

# Angel Integrated VoiceThread Instructor Guide

There are four simple steps to using VoiceThread in your courses:

1. Adding VoiceThread to your course
2. Setting up your VoiceThread link
3. Waiting for students to submit work (if you've created a graded assignment)
4. Grading student work (if you've created a graded assignment)

## Adding VoiceThread to your course

### ANGEL

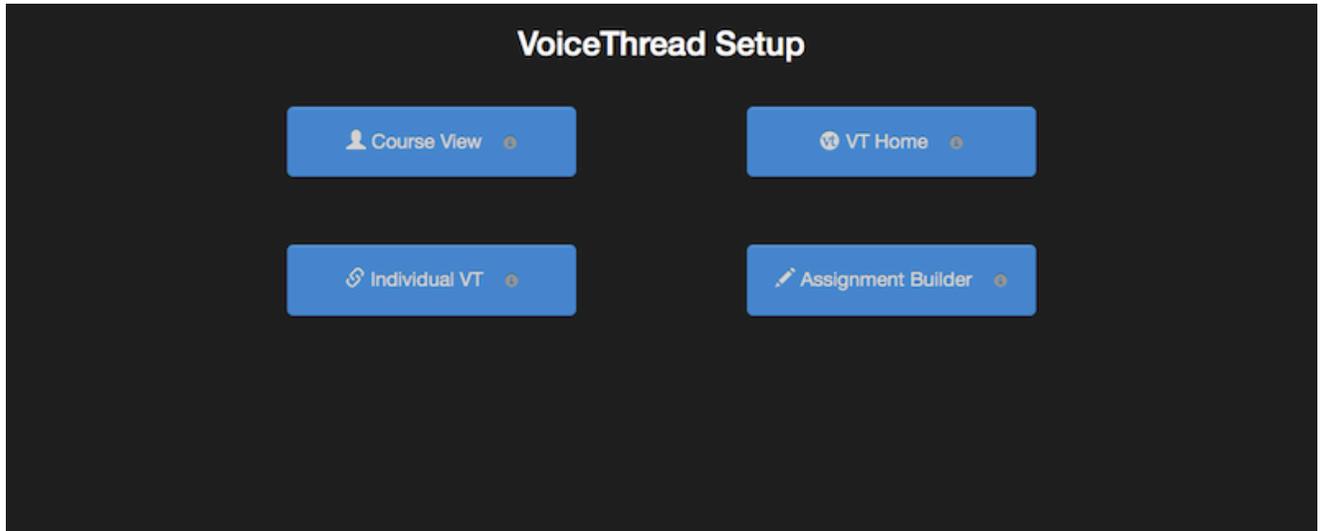
1. Navigate to your course.
2. Click "Add Content".
3. Select "External Tool".
4. Give the activity a title.
5. For tool provider, select "VoiceThread".
6. Check the box that says "Enable grading".
7. Save changes.

Note: At step 3 you will receive an Angel notification stating: If the LTI provider supports grade sync you must check the "Enable Grading" checkbox and choose or create an assignment on the Assignment tab. If "Enable Grading" is not selected when the activity is created, grades may be missing later in the semester.

The screenshot shows the ANGEL LMS interface. At the top, there is a navigation bar with tabs: Syllabus, Calendar, Lessons (selected), Resources, Communicate, Report, Manage, and Grades. Below this is a breadcrumb trail: Home > Course > Lessons > LTI 1.1 test ETS IDs. The main content area is titled "New External Tool" and has settings for Normal and Advanced. There are tabs for Content, Access, Actions, and Assignment. The "Content" tab is active, showing "Page Settings" with fields for Title and Subtitle. Below that is "Link Settings" with a "Link Target" dropdown set to "Same Window" and a "no banner" checkbox. The "Tool Provider" dropdown is set to "Select a tool provider". At the bottom, there is an unchecked "Enable Grading" checkbox. A modal dialog box is overlaid on the page, showing a compass icon, the URL "https://angelshibaccept.ais.psu.edu", and the warning message: "If the LTI provider supports grade sync you must check the 'Enable Grading' checkbox and choose or create an assignment on the Assignment tab." An "OK" button is at the bottom right of the dialog.

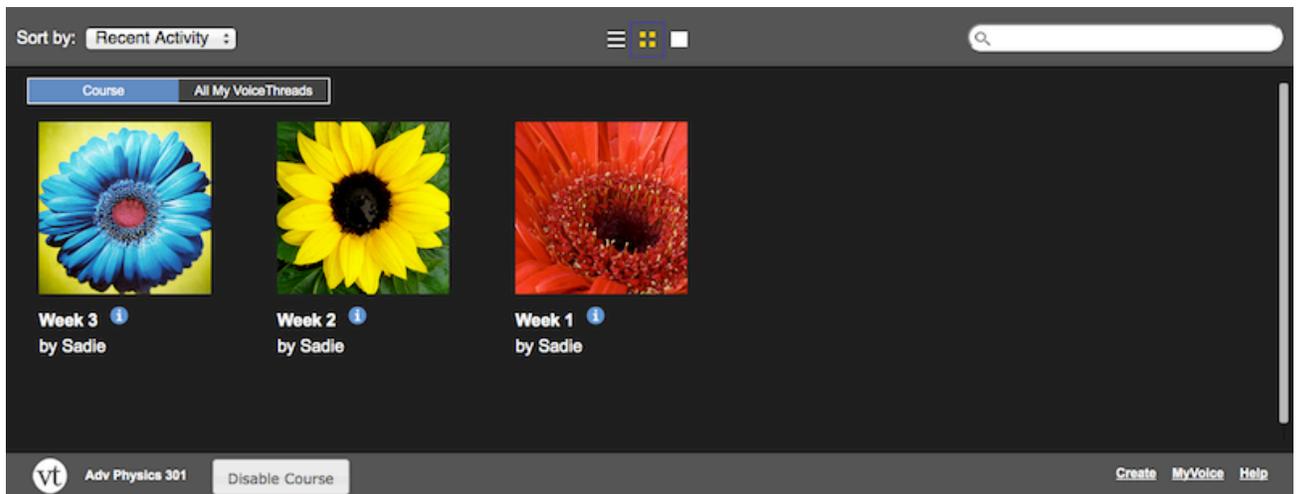
## Setting up your VoiceThread link

After you have added VoiceThread to your course, you'll need to decide what you want students to see when they click on that link. Start by clicking on the link you've just created and selecting the option you'd like to use.



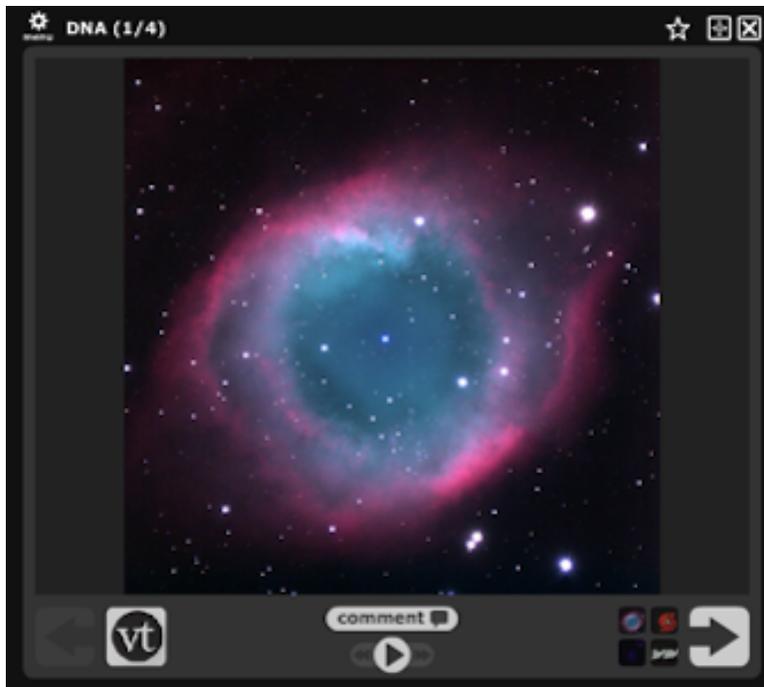
### Course View

Display the collection of VoiceThreads that have been shared with your course. Anything that has not yet been explicitly shared with your course will not appear here.



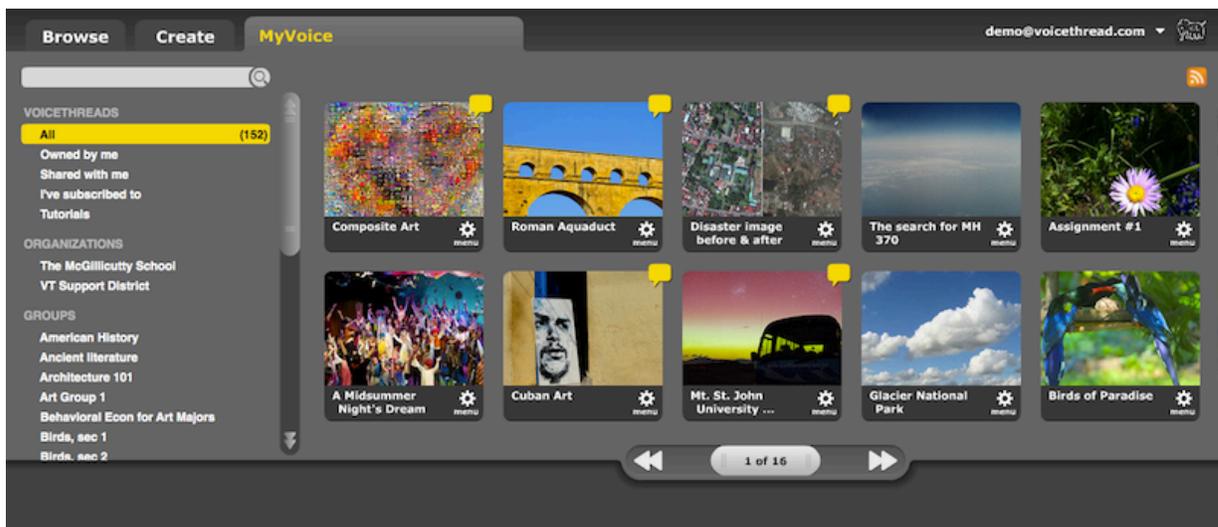
### Individual VT

Display any VoiceThread that you have created. When students click on the link, they'll see only this one VoiceThread.



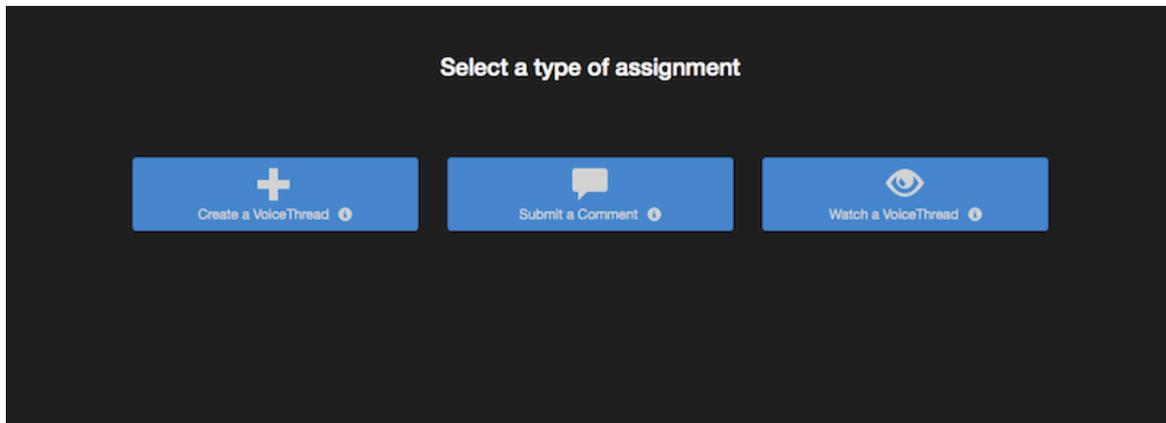
## VT Home

Display all of a student's VoiceThread content in a single view. This includes all VoiceThreads and all courses that belong to them.



## Assignment Builder

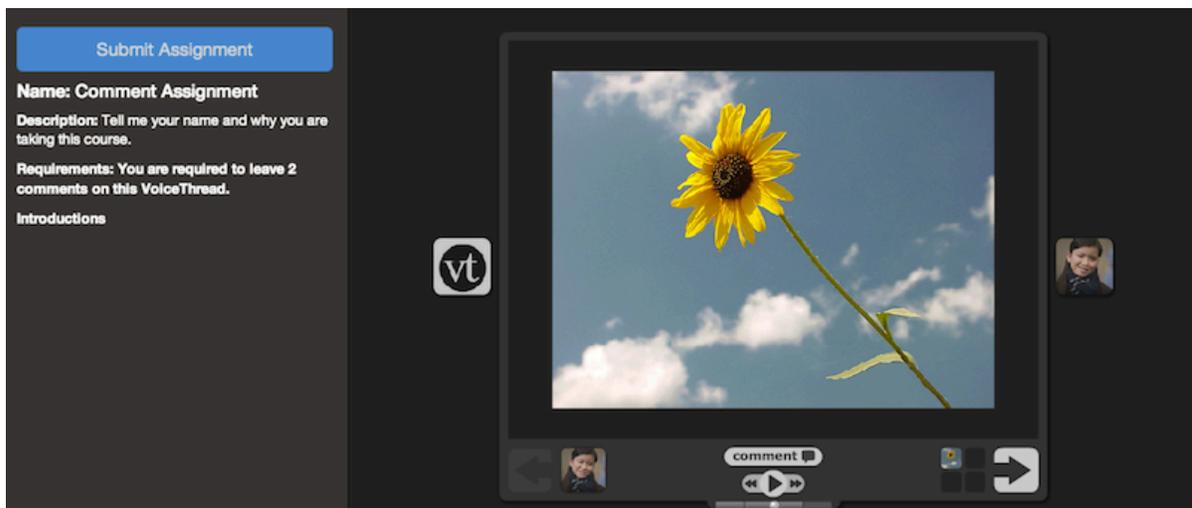
Create a graded assignment for students to complete. You can require them to create a VoiceThread of their own to submit, to comment on a VoiceThread you've created, or simply to watch a VoiceThread start to finish.



After you've selected the type of assignment you'd like to create, you'll be walked through the steps to complete the setup process. You can include a description for your assignment, select a VoiceThread you've created for the Comment or Watch Assignment, and even require a specific number of comments for the Comment Assignment.

## Student Assignment Submission

When students click on the link for a graded assignment, they will see the assignment you've created. They can immediately create or select a VoiceThread to submit for the Create Assignment, record comments on your VoiceThread for the Comment Assignment, or watch the VoiceThread for the Watch Assignment. As soon as they click on the "Submit Assignment" button, you will be able to grade their work.



## Grading student work

When you're ready to grade a VoiceThread assignment, simply return to your course and click on the VoiceThread link again. This will display the grader.

The screenshot shows the VoiceThread grader interface. The main area displays a video player with a sunflower image. On the right, a 'Comment Assignment' panel lists students and their scores. Submitted assignments include Hermione Granger (98), Ron Weasley (78), Draco Malfoy (88), and Cho Chang (0). Not submitted assignments include Harry Potter and Seamus Finnigan, both with 'Remind' buttons. A 'Remind all students' button is at the bottom of the panel.

Click on a student's name on the right to see that student's submission. You can click on each comment below his or her name individually to jump directly to it. Enter a grade on a scale of 0-100, and hit "Enter" on your keyboard. This grade will immediately be entered into your LMS course gradebook.

\* *Note:* If you have set the assignment to be worth less than 100 points, **still grade it on a scale of 0-100**, and the score will be adjusted accordingly in your gradebook.

If you have students who have not yet submitted their assignments, click on the "Remind" button to send them an email reminder.