

Recording Audio for Upload

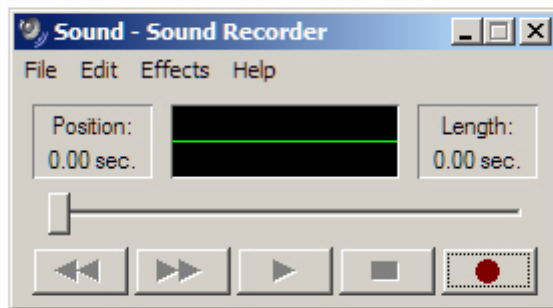
By Joseph Lee – FLTC Administrator

** Note this guide refers to recording audio on a Windows PC **

Start Sound Recorder

Every Windows PC is equipped with “Sound Recorder” a rudimentary recording program that is easy to use.

1. “Sound Recorder” is typically found by going to “Start/Programs/Accessories/Entertainment/Sound Recorder”
2. The “Sound Recorder” interface looks as such:

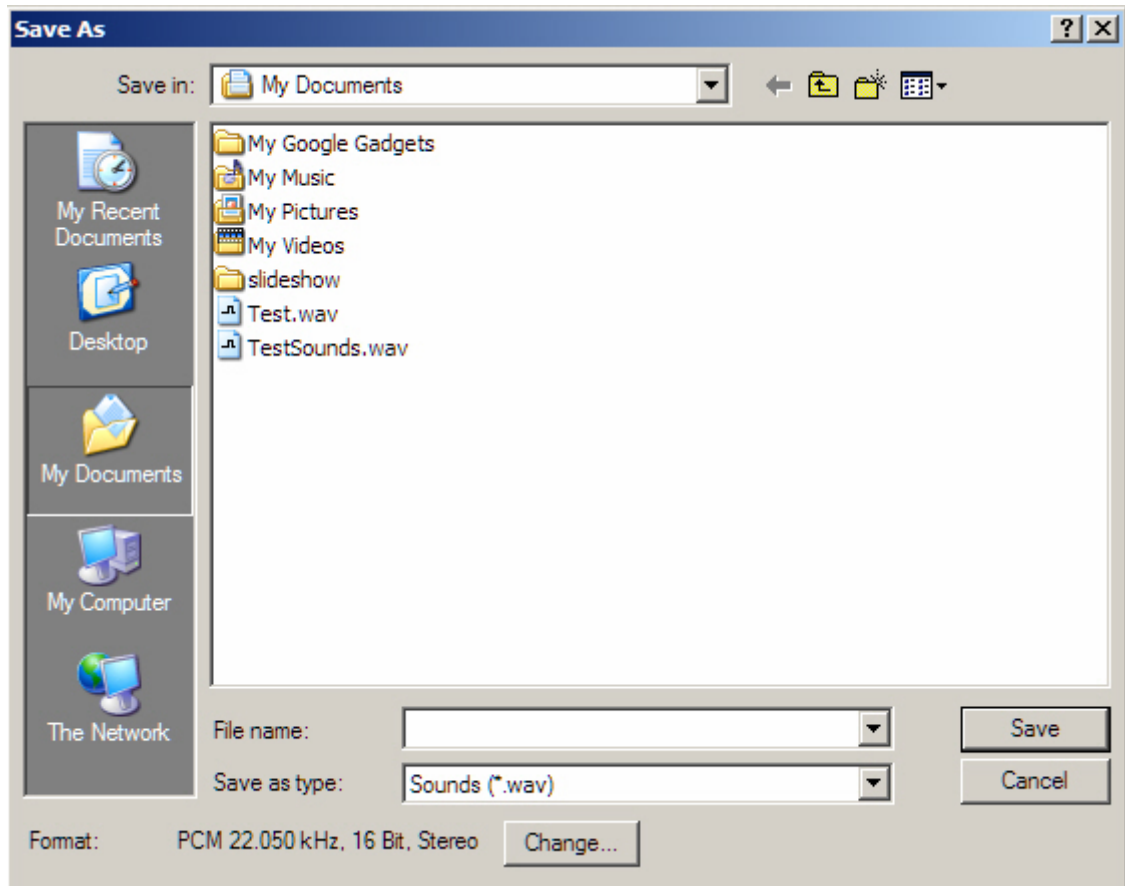


3. Make sure you have a headset on before starting.
4. Simply hit the red record button to begin recording your dialog
5. Hit the stop button when you are finished



Save Your Recording

1. To save your recordings just go to “File/Save As...”



2. Call it whatever you wish
3. Make sure “Sounds (*.wav)” appears in the “Save as type:”
4. Hit “Save”
5. Remember the location where the file was saved.
6. You are now ready to upload your dialog!