

Editing Audio with Audacity (Part 2)

The first guide is here:

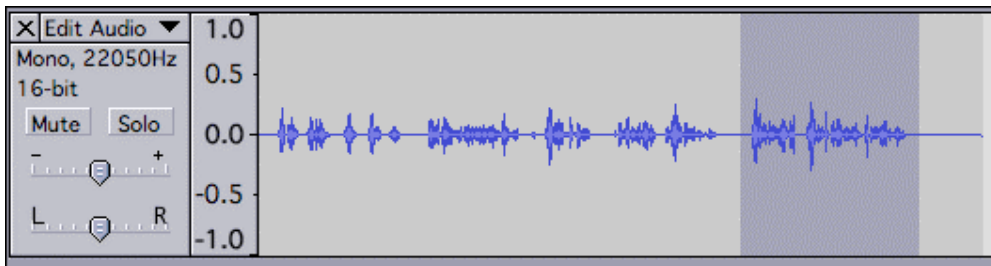
http://www.jtoolkit.com/audio/Audacity_Guide.pdf

There you can learn how to download and install Audacity and use it to make recordings, import and export audio files, and make simple edits on one track. You can also learn how to convert a stereo file to mono, which results in a much smaller file size for online goodness.

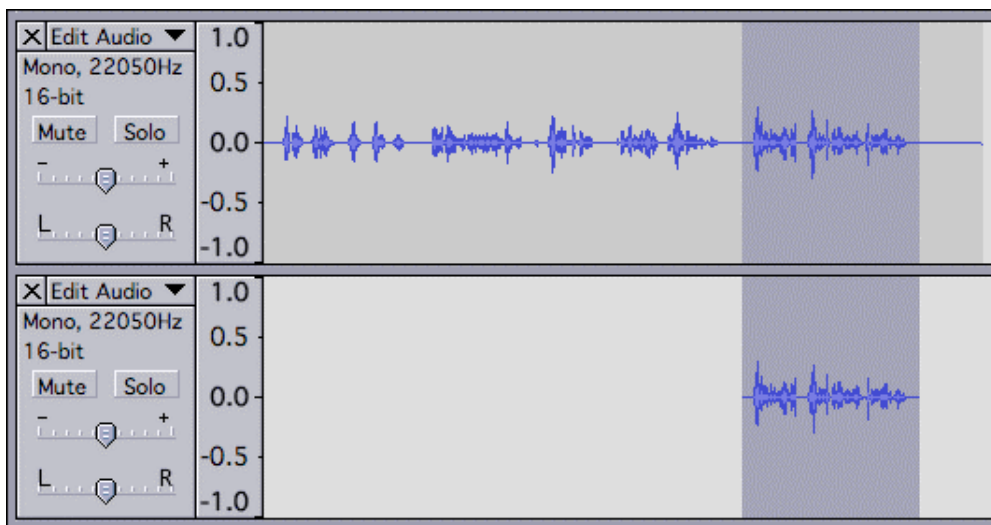
How to Isolate One Segment of Audio

Ctrl-D (Cmd-D/Mac) is your best friend in multitrack editing in Audacity. With Ctrl-D (Cmd-D), you *duplicate* a selected segment of a track into a new track, where it stands alone. Like this:

1. Click and drag to select the bite you want.

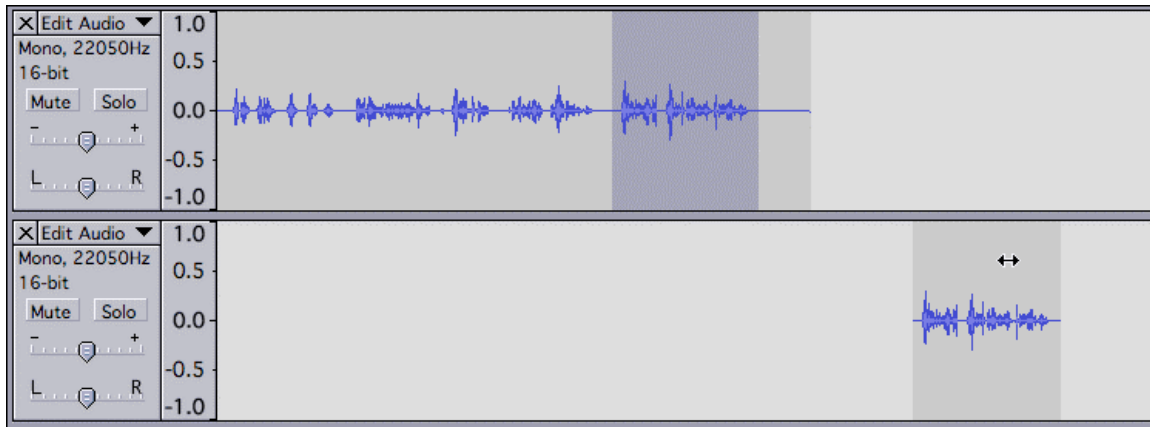
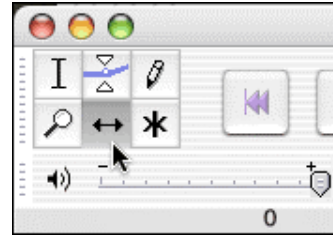


2. Press and hold Ctrl (Win) or Cmd (Mac) and press D.

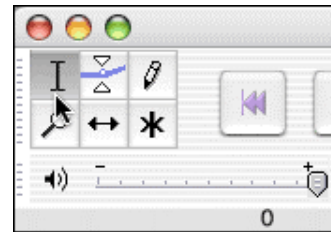


3. Instantly you have a new track containing only that selected sound bite. Your original track is unchanged.

4. Now use the **Time Shift Tool** to drag the clip (or bite) into position in its track.



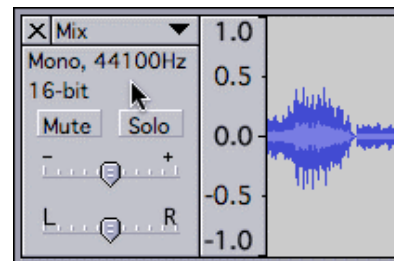
Normally we do all our selecting, cutting, pasting, etc., with the **Selection Tool** (at right).

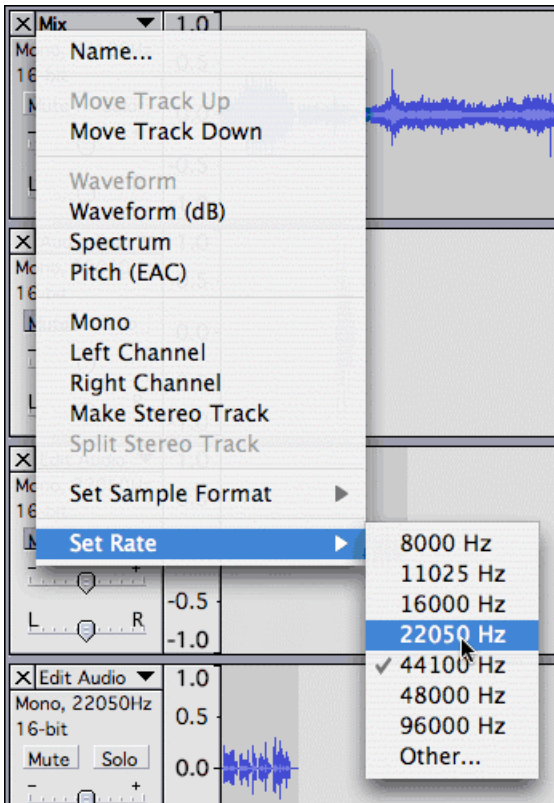


How to Add More Audio to the Same Project

On the **Project** menu in Audacity, select **Import Audio**. Find the file and select it. Audacity will add it as a new track.

1. If your tracks are all mono and the new one is stereo, convert it to mono (using the steps in the first tutorial).
2. Pay close attention to the sampling rate of the new track. Does it match your other tracks? If not, you must change it immediately (44100Hz, at right).





Generally, I save all my audio for the Web at a sampling rate of 22,050 Hz (or 22.05 kHz) to reduce the file size.

Remember to *keep saving* your project so you don't lose your changes:

File menu > Save Project

When you've finished all your editing, select all the tracks and then:

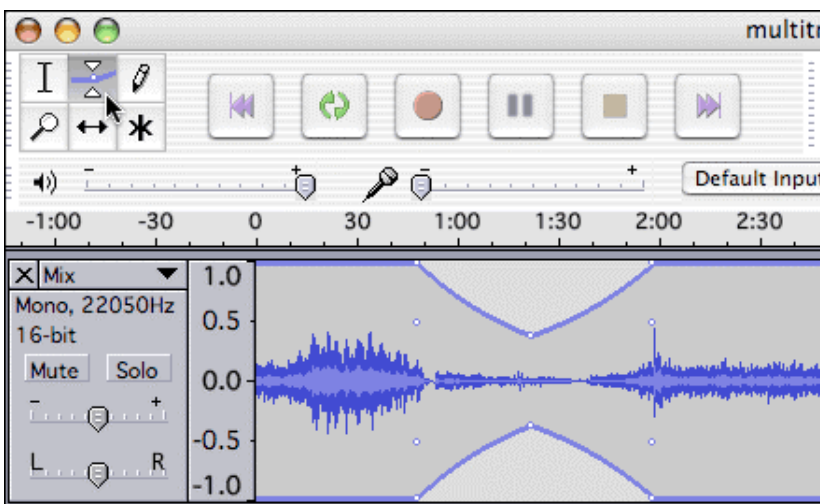
Project menu > Quick Mix

If you want to mix *some* tracks and *not others*, you can do it by Shift-clicking only the tracks you want to merge into one track, and then do a Quick Mix. Shift-click directly on the *track name* to avoid changing the Gain (-/+) or Pan (L/R) sliders.

Fading, and Messing Around with Volume

The Fade options are on the **Effect** menu. Select something first (click and drag over several seconds), then look at the menu.

Remember: If you have *paused* your audio, *nothing works* in the menus. Click the Stop button to fix this problem.



Changing the *volume* of a track in various places (e.g. bringing music up and down to accompany narration) requires you to use the Envelope Tool (upper left corner). It takes some practice, but don't give up.

In the illustration above, I clicked at *three different spots* in the track—around 50 sec.; 1 min. 40 sec.; and 2 min. Then I *dragged the cursor* down at the middle spot (1 min. 40 sec.), and the result is that the volume decreases from 50 sec. until 1 min. 40 sec., and then *increases* again (up to normal) until the 2 min. mark. Look at the illustration—it shows you what the volume does!

Erase Unwanted Noise

Here's how to clean up noise, like a nasty air conditioner humming or buzzing.

According to the Audacity manual, “this works best when the audio signal is much louder than the noise.”

1. Select a section of the audio that is silent *except for* the noise you want to filter out.
2. **Effect** menu > Noise Removal
3. Click the Get Noise Profile button.
4. Select *all* of the audio you want to filter.
5. **Effect** menu > Noise Removal (again)
6. Click the Remove Noise button.

If you don't like the result, **Edit** menu > Undo.

Everything on the mysterious **Effect** menu is explained here:

<http://audacity.sourceforge.net/onlinehelp-1.2/reference.html - menu effect>

Nice Audacity tutorials are here:

<http://audacity.sourceforge.net/manual-1.2/tutorials.html>