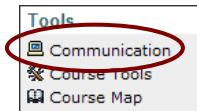


How do I Ask and Respond to Questions in a Virtual Classroom?

The ability for students to be able to ask questions is important in learning. Using the Ask Questions tool gives them that opportunity in the Virtual Classroom setting. To ask a question:

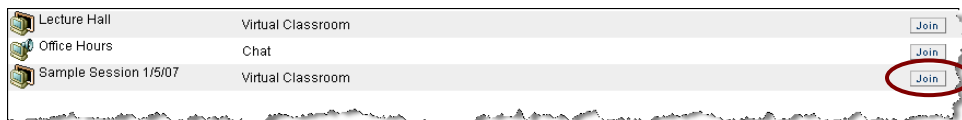
1. While in your Blackboard Course, click **Communication** in the tool box under the main menu (left of the page).



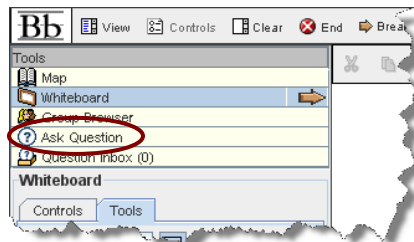
2. Click **Collaboration**.



3. Click **Join** to the right of the course tool you would like to access.



4. Click **Ask Question**.




5. The user will then **type their question** in the white area under tools.

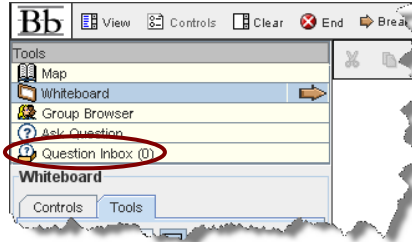


6. The user will then click on **Send** when ready to submit the question.

Answering a Question

Once the question has been submitted, everyone in the session will be able to see the question, but only those with permission will be able to respond to it. To view and answer questions in the Question Inbox:

1. Click on  Question Inbox (1).



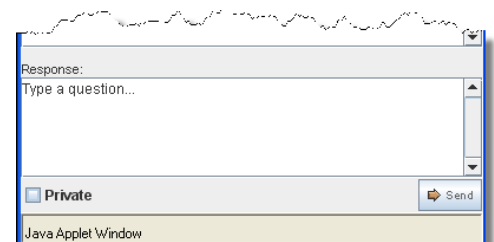
2. Click on **the question** that you would like to view (previously answered questions will have an arrow to the right). The selected question will appear in the area under the Inbox.



3. Click .



4. Type your **question** into the "Respond to Question" box.



5. Click . The question and answer will appear in the Chat box for all users to see.