FREE
Resources
for better
CONTENT CREATION

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Using
RECORD MP3

Visit the Record MP3 website at:

www.recordmp3.org

Follow the instructions to allow the site to access your microphone

If you check the "remember" box, you will not have to repeat this step every time

The Record MP3 Main Menu

recording timer

record button

sound indicator

stop button

RECORD ● STOP ▢

Play

✓ Save Recording or ⤺ Start Over

The bottom portion of the menu (featuring play, save, and start over options) will remain greyed out until AFTER you have recorded your audio.

When you are ready to record...

Click the **RECORD** button

The time will begin moving incrementally

The sound indicator will light up while you are speaking

Click the **STOP** button when you are finished.

When you finish recording…

Click the **PLAY** button to listen to your recording

Click the **SAVE RECORDING** button to save or share your recording

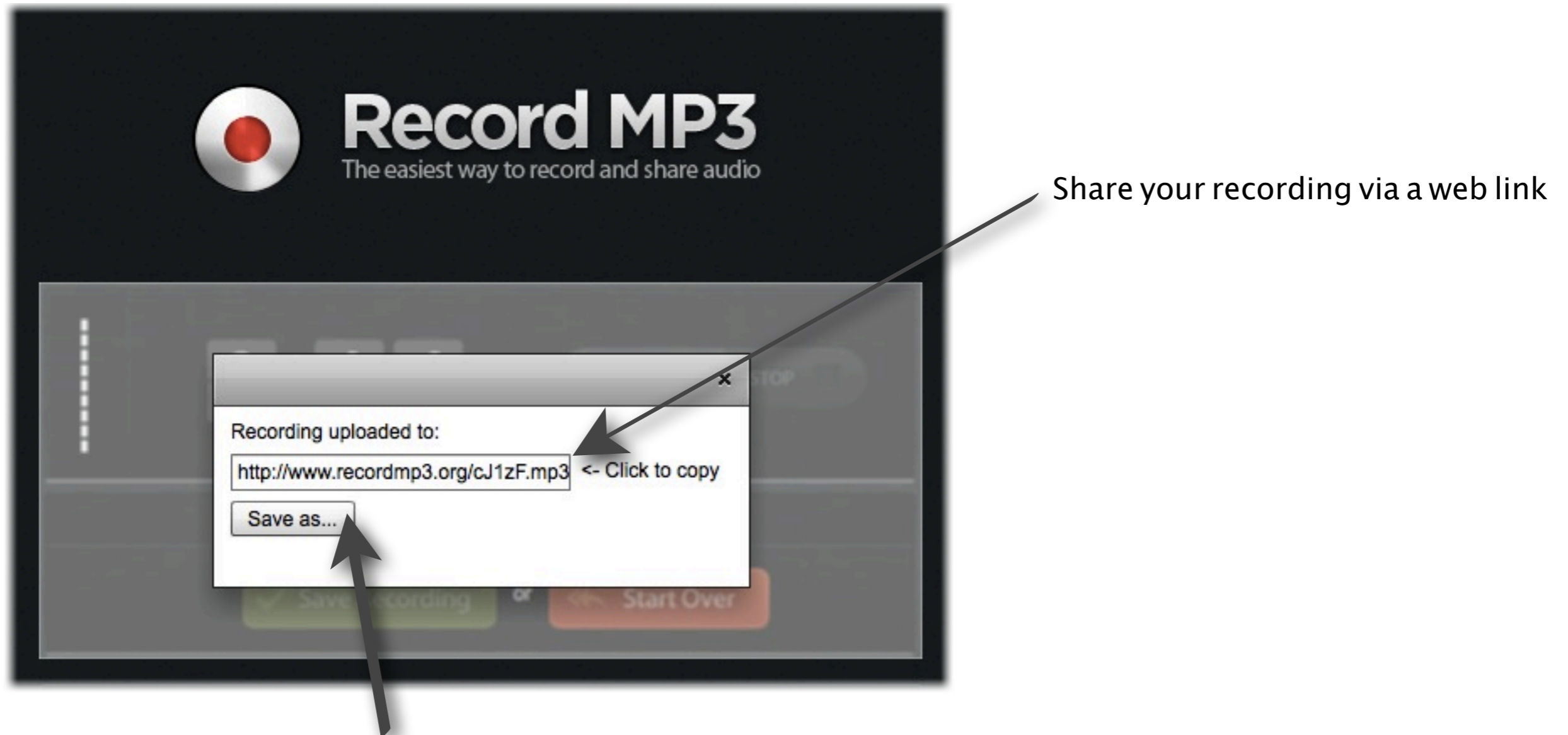Use the **START OVER** to repeat the recording process

Once you are happy with your recording, use the **SAVE RECORDING** button to move on to the next steps.

It may take a moment to process and upload your recording…

Please be patient.

When the file has finished uploading, you have two options…

Share your recording via a web link

or click **SAVE AS** to save your recording as an MP3 to your computer.

If you choose to share your recording via web link, copy and paste the link into an email or post it online. When someone clicks on the link, it will open as an audio file in a web page.

If you choose to save your recording as an MP3 file…

click the **SAVE AS** button

Then, in the window that pops up, choose a name for your recording and decide where to save the file.