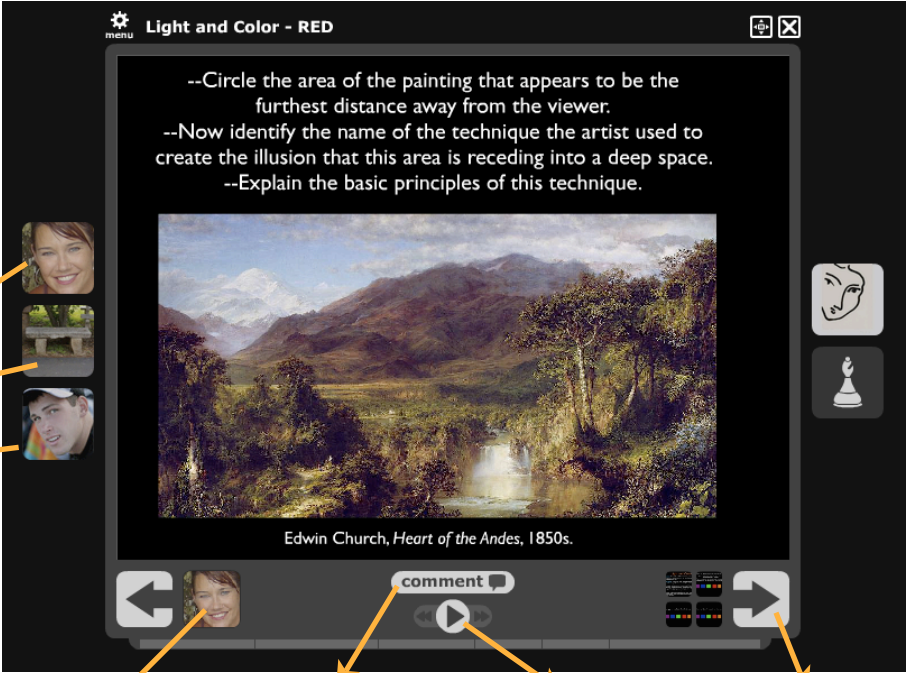


# An Introduction to Using VoiceThread

**What is VoiceThread?** VoiceThread is an interactive, visual online discussion tool. When you visit a VoiceThread, you have the option to leave a comment in text, voice or video! VoiceThread is a powerful tool that extends learning beyond the walls of a classroom by providing an easy-to-use online learning and discussion space for students. Listening to and watching VoiceThreads is free but when you are ready to leave a comment, you must first create a free VoiceThread account -- which is simple! Leaving comments requires you to have a VoiceThread account which is free and very easy to set up.

**A First Look:** Below is an illustration showing one slide of a VoiceThread. You can tell there are more slides to view because there is an arrow icon in the lower right corner. Five people have already commented on this slide (count the avatars that line the left and right side of the slide). But there are six comments that have been made on this slide (count the number of segments in the gray bar beneath the slide) -- so one person has left two comments. You can listen to/read the comments by clicking the play (center arrow) button, clicking on the avatars or clicking on the gray segments beneath the image. When you are ready to leave a comment, you need to 1) Log In or Register and 2) click the Comment button.



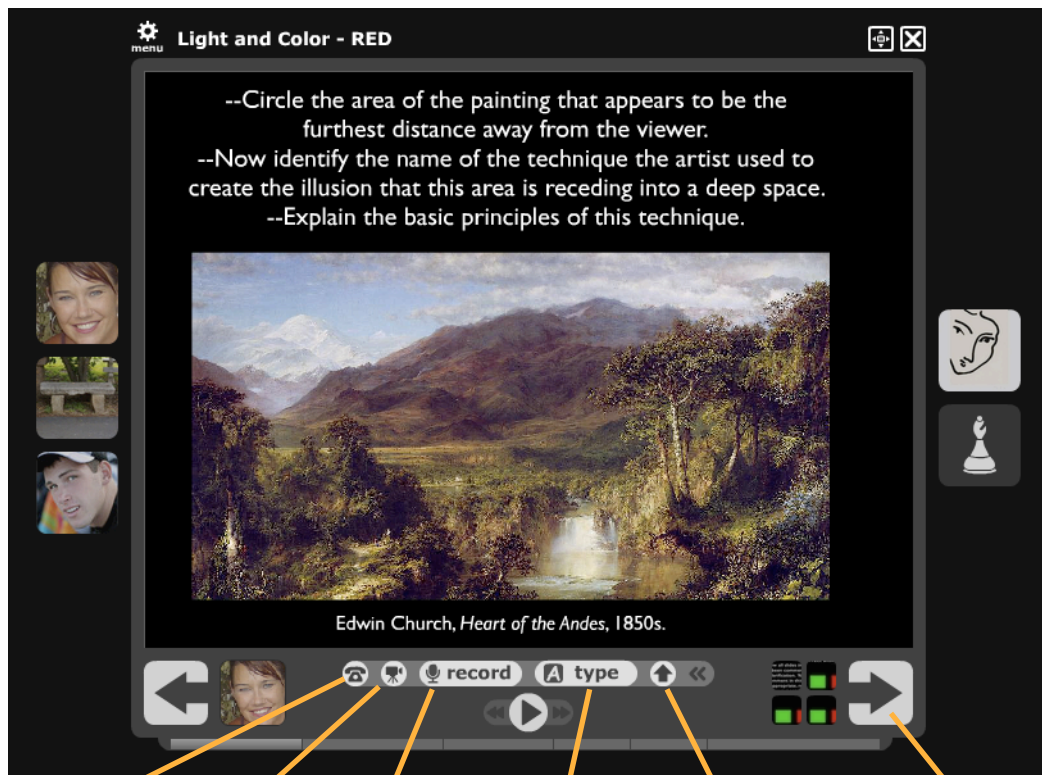
The screenshot shows a VoiceThread interface for a slide titled "Light and Color - RED". The slide content includes three instructions: "Circle the area of the painting that appears to be the furthest distance away from the viewer.", "Now identify the name of the technique the artist used to create the illusion that this area is receding into a deep space.", and "Explain the basic principles of this technique." Below the text is a painting of a landscape with a river and mountains, titled "Edwin Church, Heart of the Andes, 1850s". The interface features a left sidebar with five avatars, a right sidebar with two icons, and a bottom control bar with a play button, a comment button, and navigation arrows. Annotations with arrows point to these elements:

- Click on any avatar to read or hear the comment.
- Click here to **sign in** to your account or **register** for a new account.
- After you've logged in and you're ready to comment, click here to reveal the Comment Options Panel.
- Click here to play or pause.
- Click here to go to the next slide in the VoiceThread.



**The Comment Options Panel:** After you have clicked on the “Comment” button, the Comment Options Panel is revealed (see illustration below). As you can see, VoiceThread gives you plenty of commenting options. All you need to do is listen to or read the comments left by others (if any) and then think about what you want to contribute to this discussion, analysis or activity. The most important thing to keep in mind is the fact that you can delete any comment after you’ve made it, so don’t feel any performance anxiety!

Choose from any of the commenting options listed below. Click on your preference, leave your comment, **CLICK SAVE** and then you’ll see your avatar appear on the slide, with any other avatars of those who have commented previously. If you ever want to delete your comment, just play it back and click on the garbage can icon that appears in your comment box. Only YOU (and the VoiceThread author) can delete YOUR comments. That’s it!



Record an voice comment with your telephone.

Record a video comment with your web cam.

Record a voice comment with a microphone.

Type a comment.

Upload a pre-recorded audio comment (not available with free accounts).

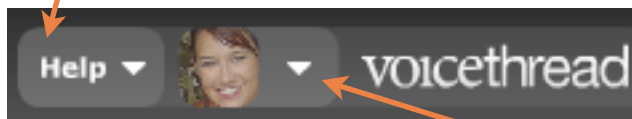
Click here to go to the next slide.



## Tips!

**Need Help?** VoiceThread is easy to use but in case you need some extra help or want to figure out how to use some of the more advanced features, you can rely upon the wonderful help resources built into the site. Just follow these simple steps to locate the FAQs, Forums and Tutorials:

1. Go to: <http://www.voicethread.com>
2. Click “Sign In or Register” (in the upper right corner).
3. Sign in to your account using your email address and password.
4. In the upper right corner of the screen, find your “avatar” (the icon that represents you).
5. Click on the “Help” tab next to your avatar and then select any of the following options from the menu to help answer your question: FAQ (Frequently Asked Questions - the best place to start), Forum (discussion forum where you can post questions for VoiceThread experts to answer and read previous Q&As) or Tutorials (excellent, visual tutorials with audio created in VoiceThread format, of course!).



**Need more phone commenting minutes?** A free VoiceThread account comes with 3 free minutes of phone commenting. If you want to

add additional minutes to your account, just click on the arrow next to your avatar, select “My Account” and then click on “Add More Minutes.” You can purchase one hour of phone comments for \$10.

**Need to change your password?** Click on the arrow next to your avatar, then click on “My Account,” and then click on “Change Password.”

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