Step-by-Step Instructions to Save Your Voice Recording

Step 1: Go to <u>www.online-voice-recorder.com</u>. If you have never used the online voice recorder, please read and review steps 1-5 before starting. At any time, please ask someone at the LLC desk or a tutor if you need any help or have any questions.

Step 2: Use the microphone on the headphones to record yourself. Press the red button to record.



Step 3: After you press the red button, start speaking. You will see a small green box. It is a timer that tells you how long you have been speaking. Press the green circle button when you are done recording.

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	Online Voice Recorder is a free simple application which records sound from microphone. After recording you can tim the sound and save it to your computer.	EMT Licensing © explore chartercollege.edu/ Complete The Emergency Mer	/EMT dical Tech Course with	h Charter College Today!		
Press green circle to stop						7:00
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Step 4: Press the green circle to listen to your recording. If you want to record yourself again, press the record again button. Each time you press "Record Again," a new recoding will begin and you will lose your previous recording. When you are satisfied with your recording and are finished listening to it, save your recording. Press the "click to save" button to save your recording on the computer.

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Step 5: Press "Computer" on the left. Then double-click on the first class file (see below).

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Step 6: After you open the class file, you will double-click on "Language" and then double-click on "ESL."

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Step 7: Double-click on "_ESL TUTORING"



Step 8: Double-click on the folder for the SDLA you are working on. You will save your file here. Write your full name (first name and last name) in the box "File name." After you have typed your name, press "Save."

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Authors:	Cueva, Monica L.	Tags: Add a tag	Title: Add a title	Subject: Specify the subject	
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Press to save your recording to the computer