



## Steps to INSTALL in **AUDACITY**



**Audacity** is a freeware program that records sounds directly from within any program, imports sound files, and allows you to record your voice using an internal or external microphone. Once you capture or record audio files, you can export in a format that can be accessed by any computer. Audacity also supports common editing operations such as Cut, Copy, and Paste. Advanced features include mixing tracks and applying plug-in effects to any sound. There is a tutorial and help guide for new users. Audacity - using the LAME plug-in - will export your files in the MP3 format for Podcasting.

### **Step I: To Install Audacity:**

**For all users** - go to this page and choose your operating system:

<http://audacity.sourceforge.net/download/>

•Click on a download location and follow directions for installing or unzipping.

#### **\*Windows - Recommended Download**

•[Audacity 1.2.4b installer](#) (.exe file, 2.5 MB) - The latest version of the free Audacity audio editor.

#### **\*MAC OSX - Recommended Download**

•[Audacity 1.2.4b](#) (.dmg file, 3.4 MB) - The latest version of the free Audacity audio editor.

The .dmg file will unstuff and the Audacity folder will appear. Drag the folder to your Applications folder. Put a copy of the Audacity program on your dock for easy access.

### **Step II: To Install LAME**

(LAME is an encoding software for exporting files in the MP3 format.)

#### **Windows - Recommended Download**

<http://audacity.sourceforge.net/download/windows>

• Click on the files and follow directions for downloading. Remember where the file is located.

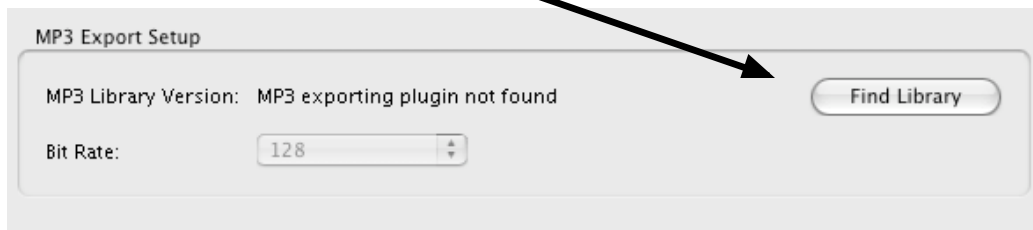
#### **MAC OSX - Recommended Download**

<http://audacity.sourceforge.net/download/mac>

- Click on [LameLib-Carbon.sit](http://LameLib-Carbon.sit). Once downloaded and expanded - a folder called "LameLib" appears. Place this in your Applications or Audacity folder.

### Step III: For BOTH Platforms

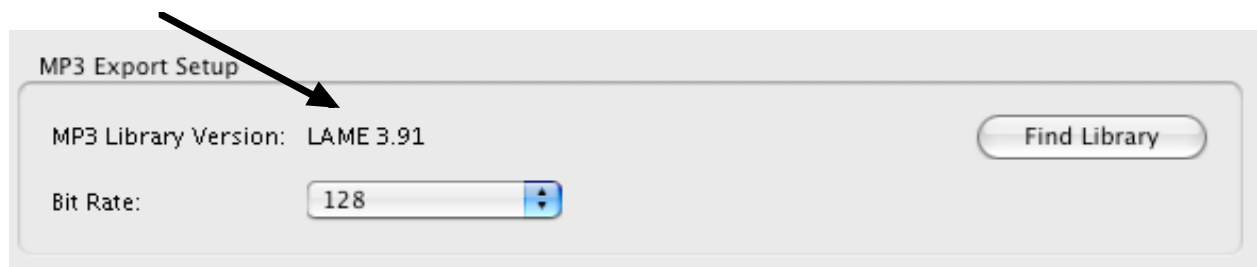
- In Audacity, go to Preferences > File Formats and configure the MP3 Export Setup by locating your saved LAME file. Click on "Find Library"



- When this window appears - click yes and navigate to the LAME 3.91 file.



- Your File Format tab should look like this.



- When you are finished editing in your files in Audacity - go to File > Export as MP3 ... and your file will be saved in the correct format for uploading to the Internet as a Podcast.

