How to add an AUDIO file

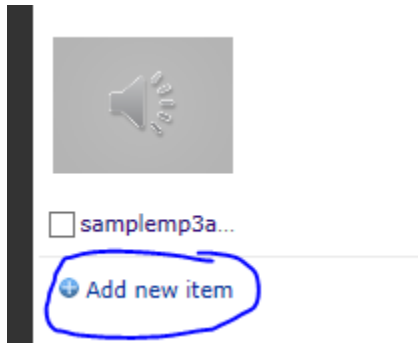1) Website Administration→Add an Audio File
(Hint: .wma files work best, some .mp3 files will work also. If the uploaded file does not play correctly, try importing into Windows Moviemaker and saving as a .WMA audio file only or try using Audacity to export.)
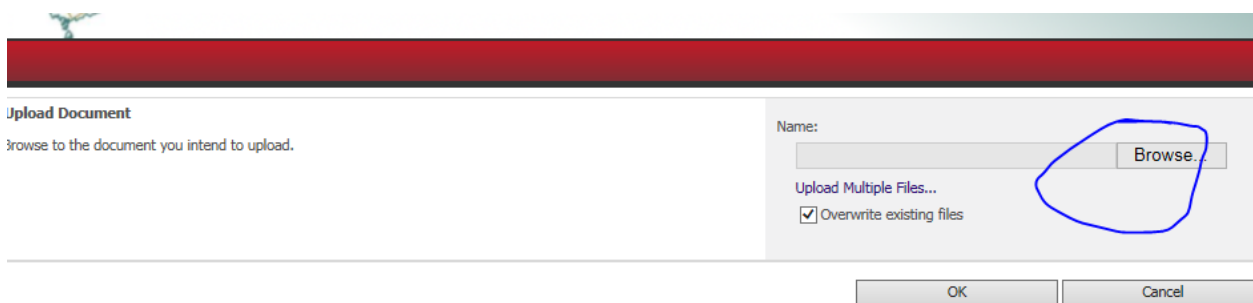
2) Click on "+Add new item"

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

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

 To this: