Tool Summary

- Records live audio
- Converts tapes and records into digital recordings (MP3 or WAV files)
- Edit MP3 or WAV files
- Allows multi-track editing (including copying, splicing, And mixing sounds)
- Allows speed and pitch of a recording to be altered

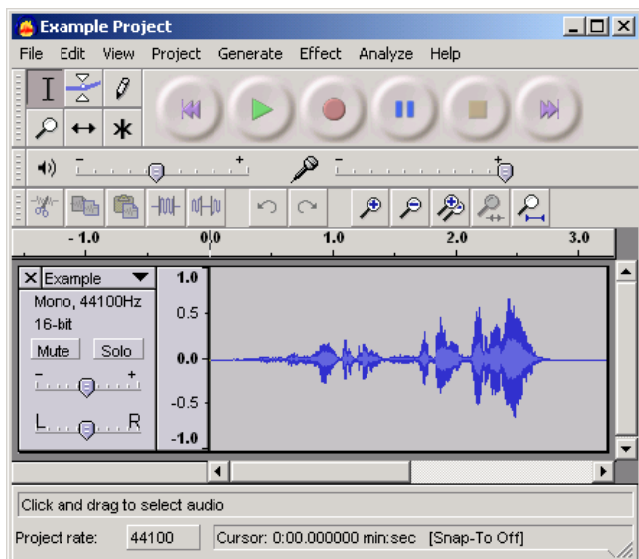## Benefits to Students/Teachers

- Document reading fluency over time
- Engage students with voice and sound recordings
- Archive lectures
- Provide alternative access to print information
- Can be used to provide an auditory version of information that can be uploaded to an MP3 player

Download Audacity for free at http://audacity.sourceforge.net.

Files are exported as WAV files by default. Export to MP3 by using *LAME MP3*, which can also be downloaded from the same site. The LAME MP3 encoder should be loaded on your school's computer network; check with your TRT.

The web site includes online tutorials.

The Audacity Window

The Audacity Buttons

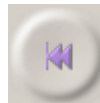|		
Click on the red Record button		to begin recording.
Click on the green Play button		to play the recording.
Click on the yellow Stop button		to stop recording. The cursor will return to its previous position, before the recording was started.
Click on the blue Pause button		to pause the recording. Click it again to continue.
Click on the purple Skip to Start button		to place the cursor at the beginning of the recording.

After making the audio recording on Audacity, click *File menu→ Export as WAV* or *File menu→Export as MP3*, name the file, and save it in your preferred location. Simply Choosing *Save* only saves the Audacity project and does not yield a usable sound file.

When naming the file, choose a name that clearly identifies what the recording is. For example, if an English class lecture is recorded on February 5, the file could be named English 2.5. If making several different recordings, create a folder in which to place all of the Audacity audio files. This will make it easier to find the recordings later. The audio recording can now be played on the computer using Windows Media Player (loaded on the school computer networks), or any program that plays audio files.

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