

Section 6

APPENDIX



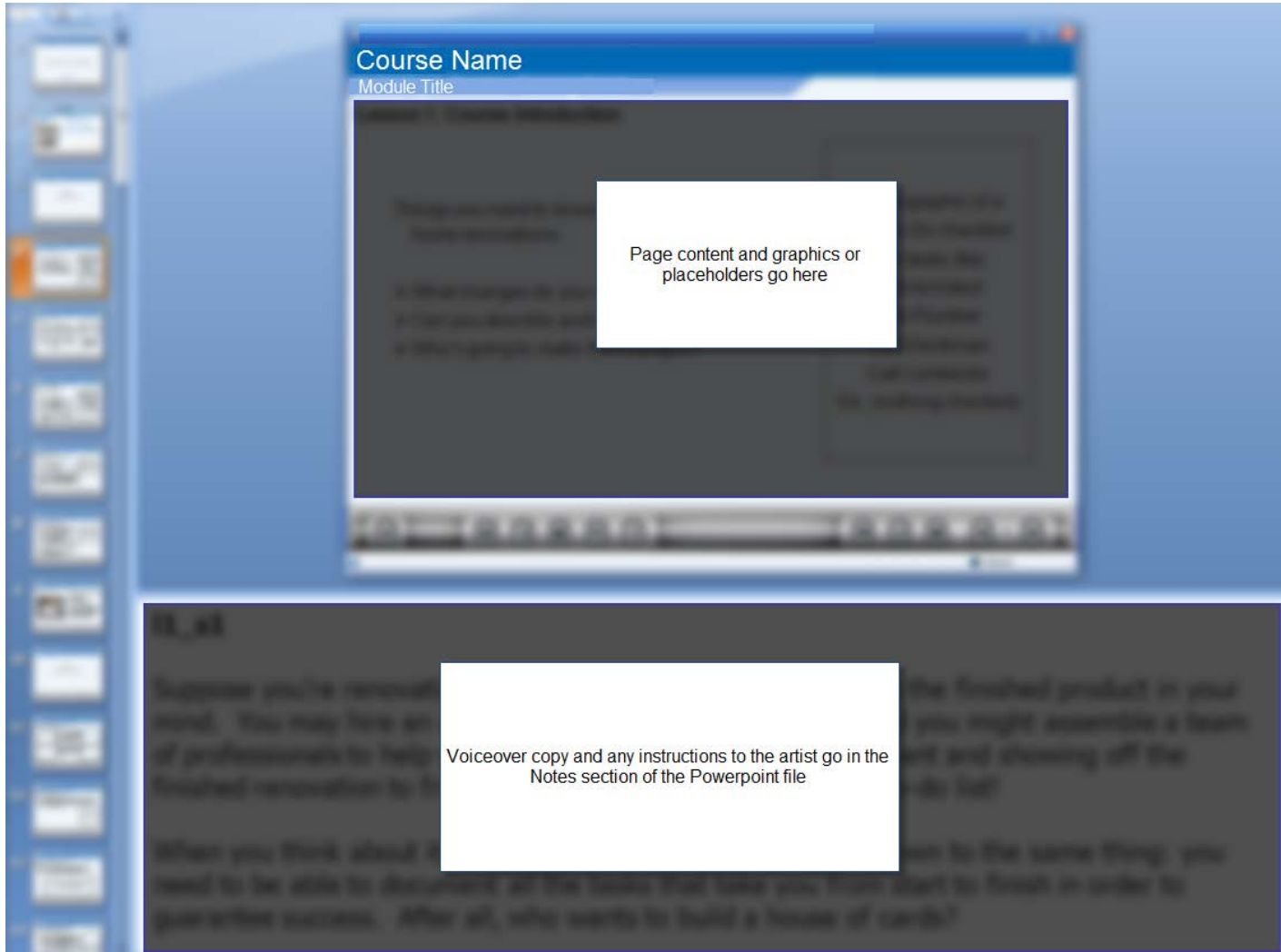
Links & Resources

- [Audacity Web Site](#)
- [Lame MP3 Encoder File \(dll\)](#)
- [Google: search for “good voice over microphone”](#)
- [YouTube: HowAudioTV mike shootout](#)
- [Harlan Hogan: Building a PortaBooth](#)
- [Whitmor Cubes](#)
- [Acoustic Foam](#) (Auralex is best if you have \$\$)
- [Pop Filter](#)
- [Voices.com](#) (example of an online voice bank)
- [Voice123.com](#) (example of an online voice bank)
- Some LinkedIn Groups:
 - Instructional Design & eLearning Professionals Group (*Discussion: What microphones should we use?*)
 - Working Voice Actor Group

Additional Resources

- [Mike Dickinson & Don Bair's Learning Solutions Magazine article on synthetic voiceovers in eLearning](#)
- [Mike Dickinson & Don Bair's Learning Solutions Magazine article on narration in eLearning](#)
- [Tony Karrer's blog post](#)

Sample Storyboard Template



Sample Simulation Template

Project Title:
Simulation Title:
Instructional Designer:
Client SME/Reviewer:
Voiceover artist:
DRAFT DATE:

Screen #	Action(s)	Voiceover	Comments
1.	<ul style="list-style-type: none">[Simulation starts at company home page in browser]Click ePay logo	It's easy to access your ePay statements from your WonderBar home page. To begin, click the "ePay" logo in the upper right-hand corner of your screen.	<ul style="list-style-type: none">Don't take the screencaps until the new green logo is in place.Remember that it's <u>WONDERbar</u>, not wonderBAR.
2.	<ul style="list-style-type: none">[Login screen appears]Enter ID & passwordClick OK	Your login screen will appear. Enter your employee ID and your password, then click OK.	
3.	<ul style="list-style-type: none">Etc.	Etc.	
4.	<ul style="list-style-type: none">Etc.	Etc.	
5.	<ul style="list-style-type: none">Etc.	Etc.	

Dictionary Template

Term	Definition	Pronunciation	Comments
Wonderbar	Company name	WONDERbar	Don't overdo 😊
SME	Subject matter expert	SMEE	Long "e"
Smusch	Exotic drink	SMOOSH	Long "oo"
Kloptiki	Exotic ingredient	klopTEEKEE	
Etc.	Etc.	Etc.	Etc.

Recording Day Checklist

Status	Item
	Room/studio reserved & confirmed
	Final, approved version of voiceover script
	All pronunciations confirmed with client
	Water in bottle w/sport top to prevent spills
	Lip balm, lozenges
	Audio software tested & ready on laptop
	Mike tested & ready
	Any additional soundproofing in place
	All noisy jewelry removed
	“Do Not Disturb” sign posted on door
	Silence all phones, e-mail alerts, etc.