

Podcasting Workshop

The idea of today's workshop is to create a group podcast.

This sheet should provide some tips and hints on using **Audacity**.

Audacity is a free digital audio editor that runs on the Linux/UNIX, Mac OS 9/Mac OS X, and Microsoft Windows operating systems. The source code for Audacity is released under the GNU General Public License.



Audacity Icon

Audacity is available from <http://audacity.sourceforge.net/>
At the time of writing the latest version of Audacity is 1.2.3

To use Audacity for mp3 production you need the optional LAME lib
Windows download:

<http://www-users.york.ac.uk/~raa110/audacity/lame.html>

Mac download:

<http://spaghetticode.org/lame/>

There are a several tutorials linked from the sourceforge pages and many many more elsewhere on the internet (see the links section below)

For the purpose of this workthrough we assume you have installed audacity and the LAME lib and can open the application.

Workshop Outline

1. Set Up Audacity
2. Create an Audio file
3. Edit it
4. Add background music
5. Export to MP3 format

Audacity Preferences

Open the Audacity Prefs (**Preferences...** from the **File** menu or **Audacity** menu in mac os X)

Suggested Settings:

Audio I/O tab

In both playback and device your sound card should be selected as the device.

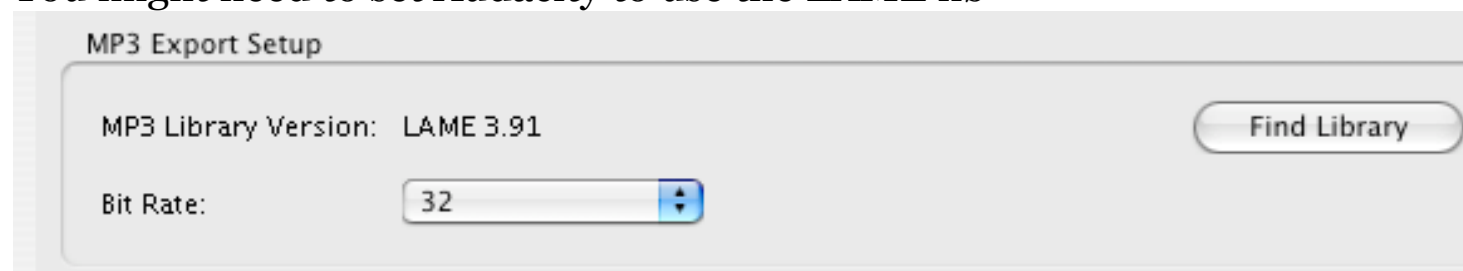
Recording: Channels mono (save disk space)

Quality tab

Choose 44,100 Hz as the Default Sample Rate and 16-bit as the Default Sample Format.

File Formats Tab

You might need to set Audacity to use the LAME lib



If the MP3 Library Version is *MP3 Exporting plugin not found* you need to use the **Find Library** button to point to the LAME lib plugin.

Once you have done that you can set the bit rate.

Getting the Audio

If you record on an external device you need to either open it with Audacity or import it via the **Import Audio...** item of the **Project** Menu.

Alternatively you can record straight into Audacity.

Recording in Audacity is just a matter of clicking the big red dot and talking into the mic.

When you record Audacity will create a new track and record to that. It will start at the current cursor position.


Click the yellow square to stop recording.

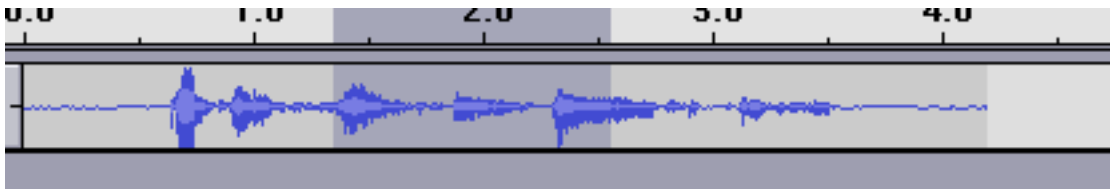
Editing the Audio


Once you have a bit of audio in audacity you can edit it in quite a few ways: removing clicks and blips, adjusting the volume, adding sound effects etc.

You can play, pause and stop the audio with Audacity's Control toolbar:



The play will either play from the cursor or play the selection if you have selected a section of audio with the  **Selection Tool**.



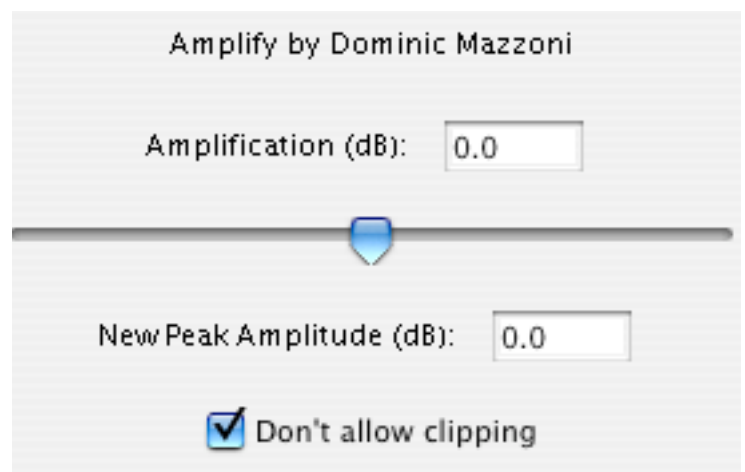
To remove some of the audio you just select it and either delete it, or replace it with silence with the  **Silence Selection** button.



effects can be applied to the Selection from the **Effects** menu.

The most useful is probably the **Amplify** effect.

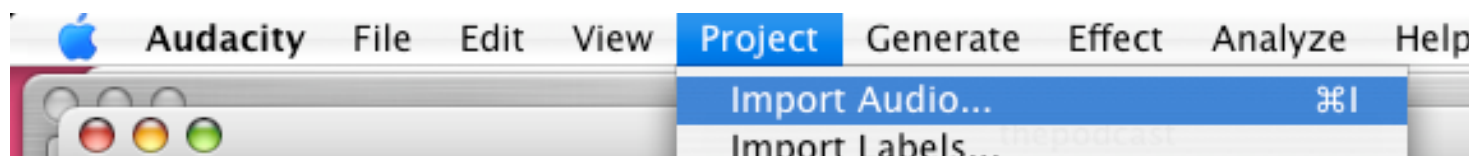
Make sure you leave **Don't allow clipping** checked, this will limit the amplification keeping the sound in reasonable shape.



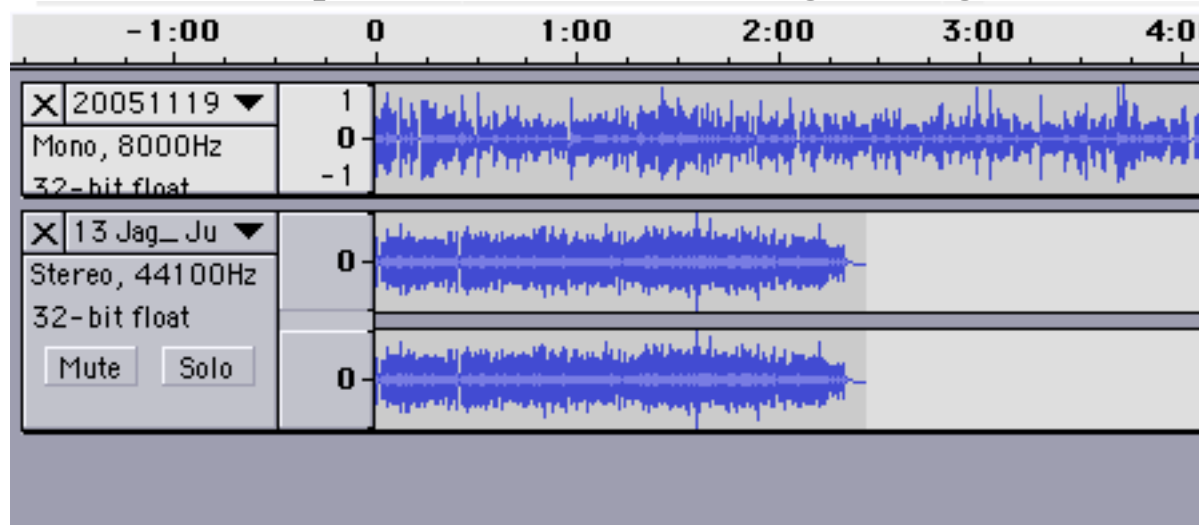
Adding Another Track

Once you are happy with your voice track you might want to add some background music or a musical introduction.

This is pretty simple, just choose **Import Audio...** from the **Project** menu



Which imports the new file as a new track, in the screenshot below the stereo one has been imported the mono track being the original vocal track.



You can now edit and shift about the tracks.

You can slide tracks with the Time shift Tool:

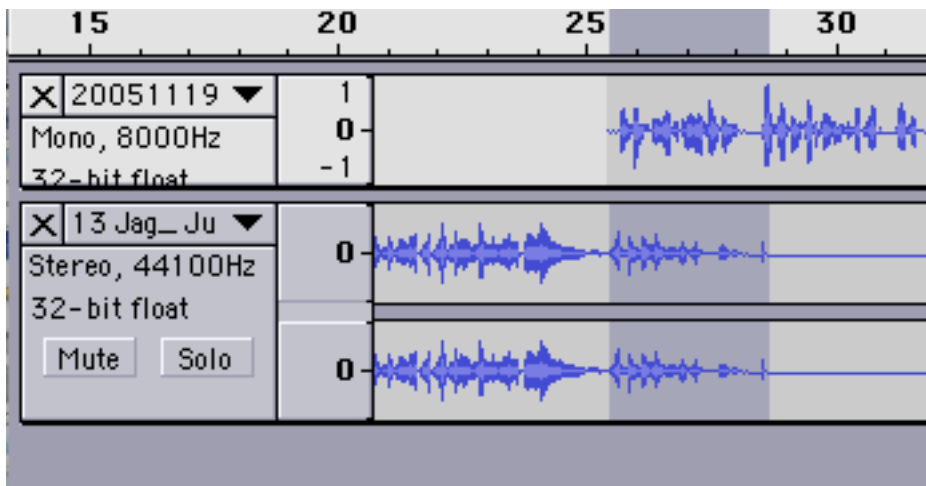


Here I've shifted the voice track along to have a musical introduction:



You can of course edit the new track: cutting copying and pasting; adding silence; or applying effects.

In the next screenshot, I have Faded out the music as the voice track starts and then replaced the rest of the music with silence:



I used the Silence Selection tool:



Alternatively you could use the Amplify Effect to reduce the volume of the music track to give background music.

Exporting to MP3

When you are happy with your audio you can export it to MP3. Choose **Export as MP3...** from the **File** menu.

You might get a warning about mixing down to mono, if so click OK.

You will get a standard file dialogue to name your file and then the ID3 tag dialogue, fill in the tags and click ok.

That is it.

This sheet and other notes from my presentation at the Naace Primary conference will be available at:

<http://www.sandaigprimary.co.uk/john/podcasting/>

