

RECORD AUDIO OR VIDEO FEEDBACK ON ULEARN ASSIGNMENT

The Assignment tool in ulearn allows instructors to leave audio or video feedback to students on their assignment submissions. Instructors can leave feedback to students as part of the grading process for assignments, in addition to written comments.

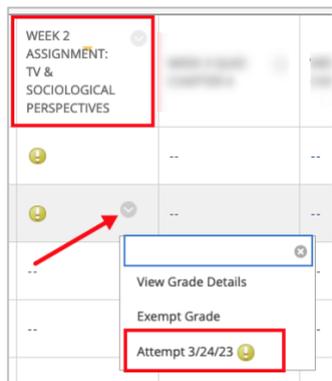
Instructions

Note:

To submit audio feedback, you will need to have a microphone or a webcam (which can record audio only).

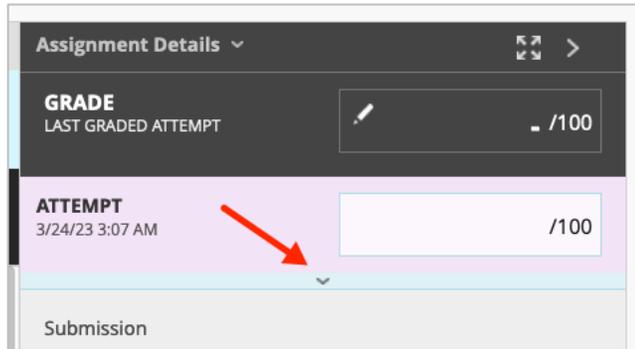
To submit video feedback, you will need to have a webcam (which can record both audio and video).

1. Navigate to the **Full Grade Center** and locate the assignment for the student you wish to grade and/or leave audio or video feedback for. Click on the **down arrow** next to the attempt and then click the **attempt**.

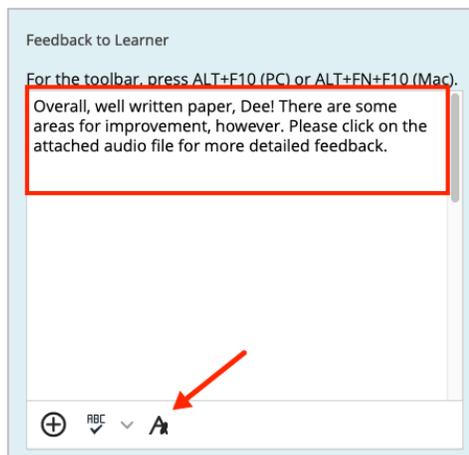


2. Over on the right hand part of the assignment screen, click on the **arrow** pointing down to expand the grading panel.

RECORD AUDIO OR VIDEO FEEDBACK ON ULEARN ASSIGNMENT



- Grade the paper as you normally would. When it's time to record audio and/or video feedback, click the **Full Content Editor** icon (looks like an A).



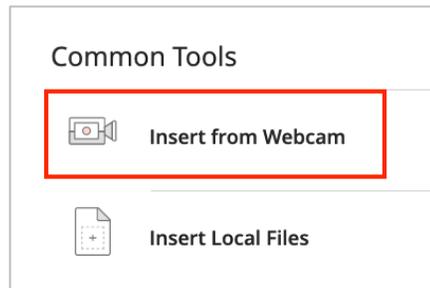
- Click on the **+ add content** icon in the last row. If you do not see the + icon, click the icon with the 3 dots to expand the menu.



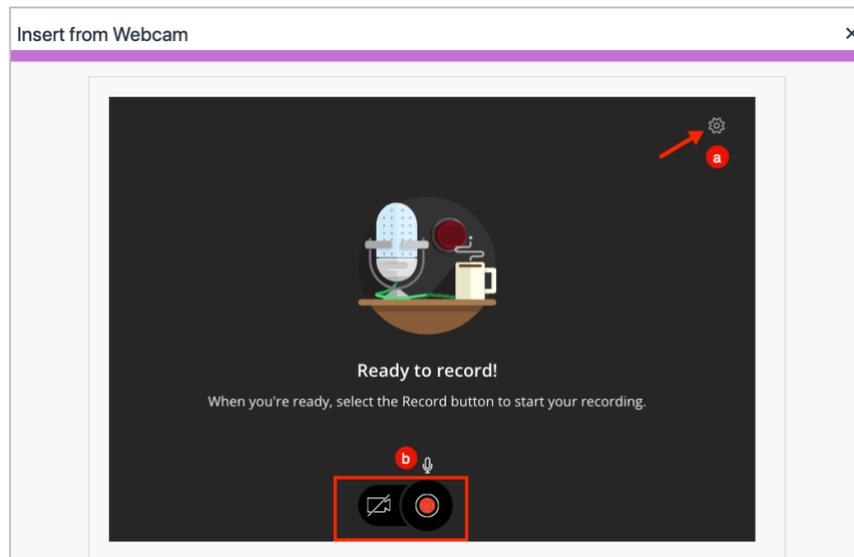
- From the Common Tools, click on **Insert from Webcam**.

RECORD AUDIO OR VIDEO

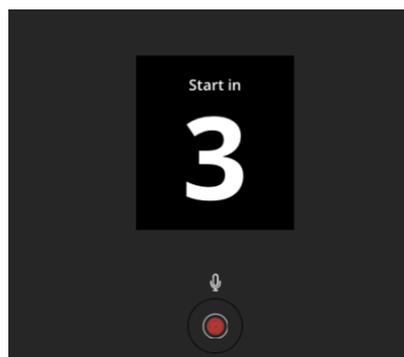
FEEDBACK ON ULEARN ASSIGNMENT



- The Insert from Webcam screens appears. To set up your microphone or webcam, click the gear icon on the top right corner (a). When ready to record, click the camera icon to turn on the webcam if leaving audio feedback with video. If you prefer to just leave audio feedback, click the red record button (b).



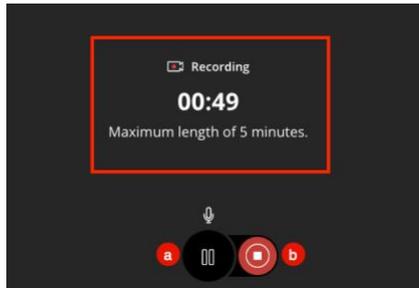
- Recording will begin with a countdown from 5 to 0. The max recording length is 5 minutes.



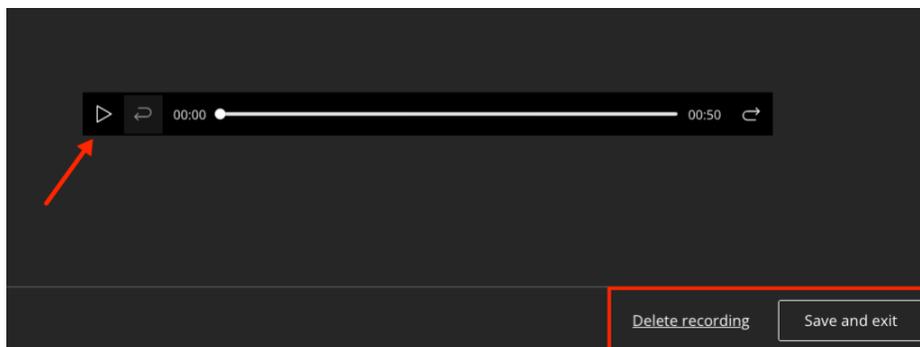
RECORD AUDIO OR VIDEO

FEEDBACK ON ULEARN ASSIGNMENT

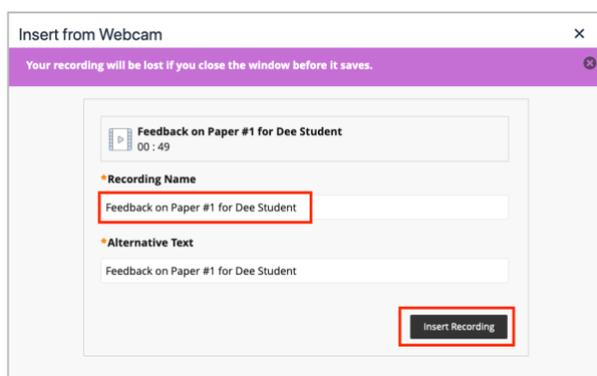
8. Speak clearly. Press pause (a) if you need to pause during the recording. Otherwise, when done, click the red stop button (b).



9. To listen to the recording, press the **play button** (triangle). If you are not satisfied with the recording, you can click **Delete** recording (you will be able to re-record following the steps above). Otherwise, if you are satisfied with the recording, click **Save and exit**.

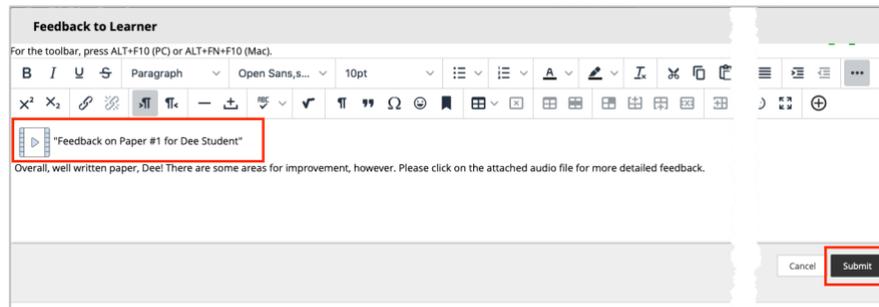


10. Type a name for the recording. Click **Insert Recording** when done.



11. The recording is seen on the Text Editor box. When done, click **Submit** to save the recording.

RECORD AUDIO OR VIDEO FEEDBACK ON ULEARN ASSIGNMENT



12. The audio and/or video feedback will appear again along with any written feedback you have left for the student in the Feedback to Learner box. Ensure that you left a grade for the assignment. Click **Submit** one more time. Students will be able to see and hear any feedback left on assignments via the My Grades page.

