

Audio editing with Audacity - For Interviews and Talks

You did an interview? Recorded a band? You want to edit your live radio broadcast? Produce a jingle? Work on any audio-installation? This guide should help you to find your workflow.

Important!

Always record one minute of ambient sound. The room tone is used for the transitions transitions and should replace the voice. Otherwise you will hear the cut.

Do not forget!

Save your Audacity projects from time to time - for safety. If you plan several editing steps (e.g. playing with sound defects), then save eersions of your project. of your project.

Preparations

- Prepare the file system, create folders:
 - "OT" for original tones
 - "PP" for the pre-production
 - "CIT" for the citations / quotes
 - "FIN" for the finished products
 - "ATMO" for sounds
 - „PIC“ for pictures (within „raw“ and „jpp“)

Original sound is created and stored in Audacity: quote for quote

- Open Audacity
- Import the original sound into Audacity
- Cut the original sound
 - "Quote for quote"
 - Select (highlight) quotes
 - Export quotes as "selected sound"
 - as "fac ile
 - Name quotations systematically
 - e.g. "01_Anna_Childhood_First_Memories"
 - e.g. "01_Mehmed_Training_Carpenter_First_Work"
 - into the folder "CIT"

Creating a library – naming and framing quotations and pieces.

- Gain orientation about the collected quotations
 - by importing the citations into a spreadsheet programme (e.g. LibreOffice, Word...)
 - by listening to the quotations
- Finding out the
 - Strong quotes: The strong moments of the interviews, the audio material. Those passages that stand for the conversation, the interview.
 - Themes that occur in the interview, in the conversation.

- Recognising the structures, how the conversation went.
- Re-sorting the interview, the conversation
 - Chronological (default)
 - Thematic
- Editing through
 - Reading: sort the quotations by topic in a table programme. Possibly mark with arbs (codes).
 - Listen: listen to the quotations in an audio player and sort them according to your own hearing.
 - Sort them according to their own hearing.
 - Pay attention to the transitions: Which passages go together? Which passages create tension?

You can re-sort and group the quotes for your story: By listening to an audio player By listening to them in an audio player, you can get an impression of how the individual quotes sound together. You can arrange the quotations according to themes and vary their vary their order as you like. Keep going until the story works.

If you want to divide your story into several chapters, you can edit each chapters individually. In other words, you edit all the audio quotations of a chapter in an in a separate Audacity project. Editing one chapter at a time is easier than editing all of the audio quotations in a large programme project. You can easily lose track of everything.

Develope any story...

„Kill your idols, Love your Darlings“

Editing thematic chapters

Citations / Audiopieces => Selection, Rearranging (by topics, content)

For this phase you want to work with any simple audio-editor to listen intuitively to your files. Like Audacious, Deadbeef or VLC.

- The audio quotations are now sorted by topic.
- Now you can start to create your production chapter by chapter.
- Importing the audio quotes of a theme into Audacity,
 - First, Audacity imports each individual audio quote into its own audio track.
 - Now move the individual audio quotes,
 - move
 - group them
 - set distances between audio quotations
 - Apply effects:
 - Fade in or fade out audio quotations.
 - Tune the audio quotations according to volume
 - normalise
 - reduce volume
- Insert spatial sound between the audio quotations.
- The finished thematic chapters
 - Export as sound
 - name them

When you have worked through all the chapters of your production the last phase of your work begins: you import the individual chapters of your programme into a new Audacity project.

Your final production: Combining chapters in Audacity / Audio Editors

- Now you only have large thematic blocks in your Audacity project.
- There should be no more than 5 or 6 thematic chapters per programme. Why? Because radio programmes with more than 5-6 thematic blocks overwhelm the listeners. There there is simply no time left to gain depth.
- You can now insert the introduction and conclusion.
- Add music and sounds.
- Put in the final effects,
 - Tune the volume and normalise the overall project.
 - Possibly apply compressor
 - max -12db and ratio max. 4:1

Mixdown your project

- Mark all
- Merge als tracks (Mixdown)
- You get a "mix-down" and can immediately see where you might need to do some need to improve
 - Listen to transitions
 - Check the volume gradients
- If you are satisfied, then export the sound and
 - give it a final name
 - Tag the programme: Index with programme name, participants, station, rights, etc.