Songs Around the World
Participation Guidelines

We are thrilled that you and your students will be participating in this year’s Songs Around the World program! Please follow the guidelines below to ensure your participation.

I. PARTNER MATCH & EXCHANGE TIMING

For each Songs Around the World song exchange, OneWorld Classrooms will match your class with a global partner class that matches your grade range within one month of your registration (often sooner). Once the match has been established, OneWorld Classrooms will set up a VoiceThread in which the partner classes will share their songs and communicate with each other. Unless the partner teachers make a different arrangement, the exchange should be completed within one month of the match.

II. TECHNOLOGY REQUIREMENTS

Internet access is required to participate in Songs Around the World.

Also, all participants must sign up for a free a SINGLE EDUCATOR VOICETHREAD LICENSE at www.voicethread.com. (VoiceThread also offers class and district licenses for a fee, but these are not necessary to participate in the Songs Around the World program.)

Users must sign in to their VoiceThread account and use Mozilla Firefox or Google Chrome browsers for full VoiceThread functionality.

III. ABOUT VOICETHREAD

VoiceThread is a company (separate from OneWorld Classrooms) which has developed an online tool that allows users to share multimedia content and communicate with each other. A VoiceThread (the secure individualized forum in which partners share and communicate) is like an online slideshow in which partners may add slides and makes comments (via text, audio or video posts) on each slide.

IMPORTANT: Unlike Skype, VoiceThread allows asynchronous communication, i.e. you do NOT need to be online at the same time as your partner. Instead, you and your partner may separately add and view added content ANY TIME.
VoiceThread is fully secure - no one else may access or view your VoiceThread besides you, your partner and OneWorld Classrooms. VoiceThread does not advertise, solicit, or receive contributions from any outside source.

OneWorld Classrooms provides an online VoiceThread orientation and specific instructions for how to use VoiceThread. We also host live VoiceThread tutorials for teachers who request them. Online VoiceThread tutorials are also available on the VoiceThread Web site, here: https://voicethread.com/howto/.

IV. ACCESSING YOUR SECURE VOICETHREAD

After you have been matched with a partner class, OneWorld Classrooms will invite both classes via email to access the VoiceThread in which you will share songs. You will receive an email from OneWorld Classrooms AND an email from VoiceThread with a link to the secure VoiceThread that only you and your partner will use for your exchange. IMPORTANT: Save these emails so that you will be able to quickly access the VoiceThread at any time during your partnership.

To access the VoiceThread:

1. Sign in to your VoiceThread account at www.voicethread.com using a Mozilla Firefox or Google Chrome browser.
2. Click the link to your VoiceThread in the email from OneWorld Classrooms (or VoiceThread).

V. USING VOICETHREAD

Your shared secure VoiceThread will initially contain only two slides and a few introductory and instructional comments, but you and the partner will complete the song exchange by adding new content (slides and comments). Instructions for navigating the VoiceThread, adding slides and making comments will be embedded in the VoiceThread. Here is an illustrated overview of those instructions:

1. To navigate in a VoiceThread, click the right facing triangle at the bottom right to go forward, the left-facing triangle to go back, or the double square button to see ALL SLIDES. In the ALL SLIDES view, select any slide or click the double square button again to return to the page you were on.
2. To play or pause the media on any slide, click the PLAY/PAUSE button on the bottom left. The bar at the bottom indicates the progression of comments and media content on that slide.

3. Comments are shown in the left column as icons identifying the person commenting. Click on an icon to see, hear or view that comment.
4. Text and video comments appear in a small expandable window when you click on the corresponding icon in the left column. (Grab the bottom right corner and drag outward to expand.) A smaller window opens when an audio comment is played.
5. To add a comment, click the plus sign (+) in the voice bubble at the bottom center.

Then select a comment method and follow the instructions. Your comment will appear at the bottom of the left-hand column, beneath other comments. If there are many comments on a page, scroll in the left column to see the
ones below or click on the bottom comment to see the ones beneath it.

6. To add a slide, click the double square button at the bottom right to go to ALL SLIDES view. Then click the large plus sign (+) after the last slide.
Then follow the instructions to create an audio slide or a video slide, or upload any other type of document from your computer/device to be displayed on the slide.

**VI. INTRODUCING YOUR CLASS**

On page 2 of your VoiceThread, please introduce your class and your song to your partner class by adding comments following the instructions in #5 above. You may introduce yourselves as a group or individually. If possible, please add audio or video introductions. Add your introductions, then check back another time/day to see your partners’ introductions.

Consider adding text transcripts of any audio or video comments, as they will ensure that your partner understands all comments clearly. Add these by making a text comment.

**VII. TEACHING YOUR SONG**

Each partner class will share documents and videos in the shared VoiceThread to teach the other ONE traditional song, following these steps:

1. Select one traditional song (in your students' language) and inform the partner class (on the introductions page of the VoiceThread): the name of the song, the name of the person who wrote the song and any additional information about the song.
2. Make a video of your students singing/performing the song as a group and post it on the VoiceThread following the instructions in above in #6. (If for
any reason you cannot add the video to the VoiceThread, OneWorld Classrooms will invite you to add the video to a Google Drive folder and we will post it on the VoiceThread).

3. Make a series of short videos of individual students singing 1-4 lines each of the song separately (so the partner class can practice short sections of the song) and post them on the VoiceThread (or drop them in the Google Drive folder).

4. Add slides containing the following documents on the VoiceThread: a) the lyrics in the original language, b) the lyrics translated into English, and 3) if available, the music for the song (i.e. the notes). You may also optionally provide a link to a video of an artist performing the song if available.

5. Make and post a video of your student singing/performing the song they learned from their partner.

6. After sharing the songs, students may add comments (on any page) to compliment and thank their peers or to ask and respond to questions.

VIII. EXTENDING THE EXCHANGE

Once you have taught one song to your partner and learned one song from your partner, the exchange is technically over. However, upon consultation with your partner teacher, you may extend the partnership in any way that you mutually agree upon. The VoiceThread will be available for your use for the remainder of the school year.

IX. SUPPORT AND ADDITIONAL INFORMATION

If you require support or have questions at any point during the program, please send an email to paul@oneworldclassrooms.org or call (518) 618-0571 between 9:00 – 5:00 EST.

Use of Your Students' Content

Your students’ content will only be viewable by OneWorld Classrooms and your partner class (and anyone else they share it with). In some cases, OneWorld Classrooms showcases select VoiceThreads to other teachers; however, we only do this after securing permission from the featured schools.