**Guidance for Students who require BSL/CSW in an online environment**

In an online setting, additional arrangements will need to be put in place by your faculty to establish a private communication channel between you and your BSL interpreter / Communication Support Worker. This communication channel will run parallel to the main synchronous blackboard collaborate session, to allow BSL/CSW interpreters to provide effective and seamless interpretation during the collaborate session.

**How does it work?**

* Your Academic staff will set up the synchronous blackboard collaborate session as usual for the whole class.
* All participants of the collaborate session should have their cameras switched OFF and only those that are presenting should have their camera switched ON.
* All participant microphones in the collaborate session should be muted and participants should be told to raise their hand and wait for a prompt to unmute their microphone when they wish to speak.
* If your Academic is using breakout rooms during the collaborate session, they will need to ensure the you and your interpreters are allocated to the ***same breakout room***.
* Your Academic staff will set up a separate Teams meeting for the same time/date as the collaborate session.
* Only you and your interpreters will be invited to join the Teams session. This Teams session is your private communication channel with your support staff.
* You and your interpreters will need to be in BOTH the collaborate session and the Teams meeting at the same time (this may mean using two separate devices).