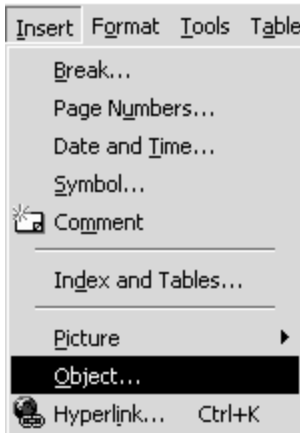
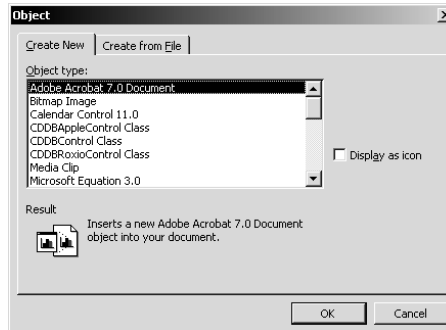


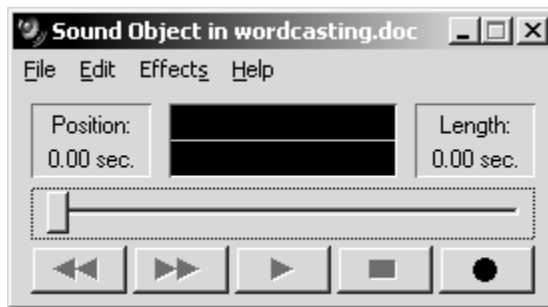
# How to Create a WordCast



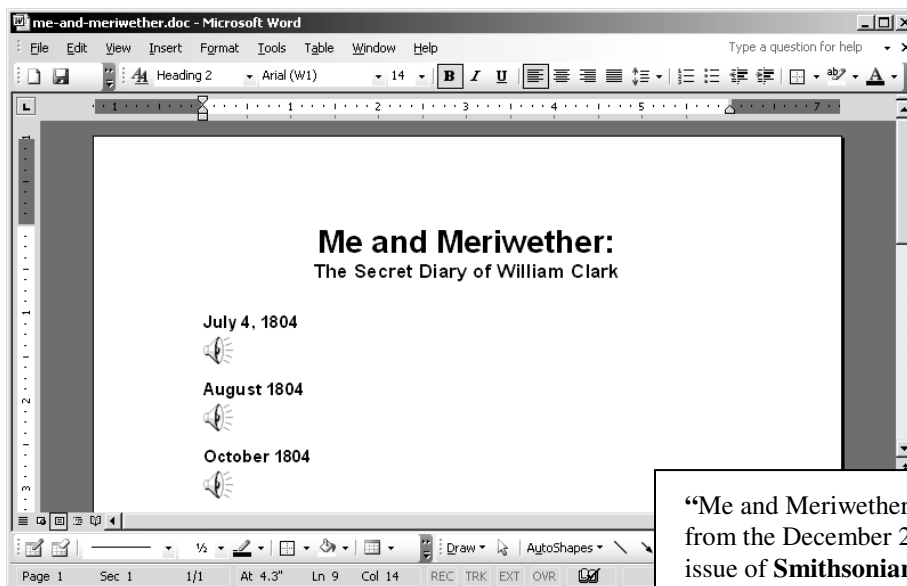
1. Click **I**nsert > **O**bject...
2. Scroll down the list to find **W**ave Sound.



3. The **W**indows Sound Recorder will open.



4. Click the circle button on the right to record, then play around with the **E**dit and **E**ffects menus.
5. When you are finished recording, click **F**ile > **E**xit and **R**eturn to [document].
6. Each sound recording you make will display as a loudspeaker icon. To play the sound, double-click on the icon.



“Me and Meriwether” read from the December 2005 issue of **Smithsonian**.