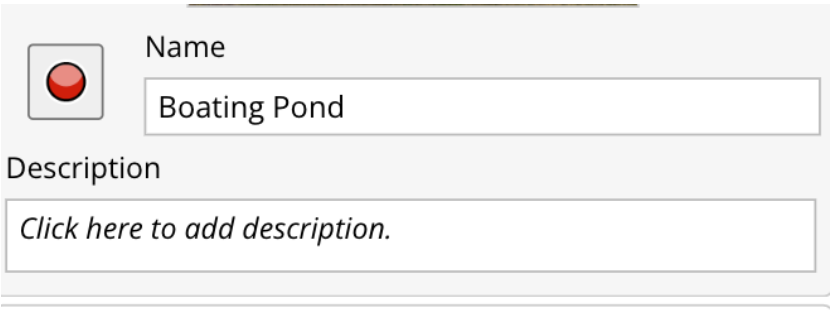
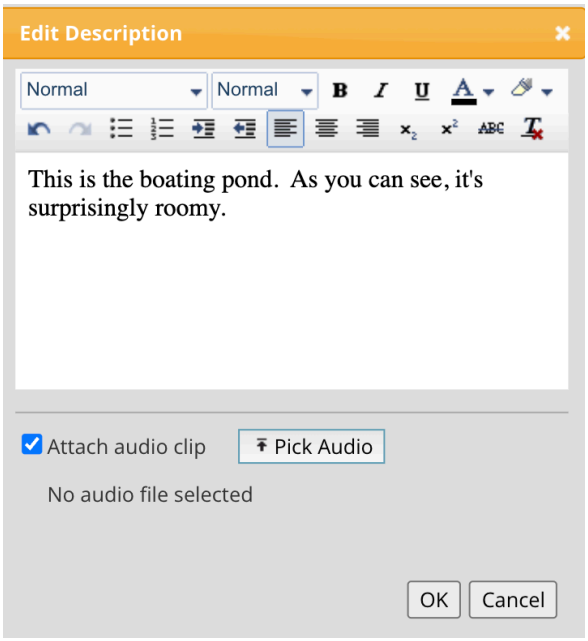
Add Audio

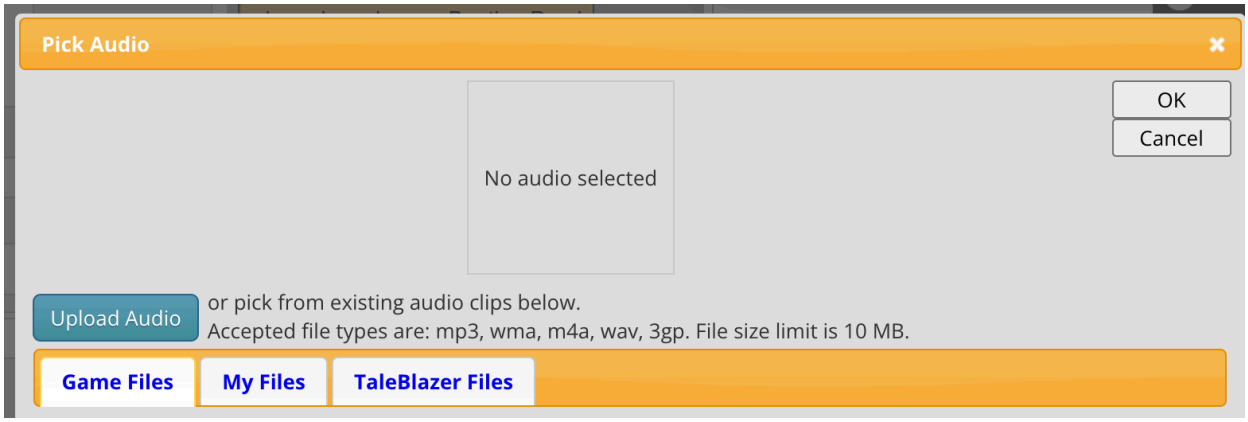
Step 1
Start by clicking on the Agent's Description field:



Step 2
Click on the box that says "Attach audio clip", then click on the button that appears saying "**Pick Audio**".

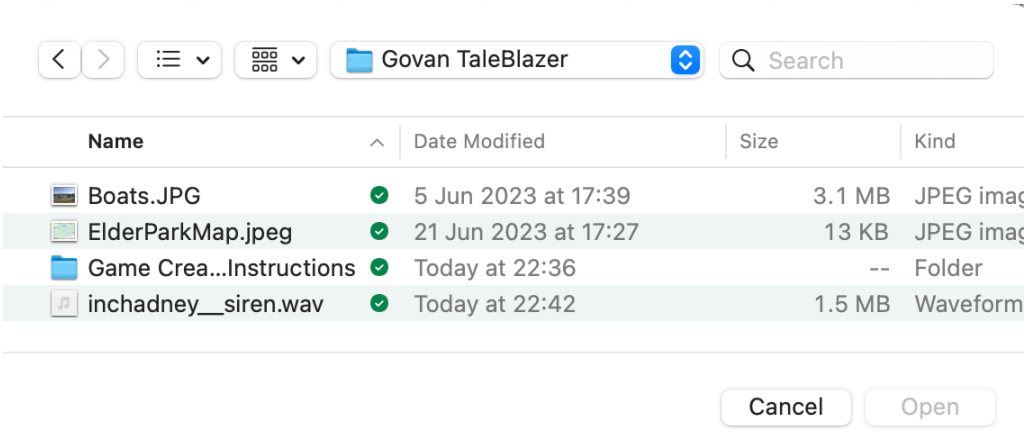


Step 3
Click on the blue "**Upload Audio**" button:

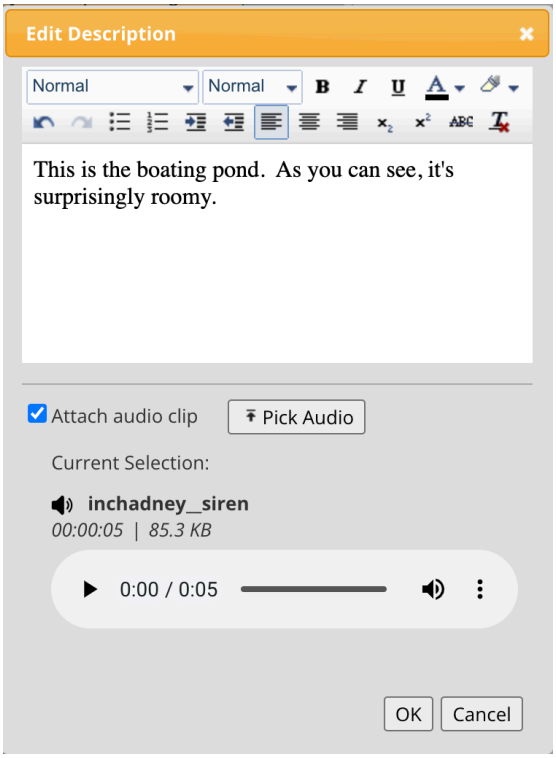


Step 10

Click on the audio file you want to add and click on the Open button.



Types of files that will work are:
mp3, wma, m4a, wav, 3gp
Files should be smaller than 10MB.

Step 11

You should now see a player containing your sound file at the bottom of the Description window. Click OK.