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Help and How To

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Voice Notes

Applies to: Windows Mobile 5.0 Pocket PC

You can create a standalone voice note or you can add a recording to a note. Then you can work with voice notes in the same way that you work with notes.

1. Tap **Start > Programs > Notes**.
2. Do one of the following:
 - To create a stand-alone recording, record from the note list.
 - To add a recording to a note, create or open a note.
3. If you do not see the **Recording** toolbar, tap **Menu > View Recording Toolbar**.
4. Tap **Record** to begin recording.
5. Hold your device's microphone near your mouth or near the source of the sound you want to record.
6. Tap **Stop** when you finish recording.
7. Tap **OK** to return to the note list.

If you are recording in an open note, an icon appears in the note. If you are creating a standalone recording, an icon appears in the note list.

Note

To play a recording, tap the **Recording** icon in the open note or tap the recording in the note list.

Tip

To quickly create a recording, press the RECORD hardware button. When you hear the beep, begin your recording. Release the button when you are finished.

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