

Getting started with Audacity

Notes from teachers for teachers...

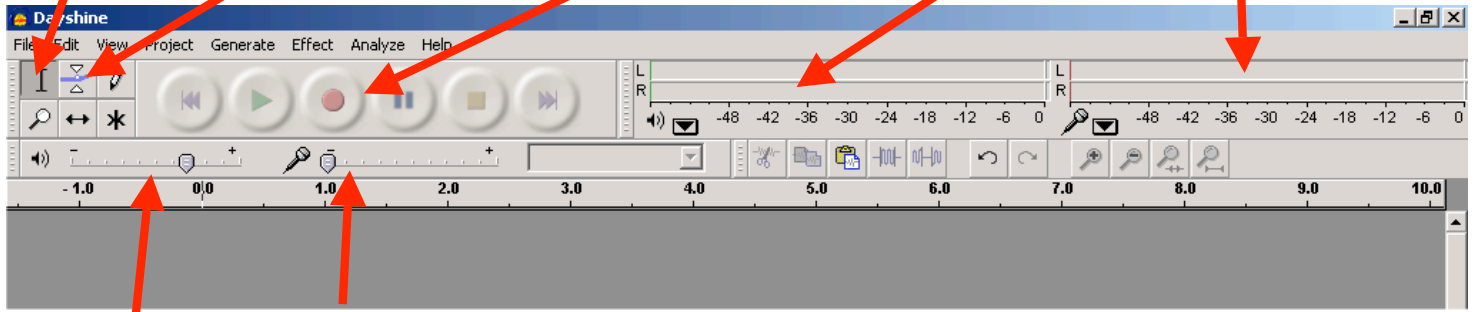
Cursor tool

Envelope tool

Transport buttons

Output meter

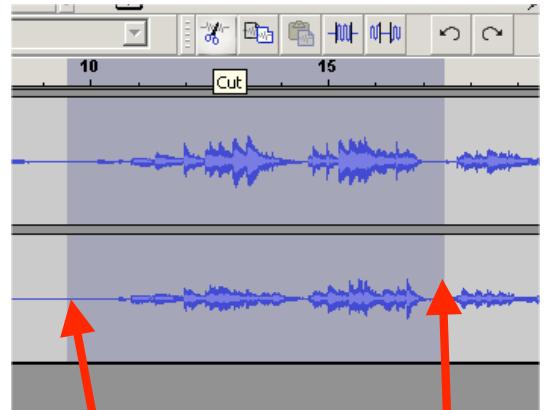
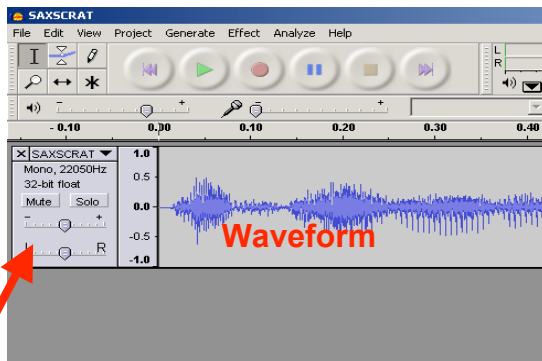
Input meter



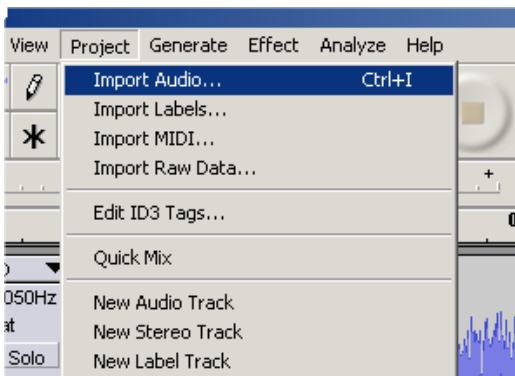
Volume

Input volume

Track controls
Mute/Solo

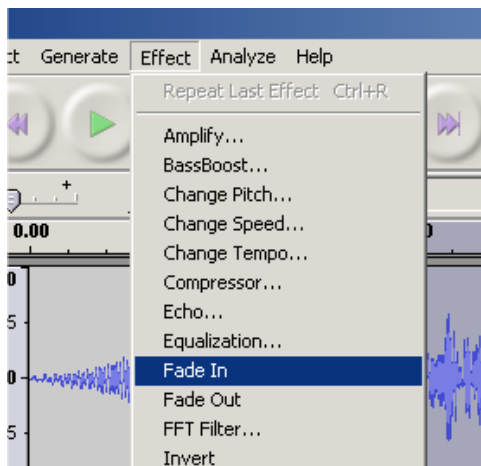
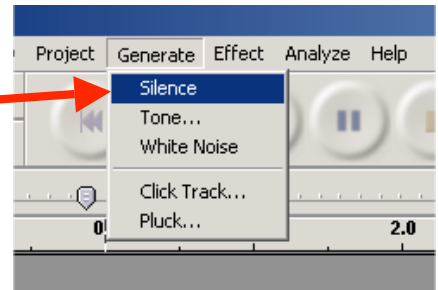


Highlight the part of the waveform you want to work on (e.g. Cut)



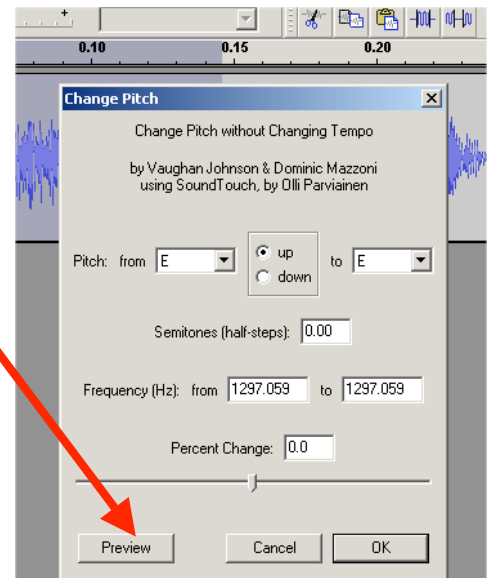
Use 'Import Audio' to add audio to extra tracks

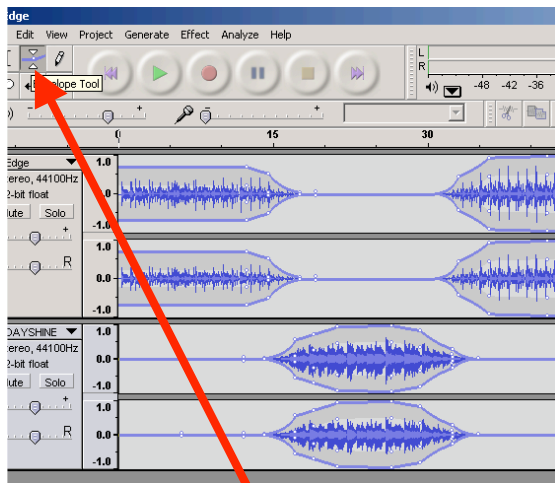
Silence can be added to a new track to allow you to paste audio in different time positions



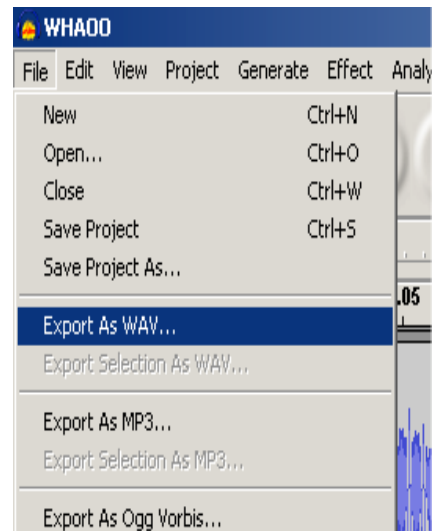
Use the Effects (EFX) menu to change the audio

Change the effect settings and use preview to hear the result





Use the 'Envelope' tool to create fades and volume changes between tracks



Completed work needs to be **exported** (converted to a suitable format) for sharing or use in other programmes such as MovieMaker or PPT.

Some common audio file formats (there are more!)

WAV files = Windows Audio files (uncompressed – big files!) They come in different bit (quality) rates.

WMA files = Windows Media Audio. Native to Windows Media Player. Not always backwards compatible with older software. Different compression ratios give different qualities. Media Player makes audio in this format. Make sure you turn off copy protection or you will not be able to use the audio outside Media Player. Smaller than WAV and MP3 for the same quality.

MP3 = up till now the most common compressed audio format for sharing music. Smaller than WAV files.

AIFF = Apple Mac audio files equal to Windows WAV files.

ACC = another audio format

MID = Midi files. These are not audio files but music data files. They are very small, and can be edited. They only sound as good as the computer sound card is. Media Player will play these files but you need a midi sequencer or similar to edit them. Many are available on the web.

iTunes is a free audio player that allow you to manage (and rip CDs) easily. You can choose which file format in EDIT/PREFERENCES/IMPORTING. Suggest you use MP3 for compatibility and size.