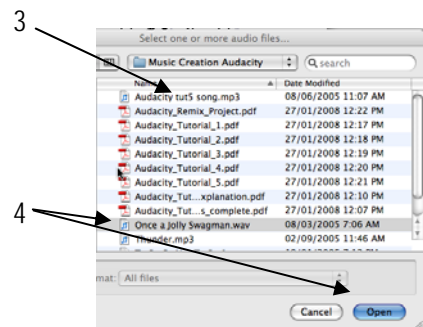


Music Creation Using Audacity - Activity 2

Audio editing often requires words and music to be cut into smaller sections and rearranged. In this tutorial our task is to isolate each word onto its own track and then rearrange the word order so that we create a different sentence.

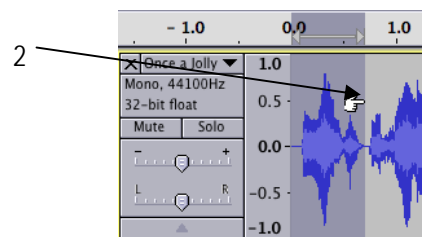
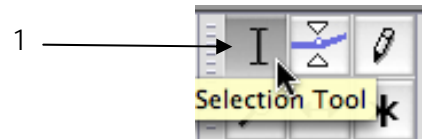
1A Starting a New Project

1. Start the Audacity program.
Move your pointer to the dock and check for a shortcut to open Audacity. If there is a shortcut click on it. If there isn't a shortcut, open a new Finder window and locate the Applications folder. Locate the Audacity folder and click to open it. A grey project desktop will open.
2. Audacity File Menu>Open.
Move the pointer to the file menu, then select open.
3. Locate the Music Creation using Audacity resource folder.
Use the finder window navigation browser and follow your teachers directions.
4. Select 'Once a Jolly Swagman.wav' and click Open
5. Click Play and listen.
Move the pointer to the Control Toolbar and press the green play button or press the computer keyboard spacebar.



1B Selecting Audio

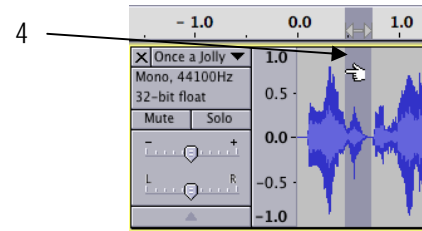
1. Activate the Selection Tool.
Move the pointer to the Tools Toolbox and select the capital I located in the upper left corner.
2. Select the word Once (the first waveform image)
Move the Selection Tool pointer before the first waveform image, click hold and drag to the right until you have selected the first waveform image.



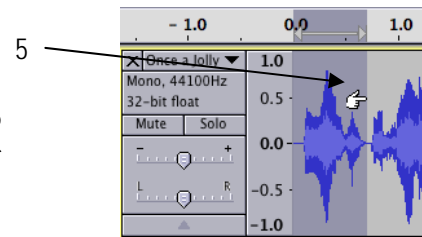
1B 3. Click Play and listen. You should only hear the word 'Once'.



4. Drag either end of the highlight selection to include and exclude other words of the phrase. Click Play and listen. *Position the Selection Tool to either end of the grey selection area. Click-hold and drag to include or exclude other words of the phrase. Click Play and listen to your selections.*



5. Select only the word 'Once'. *Move the Selection Tool pointer before the first waveform image, click hold and drag to the right until you have selected the first waveform image. Click Play and listen. Make adjustments as required.*

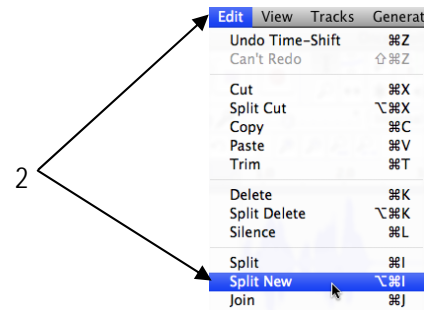


1C Splitting Audio To New Tracks

Once you are satisfied with your selection, cut and split the audio into it's own track. This will enable you to rearrange and edit this audio without modifying other words within the phrase

1. The word 'Once' should still be selected from activity 1B

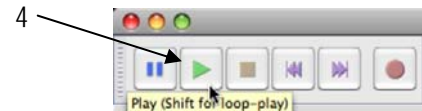
2. Edit Menu>Split New. *Move the pointer to the Edit menu, then select Split New. A new track will open directly beneath the original phrase.*



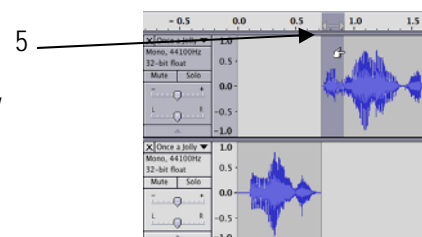
3. Reset the Playhead to the start of the project. *Move the pointer to the Control Toolbar and click on Skip to Start.*



4. Click Play and listen, You will notice a visual difference but not an aural difference

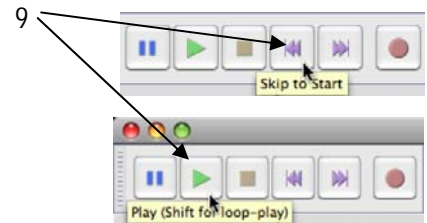
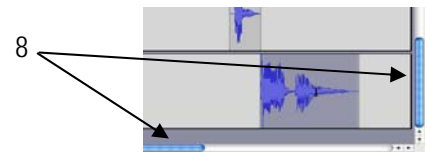
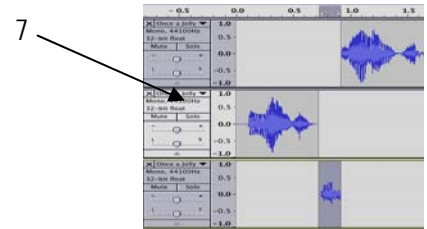
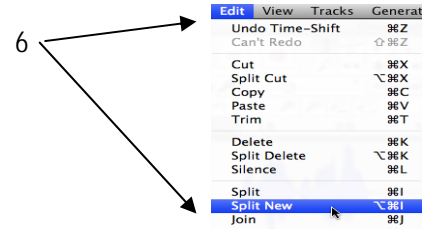


5. Select the word A from the original phrase. *Move the Selection Tool pointer before the start of the first track waveform image, click hold and drag to the right until you have selected only the word A. Click Play and listen. Make adjustments as required so that only the word A is heard without any 'J' sound*



1C

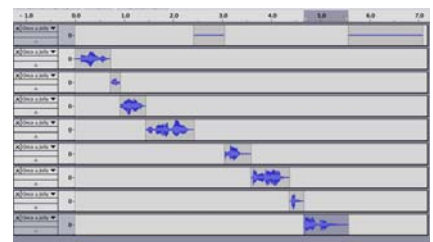
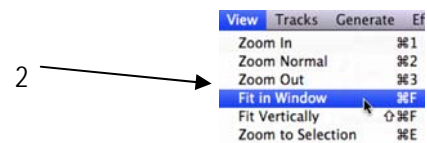
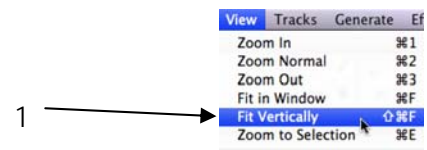
6. Edit Menu>Split New.
Move the pointer to the Edit menu, then select Split New. A new track will open directly beneath the original phrase.
7. Continue to split each individual word onto it's own track so that there is no audio waveform remaining on the first track.
8. Use the Vertical scrollbar to view the 8 new tracks you have created.
9. Reset the Playhead, click Play and listen, You will notice a visual difference but not an aural difference



1D Viewing All Tracks

You should now resize the project tracks so that all of the audio tracks can be clearly seen without the necessity of using scrollbars.

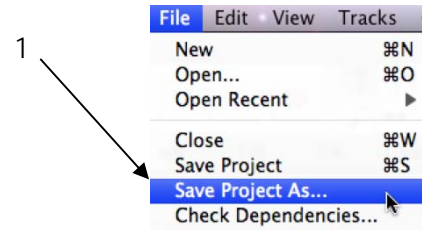
1. View>Fit Vertically.
Move the pointer to the View menu and select Fit Vertically.
2. View>Fit in Window.
Move the pointer to the View menu and select Fit in Window.
3. The Project Window should look something like this.



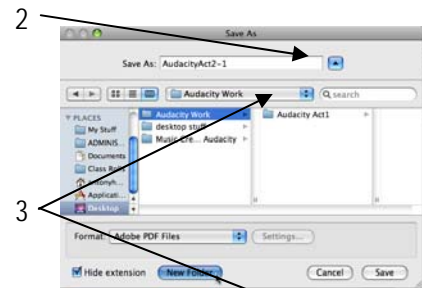
2A Saving Your Work

This allows your audio project with all of its various sounds and edits to be saved for later editing. This is a large file size so make sure you have enough storage space in your personal storage area or USB memory stick.

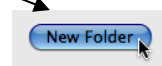
1. File Menu>Save Project As.
Move the pointer to the file menu, then select Save Project As.



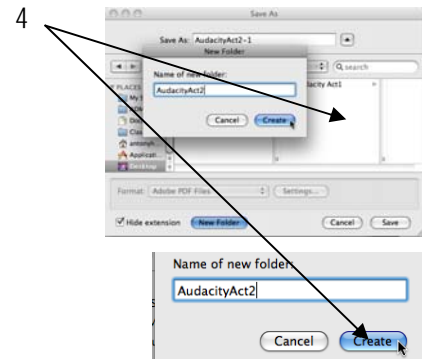
2. Name the Project 'Audacity Act 2-1'.
Move the pointer to the Save As text area and type the name 'Audacity Act 2-1'.



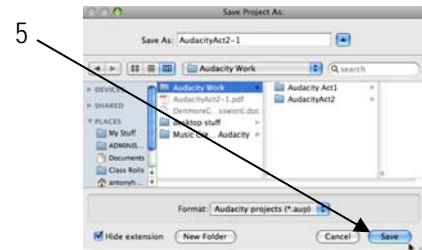
3. Locate the 'Audacity Work' folder you created in Activity 1
Move the pointer to the column view and then navigate to the 'Audacity Work' area.



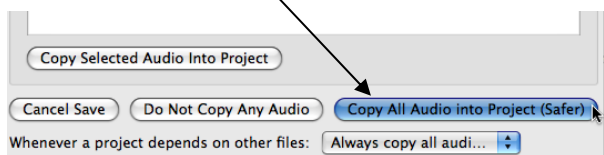
4. Within the 'Audacity Work' folder create another new folder and title it 'Audacity Act 2'. This will be where the first Music Creation using Audacity tutorial will be saved.
Move the pointer to the New Folder button in the Save Project As window and click.. A New Folder dialogue window opens and type the name 'Audacity Act 2-1'. Then click Create.



5. Click Save.



6. Should a warning window open, move the pointer to 'Copy All Audio into Project (Safer)' and click..

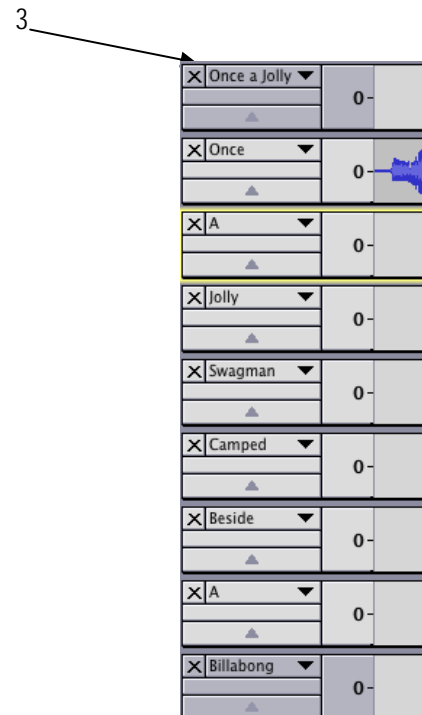
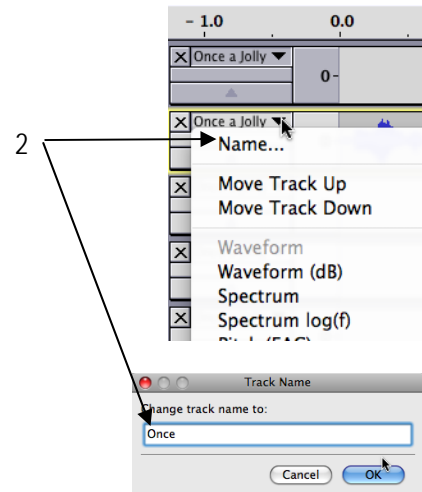
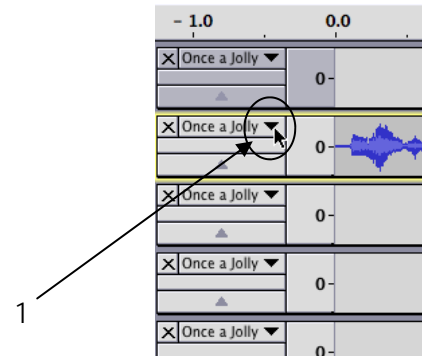


Our task is to rearrange the words so that the phrase now says 'Beside a Jolly, Jolly Billabong, Camped A Swagman Once'.

3A Rename Track Names

You will now rename each track so that each is easy to identify.

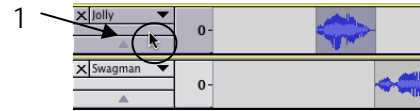
1. Open the Track menu for the second track.
Move the pointer to the far left side of the project window and on the second track, click on the inverted triangle. A track menu will open.
2. Click on the heading Name and rename the track Once.
Move the pointer to the heading Name and click. A Track Name window will open. Type the name Once then click OK.
3. Rename each track with the word that is contained on that track.
Repeat steps 1 and 2 until each of the 8 new tracks has its own name.



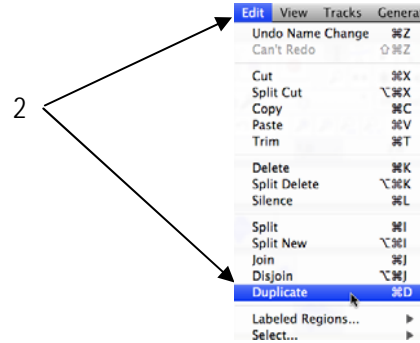
3B Duplicating Tracks

As the word 'Jolly' is used twice in our rearranged phrase, we will Duplicate the track with the word 'Jolly' on it.

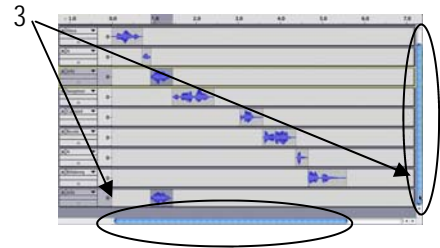
1. Select the track titled 'Jolly'.
Move the pointer to the fourth track titled 'Jolly' and click on the grey rectangle beneath the inverted triangle. The track will turn dark grey



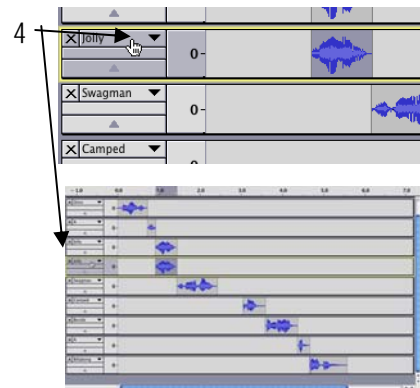
2. Edit>Duplicate.
Move the pointer to the Edit menu and select Duplicate.



3. Scroll to the final track that contains the duplicated 'Jolly' word.
Move the pointer to the vertical scrollbar and drag downwards until you see the final track titled 'Jolly'



4. Select the final track titled 'Jolly', then click-hold and drag it to beneath the original 'Jolly' track.
Move the pointer to the final track titled 'Jolly' and click on the grey rectangle beneath the inverted triangle. The track will turn dark grey and the pointer will become a pointing hand. Drag the track beneath the original 'Jolly' track.



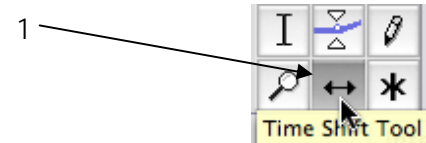
5. View>Fit Vertically.
Move the pointer to the View menu and select Fit Vertically



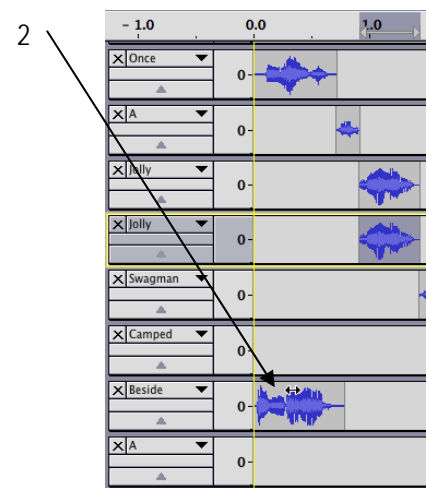
3C Dragging the Words Into a New Phrase

You will now use the Time Shift Tool to slide the position of each audio word so that the following phrase is created:
'Beside a Jolly, Jolly Billabong, Camped A Swagman Once'.

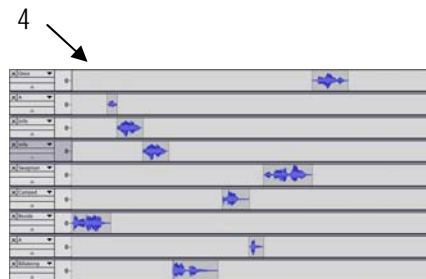
1. Activate the Time Shift Tool.
Move the pointer to the Tools Toolbox and select the two arrows \longleftrightarrow located in the lower middle.



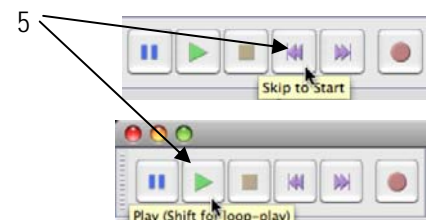
2. Move the audio region that contains the word 'Beside' from position 3.5 seconds to 0.0 seconds.
Move the Time Shift Tool pointer to the eighth track titled 'Beside' Click -Hold in the middle of the audio region on that track and drag the waveform to the left until it reaches the 0.0 second mark (indicated by the timeline ruler).



3. Repeat step 3 and move each of the audio regions so that collectively they create the phrase 'Beside a Jolly, Jolly Billabong, Camped A Swagman Once'.
4. When you have completed shifting your words into a new order, the project window should look something like this



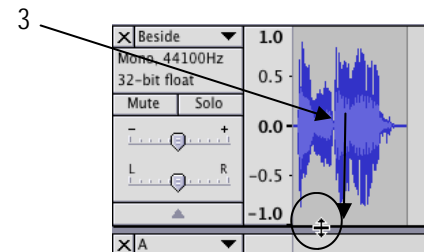
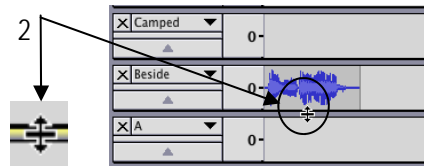
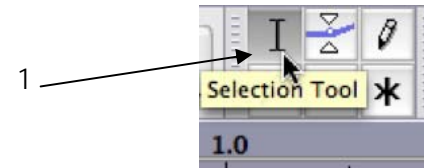
5. Reset the Playhead, click Play and listen.



3D Resizing Track Widths

Each track has a Gain (Volume) and Pan slider located beneath the Mute and Solo buttons. These may become obscured as more tracks are added to the project window. You will resize the individual track widths so that the Gain and Pan sliders are visible.

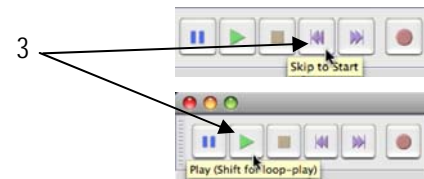
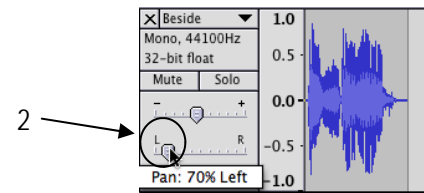
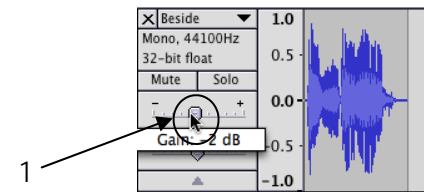
1. Activate the Selection Tool.
Move the pointer to the Tools Toolbox and select the capital I located in the upper left corner.
2. Move the Selection Tool to the lower edge of the eighth track titled 'Beside' in the Project Window region. It will change into a resize arrow.
3. Click-Hold and drag downwards enlarging the region until the 'Beside' track Pan slider control is visible. (This slider is on the far left of the Project Window)



3E Balancing the Mix

You will adjust the Gain and Pan positions of each track so that each processed track is approximately the same volume and positioned creatively to the left, centre or right of your headphone speakers. Be careful of the volume gain slider as sounds can easily distort.

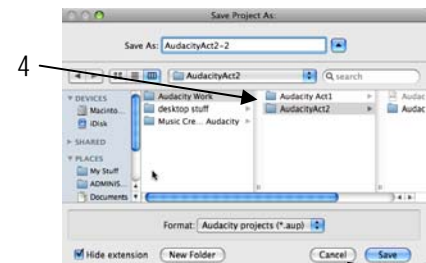
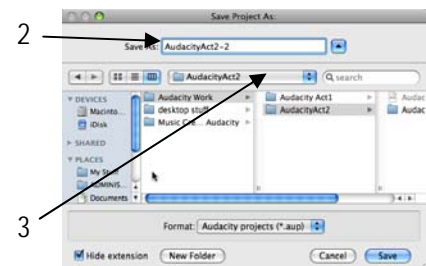
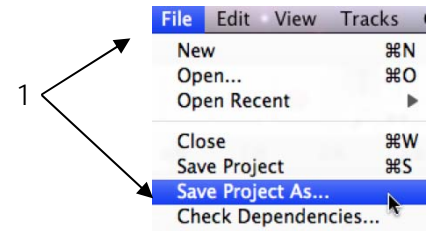
1. On the 'Beside' track, adjust the Gain slider so that it is -2dB.
Move the pointer to the 'Beside' track Gain slider. Click-Hold and gently slide to the left until the value -2dB is visible.
2. Adjust the Pan slider so that it is 60% to the left.
Move the pointer to the 'Beside' track Pan slider. Click-Hold and gently slide to the left until the value 70% Left is visible.
3. Reset the Playhead, click Play and listen to your efforts thus far.
4. Continue to adjust the Gain and Pan slider positions for all processed tracks until you are satisfied with your mix.



4A Saving Your Work

This allows your audio project with all of its various sounds and edits to be saved for later editing. This is a large file size so make sure you have enough storage space in your personal storage area or USB memory stick.

1. File Menu>Save Project As.
Move the pointer to the file menu, then select Save Project As.
2. Name the Project 'Audacity Act 2-2'.
Move the pointer to the Save As text area and type the name 'Audacity Act 2-2'.
3. Locate the 'Audacity Work' folder you created in Activity 1
Move the pointer to the column view and then navigate to the 'Audacity Work' area.
4. Within the 'Audacity Work' folder, locate the folder titled 'Audacity Act 2' created in Activity 2a and click on this folder.
Click the pointer on the folder titled 'Audacity Work'. Move the pointer right column and locate the 'Audacity Act2' folder and click.
5. Click Save.



5A The Mix-Down - exporting to an MP3 stereo sound file

Your current song will only playback using the Audacity program. To make your song accessible to other people you will export the song in a stereo format. This becomes a two track mix containing a left and right channel. Audacity supports a number of sound export formats. You will use the MP3 format that compresses an audio waveform so that it becomes a much smaller file size. This is good for internet distribution and iPod style MP3 players. There is a loss of audio quality in this format and this is determined by the bit rate value you select. Above 128 and it should sound fine.

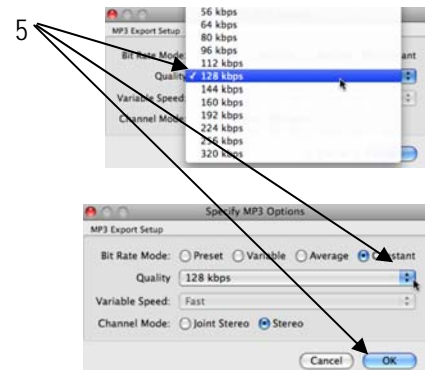
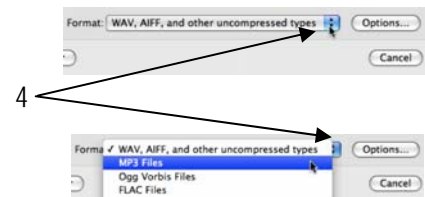
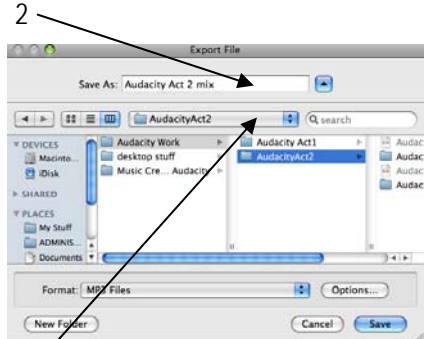
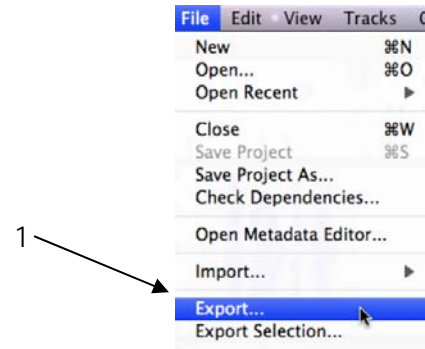
1. File Menu>Export
Move the pointer to the file menu, then select Export..

2. Name the Project 'Your Name Act 2 mix'.
Move the pointer to the Save As text area and type the name 'Your Name Act 2 mix'. (Your Name refers to your first name and surname or an abbreviation that clearly indicates that it is your work.)

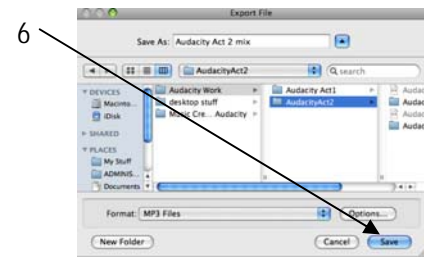
3. Check that storage location is within the following folders, 'Audacity Work>Audacity Act 2'.
If the location is not correct, navigate using the finder until you locate or create the correct folder path.

4. In the Format window, select MP3 Files.
Move the pointer to the Format window scroll arrows, click and select MP3 files from the pop down list..

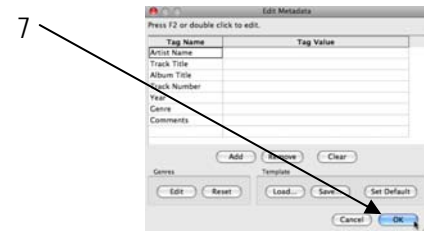
5. In the Format Options menu, select the Bit Rate Mode to be constant, the Quality to be 128 kbps and the Channel Mode to be Stereo.
Move the pointer to the Format window Options menu and click. A new window titled Specify MP3 Options opens. Select the Bit Rate Mode to be constant, the Quality to be 128 kbps and the Channel Mode to be Stereo. Then click OK.



5A 6. The Export File Window is visible and active, click Save.



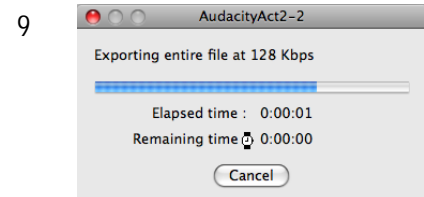
7. A new window titled Edit Metadata opens. Leave these fields blank. Click OK (Metadata information for MP3's is useful for providing further details about the history of the file.)



8. A warning window may appear. Click OK.



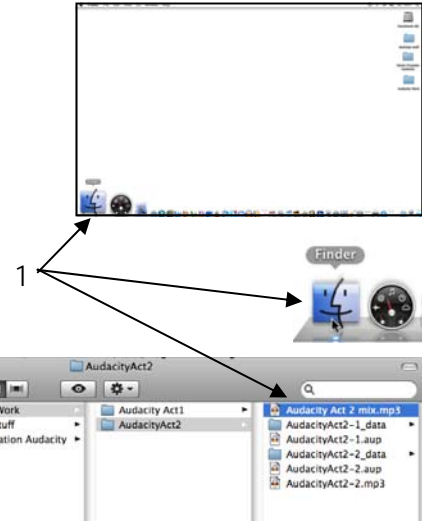
9. The file is now exported as an MP3 stereo mix.



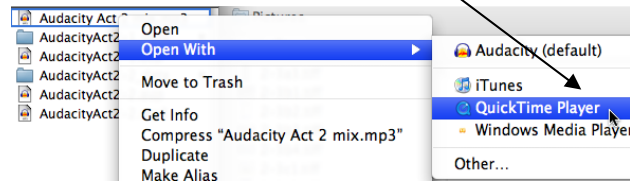
5B Playback file in iTunes or QuickTime player

To check that your completed Activity 2 MP3 mix has been saved correctly, we will play the file within another audio program.

1. Open a Finder window and navigate to the location of the file that you saved in Part 5A 'Your Name Act 2 mix.mp3'.
Move the pointer to the finder menu in your dock, navigate to the location of the file that you saved in Part 5A 'Your Name Act 2 mix.mp3'.



2. Control click once on the file name and select Open With and choose either QuickTime Player or iTunes .
Press-Hold the keyboard Control key (ctrl) and click on the 'Your Name Act 2 mix'. A pop-menu opens and move the pointer to the Open With menu and then click on QuickTime Player. A new QuickTime player window will open



3. Click on the QuickTime play control and listen to your Audacity Activity 2 mix.



You are listening to check that all tracks are audible in the mix and that they are correctly panned and balanced with each other. If you have found some problems, return to Activity 3E and repeat the Arrange and Mix steps. Then re-export and check that it is now correct.

4. Quit QuickTime. QuickTime Player Menu>Quit QuickTime Player
Move the pointer to the QuickTime Player Menu and click. From the drop-down menu click on Quit QuickTime Player.



5C Submit Completed Work for Evaluation

Your completed Audacity Activity 2 MP3 is now ready for evaluation. Follow your teachers directions for submitting this MP3 file. Try to arrange for your family and friends to hear your work. This could involve sending the file as an email attachment or downloading it into a personal MP3 player.

Evaluation Criteria

Completion and Accuracy of:

- Splitting the original phrase 10
- Timeshift—Rearrange word order 10
- Duplicating 'Jolly' track 5
- Mixing - track volumes and panning 5
- MP3 export 5
- Correct submission of activity 5

Total 40