The Power of Sound

Sound is a great way to address the diverse learning needs of your students. Sounds can be inserted into most software tools. Begin by incorporating audio into existing projects. For example, you might record audio directions or information in Spanish. Add questions and answer audio buttons to projects. Next, try audio on single slide projects.

Sound Ideas

- Create audio "hot spots" to hear the name of an object, description, or other information.
- Tell a story by clicking on different objects. Create an interactive story such as "The wind is blowing my hair," "I'm riding a horse," or "Susan is catching a butterfly with her net".
- Record audio questions such as "How many butterflies"? Record audio answers such as "I found 2. What about you?"
- Record audio questions about the relative locations of items in the picture such as "above/below," "inside/outside," "high/low".
- Click on objects and say the color word such as "The banana is yellow."
- Use audio to categorize elements such as "real" and "pretend."
- Click on the object and use particular types of words such as "Joe swings from the tree. Swings is a verb."
- Design an activity that involves students recording their voice as one of the characters. This works well with a pair of students.
- Use audio to describe the plot, characters, and setting.

Teacher-Created Sounds

- Teacher-created directions.
- Teacher-created audio to read from text on a screen.
- Teacher-created audio for specific vocabulary.
- Teacher-created audio feedback and remediation during tutorials.
- Teacher-created audio to provide students with individualized feedback on work.

Sound Effects
- Pre-recorded sound clips
- Student-produced sounds

Music
- Music recorded directly from local productions
- Music from digital files such as web, CD, etc.
- Music from locally made instruments

Spoken Word
- Famous speeches
- Oral histories
- Narration for a "museum" exhibit
- Reading samples
- Skits and e-plays
- Step-by-step directions
- Storytelling

Electronic scrapbooks and portfolios
- Student-created audio reflecting on a project (i.e., likes, dislike, strengths, challenges).
- Student-created audio describing the process (i.e, first, second, finally).

Tips
Place sounds in standard locations on the screen so users can find them easily.
If sounds are on invisible buttons, be sure to provide good directions!
Use special icons such as a teacher button for teacher audio.
Use Audacity (http://audacity.sourceforge.net/) for editing digital audio.

Class News, Radio, and Podcasts
Brainstorm ways of integrating podcasting into your classroom.
Use Web-based Audio Resources
Design an activity that connects sounds or music to a content area standard in communication arts, art, or social studies.

Adding Sound to PowerPoint

To insert a sound:
- Pull down the Insert menu, select Movies and Sounds, choose Record Sound.
- Give your sound a name.
- Click the Record icon and make your sound. Click Stop.
- Click Play and check your sound. Click Save.
- Choose to play automatically or when clicked.
- Drag the sound graphic wherever you wish.

To create a transparent object that will cover another object:
- Use the draw tools to create an oval or rectangle.
- Select the line color and choose No Line.
- Select the fill color and choose No Fill.

To put a sound on a graphic or transparent box:
- Record your sound. Be sure to give it a name.
- You can delete the sound icon.
- Click on the object such as the text or graphic.
- Pull down the Slide Show menu, select Action Settings, check Sound.
- Choose the name of your sound from the list. Click OK.

To record narration:
- Pull down the Slide Show menu, click Record Narration.
- Under Recording option, check the type of microphone.
- Uncheck Link narrations because you want to embed your audio.
- Click Record and begin recording your narration as you move through the slides.
- At the end of your show, click YES to save the narration and the timed slide show.
- A sound icon will appear on each slide.

To insert a sound you've created in other software or a file you've downloaded:

- Pull down the Insert menu, select Object. Choose Wave Sound or Windows Media Player. Then, select the file.
- In some versions, a sound can be inserted using the Insert Movies and Sounds.
- In some versions, you can use the Movie option to insert a sound.

To be sure that your sounds are saved with your project:

- Pull down the File menu, select Save As. Under the Format menu, choose PowerPoint package. Name your file. It will create a folder and place the PowerPoint presentation inside along with any necessary files.
- If you want the program to run automatically, also check "Start Slide Show when opened".

Adding Sound to Word

To insert a sound:

- Record your sound in a program such as Audacity. Then, pull down the Insert menu, select Object. Choose Wave Sound or Windows Media Player. Then, select the file.