














WEB CONFERENCING TOOLS COMPARISON

Primary Use	Skype for Business ¹	Blackboard Collaborate Ultra	Microsoft Teams ²
 Webinars and Online Lectures	Yes <i>Up to 250 participants</i>	 Yes <i>Up to 250 participants</i>	
 Remote Guest Speakers	 Yes	 Yes	
 Online Office Hours	Yes	 Yes	
 Online Meetings	 Yes <i>Up to 250 participants</i>	Yes <i>Up to 250 participants</i>	 Yes <i>Up to 80 participants</i>
 Instant Messaging	Yes <i>Up to 250 participants</i>		 Yes
 Community of Practice			Yes <i>Faculty and staff only</i>

Icons by [Prosymbols](#) from [Flaticon](#).

 The check mark indicates the recommended solution(s) for each use case.

¹ Skype for Business on Mac has limited capabilities; refer to [Skype for Business on Mac Features](#) for more information.

² Microsoft Teams is currently only available to U of T faculty and staff.