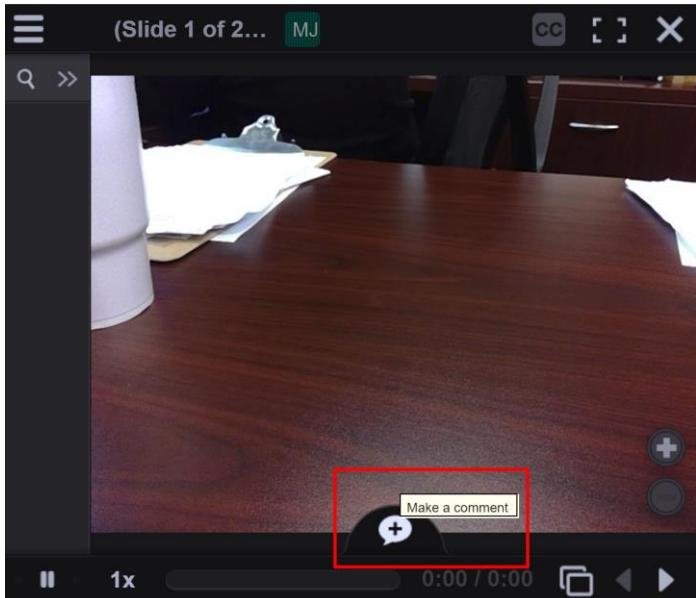


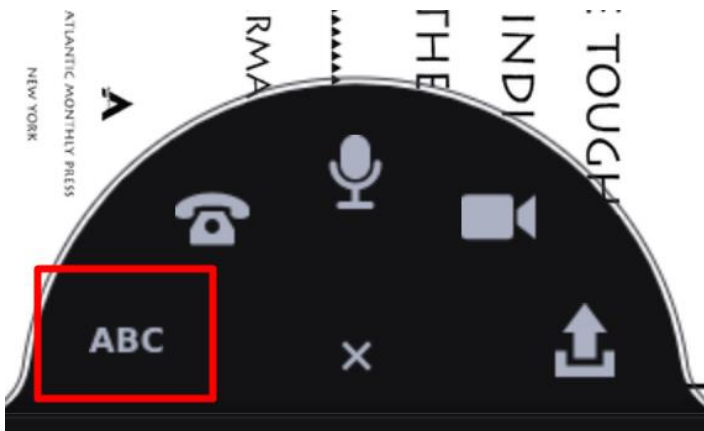
How to Use VoiceThread as a Student:

This is a step by step guide on how (as a student) to comment on a VoiceThread in your course

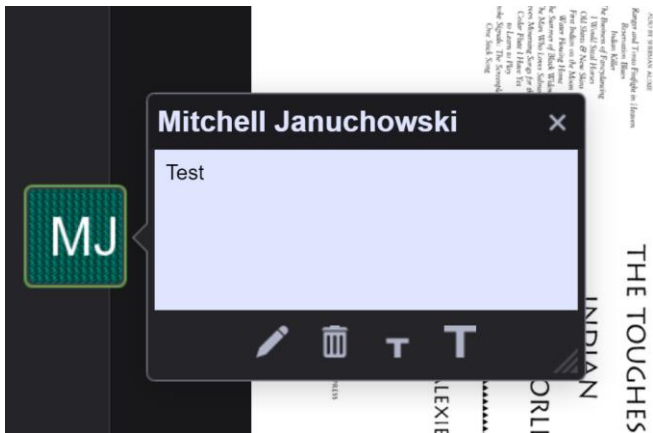
1. On the slide you wish to make a comment on, click the plus button on the bottom of the slide.



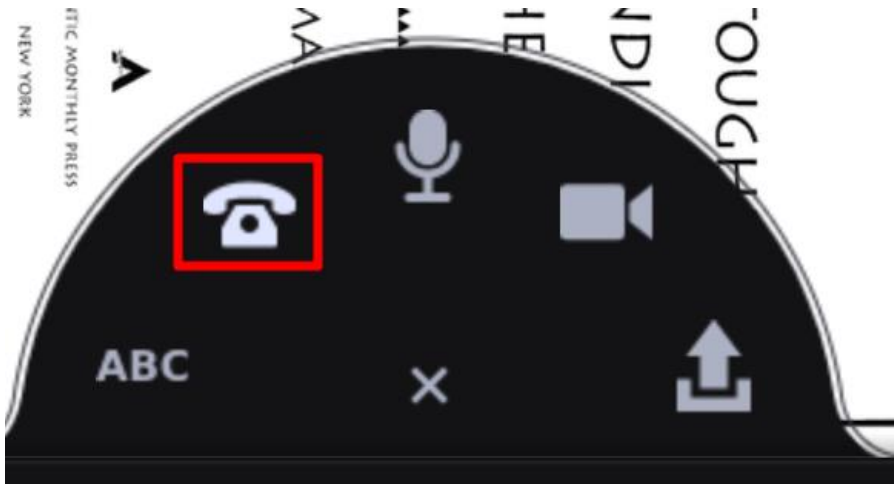
2. From here you have a few options when leaving a comment. Firstly, you can click on the "ABC" button to leave a text comment on the slide.





3. After clicking that button, a text box will appear where you can type your comment and press save.
4. On the left side of the VoiceThread, you will see your comment. From here, you can edit, delete, and enlarge the text of your comment.



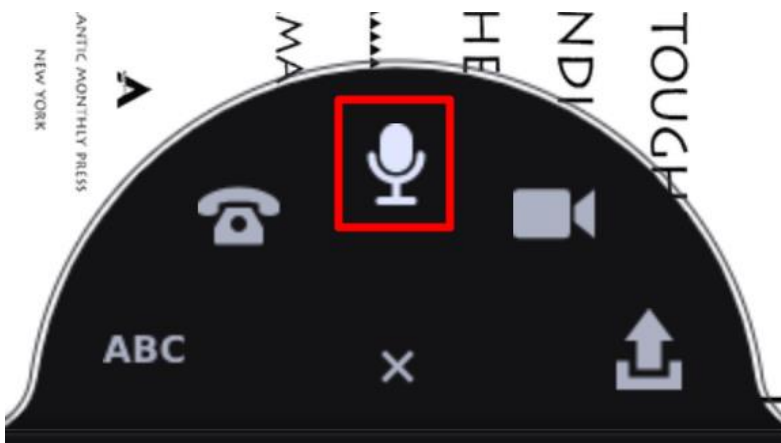
- The next way you can leave a comment is by using your telephone. Click the telephone icon to open the text box. In the text box that comes up, you will write your telephone number so that they may call you. This is a good way to leave a audio comment if you currently do not have a microphone on the computer you are currently using.



Please enter your phone number

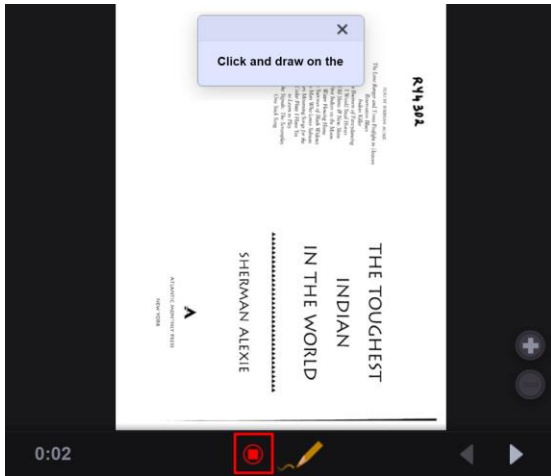
 

- If your computer has a microphone and you want to use it, you can click the microphone icon to start a voice recording.

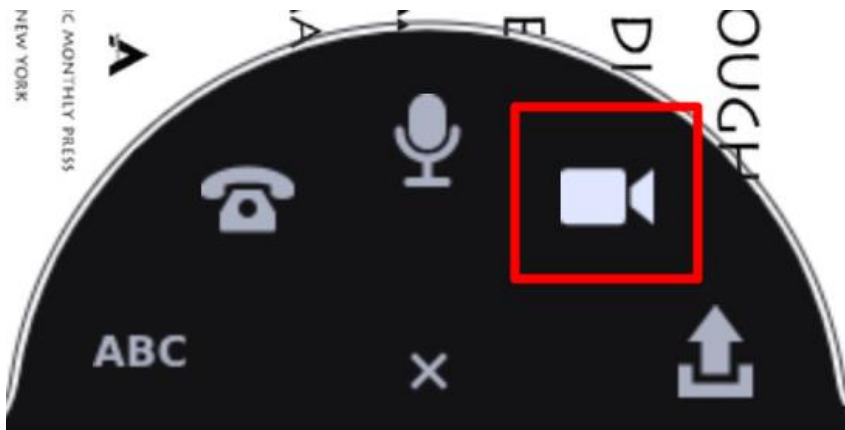


- After clicking the icon, a box may pop up asking for permission to use your microphone; click on the yes button. From here, a countdown will begin and, after it hits zero, your voice recording will begin.

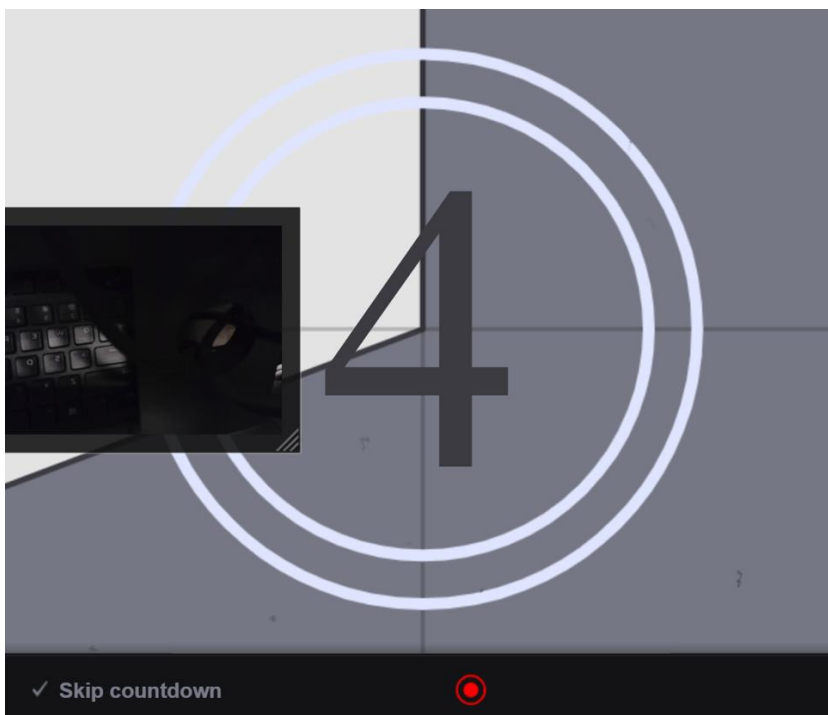
8. Once you are finished recording your voice, click the red stop button on the bottom of the page. This will stop the recording and finalize the audio.



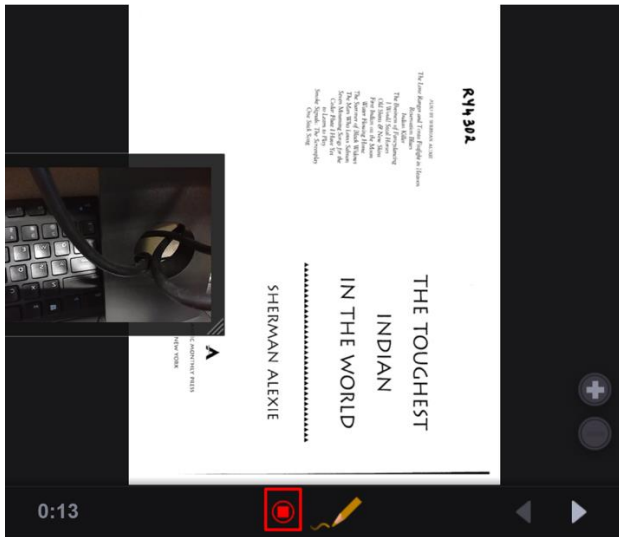
9. If you are happy with what you recorded, click save and it will be saved to the VoiceThread.
10. If your computer is also equipped with a webcam, you can make a video comment on one of the slides. To start this, click on the camera icon.



11. After clicking on the icon, there might be a box that asks permission to use your webcam; click yes to continue. A countdown will begin, and you should see what your webcam is seeing.



12. To stop and finish your recording, click the red stop button on the bottom of the page. Your recording should play back. If you like it, you can click save and it will comment onto the VoiceThread.



13. The final way to comment on a VoiceThread is to upload a mp3 file from your computer. To do this, click on the upload icon.



14. Clicking this will open explorer on your computer. Navigate to the file that you want to upload as a comment and click open

15. The file should be uploaded to the VoiceThread as a comment.