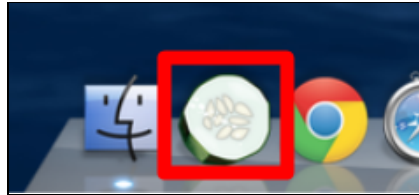# DiLL 101

Once you are in the LRC:

1. Log onto one of the computers.
2. Click the cucumber slice in the application bar at the bottom of the screen.

3. Once DiLL opens, enter in your Blackboard username and Password.
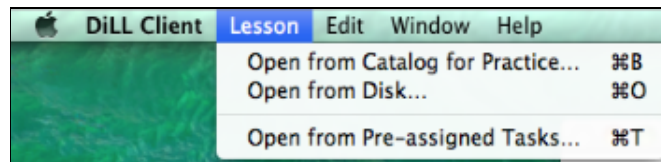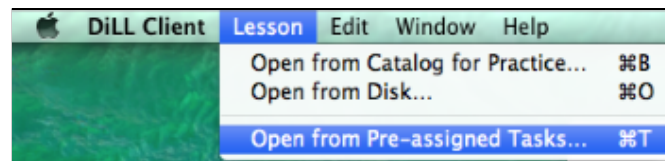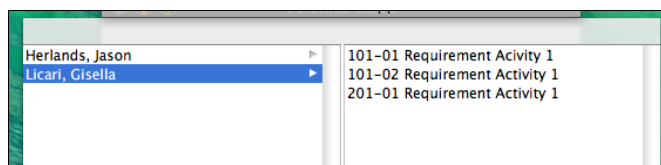   No need to worry about the MLL Lab A (No Instructor).

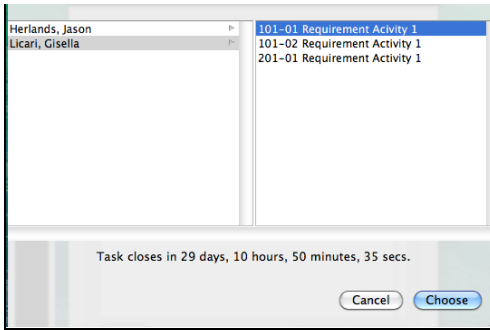4. In the upper left-hand corner, click the drop-down "Lesson" menu.

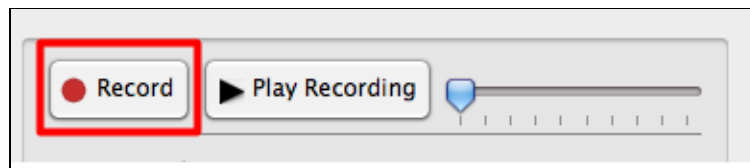5. Click on "Open from Pre-Assigned Tasks".

6. Select your professor.

7. Select your Section or Task and click "Choose".

***In order to record, make sure you are wearing your headset. It's located underneath your desk or hanging on the back of the iMac. Don't forget to speak in a full voice; speaking too quietly can cause problems later on.** *Note: if you're doing a paired recording with a partner, simply pass the one headset/mic back and forth between the two of you.*

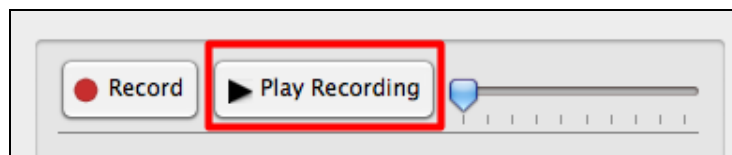8. When you're ready, click "Record." To stop recording click "Record" again.
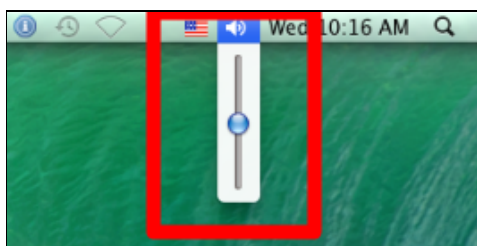

But wait, there's more!

Nice work – you've made your first recording! Now take a second to listen to your recording to make sure you can be heard clearly, and that you didn't make any mistakes. Also, don't forget your pronunciation!

If you are uncertain about your recording, you can make a new recording.

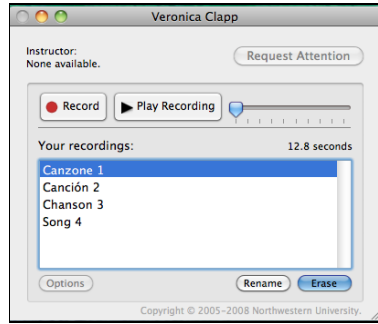9. In order to listen to your recording, click "Play Recording".

10. To adjust the volume, click the speaker icon in the upper right-hand corner to increase or decrease the volume.
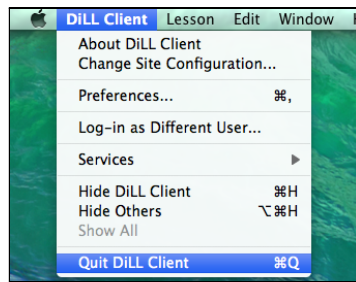
11. In order to delete your recording, select it from the list of Your recordings and click the "Erase".

12. Once you are finished recording your audio and are ready to submit it, **make sure to delete any unwanted recordings in the list of your recordings**. DiLL will automatically Submit to your professor all recordings that remain in the Your recordings window – *so be sure to delete bad takes before going to step 13! You do not have to save!*

13. DiLL *automatically Saves* your recordings when you quit the application. So, to Submit your masterpiece(s), go to the upper left hand corner and click on the "DiLL Client" drop-down menu, then click "Quit DiLL Client"

14. If you need any help, an LRC Lab Assistant is happy to lend a hand – so stop by the LRC Help Desk!