

NameCoach Instructions

- **Name Coach** – create your name coach!
 - Go to <https://cloud.name-coach.com/namebadge/>
 - Click on "Get your namebadge"



- In the "Create Your Namebadge" Screen,
 - Enter the following information:
 - Your UCSD email
 - Your first name
 - Your last name
 - Full name or your name as your would like it said/announced
 - Phonetic spelling of your name- <https://www.cmu.edu/hub/registrar/docs/phonetic-spelling-instructions.pdf>
 - Your pronouns

Create Your Namebadge!

Email *

First name

Last name

Full name or your name as you would like it said/announced

Phonetic spelling of your name

If you want to clarify the pronouns that should be used when referring to you, enter them here:

[\(What's this?\)](#)

- You will have three options to record your name (your preferred first and last name)
 - **(1) Phone** - enter your phone number to receive an automated call that will allow you to record your name.

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

Enter your phone number to record your name over an automated phone call.

+1 (201) 555-5555

(Input the phone number using only digits and the "+" symbol. US, UK, NZ, MX, KR, and Canada numbers are only allowed.)

[Call me now!](#)

- (2) **Web recorder** - record using your computer audio (webcam). When you click on record, there will be a short countdown (3,2,1) then the system will automatically start recording. You will have the option to re-record and to play your recording.

Tip: To stop recording click on the square icon.



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
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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.

0.0/25.0

[Record](#)

- (3) **Uploader** - allows you to attach a pre-recorded file

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?](#)

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Drag a file here

or, if you prefer...

[Browse for file](#)

Available formats: ".mp3", ".mp4", ".m4a" or ".wav"

- Once done, click **Submit and Finish**
- **Set Password** - you will be immediately prompted to create a password
 - There is the option to skip setting a password. To set a password in the future you would need to use recovery feature. We encourage you to set a password at this time so that you can easily sign in to make edits, should you need to.
- More about your name
 - You have the option to add more information about your name or leave blank.

Don't let anyone excuse pronouncing your name wrong again...
Share your Namebadge!



Tommy Triton

Update

Pronunciation Notes:
Tom-e Try-ton

Gender pronouns:
she, her, hers

Add Photo (optional) >

Where does your name come from? (optional)
Edit note

What does your name mean? (optional)
Edit note

Funny or interesting story about your name (optional)
Edit note

(Switch to Preview Mode)

- **Customize your link!** - Set a custom easy link
 - Sample: <https://www.name-coach.com/first-last-iseo>

Publish your Namebadge Add Namebadge to your Email Signature

Publish your Namebadge in your email signature, LinkedIn profile, and social media to help others say your name with confidence!

Link to your NameBadge:

<https://www.name-coach.com/test-test-514c6bff-4f5f-4fce-8237-d25af0b39b91> Copy Link Customize Link

- Once done - provide us with the URL to your namebadge
 - Website team will use the link to place your namebadge on the ISEO staff page!

Publish your NameBadge in your email signature, LinkedIn profile, and social media to help others say your name with confidence!

Link to your NameBadge:

<https://www.name-coach.com/nallely-garcia-ucsd> Copy Link Customize Link