

Using Audacity to create podcasts or edit audio

1. To download Audacity, go to <http://audacity.sourceforge.net/download/>
2. If you have difficulty downloading the file, try the direct link on the download page.
3. Once you've installed and opened the computer, be sure to have a working microphone connected to your computer. You may use a headphones/microphone set from the media center if you need to. Just ask at the circulation desk.
4. Use the buttons at the top to record your voice.
5. For help with editing and special effects, see the links below.
6. When you have completed your recording, be sure to export your file as a .wav or .mpg and save to your student number drive. **Tip:** If you want to edit it again in the future, save it as an Audacity project in your student number drive before exporting.

I know little about audio editing, so I offer these resources to you for further assistance:

Creating a simple voice and music podcast with Audacity

[http://wiki.audacityteam.org/index.php?title=Creating a simple voice and music Podcast with Audacity](http://wiki.audacityteam.org/index.php?title=Creating_a_simple_voice_and_music_Podcast_with_Audacity)

Step-by-step guidance for basic functions:

<http://wiki.audacityteam.org/index.php?title=Tutorials>

Audacity's Help Page:

<http://audacity.sourceforge.net/help/>

Have questions or need help? Stop by the media center and ask Mrs. Frilot or Mrs. Golemme.