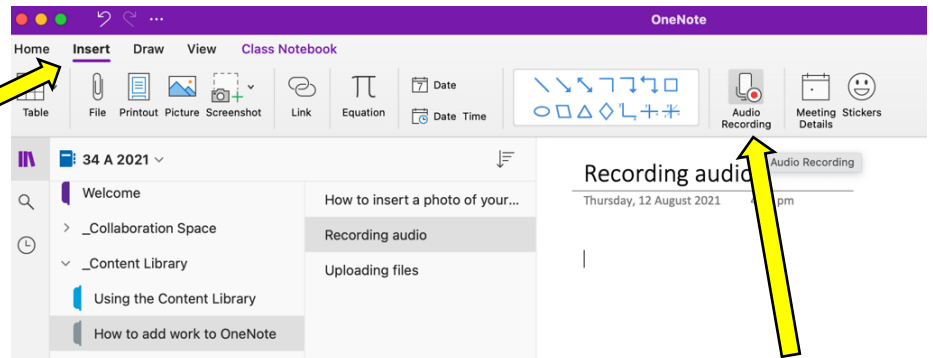


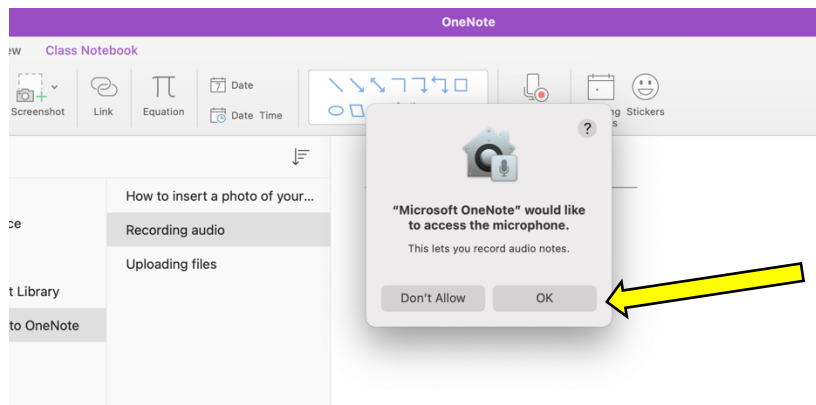
Once you have a page open, click on 'insert' at the top of the page.

Then select 'audio recording'



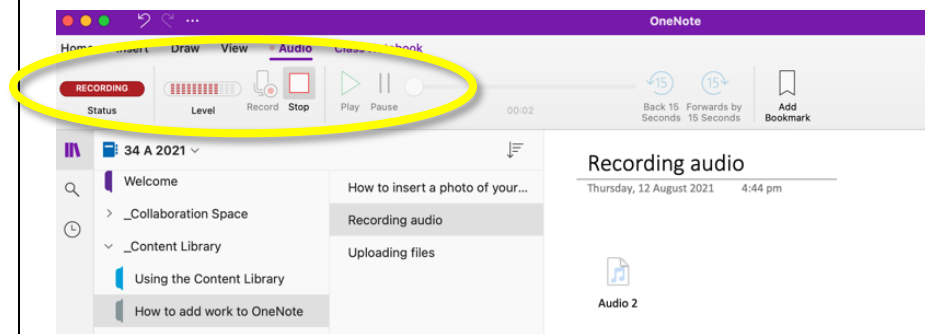
The first time you do this, you may need to **allow access to the microphone**.

Select 'OK' or 'Allow'



Once you select this it will begin recording.

You can stop the recording, start a recording, or play back your recording using the controls at the top.



The recording will appear on the page. Type a little note next to it to let your teacher know what the recording is about (e.g. *This is me reading you my writing work from today*)

