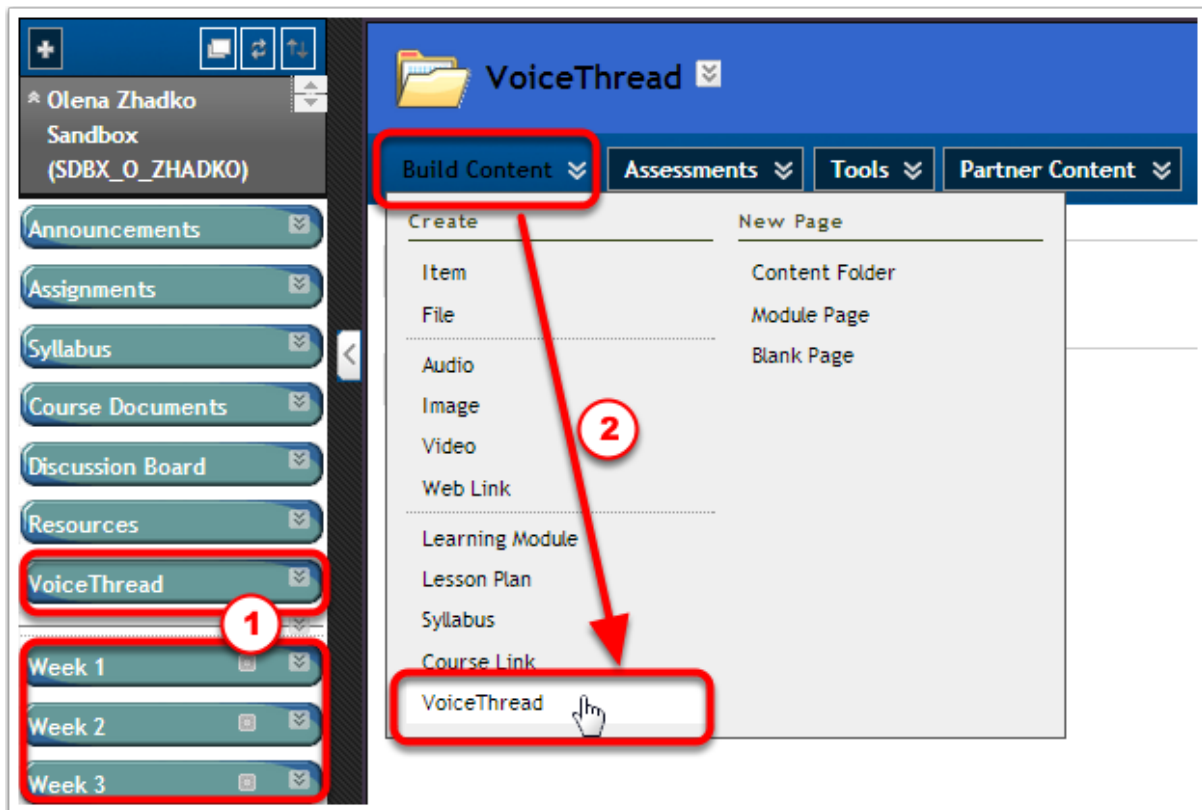


Create a Graded Assignment in VoiceThread

Create a VoiceThread Assignment

- 1) Enter the correct Bb course and navigate to the page where you want to create your VoiceThread. You can place a VoiceThread Assignment within the VoiceThread area or within a specific Weekly Module.
- 2) Hover mouse over *Build Content*. Choose *VoiceThread* from the drop-down menu.



Create a Graded Assignment in VoiceThread

Create a VoiceThread Assignment: Name and Description

- 1) Name your VoiceThread: e.g. Week 3 Assignment
- 2) Put instructions in the description field: describe the assignment and set your expectations

* Indicates a required field.

Cancel Submit

1. INFORMATION

* Name ①

Color of Name Black

Description

②

Path: p Words: 0

Create a Graded Assignment in VoiceThread

Create a VoiceThread Assignment: Settings

Before you click SUBMIT choose the following settings:

1) Grading: “Enable Evaluation” will create a column for this VoiceThread in the Grade Center. Note that if you Enable Evaluation at this step, you must also enter the number of points the assignment is worth (e.g. 100) and then select “Assignment Builder” in a later step (see Assignment Builder Set Up later in this document)

2) Options: select “yes” for “permit users to view this content” and for “track number of views”

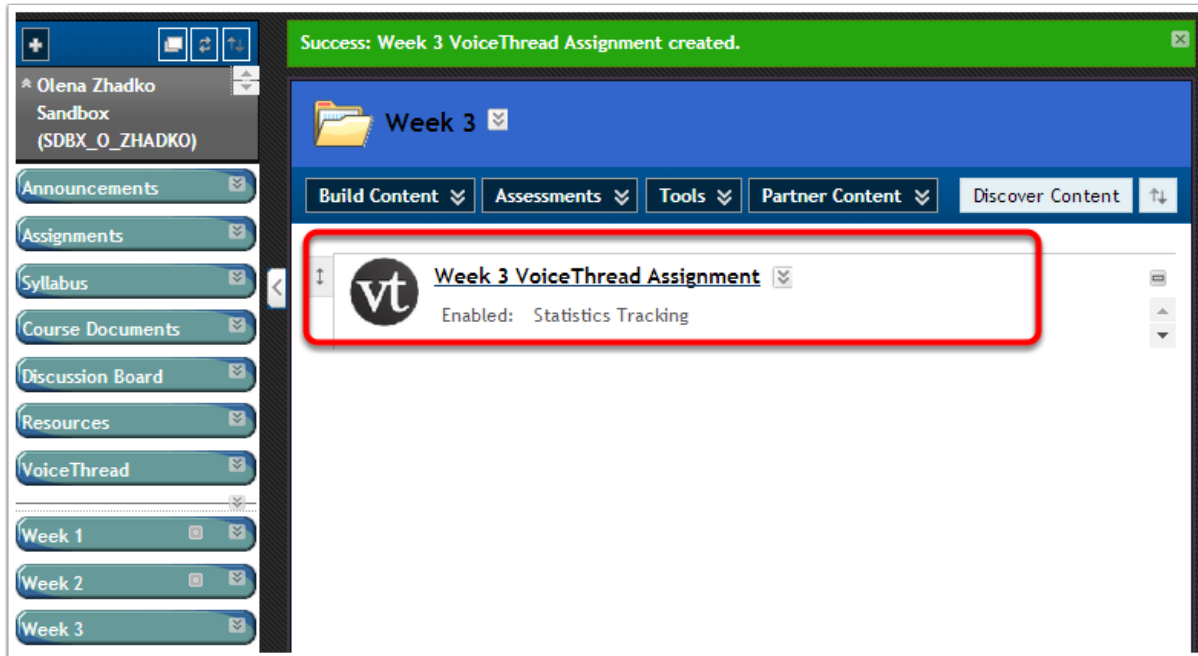
3) Click **Submit** at the bottom of the page

The screenshot shows the settings page for creating a graded assignment in VoiceThread. It is divided into three main sections: 3. GRADING, 4. OPTIONS, and 5. SUBMIT. In the GRADING section, the 'Enable Evaluation' option is selected with 'Yes'. The 'Points Possible' field is set to '100', which is circled in red with the number '1'. In the OPTIONS section, 'Permit Users to View this Content' and 'Track Number of Views' are both selected with 'Yes', with the 'Permit Users to View this Content' option circled in red with the number '2'. At the bottom, the 'SUBMIT' section contains a 'Submit' button circled in red with the number '3'. The 'Cancel' button is also visible. A mouse cursor is pointing at the '4. OPTIONS' header.

Create a Graded Assignment in VoiceThread

Activate the Link

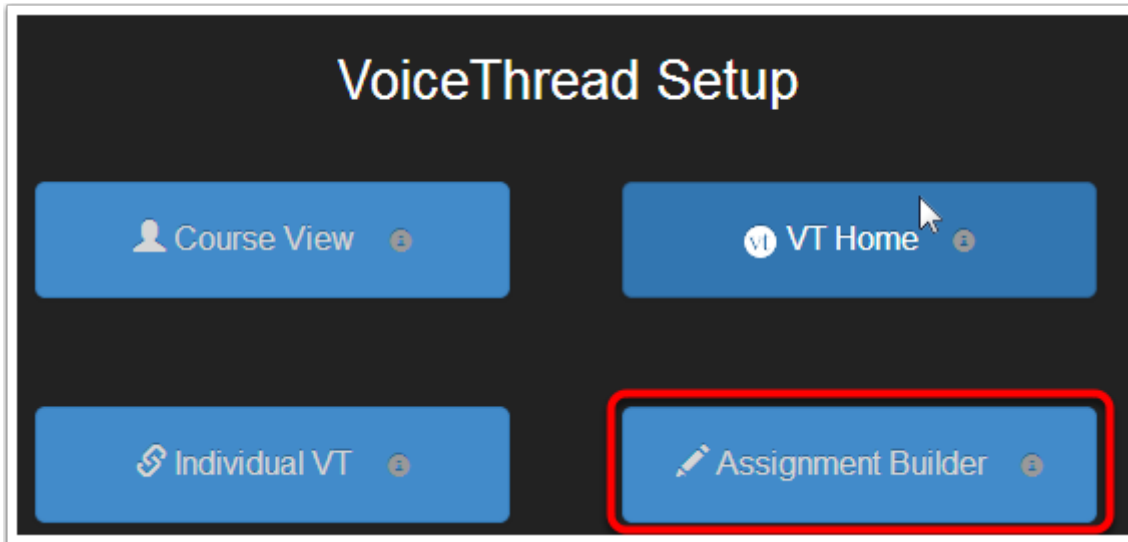
You will see a confirmation message in green at the top of the screen. Click on the link you just created to activate it.



Create a Graded Assignment in VoiceThread

Assignment Builder Set Up

Click on *Assignment Builder*.



Create a Graded Assignment in VoiceThread

Select the assignment type

You can create three different kinds of assignments:

- 1) **Create a VoiceThread:** Require students to create and submit a VoiceThread of their own
- 2) **Submit a Comment:** Require students to comment on a VoiceThread you have created (you don't have to have a VoiceThread ready to set an assignment, the next page will prompt you to create a VoiceThread). See additional handout on how to create a VoiceThread.
- 3) **Watch a VoiceThread:** Require students to watch an entire VoiceThread start to finish (you don't have to have a VoiceThread ready to set an assignment. The next page will prompt you to create a VoiceThread). See additional handout on how to create a VoiceThread.

After you've selected the type of assignment you'd like to create, you will be walked through the steps to complete the set up 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.

