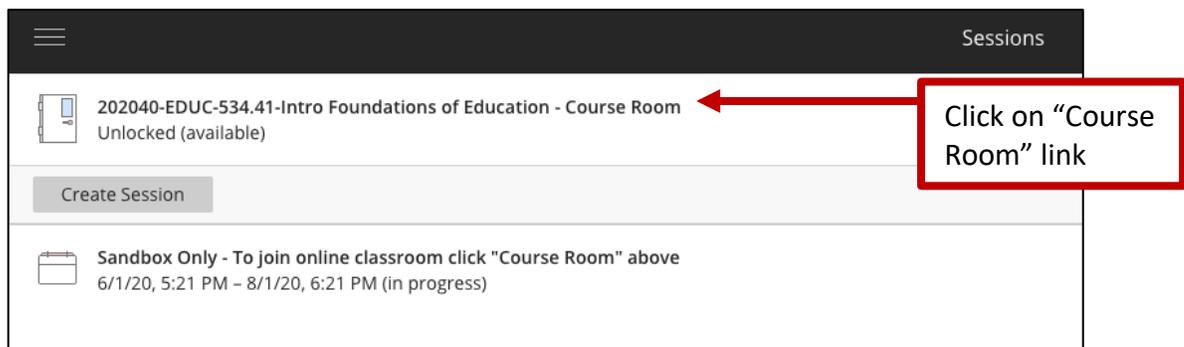
 [Online Classroom](#)

Quick Start Guide

1. Install Google Chrome (<https://www.google.com/chrome/>) if you do not have it.
2. Open Google Chrome and sign into Moodle (<https://moodle.stfx.ca/>).
3. Scroll down and click on the course title to come back to this page.
4. Click on the **Online Classroom** link above.
5. Click on **Course Room** and then on “Join Course Room”.
6. Touchscreen computers (excluding mobile devices): Click on “Join from a browser”.
7. Be sure to “Allow” access to your microphone and camera when asked.
8. If this is your first time, you will be shown how to “Set up your camera and microphone”.
9. For immediate assistance, please call the tech support number below.

 [Guide to Recordings and Mobile Devices](#)

7. You will be brought to a new Chrome Tab where you will see the Collaborate Classroom. Click on “Course Room” link.



Sessions

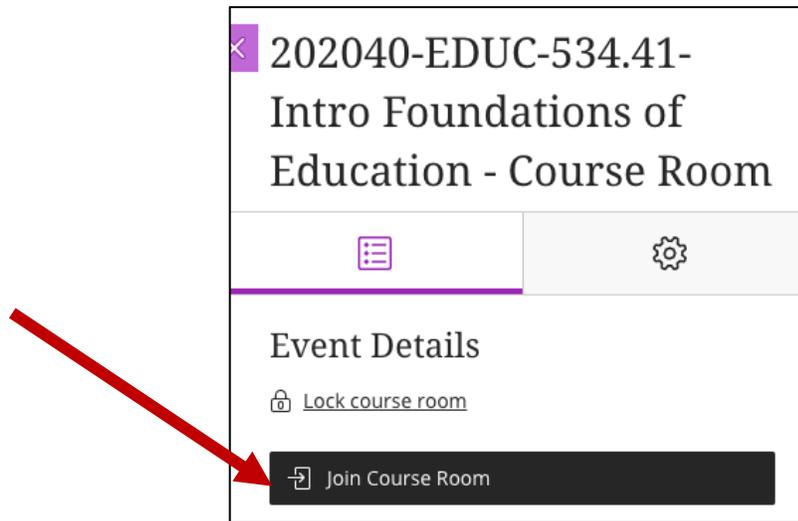
 202040-EDUC-534.41-Intro Foundations of Education - Course Room
Unlocked (available)

[Click on “Course Room” link](#)

[Create Session](#)

 **Sandbox Only - To join online classroom click "Course Room" above**
6/1/20, 5:21 PM – 8/1/20, 6:21 PM (in progress)

8. Click on “Join Course Room”



9. Be sure to “Allow” access to your microphone and camera when asked.
10. If this is your first time, you will be shown how to “Set up your camera and microphone”.

NOTES:

- There are a number of video tutorials available to you in the “Collaborate Ultra” section on your course Moodle page. Please watch these videos before your first class.

