

Tutorial 12:
Inserting audio files in documents
built on [NELPAE3](#) platform

by Alexandru Miță

There are two possibilities for inserting audio files (mp3 that you created for illustrating your course supports that you put on [NELPAE3](#) platform):

1. **The first method:** audio files stored on [yourlisten.com](#) and shared through an integration embedded code received through this site, copy/pasted on the text editor ([HTML button](#)) of [NELPAE3](#);
2. **The second method:** audio files stored at the root of nelpae.ro website and shared through the text editor, on [NELPAE3](#) (Edit/insert embedded media button);



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Method 1: audio files stored on yourlisten.com

INITIAL ACTIONS:

- I. Open yourself an account on yourlisten.com website; the big advantages are that there is no space limitation for storing your files and it allows you to store quite big files;
- II. Create/record/edit/save your audio files with [Audacity software](#) – the best that I found and that I'm warmly recommending - which **has versions for all operating systems**; install [LAME plugin](#) to be able to save audio files in MP3 format!

METHOD 1 - STEP 1

Log in your account on yourlisten.com and upload there your recently created audio file(s)

select audio file:

File Must be one of following formats
.mp3, wav, aiff, wma, aac, ac3, amr, caf, mmf, mp2, m4a, ogg, ra and mid

Please enter additional information about your audio file below in order to complete your upload

image:

Choose an image to be associated with your file, or if your facebook account is connected with YourListen.com your profile pic will be your default image.

title:

(Maximum characters: 30)
You have 30 characters left.

description:

tag:

Enter two or more tags separated by spaces
Minimum two tags (Maximum characters: 60)
You have 60 characters left.

channel:

[Audio Blogs](#) - [Audio Books](#) - [Commercials](#) - [DJ Mix](#) - [Interviews](#) - [Live Performance](#) - [Music-Cover](#) - [Music-Original](#) - [Podcasts](#) - [Remix](#) - [Ringtones](#) - [School Reviews](#) - [Sound Bites](#) - [Sound Effects](#) - [Voice Mails](#) -

Click on the audio channel your audio file matches the most closely with

This will enable you to automatically share your audio file on your facebook account

purchase link:

If you have a web page where your audio file is available for purchase include the link above

Disable downloading of your audio file



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METHOD 1 - STEP 2: go to the User Space from Yourlisten.com

Go in your User Space (**PROFILE link in the menu at the top right side**) from yourlisten.com and retrieve your audio file(s) that you have uploaded:

The screenshot displays the user profile interface for 'alexandrumita' on Yourlisten.com. At the top, there is a navigation bar with a search box and links for 'home', 'channels', 'tags', 'invite', 'about', 'faq', 'browse all', 'upload your audio', 'playlist', 'favorites', 'messages', 'profile', and 'logout'. A red arrow points to the 'profile' link. Below the navigation bar, the user's profile is shown with a 'back' button. The profile section includes a 'Profile' tab, user statistics (first name: Alexandru, profile views: 1, followers: 1, following: 0, registration date: Dec 9th, 2012), and an 'Inbox' button. A 'People to Follow' section lists six users with their profile pictures and 'follow' buttons, along with their 'Date joined' information. At the bottom, there is a 'Profile Menu' section with options like 'Update Profile' and 'Update Password'.



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Then after, in your PROFILE table, select My Audio to view the player(s) of your stored file(s):

The screenshot displays the user profile for 'alexandrunita' on the website 'yourlisten.com'. The page includes a navigation bar with links like 'home', 'channels', 'tags', 'invite', 'about', 'faq', and 'browse all'. Below the navigation bar, there is a search bar and an 'upload your audio' button. The profile section shows the user's name, profile views, followers, and registration date. A 'People to Follow' section lists several users with their profile pictures and 'follow' buttons. At the bottom, a 'Profile Menu' is visible, with 'My Audio (8)' highlighted in red. A large red arrow points to the 'My Audio' tab.



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METHOD 1 - STEP 3: find the Audio Player

Discover the audio player(s) from My Audio Space:

User's Profile: [alexandrumita](#)

[back](#)

Profile

first name: Alexandru
profile views: 1
followers: 1
following: 0
registration date: Dec 9th, 2012

[inbox](#)
[following](#)

People to Follow

[follow](#) [follow](#) [follow](#) [follow](#) [follow](#) [follow](#)

Date joined: Aug 7th, 2012
Date joined: Jun 30th, 2012
Date joined: Sep 11th, 2012
Date joined: Dec 6th, 2012

Profile Menu **Activities (18)** **My Audio (8)** **Favorites (0)** **Playlist (8)** **Comments**

DELFB1-TEST-1-AUDIO-1
DELFB1-TEST-1-AUDIO-1

0:00 | 0:00

Plays: 13
Added: Dec 9, 2012
Tags: [tr del french](#)

[Share](#) [Download](#) [Comment](#) [Add To Favorite](#) [Add To Playlist](#)

[J'aime](#) 0 [Facebook](#) [Google+](#) 0 comments: [add to:](#) please choose



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METHOD 1 - STEP 4: use SHARE button from the player

Use SHARE button from the audio player, to get the integration code (embedded):



METHOD 1 - STEP 5: copy the embed code

Copy from the player the integration code (embed):



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METHOD 1 - STEP 6: create a document on NELPAE 3 to insert the code

From now on, we will use the copied embedded code to insert it in a document we will create on [NELPAE3](#) platform.

- A. Connect yourself on [NELPAE3](#) platform
- B. Go in your Course space where you want to insert the audio
- C. Note that you can insert audio NOT ONLY in a document, but everywhere there is a text editor on NELPAE3 (Exercises, Assignments, Forums, Course description...)
- D. Select CREATE DOCUMENT, to open the text editor you need. Don't forget, after you save your document, that you have to include it in a LEARNING PATH as it can be viewed by the students!

Cultural Association Europa - Romania

My desktop My messages Platform administration Alexandru Mihaela Manage my account Logout

Grundtvig NELPAE - 3 > ENLANGEURO > Document View mode Student Course management

ENLANGEURO

ENGLISH LANGUAGE FOR ADULTS - EUROPEA CULTURAL ASSOCIATION | ENLANGEURO | Mihaela Liteanu, Alina Tajpalaru | Mihaela Liteanu - Cultural Association Europa

DOCUMENT Search Download current directory Upload file Create Directory Create hyperlink Create Document

Name	Size	Last modification date	Modify	Delete	Move	Visibility
NELPAE_Tutorial_LESSON_1						
Example directory for NELPAE tutorials						
Unit_1						
Unit_2						
Unit_3						
Unit_4						
Unit_5						
Unit_6						
Unit_7						
Unit_8						
Unit_9						
Unit_10						
Unit_11						
Unit_12						
Unit_13						
Unit_14						
Unit_15						
Unit_16						
Unit_17						
Unit_18						
Unit_19						
Unit_20						



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METHOD 1 - STEP 7: use HTML button in the text editor

In your text document, push HTML button:

The screenshot shows the NLP AE platform interface. At the top, there is a navigation bar with "My desktop", "My messages", and "Platform administration". Below this, a breadcrumb trail reads "Grundtvig NLP AE - 3 > ENLANGEURO > Document > Create/edit document". The main header area displays "ENLANGEURO" and "ENGLISH LANGUAGE FOR ADULTS - EUROPEA CULTURAL ASSOCIATION". On the left side, there is a sidebar menu with various options like "Course homepage", "Agenda", "Announcement", "Course description", "Document", "Exercises", "Learning Path", "Assignments", "Forums", "Groups", "Users", "Wiki", "Chat", "Quick poll", "Survey", "Results", "NLP AE ooVoo Workshops", "New items (to another date)", "Edit Tool list", "Course settings", "Create a session course", and "Statistics". The main content area is titled "DOCUMENT" and "Create/edit document". It features a "Document name" field with the text "Document with audio player inserted". Below this is the "Document content" area, which includes a rich text editor toolbar. A red arrow points to the "HTML" button in the toolbar. At the bottom of the editor, there is a "Path:" field and "Ok" and "Cancel" buttons.

A small editor will open: PASTE your copied CODE there and press the **GREEN button UPDATE**

The screenshot displays the Nelpae platform interface. On the left, a navigation menu includes options like 'Course homepage', 'Agenda', 'Announcement', 'Course description', 'Document', 'Exercises', 'Learning Path', 'Assignments', 'Forums', 'Groups', 'Users', 'Wiki', 'Chat', 'Quick poll', 'Survey', 'Results', 'Nelpae ooVoo Workshops', 'New items (to another date)', 'Edit Tool list', 'Course settings', 'Create a session course', and 'Statistics'. The main content area is titled 'ENGLISH LANGUAGE FOR ADULTS - EUROPEA CULTURAL A' and shows a 'DOCUMENT' section with a 'Create/edit document' link. Below this, there is a 'Document name' field containing 'Document with audio player inserted' and a 'Document content' field. A rich text editor toolbar is visible above the content field. An 'HTML Source Editor' window is open in the foreground, showing a blank text area for editing the document's source code. The window has a title bar 'HTML Source Editor - Mozilla Firefox' and a 'Word Wrap' checkbox. At the bottom of the window, there are 'Update' and 'Cancel' buttons. A tooltip 'Edit HTML Source' is visible over the content area.



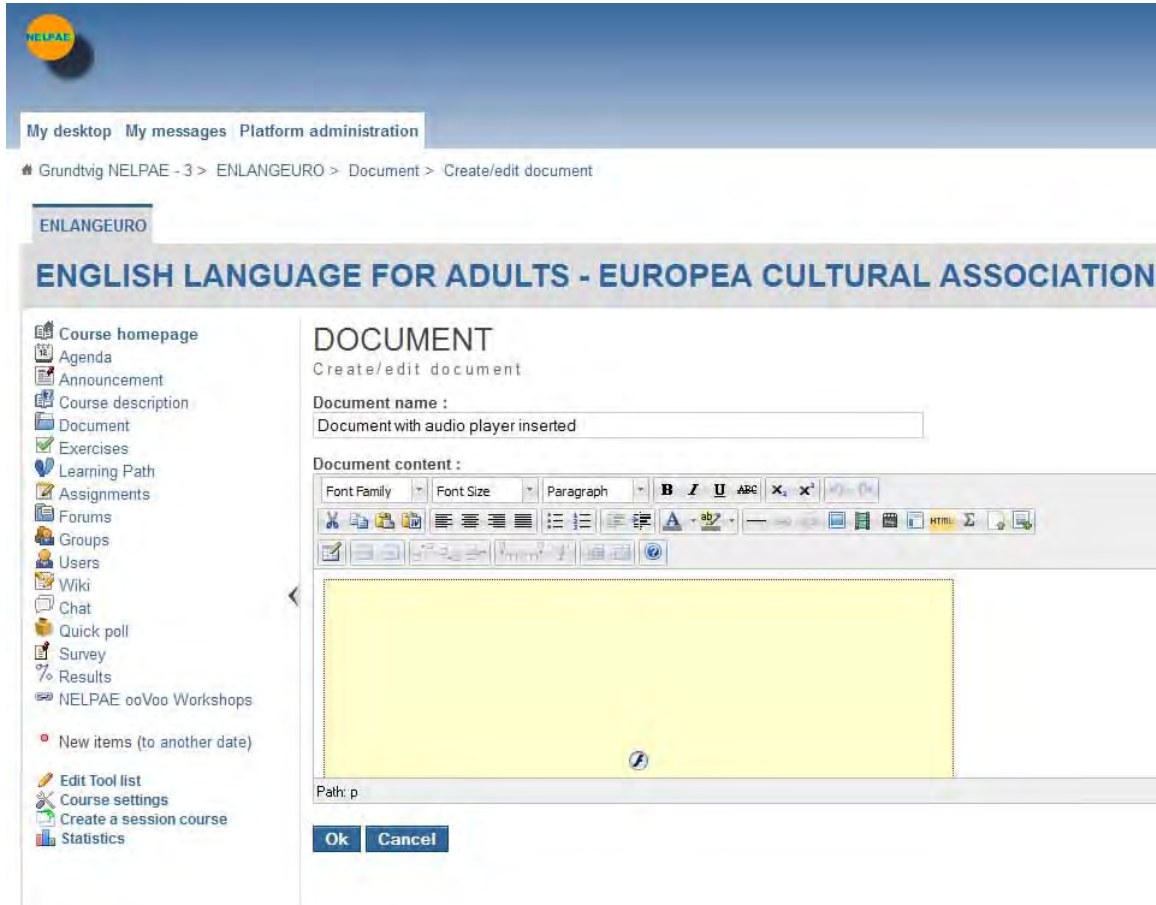
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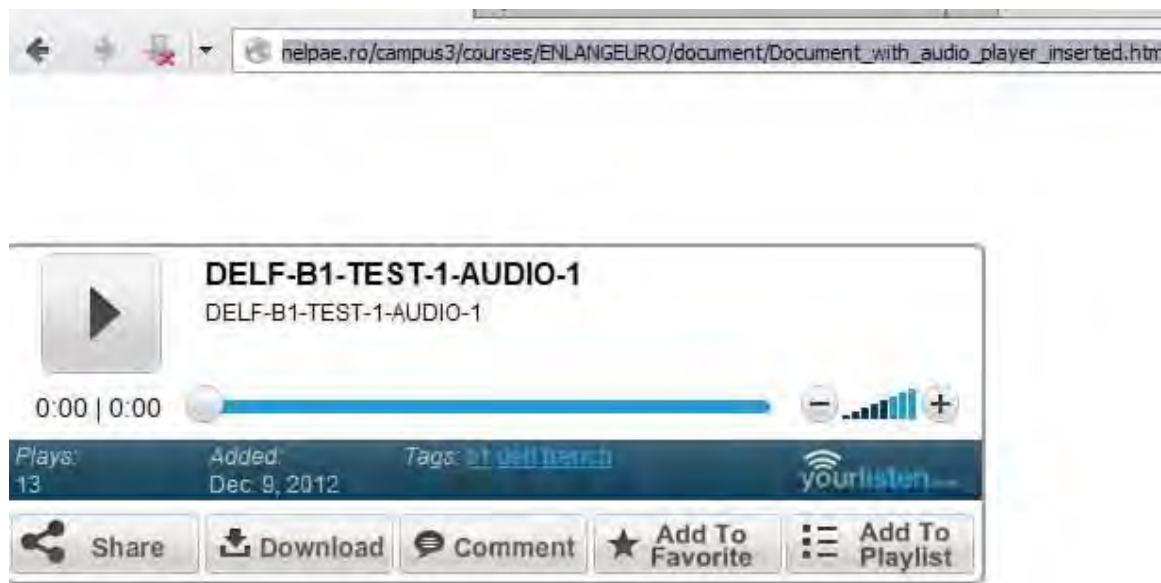
METHOD 1 - STEP 8: the audio player is inserted

Now, the CODE is inserted and, in the text editor, an object appears: this is your audio player.



The screenshot displays the 'DOCUMENT' editor interface for 'ENLANGEURO'. The left sidebar contains a navigation menu with items such as 'Course homepage', 'Agenda', 'Announcement', 'Course description', 'Document', 'Exercises', 'Learning Path', 'Assignments', 'Forums', 'Groups', 'Users', 'Wiki', 'Chat', 'Quick poll', 'Survey', 'Results', 'NELPAE ooVoo Workshops', 'New items (to another date)', 'Edit Tool list', 'Course settings', 'Create a session course', and 'Statistics'. The main editing area is titled 'DOCUMENT' and 'Create/edit document'. It features a 'Document name' field containing 'Document with audio player inserted' and a 'Document content' area with a rich text editor toolbar. The content area shows a large yellow rectangular placeholder for an audio player, with a small circular icon at the bottom center. Below the content area, the 'Path' is shown as 'p', and there are 'Ok' and 'Cancel' buttons.

You can view now your document and check if the player is correctly inserted:



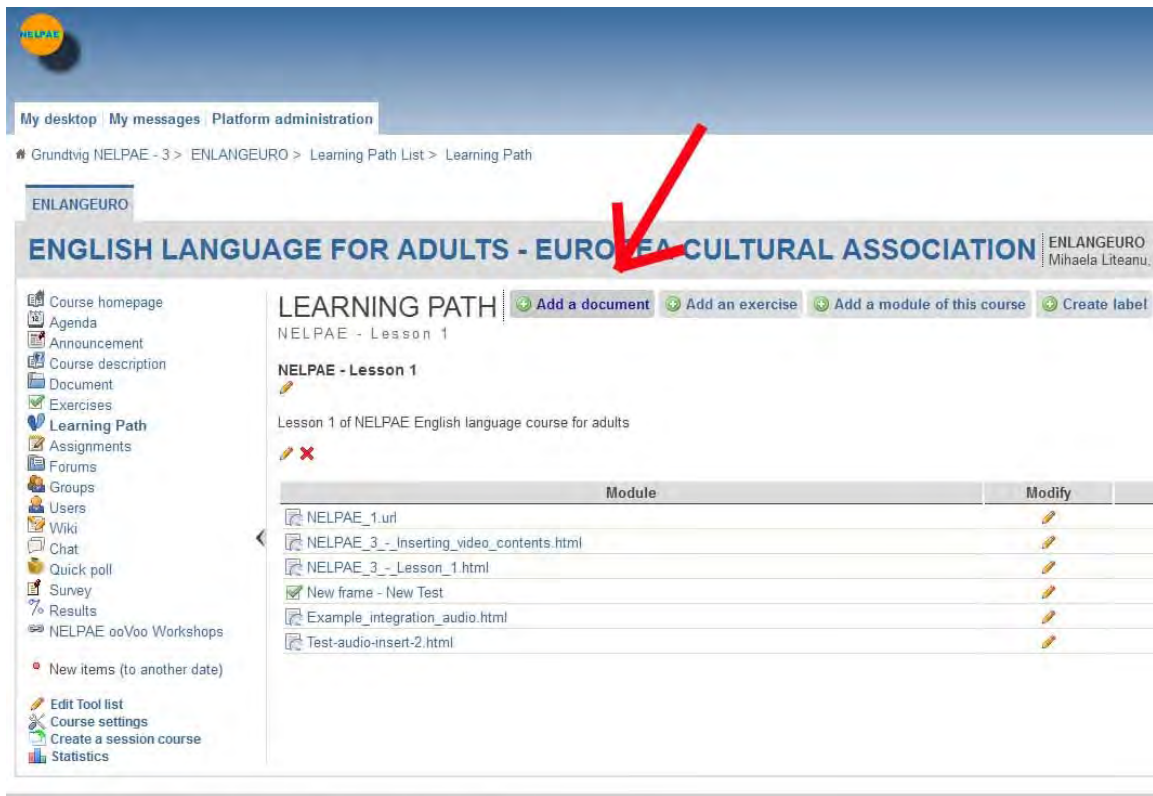
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METHOD 1 - STEP 9: insert the Document in a Learning Path

In the same document, you can have text, audio player, images...
Give it a Title and Save it!
Now, don't forget to include your document in a Learning Path!



The screenshot shows the ENLANGEURO platform interface. The main header reads "ENGLISH LANGUAGE FOR ADULTS - EUROPEAN CULTURAL ASSOCIATION". The left sidebar contains a navigation menu with items like "Course homepage", "Agenda", "Announcement", "Course description", "Document", "Exercises", "Learning Path", "Assignments", "Forums", "Groups", "Users", "Wiki", "Chat", "Quick poll", "Survey", "Results", "NELPAE ooVoo Workshops", "New items (to another date)", "Edit Tool list", "Course settings", "Create a session course", and "Statistics". The main content area is titled "LEARNING PATH" and shows "NELPAE - Lesson 1". Below this, there is a table of modules:

Module	Modify
NELPAE_1.url	
NELPAE_3_-_Inserting_video_contents.html	
NELPAE_3_-_Lesson_1.html	
<input checked="" type="checkbox"/> New frame - New Test	
Example_integration_audio.html	
Test-audio-insert-2.html	

1 user connected
Manager(s) for ENLANGEURO : Mihaela Liteanu, Alina Taipalaru, Loredana Pintilie - Cultural Association Europea

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Method 2: audio files stored
at the root of nelpae.ro website and shared through the text editor,
on [NELPAE3](#) (Edit/insert embedded media button);

METHOD 2 – STEP 1: Getting the address of the MP3 file

Record your audio files and send them to the administrator of NELPAE 3: he will store them at the root of the project's website in a folder and will give you back the addresses of the files.

Example of address for a stored audio file:

<http://nelpae.ro/audio/franceza/u1/audio-fr-5-voc.mp3>

METHOD 2 – STEP 2 (similar with Step 6 from Method 1):

- A. Connect yourself on [NELPAE3](#) platform
 - B. Go in your **Course space** where you want to insert the audio
 - C. Note that you can insert audio NOT ONLY in a document, but everywhere there is a text editor on NELPAE3 (Exercises, Assignments, Forums, Course description...)
 - D. Select **CREATE DOCUMENT** to open the text editor you need.
- Don't forget, after you save your document, that you have to include it in a LEARNING PATH as it can be viewed by the students!



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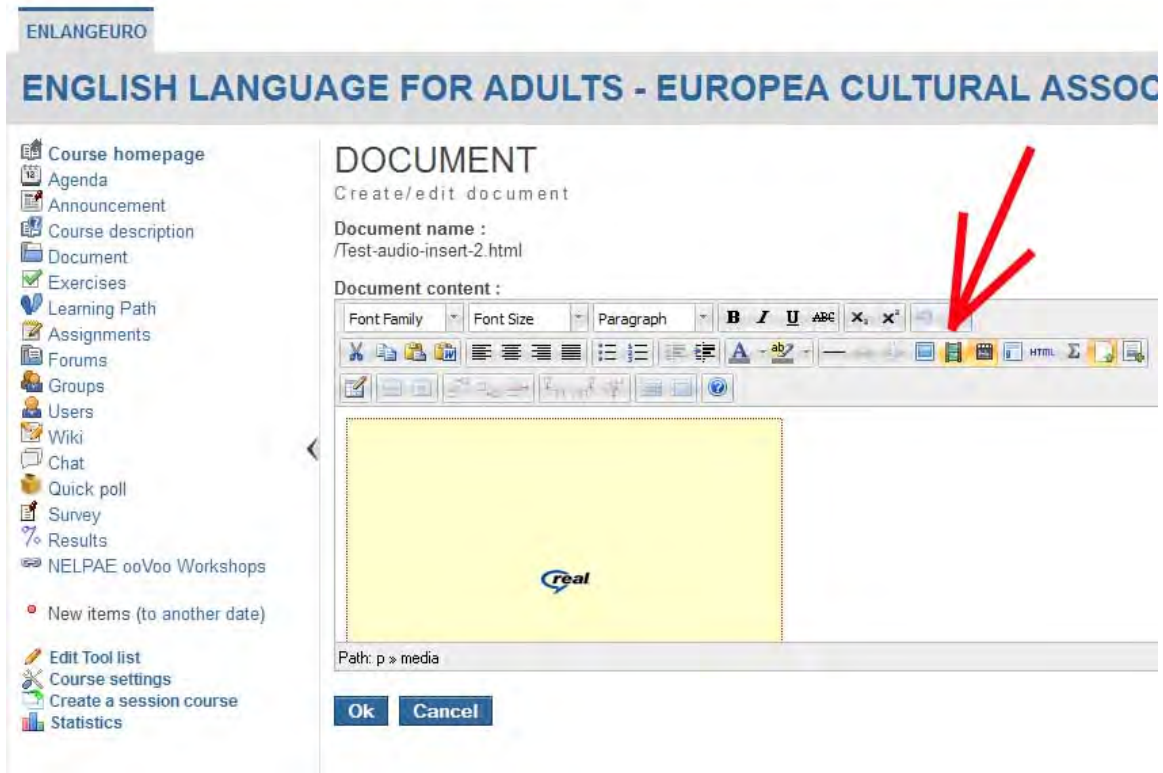
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METHOD 2 – STEP 3:

Use **Insert/Edit embedded media** button to create an audio player

In your text editor, there is a button with an icon representing a **16 mm movie**, colored in **green**: this is **Insert/Edit embedded media** button that you will have to use to create an audio player linked to your audio file address

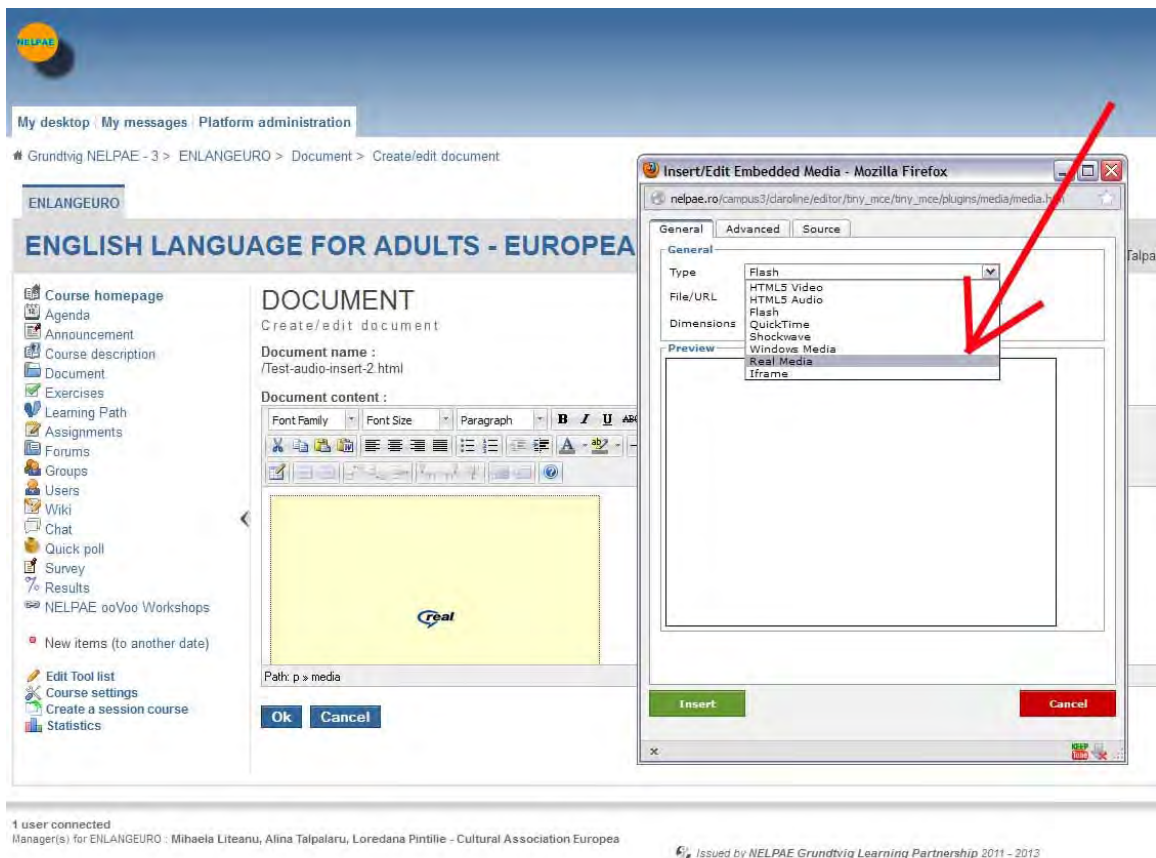


The screenshot shows a Moodle course page for 'ENGLISH LANGUAGE FOR ADULTS - EUROPEA CULTURAL ASSOC'. The left sidebar contains a navigation menu with items like 'Course homepage', 'Agenda', 'Announcement', 'Course description', 'Document', 'Exercises', 'Learning Path', 'Assignments', 'Forums', 'Groups', 'Users', 'Wiki', 'Chat', 'Quick poll', 'Survey', 'Results', 'NELPAE ooVoo Workshops', 'New items (to another date)', 'Edit Tool list', 'Course settings', 'Create a session course', and 'Statistics'. The main content area is titled 'DOCUMENT' and shows a 'Create/edit document' interface. The 'Document name' is '/Test-audio-insert-2.html'. The 'Document content' area is empty, with a 'real' logo in the center. A red arrow points to the 'Insert/Edit embedded media' button in the toolbar. The path is 'p > media' and there are 'Ok' and 'Cancel' buttons at the bottom.

METHOD 2 – STEP 4: select the format of the audio player and PASTE there the address of the audio file

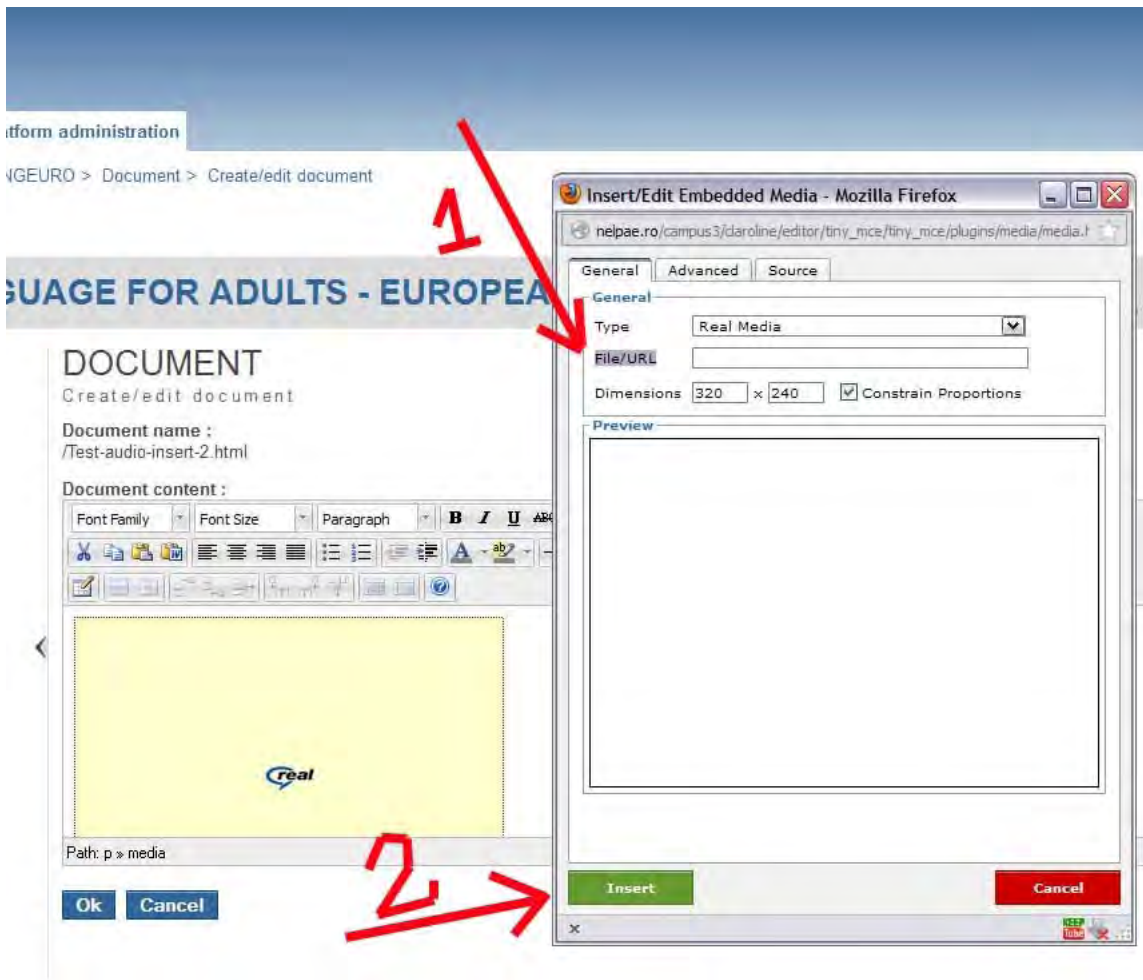
After you push the **Insert/Edit embedded media** button, a small editor will open: firstly, near TYPE, select from the list REAL MEDIA (a very common format, which will be recognized by all the operating systems). After you select it, don't close the editor, but PASTE there – at FILE/URL, the address of the audio file that was given to you by the Administrator of NELPAE 3. At the end, press **the green button INSERT** – your audio player will be then inserted in the document.

METHOD 2 – STEP 4 – FIGURE A: select the format of the audio player



METHOD 2 – STEP 4 – FIGURE B:

- 1) PASTE the ADDRESS of your audio file
- and 2) push INSERT button, at the end



CONCLUSIONS

The main disadvantage of the method number two is the limited storage space at **nelpae.ro** root – I recommend to use this space only for very important audio files, because we have there all the files from which the website is made and we still need the space to store the documents that we create on the platform.;

Sometimes the computers miss plugins to show the audio player or to play the audio file; in order to prevent this, I recommend you to install – or to check if there are updated versions for the following software:

- [Flash player](#) and [Shockwave](#)
- [Real player](#) or [Real Alternative plugin](#)

VERY IMPORTANT:

Because I observed some conflicts between the most recent version of the platform NELPAE3 that I just installed at the beginning of December 2012 and the Google Chrome browser – these conflicts appears when you create a document and you want to insert some audio or video players in it – I advise you to use a different browser, when you work as teacher/administrator and want to create a new document.

The best one seems to be [Mozilla Firefox](#), followed by [Opera](#).

When the problems with Google CHROME browser will be solved, I will announce you.

You can still utilize this browser – Google Chrome, **but only when you use NELPAE3 with your students**, in the normal class **but not for creating docs with embedded content**.



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