

Instructions for Recording the MP3 File That Trains the Caption Device



1) The microphone is everything

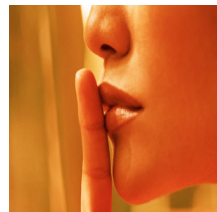


Acceptable microphones are: headset mikes, desktop mikes, professional mikes and handheld MP3 recorders.

Do NOT use the built in microphone in your laptop/computer to record audio files that will be captioned. Files recorded this way have a higher captioning error rate.

The better the microphone, the better the recording. The better the recording, the better the captioning.

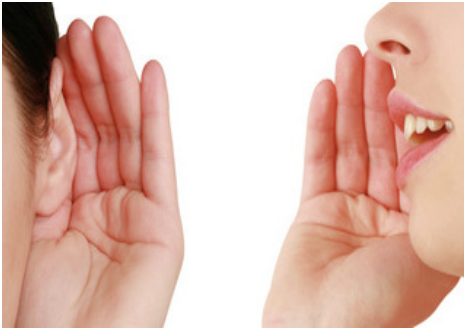
2) The setting can be heard



Your voice is all that the captioning device needs to hear for this training file.

Background voices and background noise will throw off the captioning device. Recordings need to be created in a quiet environment.

If recording this file at home, try a small closet with hanging clothes (this technique is used by video productions when traveling). At work, close your office door.



3) “Enunciate” is not a bad word

While you may not pay attention to enunciation in everyday conversations, this is one of those times where it is vitally necessary.

The more clearly you speak this training text, the more accurate the device will be in the future when trying to recognize your voice within your speaker profile. And this is important because every time the device makes a mistake, it has to be fixed by human hands. So if you can imagine all the videos by all the faculty having to be fixed by just a few people, you can see why getting this training text done right is vital.



4) Be yourself

Since this recording will be used to train your very own speaker profile, try to deliver this text as you would any other text in your course. While reading is different than delivering lecture material, it is still important to read this as close to your normal speaking patterns as possible.

With all that said, the fewer mistakes you make with this file, the fewer corrections the support staff will have to make.



5) Read text as presented

Speak only the words on the following page. Do not add any words to the beginning or end of your recording. This will cause the training to default.

6) What to do after recording is complete

-Make sure you have exported/saved as an MP3 file. -Email to caption@kennesaw.edu
-After the training of your profile is complete, you will receive an email from “caption” with instructions on how and where to upload your regular videos for captioning.



7) Assistance needed?

If you need assistance recording this MP3 file, please contact the Distance Learning Center at distancelearning@kennesaw.edu.



8) Print next page and begin

Print the final page of this PDF and create your recording. The text is a section of the inaugural speech from President John Fitzgerald Kennedy delivered on Friday, January 20, 1961. Good luck and thank you!

The world is very different now. For man holds in his mortal hands the power to abolish all forms of human poverty and all forms of human life. And yet the same revolutionary beliefs for which our forebears fought are still at issue around the globe—the belief that the rights of man come not from the generosity of the state but from the hand of God.

We dare not forget today that we are the heirs of that first revolution. Let the word go forth from this time and place, to friend and foe alike, that the torch has been passed to a new generation of Americans—born in this century, tempered by war, disciplined by a hard and bitter peace, proud of our ancient heritage—and unwilling to witness or permit the slow undoing of those human rights to which this nation has always been committed, and to which we are committed today at home and around the world.

Let every nation know, whether it wishes us well or ill, that we shall pay any price, bear any burden, meet any hardship, support any friend, oppose any foe to assure the survival and the success of liberty.

This much we pledge—and more.

To those old allies whose cultural and spiritual origins we share, we pledge the loyalty of faithful friends. United, there is little we cannot do in a host of cooperative ventures. Divided, there is little we can do—for we dare not meet a powerful challenge at odds and split asunder.

To those new states whom we welcome to the ranks of the free, we pledge our word that one form of colonial control shall not have passed away merely to be replaced by a far more iron tyranny. We shall not always expect to find them supporting our view. But we shall always hope to find them strongly supporting their own freedom—and to remember that, in the past, those who foolishly sought power by riding the back of the tiger ended up inside.

Finally, to those nations who would make themselves our adversary, we offer not a pledge but a request: that both sides begin anew the quest for peace, before the dark powers of destruction unleashed by science engulf all humanity in planned or accidental self-destruction.

We dare not tempt them with weakness. For only when our arms are sufficient, can we be certain beyond doubt that they will never be employed.

