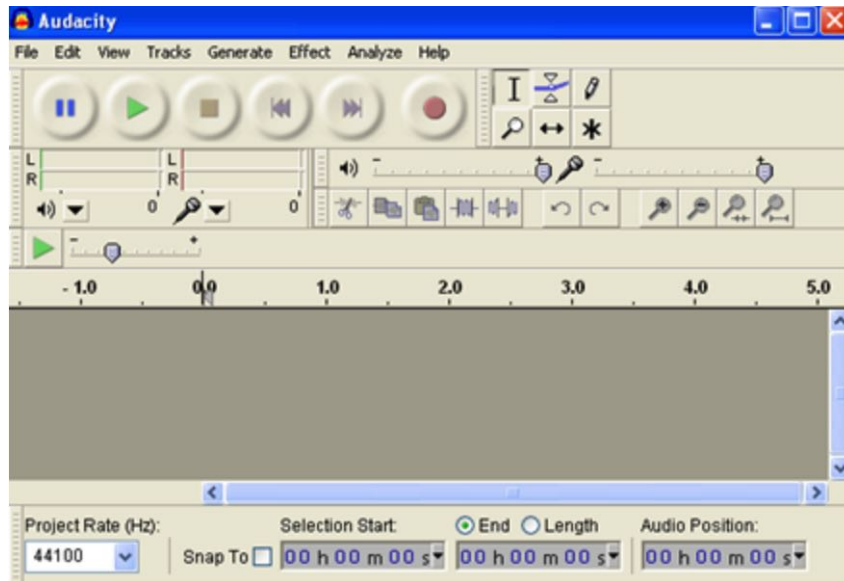


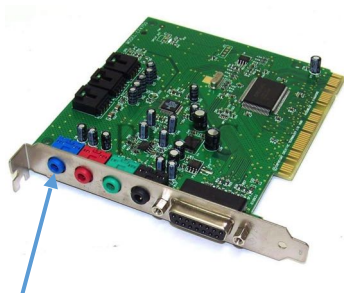
Transferring Audio to Digital Format

Equipment needed to copy cassettes to your computer:

1. Recording and editing software. You can download Audacity using the button on the page above. It does come in a Windows and Mac version.



2. You can use either a cassette tape deck with a "male to RCA output jacks" or a standard portable tape player with "male to male 3.5mm mini-plug".
3. Computer sound card with line-in jack or an "external USB sound card" that has a "Line In" jack. That jack is typically a blue color.



Transferring Audio to Digital Format

Step 1: Connect Tape Player to Computer

- a) If you are using a standard tape deck you will need to use a male mini pin to dual RCA male adaptor like the one shown.
 - 1) The RCA male plugs will plug into the tape deck right and left audio OUT jacks.
 - 2) The male mini pin will plug into the LINE-IN audio jack on your computer's internal or external sound card. This is usually the blue colored jack.
- b) If you are using a standard portable cassette player, use the male to male mini pin cable.

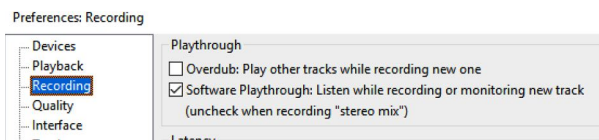
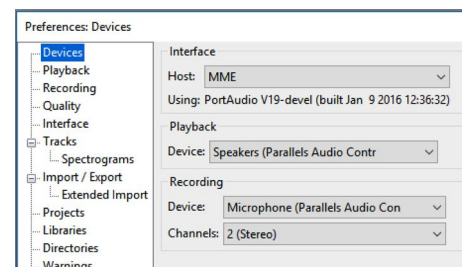


- 1) Connect one end into the headphone jack of the tape player, and the other end into the LINE-IN audio jack on the computer or external USB sound card device.



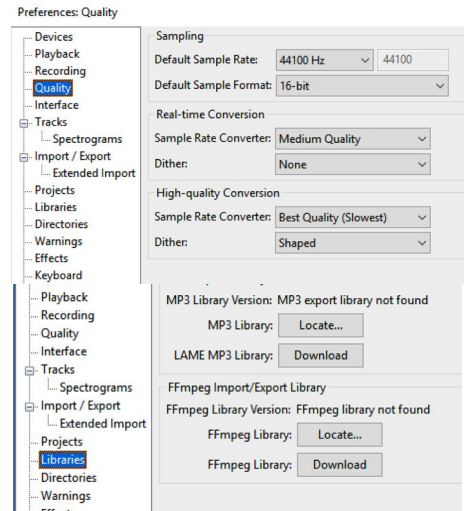
Step 2: Use Audacity to Record the Audio

1. You should now have already installed Audacity from the link provided on the website page. Open the Application.
2. Click on "Edit" then "Preferences".
 - a) Select "Devices". You may not need to change any settings. Just make sure that "Microsoft Sound Mapper" is not selected. If you used a "mono" microphone when you recorded your person, then change the "Channels" option to Mono.
 - b) Select "Recording" and check the box "Software Playthrough". This will allow you to hear what is being recorded.

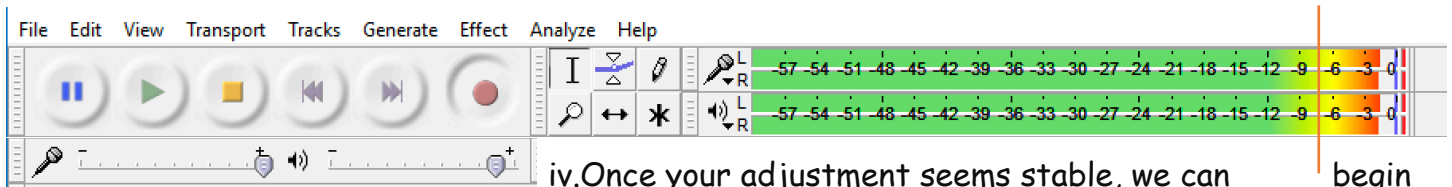


Transferring Audio to Digital Format

- c) Set your "Quality" settings as noted to the right. These are the defaults, so you may not need to change them.
 - d) There are licensing issues with file format MP3. If you are planning on saving your audio as mp3, you will need to download "LAME MP3" drivers. This is under the "Libraries" option.
 - e) Close out of the Preferences dialog box.
3. You can start your tape player and hopefully you hear your recording coming through your speakers.
- a) Set your "Project Rate (Hz) to 44100 (bottom left)

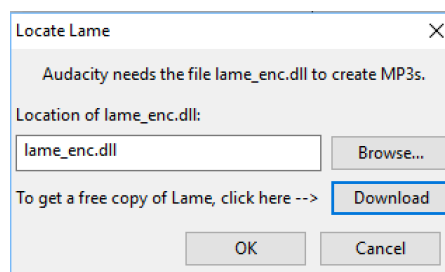


- b) Adjust the recording level
 - i. Adjust your player volume initially to a low level.
 - ii. Click on the red "Record" button.
 - iii. Using the small microphone slider bar (below), adjust to the right until the floating green bars only occasionally go into the yellow area. You may need to increase the volume of the tape player upwards as well. You do NOT want to see much red as this causes "clipping" or distortion of the sound.



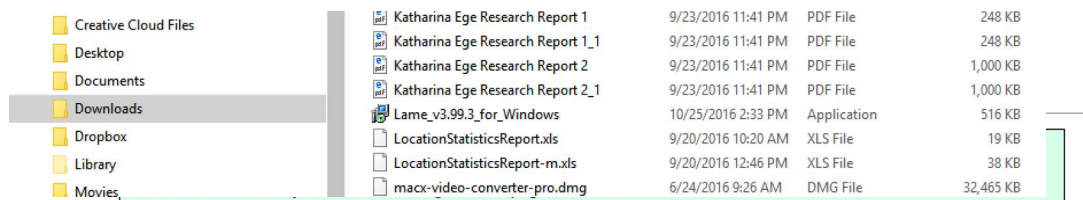
iv. Once your adjustment seems stable, we can begin the actual recording.

4. Click on "File → New" to start a new project. Rewind your tape to the beginning. It's okay to have "empty space" in your recording, especially if there is a lot of background noise. We can use this to get a noise profile later.
5. Click on the red record above, and press "Play" on the tape player. Watch the recording level to make sure you're not getting into the "red", adjusting a little as needed.
6. As your tape is playing, jot down notes about what audio events you want to keep, and what time sequence the event occurred.
7. Let your tape run until it is completed, then press the yellow "Stop" button.
8. Click on "File → Export Audio".
9. A new dialog box opens. Select the location you want to save the file to, give it a file name, and select MP3. A dialog box will come up with "Locate LAME".



Transferring Audio to Digital Format

- Click on the "Download button". A new browser window comes up showing how to download the file. The following example is for Windows PCs, not for Macs. Go further down the page for the Mac OS10 version.
- Click on the LAME Download Page link. A new browser page will open. Click on the blue link as noted below.
- The download package will download to your "Downloads" folder.
- Go to Your Downloads folder and find the file you just downloaded. Double click to install the driver and go through the install process. Remember where the program will install



Name	Date modified	Type	Size
Creative Cloud Files			
Desktop			
Documents			
Downloads			
Dropbox			
Library			
Movies			
Katharina Ege Research Report 1	9/23/2016 11:41 PM	PDF File	248 KB
Katharina Ege Research Report 1_1	9/23/2016 11:41 PM	PDF File	248 KB
Katharina Ege Research Report 2	9/23/2016 11:41 PM	PDF File	1,000 KB
Katharina Ege Research Report 2_1	9/23/2016 11:41 PM	PDF File	1,000 KB
Lame_v3.99.3_for_Windows	10/25/2016 2:33 PM	Application	516 KB
LocationStatisticsReport.xls	9/20/2016 10:20 AM	XLS File	19 KB
LocationStatisticsReport-m.xls	9/20/2016 12:46 PM	XLS File	38 KB
macx-video-converter-pro.dmg	6/24/2016 9:26 AM	DMG File	32,465 KB

Windows

Lame_v3.99.3 Setup - LAME

Windows.ex

- Double-click (verified).
- Follow the Setup Files\Lame fc

Select Destination Location

Where should LAME be installed?

Setup will install LAME into the following folder.

To continue, click Next. If you would like to select a different folder, click Browse.

C:\Program Files (x86)\Lame For Audacity

6 SUM here)



at the "publisher could not be

installation location of "C:\Program Files (x86)\Lame For Audacity" (verified).
installation location of "C:\Program Files (x86)\Lame For Audacity" (verified).

the device drivers.

- Once completed, you can export your audio file as .mp3 to your desired location.
- You will only have to install this driver one time.
- Click "Save" and your recording will be saved.
- We will learn how to edit the recording in the next tutorial.