

Playing Blackboard Collaborate Recordings on Windows

Part 1: Making sure Blackboard Collaborate is installed

If this is your first time using the Blackboard Collaborate Launcher, you are prompted to download and install it.

If you need to download and install Blackboard Collaborate, click on the download button in the middle of the page

Download >>

Your browser will download a file called BlackboardCollaborateLauncher-**Win.msi**. When you run this file, you will be guided through installing Blackboard Collaborate.

Once you are done installing it, click **Play** on the Downloading Installer page and follow the **Playing Collaborate Files** steps below.

If instead you have previously installed the launcher, you will bypass the Downloading Installer page.

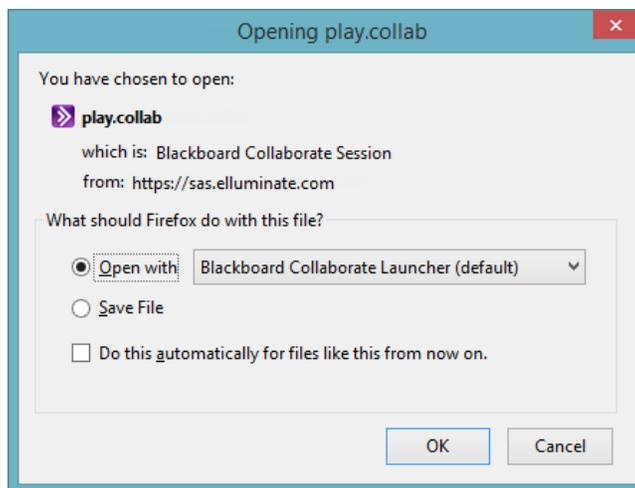
Tip: If you already installed the launcher but are still prompted to download it, click the link **Launch Blackboard Collaborate now**. This may happen if you previously cleared your browser's cookies, are using private/secure browsing or installed the launcher using one browser but now are launching a session or recording using another browser.

Note: By clicking **Play** or **Launch Blackboard Collaborate now**, you are telling the software that you have downloaded and installed the launcher. This sets a flag in your browser, which will bypass the Downloading Installer page next time you play a recording.

Part 2: Playing a Blackboard Collaborate File

1. To play a recording, click the recording link (or click **Play** on the Downloading Installer page). Your next step depends on how the recording is configured and whether or not you are the recording owner:
 - If you are not the recording owner, you **may** be prompted for some information about yourself. If so, enter your name and/or email address and click **View Recording**. The Downloading Recording page opens.
2. Your .collab file (either `play.collab` or `nativeplayback.collab`) is downloaded. Open the .collab file. How you open the file depends on which browser you are using. The behavior of each browser may vary depending on how you configured its settings.
 - **Firefox** asks you what to do with the .collab file. Select *Open with* and then *Blackboard Collaborate Launcher* from the drop-down menu. (If there is no drop-down menu, click **Choose** and open your Downloads folder to select Blackboard Collaborate Launcher.)

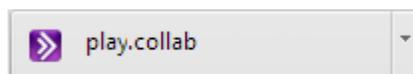
Note: The option *Do this automatically for files like this from now on* does not work due to a bug in Firefox. If you want to open files automatically next time, use Chrome.



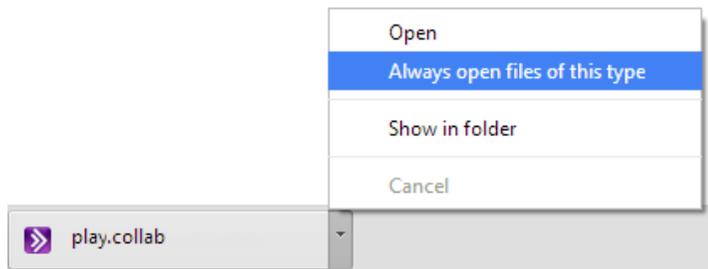
- **Internet Explorer** asks you what to do with the .collab file. Click **Open**.



- **Chrome** presents you with the file at the bottom of your browser window. Click on the file name.



If you want future session files to open automatically, select *Always open files of this type* from the menu and then double-click the file name.



Your recording will now play.