



# Name Coach: How-To Guide

Clark University

Updated February 2023

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# What is Name Coach?

Name Coach is software built into Canvas that allows all members of the Clark community to record the pronunciation of their names. These recordings are then made available to professors, classmates, and colleagues within the same courses, so not only can you record your own name for others, but you can also listen and learn the correct pronunciations of people's names in your class or department.

Please note that you need to have an active Canvas account and be enrolled in active Canvas courses in order to access Name Coach. If you have any questions, please contact [ATS@clarku.edu](mailto:ATS@clarku.edu).

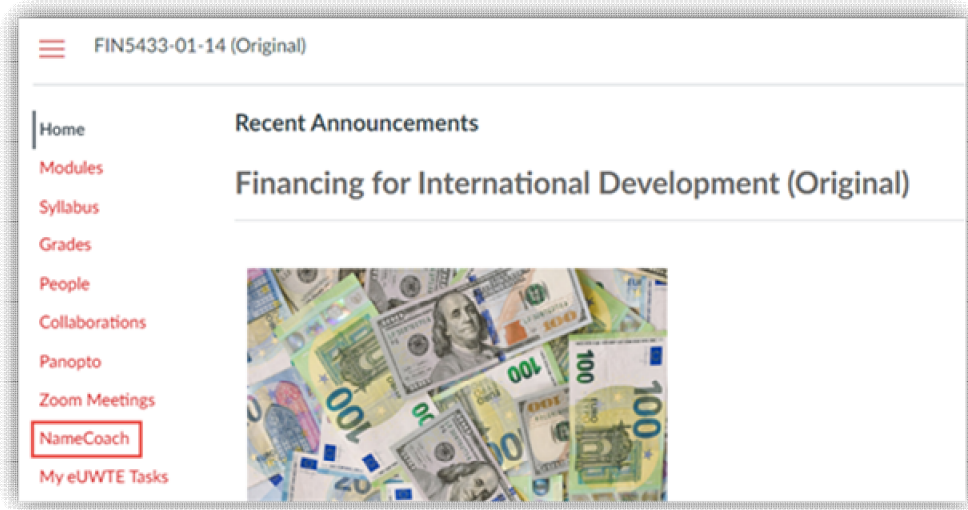
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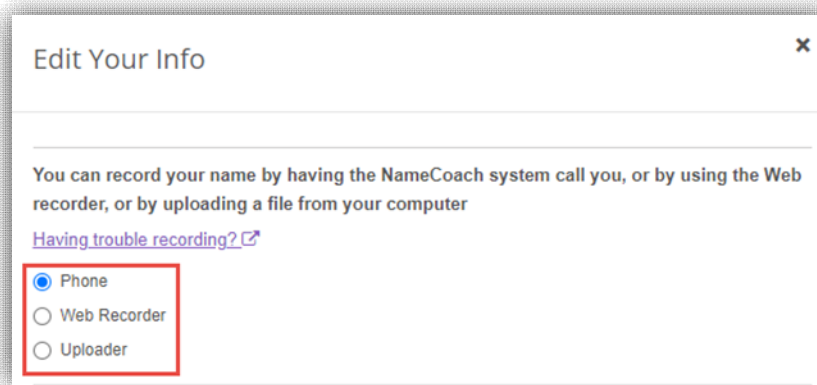
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# Record Name Pronunciation

1. Log into Canvas using your Clark University credentials.
2. From your Canvas Dashboard, select any of your active Canvas courses.
3. In the course navigation menu, click on “Name Coach.”



4. On the upper half of the screen, click “Record Name.”
5. Name Coach will give you three options for your name recording: Phone, Web Recorder, and Uploader. Select one of these options to record the pronunciation of your full name.



- a. Selecting “Phone” will prompt you to enter your phone number. You will receive a phone call from an automated number, which will prompt you to pronounce your name. This call will be recorded and used as your name pronunciation recording in Canvas.

- b. Selecting “Web Recorder” will prompt you to record from your internet browser using your computer’s microphone. **Use this option if you are unsure which to select.**
  - c. Uploader will prompt you to upload an audio file (e.g. .mp4) to use as your name pronunciation recording.
6. Once you have recorded the correct pronunciation of your name, click “Submit and Finish.”

Edit Your Info ×

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You can record your name by having the NameCoach system call you, or by using the Web recorder, or by uploading a file from your computer

[Having trouble recording?](#)

Phone

Web Recorder

Uploader

Record your name using our web audio recorder.

To record your name please click the “Record” button, wait till the end of the countdown, pronounce your name and click the same button again to stop recording.

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[Record](#)

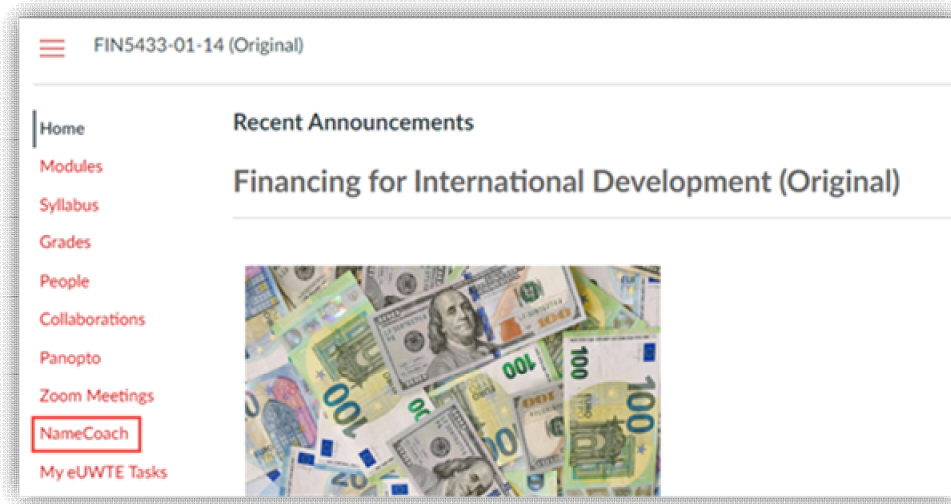
By using these tools, I agree to the [Terms of Use](#)

[Submit and Finish](#) [Close](#)

7. Congratulations, you’re all set! Now that you’ve completed recording the pronunciation of your name, Name Coach will use this recording for any Canvas courses you are a part of. You do not need to re-record your name for each course.

# Find and Listen to Others' Name Pronunciations

1. Log into Canvas using your Clark University credentials.
2. From your Canvas Dashboard, select any of your active Canvas courses.
3. In the course navigation menu, click on “Name Coach.”



4. On the bottom half of the screen, a list of other people in the same Canvas course will appear. If they have provided name recordings, they will be listed under the “Recorded Names” tab. To listen to the pronunciation of their name, click on the purple button to the right.

