

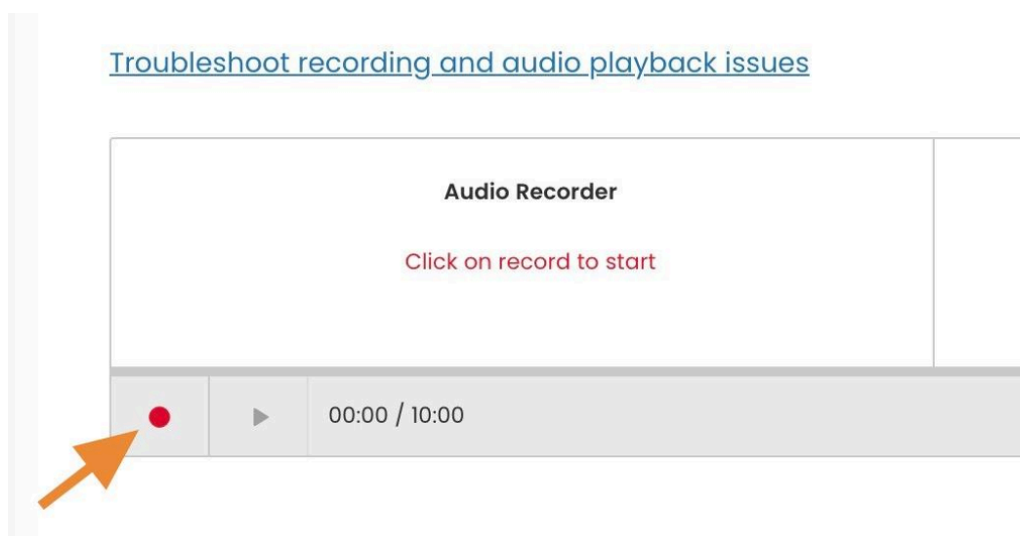
STUDENT SUPPORT RESOURCES USING THE AUDIO RECORDER



There are some instructor-graded activities that will require you to use the **Audio Recorder**.

1. To begin recording, click on the **red dot**.

NOTE: You may have to "Allow" your internet browser access to your computer's microphone to record your voice. If you have trouble, click on the [Troubleshoot recording and audio playback issues](#) link above the Audio Recorder.



2. While you record, you will see a few things happening:
 - a. On the right, you see **green bars** that move as you speak to let you know that your sound is being captured.
 - b. In the center, you see how much **time has elapsed** and the **total time allowed** for recording.

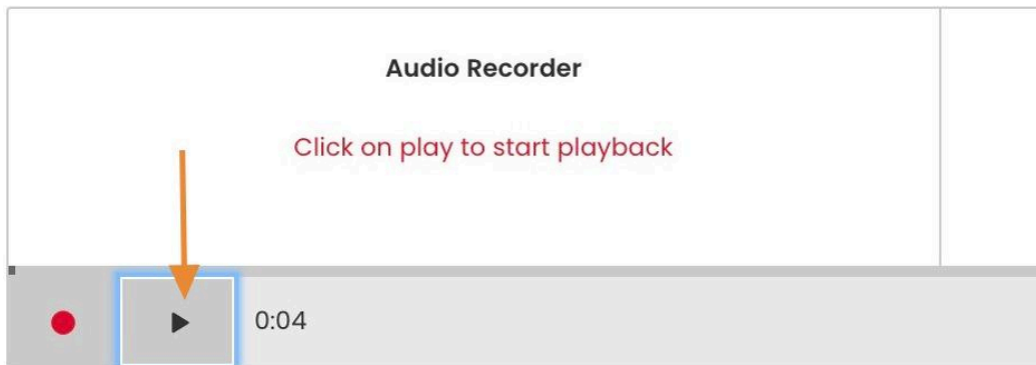
NOTE: The total time allowed is not an indicator of what your instructor expects. Any expectations will be set for you by the instructor or are already included in the direction lines of the activity.

- c. To the left of the elapsed time, you see a **pause button**. Click it to pause the recording. The pause button will turn into a red dot. Click the red dot when you are ready to resume.

- d. When you have completed the activity, click the **square icon** (stop) on the left. When you mouse over it, it says "Stop recording"



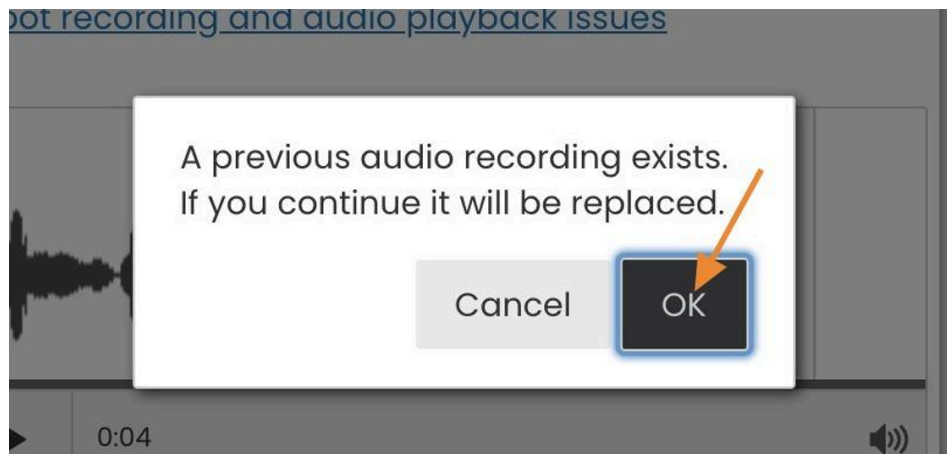
3. After you have stopped recording, you can click the **Play** button to playback your recording.



4. You can listen to your recording to check your response. If you would like to re-record your response, click on the **red dot** to record again.



- Then click **OK**, acknowledging you understand your previous recording will be replaced.



- When you have completed all the necessary audio recordings for this activity, be sure to click the **Finish arrow** in the activity panel to submit your attempt.

