

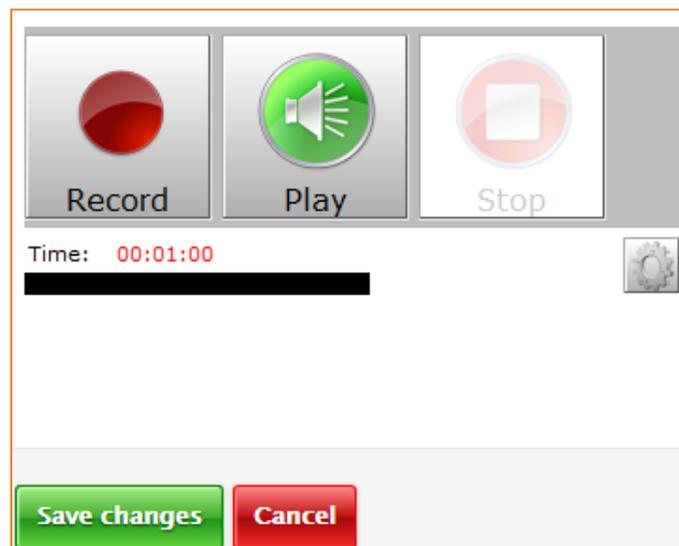
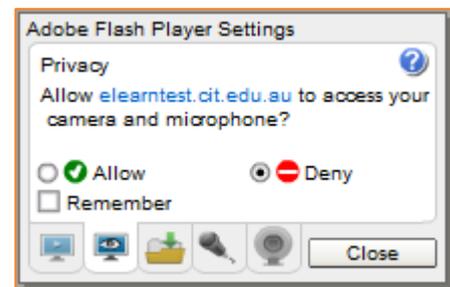
PoodLL Assignment Submission

The PoodLL tool in eLearn adds an audio recorder, a whiteboard or a camera to the assignment submission. This means students can use this feature to submit audio, whiteboard or snapshots in their assignments.

Recording Audio

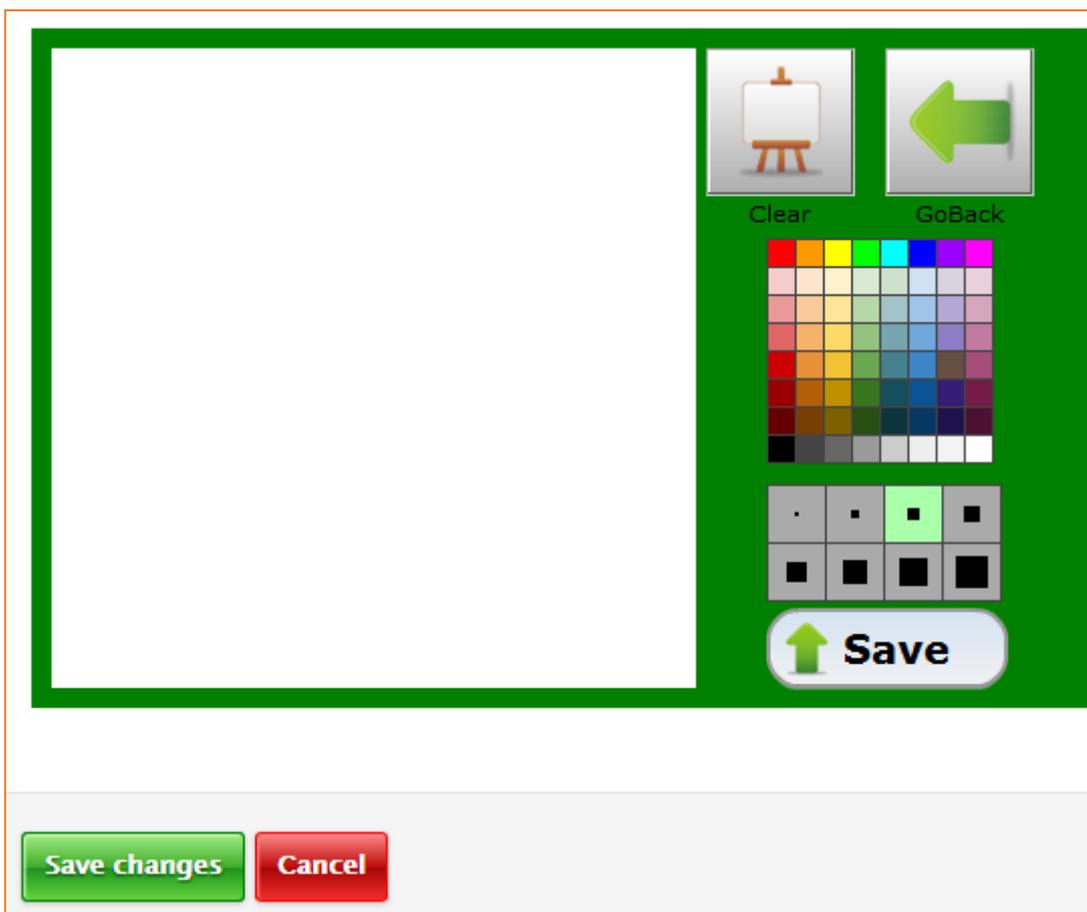
To use the audio recorder, you first need to make sure you have a microphone on your computer. This tool will not work without a microphone.

1. Open your assignment to submit.
2. This will bring up the recorder.
3. You may get a notification from Adobe Flash player requesting permission to use the microphone. Please select **Allow**. In some browsers, you may also get a bar or notification elsewhere in the browser seeking permission. You will also need to allow this.
4. Once allowed, you can click on **Record** to record your audio. **Play** to playback what you have recorded, and **Stop** to complete the recording. When you are recording, under these buttons will be a bar. This bar will move up and down green according to the volume of your voice. If this is not moving, your microphone may not be working. Please make sure your microphone is set as the right device in your computer sound settings or that it is plugged in correctly.
5. When you have stopped the recording and are happy with it, click on **Save changes** to save your recording before submitting it.
6. Note: if your teachers has set it so, you may have to agree to the assignment submissions above before you can proceed.



Draw a Picture

1. Open your assignment to submit.
2. This will bring up the whiteboard.
3. Click and draw in the white section, change your colours and brush size over on the right and clear all of you like.
4. When you have finished your drawing, click on *Save changes* to save your drawing before submitting it.
5. Note: if your teachers has set it so, you may have to agree to the assignment submissions above before you can proceed.



Snapshot

To use this tool, you first need to make sure you have a camera on your computer. This tool will not work without a camera.

1. Open your assignment to submit.
2. This will bring up the camera box.
3. You may get a notification from Adobe Flash player requesting permission to use the camera. Please select **Allow**. In some browsers, you may also get a bar or notification elsewhere in the browser seeking permission. You will also need to allow this.
4. Once allowed, you will now see the take a picture box and if your camera is working correctly, it will show whatever the camera is pointing at. Click on the **Camera** icon on the bottom to take a photo.
5. When you are happy with the picture, click on **Save changes** to save it before submitting it.
6. Note: if your teachers has set it so, you may have to agree to the assignment submissions above before you can proceed.

