

## How to View an Archived Presentation in Live Classroom

1. Log into Blackboard and go to the course with the Live Classroom archive.
2. Go to **Communications**, and click on **Live Classrooms**. If there are archives for a room, you will see them listed under the room.

Here is the list of the recorded archives for this room:

TITLE	ENTER	OPEN/CLOSE	REMOVE
<a href="#">Live Classroom Test - 05/09/2008 16:43</a>			<input type="button" value="Remove"/>

3. Click on the green icon under the Enter heading to see/hear an archive.

**Note:** The Archive Navigation screen will open on top of the content window – you can rearrange both the navigation screen and the content window to suit your needs by dragging each window by the blue strip at the top of the window.

4. When you are finished reviewing the archive, exit the room using the Exit button in the lower right corner of the window.