

Create-A-Scape step-by-step instructions for making sounds

(June 2007)



www.createascape.org.uk

Contents

MAKE SOUNDS: STEP-BY-STEP INSTRUCTIONS	3
1. Recording sounds	3
2. Cutting sounds	4
3. Saving sounds	5

For more help, please visit www.createascape.org.uk

MAKE SOUNDS: STEP-BY-STEP INSTRUCTIONS

1. Recording sounds

Recording sounds for your mediascape

You can record sounds for your mediascape on a PDA, or on other devices such as a mobile phone, MP3 player, or directly onto your PC. Make sure you record sounds as .wav or .mp3 files.

1. Prepare

Get ready to record your sound. You'll need to speak near the device, or hold it near to the sound source.

2. Start recording

Click on the **Record** button, and record your sound.

3. Stop recording

Press the **Stop** button when you have finished recording.

(Don't worry if you have recorded more sound than you need, you can edit it later, but do make sure you record enough!)

4. Find recording

Your recorded sound should now appear on your device as a file called something like 'Recording1'

Repeat the steps above to record more sounds, if you need to.

2. Cutting sounds

Cutting out what you don't need

You may find that you need to cut (or edit) down your sound file to include only the bits you need. Here's how:

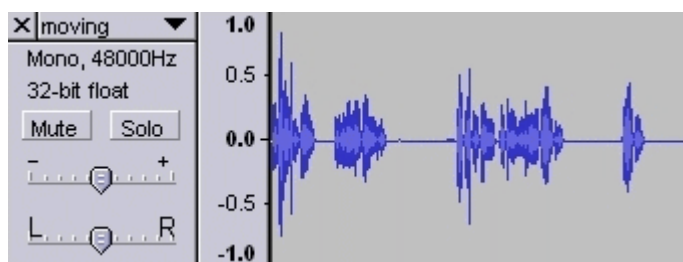
1. Open sound file

Open the program Audacity on the desktop.

Go to **File** and then **Open**, then browse to the folder where your sound files are.

Select the sound file (a .wav or .mp3 file) you want to cut.

You'll see that the sound recording is displayed as an image (a 'sound wave')



2. Play sound

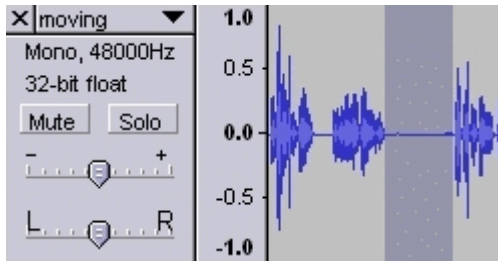
Click the **Play** button to hear the sound.



3. Find silent bits

There may be bits of the recording you want to get rid of. (Often the beginning or end of sound files are blank, or there may be pauses in the sound.)

You can see the silent areas on the wave; they are flat or almost flat lines.



4. Remove bits of sound

To remove these flat, silent bits from the recording, use your mouse to click on them, then drag across the whole area you want to remove.

Now click on the **Cut** button.



Repeat steps 3 and 4 until you have removed what you want.

3. Saving sounds

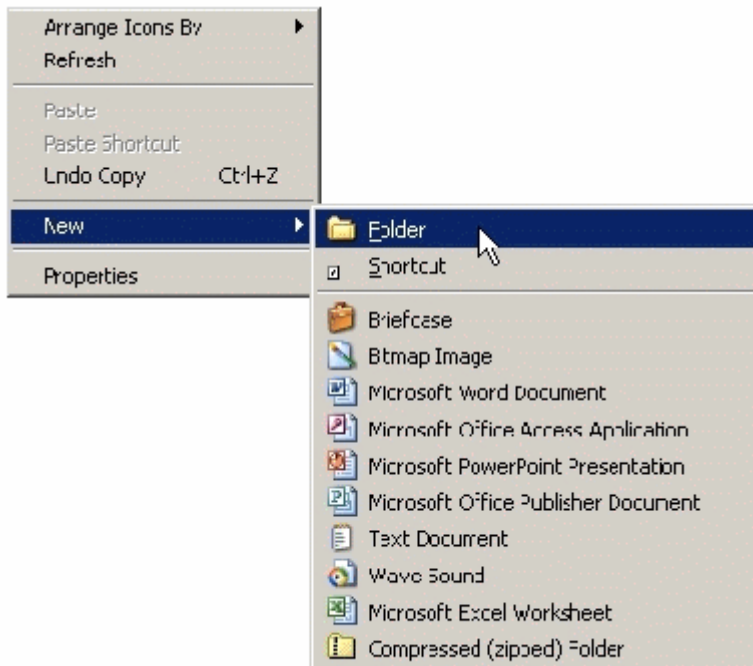
How to save your sound files

Sounds should be either .wav or .mp3 files, or they won't play in your mediascape.

1. Create folder

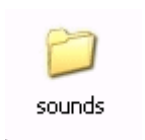
First you'll need to create a new folder on your computer's desktop to save your mediascape sound files in, if you haven't got one already.

To do this, click with your right mouse button on the desktop and choose **New**, and then click **Folder**.



2. Name the folder

Type a folder name that is meaningful to you (such as 'sounds').



Select and copy all the sound files you have worked on.

Paste your files into the folder you created.

3. Test your sounds

Open the program Audacity on the desktop.

Go to **File** and then **Open**, then browse to the folder where your sound files are.

Select the sound file (a .wav or .mp3 file) you want to test.

Click the **Play** button to hear your sound



If you are not happy with the sound, go back to the 'Cutting sounds' or 'Recording sounds' instructions.

4. Export sound file

Once you are happy with the sounds you've recorded, you should save them, and export them as a .wav or .mp3 file using the Audacity program.

Click on **File**, and choose **Export as WAV** or **Export as MP3**. (DON'T click on 'Save Project as').

5. Choose file location

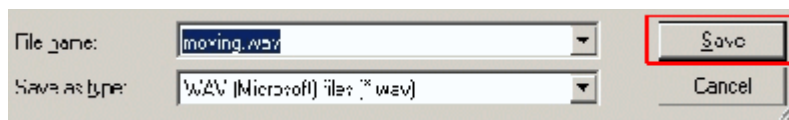
Now find the folder you created for your mediascape files.

Click **Browse** and select **Desktop**, then find the folder.

A box appears, and in 'Filename' type in the name you want to call the sound file.

Sounds should be either .wav or .mp3 files, or they won't play in your mediascape, so make sure you select the 'type' you want from the drop-down list in **Save as type**.

Now click **Save**



That's it! For more specific help go to the website:

www.createascape.org.uk