

Copying Ungraded VoiceThreads to New myCourses Sites

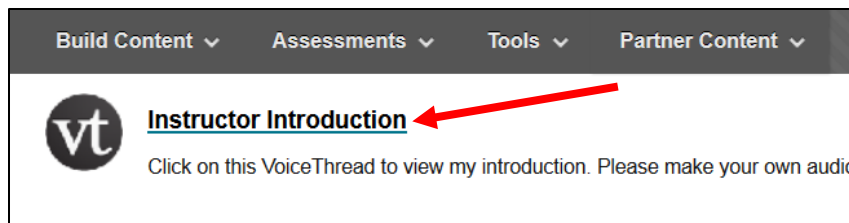
Introduction

Follow the steps below to copy ungraded VoiceThreads from one myCourses site to another. This should be done *after* the rest of the myCourses site has been copied. If you have not yet copied your myCourses site over, you can learn how to do that here: bit.ly/2bJZUti

Step 1:

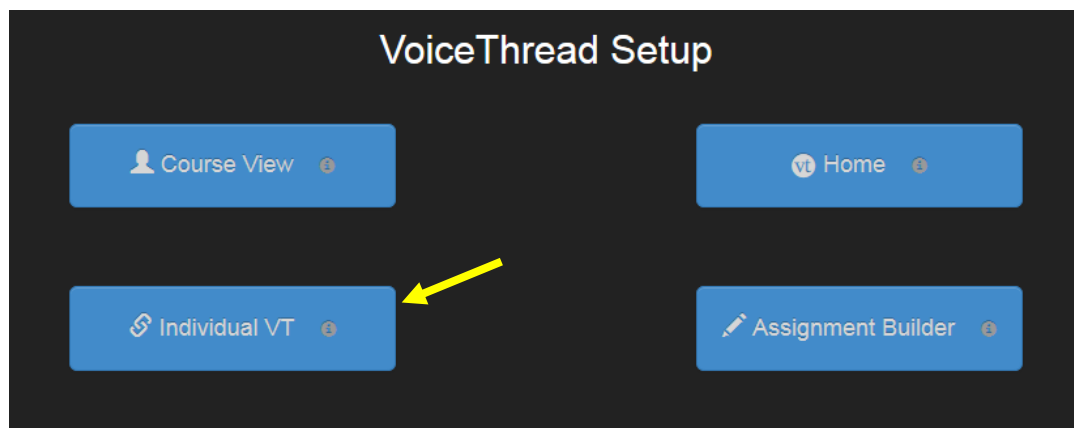
Links to VoiceThread presentations will copy over from one myCourses site to the next, but those links will no longer work. You will need to click on each of the broken links and follow the steps below to make new copies in your new myCourses site. Repeat these steps for each VoiceThread presentation in your course.

To begin, click on the first VoiceThread link you can find in your myCourses site.



Step 2:

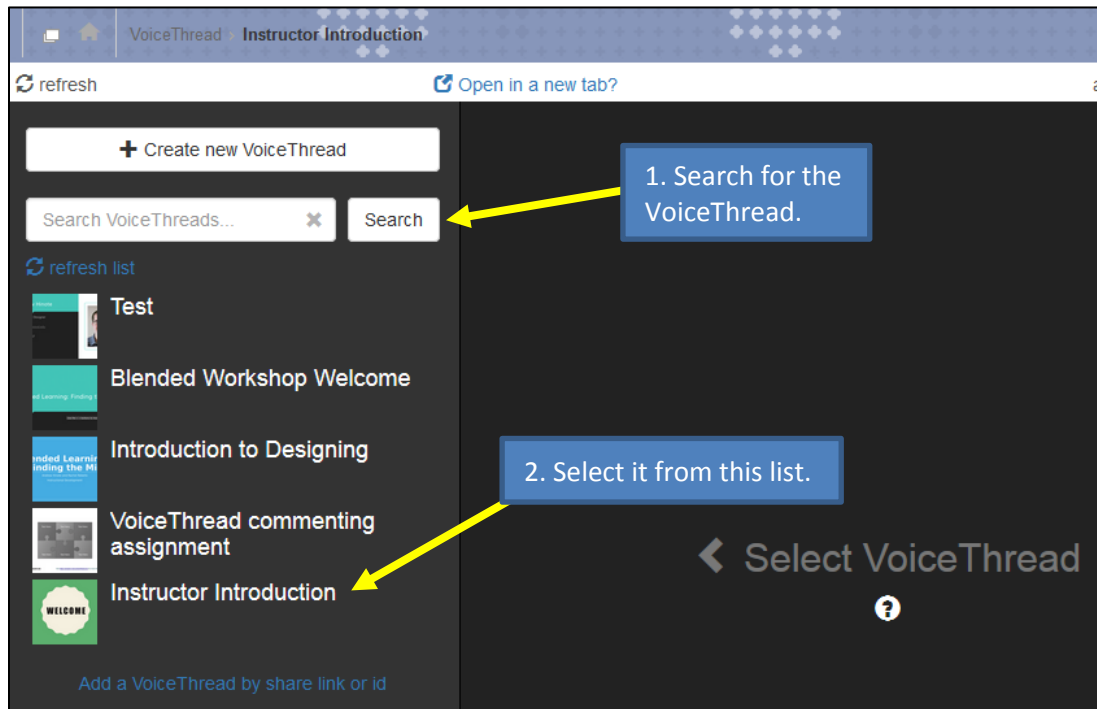
On the VoiceThread setup screen, choose "Individual VT."



Step 3:

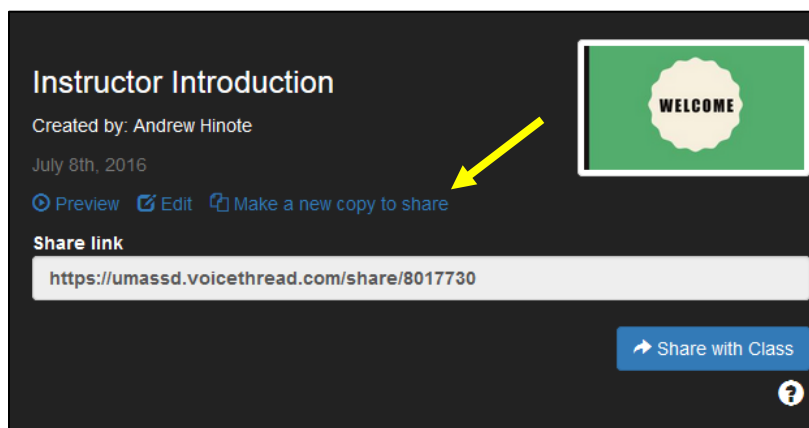
In this step you need to search for and choose the version of this VoiceThread that is attached to your old course. If it is not appearing on the left side of the page, you can search for it by name using the “Search VoiceThreads...” box. Whether it comes up in search results or is already appearing along the left side of the page, click on the name of the VoiceThread.

Tip: The name of the VoiceThread link you currently have open appears in bold at the top of the page.



Step 4:

Click the blue “Make a new copy to share” link that appears to the right of the list of VoiceThreads.



Step 5:

Remove “Copy of” from the title field, edit the description field as needed, then choose “Include only my comments” from the drop-down list at the bottom of the window. Click “Copy” to create the copy.

Create a new copy of this VoiceThread. Title and describe this new version, then choose which comments to include.

New Title

Copy of Instructor Introduction

New Description

Listen to my VoiceThread, then make your own introduction on slide three.

New Tags

Enter tags

Which comments would you like to keep?

Include only my comments

Cancel Copy

Step 6:

Click “Share with Class” to associate this new VoiceThread with the link you clicked in step one.

Instructor Introduction

Created by: Andrew Hinote

September 2nd, 2016

Preview Edit Make a new copy to share

Share link

<https://umassd.voicethread.com/share/8140475>

Share with Class

Conclusion

We hope this guide was helpful.

For additional information or support contact the Instructional Development team by phone at 508-999-8501 or by email at myCoursesHelp@umassd.edu.