AVID - Record Temporary Narration using the AVID Audio Punch In Tool

In AVID open the Audio Punch-In tool

Go to >Tool>Audio Punch-In

The important things to choose are the Input source which should be Built-in Microphone if you are on a laptop or iMac

Also choose the storage drive and Bin to put the recorded clip into
Make sure timeline track "New Track" this will create the recorded narration. Ti Mono.
Mark and In and Out point on your timeline that delineates where the narration will be placed in the timeline on audio tracks.

Mute the audio volume on the computer.

Click The Record button to start recording.

Recite the narration that you want to record.

Press the stop button or space bar to stop recording.

You can use the Pre/Post Roll settings in the Audio Punch-In tool to help improve the timing of the voiceover to other elements in the sequence.