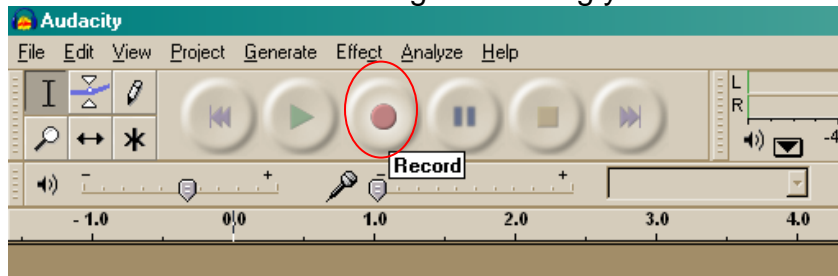


Recording Your Audio File with Audacity

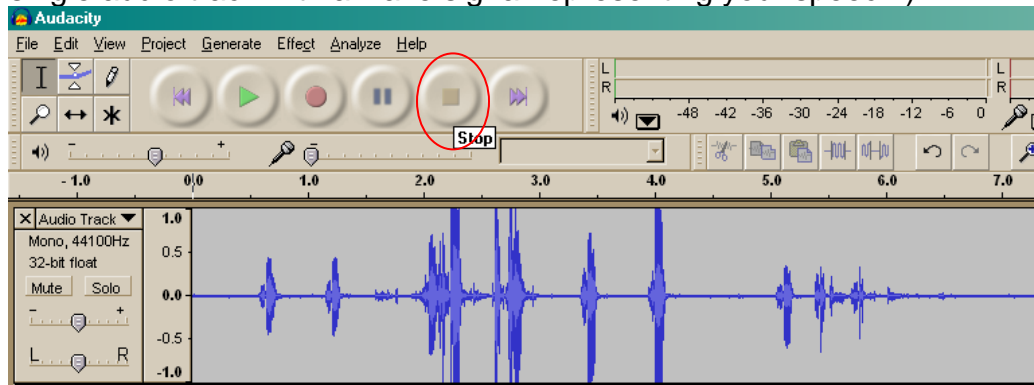
Recording:

1. Open Audacity and make sure your Microphone is plugged in.
2. Click the record button to begin recording your file.



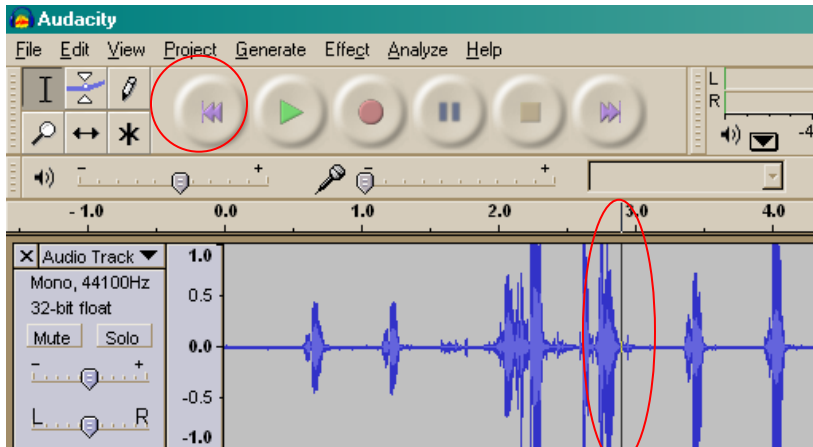
Not "pause"

3. Once you have finished recording click the Stop button. (you should see a single audio track with a wave signal representing your speech.)

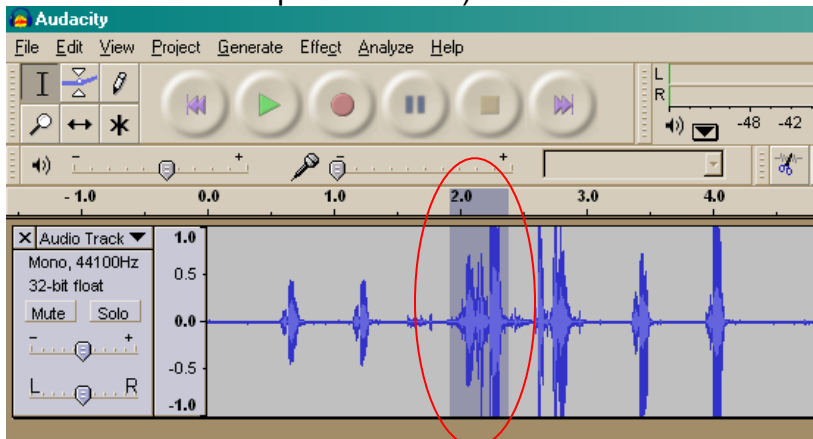


Playback and Simple Editing:

4. To hear/review your recording, simply click on the play button.
5. To hear/review a specific segment of your recording, click in the Waveform where you want to begin listening and then click Play.



6. To delete a specific section (such as a cough, other noise, or general screw up), Click with your mouse and drag to select the portion you want deleted then hit the delete button on your keyboard. (note: if this does not work make sure you are stopped and not in pause mode, most features will not work in the pause mode.)



Delete

