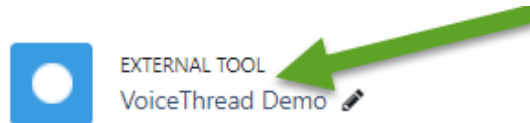# Submitting to VoiceThread Activities

To add your submission to a VoiceThread activity, first be sure you've read the assignment instructions and understand the requirements. These can often be viewed by selecting the activity but may also be present elsewhere in your course.

After selecting the activity, the assignment information can be viewed on the right-hand side of the page. Instructions and assignment requirements will be listed at the top, along with the **Start Assignment** button.

Due dates, grading, and submission status is shown just beneath the **Start Assignment** button.

- **Due date:** Apr 12, 2023 – 12:56 PM

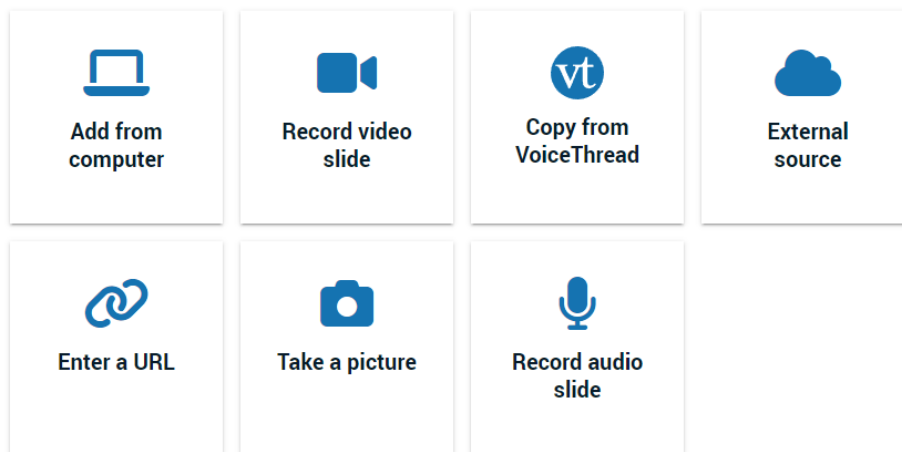- **Grade type:** 50 points possible

- Not yet submitted

When you are ready to submit, select **Start Assignment**.

This menu allows you to begin creating your VoiceThread submission. There are several options available and should be selected in relation to the assignment instructions and what you wish to submit. Please note that not all submission options may be available on every assignment.

Let's get started!

You can drag and drop files to this window, or use one of the following options to create or upload media.

Add from computer	Record video slide	Copy from VoiceThread	External source
Enter a URL	Take a picture	Record audio slide	

Add from computer allows you to select a file already saved on your computer. Uploading an image or video will create one slide from the file, and files such as PowerPoints will create a VoiceThread slide for each slide on the file.

Record Video Slide allows you to record a Video slide from your device's camera.

Copy from VoiceThread allows you to use a previous activity you've created. Keep in mind that your instructor likely wants you to create a new VoiceThread, so using work you've created for a different assignment may not meet requirements and could be considered self-plagiarism. If you are unsure please contact your instructor.

**External Source** allows files to be uploaded from outside repositories such as Google Drive.

Enter a URL allows you to use existing content on the internet as a slide in your VoiceThread. This URL can generally be retrieved from the Share menu on most sites which allow linking to resources.

Here is an example from YouTube and GIF (Giphy) showing where to retrieve the URL:
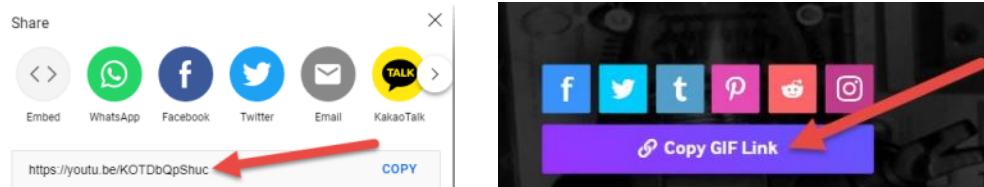
Many sites will have similar links available, and you may also be able to copy the URL from the address bar of your browser. This depends on the site and resource being used.

NOTE: If adding the image from a URL seems to be stuck on 'loading', try selecting Continue anyway. It will likely display correctly on the next screen.
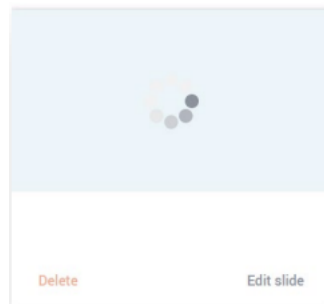
Take a picture allows you use your device or webcam add a slide from a photo.

Once you've added a slide using one of the above methods, you can add additional slides as desired or required by the assignment by selecting Add media in the upper right.
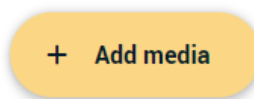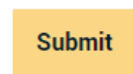

As you complete the assignment requirements they will be marked as complete in the **Information** area.
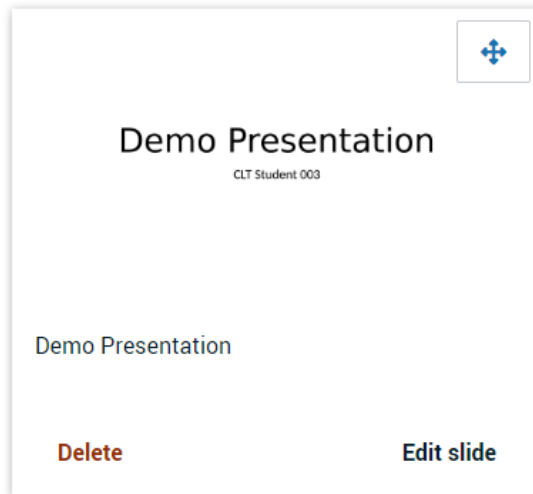
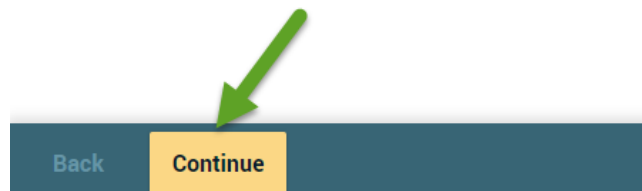When you have created all desired slides, select **Continue**.

This will load your slides individually and allow you to add comments if required. Please note, it may take some time for all slides to load.
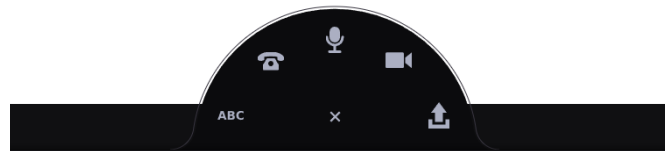
To add a comment to a slide, select the **Comment** option which appears at the bottom of the slide.
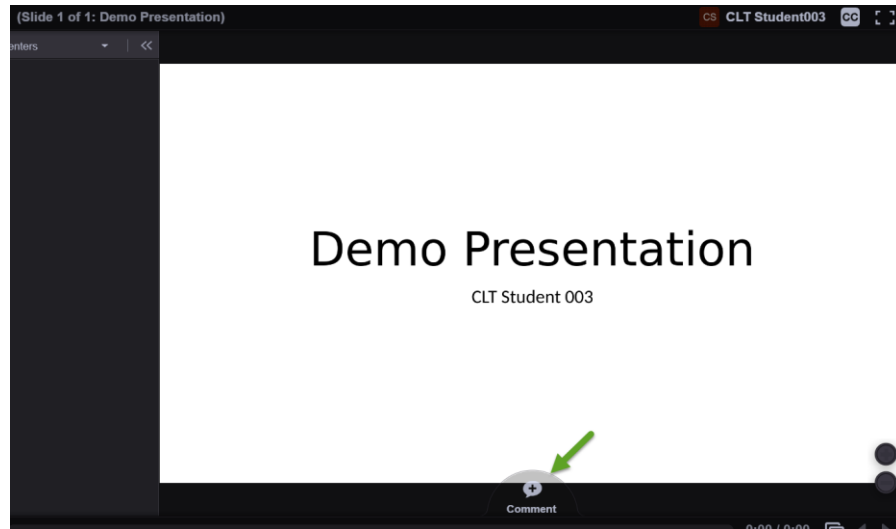
This will load several options for adding comments. Please note that the availability of these options depends on your instructor's settings. Some options may not be available.

In order, the comment types are:

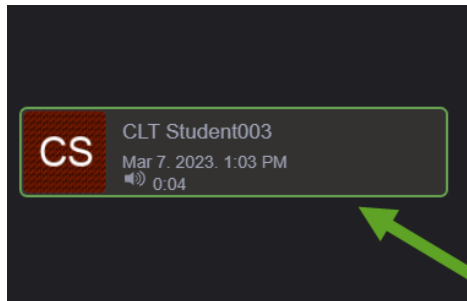**ABC**: Text only comment.

Telephone: entering your phone number will generate a call that can be used to record a comment.

Microphone: record an audio comment using your computer or device.

Camera: record a video comment on your computer or device.

Upload icon: Upload a file as a comment.

When a comment has been added, you can review it by selecting it in the left menu.

When you've met all of the assignment requirements and are ready to submit, select the **Submit** option on the right menu.
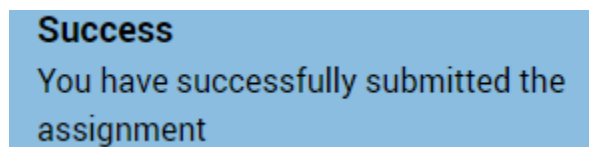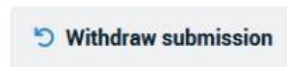

You should see a notification that your submission was successful appear at the top of the page.

You can view and comment on other's submissions, if enabled, by selecting the **Student Gallery** option.

✓ Add at least 1 slide

✓ Record at least 1 comment on your
  own VoiceThread

↺ Withdraw submission

Resubmission is allowed.

👁 Student Gallery

If you have questions or need assistance submitting a VoiceThread assignment, please contact Moodle Support at online@occc.edu or 405-682-7574.