

# VoiceThread – Getting Started

## Log In

1. In your web browser (e) Tw 5.01 f0.0- If this is the first time you have logged in, your account will be automatically activated if you are an enrolled student in the College of Education and Allied Professions or you are a faculty or staff member of the college.
4. If you are a faculty member, contact Lee Nickles (lnickles@wcu.edu or x3299) to have your account upgraded to faculty status.

## View Tutorials

VoiceThread has several video tutorials on how to use their site.

1. Log in to VoiceThread
2. Click on the “Help” icon near the bottom right of the screen

3. You can pick the topic you are having issues with OR to search for a topic. Search full how

## Create a new VoiceThread

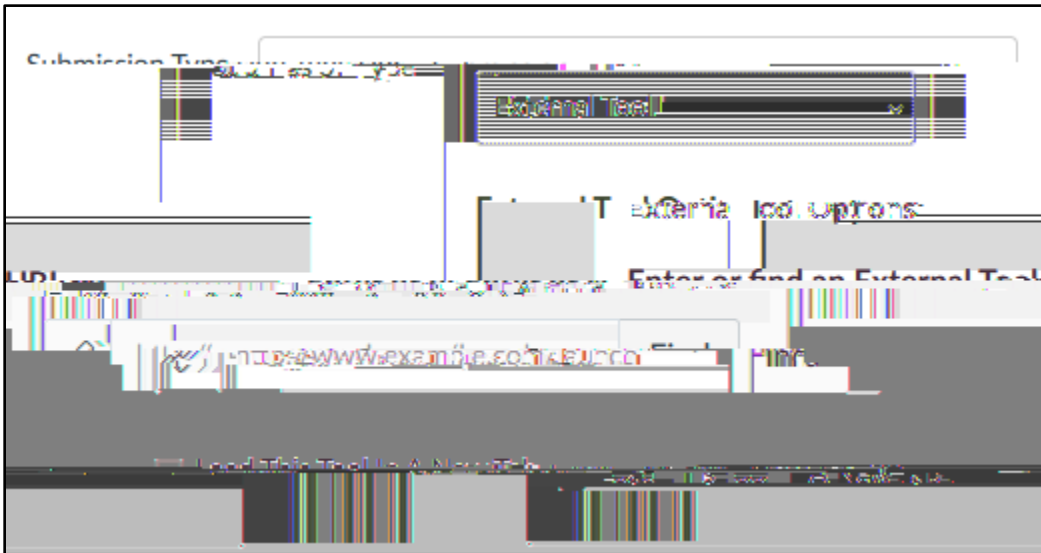
1. Log in to VoiceThread
2. Click on the Create button at the top left
3. Click the Add Media link in the middle of the page – you have several options
  - a. My Computer - upload a video, audio, image, or PowerPoint file you previously created
  - b. Media Sources – upload a video from a few online services
  - c. Audio recording – record audio directly from your computer
  - d. Webcam photo – take a photo with your computer’s webcam
  - e. Webcam video – record video (and audio) directly from your computer
  - f. URL – paste a URL with the media you wish to add
4. You will be asked to name your VoiceThread; If you uploaded media, it may take significant time to process
- 5.

## Create a Group (Faculty Only – not necessary with Canvas Integration)

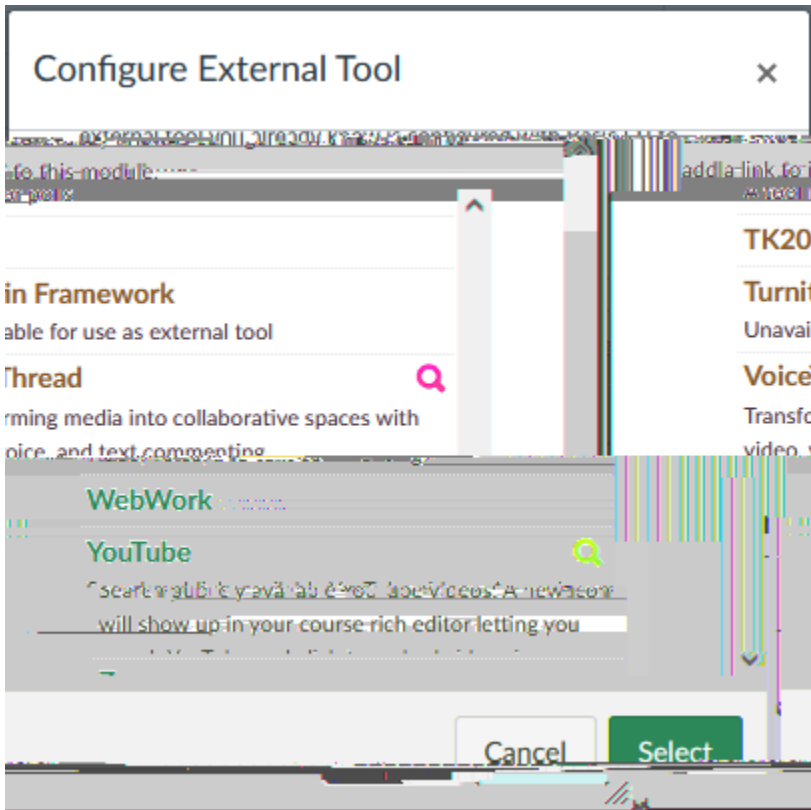
1. Log in to VoiceThread
2. Click the tab (in the picture above)
3. Click the Plus sign beside the Groups header
4. Give your group a name, and if you wish a description. You can also change the header image.

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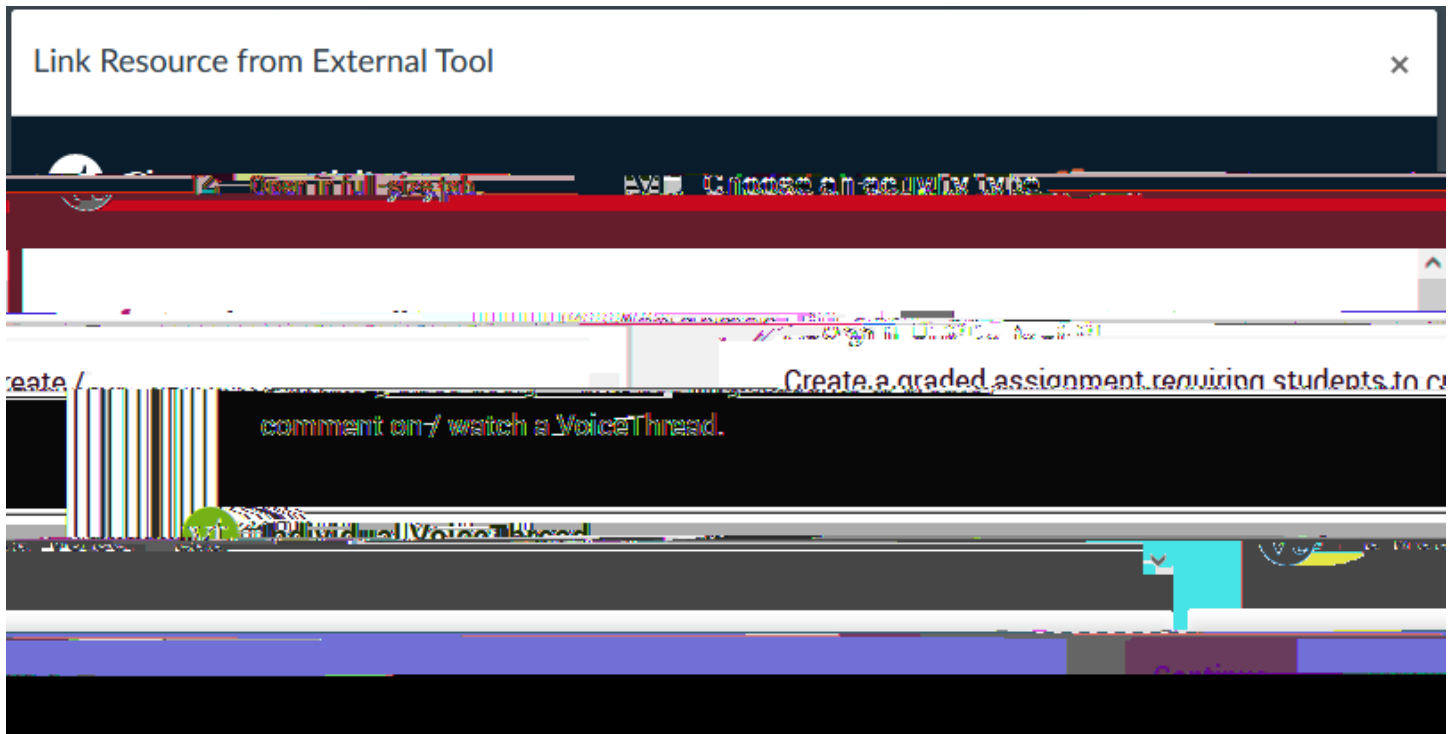
3. In the box, click "Find"



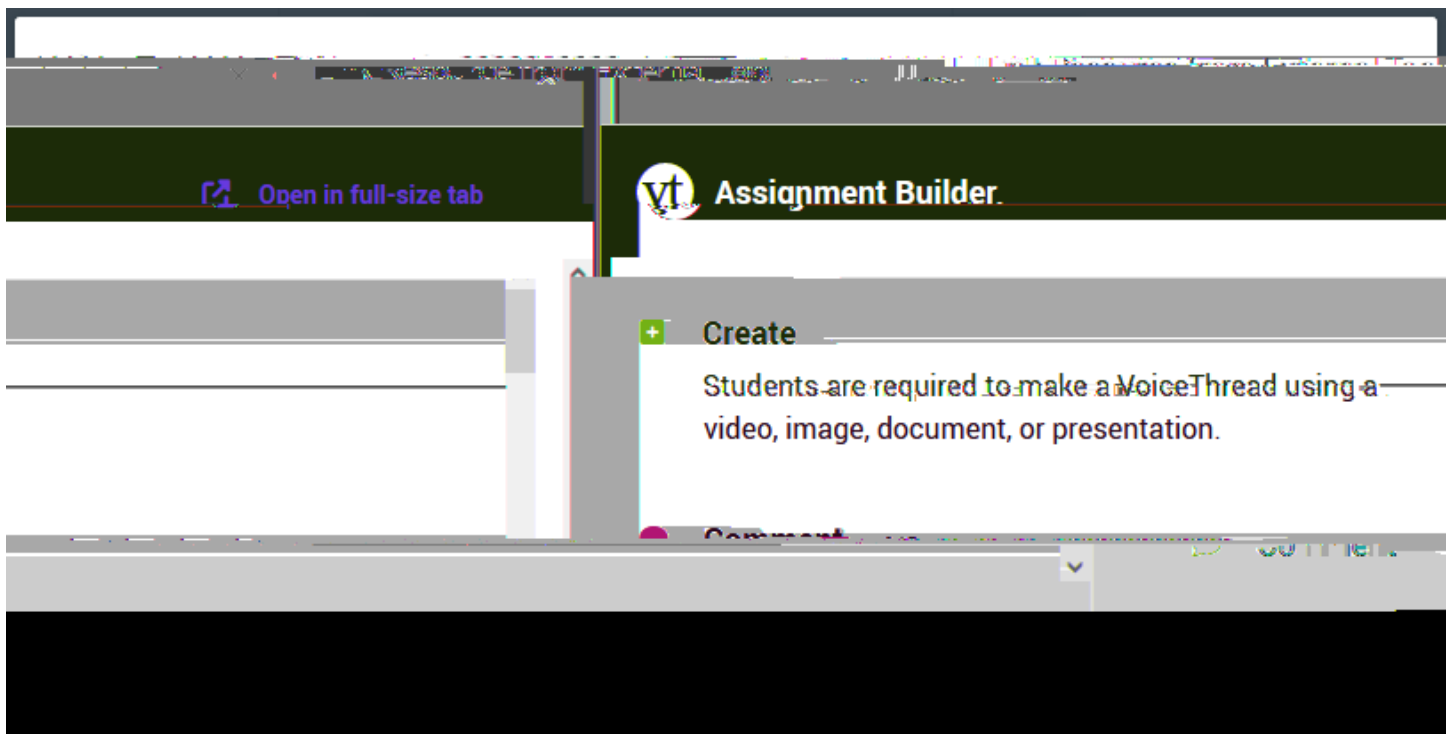
4. Search for VoiceThread and click on it.



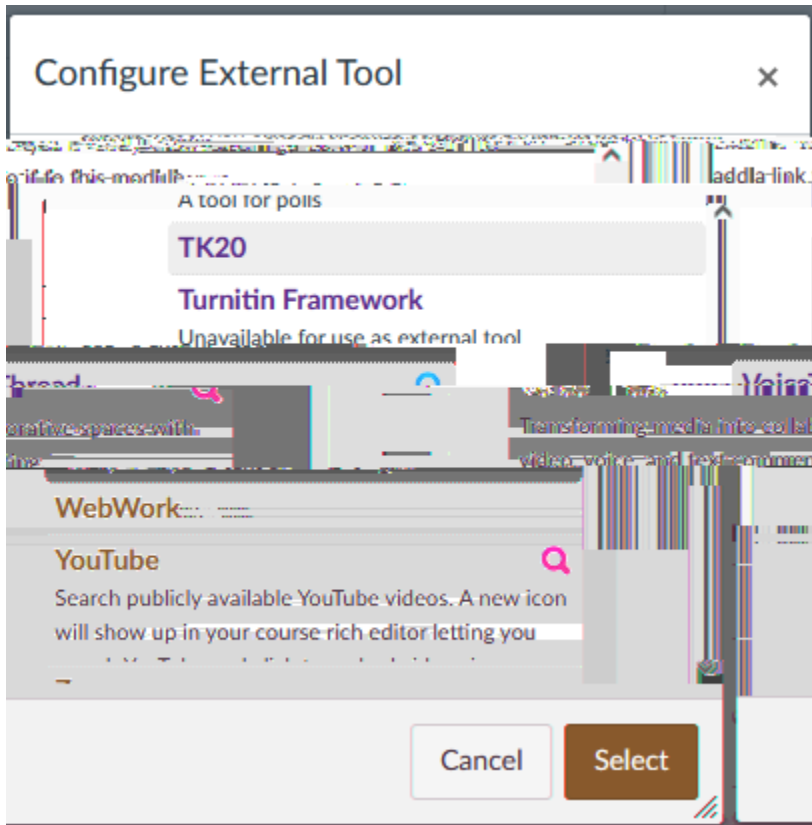
5. You will typically want to use Assignment Builder so click on that option



- Pick the kind of assignment you wish from the list. "Create" is the most typical (students must create their own voicethread) then click Continue



- For "Create," select the parameters (there are many – default ones are a good place to start) and click Continue
- Set the various assignment settings if you wish. These do not migrate back to Canvas. I recommend using the same assignment name in both Canvas and VoiceThread for convenience.
- You will be back on the screen seen here. Click Select.



10. Finish setting up your assignment and click Save or Save & Publish. Your assignment will look something like this to you:

