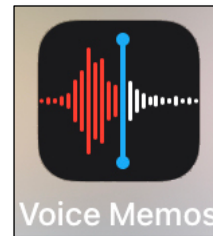


How to Record on Your iPhone and Send That Recording

Note: If you already know how to do this, or have your own way of doing it, go ahead and do it your own way! These instructions are for people who don't already have a system for recording and sending sounds.

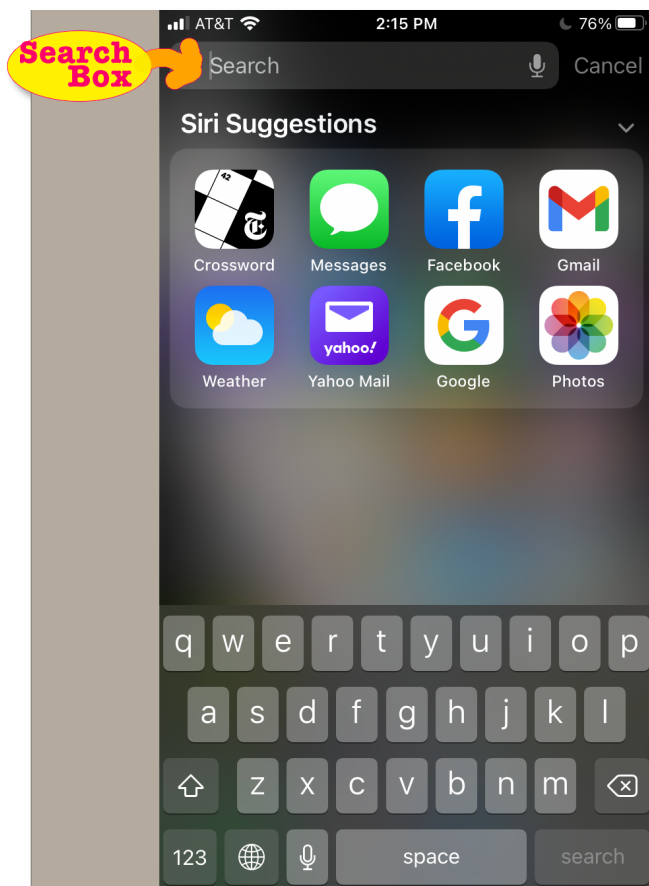
1. Find and open the Voice Memos app on your phone.

It looks like this: ➔



Need help finding the Voice Memos app?

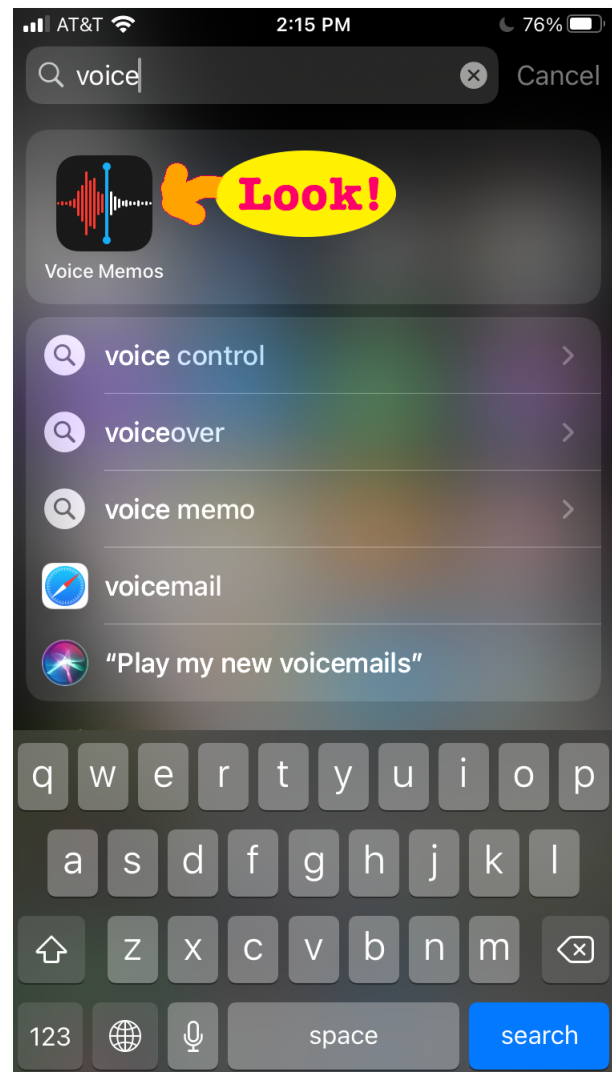
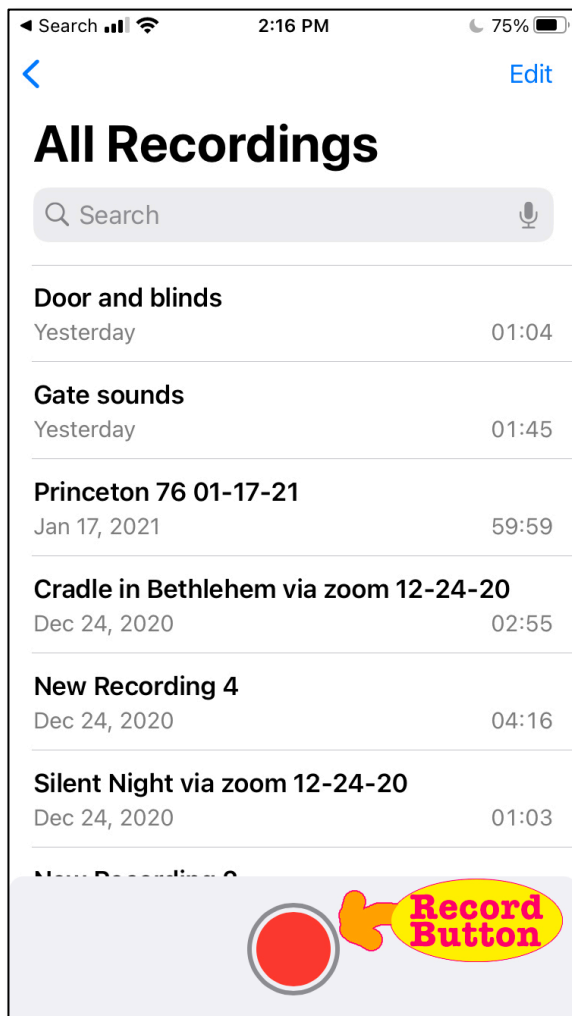
Try this: touch the middle of your phone screen and swipe downward. This should open a search box that looks like this: ⬇



Start typing **Voice Memos** in the search box. It should appear! Like this: →

Tap that app to open it.

You'll see something like this (but without the items under "All Recordings") ↓



We're almost there!

2. If you touch the Record Button, it starts recording a new recording.

*Continue to next page to see how to **stop** recording.*

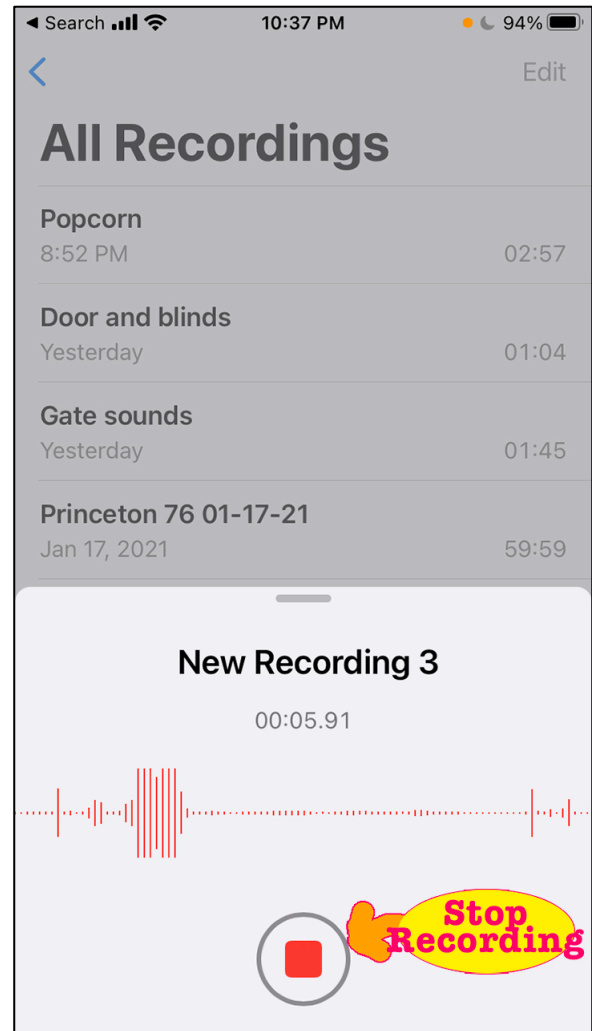
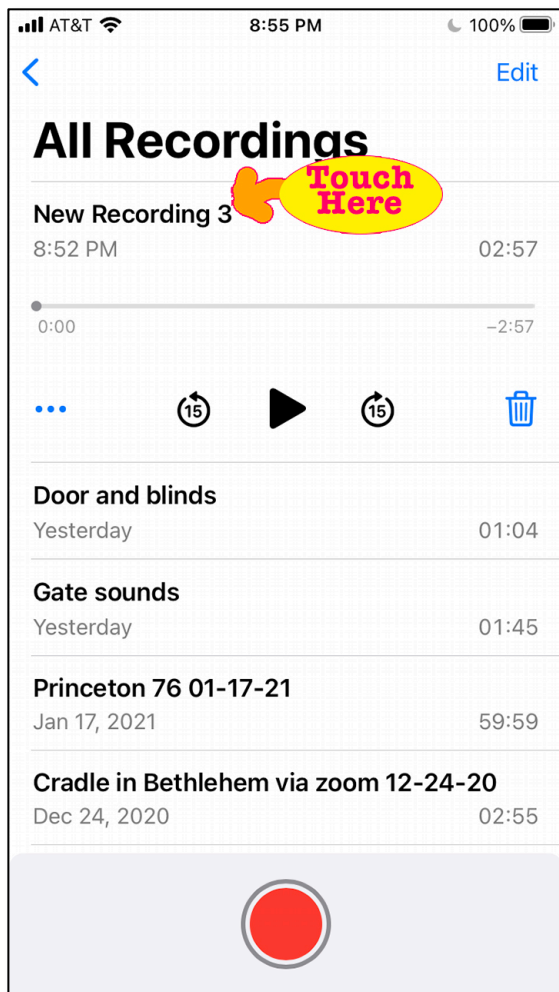
3. When you're done recording, tap the square at the bottom of your phone. ➡

Recording will stop, and the Record Button will become a circle again. (If you touch that circle, it will start a new recording.)

At this point you have a recording that you can send.

*If you want to **name** your recording, do this:*

a. Touch the name of the recording: ↓

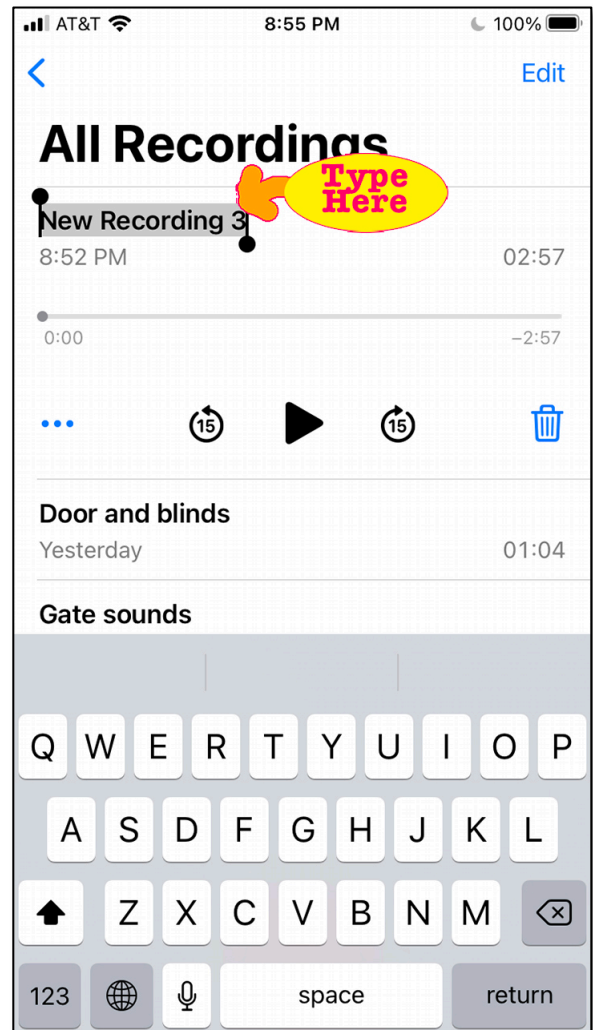
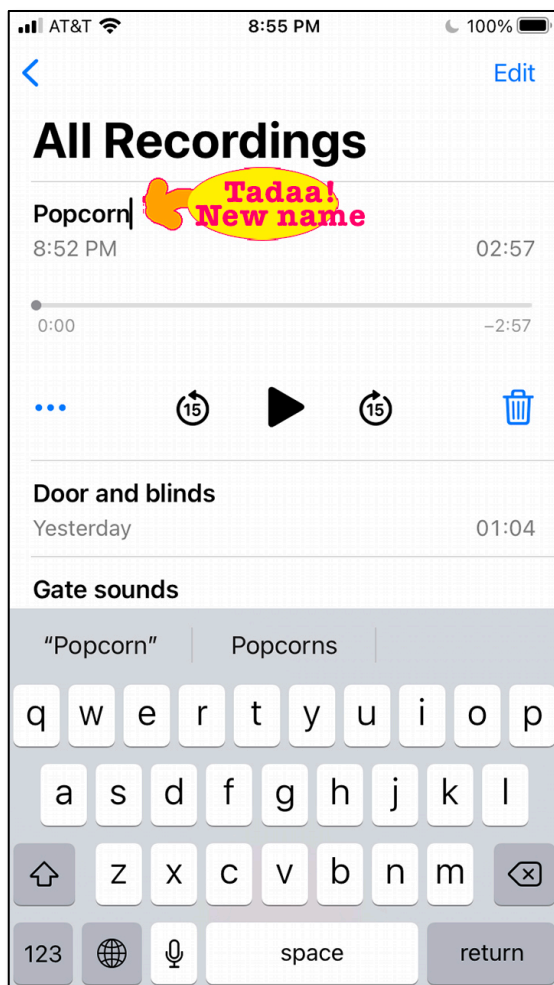


(Continue to next page to see what to do once you've touched "New Recording")

b. When you touch "New Recording," it will become highlighted: ➔

c. Then you can type whatever you'd like to name your recording.
(Or you can leave it as whatever your phone names your recording.)

Here's how it looks after you type:
↓



Congratulations!

So far you have

- (1) Found the Voice Memos app,
- (2) Recorded a Voice Memo, and
- (3) Named your recording.

What's left:

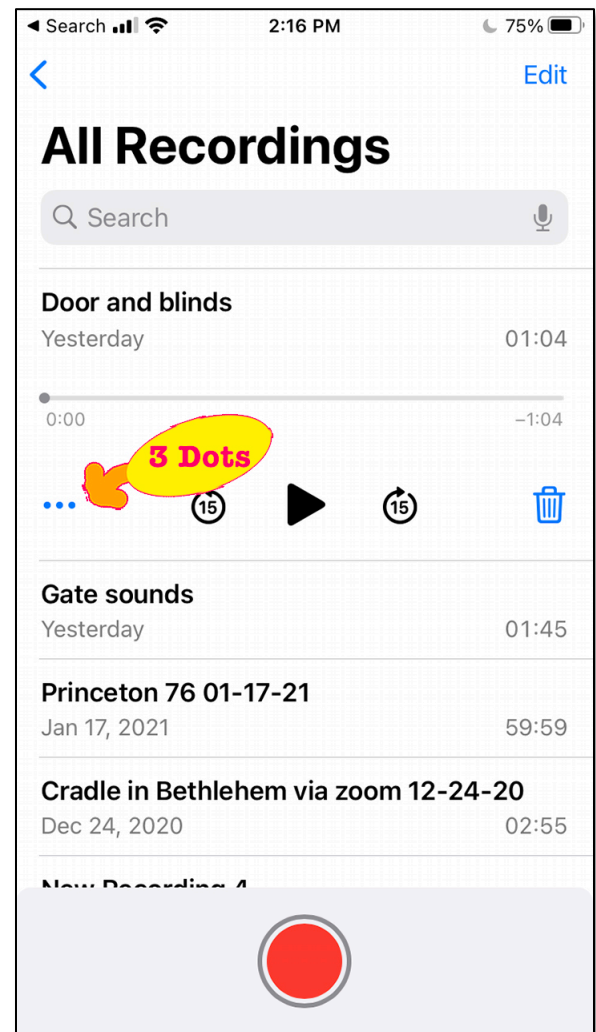
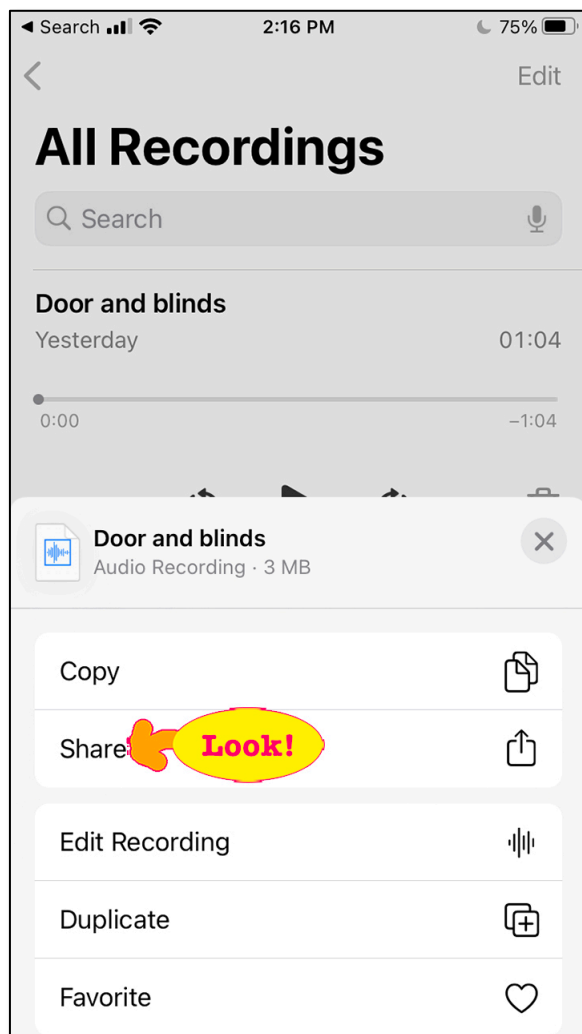
(4) sending it. You can do this! Continue to next page.

4. How to send your recording:

Find the three dots under the left edge of your recording: ➡

Bonus fact: those three dots are called the Meatball Menu. I am not making this up.

Touch those dots, and one of your options will be **share**. ⬇



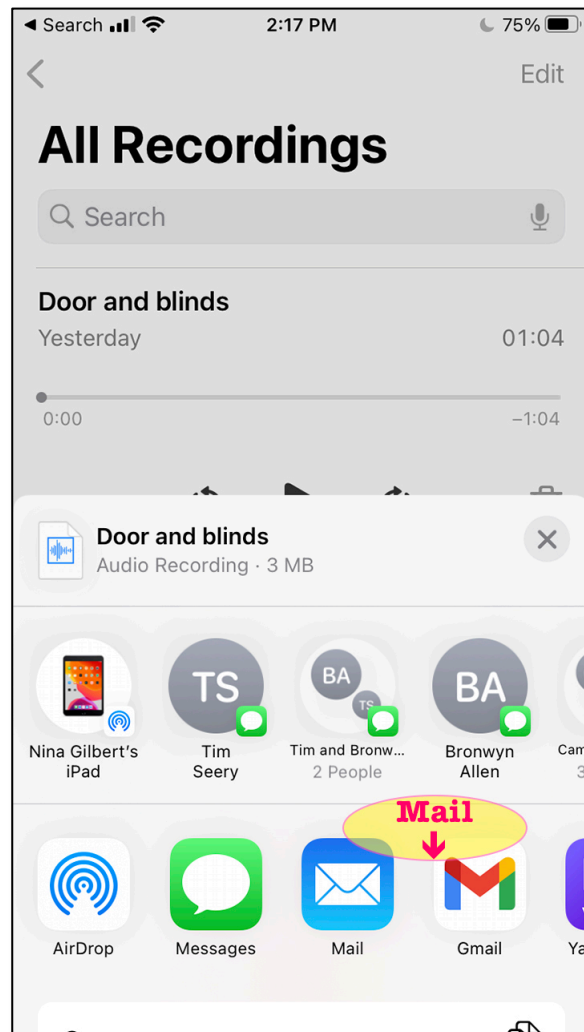
Choose **share**, and continue to the next page to see what to do next.

Choose your email app: ➡

(**see the mail icons in the bottom line**; my phone also shows who I've been texting recently)

Your phone will open an email with your recording attached. You can address your email to me: ninagilbert@gmail.com

Add a subject line if you'd like, and add a note (by typing in the email) telling me what it is.



That's it! Only six pages of instructions!

Have fun with this project! I look forward to hearing your recordings.