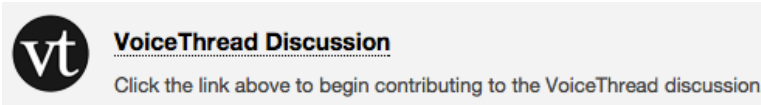


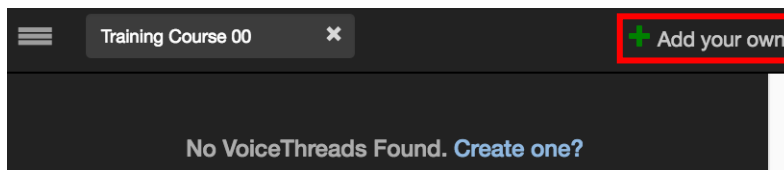
How to Create, Comment on, and Share a VoiceThread

Create a VoiceThread

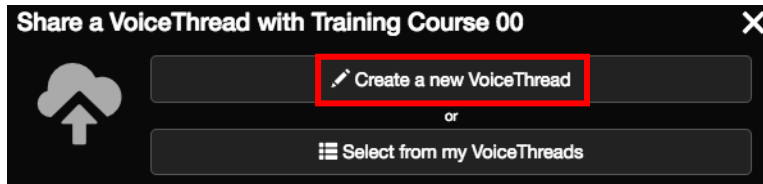
1. Access VoiceThread through the link provided in your Blackboard course.



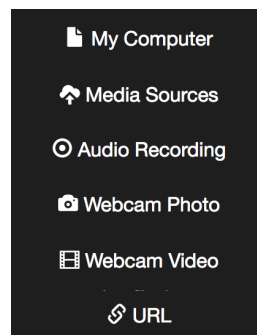
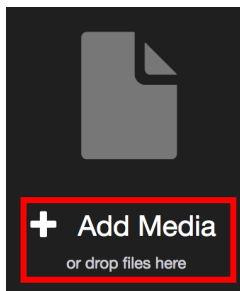
2. On the VoiceThread course page, click **Add your own**.



3. Choose to **Create a new VoiceThread**.



4. Click **Add Media** and select your content.



Note: To upload a file from your computer, like an image or a PowerPoint presentation, choose My Computer. Alternatively, you can create new content like a webcam video.

5. In the *Thread Settings* window, enter a **Title** and any other relevant information and click **Save**.

Thread Settings

Title/Description Playback Options Cover Art

Title

My Test Presentation

Description

Enter description

Tags

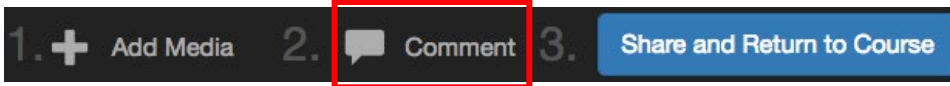
Enter tags

Save

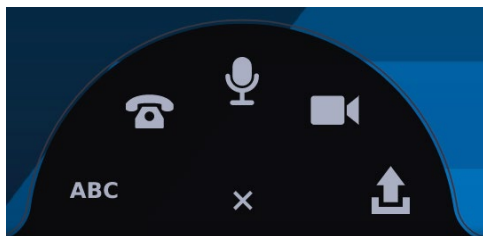
Comment on a VoiceThread

Skip this section if you do not want to comment at this time.

1. Once you upload your media, click **Comment** in the options bar.

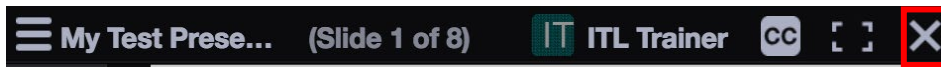


2. Click the **+** icon near the bottom of the VoiceThread and choose your desired commenting mode. Options include voice recording, video, text, or file upload.



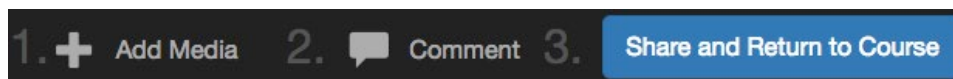
Note: Remember to save your comments when finished.

3. When you are finished commenting, click the **X** near the top right of the page to close the VoiceThread.

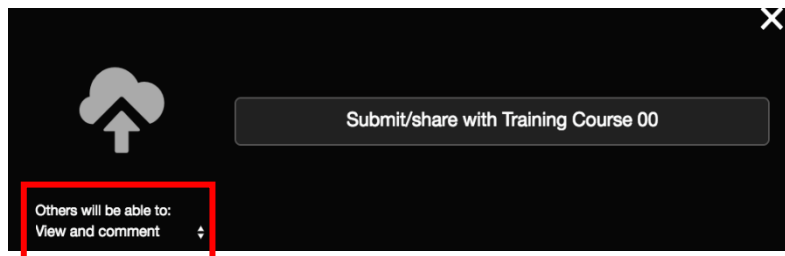


Share a VoiceThread

1. Click the **Share and Return to Course** button in the options bar.



2. Decide what **others will be able to** do with your VoiceThread and then click **Submit/share**.



Note: By default, others in your course can View and Comment on the VoiceThread.

3. Everyone in the course can now access it through the VoiceThread link in Blackboard.

