Adding Teacher Activities that use the onboard audio/video recorder

This walkthrough will help you build an activity in ELEteca or the Online Workbook where your students can record themselves using the onboard recording tools. There is also an option to upload external files as well.

1. Log in to your class. This functionality is available for both the Student ELEteca as well as the Online Workbook and the steps are the same. For this walkthrough, we will use the Student ELEteca.

HE Entornos - Full course

Student ELEteca   Gradebook |

Online Workbook   Gradebook |
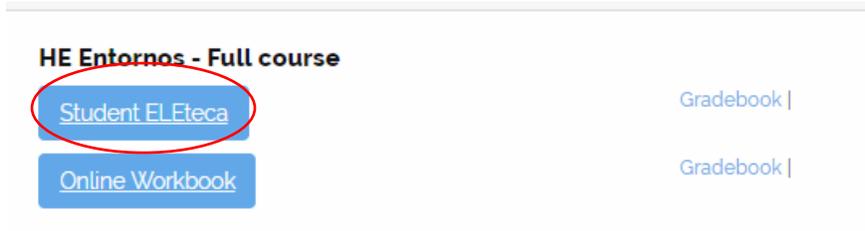
2. Click on **Configure activities** then select **Teacher activities**. The button should be blue in order to proceed.

○ Configure activities   Cla

| Activities | Student Book Audio | Student Book Video | Teacher resources | Teacher activities |
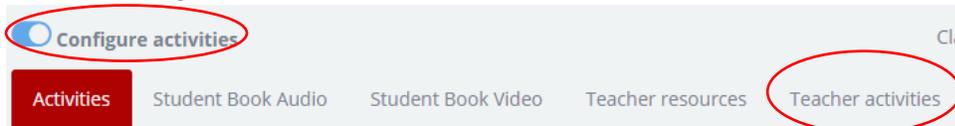
3. Click on **Add an activity or resource**.

Teacher Activities

Show all   Hide all

+ Add an activity or resource

4. Select **Assignment** and hit **Add**.

Add an activity or resource   ✕

ACTIVITIES

- ⦿   Assignment
- ○   Attendance
- ○   Lesson
- ○   Quiz
- ○   Wiki

RESOURCES

- ○   File
- ○   Label
- ○   Page
- ○   URL

The assignment activity module enables a teacher to communicate tasks, collect work and provide grades and feedback.

Students can submit any digital content (files), such as word-processed documents, spreadsheets, images, or audio and video clips. Alternatively, or in addition, the assignment may require students to type text directly into the text editor. An assignment can also be used to remind students of 'real-world' assignments they need to complete offline, such as art work, and thus not require any digital content. Students can submit work individually or as a member of a group.

When reviewing assignments, teachers can leave feedback comments and upload files, such as marked-up student submissions, documents with comments or spoken audio

Add   Cancel

5. Here is where you build the actual assignment. We will separate the process into 2 steps: Assignment information and Submission information:

    a. **Assignment Info**. Here you will enter the name of your assignment, enter a description/instructions, as well as attach any relevant files if needed (you don't have to upload any files if not needed).

Adding a new Assignment to Teacher Activities

▼ Collapse all

▼ General

Assignment name   Lab Exercise Unit 1   **Enter title here**

Description

Paragraph | B | I

Please read the attached article alone. Discuss your thoughts on the article with your group. Use the Video Recorder to record your group discussion. Total discussion time should not be grater than 5 minutes

Enter description/instruction here

Path: p

Additional files   Maximum size for new files: 30MB

Upload file here

Files

ELEteca -

    b. **Submission Types**. Here you will select the type of recording you want to use (Audio or Video)

        1. Select **Online Audio**.

Submission types   ☑ Online Audio   ☐ File submissions   ☐ Online text

        2. Select the type of recording: **Audio Recorder** or **Video Recorder**.

Audio Rec. Type   Audio Recorder

        3. Enter length of the recording:

Audio Rec. Time Limit   2   minutes

        4. Scroll to the bottom and hit **Save and return to course**.

Save and return to course   Save and display   Cancel

6. You will be brought back to the Teacher Activities screen. Here you can assign access dates, similar to other activities in ELEteca.
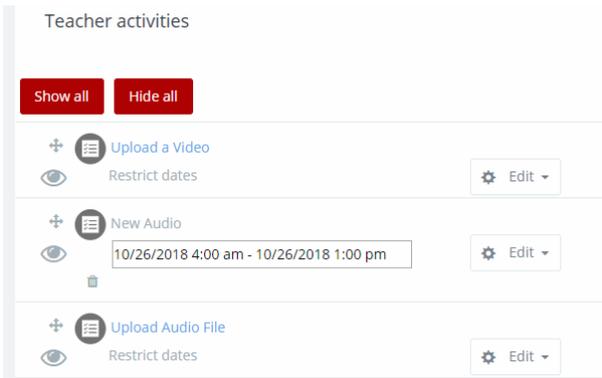
7. If you are finished creating teacher activities, click on **Configure activities** again.
8. To view your student submissions, click on the activity.
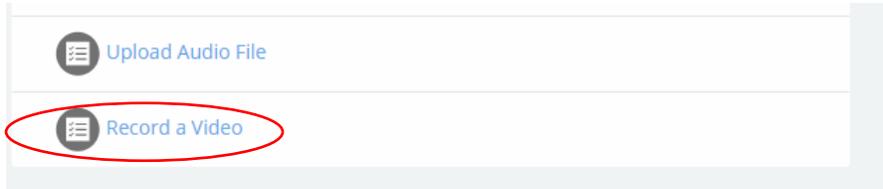
9. The next screen will tell you how many submissions you have and how many need to be graded. Hit **View all submissions** to view:

Participants	2
Drafts	0
Submitted	1
Needs grading	1

10. The next screen will bring up all the student submissions. Click on **Grade** button to view their submission and enter grade.
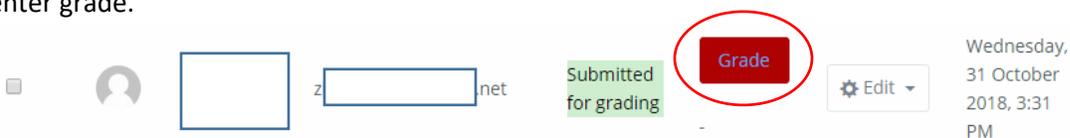
11. The final screen will have the video or audio clip the student submitted. Click the play button to listen/watch. Enter their grade in the Grade field and add feedback as well. When finished, Hit **Save Changes** or **Save and show next** to move to the next submission.