Navigating a Voice Thread

Introduction
In this tutorial you will learn basics of how to navigate a VoiceThread.

Navigating a VoiceThread

**Step 1:** Sign in and navigate to the Voice Thread you want to view.

Use the controls on the bottom of the VoiceThread window to navigate a Voice Thread.

You can navigate a VoiceThread **manually** by using the previous and next arrows located at the bottom corners of the navigation panel. You can select the Play button in the middle of the control panel to **automatically** play the Voice Thread. Other navigation options will be presented below.

**Option 1:** Use the **Play** button located in the bottom center of the VoiceThread window, to play through the entire VoiceThread and all comments **automatically**.

**Option 2:** Use the **Pause** button to pause the automated playing of the Voice Thread messages.

**Option 3:** Use the **double next arrow** to advance to the next Voice Thread message on a particular slide.
Option 4: Use the double previous arrow to return to the previous Voice Thread message on a particular slide.

Option 5: Use the Next arrow to view the next Voice Thread slide.

Option 6: Use the Previous arrow to view a previous Voice Thread slide.

Option 7: Use the Show all icon to view all of the slides in Voice Thread presentation. Note: Click on any thumbnail image to view that slide.
**Option 8:** Use the *Show one (toggle)* icon to view only one slide in Voice Thread presentation.

**Option 9:** Click on an individual **profile image** to review a comment.

**Option 10:** Click on the **trash** icon to **delete** a Voice Thread comment that **you** have posted. Once you click on the trash icon you will be prompted to **keep** it or **delete** it.
Note: You can only delete comments that you have posted. You will not be able to delete other's comments.

Conclusion
We hope this guide was helpful.

For more information, please visit the TLITC or contact us via email at tlitc@bhcc.mass.edu.