



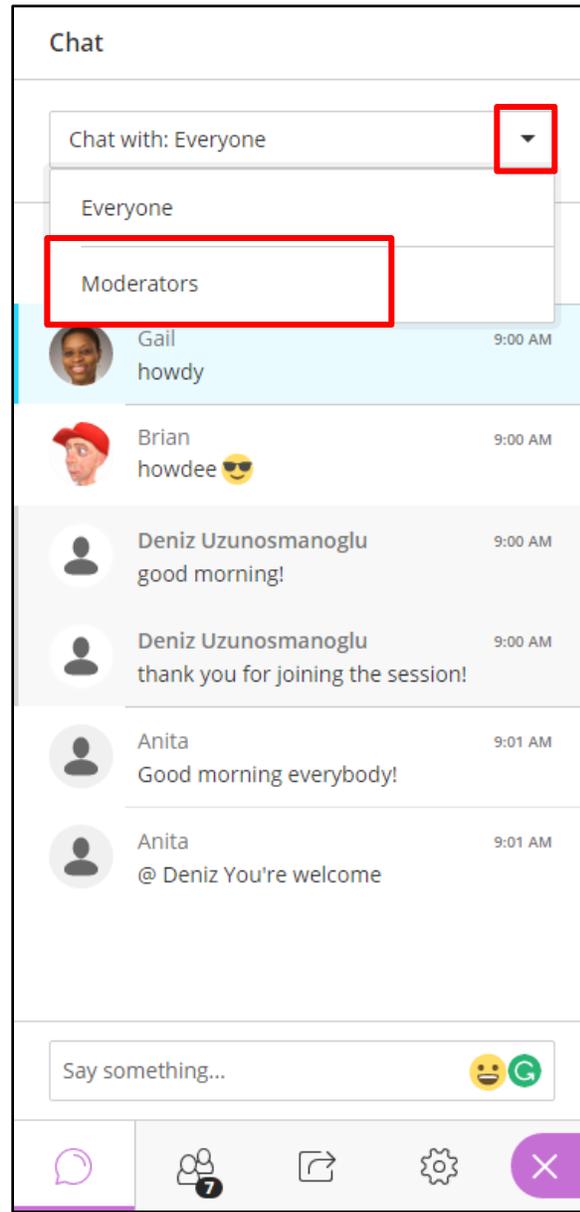
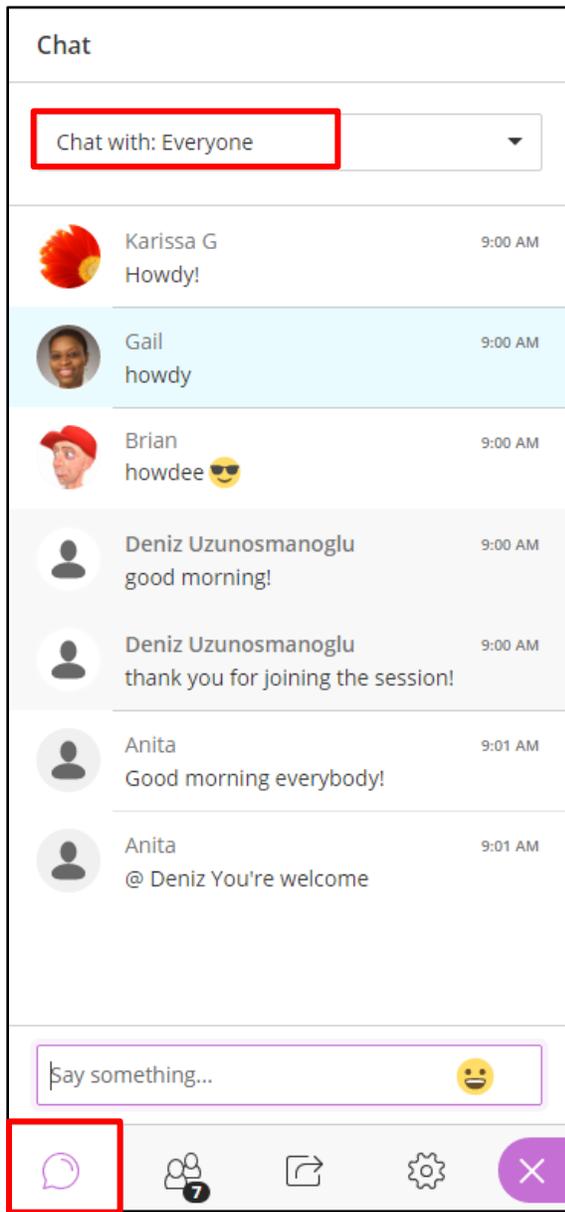
How to Use Chat in a Collaborate Ultra Session

In this handout you will learn how to:

1. Have a private chat with other moderators
2. Use chat emoji

How to Have Private Chat with Other Moderators

When you join the Ultra session, and click *Chat* panel, you can chat with everyone default. To chat with other moderators, from the *Chat* panel, click dropdown menu, and select *Moderators*.





How to Use Chat Emoji

When you are in Chat panel, click emoji icon, and select an emoji that you want to send other participants.

