

Podcast Training Audacity Tool Bar

Podcasting @ CLRN



I Selection Tool

The main tool to select audio. Click in a track to position the cursor, or click and drag to select a range of audio. If you drag from one track to another, you can select multiple tracks. Extend a selection by shift-clicking a new point in the track.

Playback always **begins** at the position of the selection cursor



Envelope Tool

Gives you detailed control over how tracks fade in and out. When the envelope tool is selected, the amplitude envelope of each track is highlighted in a green line, with control points at the beginning and end of each track. To change a control point, click it and drag it to a new position. To add a new point, click anywhere in the track where there is not already a control point. To remove a point, click on it and drag it outside of the track until it disappears, then release.



Time Shift Tool

Allows you to move tracks relative to one another in time. To use this tool, simply click in a track and drag it to the left or right. To align two tracks together or reset their time shift back to zero, use the Align Tracks Together or Align with Zero commands.



This tool allows you to zoom in or out of a specific part of the audio.



Rewind

Moves the play head back to the beginning of the clip.

