Audio Editing with Audacity - Export

The aim of this work is to teach you the basics of how to edit audio using a piece of software called Audacity.

You'll need:

- headphones
- some files from shared documents
- access to Audacity (and its little friend Lame)
- the ability to clap your hands in time to the beat

  (fortunately there's no need to be able to whistle Beethoven's fifth symphony backwards. Yet.)

Saving your work as an Audacity Project is easy. It also lets you continue editing at a later date in Audacity.

But it doesn't produce files you can play on your iPod, MP3 player, phone or home computer. To do this we have to be able to Export the file as an MP3.

Open a project in **Audacity**

1. Click **File** and choose **Export.** Press **OK** if you get an error message (it's fine – you can actually export the file!)

2. Choose a sensible file name

    It helps if it's different to the original file as you might save over the top of the original and lose it. I usually use something like "Geek Fin" – the fin tells me it's finished

3. Use the **drop down** to choose **MP3 file**. **THIS IS IMPORTANT**

    MP3 files are really, really useful

4. Press the **Save** button and Press **OK** at the next screen that appears (this is a Metadata screen – you could change the boxes if you wanted to)

5. The first time you do this you will reach a screen where you'll be asked to **Locate Lame**

6. Press the **Browse** button and go and find Lame – it should be in your **My Music** folder. Click it and press **OK** – and then press **OK** again.

    You'll only ever need to do this once!

    Eventually your file will export

7. Now find your file in your documents and open it in a media player. It should work fine. You could try e-mailing it home or copying it to a pen drive.