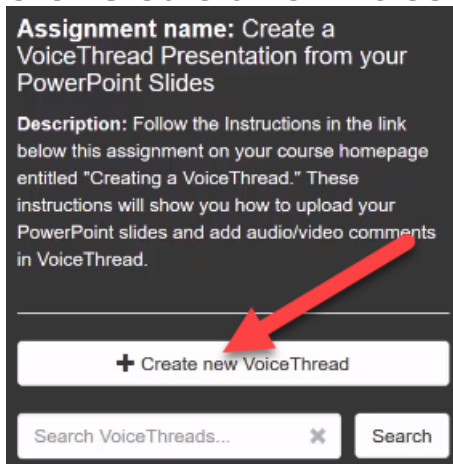
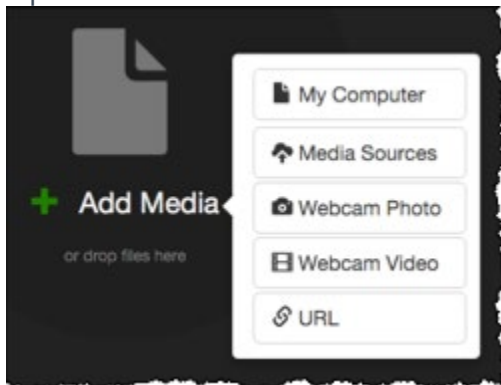


Creating a VoiceThread Presentation in EduCat

1. Click on the link to the VoiceThread Assignment in your EduCat course.
2. On the left hand side of the screen under the assignment instructions, click **Create a new VoiceThread**.



3. Click the **Add Media** button and choose which type of source you would like to upload:



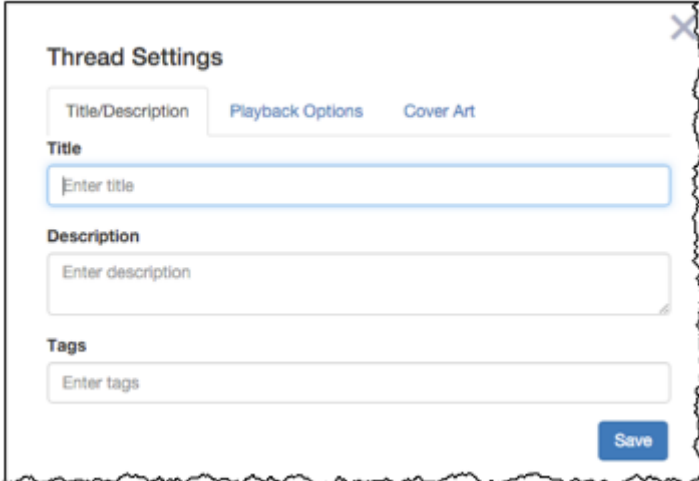
- **My Computer:** Upload a file from your computer.
- **Media Sources:** Add from your other VoiceThreads, Flickr, or Facebook.
- **Webcam Photo:** This allows you to take a still photograph using your webcam. Note that you may need to Allow Flash permissions here.
- **Webcam Video:** This allows you to take a video using your webcam. Note that you may need to Allow Flash permissions here.
- **URL:** Import media using a URL. Note that this only works if you have a direct link to the file (e.g., www.video.com/video_name.mp4). Links to media-

sharing websites such as YouTube do not work unless you are the owner of the video.

- See [VoiceThread Supported File Types](#) for additional help.

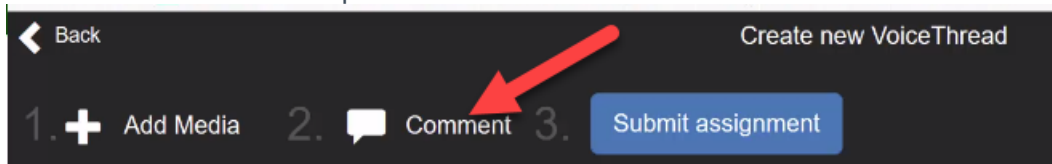
VoiceThread Slideshow Tips & Tricks

- **High Resolution Images:** Use 1280 x 960 pixels because a VoiceThread can zoom in and out on images and documents. Using a small picture will result in it being stretched (pixelated). This is especially important for full-screen playback.
 - **Large font size best:** Use **18 point** font or larger. Viewers should be able to read the text on the page without having to zoom in.
 - **Contrasting colors** ensure that your text is readable by using a dark colored font on a white background or a white font on a gray background.
 - **Keep slides simple:** Don't try to put too much on one page; use a single word or sentence to start a conversation.
4. Once at least one file is uploaded, VoiceThread will bring up a box with options for titling your VoiceThread, selecting playback options, and creating cover art for your VoiceThread.



5. **Title** your VoiceThread and add any desired **Description**.
6. You can select **Playback Options** now when setting up your VoiceThread, or you can easily go back to these options later. These options include the following:
- Wait x seconds before turning the page (default is 4 seconds)
 - Start playing when opened (automatically plays the VT when it's open; this is the default)

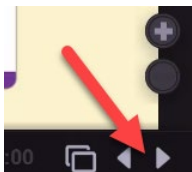
- Show fullscreen when opened (full screen mode; disabled by default)
 - Allow others to download original images and documents (via right-clicking; comments are not included; this is disabled by default)
 - Hide final share slide (disabled by default)
 - Allow others to Export (allows others to export your VoiceThread; enabled by default)
 - Allow others to make a copy (disabled by default)
7. Click **Save**. You will see a preview of all of your slides in your VoiceThread presentation.
 8. When you are ready to start adding comments to your VoiceThread slides, click **Comment** at the top of the screen.




Note: VoiceThread will save your progress as you do work on your VoiceThreads, so there is no need to remember to click a save button.

Commenting on your VoiceThread Slides

1. Choose the slide you want to comment on. Use the arrow buttons in the lower right-hand corner to move forward from one slide to the next or back to previous slides.




2. Click the Add icon  at the bottom of the slide.
 - In Google Chrome on a Mac, you may also need to click **Allow** to have VoiceThread access your camera and microphone.
3. Choose the type of comment you want to make:
 - **Type a text comment:** click the ABC icon and type your comment.
 - **Record a video comment:** click the camera icon. You will be prompted to review your comment before saving it to the VoiceThread.

- **Record an audio comment:** click the microphone icon. You will be prompted to review your comment before saving it to the VoiceThread.
- **Upload a comment** (a previously-recorded comment or file): use the upload icon.



4. **Save** your comment for each slide before moving to the next slide, or click Cancel to delete and re-record a comment.

Deleting your comments in VoiceThread

1. Find the comment in the VoiceThread that you wish to delete.
2. Click the comment. *The options box displays.*
3. Click the Delete this comment icon  in the options box. *You will be prompted again to make sure you want to delete the selected comment.*
4. Click **Delete**.

Submitting your VoiceThread Assignment

1. After clicking the blue **Submit Assignment** button at the top of the page, a window will open. If your VoiceThread will be shared with the entire class, check the box. If it will be shared in smaller groups **DO NOT** check the box. Your instructor will share the voiceThread with your group members once you submit.
2. Click the blue **Submit Assignment** button again to finalize your submission.

