

# NAMECOACH RECORDER

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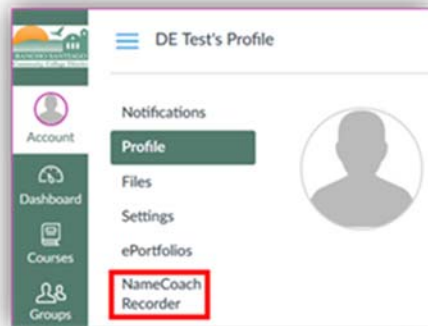
## NAMECOACH

Rancho Santiago Community College District, Santa Ana College, and Santiago Canyon College have partnered with NameCoach to help people in our community learn to pronounce your name correctly. That voice recorded pronunciation will be available to faculty and students in the courses where the instructor has chosen to enable NameCoach, as a resource to learn how to say your name correctly.

Rancho Santiago Community College District, Santa Ana College, and Santiago Canyon College are committed to creating a sense of inclusion and community, and dedicated to creating a culture of respect on the campuses and in the classrooms. Addressing students appropriately and pronouncing names correctly are an important step in accomplishing this goal.

## ACCESSING NAMECOACH

The NameCoach tool can be accessed in Canvas at any time by clicking the **Account** icon on the Global Navigation menu, selecting **Profile** from the menu. Click on **NameCoach Recorder** to access the tool.



## USING THE NAMECOACH RECORDER

NameCoach is an easy-to-use tool that allows faculty and students to record how their name should be pronounced, identify their preferred gender pronouns, select an honorific, as well as hear how to pronounce the names of others. Record the correct pronunciation of your name using a computer with a microphone, or from your cell phone. In the **NameCoach\*** tool, simply click the **Record Name** button.

### Your recording for Name Profile

Name/Email	Name Recording	Edit Your Recording
DE Test (disted@sac.edu)	<a href="#">Record Name</a>	<a href="#">Edit this recording</a> for Name Profile

Confirm the Email address, first and last name. Then select how to record your name – either on your cell phone or on a computer with a microphone (web recorder).

Enter your cell phone number and click the **Submit and Call Me** button at the bottom. NameCoach will call your cell phone, follow the prompts to record your name.

The screenshot shows a registration form with the following fields: Email (TestStudent@sac.edu), First name (Test), and Last name (Student). Below the fields is a paragraph: "Please audio record the pronunciation of the full name you wish to be called by others at your school (e.g., faculty, staff and graduation announcers). You can record your name by having the NameCoach system call you, or by using the Web recorder." Underneath, it asks "Having trouble recording?" and shows two radio buttons: "Phone" (selected) and "Web Recorder". A text box prompts the user to "Enter your phone number to record your name over an automated phone call." with the example "+1 (201) 555-5555" and a note "(US, UK, NZ, MX, KR and Canada numbers only)". At the bottom, there is a link "By using these tools, I agree to the Terms of Use" and two buttons: "Submit and Call Me" and "Back".

If the web recorder was selected, click the **Record** button to record your name on using the microphone on the computer, then click the **Submit and Finish** button.

This screenshot is identical to the one above, but the "Web Recorder" radio button is selected. The central text box now says "Record your name using our web audio recorder." and includes instructions: "The prompt under the Record button will read 'Ready', then 'Set' and finally, 'Record' - wait for the 'Record' prompt before speaking." Below this is a timer showing "0.0/10.0" and a "Record" button with a microphone icon. The bottom buttons are now "Submit and Finish" and "Back".