

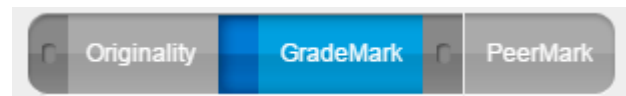
## Providing a voice comment in a Turnitin assignment

Turnitin's GradeMark system contains several tools and types of marking that tutors can use when providing feedback. This skill sheet will help you to provide a voice comment on your student's work. Additional guides are available for providing feedback using:

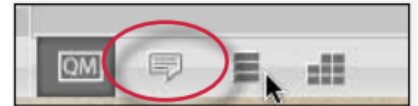
- general comments
- inline comments
- bubble comments
- text highlighting
- QuickMark (reusable) comments
- grading forms
- rubric scorecards (marking grids)

### Adding a voice comment

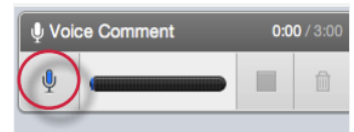
1. Open the student's assignment in the **Grademark interface**.



2. Click on the General Comments icon at the bottom of GradeMark's right-hand sidebar (looks like a speech bubble).



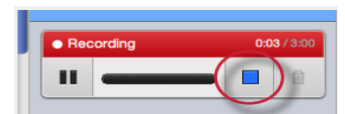
3. Click the microphone icon to begin recording. Click the Pause icon if you want to halt the recording and the microphone again to continue your recording.



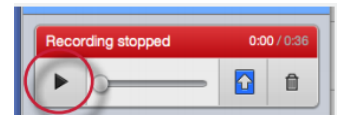
**Note:** An Adobe Flash player settings pop-up will appear asking for permission to allow Turnitin to use the computer's microphone. Select **Allow** to be able to record a voice comment.

A voice comment can be **up to three minutes** long. The length of the recording is noted in the top right corner of the Recording section.

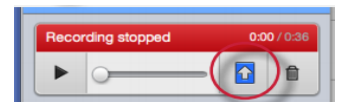
4. Once you have finished recording your voice comment click on the Stop button to stop recording.



5. To play back the recording before saving it click on the play button.



6. To save the voice comment click on the Save icon



7. If you would like to re-record a voice comment after a voice comment was already saved, you must first delete the current voice comment by clicking on the Trash can icon and then repeat the recording steps.

The General Comments sidebar is the default screen when students access their feedback, so they simply need to press play to hear their voice comment (ensuring they have speakers or headphones available).