

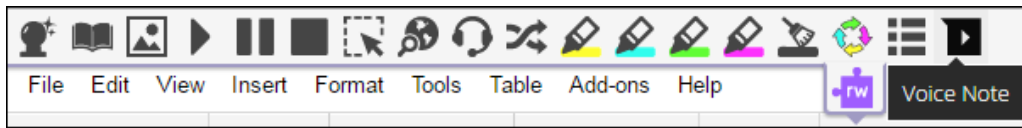
## Option #2 - Voice Feedback



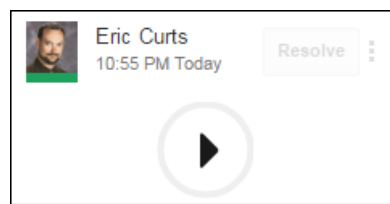
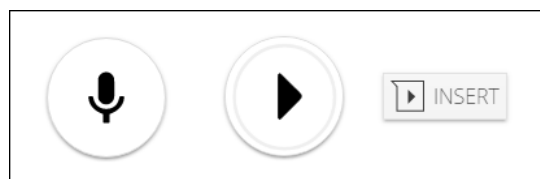
The next step beyond text comments would be **voice feedback** where you record your voice and attach that as a playable comment in the document. This can make the feedback more personal since it is your own voice and may even be faster and easier for you as a teacher since you are just talking instead of typing.

One of the easiest ways to add voice comments to a Google Doc is with the **Read&Write for Google Chrome web extension**. The extension provides you with a toolbar that has many features, one of which is the **"Voice Note"** feature that allows you to record spoken feedback for the document.

- Click the **Read&Write puzzle piece** to pull down the toolbar.
- Now **select/highlight the text** you want to leave a voice comment for.
- From the Read&Write toolbar click the **"Voice Note" button** (on the right end of the buttons).



- This will open a tool where you can click the **microphone button** to record your voice for up to 1 minute.
- When done, click the **stop button**, and then **"Insert"** to add your recorded comment to the document.



- Repeat as needed to add as many voice comments as desired.
- Your recording can now be heard by clicking the **play button** in the comment.
- Note: Your students do not need the Read&Write extension installed to be able to hear the recorded voice comments.