

STEP 1: Login to <https://kingdomu.geniussis.com/PublicWelcome.aspx> and Go to LMS (blackboard) and select courses. 'Kingdom Economics' will be used for training purposes.

The screenshot displays the Blackboard LMS interface. On the left is a dark navigation sidebar with the following items: Institution Page, Janice Warren, Activity Stream, Courses (highlighted with a blue arrow), Calendar, Messages, Grades, Tools, and Sign Out. The main content area is titled 'Current Courses' and includes a search bar, a filter dropdown set to 'All Courses', and a '25 items' indicator. Below this is the 'Assorted Dates' section, which lists three course entries: 1) 'TUP_Kingdom_Foundation 01 TUP Kingdom Foundation' with a yellow bar and 'More info' link; 2) 'FRA_Apostolic_Prophetic_Foundation 02 FRA Apostolic Prophetic Foundation' with a green bar, 'Multiple Instructors' link, and 'More info' link; 3) 'TUP_Kingdom_Economics 02 TUP Kingdom Economics' with a blue bar and 'Multiple Instructors' link, which is highlighted by a blue arrow. A fourth entry, 'FFM Y2 Kingdom Understanding of the End Times', is partially visible at the bottom.

STEP 2: You will see your class name at the left top of the page. Go down to Class Collaborate and look to the right of Join Sessions and select the three dots(ellipse).

TUP_Kingdom_Economics

02 TUP Kingdom Economics

Content Calendar Discussions Gradebook Messages

Course Faculty

- AV KU1 INSTRUCTOR
- AV KU2 INSTRUCTOR

[Show more](#)

Details & Actions

- Roster [View everyone in your course](#)
- Progress Tracking [On](#)
- Class Collaborate [Join session](#) ...
- Attendance [View your attendance](#)
- Groups [View groups to join](#)
- Announcements No announcements
- Books & Tools [View course & institution tools](#)

Course Content





- Welcome to Economics
This course will consist of 10 hours of teaching over your scheduled date. There is also an assignment.
[Show more](#)
- Course Materials
A Book is Required for your Reading Assignment
- Student Book Store
- Assignments
Reading Assignment & Course Reflection
- Reading Assignment

STEP 3: When the three dots are selected, the screen displays ‘View all recordings.’

02 TUP Kingdom Econo


Content Calendar Discussions Gradebook


Course Faculty



-  AV KU1
INSTRUCTOR 
-  AV KU2
INSTRUCTOR 


[Show more](#)

Details & Actions

 Roster
[View everyone in your course](#)

 Progress Tracking ⓘ
On

 Class Collaborate
[Join session](#) ▾ 

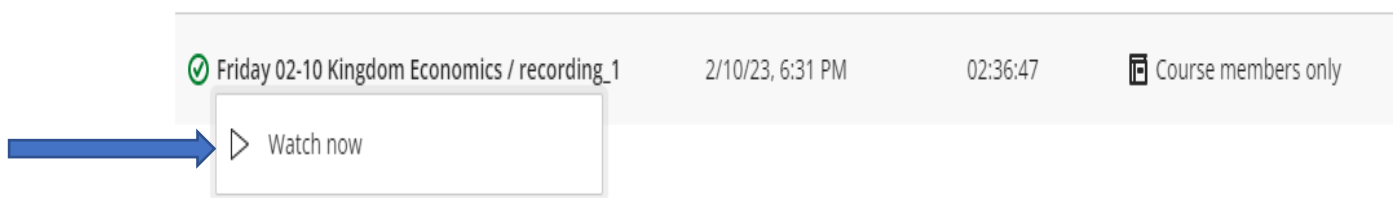
 View all recordings
[View your attendance](#)

Groups

STEP 4: Selecting on, view all recordings, will bring you to a black screen with a pink animation of a circle for a few seconds, then your recordings will appear.

Recordings						
				Filter by	Recent Recordings	Q
Session name / Recording name	Start date	Duration	Access	Closed Captions		
✓ Saturday 02-11 PM - Kingdom Economics / recording_1	2/11/23, 1:18 PM	00:55:26	🔒 Course members only	🔊 No captions		
✓ Saturday 02-11 AM - Kingdom Economics / recording_1	2/11/23, 9:28 AM	02:53:06	🔒 Course members only	🔊 No captions		
✓ Friday 02-10 Kingdom Economics / recording_1	2/10/23, 6:31 PM	02:36:47	🔒 Course members only	🔊 No captions		

STEP 5: After selecting the session, the 'Watch Now' box displays. Select the watch now.

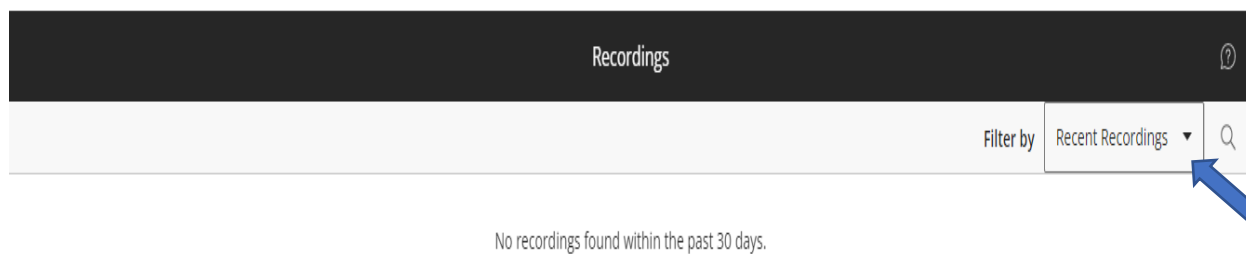


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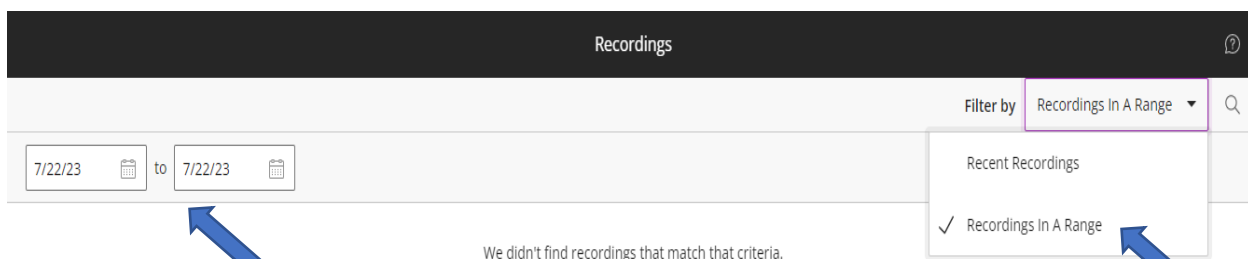
STEP 5: This will take you to the Collaborate screen where you may select to play by clicking on the arrow in center of screen.



STEP 6: You will be able to see a list of the most recent recordings for a 30 day time period. If there is no list for you to select from it will look like this. Select the recent recordings in the upper right corner.

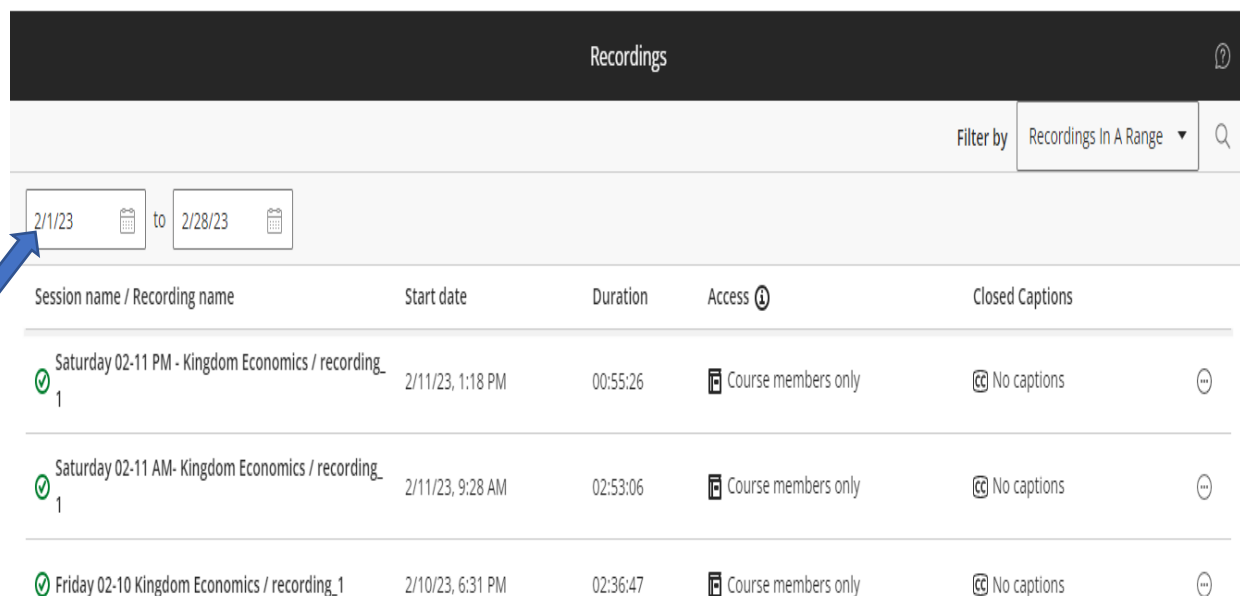


STEP 7: When 'Recent Recordings' is selected a dropdown box will appear. Select the 'Recording at a Range' option. In the upper left corner, a date range will appear.



HOW TO VIEW RECORDED COLLABORATE CLASS SESSIONS

STEP 8: 'Kingdom Economics' was the course selected and it was in the month of February for this campus, the range from the 02-01-2023 to 02-28-2023 was entered. All three sessions for that weekend appeared. Select the session you are wanting to view.



The screenshot shows the 'Recordings' interface. At the top, there is a 'Filter by' dropdown menu set to 'Recordings In A Range'. Below this, a date range filter is displayed as '2/1/23' to '2/28/23', with a blue arrow pointing to the '2/1/23' date. The main content is a table with the following columns: Session name / Recording name, Start date, Duration, Access, and Closed Captions. The table lists three recordings for the Kingdom Economics course.

Session name / Recording name	Start date	Duration	Access	Closed Captions
✓ Saturday 02-11 PM - Kingdom Economics / recording_1	2/11/23, 1:18 PM	00:55:26	🔒 Course members only	🔕 No captions
✓ Saturday 02-11 AM - Kingdom Economics / recording_1	2/11/23, 9:28 AM	02:53:06	🔒 Course members only	🔕 No captions
✓ Friday 02-10 Kingdom Economics / recording_1	2/10/23, 6:31 PM	02:36:47	🔒 Course members only	🔕 No captions

NOTE: AV is recorded and is not edited.

TIP: Chrome is recommended for laptops; Safari is recommended for ipad/iphone

Please contact us at Support@kingdomu.org with any additional questions.