



Collaborate Recording Purge Announcement: The Office of Extended Learning will be performing scheduled Blackboard maintenance beginning on **November 19, 2021**. Faculty should prepare for this important system maintenance event that is designed to improve system performance and keep Blackboard Collaborate reliable and available.

What does this mean for you? This maintenance will purge old Blackboard Collaborate Recordings. When the purge occurs, you will notice your Collaborate recordings **created before Fall 2020** will have been **permanently removed on November 19, 2021 and** will not be available in or outside of Blackboard after that date.

Why is this being done? Over the last year and due to COVID-19 remote teaching requirements, the Blackboard Collaborate storage usage at NSU has grown significantly in size. If Collaborate storage usage is allowed to expand without limits, the frequency of major system events may increase, in addition to problems with system performance, system maintenance, and increased annual cost to the Institution. Additionally, Blackboard Collaborate recordings consume costly storage resources and when storage allocations are exceeded the Institution is assessed an additional fee from Blackboard. Reducing the number of Blackboard Collaborate recordings has a direct effect of reducing the total amount of contracted storage used by our Blackboard system. The Office of Extended Learning's practice is to remove inactive or aged Blackboard content annually.

When will this be done?

The recording purge in the Blackboard Collaborate system will begin on November 19, at 12:00 am, and will continue over several days.



How will this affect my other courses?

This maintenance event will not affect most of your current courses in Blackboard unless you are using recordings in Collaborate more than one (1) year old. This corresponds to the old courses from Spring and Summer of the 2020, and earlier academic years. Faculty will still be able to use their more current recordings as usual.

What will I need to do prior to this maintenance event?

If you desire to save any Collaborate recordings from years prior to Fall 2020, you should access the source courses and then download your recordings to a hard drive or flash drive for permanent storage. If desired, you may also use the Medial Video Library (or YouTube) to upload and re-attach recordings you still wish to use in your courses. It should be noted that archiving large recordings may be very time-consuming and, in some cases, may require exceptionally large drives for storage.

Who do I contact if I need assistance with archiving my Bb Collaborate recordings to an external drive or Medial?

Help for downloading and reusing Blackboard Collaborate recordings can be found at:

[How to find your Collaborate recordings](#)

[How to download your Collaborate recordings](#)

[Uploading video to the Medial Video Library](#)

[Using the Medial Mashup in Blackboard Learn \(demo\)](#)

Faculty may also contact the Office of Extended Learning by email at bbtechsupport@nsu.edu to schedule a consultation with the Blackboard team for assistance if you are not able to successfully archive your recordings to disk.