



Message and Voice Banking

Message Banking is a process of recording messages in your voice (e.g. Hi, how are you? I love you! What a good dog!), that can later be uploaded into a **Speech Generating Device (SGD)**, if you ever require one. Banked Messages can provide a more personal communication experience for you and for those you love. A simple way to Message Bank is to use your iPhone. To do this you will need a recording app that records in .wav file format (e.g. free **Voice Record Pro** for iOS or **AudioRec-Voice Recorder** for Android).

If you use Banked Messages in your SGD you will be able to express a set of your common phrases in your exact voice with your cadence, rhythm and style.

Voice Banking is a way you can create a synthesized voice out of a sample of your speech. This means that any messages you enter into the SGD will be spoken with a synthesized voice created from your voice that is identifiable as you though it won't have your exact intonation. Only your recorded banked messages will speak your messages the exact way you do.

Doing voice banking is free. All voice banking companies store your synthesized voice for you in the event that you may want to download your voice in the future. If you do want to use your banked voice, **Team Gleason** will pay for your voice purchase. Register with Team Gleason before you start voice banking at and request assistance with the purchase of the voice: <https://teamgleasonportal.powerappsportals.com/team-gleason-request-application/>

Creating both a synthesized voice and a set of recorded messages can be ideal but you can choose to just do one or the other too.

Steps for Message Banking

STEP 1 Record Messages



1. On your iPhone, download **Voice Record Pro** app from the iPhone App Store.
2. Once you hit Record, select the Advanced Tab. Choose WAV as the "Recording Format".
3. In a quiet environment begin recording phrases. Your speech therapist may have a list of message ideas to inspire your own. There is also a list at AmyandpALS.com under Handouts.
4. Record 5 messages and then select the white arrow in the upper left corner of the Voice Record screen to view your recordings. Listen to your recordings and check for any clicks, breath sounds, or environmental sounds. You may need to make corrections in positioning (e.g. hold phone closer or further away), in environment (e.g. turn off fan) or in other factors in order to produce clean recordings. The Voice Record Pro User Manual can be found at <http://finder.fcad.ryerson.ca/finderadmin/RSJ/Workshop/VoiceRecordPro.pdf>
5. Once the recordings sound clean, record more. Try not to record for more than 10 minutes at a time as vocal fatigue will reduce the quality of your recordings. For some this may mean just a few clear recordings a day.
6. If you are able to record 550 or more recordings you can submit your recordings to Acapela Group to create a synthesized version of your voice. If not, the Banked Messages alone are a great achievement.

STEP 2 Create a Message Banking Folder on Your Desktop

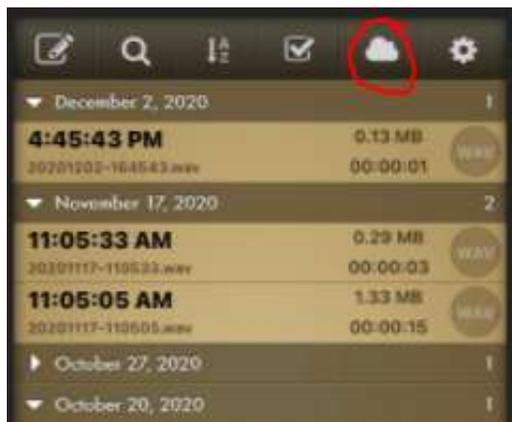


1. On your computer desktop create a folder and title it "Message Banking".
 - a. To create a desktop folder in Windows right click on the desktop, select New from the dropdown and then right click on Folder. Name the folder "Message Banking".
 - b. To create a desktop folder on a Mac, click on your desktop. Open the File dropdown and select New Folder. Click on the new folder to name it "Message Banking".

STEP 3 Move All Messages to your Computer

Option 1: Using Cloud Storage

1. Within the Voice Record Pro app, you will find options to upload your recordings to a number of cloud services including Google Drive, Dropbox, iCloud and OneDrive. This is the easiest way to move your recordings to your computer.
2. Navigate to the page in Voice Record Pro that displays all of your recordings and select the cloud icon.



3. Select the cloud service you use then select Export. You may need to sign into your cloud account.
4. Be sure to select the checked box at the bottom of the screen to select all the recordings and then select Export Items.
5. Once exported, open your computer, go to our cloud account and select all the recordings. Copy and paste them into the Message Banking folder you created on your desktop in STEP 2. Skip to STEP 4.

Option 2: Using iTunes



iTunes

1. Download **iTunes** onto your Windows or Apple computer if you don't have it already.
2. Use your charging cable to connect your iPhone to your computer's USB jack.
3. Open iTunes.
4. Select the icon that looks like your phone in the upper left corner of iTunes.



5. Select **File Sharing** then select the recording app you are using



6. You will now see all of your recordings. Place your cursor in the list of recordings and Select All under the Edit tab. Drag the recordings to the Message Banking folder you created on your desktop in STEP 2. You may need to reduce  your iTunes screen to see your desktop folder.

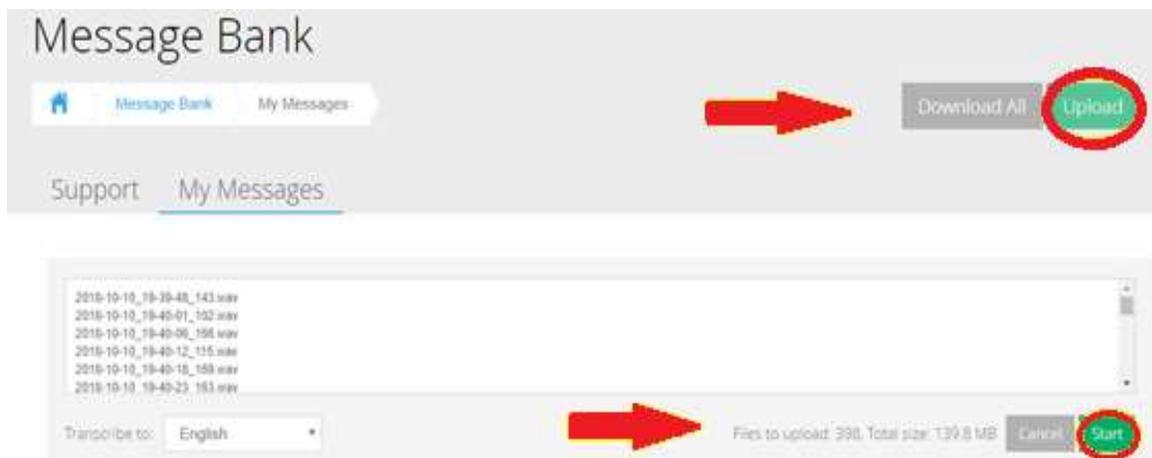
STEP 4 Labeling Messages

Recordings must be labeled with their exact message in order to be used for Message Banking or to create a synthesized voice. There is a free program called MyMessageBanking.com that will label all your messages in just moments.



1. Go to the website MyMessageBanking.com and create an account.
2. Select Upload. Locate your desktop and select all the files in your Message Banking folder.
3. Select Start.

**TobiiDynaVox
Message Bank**



- Once the upload is done, select View Messages. You can review all the messages and make sure they translated properly. Edit the translations if they are incorrect.

Text	Confidence	Recording	Tags
that was a rookie move	 85%	 0:03	 Humor 
could you help me fold the laundry	 96%	 0:04	 Needs-Household 
I need an appointment later in the week		 0:04	 Phone Chat 

- Optional: You may also want to "Tag" some or all of the message with the topic area the message falls under like "Greetings", "Goodbyes", "Affection", "Needs-General", "Needs-Medical", "Comfort and Positioning", "About Me", "Phone Chat", "Entertainment", etc. Later your messages will organize under these topics so they can be more easily located in your speech generating device.
- After you have reviewed and corrected your message text (and added tags if you wish), select Download All. This will put a file called "BankedMessages *your email address*" into your Downloads folder. Move it to your Desktop so it is easy to find in the future.

Options for Voice Banking

Option 1: Voice Bank with your iPhone using "The Voice Keeper" app



Go to the App store on your phone and download the free "The Voice Keeper" app.

Open the app, register, select "Record My Voice" and begin recording the messages the app presents. You can make the message font bigger by sliding the blue dot to the right. You can stop at any time and your recordings will be saved. After 35 recordings you can listen to your current synthesized voice by selecting "Use My Voice". Type in a message and listen. The more you record, the better the quality of the synthesized voice will become. Select "Improve My Voice" to do more recordings. Tip: If you don't want to save a recording, tap the refresh button  to the left of the Mic Square to start again. You will likely need to record about **100** messages to get a good quality voice. If you are satisfied and wish to purchase the voice, it currently costs a onetime payment of \$299. Team Gleason will cover this cost. See page one.

Option 2: Voice Bank on your computer with an external mic using Acapela's "My Own Voice"

Start by applying for a MY OWN VOICE account at this website: <https://mov.acapela-group.com/start-now/>. You will need a microphone. Some good but inexpensive options are Logitech H650E Headset Microphone, Logitech H570E Stereo Microphone, but any USB microphone you like should work. Wireless microphones are not recommended since they can produce inconstant results. You will want to be in a quiet room and do your recordings when you are rested and your voice is at its best. You will be guided to repeat **50** messages ("the script") that Acapela will provide to you. Take your time and plan to do the recordings over multiple sessions. When you are done, Acapela will send you a sample of your synthesized voice. If at any point you decide you want to use the voice you created, Acapela will charge you \$99/year for as long as you use the voice. Acapela supports voice banking in 16 languages.