Bb: Using Groups with VoiceThread

Workshop

Educational Technologies Series
### Topic

**Bb: Using Groups with VoiceThread**

VoiceThread is a collaboration tool available in Blackboard that allows faculty and students to share and discuss content with text, images, audio and video. It brings multi-sensory collaboration to the online classroom. This workshop will highlight the different methods and strategies for student group engagement.

### Workshop objectives

Participants in this workshop will:

- Create VoiceThread content for group collaboration
- Leverage VoiceThread tools to enhance collaboration and engage students
- Use VoiceThread for group assignments and assessment
- Configure VoiceThread with the Blackboard Grade Center for student assessment
- Discuss best practices for using VoiceThread

### Workshop activities

1. Review of VoiceThread & General Best Practices
2. Creating VoiceThread Groups
3. Using VoiceThread Groups
4. Using Bb Groups with VoiceThread Groups

### Who should attend

Faculty and teaching assistants

### Workshop expected outcomes

Participants will understand how to use VoiceThread to encourage group collaboration and engagement, as well as, effective pedagogical integration.

### Handouts/Readings

Workshop Summary, Activity Sheets, Resource Websites

### Relevant Resources:

- [General Tutorials for VoiceThread](#)
- [Building your VoiceThread](#)
- [VoiceThread Groups and Contact Tutorials](#)
- [Blackboard Help](#)
Activity 1: Reviewing VoiceThread

Objectives:
In this exercise, you will review how to:
- Access VoiceThread from Blackboard
- Differentiate between the four types of Voice Thread Links in Blackboard.
- Navigate within the VoiceThread web application

Roles with these privileges:
- Faculty

Assumptions:
- In concluding the activity, it is assumed faculty/staff will use VoiceThreads in their course

Tips:
- Review online resources and examples VoiceThreads to get some ideas on how you might use it

Other Resources:
- VoiceThread in Your LMS (Blackboard)
- Browse Public VoiceThread Examples
- Free Workshops from VoiceThread

Follow These Steps:
1. Log into Blackboard
2. Select the .cltworkshop: CLT Workshop course site
3. Select Workshop Modules from the course navigation panel
4. Select the Engage Students with VoiceThread Sharing folder
5. Review folder contents with other attendees
6. Discuss four types of VoiceThread Links

Page with all VTs shared with the course
Page with a single VT
Page with VTs created by and shared with a user
Bb assignment created with VT (create, comment, or watch)
Activity 1: Reviewing VoiceThread

General Best Practices

1. Prior to using VoiceThread, direct students to the resources of how to use VoiceThread. Create a VoiceThread for students to practice using it. Gradually increase the complications of VoiceThread application throughout the course learning to make sure students are able to focus on learning the contents rather than the technical aspects of VoiceThread. You can share this VoiceThread guide with your students.

2. Review netiquette guidelines with students. Create a safe, friendly, encouraging learning community for all the students.

3. It is highly recommended that the instructor’s expectation and directions for each VoiceThread activity are explicitly communicated at the beginning of the VoiceThread. Communicate by both text and audio/video so the students can find the information related to the VoiceThread activity in one place and minimize the possibility of misunderstanding.

4. Provide a few quality examples of comments or VoiceThread presentations created by other students to demonstrate and clarify expectations for participation.

5. Keep a VoiceThread presentation/lecture under 20 minutes. It is recommended to insert a slide of short quizzes or open-ended questions during the lecture to keep students engaged and thinking.

6. Consider narrating with a webcam. Webcam narration adds human presence and helps to create a learning community in an online course. Encourage students to use webcams for commenting too.

7. Use Doodling function to increase teaching presence and keep students engaged.

8. Provide feedback for student work, such as an essay, by using audio or video comments with Doodling feature. This will humanize the instructor’s feedback and improve the efficiency of feedback.

* Adapted from https://www.coloradomesa.edu/mavzone/cmuonline/documents/VoiceThreadBestPractices.pdf
Activity 2: Creating VoiceThread Groups

Objectives:
In this exercise, you will learn how to:

- Create VoiceThread groups
- Build a VoiceThread for a designated group in Blackboard
- Share or assign a VoiceThread activity to a group

Roles with these privileges:
- Faculty

Assumptions:
- In concluding the activity, it is assumed faculty/staff will use VoiceThreads in their course.

Tips:
- Review online resources and example VoiceThreads to get some ideas on how you might use it.

Other Resources:
- Creating VoiceThread Groups

Follow These Steps:

1. Log into Blackboard
2. Select the .cltworkshop: CLT Workshop course site
3. Select Participant Folders from the course navigation panel
4. Select today's workshop folder
5. Create a folder using your name as the Name using Build Content > Content Folder
6. Create a VoiceThread link using Tools > VoiceThread
7. Provide a link Name, Points value, and select Submit
8. Select your new VT link, then Launch
9. Select VT Home button
10. Open your new VT link

NOTE: You can create VoiceThread Groups either from your VoiceThread Home page or by sharing an existing VoiceThread.

The following steps use the VoiceThread Home page approach.

Both approaches are described on the VoiceThread website.
Activity 2: Creating VoiceThread Groups

11. Select the pull-down menu by your email address in VoiceThread Home page

12. Select **Groups and Contacts**

13. Select **+Group** button

14. Enter group Name, description, and select **Create Group** button

15. Optionally add header for group, then select **OK**

16. Select **Copy Link** button and save link for later use

17. Repeat for steps 13 -16 additional groups as needed

**NOTE:** The copied link is for this specific VoiceThread group. You can email or use Blackboard to send the link to your students so they can join and access the VoiceThread group.

Each VoiceThread group will have a unique link.
Activity 3: Using VoiceThread Groups

Objectives:
In this exercise, you will learn how to:
• Share or Create VoiceThreads in Groups
• Invite Students to be a Group Member

Roles with these privileges:
• Faculty

Assumptions:
• In concluding the activity, it is assumed faculty/staff will use VoiceThread Groups in their course.

Tips:
• Review online resources and examples VoiceThreads to get some ideas on how you might use it.

Other Resources:
• Adding members to a Group
• Editing a Group
• Sharing a VoiceThread with a Group

Sharing VoiceThreads with Groups

1. Log into Blackboard
2. Select the .cltworkshop: CLT Workshop course site
3. Select Participant Folders from the course navigation panel
4. Select today’s workshop folder
5. Select your practice folder
6. Select the VT Home link you created in the last activity
7. Select the Share button for the VoiceThread you

NOTE: You can either select an existing VT or create a new one to share with the group. Both approaches are described on the VoiceThread website.
Activity 3: Using VoiceThread Groups

want to share with your group.

8. Select the **Groups** button
9. Select the group(s)
10. Select appropriate rights for members
11. Select the **Share** button
Activity 3: Using VoiceThread Groups

Inviting Students to Join Groups

1. Access the group using the Groups and Contacts page previously used to create a group
2. Select the group name
3. Select the Overview tab
4. Select the Share The Sign-up Link button
5. Select the Copy Link button to save the link to the clipboard for sharing via email, Blackboard link, or Bb group description

**NOTE:** You can manually add students to groups by editing the Group membership. However, sharing the Group sign-up link is an easier approach.
Activity 4: Bb Groups with VoiceThread Groups

Objectives:
In this exercise, you will learn how to:
- Create Bb groups for use with VoiceThread Groups
- Share VoiceThread link with Bb Groups
- Create Bb Group Assignments

Roles with these privileges:
- Faculty

Assumptions:
- In concluding the activity, it is assumed faculty/staff will use VoiceThreads in their course.

Tips:
- Review online resources and examples VoiceThreads to get some ideas on how you might use it.

Other Resources:
- Creating Bb Groups
- Linking to a VoiceThread Group
- Creating Bb Group Assignments

Creating Bb Groups and Sharing VT Group Links:

1. Log into the Blackboard course
2. Select Users and Groups under Course Management
3. Select Groups
4. Select the Create > Group Set (pick type of group enrollment option needed)
5. Name groups set, and select required tools for the groups
6. Edit the Groups Description for each group to add
   VoiceThread unique URL/link
Activity 4: Bb Groups with VoiceThread Groups

Creating Bb Groups:

1. Log into the Blackboard course
2. Navigate to course content area to hold Assignment link
3. Select Assessment > Assignment
4. Enter name, description and other options as needed
5. Expand Submission Details section
6. Select Group Submission
7. Move correct groups to Selected Items area
8. Complete other assignment fields and select Submit

IMPORTANT NOTES:

1. Assignments created as VoiceThread links cannot be group assignments; Each student would need to submit their own work in this case.

2. Since grading for Groups assignments is handled in Bb directly, require students to submit the link to any group VoiceThread in the Bb assignment.