VoiceThread & D2L Brightspace Quick Guide for Faculty

VoiceThread is an online tool for having conversations around media such as images or videos. Your class can participate in the conversation via webcam, microphone, or typed text. VoiceThread is integrated with D2L Brightspace and is available for all KSU courses.

Browser Requirements for HTML5 Compatibility

VoiceThread is supported in the following browsers:

- Google Chrome
- Mozilla Firefox

VoiceThreads can be opened and viewed, but audio and video cannot be recorded in the following browsers. As these browsers evolve to support HTML5, this may change.

- Safari
- Microsoft Edge

Internet Explorer does not support HTML5 and therefore cannot be used with VoiceThread.

For the best possible experience, your web browser should be fully up to date, but at minimum no more than two versions behind.

Add VoiceThread to Your Course in D2L Brightspace

Follow the steps below to add the VoiceThread link to your course’s Content in D2L Brightspace.

1. Navigate to your course.
2. From the Course Homepage, click the Content menu item.
3. Under an existing or new module, click the Existing Activities button.

![Figure 1 - Click Existing Activities](image1)

4. In the Existing Activity drop-down list, click External Learning Tools.

![Figure 2 - Click External Learning Tools](image2)
5. Click **VoiceThread**.

![Figure 3 - Click VoiceThread](image)

Next you will need to decide what you want students to see when they click on the link. Follow the steps below to configure this VoiceThread link:

6. Click the **VoiceThread link** that you have created in your D2L Brightspace course.

![Figure 4 - VoiceThread Link](image)

7. The **VoiceThread Setup** page will appear. Select the option that best fits your needs. The different options are described in the sections below.

![Figure 5 – VoiceThread Setup Page](image)
Course View
Displays the collection of VoiceThreads that have been shared with your course. Anything that has not yet been shared with the course will not appear. This option is best used when you want students to find and comment on each other’s work, or if you want to allow students to review all course materials prior to an exam.

![Course View](image)

**Figure 6 - Course View**

Individual VT
Displays a specific VoiceThread that you have created and shared with the course. When students click on the link, they will only see one VoiceThread. This option is best used to create a VoiceThread discussion board. Students will not need to look through a collection of VoiceThreads to find the correct one. Instead, they will be taken straight to it.

![Individual VT](image)

**Figure 7 – Individual VT**
VT Home
Displays all of a student’s VoiceThread content in a single view. This includes all VoiceThreads and courses that belong to them. This option is best used if you want to direct students to the VoiceThread portal without directing them to any specific content. This option is also useful for the instructor to find VoiceThreads they have not shared yet.

![Figure 8 - VT Home](image)

Assignment Builder
Assignment Builder allows you to create a graded assignment for students to complete. There are three types of assignments that you can require students to complete:

A. *Create a VoiceThread* to submit (See Figure 9).
B. *Submit a Comment* on a VoiceThread you have created (See Figure 9).
C. *Watch a VoiceThread* (See Figure 9).

![Figure 9 - Assignment Builder](image)

**Note:** After selecting the type of assignment you would like to create, you can through the steps to complete the setup process. Below are the steps on how to set up a VoiceThread for students to comment:
Setting up a VoiceThread for Students to Comment

Follow the steps below to setup a VoiceThread for students to comment:

1. From the Assignment Builder setup page, click the **Submit a Comment** button.

![Figure 10 - Submit a Comment](image)

2. In the window that appears, choose an **existing VoiceThread** from the list of previously created VoiceThreads on the left side of the window.

![Figure 11 - Select VoiceThread for Students to Comment On](image)

3. After selecting a VoiceThread, you can enter a **description** and **require a specific number of comments** for the assignment (See Figure 12).

4. When you are ready to create the assignment, click the **Create Assignment** button (See Figure 12).

**Note:** You may need to scroll down to see this button.

![Figure 12 - Create an Assignment](image)
Grading Student Work

If you have used the Assignment Builder, then VoiceThread includes a new Grader interface to help you assess student work. Use this interface to easily identify which students have submitted the assignment and to review their comments easily.

Note: Do not enter student scores here! To record the student’s grade, you will need to manually enter the grade into your D2L course gradebook.

1. Navigate to your course.
2. Click the VoiceThread link in the assigned module.
3. The Grader screen will appear.

![Figure 13 - Grader Screen](image)

4. Underneath Submitted Assignments, click on a student’s name to see that student’s submission.
5. You can click on each comment below the student’s name individually to go directly to that comment.

![Figure 14 - Submitted Assignments](image)
**Note:** Entering a score here will cause issues with the D2L gradebook. VoiceThread will create a 10-point column in the gradebook, and grades will be overwritten each time you grade a VoiceThread. You can avoid these issues by creating your own Grade Item in the D2L Grades tool and entering the score there.

6. Do not enter a score here. To record the student’s grade, manually enter the grade into your D2L course gradebook.
7. If you have students who have not submitted their assignments, click on the **Remind** button next to their name to send them an email reminder (See Figure 15).
8. To send an email to everyone who has not yet submitted, click **Remind all students** (See Figure 15).

![Figure 15 - Submit Assignment Reminder](image-url)