

## VoiceThread

### - Creating Your OWN VoiceThread and Commenting -

*VoiceThread is an interactive and sharing application that is now integrated within Blackboard. It takes Discussion Boards one step further! VoiceThread allows you to have a conversation around an image, or reading a passage or poem, learning a language, or sharing knowledge interactively through audio, video, and annotations, in addition to text.*

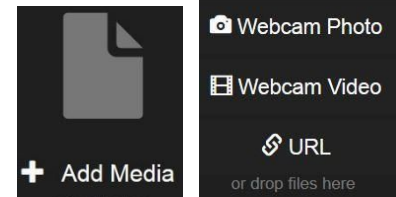
#### Add VoiceThread within Blackboard Course

1. Once you have added a VoiceThread (course view, individual, or VT Home) in Blackboard, at the top left of the VoiceThread page, click on **Create new VoiceThread**.



#### Add Media

2. Click on **+ Add Media**. This will allow you to import pictures or .PDFs into your VoiceThread. You can upload pictures from your computer one at a time or in bulk, and/or you may also access and pick images from other freely available Media Sources. Most likely, you will choose **My Computer** to upload pictures you have already saved or created on your computer.



#### Thread Settings

Title/Description   Playback Options   Cover Art

**Title**

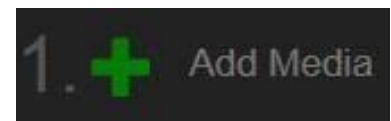
Yoga Instruction

**Description**

Enter description

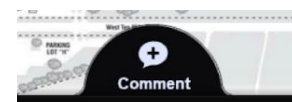
3. You will be prompted to provide a **Title** for your VoiceThread. The **Description** field is optional. Under the **Playback Options** tab, you may leave all options as default or you may experiment with them. Click on the blue **Save** button when done.

4. Once, you have uploaded your Media item(s), you may always add additional Media by clicking on **+ Add Media** via the large plus sign. (When your media items or images have uploaded, you may click and drag to rearrange their order.)



#### Add Comments

5. Next, click on **Comment**. This is where you can leave comments on each slide.
6. To comment, click on the **+ sign** on the bottom of the image.





Click on the *x sign* on the bottom of the image.

- 1 To write a textual response, click on the *ABC icon*.
- 2 To record audio, click on the *microphone icon*.
- 3 To record a video, click on the *videocamera icon*.

(If recording audio or video, when prompted, click on **Allow** \* and then **Stop Recording** to end your recording.)

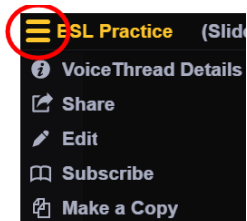
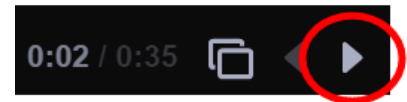
**\*ANNOTATION OPTION:**

During an audio or a video recording, hover over and click on the **colored pencil icon** on the right hand side. Choose any color pencil to draw right onto slide.



7. When done commenting, click on **Save**.

8. If you have more than one media item or image to comment on, click on the **Next button** in the bottom right hand corner to move to the next slide.



9. If at any point, you would like to **Edit** (add additional images or comments to your VoiceThread), click on the menu **icon with 3 lines** in the upper left hand corner and then click on **Edit**.

10. When done, click on **Share** and select your course. If you would like others to be able to **Edit** the VoiceThread (add their own images), click on that option when

sharing.

10. Once your VoiceThread is complete, you may exit out of VoiceThread by clicking on the **x button** in the upper right hand corner and you will be taken to your **VoiceThread Home page**.



11. On the **VoiceThread Home page**, you may hover over to the right of each VoiceThread to **Edit, Share, Remove, Copy or Delete** any of the VoiceThreads you created.



- Click on **Create icon** to create new VoiceThreads.
- Click on **Browse** to browse for Public VoiceThreads and to subscribe to add them on your **vt Home page**.
- Click on **vt Home** to go back to your Home page where all your VoiceThreads are.

