Wimba Voice Direct

Below are instructions for using Wimba Voice Direct in your Blackboard class. In order to use Voice Direct you must first add it to your course. Listed below are the steps to add Wimba Voice Direct to your course.

1. Log into your Blackboard course.

2. Click Control Panel from the Tools menu on the left side of the screen.

3. Select a Content Area to add your Voice Direct to.
4. Click the down arrow next to Select at the top right of the screen. Select Voice Direct and then click Go.

5. In section 1 type a title for your Voice Direct in the text box next to Title and a description of the Voice Direct in the text box next to Description.
6. In section 2 set the Settings for your Voice Direct. Use the drop down menu to set the audio quality and max length of your voice message. Check the boxes you want to apply to your Voice Direct.

7. In section 3 Options, you will make the Voice Direct available, open in a new window, track number of views, and choose date and time restrictions. Click “Yes” to make the voice direct available.

8. Click Submit when finished.
11. You will receive a Voice Direct Added message. Click OK.

12. Your Voice Direct for your class has been set up in the content area you choose to set it up in. Click OK.

Below are instructions for using Wimba Voice Direct in your Blackboard class. These instructions assume you have already added Wimba Voice Direct to your course.

1. Log into your Blackboard course.

2. Click Control Panel from the Tools menu on the left side of the screen.
3. Select the Content Area that you added Wimba Voice Direct to.

4. Click on the Enter Voice Direct Conference Link.

5. The Wimba Voice Direct screen will appear. Click the hand to request the microphone. A list of people currently in the conference will be listed in the box to the left under archive options.

   *Note: Only one person can talk at a time.
6. You can type a message in the text box. Click the Archive button to archive your Voice Direct Conference. When you are finished with your Voice Direct Conference, click the Close button.