

# Managing Permissions In Collaborate with the Ultra Experience

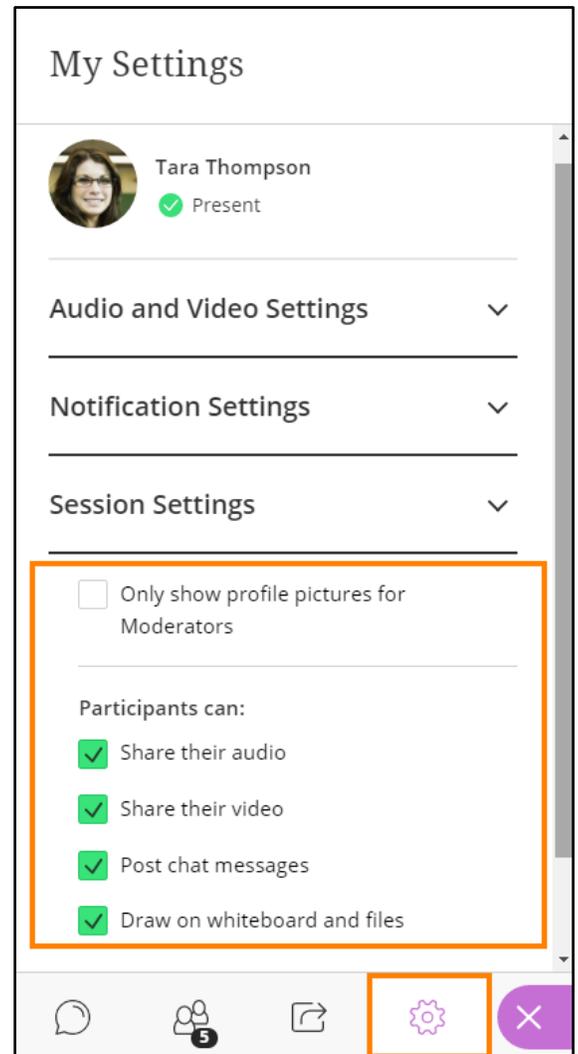
Session Settings enable Moderators to specify settings specific to audio and video transmission and engagement options such as chat and whiteboard permissions. This panel can be accessed from the *Collaborate Panel > My Settings > Session Settings*.

## Understanding Permissions

As the Moderator, you may choose to disable or enable these permissions at the Global level, meaning assigning these permissions to all Participants at any time.

From this area, Moderators may also disable profile picture display for other roles in the session by marking the **Only show profile pictures for Moderators** checkbox.

- **Share their audio** - Allows Participants to transmit their audio in the session. If the permission is disabled, attendees can still hear transmitted audio but the Audio Indicator is removed from the bottom of the Media Space.
- **Share their video** - Allows Participants to transmit their video in the session. As with audio, if the permission is disabled, attendees can still see transmitted video but the Video Indicator is removed from the bottom of the Media Space.
- **Post chat messages** - Allows Participants to enter chat messages in the session. If the permission is disabled, attendees can still see messages posted prior to the setting change but the text area in the Chat panel is replaced with a notification that the chat feature has been turned off.
- **Draw on whiteboard and files** - Allows Participants to use the Content Editing tools in the Media Space. It doesn't allow them to load content, which requires Moderator or Presenter privileges. If the permission is disabled, Participants can still view shared content.



## Notifications

If attendees have already joined the session when the Moderator removes a permission, default notification settings display a visual notification to participants alerting them to the change. If the permission is disabled before attendees join the session, no notification is displayed.



Likewise, if the permission is enabled while attendees are in the session, the default notification settings will display a visual notification alerting participants that they may now use the feature.

