

## OVERVIEW:

Collaborate Ultra provides three roles for users that can be set as a room or session default or assigned to users after joining a session.

## ROLES AVAILABLE IN COLLABORATE ULTRA:

### Participant:

- Enable and disable their own notifications.
- See everyone's microphone status and internet connection strength.
- Moderators decide if participants share audio and video, chat, and draw on the whiteboard or shared files.

### Presenter:

- All participant permissions.
- See raised hands and lower raised hands.
- Share whiteboard.
- Share desktop.
- Share files.
- Stop sharing.

### Moderator:

- All participant and presenter permissions.
- Create polls.
- See poll results and each users' answers in participant list.
- Create breakout groups.
- Stop any of the tools.
- Start/Stop recording.
- Change users' roles and remove users from session.
- Set the session settings, including deciding what participants can and can't do.
- Moderators have their own chat separate from that of the session chat.

### Captioner:

- Captioners have one of the roles above.
- The captioner is given an area to type what is being said. Other participants can view what the captioner is typing in real time. (You can have multiple captioners for multiple languages.)