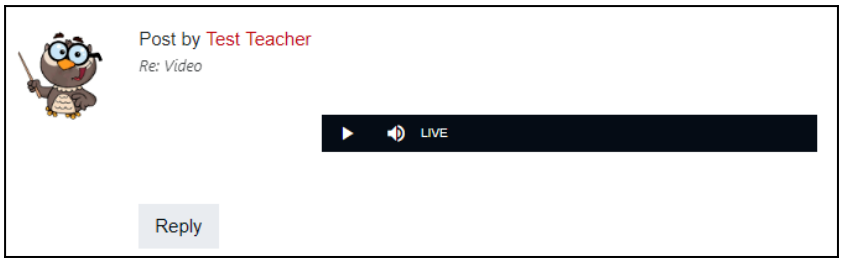
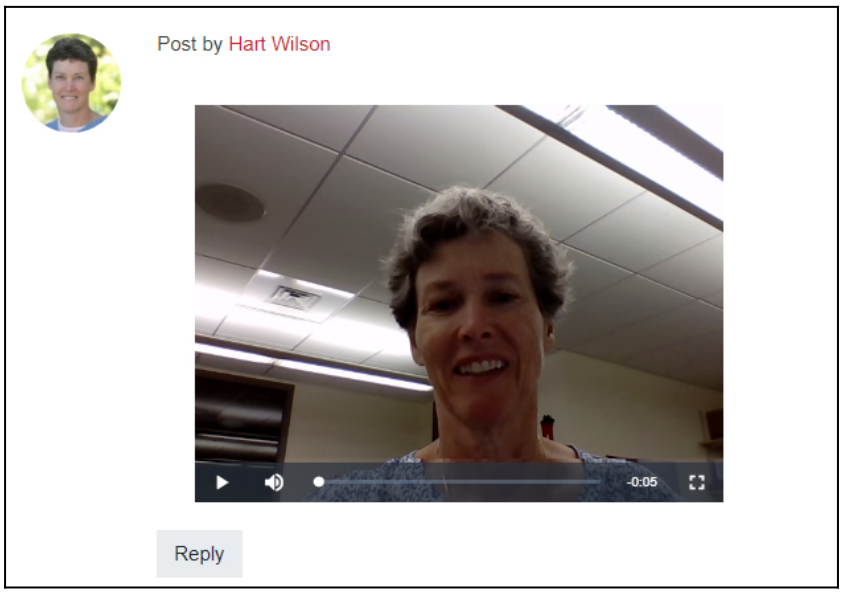
# Faculty: Record an Audio or Video Message

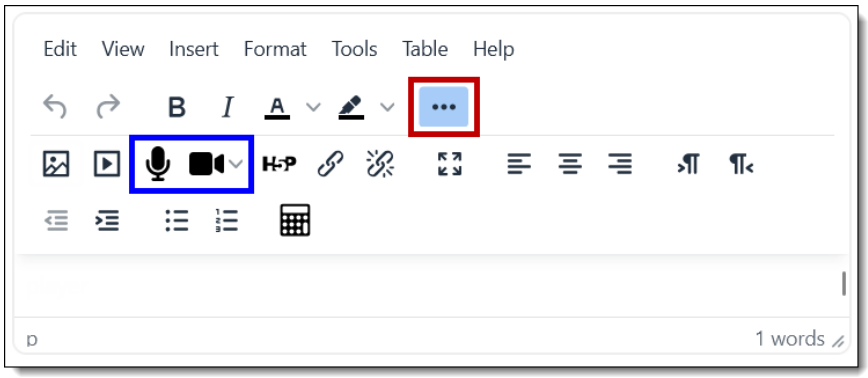
Hart Wilson - 2026-02-12 - Comments (0) - Faculty

Add a personal touch to your course with the record audio or video feature. Users can record up to two minutes of audio or video in any textbox that includes these tools. (Post these instructions for students.)

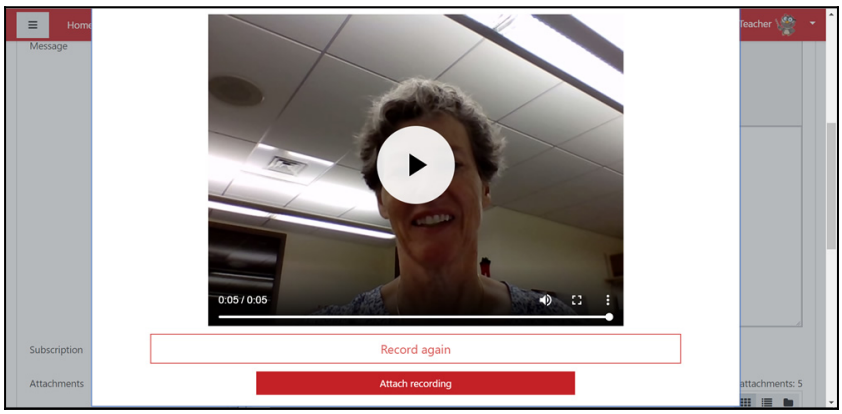



To create an audio or video recording of up to two minutes, open a textbox and click on the appropriate icon. Click on the **Start recording** button. When you're done speaking, click on **Stop recording**, then click on **Attach recording** or **Record again**, depending on how happy you are with the result.




**Note**: In a forum post, if you don't see the toolbar, click on **Advanced** (beneath the textbox) to display it.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0:05 / 0:05
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Record again
Attachments
Attach recording
Attachments: 5