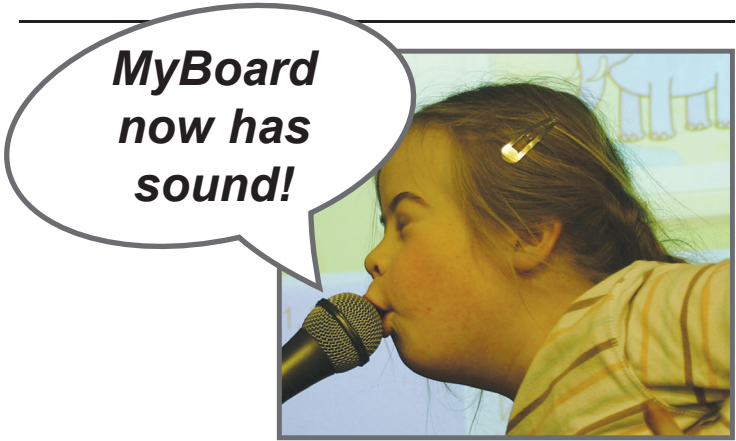


MyBoard User Guide

Addendum for version 1.2



Sound

MyBoard now has a tool to play sounds and music. You can add sound effects to pictures, add spoken voiceover to pieces of text, or add music clips to pictures of pop stars. The sound will then be heard when the picture or text is clicked on.



The **Sound** tool is in the **my pictures** part of the toolbox.

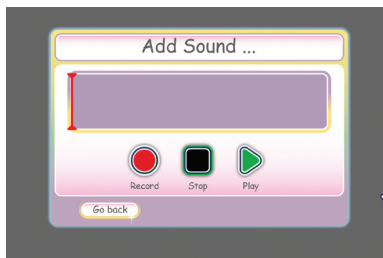
To add sound just click on the sound tool, then click on a picture or some text. You will then see the window on the following page:



(This will not appear if the picture or text is “locked”. Use the **lock** tool in the Picture Play part of the toolbox to “unlock” it.)

You can now choose to use a microphone to record sound or speech, or get some music or other pre-recorded sound from your computer. Simply click on the option you want.

Recording sound from a microphone



This is easy and fun to do.

1. Click the **Record** button to start recording.
2. Click the **Stop** button when you have finished.
3. Click the **Play** button to review your recording. You can re-record as many times as you like.
4. Click the **add** button to finish.

Now try clicking on the picture or text to hear the sound play! You can record for up to 30 seconds.

Adding sound from your computer



Use this to get sound effects or music from anywhere on your computer, network, USB stick or even an mp3 player. (Some mp3 players, such as the iPod, will not allow this.)

To preview a sound before adding it, single click the **Click to play** button. When you've found the sound you want, click **OK**.

Now try clicking on the picture or text to hear the sound play!

Note: sounds must be in MP3, WAV, AU, VOC or SND format.

Removing sound

To stop a sound from playing, you can just click elsewhere with the move tool.

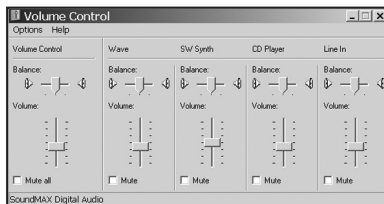
To remove sound completely from a picture or piece of text, click the sound tool, then click on the picture or text and click **Remove sound** in the window that appears.

Where to plug in your microphone

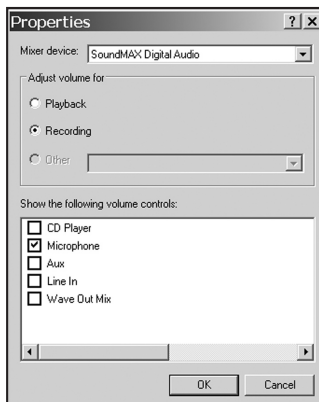
Microphone sockets on computers are often marked differently. Here are some tips on finding it:

- Often pink in colour.
- Possibly marked with a symbol of a microphone with or without radiating lines.
- Possibly marked with the word 'MIC'.

If you find your microphone doesn't work in **MyBoard**, the microphone recording level on the computer may be turned down or even switched off.



1. Windows comes with a program called Volume Control. To run this, click **Start**, then **Programs**, then **Accessories**, then **Entertainment**, then **Volume Control**.



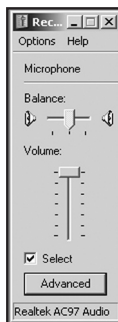
2. Click the Options menu and choose **Properties**.

3. Click in the **Recording** radio button, as shown.

4. From the list below the radio buttons, tick the **Microphone** box.

5. Click **OK**.

Testing your microphone



You should now see something like this.

You can use Windows **Sound Recorder** to test your microphone. To run this click **Start**, then **Programs**, then **Accessories**, then **Entertainment**, then **Sound Recorder**. You can also use this to help you refine the recording level in Volume Control (as seen above). If the recording is distorted, try lowering the microphone volume level by dragging the slider down.