

How to add an AUDIO file

1) Website Administration → Add an Audio File

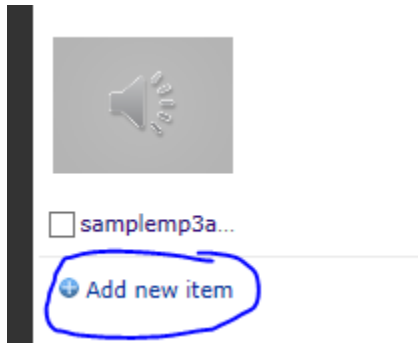
(Hint: .wma files work best, some .mp3 files will work also. If the uploaded file does not play correctly, try importing into Windows Moviemaker and saving as a .WMA audio file only or try using Audacity to export.)



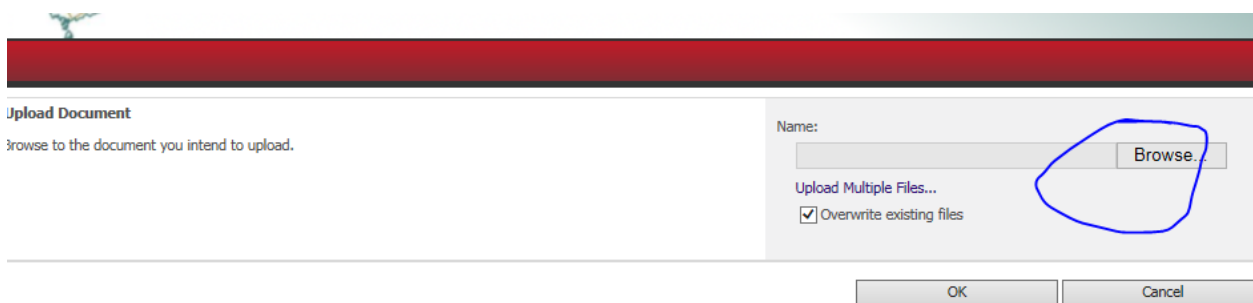
Add or edit an AUDIO file

Hint

2) Click on "+Add new item"




3) Browse to select the audio file:



4) To replace the original thumbnail preview into a more attractive one, copy this hyperlink into the correct location:

/sites/ASD-W/ssimages/audio-icon.png

 The document was uploaded successfully. Use this form to update the properties of the document.

Name *	<input type="text" value="samplemp3audio"/> .mp3
Title	<input type="text"/>
Keywords	<input type="text"/> For example: scenery, mountains, trees, nature
Author	<input type="text"/> The primary author
Comments	<input type="text"/> A summary of this asset
Preview Image URL	Type the Web address: (Click here to test) <input type="text" value="/sites/ASD-W/ssimages/audio-icon.png"/> Type the description: <input type="text"/> You should place a thumbnail such as this: /sites/ASD-W/ssimages/Video-Icon-Black.png (you can change the color black to red or green, etc.)
Copyright	<input type="text"/>

Created at 6/8/2015 2:08 PM by carmel.desjardins
Last modified at 6/11/2015 1:02 PM by carmel.desjardins

Adding this preview image URL will change the look of the file from this:



samplemp3a...

To this:



samplemp3a...