

Letter of Recommendation Remake

I shared a folder with you on Dropbox called “Audacity Letter Workshop” that includes a PDF “script” for a letter of recommendation, 3 audio versions of the letter being read, and a folder of “effects” of various sound clips that could be mixed in with the letter audio.

By now, you should have downloaded Audacity on your laptop and the LAME program that allows you to export MP3 files. In class, I’ll briefly walk through the “Audacity Intro” linked from the syllabus that summarizes some basic operations afforded by the program.

- If you haven’t downloaded Audacity on your laptop yet, go ahead and download it in class: <http://audacity.sourceforge.net/download/>
- If you haven’t downloaded and installed the LAME plugin, try to download and install it. It is a small hassle but doable: https://manual.audacityteam.org/man/faq_installing_the_lame_mp3_encoder.html

With Audacity set up, everyone should download the letter materials to their desktops and hack around on the “letter” in Audacity for practice:

- Storage: To work on projects you’ll need a designated Folder for your assets and projects on your laptop, in YOUR OWN Dropbox or Google Drive account, or on a decent sized Flashdrive (don’t use the Dropbox folder I used to share the files with you).
- Saving: Make sure the .aup Audacity file/folder is saved in the data or assets folder you created for the files you got from me.
- Record: record yourself reading the “letter” script. It should automatically record as a separate, individual track.
- Tracks: Import one or more recorded versions of the letter, “Olliemac” 1, 2, and/or 3. Listen and decide which version or which parts of which versions you want to use.
- Tracks: Import “Effects” in as new tracks. You don’t need all of them. Just pick a few to experiment with.
- Tools: experiment with the various tools—move tracks up and down the timeline, adjust volumes for the individual tracks, select and cut bits that you don’t need, etc.

- Save: Continue to experiment, make it silly, absurd, or try to do it for real, whatever. Save regularly as you go along.
- Export: Once you've pulled something together that is at least semi-workable export it as an MP3 file (yourlastname_letter.mp3).
- Upload: Then, upload your MP3 to the CLASS Dropbox folder "Uploads." I'll give everyone participation for having something.

This will likely be a chaotic process with everyone trying to figure out different things at different times. This is normal and to be expected. I'll come around in class and help a little if you are stuck and I'll have my Audacity book if we need to look anything up, but I can't always get to everyone or especially get to everyone right away. So, neighbors should help each other out as much as possible.

If we run out of time in class, continue to hack around a little more at home and upload later. But remember, generating *anything* is the goal: this is just for practice so it doesn't have to be good or even all that coherent. I just want to make sure everyone gets some initial experience with Audacity.