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|  | [**Collaborate Ultra**](https://skylight.science.ubc.ca/lt/guides/blackboard-collaborate-ultra-0) | **Collaborate Ultra (Webinar mode)** | [**Zoom**](https://skylight.science.ubc.ca/lt/guides/zoom) | **Zoom (Webinar mode)** |
| **Group Size** | Up to 250 participants | 250 - 500 participants (*enable large event under settings*) | Up to 300 participants  (or up to 1000 participants if your account has a large meeting add-on) | 300-1000 participants (*submit request to*[*av.helpdesk@ubc.ca*](mailto:av.helpdesk@ubc.ca)) |
| **Roles** | Moderator, Presenter, Participant  Roles are inherited from Canvas. Instructors/TAs become Moderators and Students become Participants.  Can have multiple moderators in one session. | Moderator, Presenter, Participant  Roles are inherited from Canvas. Instructors/TAs become Moderators and Students become Participants.  Can have multiple moderators in one session. | Host Co-host Participant  Can only have one Host per session. | Host Co-host Panelist Attendee  Can only have one Host per session. |
| **Access to create meetings** | Instructors, TAs, Course Assistants, Course Facilitators in the course | Instructors, TAs, Course Assistants, Course Facilitators in the course | Instructors, TAs, Course Assistants, Course Facilitators in the course with a **UBC Zoom account** | UBC Audio Visual Services [(av.helpdesk@ubc.ca)](mailto:av.helpdesk@ubc.ca) |
| **Breakout Groups/Rooms** | Maximum 20 breakout groups.  No limit on number of participants per group.  Moderators can broadcast slides and chat messages to all breakout groups.  Moderators (and students, if enabled) can switch between breakout groups themselves.  More info on [breakout groups](https://help.blackboard.com/Collaborate/Ultra/Moderator/Moderate_Sessions/Breakout_groups). | Breakout groups are not available in webinar mode. | Maximum 100 breakout rooms. (Note: same limitations apply for accounts with the large meeting add-on)  Host can set a timer to notify participants in the breakout rooms on time remaining.  Host can broadcast message to all breakout rooms.  Participants can click on the "Ask for help" button to get the Host's attention.  Both the host and co-hosts can create/manage self-select, manual, and automatic breakout rooms; however, only the host can create pre-assigned breakout rooms.  More info on [breakout rooms](https://skylight.science.ubc.ca/lt/guides/zoom#section-210=true). | Breakout rooms are not available in webinar mode. |
| **Polling** | Polls are created on the fly during the meeting. Only Moderators can create and launch polls.  Poll results can be downloaded after the session.  More info on [polling](https://help.blackboard.com/Collaborate/Ultra/Moderator/Moderate_Sessions/Polling). | Polls are created on the fly during the meeting. Only Moderators can create and launch polls.  Poll results can be downloaded after the session.  More info on [polling](https://help.blackboard.com/Collaborate/Ultra/Moderator/Moderate_Sessions/Polling). | Polls are created in the Zoom web interface outside of the meeting by the Host in advance or on the fly. Only the original meeting Host can edit or add additional poll questions during the meeting. Co-hosts can launch polls but not create new polling questions.  Poll results are saved, but not tied to student IDs.  *Note: Participants who join through the browser cannot participate in polling; they must join using the desktop application or mobile app. The host can only manage polls using the desktop application.*  More info on [polling for meetings](https://support.zoom.us/hc/en-us/articles/213756303-Polling-for-meetings). | Polls are created in the Zoom web interface outside of the meeting by the Host in advance or on the fly. Only the original meeting Host can edit or add additional poll questions during the meeting. Co-hosts can launch polls but not create new polling questions.  Poll results are saved, but not tied to student IDs.  *Note: Participants who join through the browser cannot participate in polling; they must join using the desktop application or mobile app. The host can only manage polls using the desktop application.*  More info on [polling for meetings](https://support.zoom.us/hc/en-us/articles/213756303-Polling-for-meetings). |
| **Audio Sharing** | Moderator can enable/disable the setting for participants to share audio.  All attendees can mute/unmute their own audio in the session.  Moderator can mute attendees anytime in the session. | Only Moderator and Presenter can share audio (Participants can be promoted to Presenter if audio sharing is required). | All participants can mute/unmute their own audio.  Host can mute/request to unmute participants. Host can also set all participants to mute upon entry. | Attendees join in listen-only mode. Only the Host can unmute attendees. |
| **Video Sharing** | Moderator can enable/disable the setting for participants to share video. | Only Moderator and Presenter can share video (Participants can be promoted to Presenter if video sharing is required). | Everyone can share their video. | Only Host and Panelist can share video. |
| **Max videos on screen** | Up to 4 videos on screen in grid view and follow-the-speaker view (depending on [browser](https://help.blackboard.com/Collaborate/Ultra/Moderator/Get_Started/Browser_Support#video_OTP-4)). | Up to 4 videos on screen in grid view and follow-the-speaker view (depending on [browser](https://help.blackboard.com/Collaborate/Ultra/Moderator/Get_Started/Browser_Support#video_OTP-4)). | Up to 25 videos per page using gallery view (more videos can be shown on additional pages, depending on [computer capacity](https://support.zoom.us/hc/en-us/articles/115003322603-Zoom-Rooms-Display-Options#:~:text=Gallery%20View%20displays%20up%20to,if%20enabled%20in%20the%20settings)). | Up to 25 videos per page using gallery view (more videos can be shown on additional pages, depending on [computer capacity](https://support.zoom.us/hc/en-us/articles/115003322603-Zoom-Rooms-Display-Options#:~:text=Gallery%20View%20displays%20up%20to,if%20enabled%20in%20the%20settings)). |
| **Chat** | Moderator can allow participants to chat with no one, moderator only, or publicly and privately with everyone.  Chat messages in the "everyone" group will be visible to all breakout groups.  Moderator can enable setting to supervise private chats.  Chat can be saved manually by copying and pasting (no export option).  More info on [Chat](https://help.blackboard.com/Collaborate/Ultra/Moderator/Moderate_Sessions/Chat). | Chat is disabled by default but the Moderator can enable chat during the session. | Host can allow attendees to chat with no one, with the host only, everyone publicly or everyone publicly and privately.  Chat can be set to save automatically (all public chat messages plus any private messages sent or received by the person saving), or can be saved on the fly.  More info on[in-meeting chat](https://support.zoom.us/hc/en-us/articles/203650445-In-Meeting-Chat). | The host can allow attendees to chat with no one, with all panelists (including host), or with all panelists and attendees.  \*[Question & Answer](https://support.zoom.us/hc/en-us/articles/203686015-Getting-Started-with-Question-Answer) option can be used as an alternative.  More info on [webinar chat](https://support.zoom.us/hc/en-us/articles/205761999-Using-webinar-chat). |
| **Interactive tools** | Share files, share screen, virtual whiteboard, reaction buttons, raise hand button (moderator can see a tally), annotate on shared content, set timer. | Participants cannot annotate files or the whiteboard unless they are promoted to a Presenter.  More info on [webinar settings](https://help.blackboard.com/Collaborate/Ultra/Moderator/Schedule_Sessions/Session_Settings#settings-in-webinar-mode_OTP-4). | Whiteboard, share screen, file sharing, raise hand, reaction buttons. | Whiteboard, share screen, [raise hand](https://support.zoom.us/hc/en-us/articles/205566129), [Q&A](https://support.zoom.us/hc/en-us/articles/203686015-Getting-Started-with-Question-Answer) |
| **Recordings** | Sessions can be recorded. Recordings can be accessed in Canvas through the Collaborate Ultra link. Recordings can be downloaded if enabled by the Moderator.  Public chat messages and captions are recorded. Polls are not recorded.  More info on [recording](https://skylight.science.ubc.ca/lt/guides/blackboard-collaborate-ultra-0#section-51). | Sessions can be recorded. Recordings can be accessed in Canvas through the Collaborate Ultra link. Recordings can be downloaded if enabled by the Moderator.  More info on [recording](https://skylight.science.ubc.ca/lt/guides/blackboard-collaborate-ultra-0#section-51). | Sessions can be recorded locally or to the cloud. Local recordings will be downloaded to the Host's computer after the meeting. Cloud recordings can be accessed in Canvas through the Zoom link (including the ability to download), once published.  Public chat messages to everyone are recorded. Polls are not recorded.  More info on [recording](https://skylight.science.ubc.ca/lt/guides/zoom#section-152). | Sessions can be recorded locally or to the cloud. Local recordings will be downloaded to the Host's computer after the meeting. Cloud recordings can be accessed in Canvas through the Zoom link (including the ability to download), once published.  Public chat messages to everyone are recorded. Polls are not recorded.  More info on [recording](https://skylight.science.ubc.ca/lt/guides/zoom#section-152). |
| **Tracking attendance** | Attendance reports can be downloaded in Canvas. The report shows which students attended and how long they attended.  Students' name as listed in Canvas will appear in the report as long as they joined the meeting through Canvas and not through a guest link.  More info on [session attendance report](https://help.blackboard.com/Collaborate/Ultra/Administrator/Reports/Session_Attendance_Report). | Attendance reports can be downloaded in Canvas. The report shows which students attended and how long they attended.  Students' name as listed in Canvas will appear in the report as long as they joined the meeting through Canvas and not through a guest link.  More info on [session attendance report](https://help.blackboard.com/Collaborate/Ultra/Administrator/Reports/Session_Attendance_Report). | Attendance reports can be downloaded through the [web portal](https://zoom.us/signin). The report will show who attended, join time, leave time, and the duration they were in the meeting.  Students' name (as listed in Canvas) will appear in the report as long as they joined the meeting through Canvas using the desktop application, not through the web browser.  More info on [meeting reports](https://support.zoom.us/hc/en-us/articles/216378603-Generating-Meeting-Reports-for-Registration-and-Polling). | Attendance reports can be downloaded through the [web portal](https://zoom.us/signin). The report will show who attended, join time, leave time, and the duration they were in the meeting.  Students' name (as listed in Canvas) will appear in the report as long as they joined the meeting through Canvas using the desktop application, not through the web browser.  More info on [meeting reports](https://support.zoom.us/hc/en-us/articles/216378603-Generating-Meeting-Reports-for-Registration-and-Polling). |
| **Accessibility** | Screen reader, keyboard accessibility, closed captioning.  More info on [accessibility](https://help.blackboard.com/Collaborate/Ultra/Participant/Accessibility). | Screen reader, keyboard accessibility, closed captioning.  More info on [accessibility](https://help.blackboard.com/Collaborate/Ultra/Participant/Accessibility). | Closed Captioning, Automatic Transcripts, Screen Reader Support, Keyboard Accessibility.  More info on [accessibility](https://zoom.us/accessibility). | Closed Captioning, Automatic Transcripts, Screen Reader Support, Keyboard Accessibility.  More info on [accessibility](https://zoom.us/accessibility). |