Assignments with Group Collaboration

1.) After a VoiceThread Assignment has been created within Canvas, the instructor should use the "Assignment Builder" option to setup a VoiceThread for group projects. For more instructions on setting up a VoiceThread Assignment, see VoiceThread Getting Started for Faculty Guide.
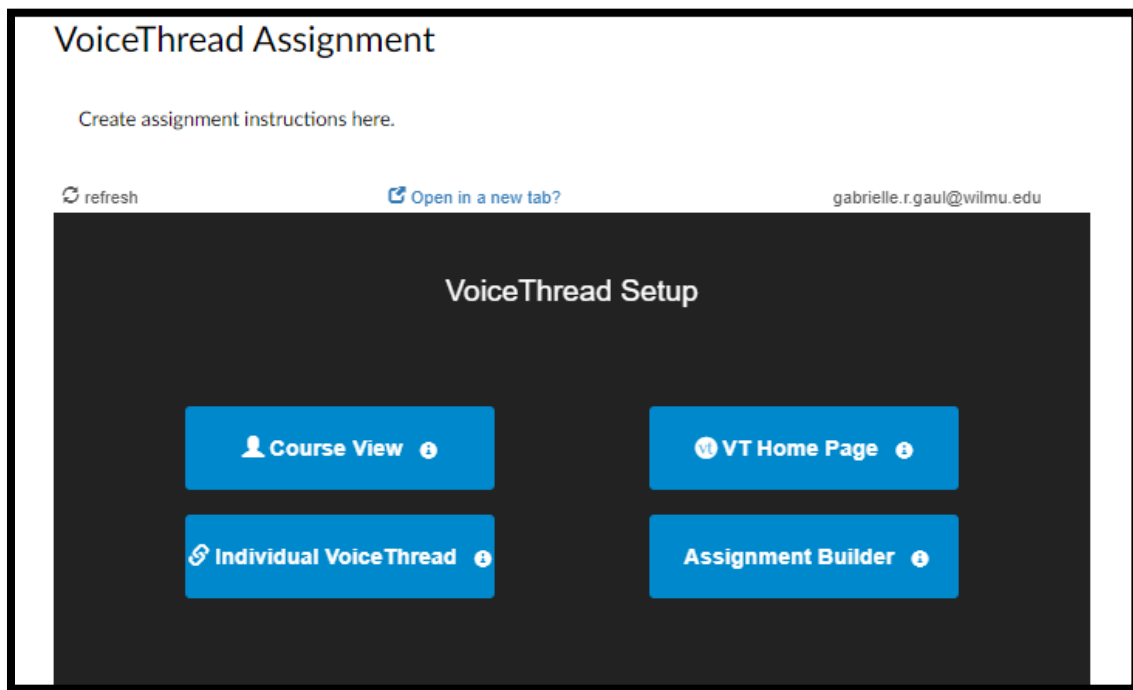
2.) After selecting Assignment Builder, you will be prompted to choose the type of VoiceThread Activity you would like to create. For a Group Assigned VoiceThread, select the "Create" option.
   a. **Create** – Students are required to make a VoiceThread using a video, image, document or presentation. EX: Student Presentation or Group VoiceThread.
   b. **Comment** – You also have the option to allow students to add content or collaborate off of a VoiceThread that you have created through the "comment" option. If you select "comment" you will select your VoiceThread content that you would like students to add too.

Create
Students are required to make a VoiceThread using a video, image, document, or presentation.

Comment
Students are required to make a comment on a VoiceThread.

Watch
Students must watch or listen to an entire VoiceThread.

3.) Click on "Create" and click "Continue" to setup a Group Assigned VoiceThread. Under the Participation Requirements you can chose to require a minimum, exact or maximum number of comments and slides from the student submission. Here you can also select which commenting types that will be allowed.

4.) Select "Allow students to add slides to any VoiceThreads" for this assignment so that students are able to collaborate on one another's VoiceThreads.

5.) Proceed through the rest of the commenting settings to setup threaded commenting, comment moderations, etc.

6.) Under the "Playback" settings, you can chose playback settings for each VoiceThread submitted in this assignment. This includes how the slides will advance through the VoiceThread.
7.) Under the "Permissions" settings, you can enable and disable downloads and copying of VoiceThreads.
8.) Under the "Student Gallery" setting, this feature will allow students to view other classmate's submissions in this assignment. **NOTE: For Group Collaboration, turn this feature ON. So that students can collaborate with one another.**


9.) After configuring the assignment settings click "Continue".
10.) The "Finalize" settings will allow you to create custom VoiceThread Instructions which will appear to the student as they create their VoiceThread. Instructors can also customize a submission message to prompt when the assignment is submitted.
11.) At the bottom of the settings, select a "Start Date", "Due Date", and "Close Date" which will appear to the student as they create the VoiceThread. Instructors can customize if they will allow resubmissions and views after submission.
12.) Select the "Assessment" method for the VoiceThread as either percentage, points or complete/incomplete. Click "Publish" to publish the assignment.

Instructions to Provide Students for Group Assignments

1.) When instructing students to collaborate on a group VoiceThread, Instructors should provide instructions that one student in the group will "Begin" and "Submit" the final VoiceThread Collaboration. This student will navigate to the VoiceThread Assignment and click "Start Assignment" – here they will post necessary media and commentary then click submit. The starting student should NAME the VoiceThread the names of all group members for collaboration prior to clicking submit. For more instructions on naming and creating a VoiceThread see VoiceThread Basics for Students Guide.
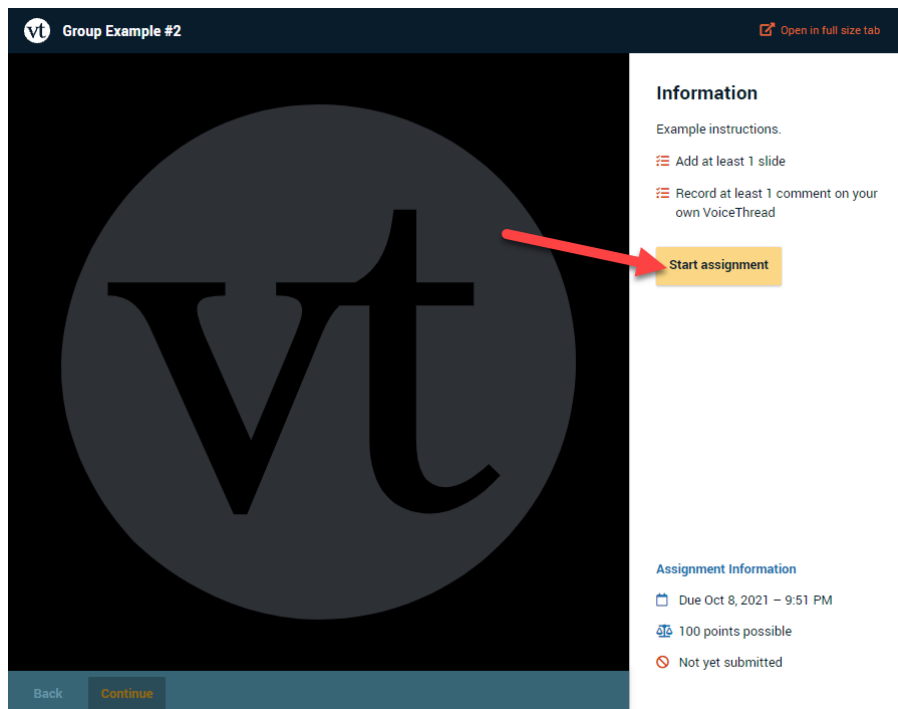
2.) Fellow Group Members will navigate to the assignment and select "Start Assignment", then instead of uploading media, they will click "Student Gallery" to locate their fellow group member's submission. Click "View Thread" to see their group member's submission.
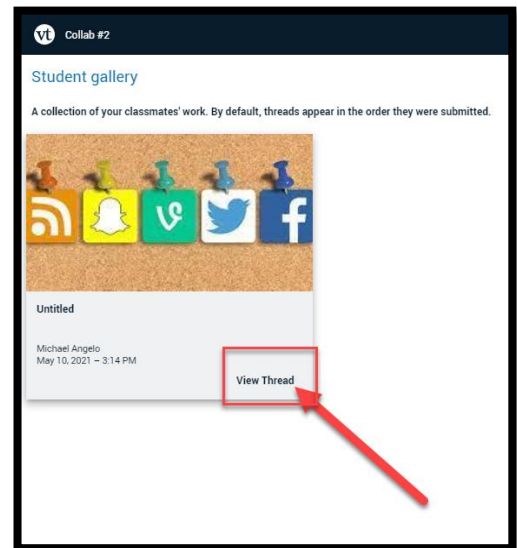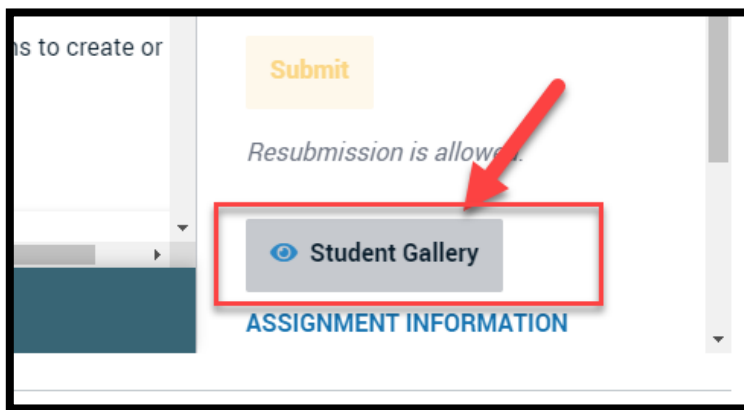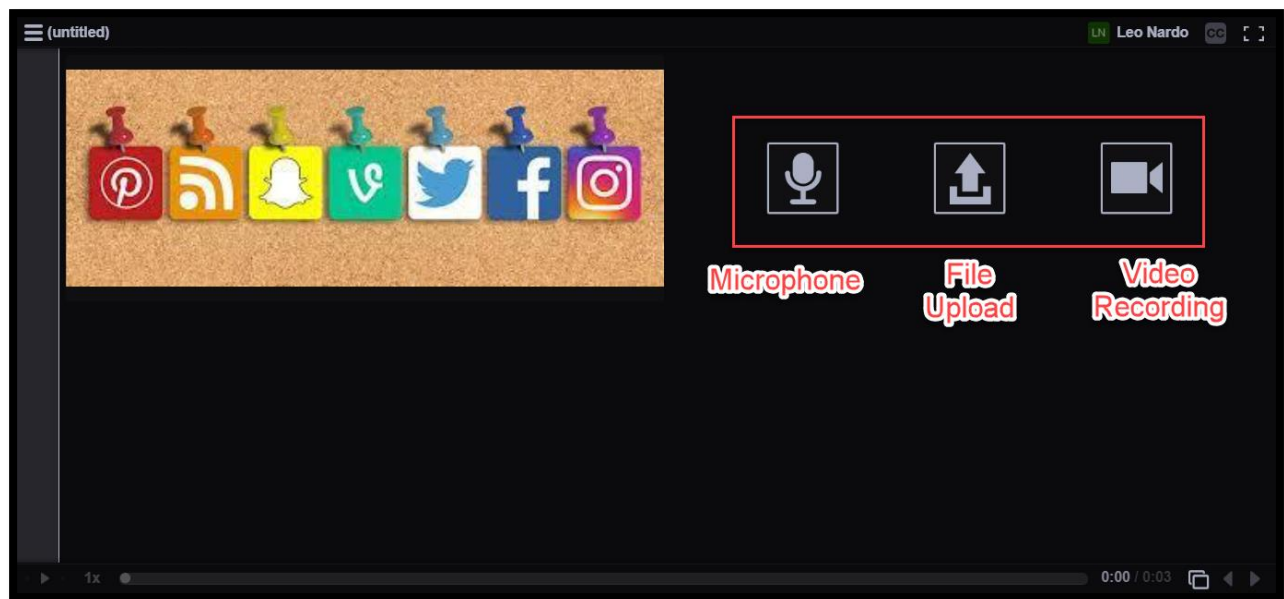

3.) Students can comment on their peer's slides or to collaborate, click the "Show All Slides" icon in the bottom right corner.
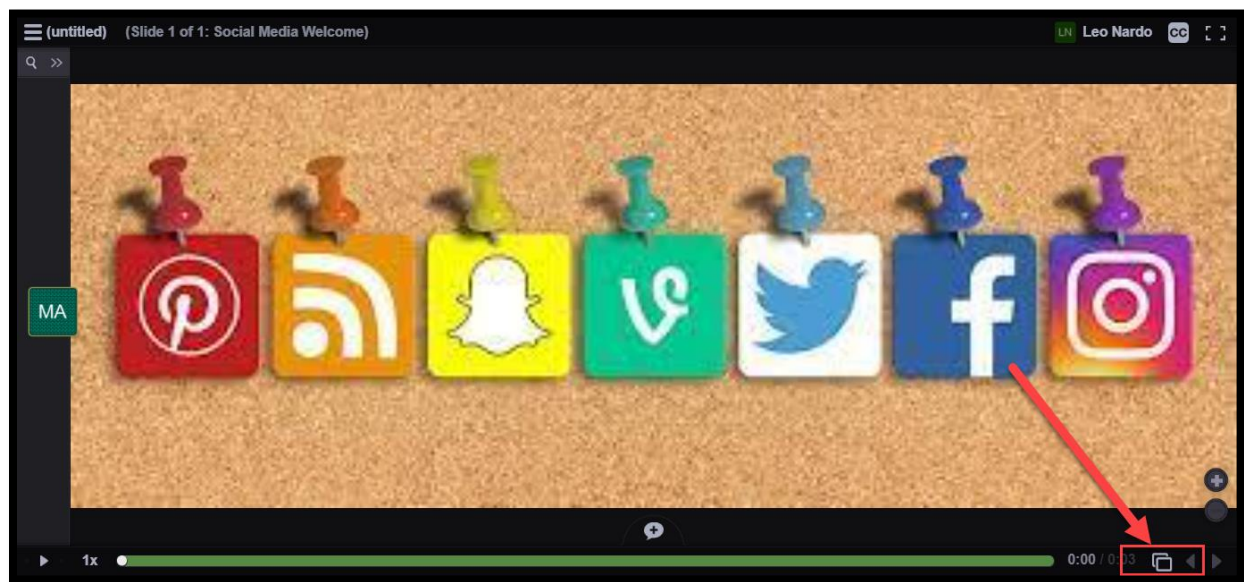
4.) Click the plus icon to add content. Then the student should chose to upload a microphone recording, file upload or video upload.
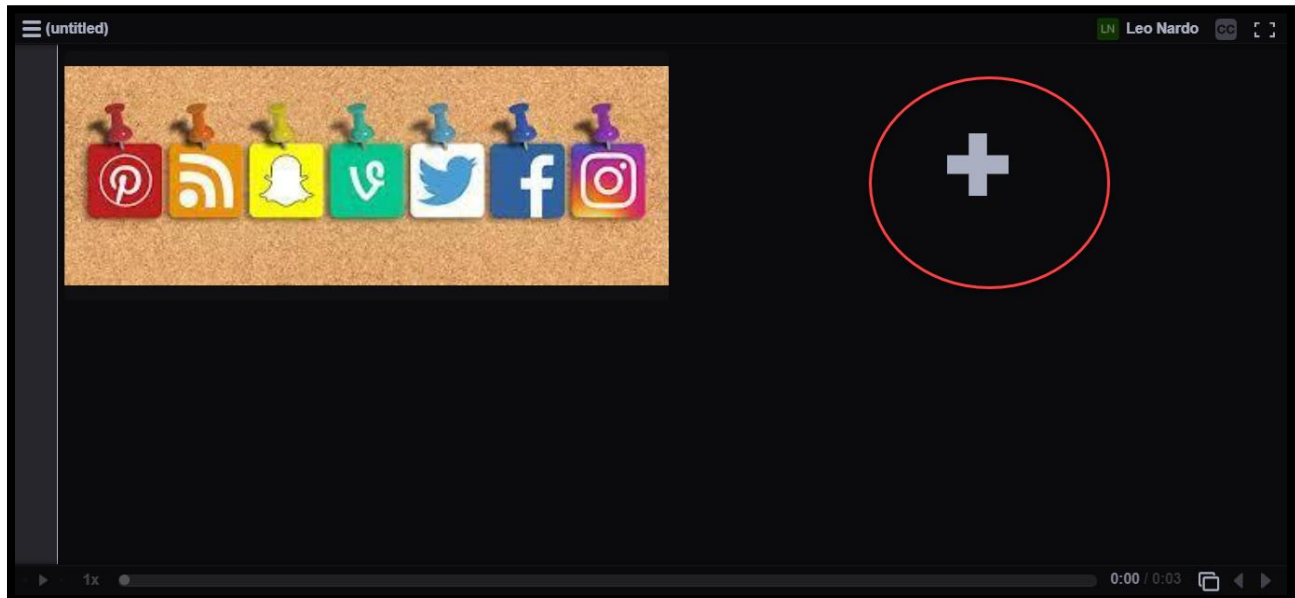
5.) When fellow group members are contributing content to a shared VoiceThread, it is important that they label the slide with a title or a VoiceThread comment to signify their specific content contribution.

6.) When the instructor begins to grade the shared VoiceThread Assignment you will navigate to the VoiceThread Grading Window. To view the Group VoiceThread, navigate to the first student who created and submitted the VT. This is where all of the shared content will be. You can also view the shared VoiceThread by selecting the "Student Gallery". The fellow Group Members that contributed will be listed as "In-Progress" and a manual grade can be entered for them. NOTE: Students who collaborated on the Group VoiceThread do not need to click submit ONLY the initial content creator.