VoiceThread QuickGuide: Navigating

Overview
Use this document after a VoiceThread link has been added and set up in a D2L course. This document will provide an overall view of how to navigate through the three main pages in the VoiceThread website. For the instructions of how to set up a VoiceThread link, please refer to VoiceThread QuickGuide: Setting up a VoiceThread Link.

How to Access
1. Navigate to Contents or Course Map of a D2L course
2. Click a VoiceThread link

In This Guide
Navigating the VoiceThread Homepage
Navigating a VoiceThread Course Page
Navigating in a VoiceThread

Navigating the VoiceThread Homepage

If VT Home has been chosen during the link setting up process, the link will go directly to the VoiceThread Homepage where students can access all VoiceThreads from all courses. The picture below shows all the elements of the homepage. (Figure 1)
1. **VT Home**: It contains all the VoiceThreads that have been created or shared with the account holder.
2. **Browse**: Under this tab are VoiceThreads that were created and published by others. Only VoiceThreads that have been published on the Browse page will appear here. It is a good place to find inspiration for VoiceThread application ideas, participate in VoiceThreads that invite public participation, and connect with other VoiceThreaders.
3. **Create**: click this button to create new VoiceThreads. For how to create a VoiceThread, please refer to *VoiceThread QuickGuide: Creating*.
4. **Activity Feed**: Information about new comments can be found here. The number indicates how many comments have been recorded on the VoiceThread since it was last viewed. This is a great way to keep track of activity on a VoiceThread that has been shared with others for comments.
5. **Identity**: VoiceThread allows participants to record comments using different identities. Use this feature to go by different names in different conversations (“Professor Wang” vs. “Xin”), to create a role-playing VoiceThread, or to categorize comments by their content (use an “Instructions” Identity, a “Feedback” Identity, an “Assessment” Identity). For how to add and use identities, please refer to *VoiceThread QuickGuide: Using Identities*.
6. **Sidebar**: Click this to reveal all of the groups (courses) to which the account holder belongs. Click the same icon to collapse the sidebar view and leave more room for viewing VT content.
7. **Help**: Click the button to see VoiceThread tutorials provided by VoiceThread.com.

**Navigating a VoiceThread Course Page**

If **Course view** has been chosen during the link setting up process, the link will go to the Course page where all the VoiceThreads shared within the course are displayed. (Figure 2)

![Figure 2](image)

1. **Menu** button: Click to change the sorting criteria, the view type, go to VT Home or disable the course.
2. **Course name**: The name of the current course.
3. **Add Your Own**: Click here to share an existing VoiceThread or create a new one to share in the course.
4. **Display area**: All VoiceThreads that have been shared in the course display here. You can change how VoiceThreads are displayed by going to the “view type” from the **Menu** button.
Navigating in a VoiceThread

If Individual VT has been chosen during the link setting up process, the link will go to the first slide of that individual VoiceThread. The picture below shows all the elements inside a VoiceThread. (Figure 3)

![VoiceThread Elements](image)

1. **Menu**—Click here to share, edit, subscribe, or view more information about the VoiceThread.
2. The **title** of the VoiceThread given by its creator.
3. **Position and title** of the slide being viewed. If there is an active link on the slide provided by its creator, the title will show as a hyperlink. Tap here to open the link in a new window.
4. **Identity** shows the identity currently being used. Tap here to select or add an identity to use for comments. See *VoiceThread QuickGuide: Using Identities* for how to add and switch between identities.
5. **Captions** enables captions for a video slide if they have been provided by the creator. If they have not been provided, the button will be gray instead of white.
6. **Close** closes the current VoiceThread and goes back to the VoiceThread homepage.
7. **Conversation channel**. All comments on this particular slide are listed here, including comments from the creator and other participants. Tap on an individual comment to play.
8. **Timeline** shows the location within a conversation. Each segment represents a separate comment. Green means the comment is currently being viewed or played. Click a segment or use the arrows on the two ends to move from one comment to another.
9. **Comment**. Tap here to record a new comment on this slide. See *VoiceThread QuickGuide: Commenting* for how to use this feature.
10. **Postcard view**. Tap here to view all slides in a VoiceThread. This is also where new slides can be added and existing ones can be edited.
11. Click + or – to zoom in or zoom out of the current slide.