

You will need a microphone to make an audio recording.

Create Audio Recordings with Audacity

- Download and install <u>Audacity</u> on your computer
 - Ask UNC Asheville's ITS Department to help you install Audacity if needed
- Launch Audacity
- Adjust the recording volume, playback volume, and select your microphone



• To record, click the Record button



• When finished, click the stop button



- Save the recording
 - File > Export > Export as MP3 or Export as WAV



Click Save

- Click OK
- Upload the audio file to Moodle as a File resource