

## Certification Test - Prep


### Audacity Level 1

Level 1 is all about basics in Audacity and being able to import a soundfile, play it and manipulate the windows, knowing some of the background information/terms about sound waves and digital recording.

To prepare for the Audacity Level 1 test:

- Practice with your own copy of Audacity and be able to easily do the hands-on test on the back. Notice the evaluation checklist; look at it carefully to see EXACTLY how you will be score.
- Be able to find and use the on-line Audacity Manual.
  - Read the section called, "Introduction" - just the three parts, "Audacity", "What you can do with Audacity" & "What Can't Audacity Do?" (you may read other parts, too)
  - Read the part "Is Audacity Really Free" and "Who Developed Audacity" ( these are in the FAQ section)
  - Read the "Setup, Audio Import and Playback" part of the Tutorial
  - Review the information on the science of Digital Audio (in the Tutorial)
- There are a number of files and folders are that are created when you create a new document. Be sure you know what they are and what their function is. (.bak is a backup file). You can look all of this up in the online or hard copy of the Audacity Reference page.
- Know what "nondestructive editing" means.
- We set the preferences for a sample rate of 44100 and a sample format of 16-bit because these are CD quality. They are not as high a rate as you could use, but they are sufficient for our needs. More would be wasted on recording to CD.
- Other programs can't read the Audacity file format so once you are all done editing you need to export them to a different format. Go to the file menu and pull to "Export as WAV".
- We export to WAV files because almost everything can read the WAV files. (WAV is a format developed for PCs and AIFF was developed for Macs. Macs are more flexible and can always read WAV, whereas some PCs can not use AIFF files, so it is best to save as WAV)
- Know the terms: "I/O", "clipping", "sample" / "sampling"

### Hands-on Part:

1. Open Audacity
2. Go to the Audacity Preference
  1. In the Quality section make sure that Default Sample Rate is set at 44100 and that the Default Format is set for 16-bit
  2. Go to the File Format section and be sure the Uncompressed Export Format is set for WAV (Microsoft 16-bit PCM)
3. Open a music file from the iTunes music folder or from our folder
4. Do a Save As, with your name as the title of the document, to Certifications -> Audacity Certifications -> make a folder with your name and save the file in your folder.
5. Play your file.
6. Zoom in until you can see the sampling.
7. Zoom back out until the waveform fits the screen.
8. Demonstrate how to resize the track vertically -- make them all shorter, then taller
9. Show the evaluator how you can figure out what the buttons are for.
10. Go to the on-line Audacity Manual to find the explanation for what the "Multi-Tool Mode" does.
11. Export your file as a WAV file and save it to your Audacity Certification folder.
12. Quit Audacity
13. Open QuickTime Player 
14. Open your WAV file and play it in QuickTime
15. Quit QuickTime

### 16. Score Sheet for Hands-on Part:

- Able to locate Audacity icon
- Able to find the Audacity Preferences
- Able to change the three preferences indicated
- Knows how to open a sound file in Audacity
- Able to locate the iTunes Music folder and maneuver to a sound file
- Knows how to Save As
- Able to find the Audacity Certifications folder
- Able to create a new folder within the Audacity Certifications folder
- Names the new folder with own name
- Able to play the file
- Knows how to zoom in
- Knows what it means to zoom in until you can see the sampling.
- Able to zoom out
- Able to resize the track vertically
- Knows that when you roll the mouse over the button its function shows in the lower left box.
- Able to find and open the Audacity on-line manual
- Able to find where it explains what the "Multi-Tool Mode" is
- Able to export file as a WAV file
- Places it in his/her own Audacity Certification folder
- Quits Audacity
- Able to locate and open QuickTime
- Able to open the certification WAV file and play it in QuickTime