



Recording Audio using a computer or Laptop

To record audio into a computer, you will need the software known as “Audacity”. It’s available for free.

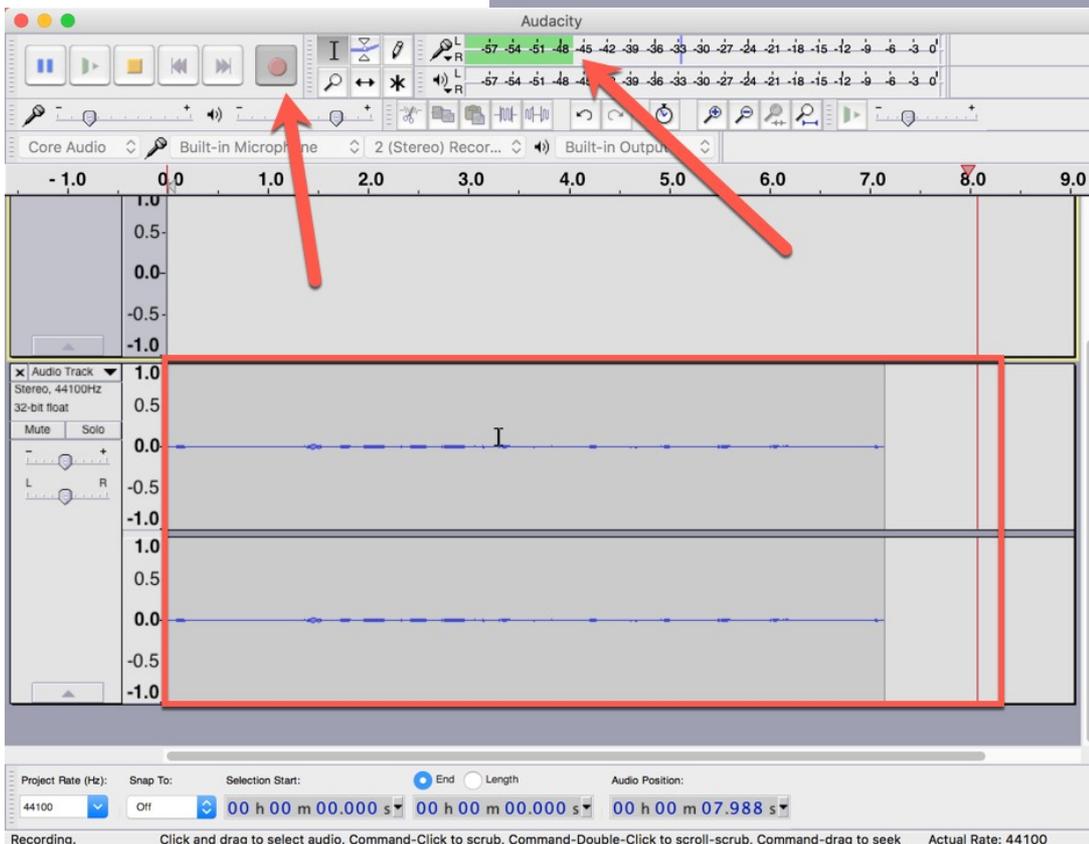
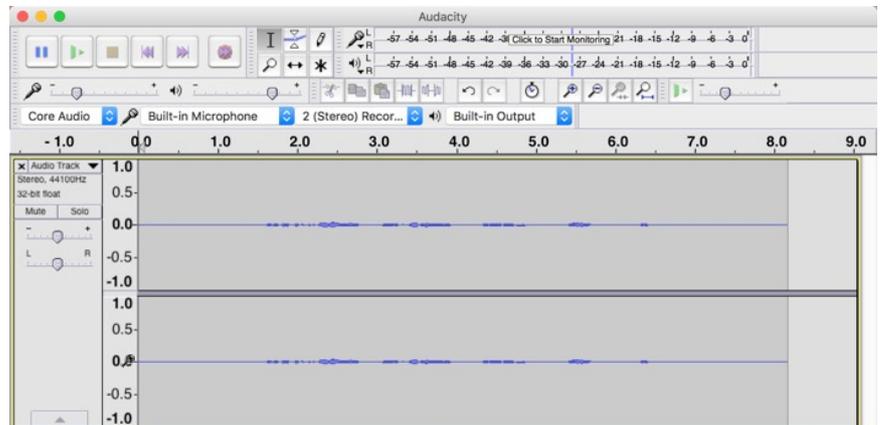
We have guidance pages here:

<https://staff.brighton.ac.uk/is/learningandteaching/Pages/Other%20software/Audio-recording-editing-with-Audacity.aspx>

Once you’ve installed audacity on your own computer (or using a computer that already has Audacity, here are the steps for making a recording:

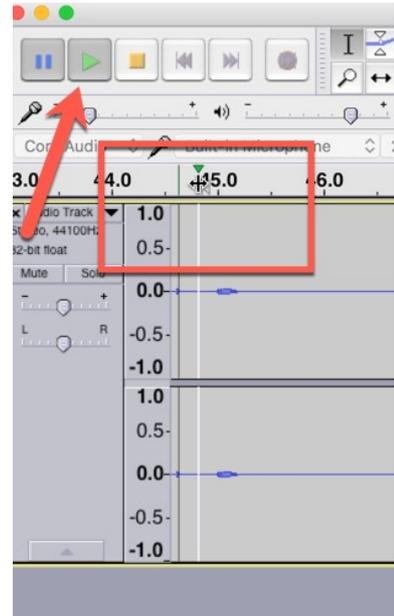
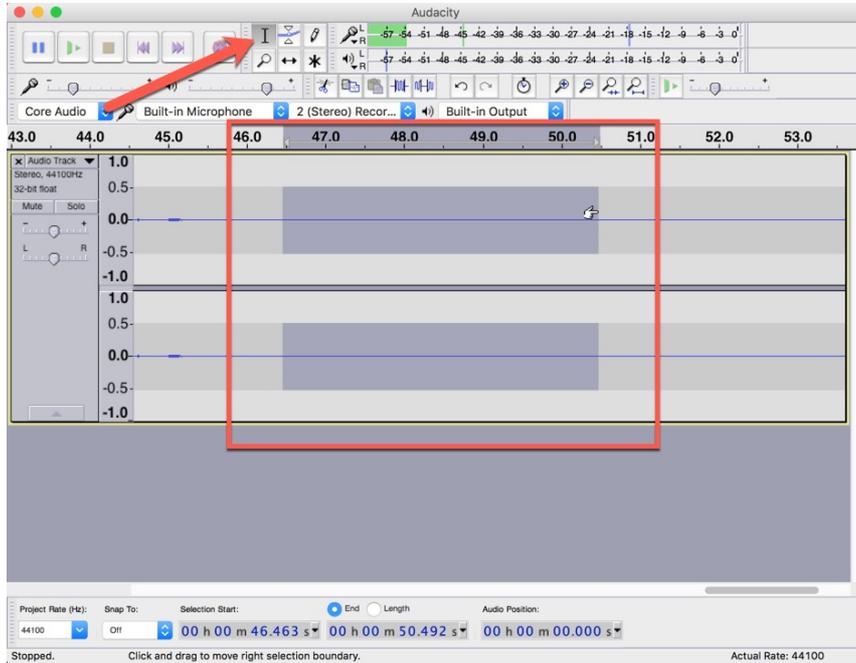
First launch Audacity.

Click on the ‘meter’ area to show monitoring (green bits) then click the record button. The timeline (in the red box below) will be created as you speak.

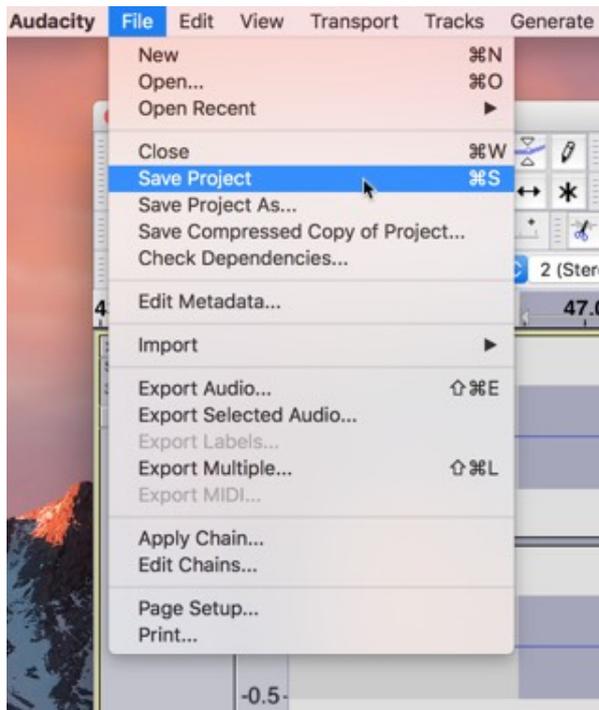
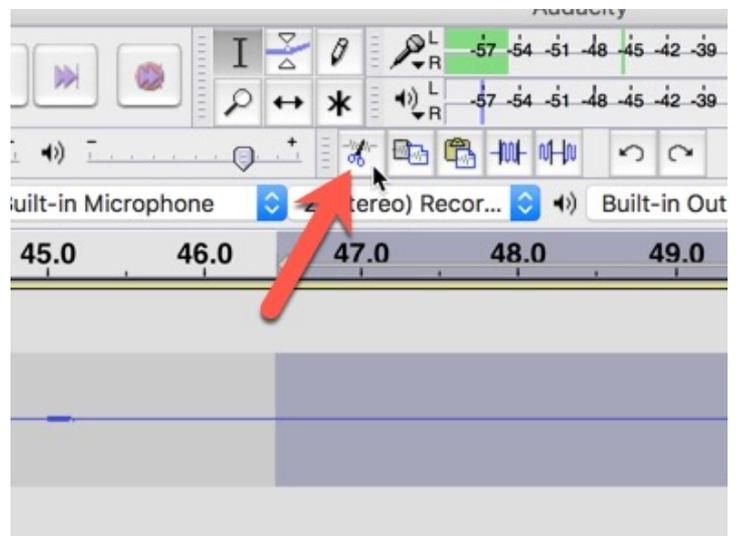


Once you've recorded your audio, use the 'play head' to choose a place to make edits.

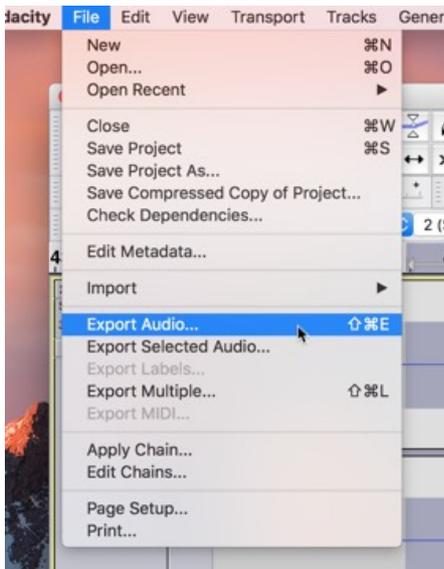
Click and drag with the tool (see arrow)



Once you've selected the quiet bits, or 'bad' bits, click the cut tool to remove them.

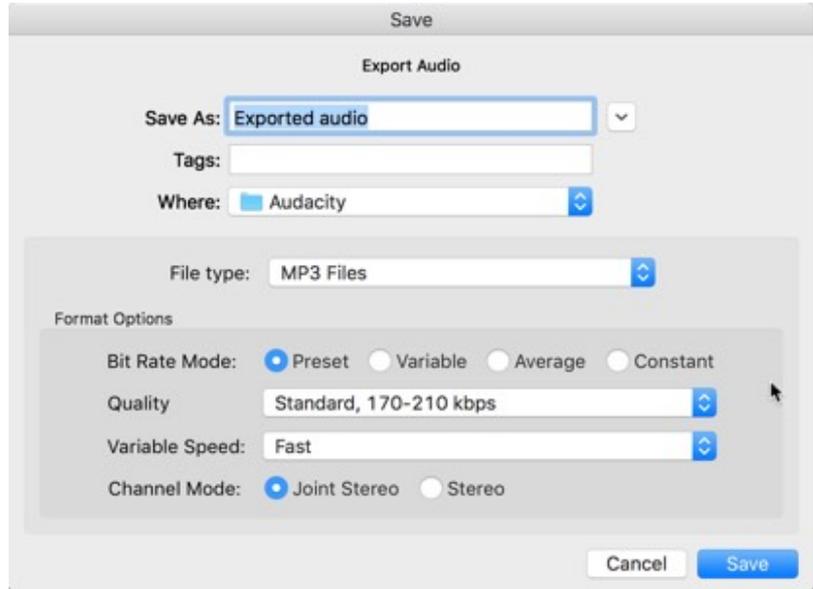


Don't forget to save your project. But KNOW that you're not done yet. That 'save project' saves the audio as an audacity file NOT a digital audio file like an mp3 (which you need).

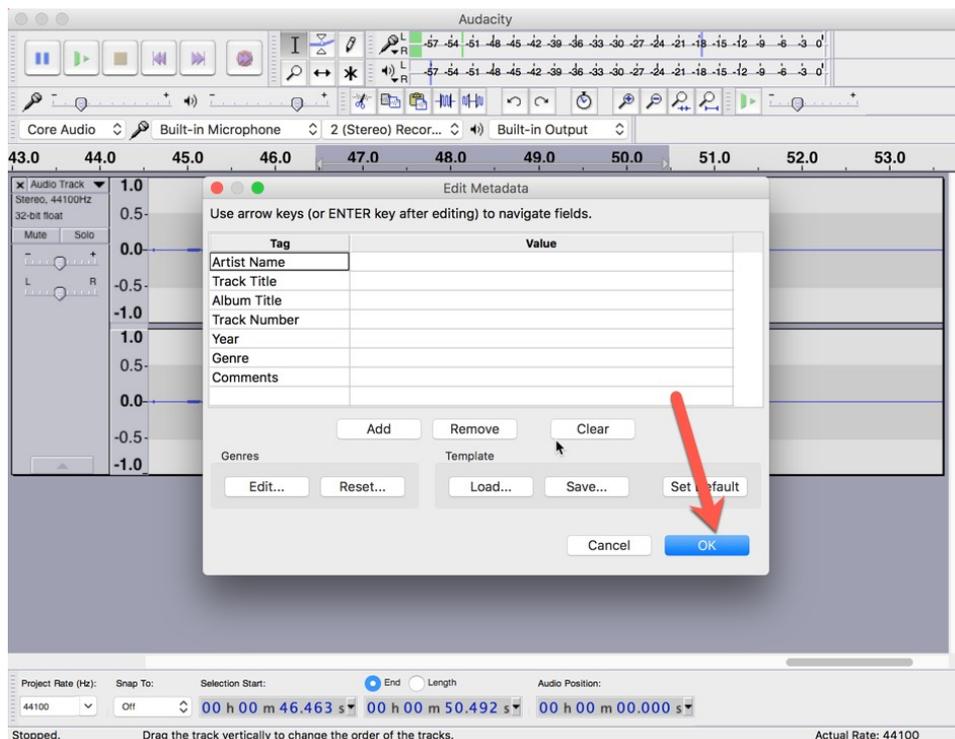


To get an mp3 file created choose export audio.

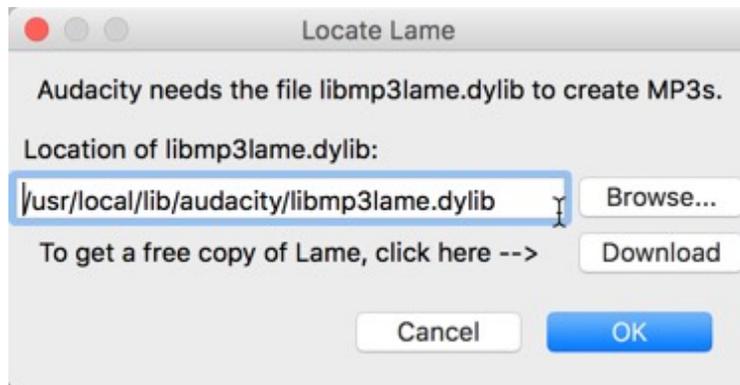
If you're using this on a university machine, everything should be okay... If you're on your own computer, please note the below information.



It will ask you if you want to add metadata (you can just skip this, and click okay)

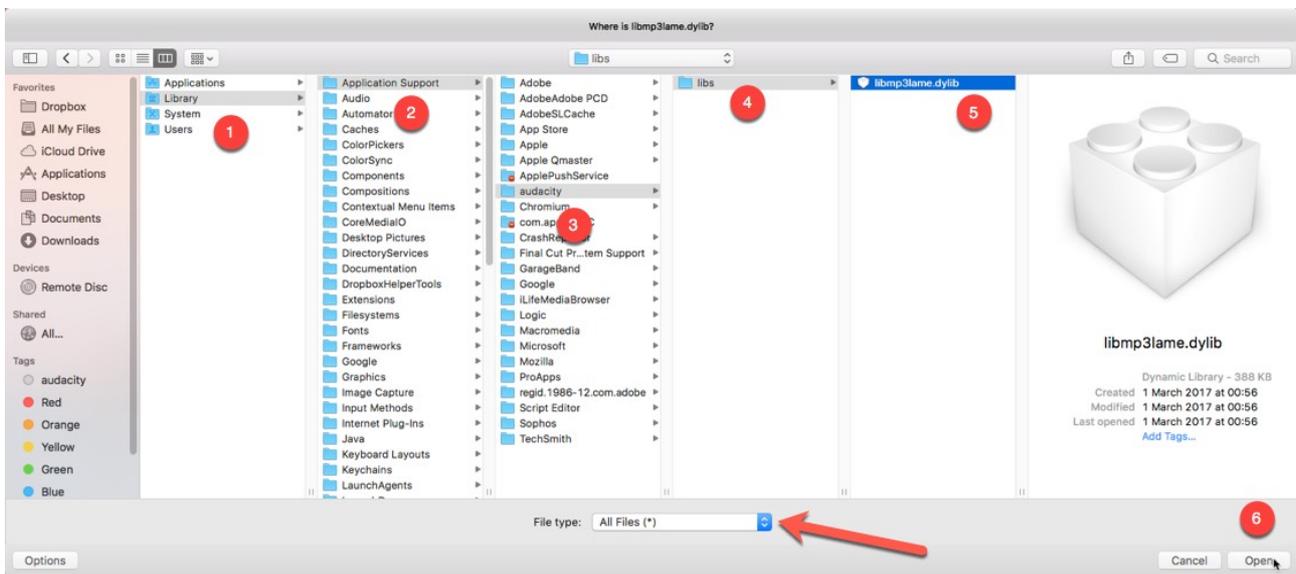


Oh no... If you're on your OWN machine, you will see this scary thing... You need to install a little plugin that will let you write to Mp3. If you're on a university machine, you shouldn't need to do this.



If you're on your OWN machine, you will have to install this plugin. Go to this page: http://manual.audacityteam.org/man/faq_installation_and_plug_ins.html#lame

It will lead you through how to download and install lame, and also give you directions as to how to do all of these things. This below is me locating the plugin on my mac... If you have Windows or Linux it will obviously be different (hence the above link)



If you don't want to go through all of this for an Mp3 file, I can't blame you. If you're on a Mac - save as an aiff (none of that 'install-stuff necessary.) If you are on a PC, save it as a WAV file.

