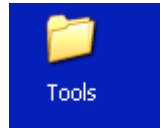# Robert Henderson Language Media Center
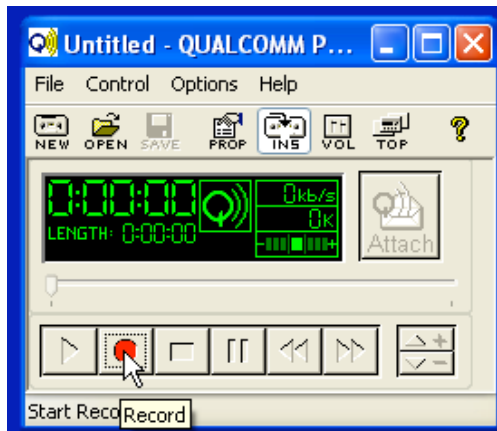## How to Record Audio Files with PureVoice
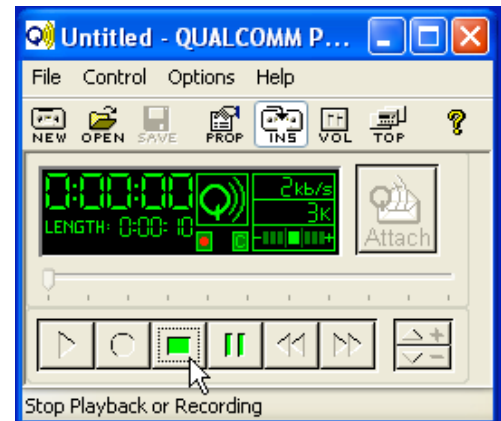## in the PC Lab

Double-click on the Tools Folder.

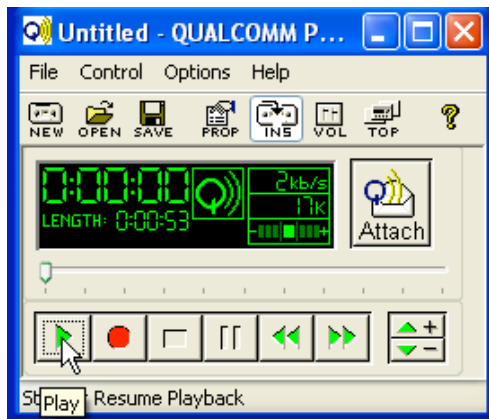Double-click on the PureVoice icon to launch the program.

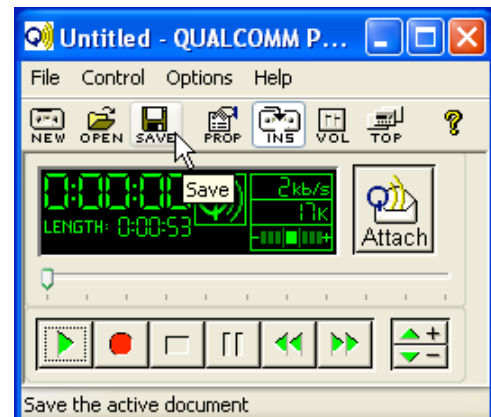Click on the Record button to start recording.

Click on the Stop button to stop recording.

Click on the Play button to play the recording.
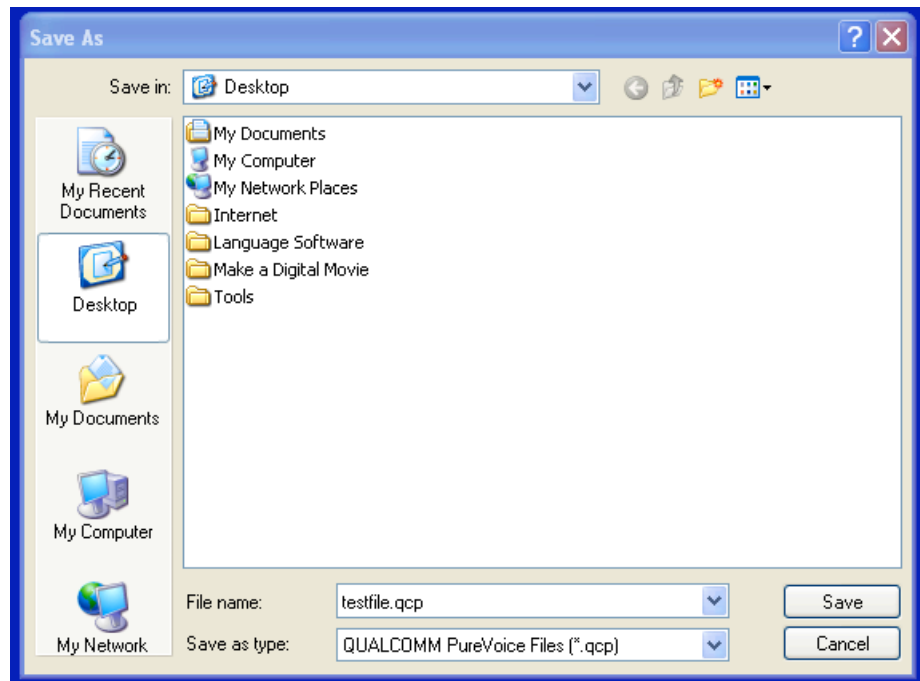
Click on the Save button to save your file.
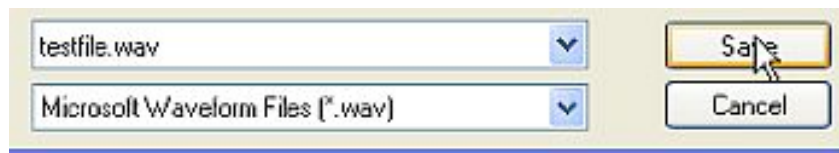
Type in a name for your file.

Be sure to leave ".qcp" at the end of the filename.

Click on the Save button.

Note: In order to save the file as a .wav file, type the Shift + Alt + C keys at the same time.

Then click on save. The file will be saved as a .wav file.

At the bottom of the screen, click on the Guest folder.

Click on the folder of your target language.

Navigate to your class folder.

Drag your file into the class folder.