

**Computing** **Year 5 Autumn Term Communicating Media**

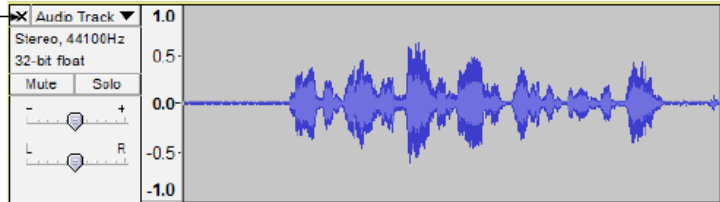
**Audacity guide**

**Knowledge**

**Vocabulary**

All sound recordings are displayed in a visual way known as a waveform. This shows the length and change in volume of the audio track.

To delete the entire audio track, click on the cross.





**Media**  
A way of communicating between many people at once

**Trim**  
To make a sound the required size by cutting away or unwanted parts.

**Clip**  
A small sound file (noun)  
OR  
The same meaning as 'Trim' (verb)

Most buttons for audio devices or software follow a similar convention, so you should easily recognise what they are designed to do. The main toolbar buttons in Audacity have six basic functions:



**Passwords:** Use your own account when logging on to the network. Always use your own iPad.

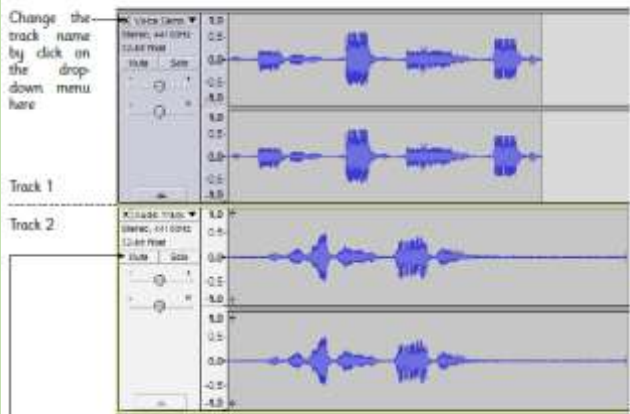
What makes a good password?  
**Easy to remember, hard to guess**

Password Rules:  
**Remember it, don't write it down, never share it, don't copy someone's password!**

**Sound effect**  
A sound other than speech or music made artificially for use in a play, film, or other broadcast production.

To highlight and select the entire track click anywhere in the grey box at the left hand-side.  
To highlight and select part of the track just click and drag over the required section of the waveform.

Change the track name by click on the drop-down menu here



Two (or more) tracks can be recorded and played at the same time. If you want to hear what one of them sounds like on its own, either click on Solo or Mute.

**Keyboard shortcuts**

Cut (Ctrl + X),  
copy (Ctrl + C)  
paste (Ctrl + V).

This is best used to move a file from one folder to another, to move an image from a folder into a presentation, or to move text in a document.

Minimise all windows (windows key + M)  
Change window (Alt + tab).

**Loop**  
A repeating sound to allow continuous repetition.

<b>Recall: Can you remember what these words mean?</b>	
Sound	Transition
Text	Duplicate
Image	Frame
Video	Animation
File	Effect
	Soundtrack
	Narration