**Instructions**

In my absence from class, your task will be the following.

1. You will first master how to use an audio-recording device of your choice. The recommendation is Audacity since my website has a detailed video on how to use it properly. It is also free to download and allows you to use several different options.
2. If you do not like audacity, there are other options to choose from. However, it will be your responsibility to figure out how to use the software. You may contact me for resources if you cannot find your own.
3. Once mastered, you will read and complete the “Terminology Package” word document on my website.
4. There are many terms and you will have to use your class time wisely to learn each one.
5. After reading several terms, there will be an activity that must be completed (whether it is a crossword or a fill-in the blank). You may work by yourself or with your classmates to complete these to make sure you know each key term.
6. Finally, complete the mini-quiz starting on page 52. Do this for your own and then you will be able to check your own answers at the end.
7. After this has been completed, refer to the word document that explains the Podcast Project and follow the instructions there.
8. Make sure you also check over the Podcast Rubric to make sure you are aiming for the Level 4 Category.
9. If you need help at any point, feel free to e-mail me at [mr.heidarbozorg@gmail.com](mailto:mr.heidarbozorg@gmail.com)
10. Good-luck and have fun!