

Type of files : *.WAV (ideally) or *.AIFF or *.MP3

Sampling frequency : 32 KHz (mono in the case of the Basic Audioguide) 16 Bits

Each file must begin by a silence of 250ms including a small fade in (to avoid digital click)

Each file must end by a silence of 250ms including a small fade out (to avoid digital click)

The name of the files and of the folders (directory) must not exceed 8 characters

The name of each sub-folders (for the different languages) must begin with 01, 02, 03, ... (e.g. 01FR / 02DE / 03UK ...)

The name of each audio file must be as followed:

LLxxxyyy.wav

Where:

- LL is the language, e.g. FR for French, UK for English, ...
- xxx is the number of the message the visitor has to key to hear it (for Compacts and Basic audioguides), or the number of the zone to be emitted in IR to start the message (for Optima audioguides)
- yyy is free
- do not use special characters in the names of the files
- take care that no tag ID information are included in the audio files