

11. How to record with Audacity.

At the end of this lesson you will be able to demonstrate how to record with Audacity by using your microphone and pressing the record button located on the main toolbar and pressing the stop button when finished.

Step One:

Ensure your microphone is plugged in. Open the Audacity software.

Step Two:

To begin recording press the Record button



Figure 11.1 Record button

Step Three:

Now that the record button has been pressed, Audacity will begin recording.

A – You will see a waveform representing the sound being recorded.

B – You will notice the red bar above the microphone moving – this is the volume level of your voice.

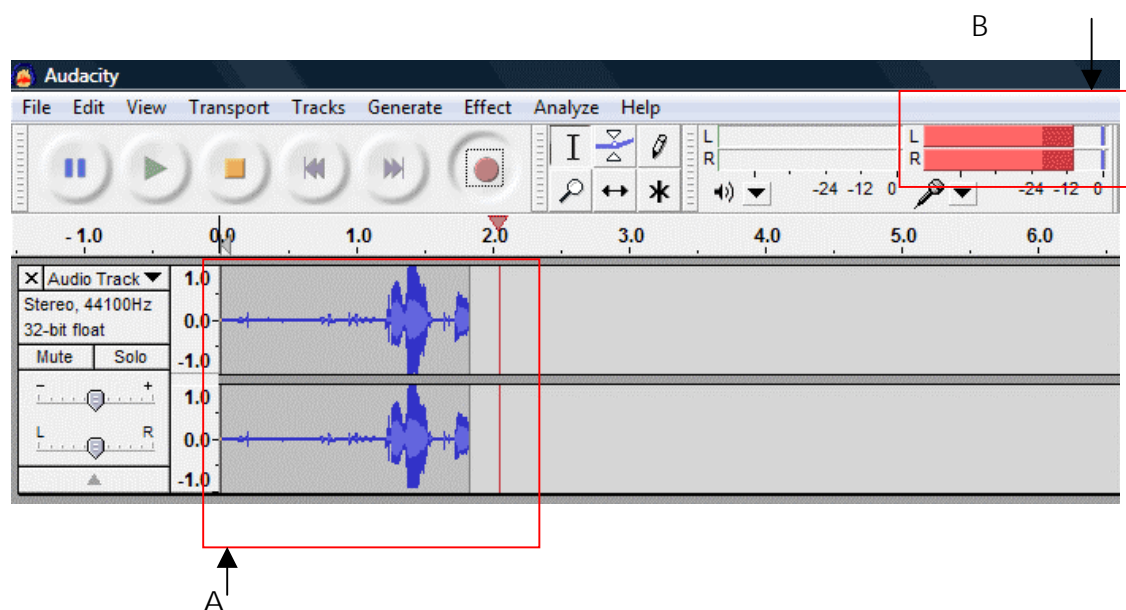


Figure 11.2 Audacity recording

Note: You can use the **Pause** button to pause recording if you need to take a break.

Step Four:

When you have completed your recording click the **Stop** button. Play your recording to ensure you are happy with your recording.

Step Five:

Save your file –

- Select **File > Save Project**, the warning dialog box opens.
- The file will be saved as .aup file that only Audacity can open. Select **OK** and give the file a name and place it in the folder called “**customised_audio.aup**”. Audacity project files (.aup) let you save everything you're working on exactly as it appears on the Audacity screen.
- When the track is edited to your satisfaction you can **export** it as an MP3 file by selecting the **File > Export** option. This option will be covered in lesson twelve.

Practice Exercise – Creating a Podcast:

You have learnt how to record and to how to modify an MP3 track so that it becomes soft background music. Create a new project combining these two tasks previously covered in lesson nine and ten.

You will need to undertake the following steps:

- Import your MP3 track.
- Edit your track e.g. add fade in/fade out, trim if necessary.
- Change the amplification to a minus figure so that it becomes soft.
- Ensure your microphone is plugged in.
- Press the record button and record your favourite poem!
- Save your Audacity project.

Tip:

If you find the music too distracting while you are recording then press the mute button on the track window as shown in figure 11.3. The wave form becomes greyed out. When finished you can un-mute the track by clicking the mute button again. Hit the Play button to hear your recording and music track combined.

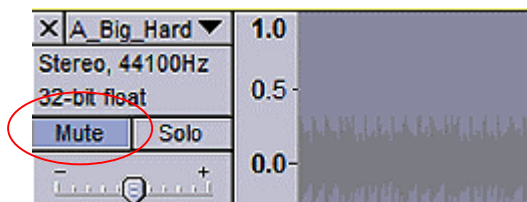


Figure 11.3 Mute button

In the next lesson we will learn how to export a file as an MP3 file. If you have carried out the practice exercise and created your first Podcast then work with this file in lesson twelve.