

DO YOU HAVE THE AUDACITY TO Audacity®?

Audacity is a free, easy to use, multi-track audio recorder and editor software for Windows, Mac OS X, and GNU/Linux.

Audacity can be used to: record live audio, convert tapes and records into digital recordings, edit Ogg Vorbis, MP3, WAV or AIFF sound files, cut, copy, splice or mix sounds together, change the speed or pitch of a recording and much more!

You can download it for free here: <http://www.audacityteam.org/download/>

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Presented by Dustin Petitt, Peggy Liu, and Heather Kraus – join the webinar here: <https://ucdenver.zoom.us/j/82892711>

Do You Have the Audacity to Audacity?

Recording Audio



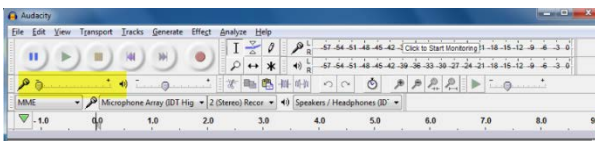
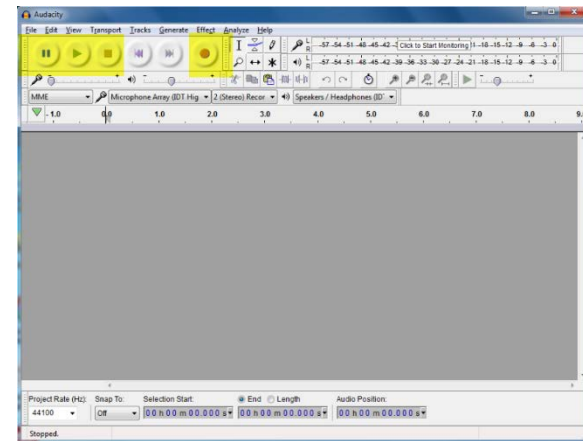
Download Audacity

How to Download and install Audacity 2.1.3

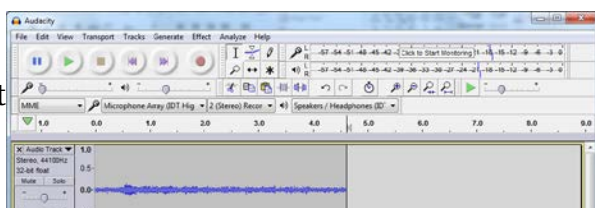
- Go to the following URL:
<http://www.audacityteam.org/>
 - Click on [Download Audacity 2.1.3](#) link
 - Click on installer
 - Go through the steps to install Audacity
 - (Note: This is just a walk-through of what to do. Learners will not be expected to install during the webinar.)

Recording in Audacity

- Click on the Audacity icon to start the program
- The four main buttons for recording are
 - Record (show location)
 - Play (show location)
 - Pause (show location)
 - Stop (show location)
 - Also have a Go to end and Go to beginning button

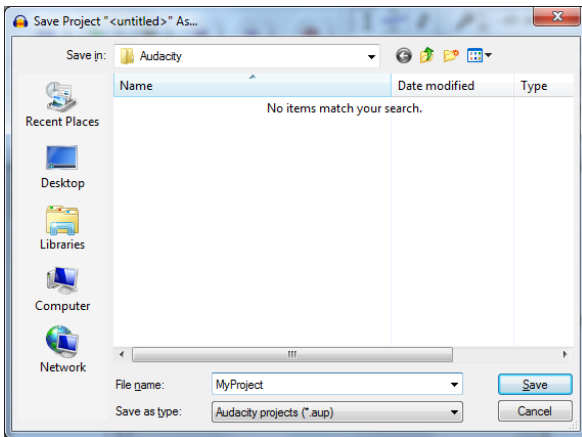


- Can adjust the recording level



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- When ready click the “Record” button
 - Don’t worry about starting right away. Pauses can be edited out later.
 - Look at your audio being recorded.
 - If you see no bumps your audio is too low. Try increasing the audio recording level
 - You can pause the recording at any time with the “Pause” button
 - When finished click the “Stop” button
 - To hear what you recorded click the “Play” button
 - Ctrl-Z will undo.



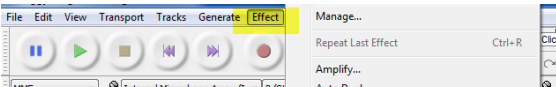
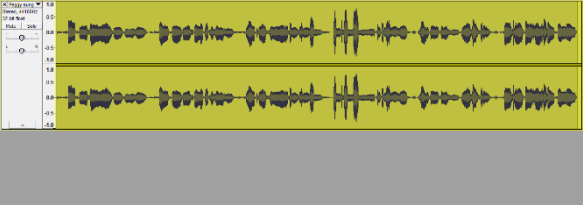
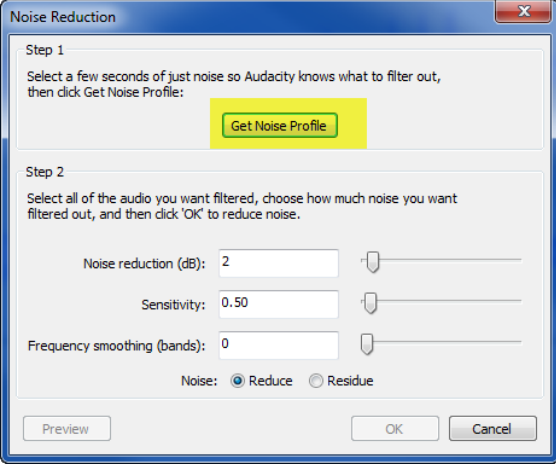
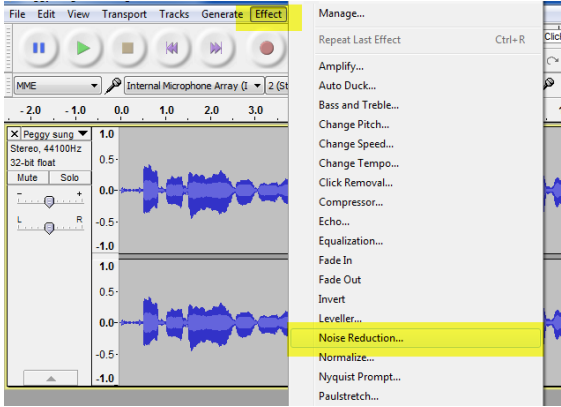
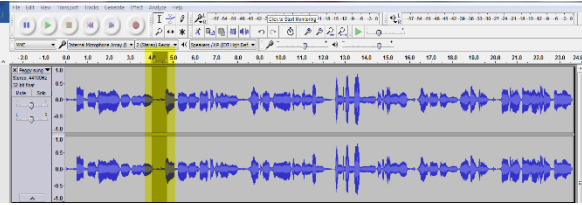
Saving the project in Audacity

- To save a project go to File → Save Project As....
- Enter the name for the project and click “Save”
- **IMPORTANT:** This is a saved Audacity project, NOT a saved audio file.
- The project can now be edited.

Notes:

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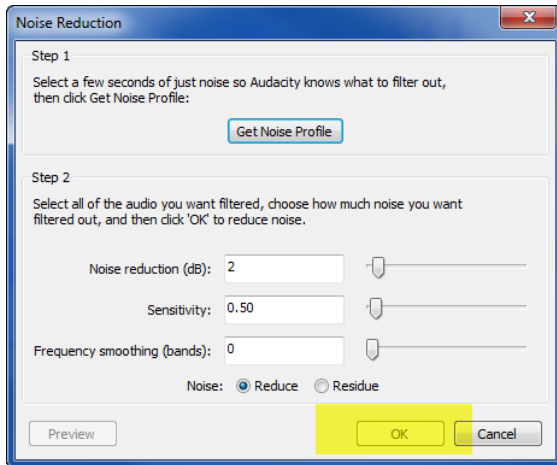
Editing Audio



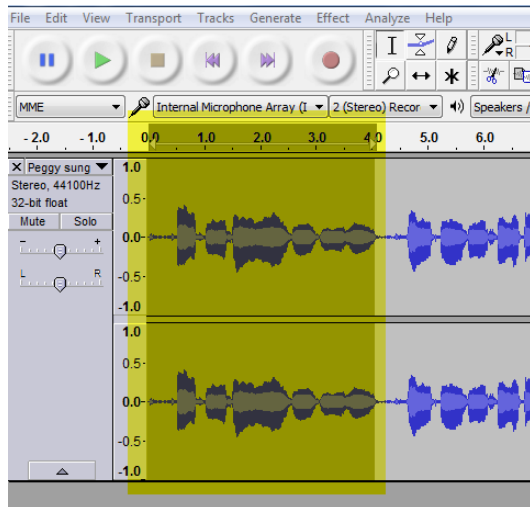
Background Noise Removal

- Open recording in audacity
- Select a region of pure noise (background noise)
- Select Effect and then Noise Reduction
- Click Get Noise Profile
- Select entire Track
- Open Noise Reduction again

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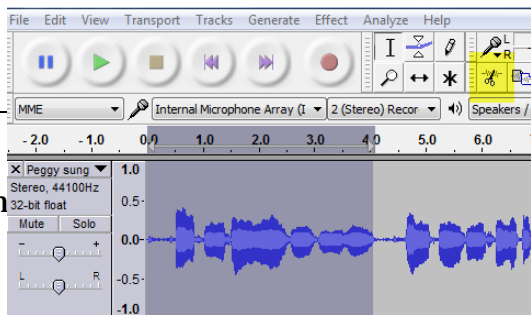


- Click OK
 - You will see a window showing elapsed time/remaining time
- You will see a nice clean gap where the noise was before



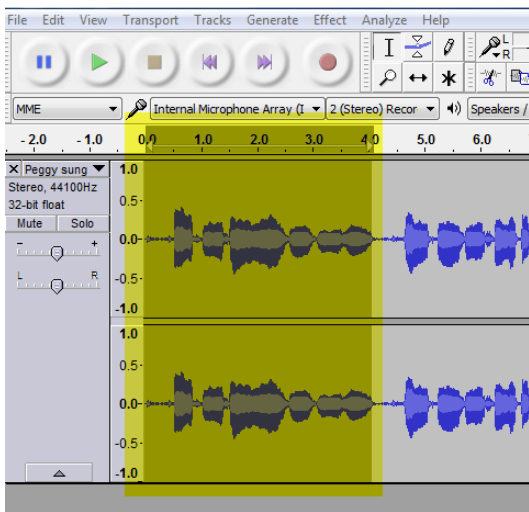
Trimming Recording

- Open the file
- Choose the part of the track you want to cut out



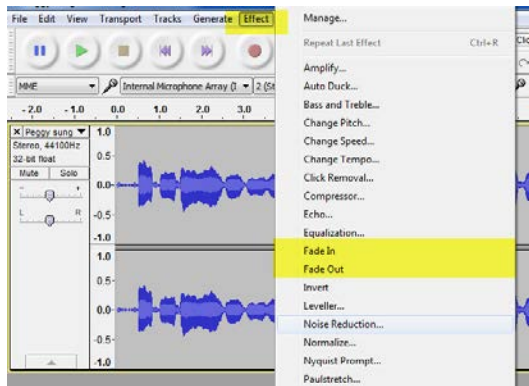
- Click the cut icon (scissors) or click Ctrl-X
- Save file

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Fade In/Fade Out

- Open file
- Select the section you want to fade in or fade out

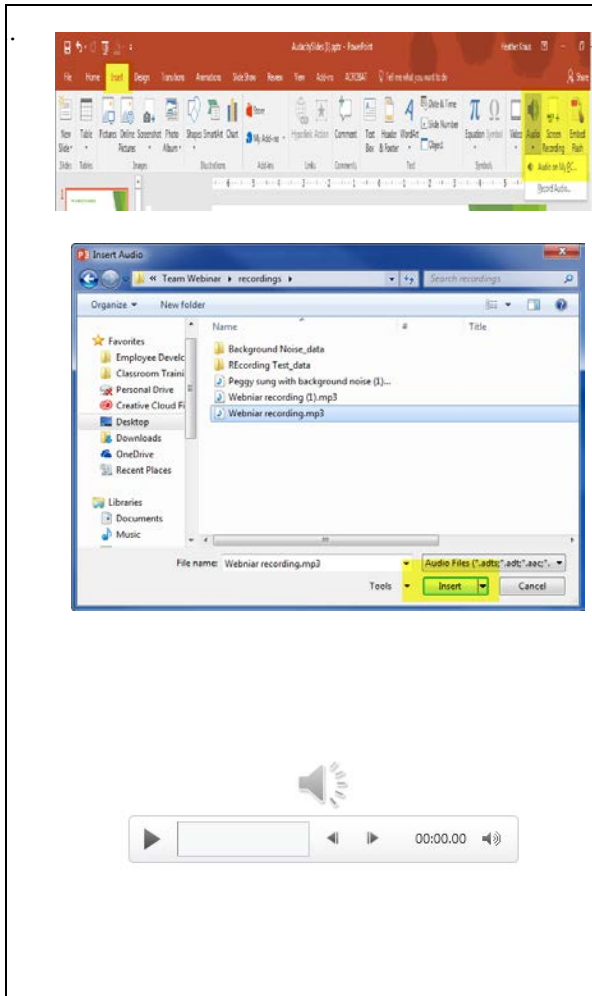


- Select Effect
 - Select Fade in or Fade Out
- Save file

Notes:

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Embedding Audio



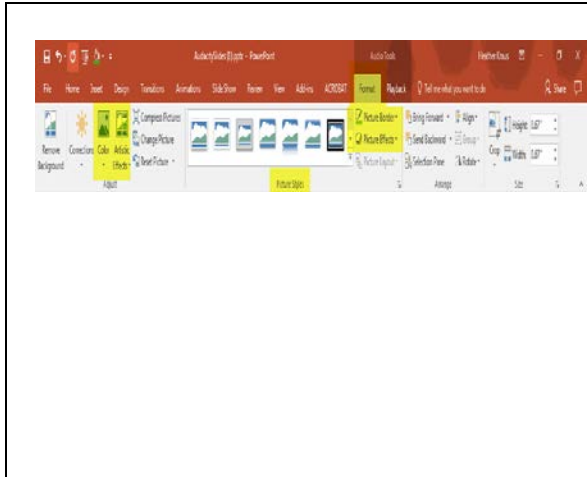
Embedded Audio in a PowerPoint Presentation

- Insert > Audio and choose "Audio on my PC"
 - Locate the audio file to add and click insert

(you can record directly in PPT but the quality is not as good as Audacity)

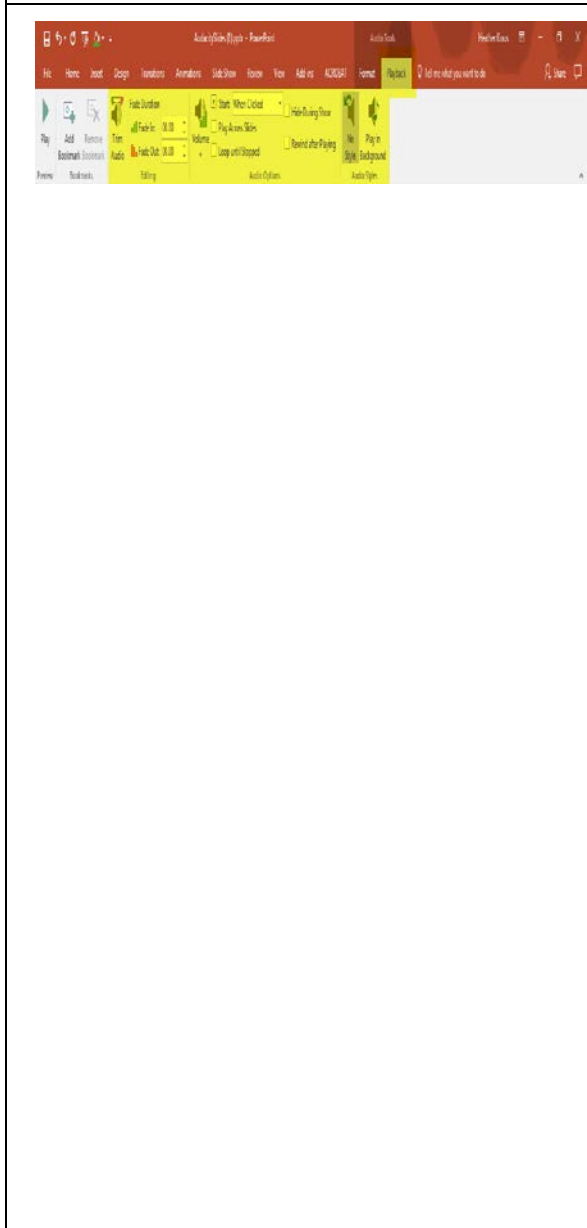
- Click on the speaker icon to access the *Format* and *Playback* Audio Tools in the menu bar at the top

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Format

- General Formatting Settings
 - Color: Change the color of the speaker icon
 - Artistic Effects: add an effect to the speaker icon to change its appearance
 - Picture Styles: Add depth or a frame to the speaker icon
 - Border: Add a border to the speaker icon
 - Picture Effects: Add shading, or other options to the speaker icon



Playback

- Click "Play" to play the audio in the slide to test it out
- "Trim Audio", "Fade In" and "Fade Out" should have been edited in Audacity, but you can make small changes here if needed.
- "Volume" allows you to adjust how loud the entire clip is.
- "Start"
 - *On-Click* means that the presenter must trigger the audio by clicking on the speaker icon
 - *Automatically* means that the audio will begin to play as soon as the current slide is accessed
- "Play Across Slides" will play the audio in the background across all slides in the PowerPoint
- "Loop Until Stopped" will play the audio over and over again until the presenter click the speaker icon to stop it
- "Hide During Show" will hide the audio icon in presentation view so that the audience does not see it
- "Rewind after Playing" will set the audio back to the beginning to be played again
- "No Style" resets the audio back to the original settings
- "Play in Background" will play the audio constantly in the background, similar to "Play Across All Sides".

Do You Have the Audacity to Audacity?

Notes:

Instructional Applications

Audacity can be used for many things in your classroom.

For K-12 applications you can:

- Make an audio/radio advertisement
- Promote language learning
- Create podcasts
- Record speeches
- Create sound stories
- Add sound to PowerPoint presentations

For Corporate training:

- Add sound to eLearning modules
- Add sound to in person presentations
- Create podcasts
- Convert audio files
- Create multi-track audio

FAQs

1. What is the best microphone to use with Audacity?
You can ask 100 recording engineers what equipment to use to get the best sound and you'll get 95 different answers. Best choice is to ditch the headset and get a stand mic. Most are good in the market.
2. Can Audacity record or play MIDI files?
No.
3. Does Audacity contain any spyware, malware or adware?

Do You Have the Audacity to Audacity?

No, if you always download Audacity from our website <http://audacityteam.org>. They have a policy never to bundle offers or other software with Audacity and they codesign Audacity on Windows and Mac with Microsoft and Apple ID respectively. Please review independent verification of the Audacity software by visiting the [virustotal.com](http://www.virustotal.com) [search page](#), entering "audacity" (without quotes) in the search box and clicking the "Search it!" button. Visit [siteadvisor.com](http://www.siteadvisor.com) to view the [report for http://audacityteam.org](#)

4. Can I run Audacity on a Chromebook laptop?

No, Audacity does not support Chrome OS.

5. How accessible is Audacity for motion or visually impaired users?

Audacity has numerous keyboard shortcuts which can be customized in the Keyboard Preferences. Most of Audacity can be wholly or partially used without a mouse, with excellent keyboard navigation of the selection.

6. Does Audacity run on a 64-bit system?

7. There is no 64-bit version of Audacity except on Linux 64-bit systems. However, 32-bit Audacity should run fine in principle on 64-bit systems, subject to having appropriate drivers for the sound device. Sufficient RAM must be available to run Audacity smoothly and support the greater memory requirements of 64-bit systems compared to 32-bit.

Resources

10 Great ways to use Audacity with your Students. (2009, April 08). Retrieved April 6, 2017, from <https://kerileebeasley.com/2009/04/08/10-great-ways-to-use-audacity-with-your-students/>

Audacity Forum. (n.d.). Retrieved April 6, 2017, from <http://forum.audacityteam.org/viewtopic.php?f=27&t=554>

Ball, B., & About Brian BallAudioAcrobat ninja since '06. Music and craft beer enthusiast. Creative Photographer living in and exploring the high deserts of the Reno/Tahoe area of Northern Nevada. G Me! (2014, June 16). Audacity: Fade In, Fade Out (Mac OS X). Retrieved April 1, 2017, from <http://blog.audioacrobat.com/2011/11/audacity-fade-in-fade-out-mac-os-x/>

FAQ: About Audacity. (n.d.). Retrieved April 6, 2017, from http://manual.audacityteam.org/man/faq_about_audacity.html#spyware

How to Remove Noise with Audacity. (2013, November 12). Retrieved April 1, 2017, from <http://www.podfeet.com/blog/recording/how-to-remove-noise-with-audacity/>

W. (2017, April 15). How to Remove Unnecessary Audio with Audacity. Retrieved April 1, 2017, from <http://www.wikihow.com/Remove-Unnecessary-Audio-with-Audacity>