Introduction
This tutorial will show you how to integrate the Wimba Voice Direct software into a Vista class by using the PowerLink. This tool can conduct a synchronous virtual conference call, archive the call, and conduct virtual office hours.

⚠️ Notice: Publish in the syllabus or in Vista that you will be using Voice Direct recordings and explain how files can be accessed.

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Getting Started

1. Sign into Vista then choose the **Build** tab.

⚠️ Notice: Have a USB headset ready to record. Without a headset feedback is unavoidable. Headsets also keep conversations private.
Turning on Voice Board

By default the Voice Board Tool is not in Vista. In order to access the Voice Board Tool you must first turn it on.

Warning: If you already have the Voice Board link on your vista page under Add Content Link, then please skip this section and go to “Adding Voice Board.”

1. In the Designer Tools on the bottom left of the page, click on Manage Course.

2. Click on Settings.

3. Scroll down the Tools list and click on Voice Board.

4. To enable this tool, click on the True bubble and click on Save Values.
Adding Voice Board

1. After turning on Voice Board, go back to your Vista homepage by clicking on **Course Content** on the tool bar on the left of the page.

2. Once back on the homepage, click on **Add Content Link** at the top center of the page.

3. Click on **Voice Board**, and then click on **Create Voice Board**.
4. Add a title for your voice board, and remember that it cannot have any punctuation. Give it a simple and short name, which will make your files appear more organized and easier to read. When you are finished click **Continue**.

- **Create Voice Board**
  
  *Title: Jessies Voice Board

- **Continue**
- **Cancel**

### Settings

1. The title is already filled out with the title you previously put in, but filling in a description can be very helpful. This is an optional step.

- **General Settings**

  *Title: Jessies Voice Board

  **Description**

2. Next you can adjust the audio settings. Keep the audio quality at **Standard Quality** unless you have a specific need for something else.

- **Audio settings**

<table>
<thead>
<tr>
<th>Audio Quality</th>
<th>Max message length</th>
<th>Detailed settings</th>
</tr>
</thead>
<tbody>
<tr>
<td>Standard Quality - 12.8 kbit/s - Modem usage</td>
<td>Standard Quality - 12.8 kbit/s - Modem usage</td>
<td>Good Quality (FM Radio quality) - 20.8 kbit/s - Broadband usage</td>
</tr>
<tr>
<td>Basic Quality (Telephone quality) - 8 kbit/s - Modem usage</td>
<td>Superior Quality - 29.6 kbit/s - Broadband usage</td>
<td></td>
</tr>
</tbody>
</table>

3. The length of your message will vary, it defaults on 5 minutes.
4. The rest of the detailed settings you can change according to your specific needs. When you are finished click **Continue**.

5. After you have finished with the settings, an icon to your Voice Board will appear on your Vista homepage. In order to open and use it you have to change into the **Teach** tab. The final product will look like this:

⚠️ **Warning:** Users should add text to explain the essence of the recording.