

Recording Files of Your Voice on Your PC (Voice Banking)



Setup

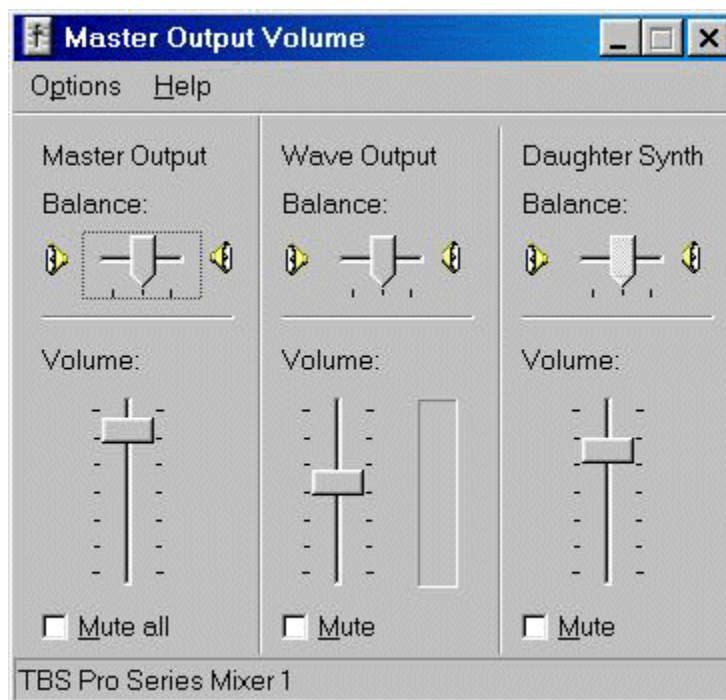
1. Find a quiet environment.
2. Position the microphone for best sound conduction. For a headset mic, this is often just to the side at the corner of your mouth.

Calibration

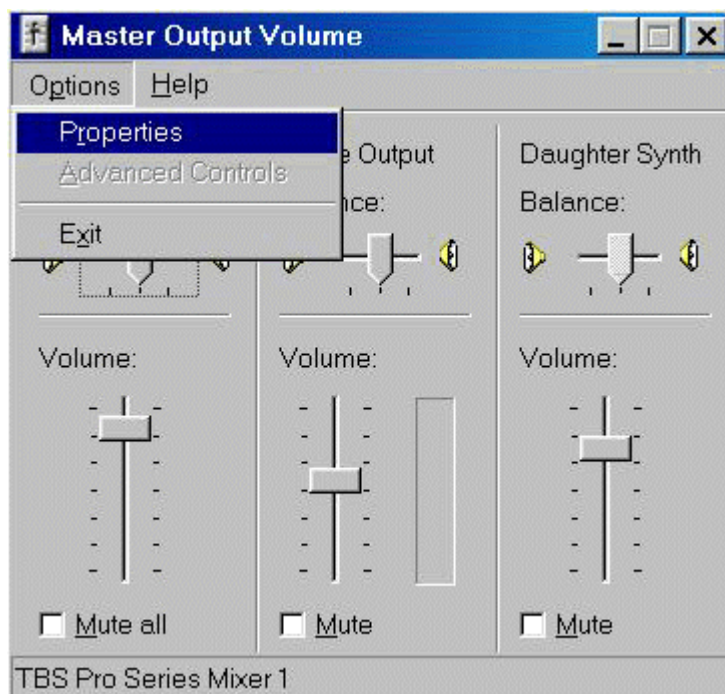
To adjust the volume for recording click on the Start button in the lower left corner of your screen:

1. Start...
2. Programs...
3. Accessories...
4. Entertainment...
5. Volume Control

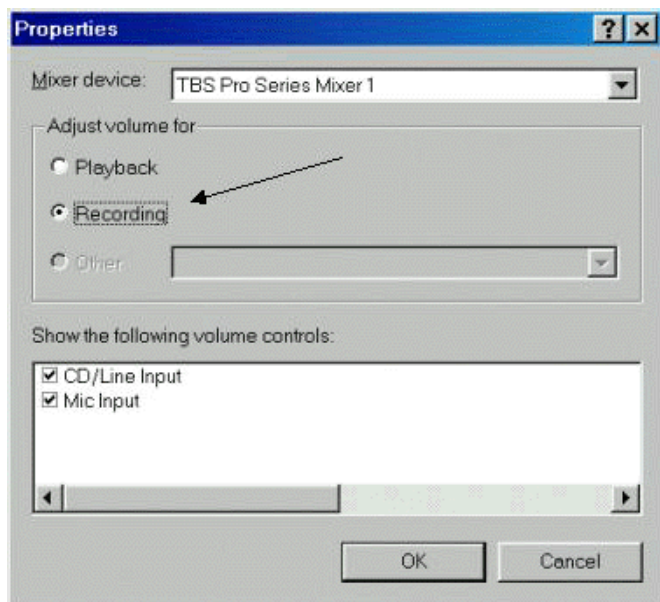
This will bring up the Master Volume Control:



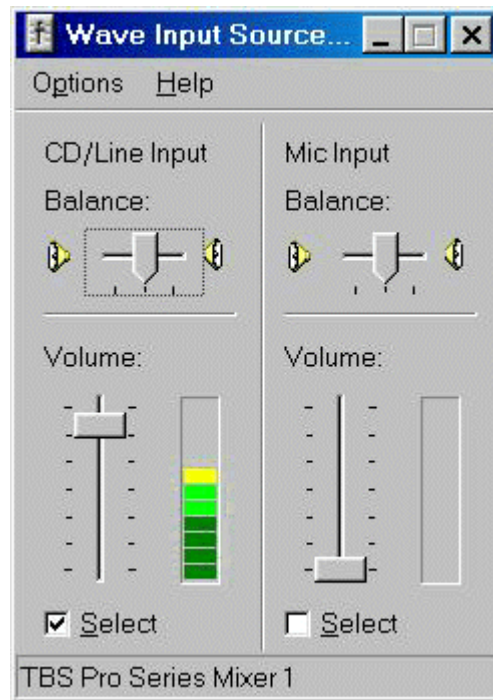
- Click on Options/Properties



- In the Properties dialog box, Click on "Recording" (and then "OK") to bring up the Recording Volume Control



Volume Control:



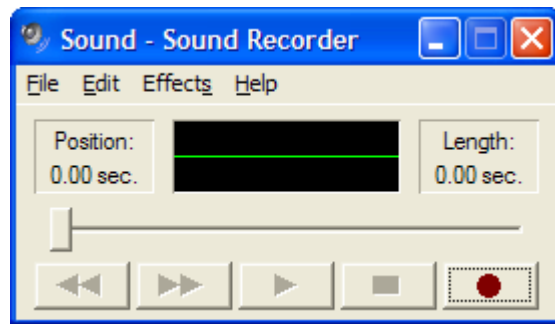
8. Use the Volume slider bar (to the left of the meter) to adjust the recording volume as you speak. The meter should peak in the yellow bars for the loudest parts of your speech (no red!)
9. On some systems, you may have to bring up the Sound Recorder to activate the meter
 - To activate the Sound Recorder, click on the Start button (lower left corner of your screen)
 - Start...
 - Programs...
 - Accessories...
 - Entertainment...
 - Sound Recorder...
 - Click the red button to activate the Sound Recorder to start recording
 - While the Sound Recorder is recording, the meter on the Volume Control should be active
 - When you are finished calibrating the Volume, click the black rectangular Stop button on the Sound Recorder to stop recording.

You're now ready to start recording sound bites of your own voice!

Preparing Your Words and Phrases

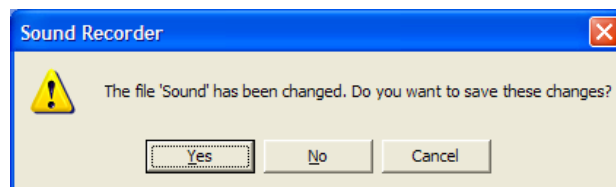
At this point, you should take some time to consider what you want to record. Single words that you say to greet, motivate, or say good bye to people, long phrases that only you are known to say... everything. Write them down and ask family members and friends to do the same. You might be surprised at what they come up with. The more you can record, the more you can use later when you don't have your voice to say them.

Sit down in a quiet location, preferably right where you previously performed the initial setup. Launch the Sound Recorder as you did above.



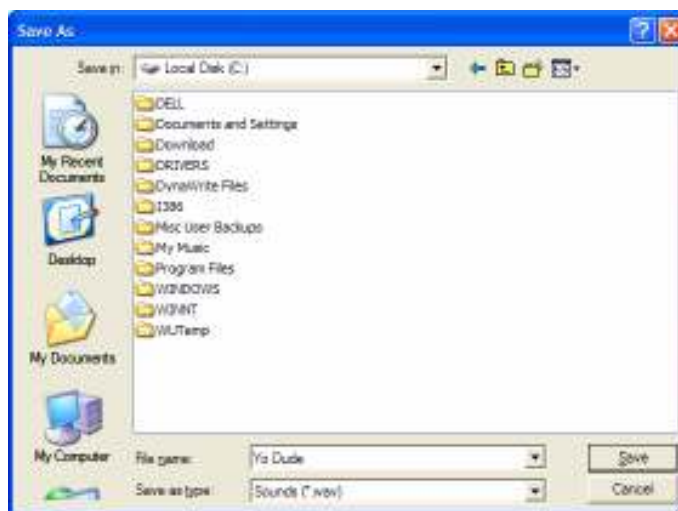
When you're ready...

1. Press the Record button (the one with the red dot)
2. Speak the word or phrase you wish to record
3. Press the Stop button (the one with the black square)
4. Press the Play button (the single triangle) to review the recording.
 - a. If you don't like it, chose New... from the file menu and then select **No** when prompted to save the changes as shown below.



- b. If you like the recording, then choose Save... from the File menu and choose a location for this sound recording and give it a short name that describes the word or phrase well.

Tip: save all your sound files in one, easy-to find location (folder) so you can retrieve them easily later.



- c. Choose New... from the file menu to prepare for a new recording, and return to Step 1 above.

Some Suggestions for success:

1. Try to make recordings during the time of day you are usually at your best—most energetic, happy, vibrant, and speaking clearly.
2. Take deep breaths before starting each recording, and strive to carry your breath all the way through the recording, or pause slightly in the middle to catch more breath. Starting too strong, and then losing your breath by the end will result in a less-than-optimal recording.
3. If you're feeling light-headed or tired, take a break.
4. Take frequent breaks to rest your voice, and keep your vocal cords hydrated—frequently sip water if possible.
5. Keep a sense of humor about this very serious endeavor.
6. Go easy on yourself—few of us like the sound of our own voice when we hear it played back, until we lose it. The people around you will miss it too, so consider this a chance to embrace it for what it is...an extension of you.

Credits

Credit for the majority of this document should be paid to the authors, members of the research team at the Speech Research Lab at A.I. DuPont Hospital in Delaware, USA. The original work was done as part of their ModelTalker project, which has many details available on the web at: <http://www.asel.udel.edu/speech/>

Only the last part, covering the use of the Sound Recorder to record voice files, was written by Bruce T. Fleming (bruce.fleming@dynavoxsys.com), Sales Representative for DynaVox Systems LLC.
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Generic Message List for AAC users with ALS

Prepared by David Beukelman and Michelle Gutmann

University of Nebraska, November, 1999

Greetings

Hi
Hello
Good morning
Good to see you.

Opening Questions

What's new?
How are you today?
What's happening with you?

Responses

I'm OK.
Could be better.
I am getting along.
Not very good today.
I like that.
I don't understand.
I don't know.
I don't think so.
It doesn't matter, I guess.
It is important to me.
It is not that important.
I am sorry to hear that.
Really?

Conversational Continuers

Really
Alright
Isn't that wonderful (great)
That's good

I see
I know it
Okay
Yeah
Good
Uhhuh

Conversational Turnarounds & Extenders

What about you?
What do you think about that?
What have you been doing?
Tell me about your family.
That's interesting, tell me more.
Thank you.
You're welcome

Resolving Communication Breakdowns

I changed my mind
Let's try that again
Let's do it another time.
Tell me what you think that I said.

Personal Care

I need you to...
I would like for you to...
I need some help with...
Can that wait until another time?
Just a minute, I'm not finished.
When will you be back.

Good-byes and Farewells

Thanks for stopping by.
Come back again.
Great to see you again.
See you soon.
Good night
Good-bye
Use of Telephone
I'd like to talk to·

This is (Name), I have a speech problem. I use a machine to talk. Please be patient.

The number I am dialing is _ _ _ _ _

How are you?

I'll talk to you soon..

Call me back when you can.

Do you understand me?

Meeting New People

Hi, I'm (Name). I can hear and understand everything that you say. I have ALS/Lou

Gehrig's disease and I have trouble speaking. I use this machine to communication. Give me a minute.

Please tell me if you don't understand what I am saying.

Health and Safety

This is an emergency.

Get help now!

I need suction!

Vocabulary for Support Groups or Conversing with Others about ALS

Having this disease has made me...

I worry about...

I fear the loss of...

I can't think about...

It makes me really mad that ...

I am determined to...

One good thing about this is...

Clinic Appointments

I need to see the doctor about...

I need to make an appointment for...

My seating, wheelchair/computer isn't working.

I have noticed that...

What's next.

I need information about...