

Audacity Tutorial 2

Rearranging The Text

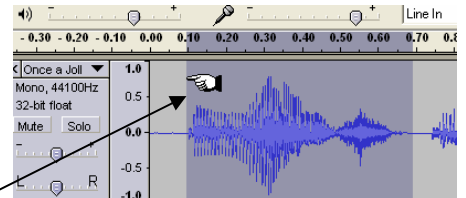
Audio editing often requires words and music to be cut into smaller sections and rearranged. In this tutorial our task is to isolate each word onto its own track and then rearrange the word order so that we create a different sentence.

DO 

Load Audacity, go to the menu **File>Open** and navigate to the designated resources folder and import the wave file '**Once a Jolly Swagman.wav**'. Press play and listen.



- Use the select tool from the tool palette
- Select the beginning part of the clip -
- left click hold and drag the cursor until you have selected the word 'Once'
- Press play to check the selection, be careful not to include the word 'A'
- Drag the highlight beginning and end to correct length.



Once you are satisfied with your selection, lets cut it onto separate tracks (Audacity version 1.2)



Go to the menu **Edit>Split**.

Your screen should look something like this



(Audacity version 1.3)



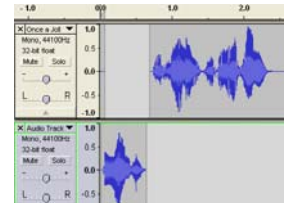
Edit>Split Cut

Then go to **Tracks>Add New>Audio Track**

Position the cursor and left click where you would like to paste the cut audio



Then go to **Edit>Paste**.





Continue to split the phrase into individual words each on its own track.

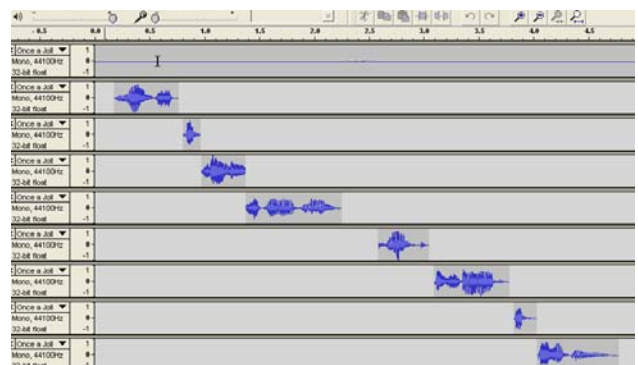
To view the entire wave form images on your desktop screen,



Go to the menu **View>Fit Vertically** and again **View>Fit in Window**

You may also need to use the Zoom In and Zoom Out controls to clearly see the wave form image while you are editing. Try using the keyboard shortcut keys Ctrl 1, Ctrl 2 and Ctrl 3.

Your screen should look something like this



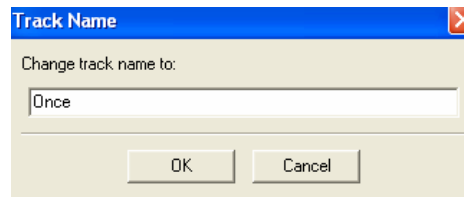
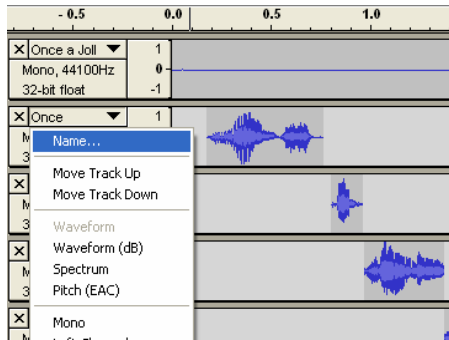
Save Your Work



- Go to the menu **File>Save Project As**
- Navigate to your own drive space, then name and save the project

Rename Track Names

- Alongside each of the track names is a track menu.
- Left mouse click on the inverted triangle and select the name menu.
- Type the word that is contained on each of the tracks.



Rearranging Words

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

Viewing all of the Audio Tracks

Rearranging the words is easier to do if you can see all of the tracks on your screen

- Go to **View>Fit Vertically**
- Go to **View>Fit in Window**

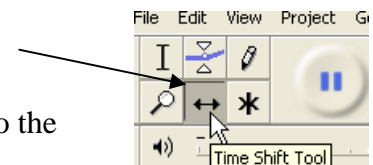
Duplicating Tracks

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

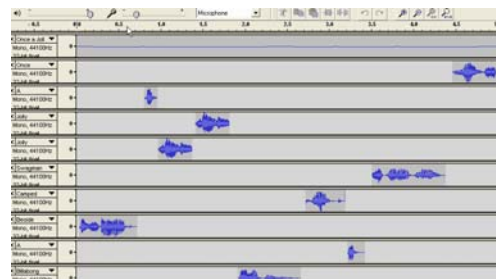
- Select the track titled 'Jolly' by left clicking the mouse on the text 'Mono, 44100 Hz'. The track will turn a dark grey
- Go to the menu **Edit>Duplicate**
- Scroll to the bottom of the screen and you will locate the duplicated 'Jolly' phrase.
- Move this track alongside its original by using the track menu, 'move track up' option. Can you find a faster way to do this?

Dragging the Words into a New Phrase

- Select the time shift tool from the tool palette
- On one of the track audio waveforms, left click hold and drag to the left or right.
- Repeat this process for each word until you have the sentence 'Beside A Jolly, Jolly Billabong, Camped A Swagman Once.'



When you have completed shifting your words into a new order, it may look something like this



Saving and Exporting your Work

Save your current project work, and following the MP3 exporting steps in the first tutorial, create an exported version of this phrase so that it can be played back using an audio player.