

## How to Record your Speaking Activities:

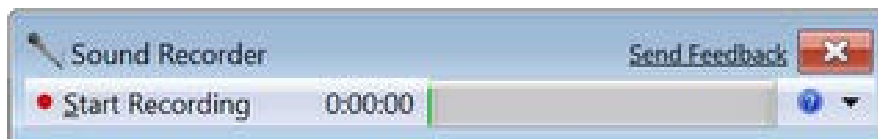
Aside from speaking directly to your instructor at the end of each module, the course requires you to submit voice recordings in **all** its modules under **Speaking Activities**. You will need to record yourself and submit your recordings using the Dropbox for **Speaking Activities**

Before you begin to record your speaking activities, you need to create a folder and name it *Spanish 30 Speaking Activities*. This way you are better organized and you have better accessibility to your voice files. You may record your voice using one of the following methods.

### 1. Using *Sound Recorder* for Windows users

Use the “Sound Recorder” program that comes with your Windows XP, Windows Vista, or Windows 7 system. (Go to “Start / All programs / Accessories / Sound Recorder”) This program allows you to record and save your files on an Mp3 or Wave format.

If you are using *Windows Vista* or *Windows 7 or 8*, you will need to save your voice file before you are able to preview your recording. You may record as long as you need to. If you are using *Windows XP*, you will be able to preview your recording without saving your file first, but you only have up to a minute to record. Make sure to save and label properly your file on the folder you created for your Spanish 30 recordings.



### Windows Vista and Windows 7 Sound Recorder



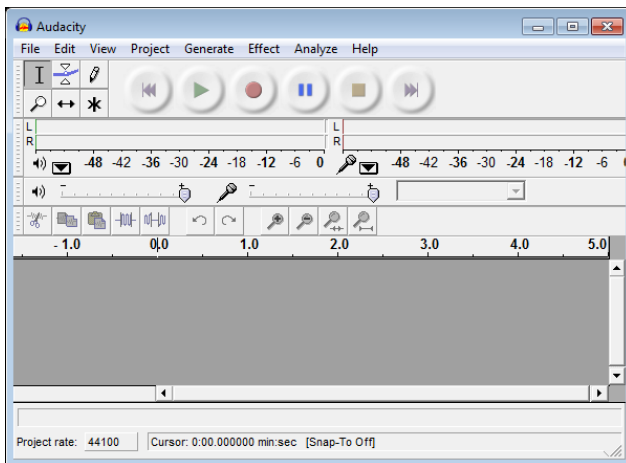
### Windows XP Sound Recorder

## 2. Using Audacity

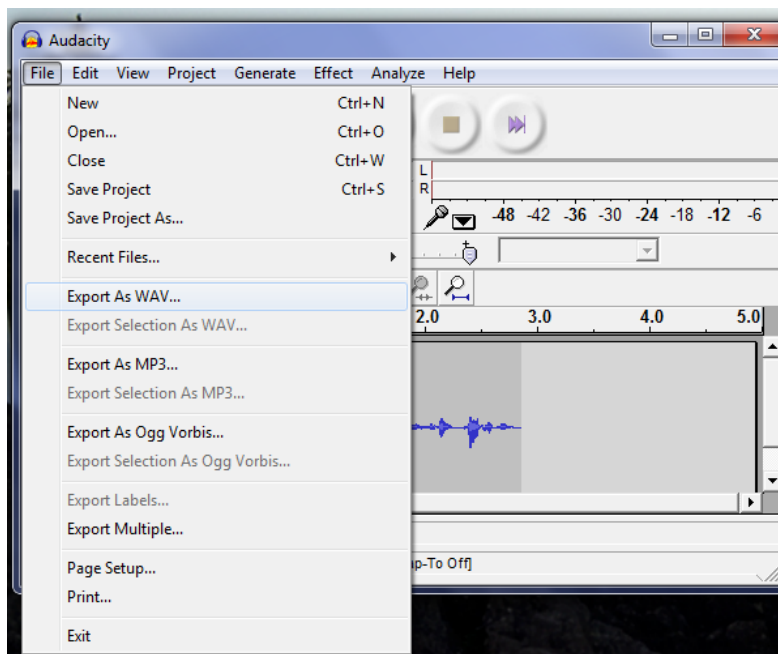


Click on this [link](#) to take you to our webpage and access our programs available for downloading. Click on *Audacity* and begin to download. Make sure to select the right link according to what type of system you are using at home, Windows or Mac. Audacity is a program that needs an encoder in order to save your files on Wave or Mp3 format. This encoder is called LAME. You will also need to download this.

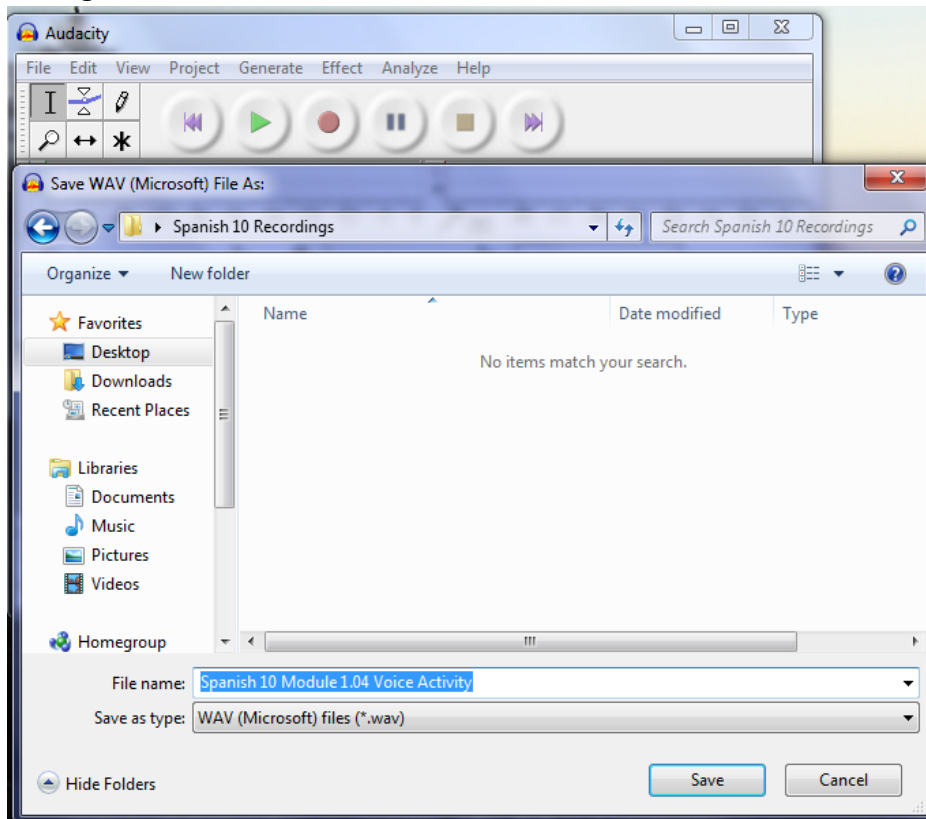
a) Click on the record button and begin to record your voice.



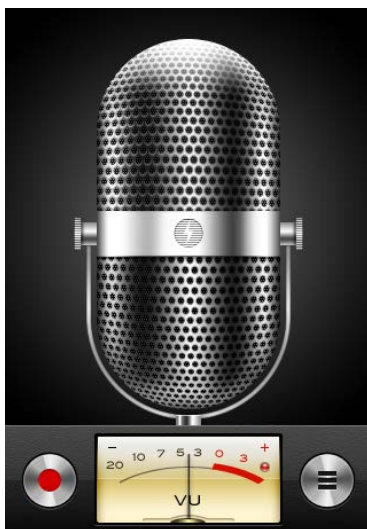
b) Once you have recorded your voice, go to the **File** menu and select the option “**Export as a WAV...**”



- c) Save your recording and label it properly in the folder you created for your Spanish 30 recordings.



### 3. Using your iPod Touch 4, iPad, or iPhone



Select to your “Voice Memos” app and record your voice. Once you have recorded your assignment, email it to yourself and save the file in your Spanish 30 Speaking Activities folder. You could also download your voice file using the cord that came with your device using your iTunes account. For more information, please consult the device manual or visit the iTunes official website.

4. If you are a Mac user, copy and paste this link, for instructions on how to record using a Mac computer

[http://www.ehow.com/how\\_6538\\_record-sound-mac.html](http://www.ehow.com/how_6538_record-sound-mac.html)