Do you have VoiceThreads you would like to use again during an upcoming term? Please consult the following steps to copy and share one or more VoiceThreads with another course.

1. Within a Blackboard course, access your existing VoiceThread Home page.

2. From the VoiceThread Home page, click to select the VoiceThread(s) you wish to use in another course.

3. From the options bar at the top of the Home page, click the Share Selected With a Group icon.

4. In the ensuing pop-up window, click Copy and share these VoiceThreads.

5. Select the course or group with which to share the VoiceThread(s).

6. Choose the permissions level to be applied to all selected VoiceThreads.

7. Choose whether or not to include comments from existing selected VoiceThreads.

8. Click Copy and share.