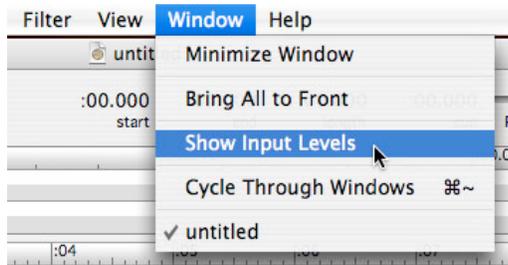


# I. Record Your Narrative With *Sound Studio*

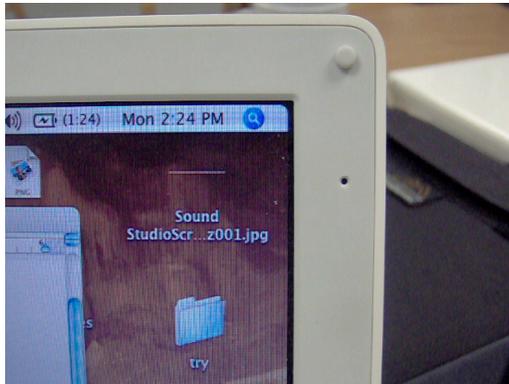
1. Select a quiet place to make your recording. Background noise will ruin your work.
2. Open Up *Sound Studio* in your Applications folder.



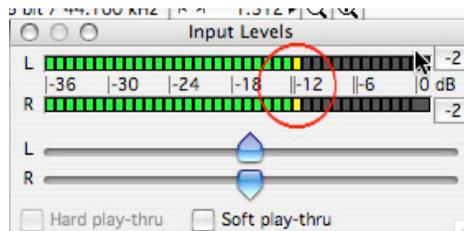
3. Choose "Show Input Levels" from the Window menu:



4. Practice your narrative by speaking into the small microphone (little hole) located on the upper right corner of your screen.



5. To get good sound quality (no distortion) keep your volume near the yellow (never the red) in the levels meter by adjusting your speaking volume or moving closer or further from the microphone.



- When you are ready, record your voice using the red Record button. Stop recording using the Stop button.



- To edit your recording (cut out pauses, etc.) highlight the part you want to delete or copy and use the Edit menu commands to make changes.

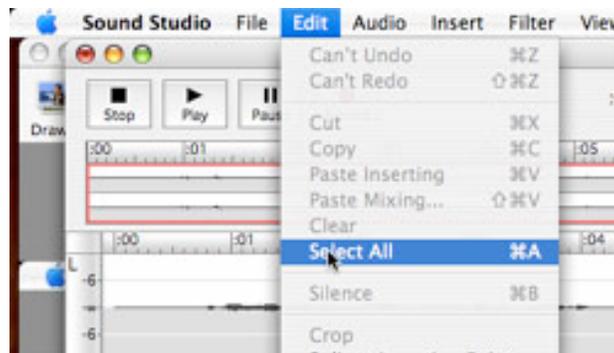


Select the area to be deleted by moving your mouse to the center line and dragging across the section. This will select both the left and right channel

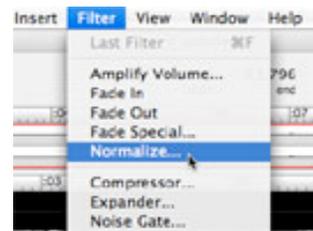
- Save your work often to prevent loss.

## II. Finalizing Your Recording for the Web Site

- When your recording is as good as you can make it, select the entire recording using “Select All” in the Edit menu.

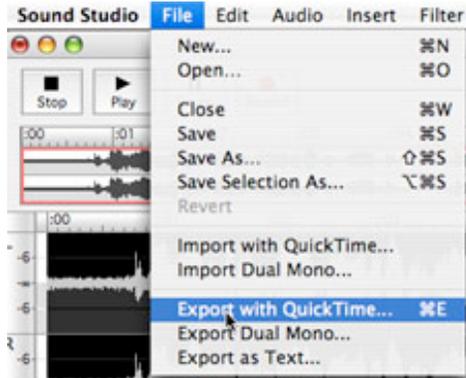


- Normalize your recording using the Filter menu. This will make the volume as loud as it can be without distortion.



- Save your work.

4. Export your recording using Export with QuickTime from the file menu.



5. In the Sound Settings window, set the Compressor to Qualcomm Purevoice, and the Rate to 11.025 kHz.



6. Name your file “narrative.aif” and save it to your desktop. You might see a message warning you about putting “.aif” at the end of the file name. That’s okay, use “.aif” anyway.
7. Open up narrative.aif on your desktop and play it. It should play in QuickTime. If you experience any problems, go back to step 4. In the sound settings window (step 5) choose IMA4:1 instead of Qualcomm PureVoice. Save it as “narrative.aif” and overwrite the earlier version.

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David Grant ~ King Middle School ~ [grantd@portlandschools.org](mailto:grantd@portlandschools.org)