

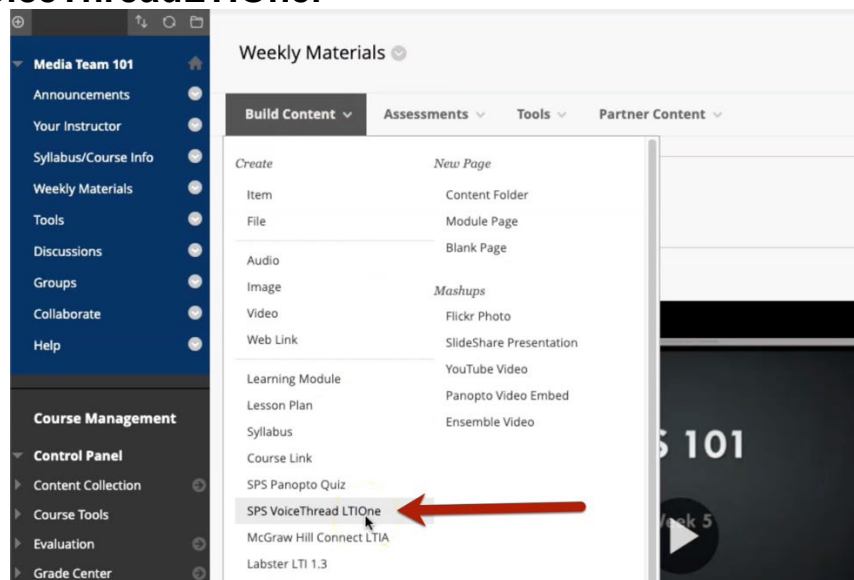
How to Add a VoiceThread Activity to Blackboard

VoiceThread is a video discussion board that allows students to interact with or build online presentations. This guide will demonstrate how to add VoiceThread to your Blackboard course.

Please note, there are two major parts to this process. The first part you will add a VoiceThread link to Blackboard. In the second part you will program the link for its intended use.

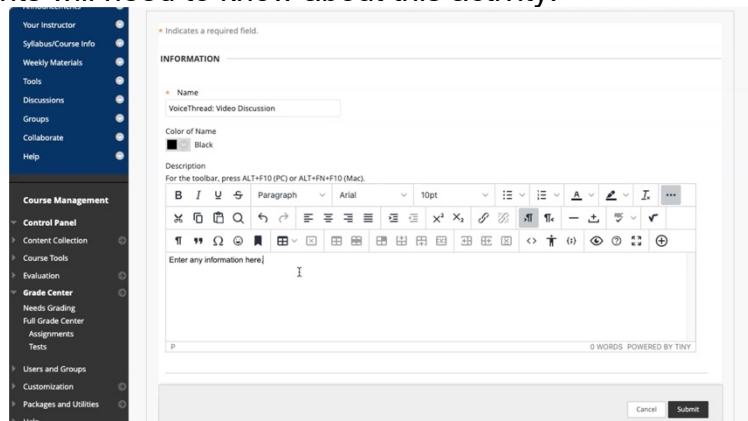
Part 1: Add VoiceThread Link to Bb

1. Go the Content Area of your Blackboard course where you wish to add VoiceThread.
2. Hover your mouse over “Build Content” and select “SPS VoiceThreadLTIOne.”



3. Name your VT link and add a description.

Give the new VT link a title or name of the assignment. In the Content Editor, enter any information students will need to know about this activity.



4. Decide if your new VT will be graded or ungraded.

If you select “Yes” to enable grading, a column will be added to your Blackboard Grade Center, and you must add a point value. Also, you can add a due date, if desired.

GRADING

Enable Evaluation
 Yes No

Points Possible
10

Visible to Students
 Yes No

Due Date
 [Calendar Icon]

OPTIONS

Permit Users to View this Content
 Yes No

Track Number of Views
 Yes No

Select Date and Time Restrictions
 Display After [Calendar Icon]

NOTE: Be sure to enable grading at this step in order to use the VoiceThread grading system.

5. Click Submit when ready.

Your new VoiceThread link has been added to the bottom of the page.

Cancel Submit

vt **VoiceThread: Video Discussion** [Dropdown Arrow]

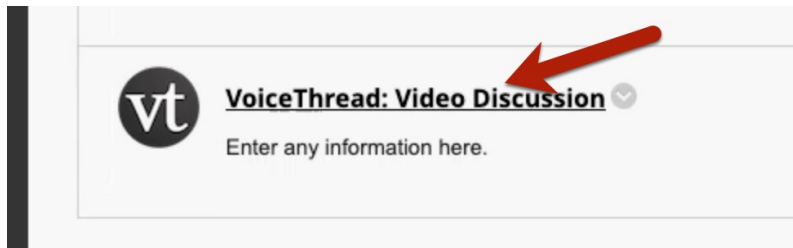
Enter any information here.

NOTE: The VT setup is **not** complete, please continue with Part 2 below.

Part 2: Program the VT Link

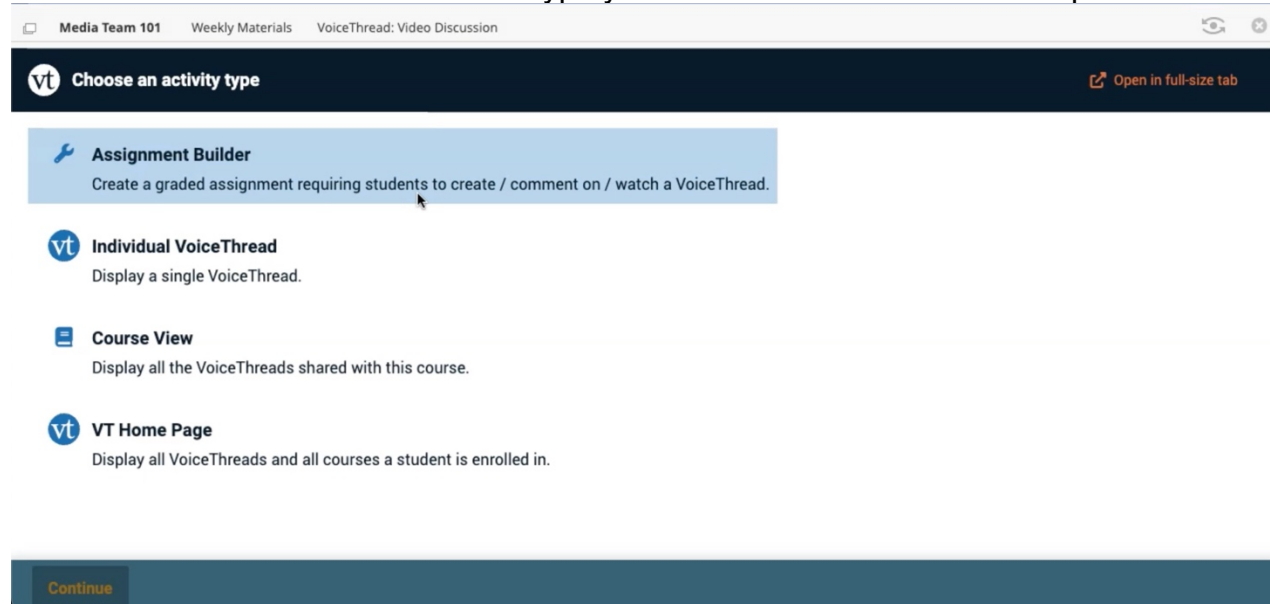
Before students can interact with this VoiceThread, you must program how you'd like the link to work. As the instructor, you must click this link before your students do in order to complete the setup.

6. Click the new VoiceThread link.



7. Select the type of VT link you wish to use.

Because we enabled grading earlier, we are presented with 4 choices on how to set up this VoiceThread link. Decide which type you wish to use and click on it to proceed.



Assignment Builder: The Assignment Builder sets up a VoiceThread assignment where you score students' contributions inside the VoiceThread itself. The score is added to the corresponding column in the Grade Center. If you do not see Assignment Builder as an option, then you need to enable grading. See Step 4 above. See below for more details on the assignment builder.

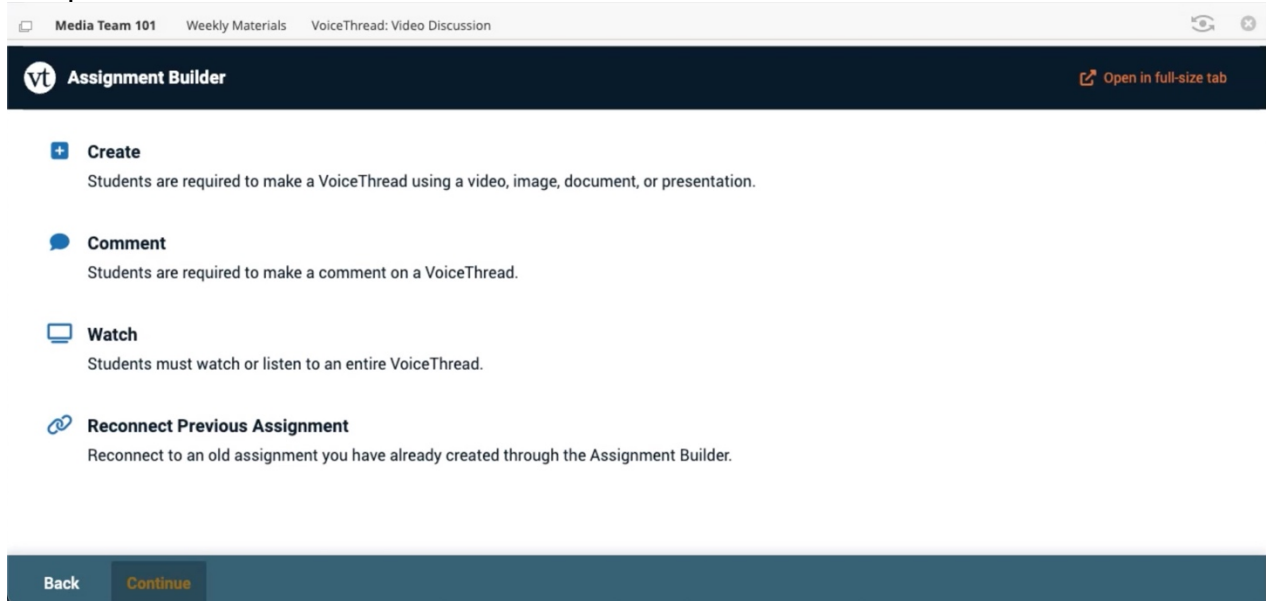
Individual VoiceThread: Use this option to create or use a single VoiceThread presentation of your choice. Students will be able to add comments. This option will not use the VT grading system even though we enabled grading. Follow this link if you wish to [use a non-graded individual VT](#).

Course View: This option creates a link that will show students a page with all the VoiceThread presentations created by the users in your course. Follow this link to [set up a Course View link](#).

VT Home Page: This option will link students to their "My Voice" page, which lists all the VoiceThread presentations the user created or has permission to edit. Follow this link to [set up a VT Home Page link](#).

8. After clicking Assignment Builder. Select the type of assignment you wish to use.

When using the Assignment Builder, you'll be prompted to choose between four assignment options. The remaining steps to setup will have different settings and preferences depending on which option you select. Below are links to complete your VT setup.



Create: This assignment asks students to create their own VoiceThread presentation. The results can be displayed as a gallery for all classmates to view each other's presentations. Follow this link to finish [setting up a Create Assignment](#).

Comment: This assignment asks students to interact with a VoiceThread you choose or create. Follow this link to finish [setting up a Comment Assignment](#).

Watch: This assignment asks students to watch, from beginning to end, a VoiceThread you choose or create. Follow this link to finish [setting up a Watch Assignment](#).

Reconnect Previous Assignment: This option allows the instructor to choose from a list of assignments previously created and reuse it in a new course. Follow this link to finish [Reconnecting a Previous Assignment](#).

Still need help? You can visit our [support site](#) for tutorials and links to resources.

Our Media Team is available to meet with SPS Faculty one-on-one to support VoiceThread set up. To request a meeting or ask a question, send us an email at FacultySupport@sps.cuny.edu.