

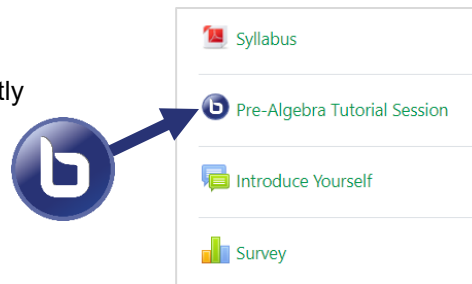
BigBlueButton (v3.0) - **Learner** Quick Reference

BigBlueButton (BBB) is a browser-based online class/meeting platform. Recommended browsers are the latest versions of Chrome, Firefox, or Edge on desktops/laptops and the built-in Chrome browser on Chromebooks. **To join a session from a mobile device, click a link within a browser or a mobile app (such as Moodle Mobile). BBB will run within Mobile iOS (12.2+) and Mobile Android (6.0+).**

BigBlueButton in your Moodle Course

BigBlueButton sessions are accessed directly from your Moodle course.

Look for the BBB logo in course activities.



Joining a Session

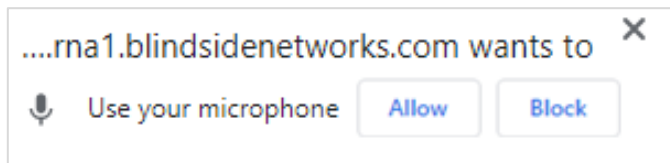
Open the BBB activity from Moodle and click **Join Session**.

This conference room is ready. You can join the session now.

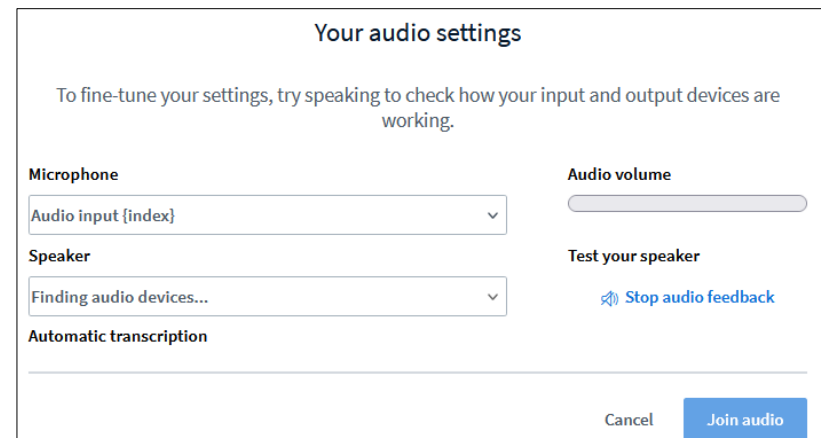
Join session

Audio Check in BigBlueButton

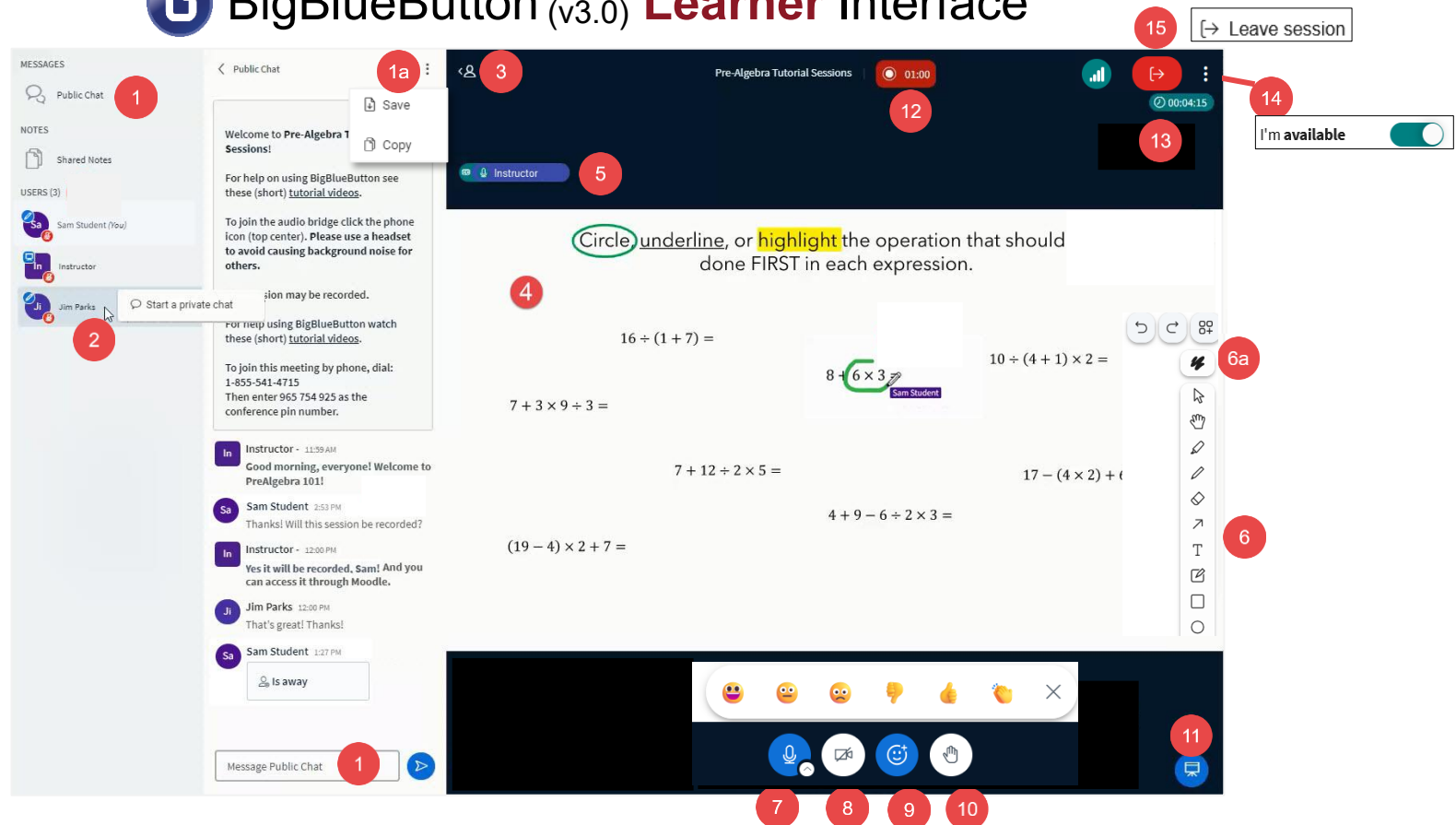
You may need to give permission for BBB to use your microphone. Click **Allow**.



From the audio settings pop-up, select your **Microphone** and **Speaker source**. Speak a few words to confirm your microphone volume and see the green Audio volume indicator move. Make adjustments if needed. Click **Join audio**.



BigBlueButton (v3.0) Learner Interface



- 1 Click to **open / close Public Chat or Shared Notes** (if enabled) panels. **Private chats** will also be listed if enabled. Type message in area at bottom of chat panel and click the Send arrow.
- 1a Click the ellipsis menu to **Save or Copy chat** messages.
- 2 Click your instructor's or a participant's name to start a **private chat** with them (if enabled).
- 3 Click the user list icon to toggle between side panel and presentation area views.
- 4 Content (e.g. PowerPoint presentations, PDF's, whiteboards, images, shared screens) are shown in this **media window area**.
- 5 The **person currently speaking** is indicated.
- 6 If enabled, hover over this area to access **markup tools**. Choose your tool and contribute to the whiteboard or exercise.
- 6a Click Styles to **change colour and size of markups**.

- 7 Mute / unmute your microphone. Click up arrow to change your microphone or speakers choice.
- 8 Turn your **webcam** on (and **Allow**) or off. Choose a background.
- 9 Click to access **Reactions** bar and **emoticons**. X to clear the emoticon.
- 10 **Raise your hand**.
- 11 **Minimize / maximize the presentation area** when webcam is on.
- 12 If the session is being **recorded** it will be indicated here.
- 13 Activity timer or stopwatch, if in use.
- 14 Click the ellipsis menu to indicate you're **available / away**, access **room settings**.
- 15 Click the red **Leave** icon and select **Leave session**.