

VoiceThread Assignment: Watch

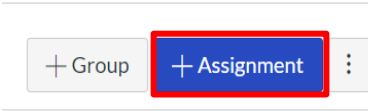
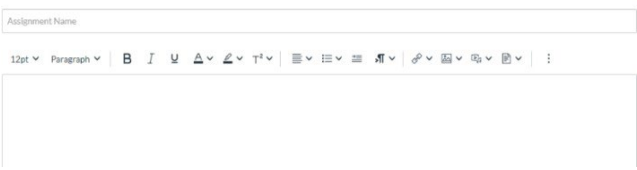
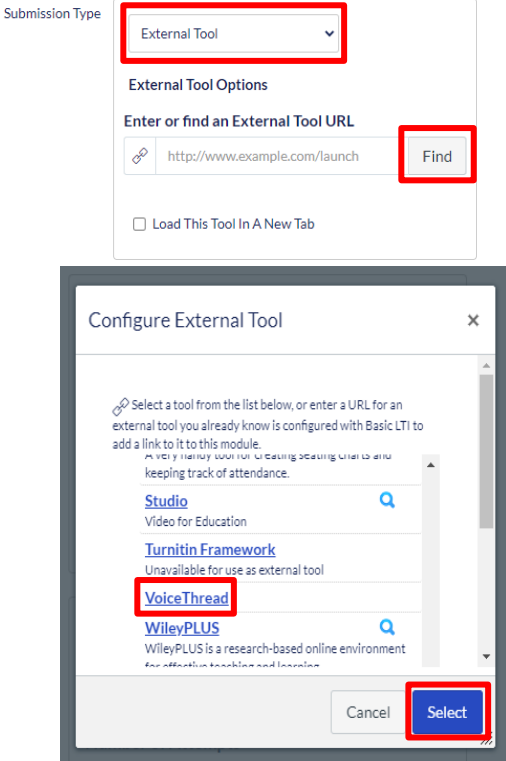
A Guide for Educators

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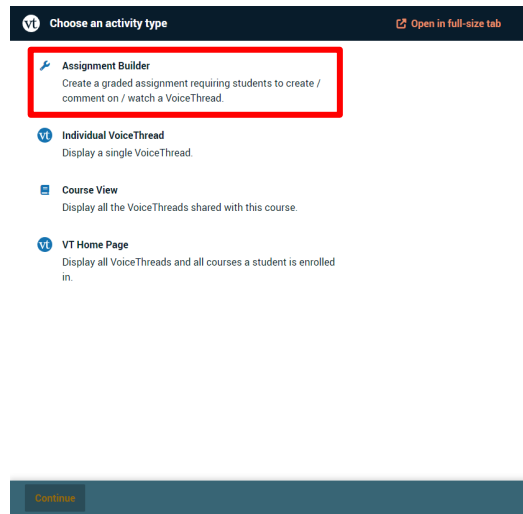
VoiceThread is an application designed for people to have discussions about shared digital media. The tool can be used both individually and collaboratively. VoiceThread allows users to combine images, video, text, and audio to enable multimedia conversations.

Utilize this guide to design an assignment asking learners to watch a VoiceThread you created.

Step 1: Create the Assignment in Canvas

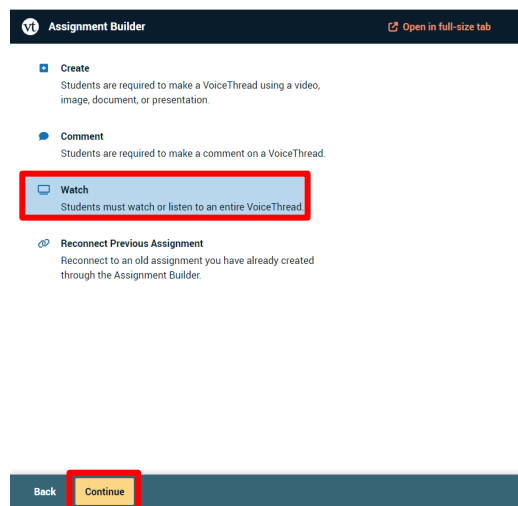
1. Go to the Assignments tab in the course navigation menu.	
2. Use the + Assignment button to create a new assignment.	
3. Insert title and instructions	
4. Under Submission Type: a. Submission Type = External Tool b. Click Find c. Scroll down & select VoiceThread from the list. d. Click Select e. Click Save after defining all assignment settings	

5. Select "Assignment Builder" in the VoiceThread menu window.



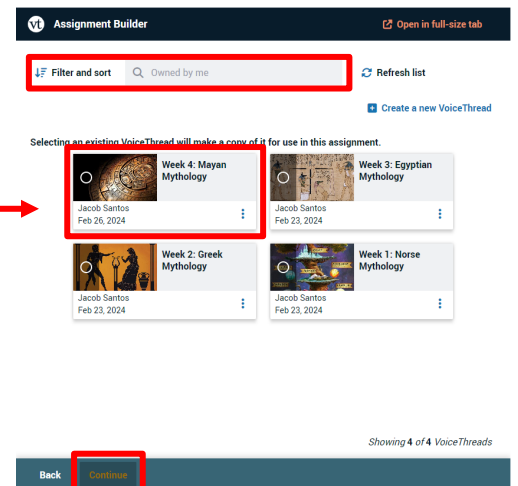
Step 2: Create Assignment Settings in VoiceThread

1. Click **Watch** and then click **Continue**.



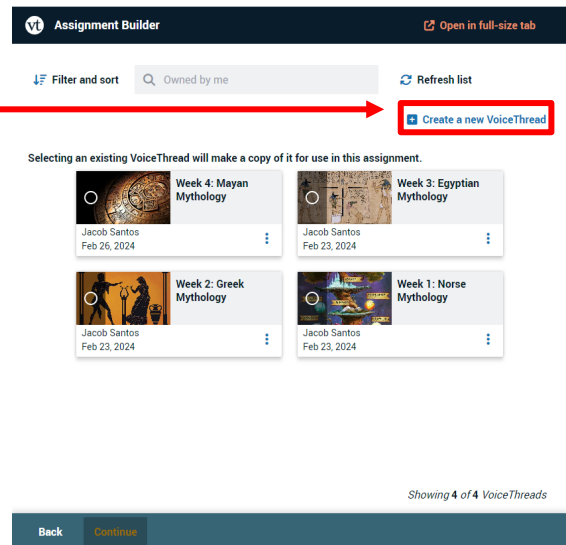
2. Define the VoiceThread you want learners to comment on:

- a. If you already created the VoiceThread you would like learners to comment on, search, and select it from your VoiceThread library. **NOTE: VoiceThread will make a copy of the original VoiceThread for this assignment. It is highly recommended you give this assignment a unique name.** Then click Continue.

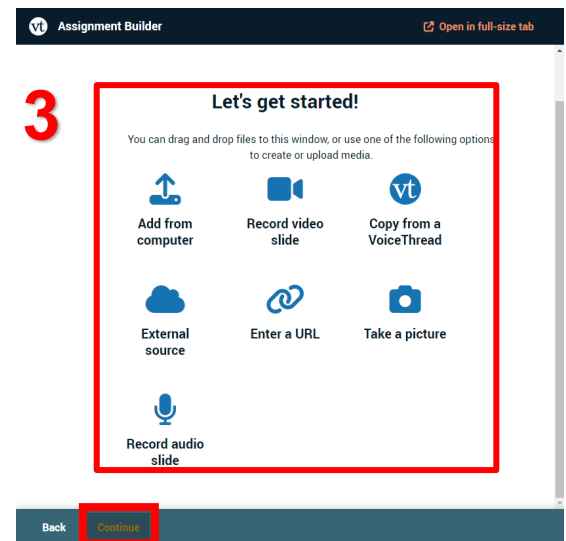


- b. If you are creating the VoiceThread you would like learners to comment on, select **+Create New VoiceThread**.

If you are moving forward with a pre-existing VoiceThread and **do not** plan on making any edits or changes, skip to **Step 8 below**.



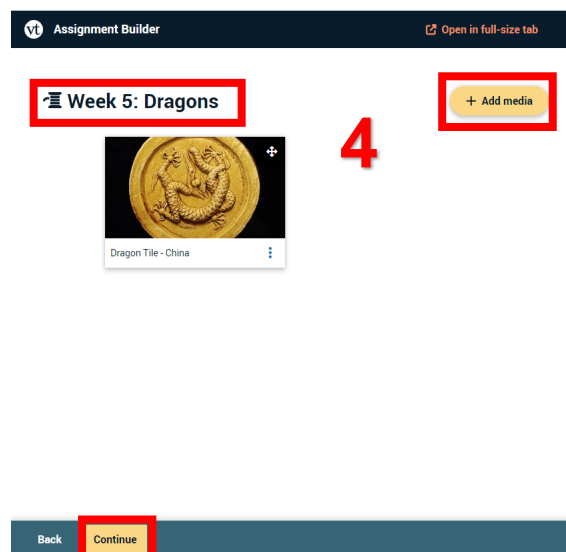
3. Choose the type of media you would like to create or upload and click **Continue**. Follow any unique prompts depending on your choice.



4. Optional Assignment Settings:

- a. Type an official title for this VoiceThread. Optional: enter a description for the whole thread, and tags to better identify the thread, as well as upload a custom cover image, if desired.
- b. Click **+ Add Media** to add types of content to your VoiceThread.

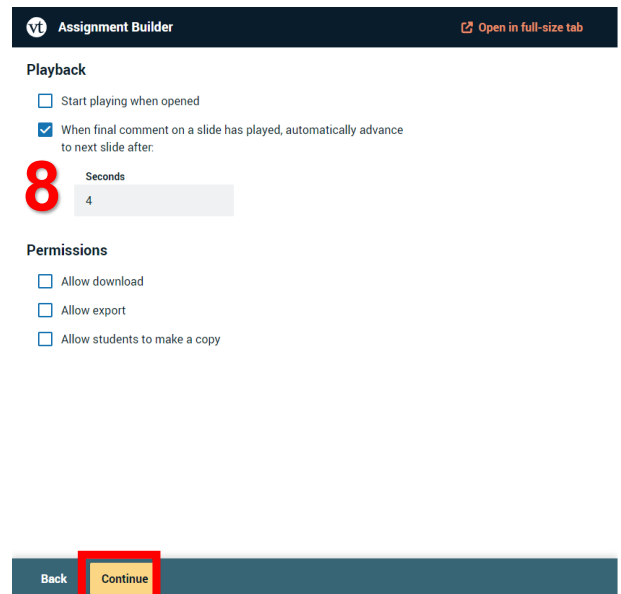
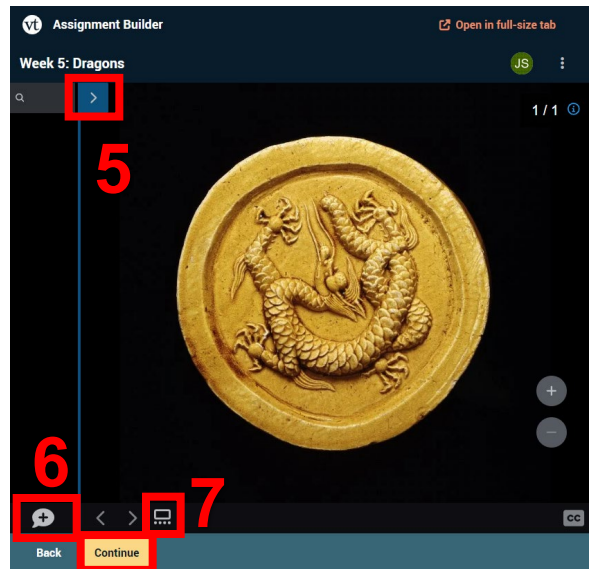
Click **Continue** when you are ready to do so.



- Any comments you make will appear in the left column. Clicking on the blue > will open a comment moderation option allowing you to search for commenters and delete comments.
- Clicking on the speech bubble will allow you to choose how you would like to add comments to this VoiceThread. These can be text, audio, video, or upload-based.
- Selecting the square icon will allow you to see all the slides in your thread and allow you to quickly jump to a new slide while recording.

Select **Continue**.

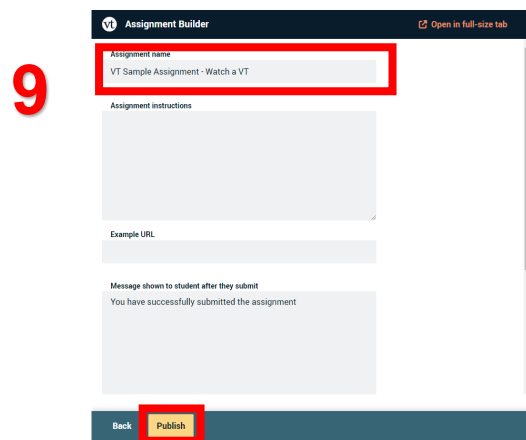
- Choose your Playback options and then click **Continue**.



- Edit the Assignment Name if necessary and add any additional Assignment Instructions.

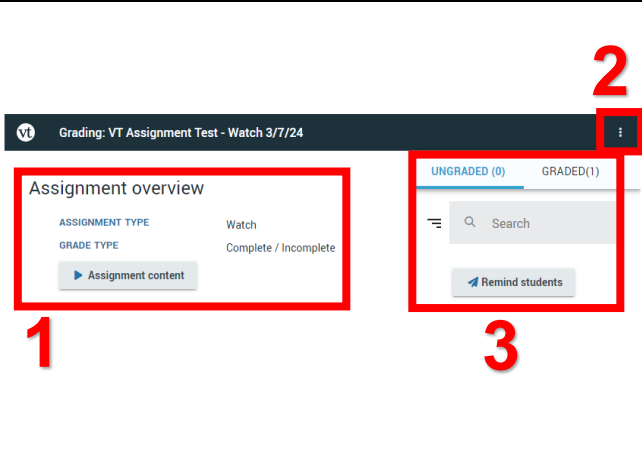
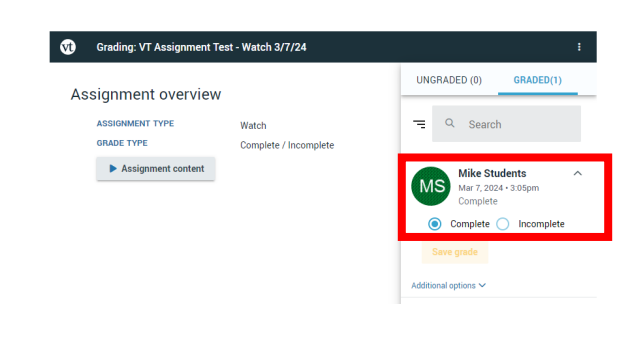
Note: Assignment Instructions entered here are in addition to any instructions entered into Canvas. You can also customize the message shown to students when they submit their assignment. Scroll down on this page to enter any start or end date instructions.

Click **Publish**.



Grading VoiceThread Assignments

To grade the assignment, select the assignment again in Canvas to view the submission window. This is where you will review and grade the submissions from learners.

<ol style="list-style-type: none">1. Assignment Overview: The information on the right reflects any assignment details you entered when creating the assignment.2. Assignment Options: Allows you to edit the assignment.3. Course Roster: On the right-hand side, you can see the students in your course. You will be able to determine who has and has not watched the VoiceThread here.	
<ol style="list-style-type: none">4. When a student has watched the VoiceThread, they will automatically be moved to the graded section. You can then edit the grade as complete or incomplete.<ol style="list-style-type: none">a. Note: The Canvas gradebook will populate the grade depending on what you chose in the Display Grade As section of the assignment builder.	

VoiceThread Help

- [VT Guide – Instructors](#)
- [VT Guides –Commenting](#)
- [VT Guides – Setting Up a Comment Assignment](#)
- [VT Guides – Grading Assignments](#)
- Campus Specific Support: Available Monday – Friday 8 AM – 6 PM
 - ❖ Contact the Academic Commons' Educational Technology Support team at EdTech.Support@lists.jefferson.edu or call (215) 503-2830.