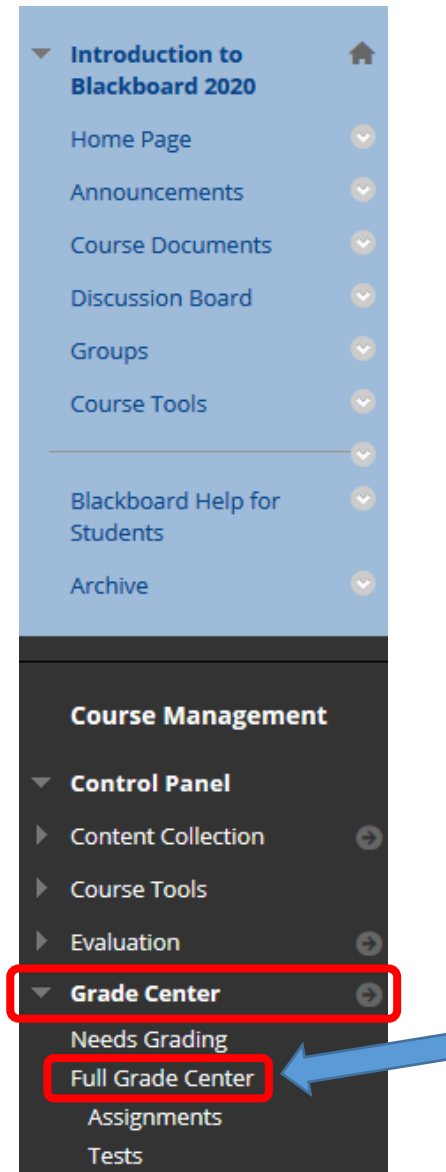






**How to Record Audio
Feedback on Student
Assignment Submissions**





1. Log in to the Course on Blackboard. Click on **Grade Center**, and then **Full Grade Center**.












2. Move your mouse cursor into the cell of the student submission you want to review. Note that a  symbol next to the yellow circle with exclamation point in the cell. Click that symbol, and a list appears. On that list click **“Attempt...”** to view the student submission.

Grade Center : Full Grade Center 


The Full Grade Center displays all columns and rows in the Grade Center and is the default view of the Grade Center. [More Help](#)




Create Column Create Calculated Column  Manage  Reports  Filter Discover Content Work Offline 


Grade Information Bar Last Saved: April 22, 2021 9:14 AM

<input type="checkbox"/>	LAST NAME 	FIRST NAME 	STUDENT ID 	QUIZ 1 	HW#22 	ESSAY ASSIGNMENT #1 
<input type="checkbox"/>	Stestperson9	Student		19.00	--	95.00
<input type="checkbox"/>	Weirich_PreviewUs	James		12.00 	--	 

Selected Rows: 0

Move To Top Email 

Sort Columns By: Layout Position  Order:  ▲Ascending 

View Grade Details Legend
Exempt Grade is displayed
Attempt 4/22/21 

3. You may need to click the **small blue bar**, circled in red below, to reveal the **Feedback to Learner box**, which is where you can add an attachment for students to review.

The screenshot displays the Blackboard interface for grading an assignment. On the left is a navigation menu with sections: Blackboard Process (Testing Course, Home Page, Announcements, Information, Content, Discussions, Groups, Collaborate, Tools, Help), Course Management (Control Panel, Content Collection, Course Tools, Evaluation), and Grade Center (Needs Grading, Full Grade Center, Assignments, Tests). The main content area is titled 'Grade Assignment: Essay Assignment #1' and includes instructions for grading. Below this is a toolbar with 'Jump to...', 'Hide User Names', and 'Refresh' options. A student's submission is shown for 'James Weirich_PreviewUser (Attempt 1 of 1)'. The submission details panel on the right shows a grade of 0/100 for the last graded attempt and 100/100 for the current attempt on 4/22/21 at 9:14 AM. A red box highlights a small blue bar at the bottom of the submission details panel, which is pointed to by a blue arrow. The submission itself is a document titled 'Marcel Marceau Paper.docx'. The main content of the submission is a text document titled 'Mimic Marceau' with the following text: 'The physical theatre is the playground of the human body. In physical theatre the players of the stage use their bodies as the primary means to reveal the drama or comedy of a story. It forces the through-line of action of a character's spine or super objective to be expressed through gestures and movements. The physical theatre asks the players to use rhythm and a neutrality of the body to shed their personal physical life, and step into the physical life of another being entirely. A master of this art, essentially, can alter their behavior so deeply, that they will appear to be someone else. One man who stood out among his fellow masters is Marcel Marceau. Marceau's innate talent for mimicry, and his international scope, have contributed much to the tradition of physical theatre.'

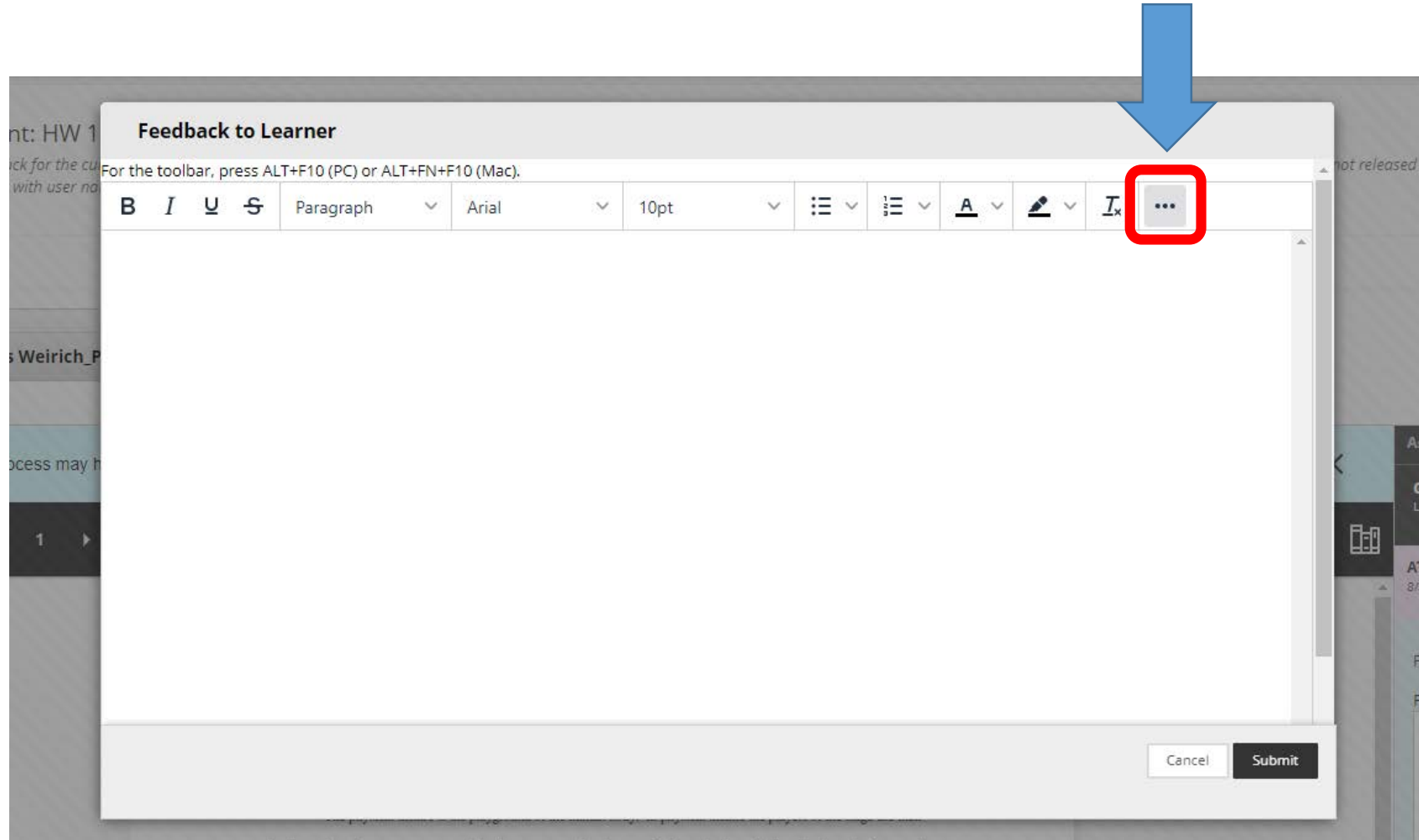
4. You can ***type in feedback to the student*** in the area marked in red, and click ***submit*** to finalize the feedback. But read on to learn how to record audio with your computers webcam / microphone as feedback for the students to listen to.

The screenshot displays a user interface for reviewing a student's submission. At the top, a navigation bar shows 'Viewing 2 of 2 gradable items' and the user 'James Weirich_PreviewUser (Attempt 1 of 1)'. Below this is a toolbar with icons for page navigation, zoom, and other document functions. The main content area shows a document titled 'Mimic Marceau' with text about physical theatre and Marcel Marceau. On the right side, there is a sidebar with 'Assignment Details' showing a grade of 0/100 and an attempt date of 4/22/21 9:14 AM. A red rectangular box highlights the 'Feedback to Learner' text input area, which is currently empty. Below the text area are icons for erasing, undo, redo, and bold text. At the bottom of the sidebar are buttons for 'Cancel', 'Save Draft', and 'Submit'. A blue arrow points from the right edge of the image towards the red box. At the very bottom, a 'Submission' section shows a file named 'Marcel Marceau Paper.docx' with a download icon.

5. Click the “**A**” icon marked in red below. A window will pop up.

The screenshot displays a user interface for viewing a document. At the top, a header bar shows 'Viewing 2 of 2 gradable items' and the user's name 'James Weirich_PreviewUser (Attempt 1 of 1)'. Below this is a navigation bar with icons for page navigation, search, and other functions. The main content area shows a document titled 'Mimic Marceau' with several paragraphs of text. On the right side, there is a sidebar titled 'Assignment Details' which includes a 'GRADE' section showing 'LAST GRADED ATTEMPT' with a score of '/100', and an 'ATTEMPT' section showing '4/22/21 9:14 AM' with a score of '/100'. Below the attempt information is a 'Feedback to Learner' section with a text input field and a red box around an 'A' icon. A blue arrow points from the right edge of the image towards the 'A' icon. At the bottom of the sidebar, there are 'Cancel', 'Save Draft', and 'Submit' buttons, and a 'Submission' section showing a file named 'Marcel Marceau Paper.docx'.

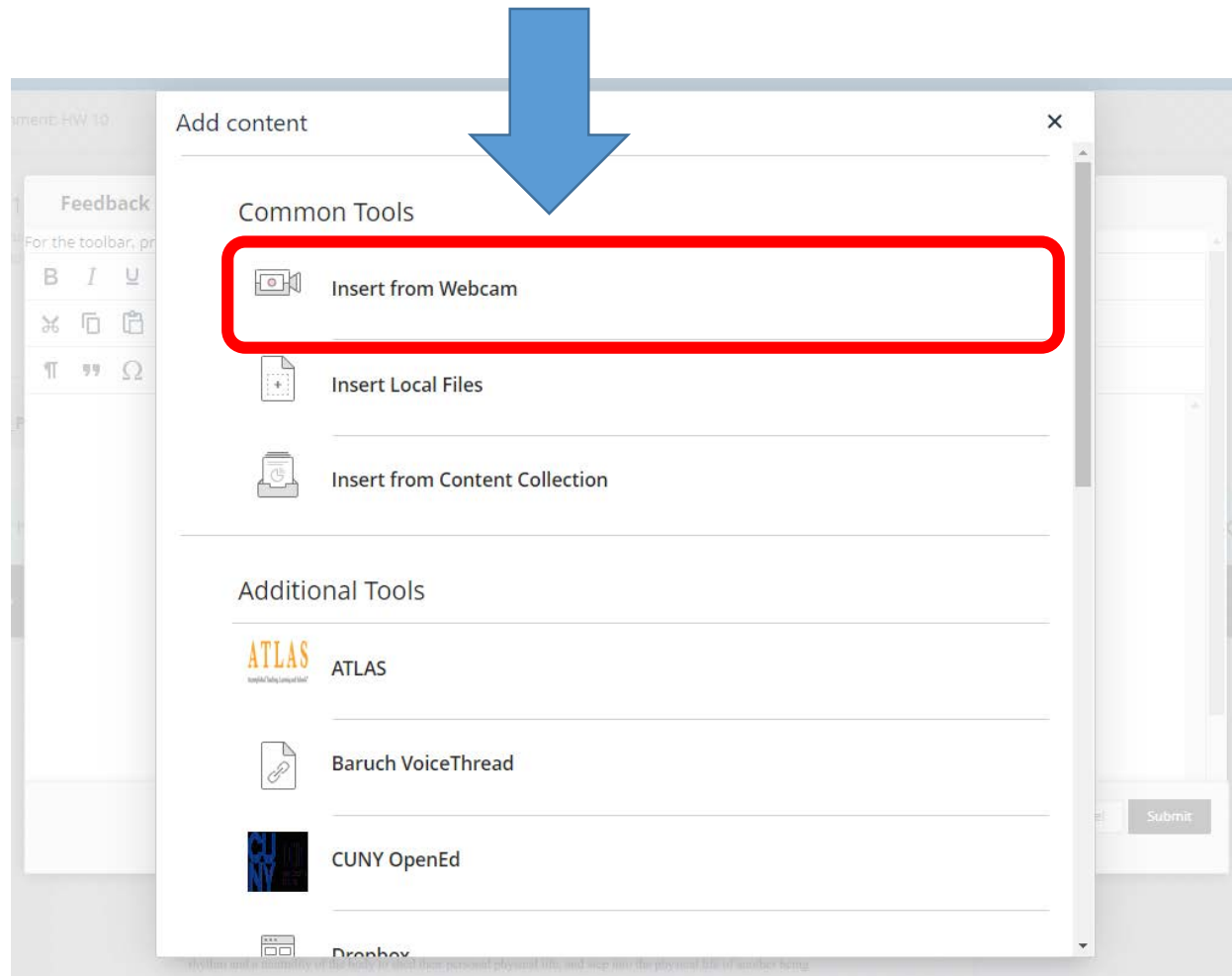
6. Click the “...” symbol if you only see the text editing options below:



7. Click the (+) symbol marked in red below:

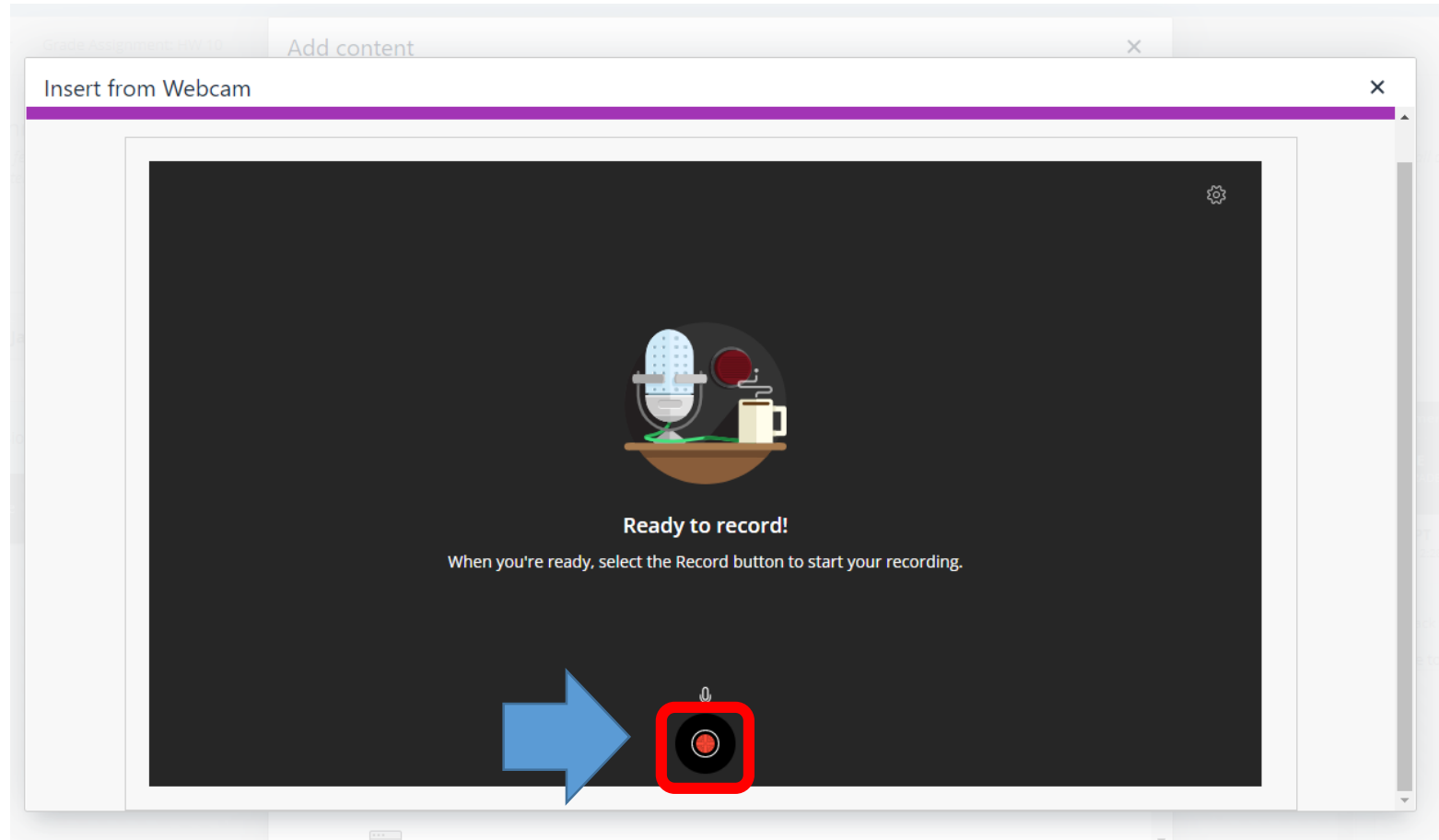
The image shows a 'Feedback to Learner' dialog box with a rich text editor toolbar. The toolbar contains various icons for text formatting, alignment, and insertion. A red square highlights a plus sign icon (+) in the bottom right corner of the toolbar, and a blue arrow points to it from the right. The dialog box also includes 'Cancel' and 'Submit' buttons at the bottom right.

8. Click the *Insert from Webcam*.

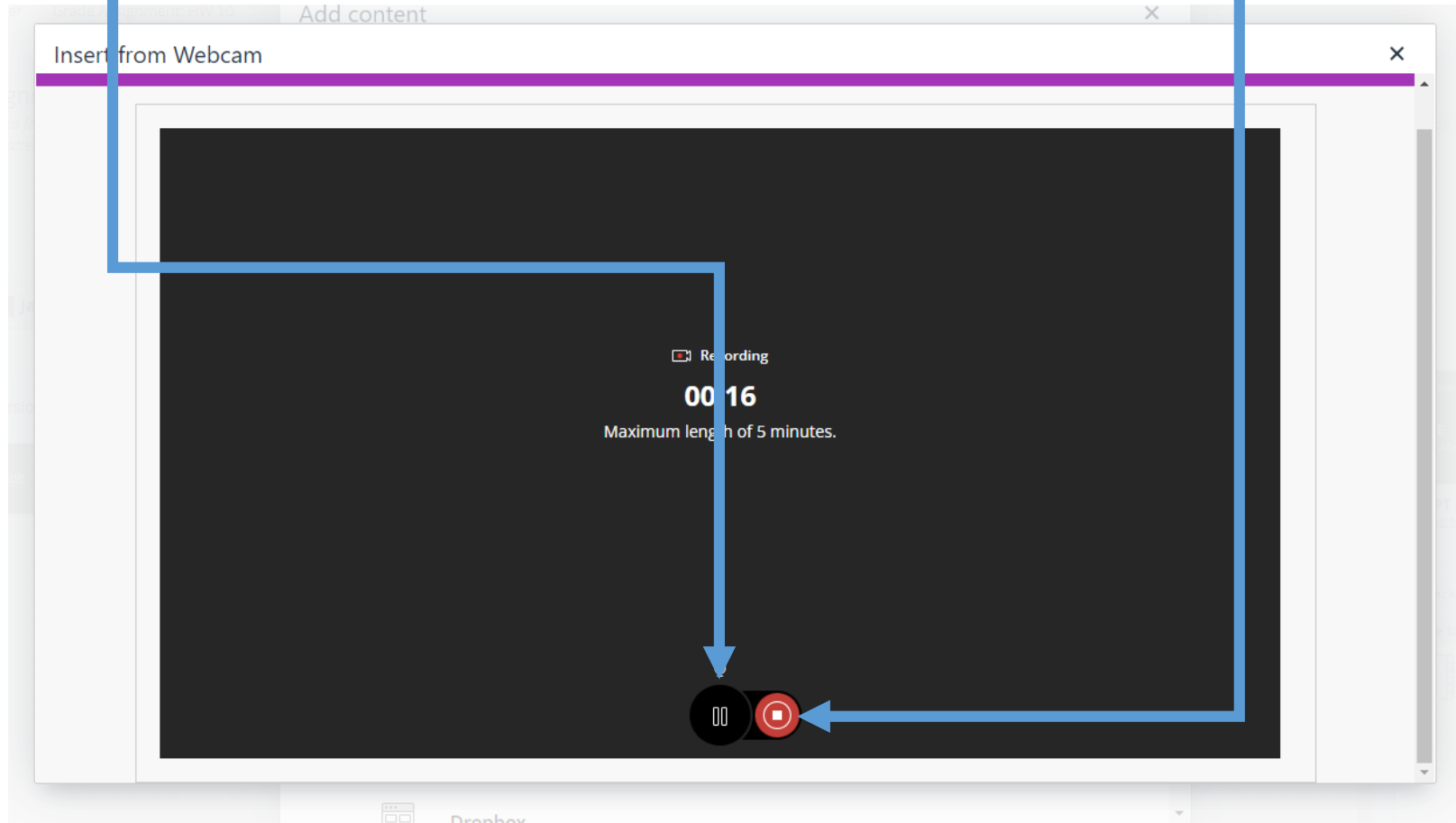


9. Please note, that you must allow your web browser to control your microphone if you are prompted to do so in order for this to work.

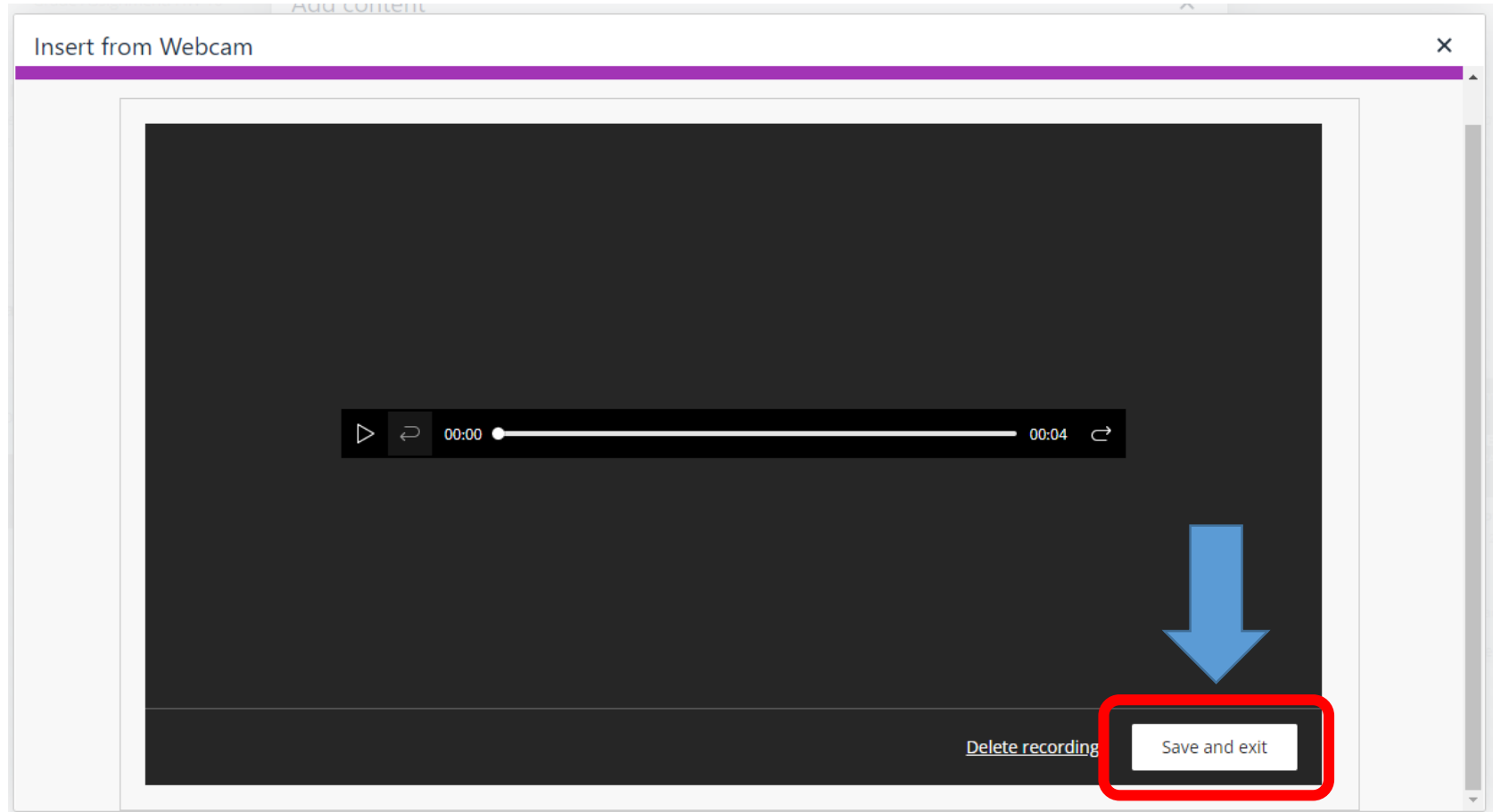
Click the **red** recording button to begin the recording process



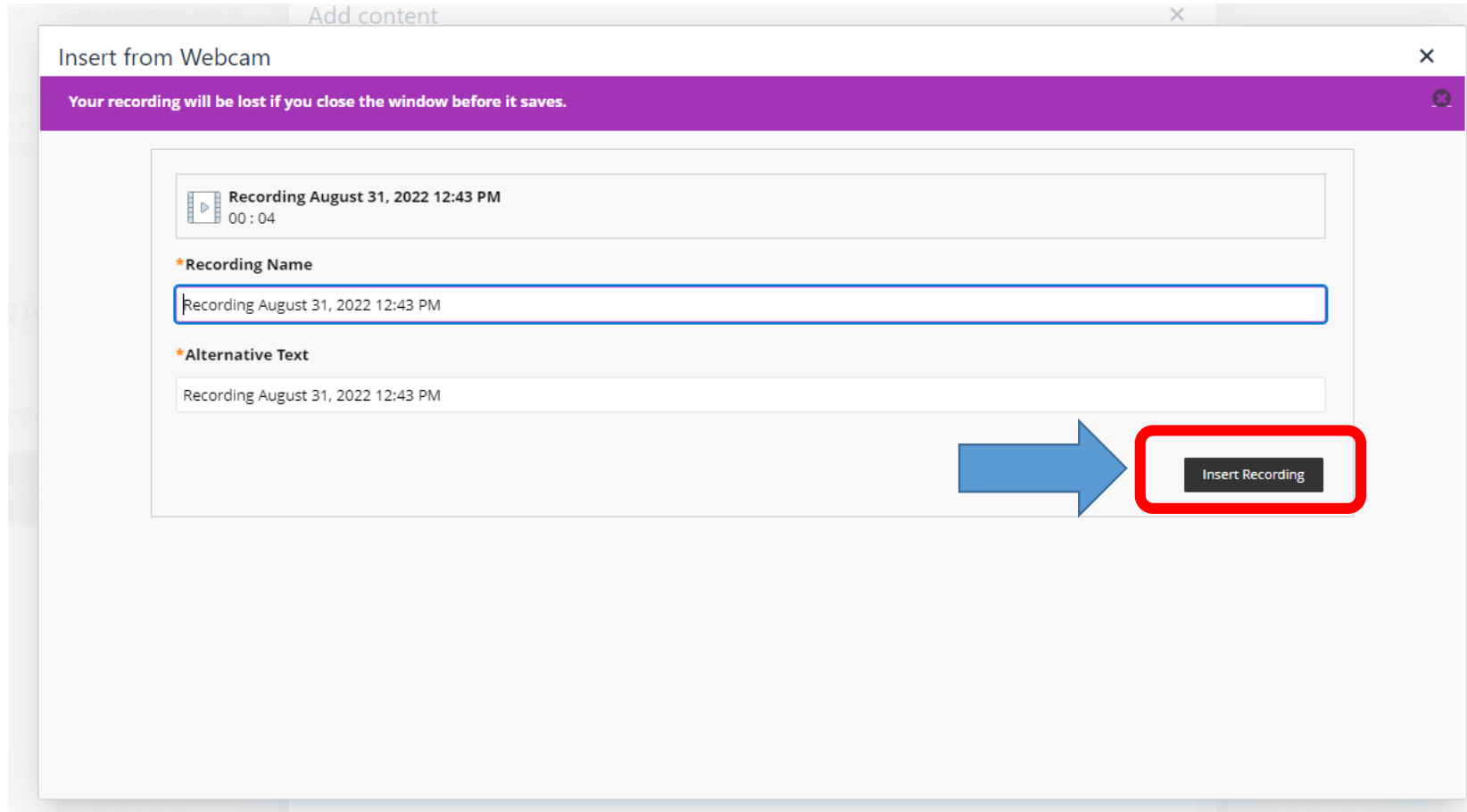
10. Click the ***Pause button*** if you want to pause your recording before continuing, or click the ***Stop button*** to end your recording.



11. Click the ***Save and exit*** to finalize your feedback recording.

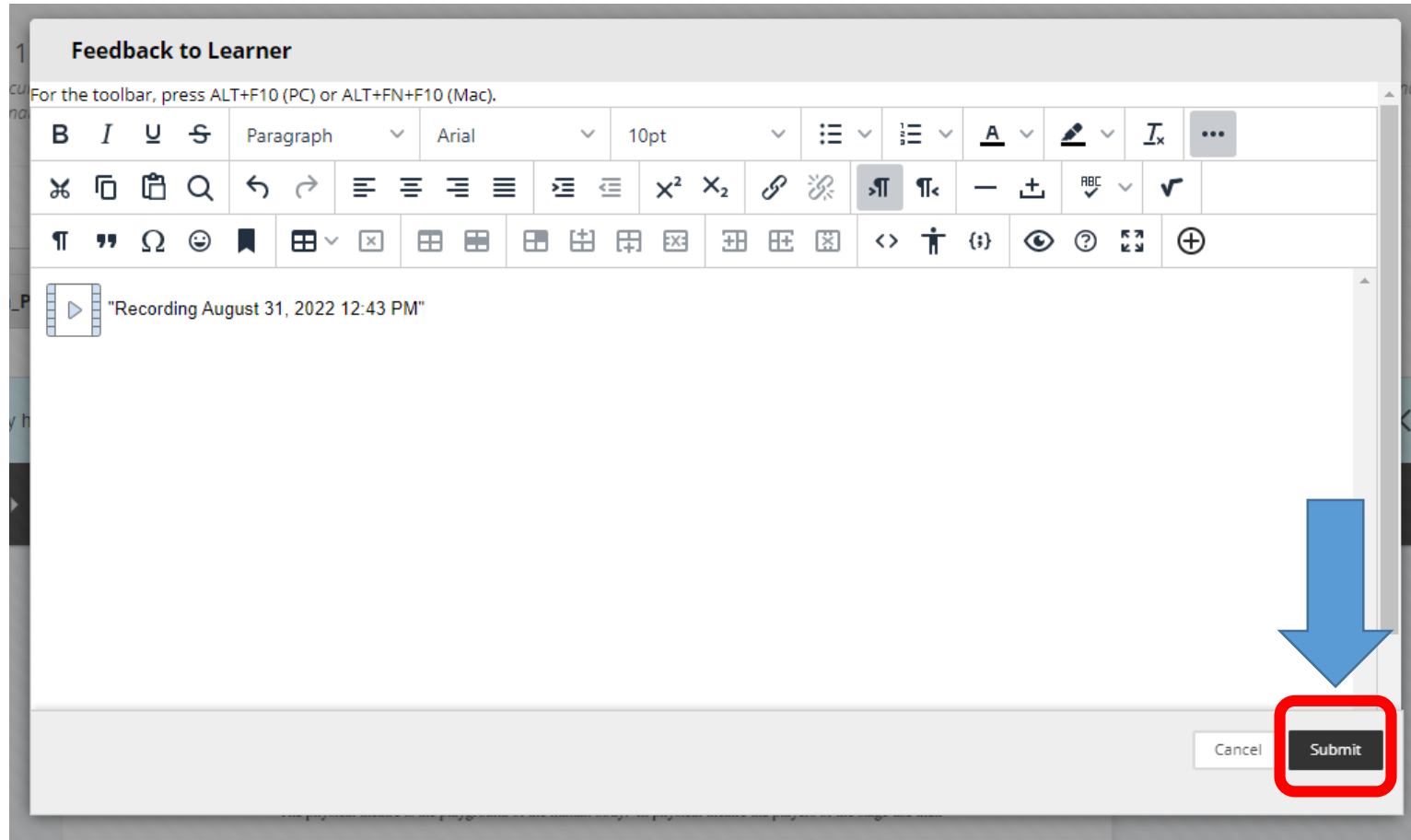


12. You can **rename the recording** to whatever you feel is most appropriate but **this is optional**. For this example, we will leave the name unchanged. Then when complete, click **Insert Recording**.



The image shows a software dialog box titled "Add content" with a sub-header "Insert from Webcam". A purple warning bar at the top states, "Your recording will be lost if you close the window before it saves." Below this, there is a preview of a video recording with a play button icon, the text "Recording August 31, 2022 12:43 PM", and a duration of "00 : 04". Underneath the preview are two required fields: "*Recording Name" and "*Alternative Text". Both fields contain the text "Recording August 31, 2022 12:43 PM". At the bottom right of the dialog, there is a dark grey button labeled "Insert Recording". A blue arrow points from the right side of the form area towards this button, and the button itself is enclosed in a red rectangular box.

13. Click the **Submit button** on the bottom right of the window.



14. Now you will see the title of your file in the **Feedback to Learner** box. Please be sure to finalize any annotations, and / or enter a grade for the student submission, and then click **Submit** to send the student the attachment + grade.

The screenshot displays a document viewer on the left and a feedback sidebar on the right. The document is titled "Mimic Marceau" and contains text about physical theatre and Marcel Marceau's life. The feedback sidebar includes a "Feedback to Learner" section with a video player showing a recording from August 31, 2022. A red box highlights the video player, and a blue arrow points to it. At the bottom of the sidebar, there are "Cancel", "Save Draft", and "Submit" buttons, with the "Submit" button highlighted by a green box. The top of the sidebar shows "Assignment Details" with a "GRADE" field set to "/100" and an "ATTEMPT" field set to "8/31/22 12:28 PM".

ie spacing in this submission. You can still download the original file.

Mimic Marceau

The physical theatre is the playground of the human body. In physical theatre the players of the stage use their bodies as the primary means to reveal the drama or comedy of a story. It forces the through-line of action of a character's spine or super objective to be expressed through gestures and movements. The physical theatre asks the players to use rhythm and a neutrality of the body to shed their personal physical life, and step into the physical life of another being entirely. A master of this art, essentially, can alter their behavior so deeply, that they will appear to be someone else. One man who stood out among his fellow masters is Marcel Marceau. Marceau's innate talent for mimicry, and his international scope, have contributed much to the tradition of physical theatre.

Marcel Marceau (born Marcel Mangel) was born March 22nd, 1923, in Strasbourg, France. When he was sixteen years old he and his family were forced to flee Strasbourg as World War II began. During the war Marceau fought valiantly against the Nazi war machine by rescuing children from the concentration camps and acting as a liaison between the French and General Patton's army. It was during WWII that Marceau changed his name from Mangel in order to protect his Jewish heritage from the Nazi's. It wasn't until after the dust settled from WWII that Marceau began his physical theatrical life.

Inspired by such physical artists as Charlie Chaplin, Buster Keaton, Harry Langdon, Stan Laurel and Oliver Hardy, and his admiration for these great actors inspired him to pursue the art of silence as a profession. In 1946, Marceau began his training at the Charles Dullin's School of Dramatic Art in Paris. He studied under the tutelage of Etienne

Assignment Details

GRADE
LAST GRADED ATTEMPT /100

ATTEMPT
8/31/22 12:28 PM /100

Feedback to Learner

For the toolbar, press ALT+FTU (PC) or ALT+FN+FTU (Mac).

"Recording August 31, 2022 12:43 PM"

Cancel Save Draft **Submit**

Submission
Marcel Marceau Paper.docx

15. Students can access the file you submitted by following the instructions found at the web link below, and looking for the attachment underneath the ***Feedback to Learner*** box when they review their submission.

[How Students View Instructor Feedback for Assignment Submissions on Blackboard](#)