**Providing Collaborate Recordings to Students After the Session is Over**

1. Go into Blackboard Collaborate Ulta and click on the icon in the top left with three white lines.


2. Choose Recordings from the drop-down menu that appears.


3. Find the recording you want students to see and click on the icon that looks like a small circle with three dots in it. Then choose Copy Link.


4. Go to Course Content and find the place where you will direct students to watch the recordings. Click on Build Content and choose Web Link. 
5. Give the link a name and paste the link (right click and choose Paste) you copied in Step 3 into the URL text area. Then click Submit.

