## How to send a vocal print to Integrative Harmonics

For optimal results, we require approved equipment to record and process the audio file you will need to send in for analysis.

First, an appropriate microphone that is approved by <u>Sound Health</u> is necessary for best results. This mic is not necessary for those clients only seeking a personality profile, or compatibility analysis.

The cheaper option, is the Samson Go Mic which is light, compact and easy to pack around with you is available on Amazon for around 50\$ CAD is plug and play, so no extra set up is required.

# **GETTING STARTED: APPROPRIATE MICROPHONES**

AT THE PRESENT TIME, WE USE TWO MICROPHONES:



#### Now lets get your computer set up to start recording and saving files

On your desktop, simply right click anywhere and move the curser down the list to 'add new'



# Audacity is the world's most popular audio editing and recording app

Download Audacity 3.4.2
 Installs with no extras

Audacity + free effects & samples Requires the Muse Hub installer

The icon above will direct you to the most current download of Audacity available.

#### DOWNLOADING AUDACITY

- Use the following website link to download Audacity to your computer. <u>http://audacityteam.org</u> - click download tab and follow directions. Save file and follow setup wizard to install. This is FreeWare – no need to purchase - 2.1.2 is the latest version
- Plug microphone into microphone jack on your computer The Computer will likely install it automatically.
- If necessary, turn microphone "On". (The Sampson indicates a live microphone with a small green or red light.)
- Open Audacity and the next steps will help you set up the proper preferences to get the vocal print needed.

## Follow and adjust the setting in your program to match the following screen shots.





Preferences: Devices	Interface	×
- Playback - Recording - MIDI Devices - Quality - Interface - Tracks - Tracks Behavio	Host: MME Using: PortAudio V19.5.0-devel, revision unknown Playback Device: Speakers (USB Audio and HID) Recording	Select what device you will be recording with. I have the Samson go Mic
- Spectrograms - Import / Export - Extended Impc - Projects	Device:       Microphone (3- Samson Go Mic)       ~         Channels:       1 (Mono)       ~	Next, click the
– Libraries – Directories – Warnings – Effects	Latency       Buffer length:     100       Track shift after record:     -130	drop menu for Channels and select Mono
- Keyboard   - Mouse - Modules		OK Cancel ?

The specifications for a file made for use with an Abacus wave file (40 or 45 seconds long) are 32 kHz/16 Bit Mono.

Preferences: Recording	9	×
<ul> <li>Devices</li> <li>Playback</li> <li>Recording</li> <li>MIDI Devices</li> <li>Quality</li> <li>Interface</li> <li>Tracks Behavio</li> <li>Spectrograms</li> <li>Import / Export</li> <li>Extended Impc</li> <li>Projects</li> <li>Libraries</li> <li>Directories</li> <li>Warnings</li> <li>Effects</li> <li>Keyboard</li> <li>Mouse</li> </ul>	Playthrough Other tracks while recording (overdub) Software Playthrough of input Sound Activated Recording Enable Level (dB): -96 Name newly recorded tracks With: Oustom Track Name Recorded Track Number System Date Options Always record on a new track My personal prefrence is to have it always	Make sure that your settings do not let other tracks play while recording, and that playthrough of Audionput is off.

Just a few more steps....

Preferences: Quality		×
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- Tracks	Sample Rate Converter:	Best Quality (Slowest)
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# You're almost there....



#### Where to record:

Pick a quiet spot in the house, it's best if this space/room has lots of soft surfaces like beds or couches, and carpet. Closets are usually the best place for getting the best quality vocal sample.

Bathrooms, empty rooms, concrete floors, windows ect will distort the sound waves as they bounce off the hard surfaces, think of the singing in the shower - we want a clear signal free of distortion.

Let people know you would like to be undisturbed for a few moments -

Some things are able to be edited out, such as a phone ringing - however, sometimes it does not leave enough good audio to use for an assessment after it gets edited. If the phone rings, or the dog barks, try to wait a few seconds, then keep speaking, and add a few seconds on to the total amount of time left you need to talk.

## **Positioning the Mic**

- When taking a recording, it's best that you have a mic stand, a place you can clip the Samson Go Mic onto, such as a piece of clothing in the closet, so that when you talk your mouth will be about 6 inches from the mic
- Holding the mic will often cause anomalies in the recording, since the cord will be getting moved around.
- Angle yourself about 15 degrees from talking right at the mic, and have it slightly above your mouth to avoid getting pops in the recording
- Also, avoid letting the mic cable touch other cables plugged into the computer, since this interference will be picked up on the recording.
- Make sure that you are going to be able to hold the position you will be talking into the mic for at at least 2 minutes comfortably, it's important to move as little as possible while taking the recording.
- Clothes, chairs and feet shuffling can all be picked up in the audio if there is a lot of movement, try and stay still while recording.

Now that you're set, lets record.

Note: When you begin speaking, do not recite, sing, count or read. What you say should be completely unrehearsed. Giggling, laughing, crying, etc are all appropriate vocal forms for evaluation.



# Recognizing if your recording is an acceptable volume:

Use the next steps to determine if your vocal print volume is correct.



## Your print should look similar to the one pictured here:

An example would look like this:

#### Unacceptable Volume

Volume too high or person is too close to the microphone.

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#### Unacceptable Volume

Volume too low, microphone not turned on, mouth too far away from microphone.

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#### An Example would look like this:

#### Pausing and Editing a Voice Print:

If at any time, the client stops speaking, click once on the Blue stripes (Pause button). You can restart the recording by repressing the Pause Button. Stop and start as many times as necessary to capture a 30 second voice sample.

If your client runs out of something to say and quits speaking at 27 seconds and you were unable to stop the recording at that exact moment, you have



about 3.5 seconds of blank space with no sound. You will probably see a flat line such as this,

indicating that no sound has been recorded.

To edit this out of the Voice Print

1. Click on the scroll bar at the bottom of the screen and drag it to the left until, you begin to see a more acceptable recording volume.

2. Left click and hold within the voice print this will highlight the portion you wish to edit, click on the scissor icon and it will remove that portion from the print.

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- 3. Begin speaking again and select the Pause Button to restart.
- 4. Continue until you have reached 30 seconds.
  - (Abacus 30 seconds for comparison samples or 44 seconds for one sample)
- 5. Once you have completed a 30 second Voice Print use the following steps
- to Save the WAV file so it can be sent.

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4. Choose the location to **SAVE IN**. A separate folder called "Wave Files" on the desktop is the best place to save wave files.

6. Give the file a title, include in the title your name, the date of the recording, and indicate with with a M or a H if the file being saved is the one talking about Health, or the one Mundane file.

First Lastname.12.15.23.M.WAV First Lastname.12.15.23.H.WAV

If you get a error message when saving, check to see if .WAV is needed at the end of the name of your file.

Sending your files

1. ONLY WHEN YOU HAVE TWO VOICE SAMPLES COMPLETED, ONE HEALTH AND ONE MUNDANE AND YOU HAVE CHECKED TO SEE THAT THEY ARE 16BIT, 32000HZ, AND EACH ATLEAST 30 SECONDS LONG CAN WE ACCEPT/USE THE FILE. IF YOU REQUIRE TECH SUPPORT, THIS WILL BE ADDITIONAL TIME CHARGED IF IT TAKES LONGER THEN THE COMPLIMENTARY ASSESSMENT IF YOU ARE APPLYING TO BECOME A CLIENT.

2. Please contact us and let us know that you will be emailing the files by phone at 778 210 2878, or go to <u>IntegrativeHarmonics.com – BIO ACOUSTIC SERVICES</u> and fill-out and submit the client application and you may select to upload your files there.

> <u>Informational evaluations can be done online.</u> Not all evaluations require a tone box or tone trials.

## Include in the body of the email:

- - Your full name
- Your date of birth
- - Daytime phone number
- Email address
- - Street Address w/ City, State & Zip Code
- - The issue that you would like to be addressed.

More than one issue or severe health concerns may take longer for research purposes.

- 3. Send the two files (Health and Mundane) as an email attachment to the office at <a href="https://www.integrativeHarmonics@gmail.com">https://www.integrativeHarmonics@gmail.com</a>
- Frequency Equivalent<sup>™</sup> reports are completed in the order that they are received.

5. In-office rates apply and are subject to change.

6. Note: All evaluations are in terms of frequency equivalents and are to be considered management reports that you can share with your wellness provider.