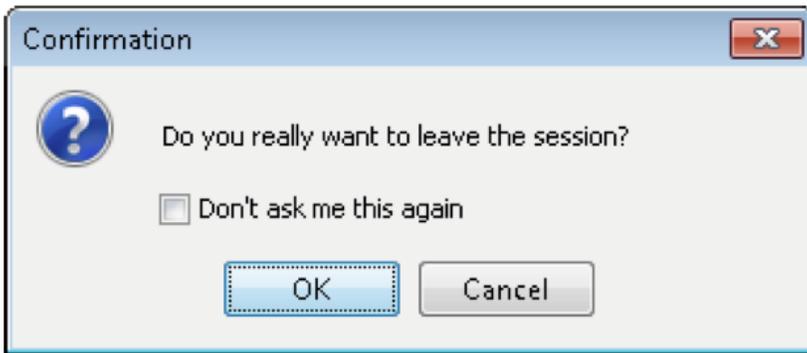# Closing the Application

To close the Blackboard Collaborate Web Conferencing application, do one of the following:
- From the *File* menu, select *Exit* (Windows and Linux) or from the Blackboard Collaborate Web Conferencing menu, select *Quit* (Mac OS X)
- Click on the window's **Close** button.
- Enter Ctrl+Q (Command-Q on Mac)
- Enter Alt+F4 (Windows and Linux only)

By default, a confirmation dialog will prompt you to confirm whether or not you want to leave the session.
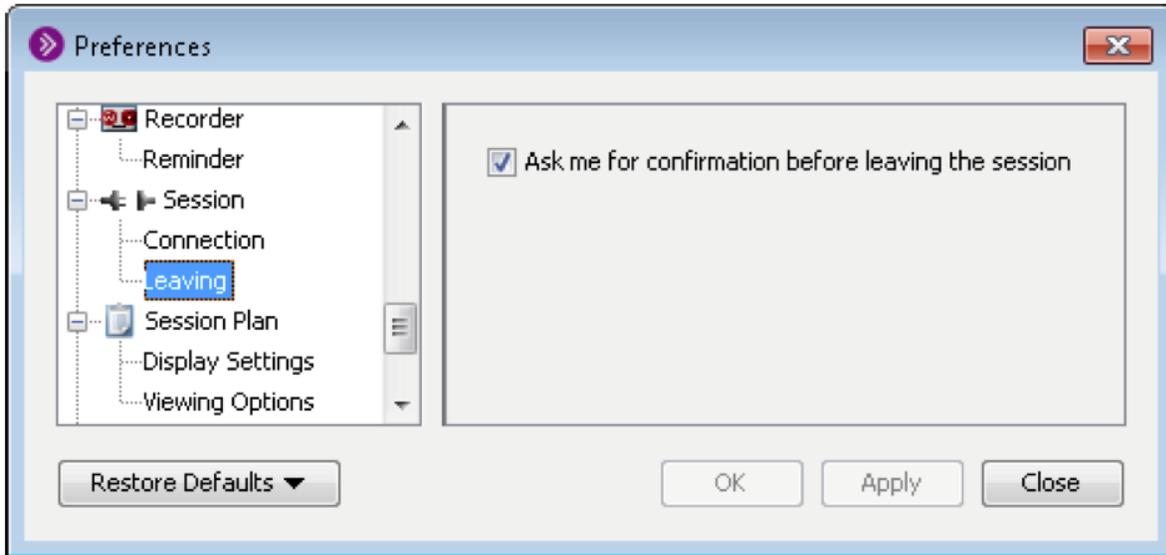
The Confirmation Dialog

By default, you will be prompted to confirm whether or not you want to leave the session. Click on **OK** to leave the session or **Cancel** to stay in the session.

To turn this confirmation off for future sessions, select the option *Don't ask me this again.* Click on **OK**. You can turn the reminder back on for future sessions, using the Preferences dialog.

1. Open the Preferences dialog in one of the following ways:
   - From the Edit menu, select Preferences... (Windows & Linux)
   - From the Blackboard Collaborate Web Conferencing Web
   - Conferencing menu, select *Preferences* (Mac OS X)
   - Enter Ctrl+Comma (Windows & Linux)
   - Enter Command-Comma (Mac OS X)

2. In the left pane of the Preferences dialog, select Leaving under Session. The Session Leaving preferences panel appears.

3. Unselect the option *Ask me for confirmation before leaving the session.*
4. Click on **OK** to save your preferences and close the Preferences dialog, **Apply** to save your preferences and leave the Preferences dialog open, or **Cancel** to close the Preferences dialog without saving any changes.

When you configure preferences, Blackboard Collaborate web conferencing will remember the settings each time you join another session on the same computer.

For more information, contact the Faculty Resource Center at 205.348.3532
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or visit our website at http://frc.ua.edu.

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