

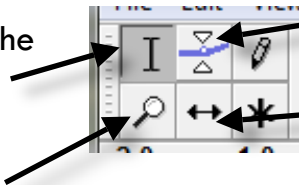
Basic audacity skills

Project/Import Audio

Choose the file you want to add to your project. You'll need to bring in each sound effect or music track you want to use.

Tools

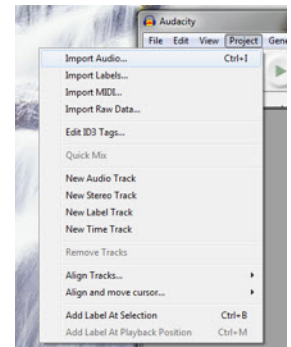
Select a part of the track



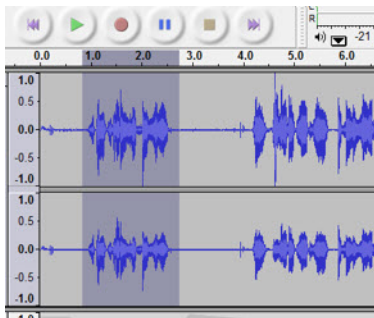
Edit the envelope

Move the track along the timeline

Zoom into a part of the track



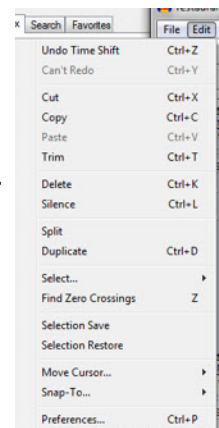
Removing a section of the track



Highlight the section you don't want.

Then you can either use Edit/Delete to take it out completely or Edit/Silence to make that part silent.

Alternatively, Edit/Trim will remove everything **except** the part you've highlighted.

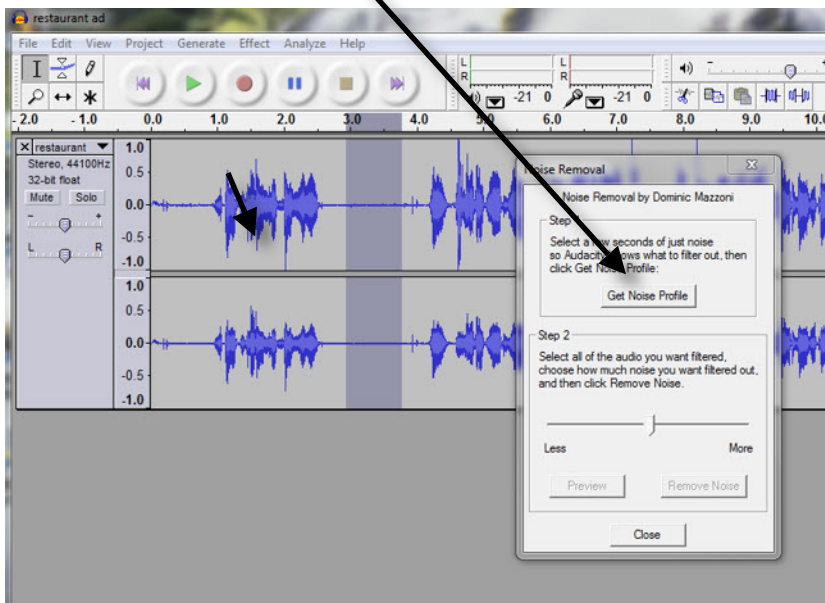


Removing noise

To remove a hiss that's in the background (noise):

Select **part of the track** that's silent except for the hiss. Choose Effect/Noise removal

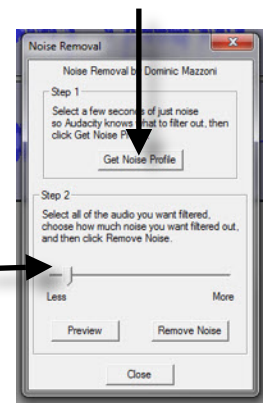
Click on the Get Noise Profile button. This works out what the noise sounds like.



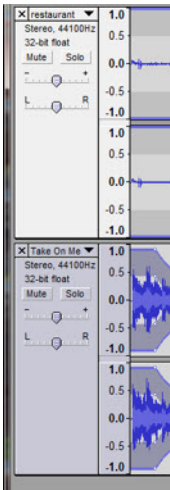
Highlight the **whole track**, open the Effect/Noise Removal dialogue box again

Move the slider to **less** - too much sounds like a dalek!

Preview to check it sounds right, then choose Remove Noise.

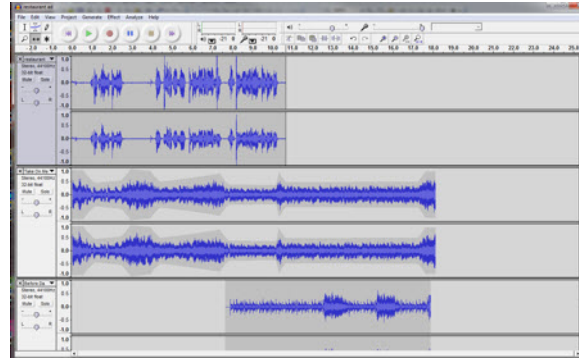


Using multiple tracks



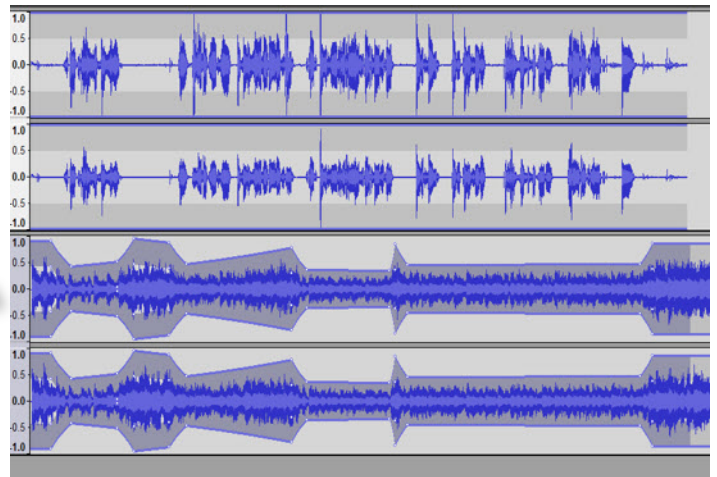
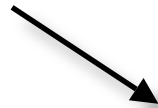
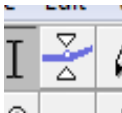
Adjust each track for volume and balance (whether you hear it in your left ear, your right ear or both) or delete the track altogether.

You can also choose solo if you want to hear just that track or mute if you want to hear everything but that track.



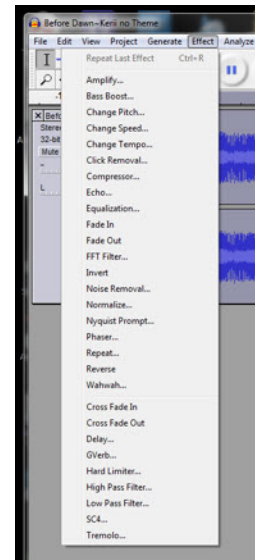
Envelope

The envelope tool lets you duck one sound under another, for example making music quieter during speech segments

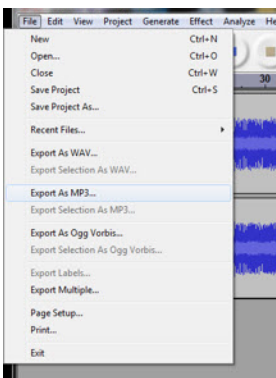


Effects

The effects menu lets you add different effects such as fade in, fade out, reverse, change pitch, change speed and many more



Exporting



When you are happy with your project, you need to export it so that it can be played without going through Audacity.

Choose File and then either Export as WAV... Or Export as MP3...

If you choose MP3, you will be asked to put in the sort of details you would expect to see in a track in iTunes, such as artist, genre, title etc. You don't have to fill those in, but you can if you want!