Topic: Record Audio

D2L Brightspace allows instructors to Record Audio in a variety of locations. It can be found in Discussions, Assignments (formerly Dropbox), and Announcements (formerly News). This tool may be useful when you want to record audio for an assignment, news item, discussions, or to give students feedback on their work.

In each tool, the Record Audio button is found under Attachments > Record Audio.

An Adobe Flash Player Settings window will pop-up and you want to click Allow and then Close.

NOTE: You may need to click "flash settings" to enable audio recording and to choose an input device. If you are unable to access flash settings, you may need to update your flash software through the Adobe website.

After the pop-up closes, you can begin recording by pressing the Record button (red circle).

- Clicking the record button is also how you stop the recording. You are allowed up to one minute of recording time.
Once you have finished recording, you can play the recording to ensure it is correct. If you need to re-record, click record after pausing playback, and record over the audio previously recorded after that point in playback.

When done, click the Add button at the bottom of the window. The recording will then show up as an attachment.

NOTE: Before using this feature, make sure you know your students and do not provide auditory feedback for students with hearing issues.

**For More Information**

Please contact Instructional Technology Services at support@mnstate.edu or 218.477.2603 if you have questions about this material.