



Audacity

How To Have Fun With Sound

by "Audacitydemo"

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To Open Audacity

- Go to the folder where Audacity is installed. On Windows this is usually **C:\Program Files\Audacity**. On Mac, this is usually your **Applications** folder.
- Double-click **audacity.exe** (Windows) or **Audacity.app** (Mac) to launch Audacity.

- On a Windows Network, open **Application Explorer**



- Click **All**



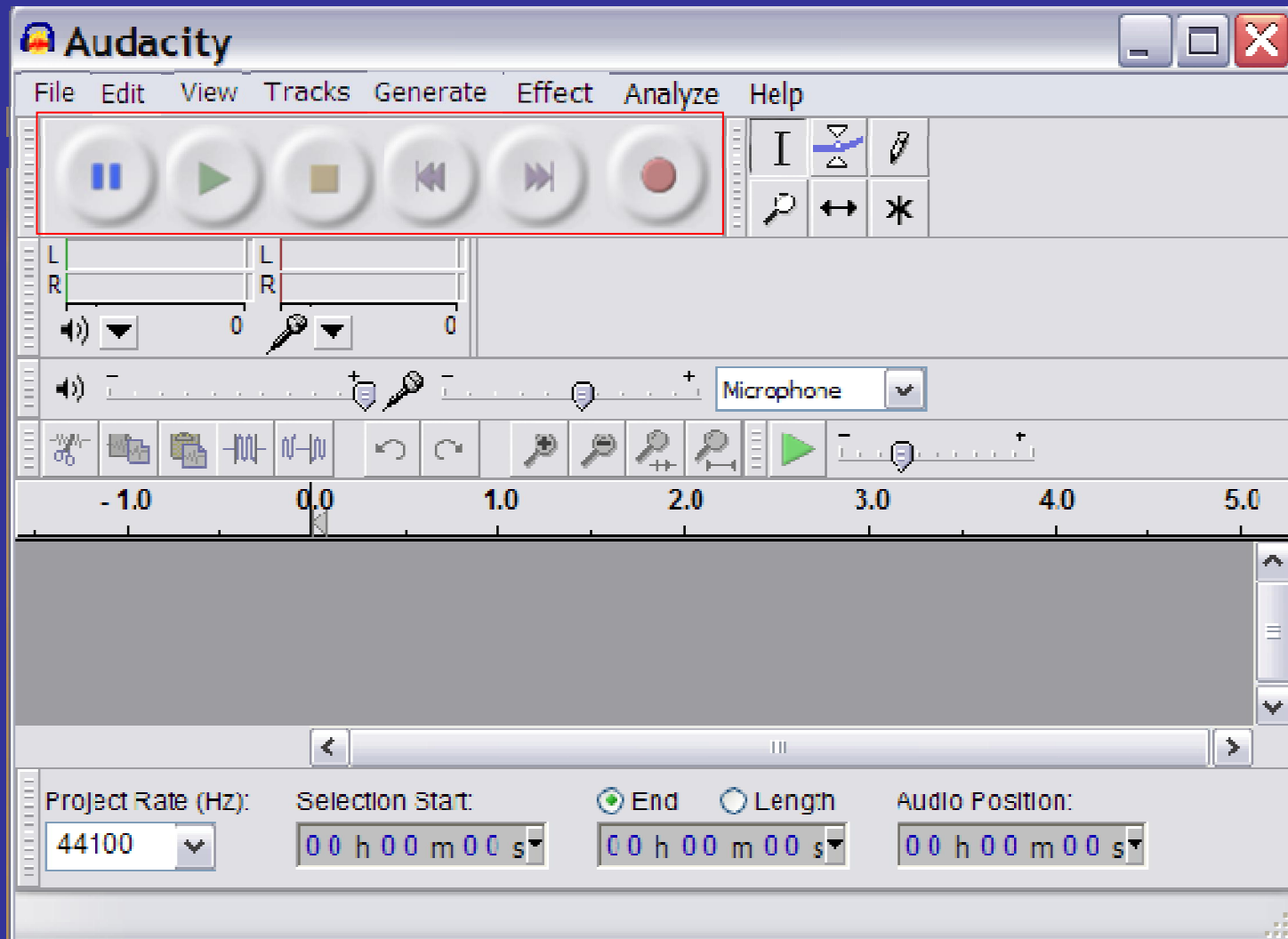
- Launch **Audacity**





Recording Sound

Click on the buttons inside the red box to find out what they do.

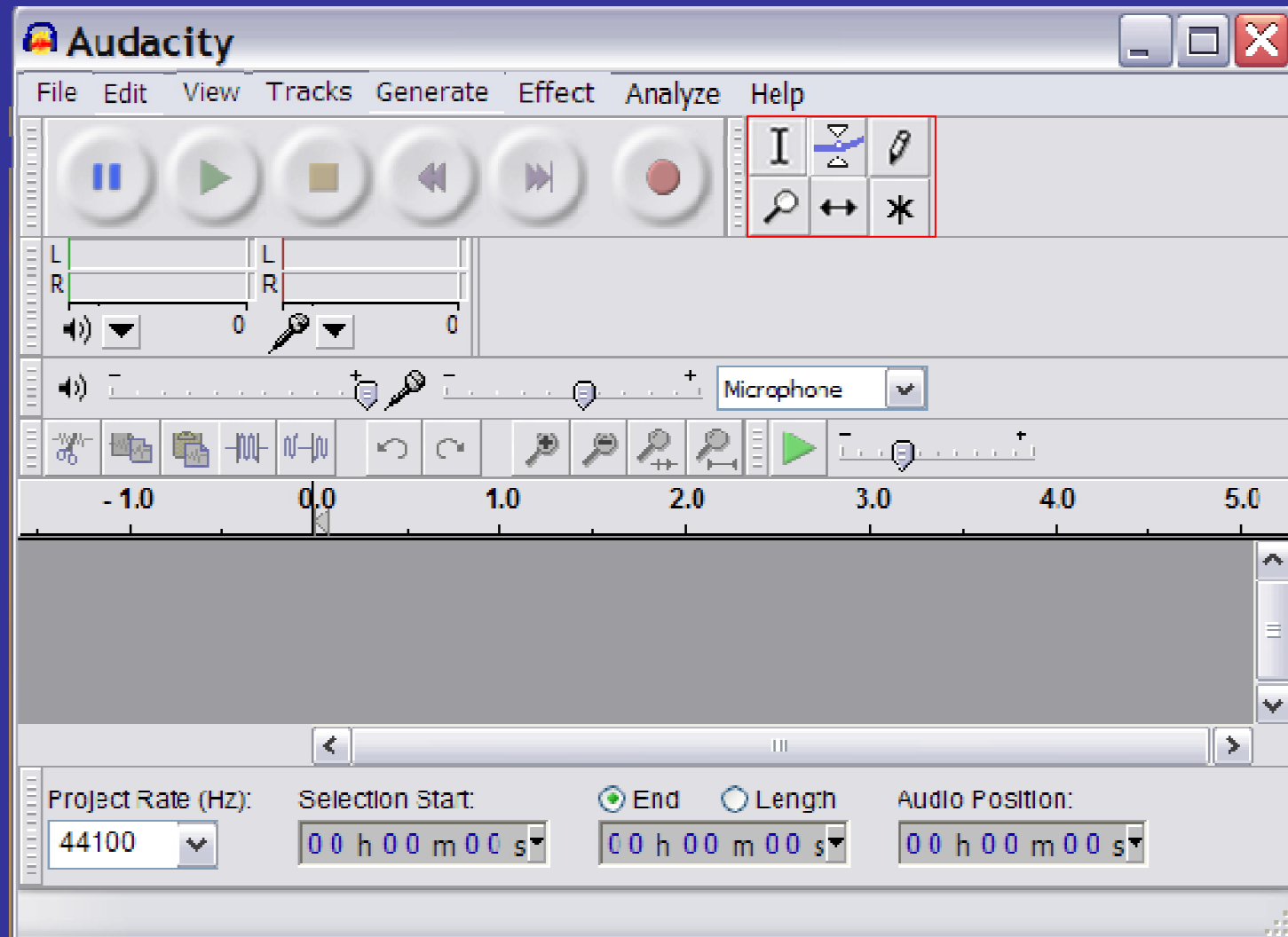




Editing Sound

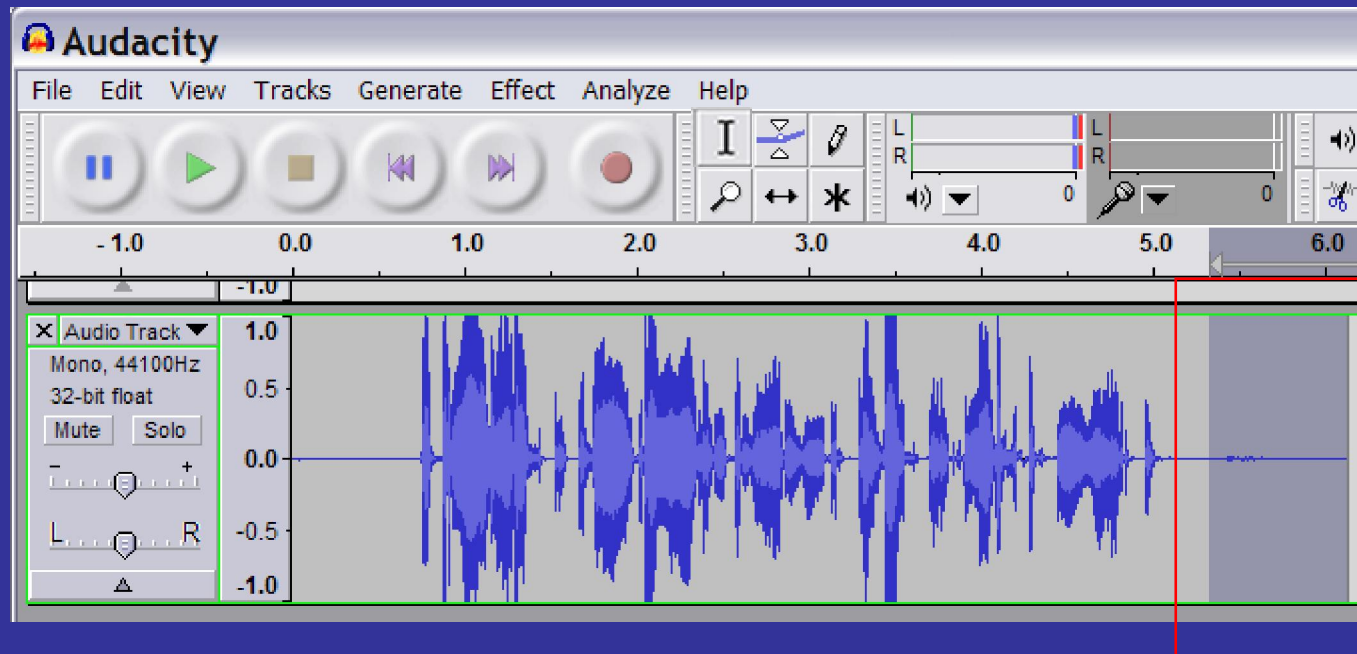
Click on the buttons inside the red box to find out what they do.

These tools are explained in more detail in the following slides.





Selection Tool

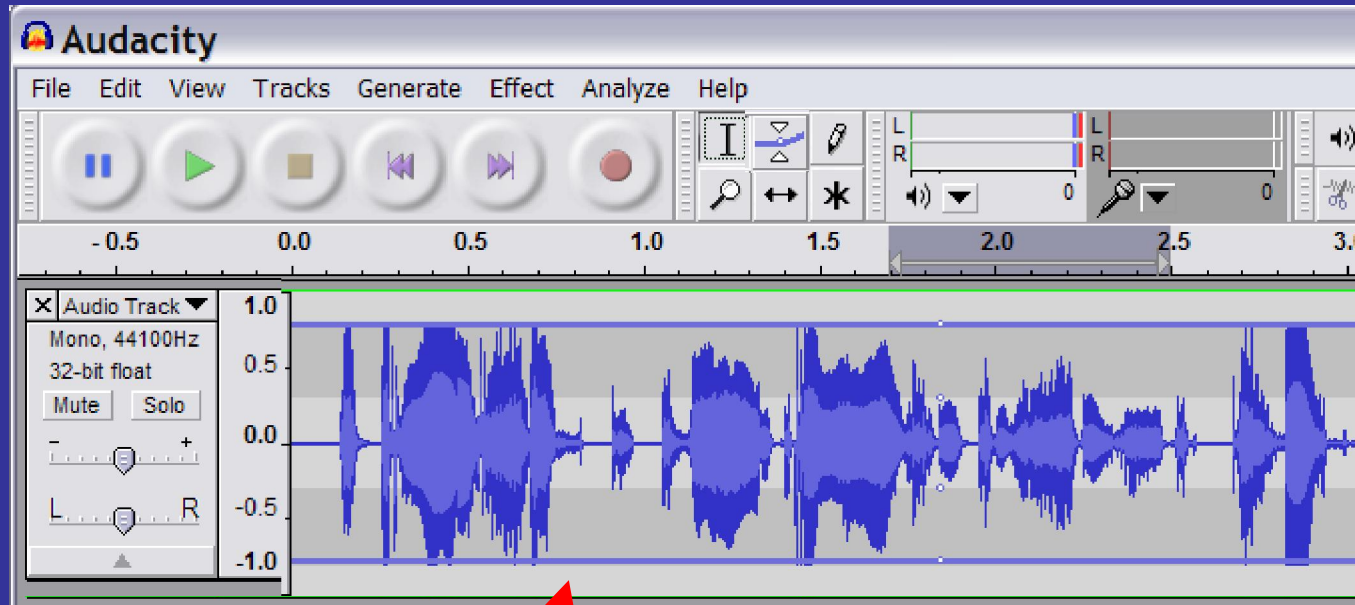


Highlighted
Area

- Make sure the **Selection Tool** is selected
- Use the Mouse and highlight the sound on the track you want to edit or delete



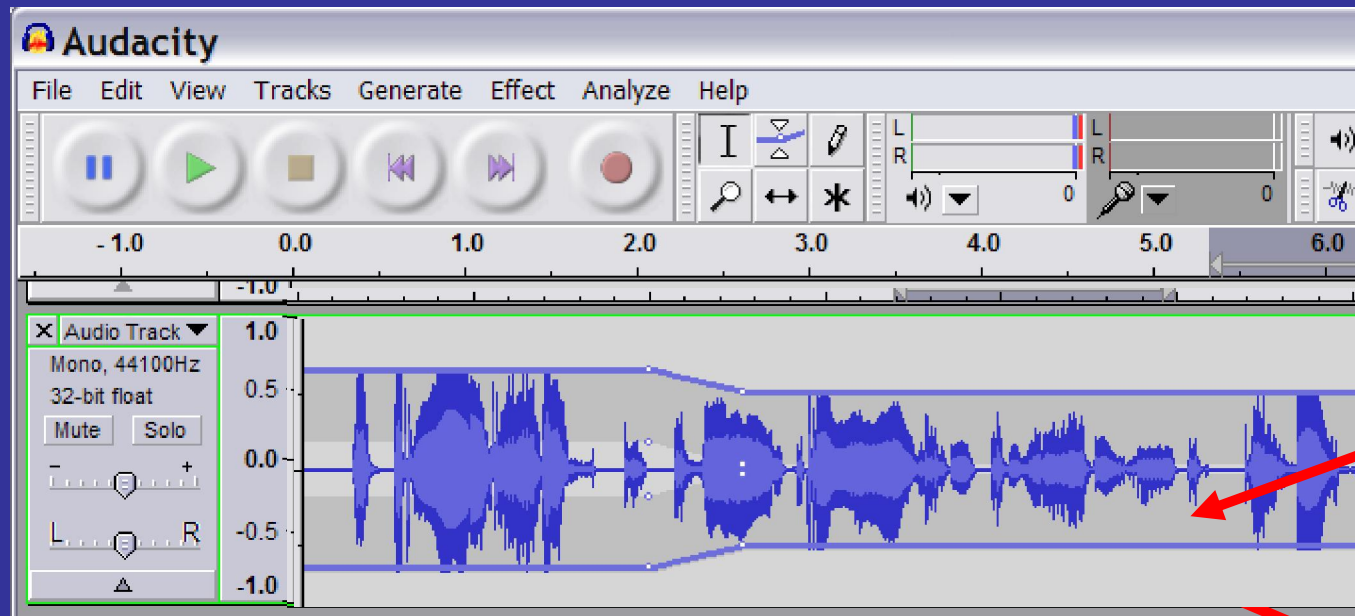
Envelope Tool



- Make sure the **Envelope Tool** is selected – blue lines will appear
- Drag the Blue lines in or out to change the volume of the whole track



Envelope Tool #2

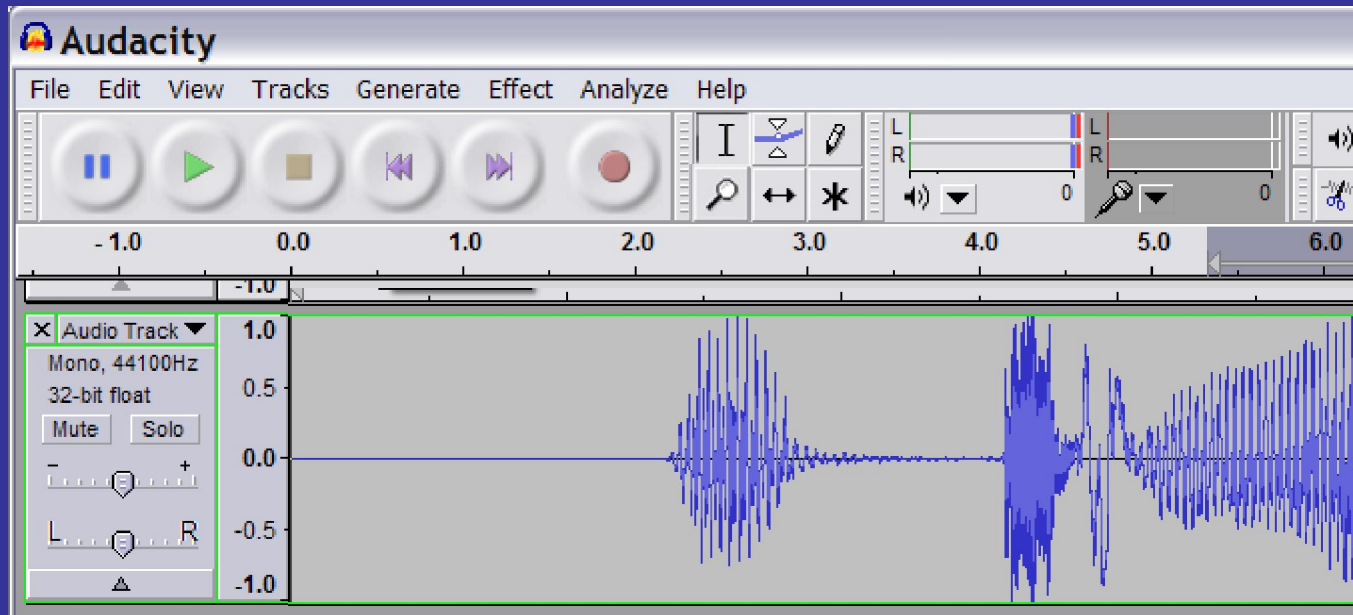


Click Here

- Where I clicked to move in the line, white circles appear
- Click inside the blue line near the white circle
- The volume will no longer be a straight line meaning the volume will change.



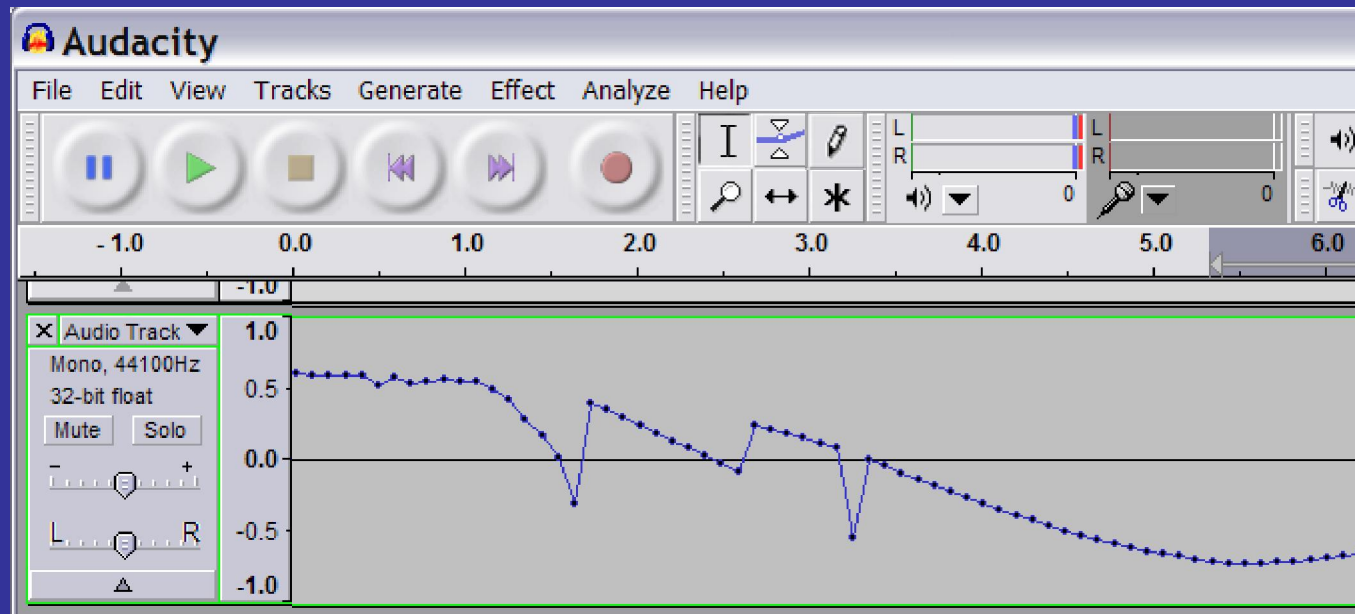
Zoom Tool



- Make sure the **Zoom** tool is selected
- Click on the track with the magnifying glass
- Keep clicking until you are zoomed in as close as you want to be



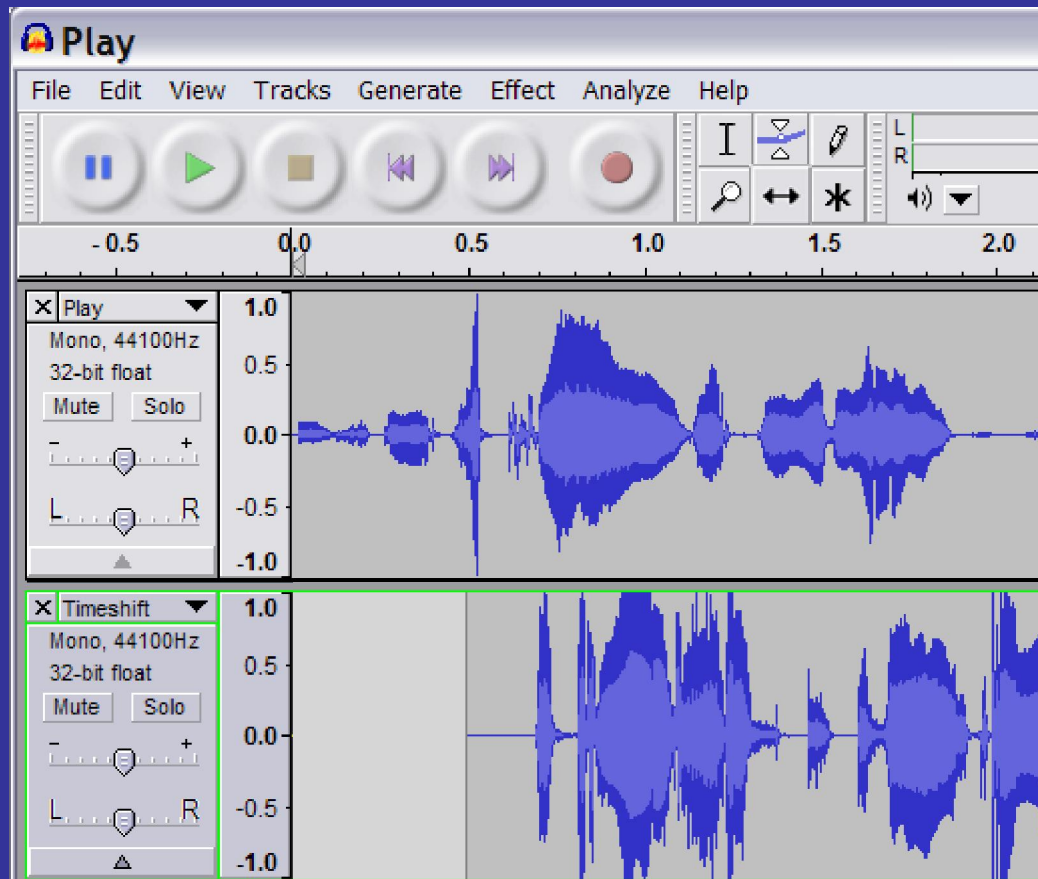
Drawing Tool



- You need to have zoomed in very close. **Audacity** will let you know if you have zoomed in enough.
- Using the **Drawing** tool you can move the individual handles



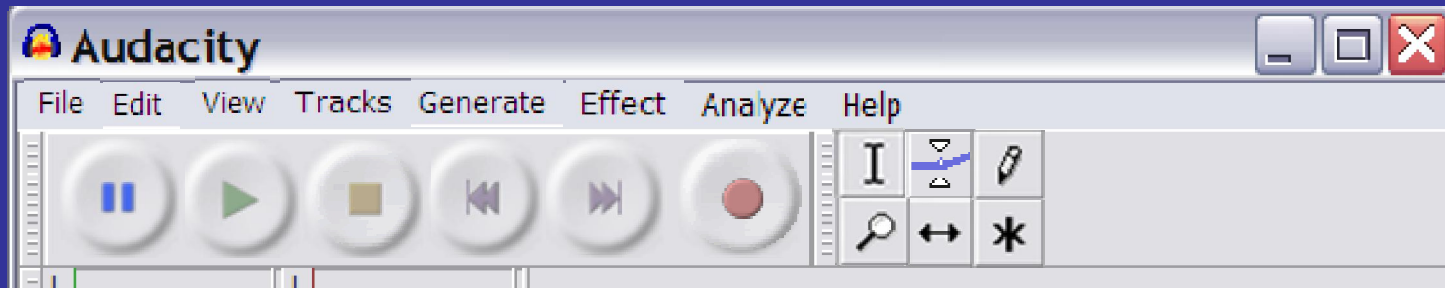
Timeshift Tool



- The **Timeshift** tool is for when you have **more than one track**
- Make sure the **Timeshift Tool** is selected
- Move the track to where you want



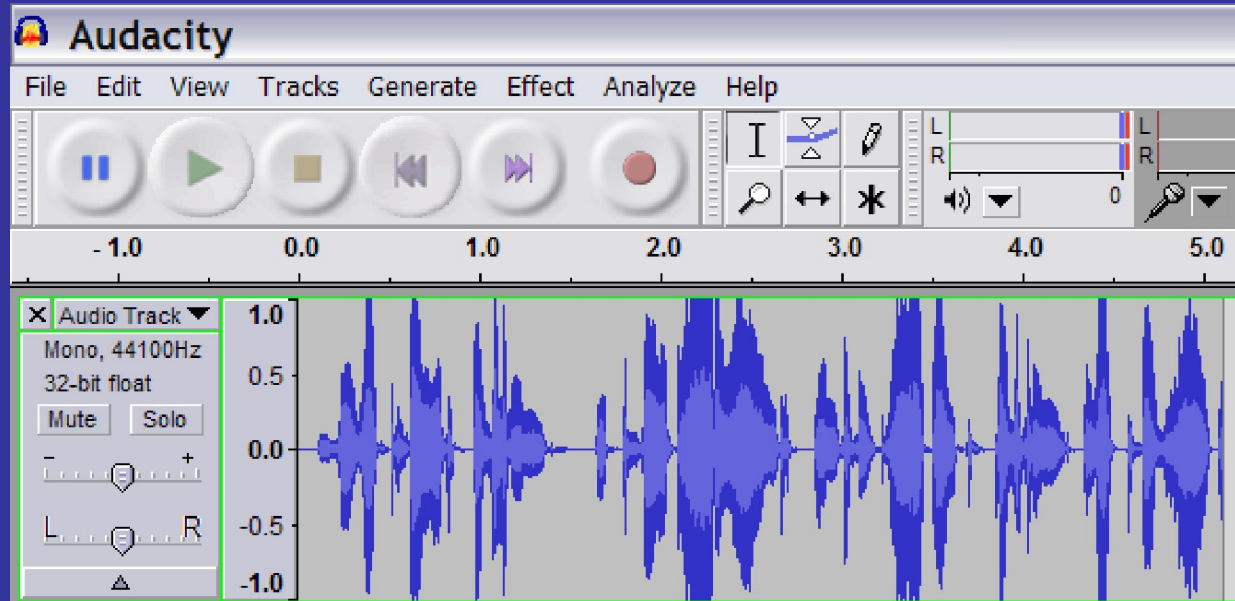
Recording Some Sound



- Press **Record** – to start recording
- Press **Stop** – to stop recording



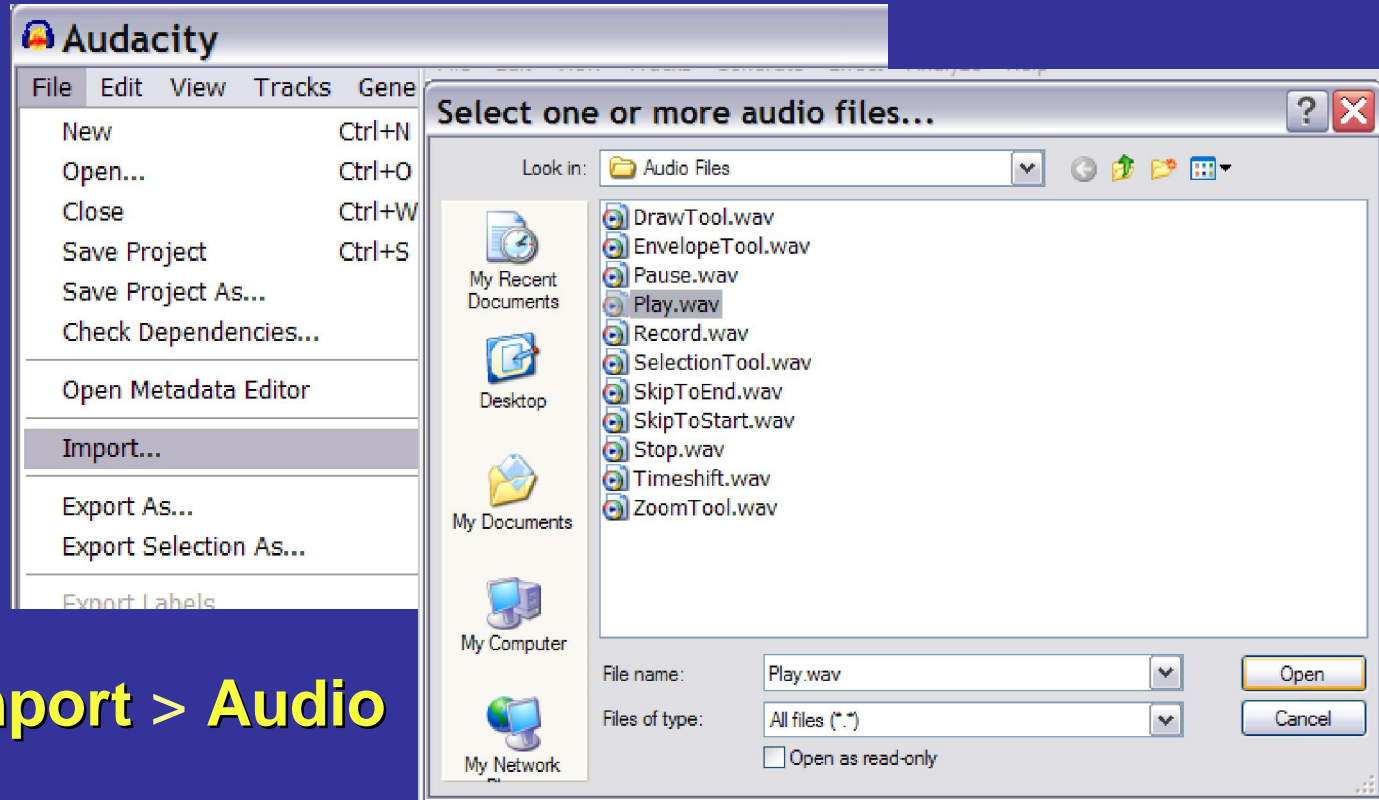
Playing Sound



- Click **Skip to Start** – to put the cursor at the beginning of the sound or **click** where you want to start from
- Click **Play**



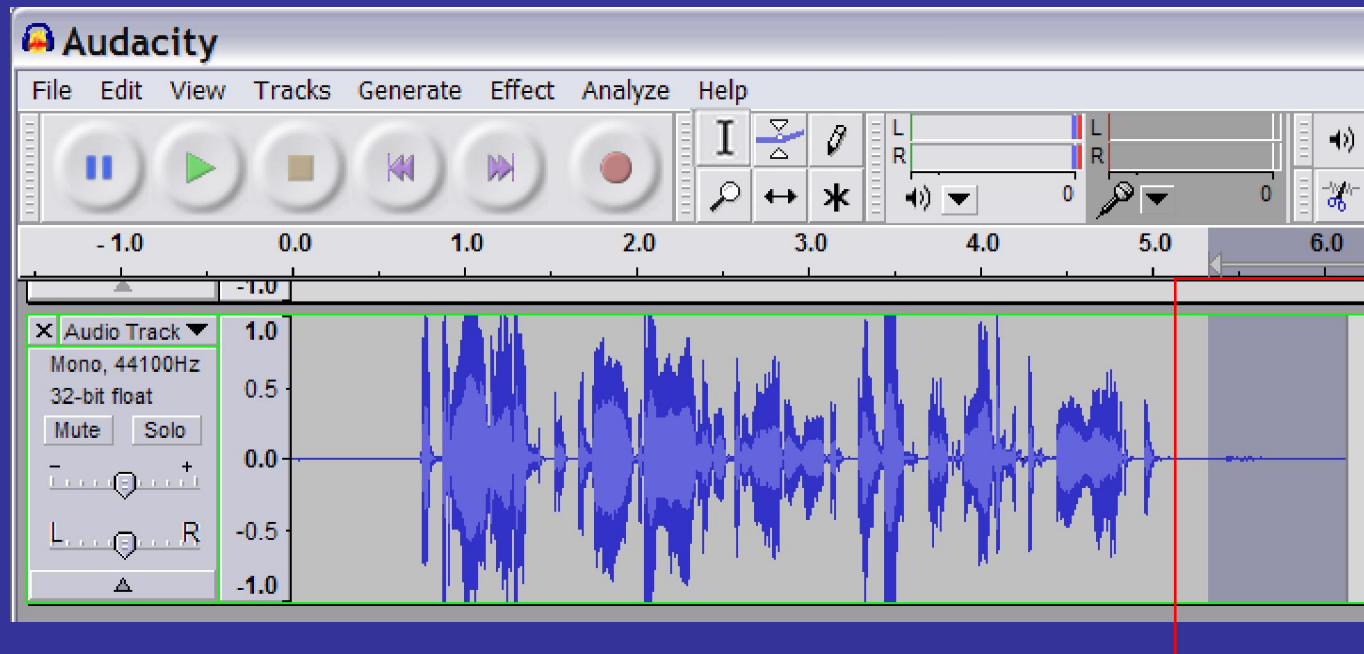
Importing Sound



- **File > Import > Audio**
- Select the sound you want and **Open**



Deleting Sound



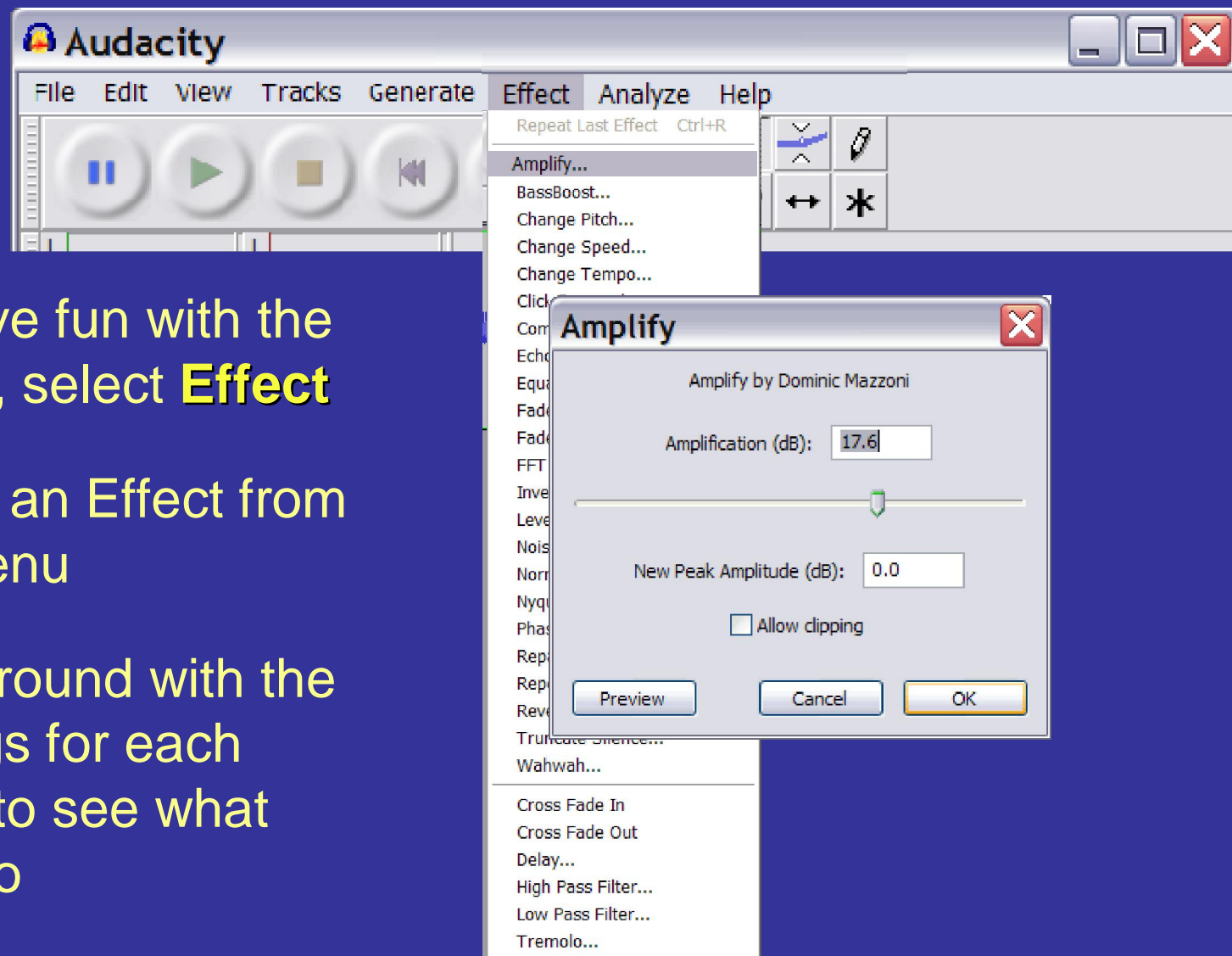
Selected
Area
that will
be
deleted

- Using the **Selection Tool** select the sound you want to delete
- Press the **Delete** key on your keyboard



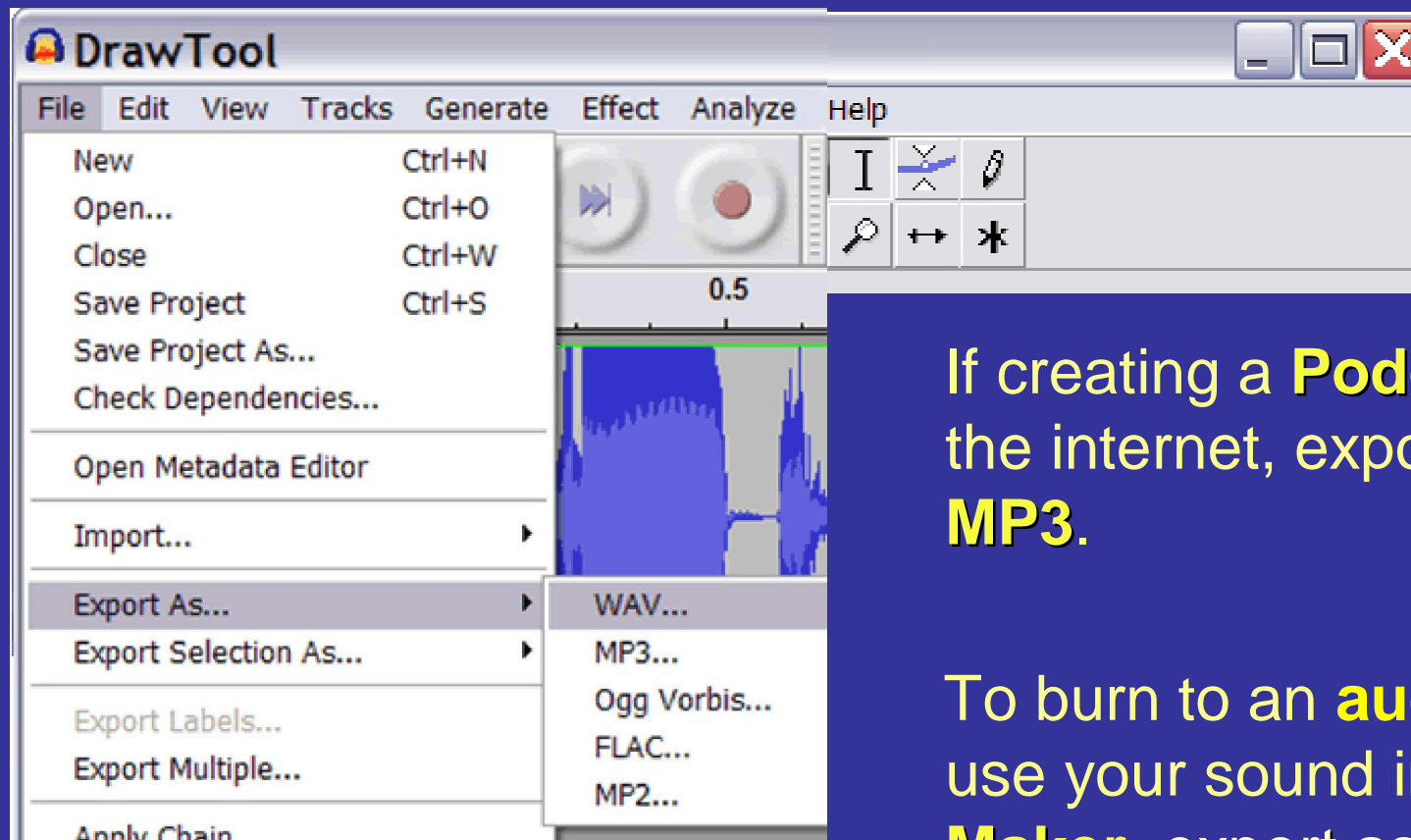
Lets Have Some Fun

- To have fun with the sound, select **Effect**
- Select an Effect from the menu
- Play around with the settings for each effect to see what they do





Exporting to an audio file



If creating a **Podcast** for the internet, export as **MP3**.

To burn to an **audio CD** or use your sound in **Movie Maker**, export as **WAV**.



What Else Can I Do?

**Help Improve Audacity by contributing to
the**

Audacity Wiki

<http://audacityteam.org/wiki/>

or the

Audacity Forum

<http://audacityteam.org/forum/>

**EVERY little improvement makes a big
difference !!!!!**