



# Tech Info Library

## At Ease 2.0: How To Add & Remove Button Sounds (8/95)

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TOPIC -----

This article describes how to add and remove button sounds in At Ease 2.0.

DISCUSSION -----

Sound effects can be added to any item that appears in a user's At Ease panels. The sounds will play any time the pointer is moved over a button that has sound attached to it.

NOTE: The sound effect will play even if the text-to-speech feature is turned on. The sound you have recorded will replace the spoken identification of that button.

To attach a sound to a button, you need existing sound files on your hard drive or on a floppy disk. These files are often available as third-party software. If you do not already have sound file, you can also create your own if you have compatible microphone hardware.

### Preparing to Attach a Sound

- 1) Open the At Ease Setup Program.
- 2) Type the administrator password.
- 3) Choose Attach Sounds from the file menu. The Attach Sounds screen appears, showing you the items to which users have access.

If the speaker icon next to an item has wavy lines next to it (sound waves emitting from the speaker), that item already has an attached sound.

- 4) Click the name of the item to which you want to add a sound.

### To Import an Existing Sound

Follow the steps above, then:

- 1) Click the import sound button. The Import Sound screen appears.

- 2) If necessary, click the pop-up menu above the list of documents and folders on the left side of the screen to locate the sound file you want to use.
- 3) Click the name of the sound you want attached. You can hear the sound before you import it by clicking the Play Sound button at the bottom of the screen.
- 4) Click the Import button to attach the sound.
- 5) Click Done.

#### To Record an Original Sound

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Follow the steps under "Preparing to Attach a Sound," then:

- 1) Click the Record Sound button. A screen appears allowing you to record a sound.
- 2) When you are ready to record a sound, click the Record button (marked with a circle).
- 3) When you are finished recording, click the Stop button (marked with a square).
- 4) To hear the sound before you attach it to the selected item, click the Play button (marked with a right-pointing arrow).
- 5) Click Save to save the sound. Wavy lines appear beside the speaker icon associated with the item to which you attached the sound. This indicates that the button will now play the sound you recorded rather than the button name when the pointer passes over it.

#### Removing a Sound

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Follow the steps under "Preparing to Attach a Sound." You will see a screen called "Attach Sounds." Then:

- 1) Click once on the item from which you want the sound removed.
- 2) Click Remove Sound.

#### Article Change History:

- 14 Aug 1995 - Corrected minor typo.
- 08 Aug 1995 - Added keyword and reviewed for technical accuracy.

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