**Key Knowledge for the unit:**

1. To record on Audacity, you simply need to add a track and press the "Record" button.
2. Remove a track by clicking the X in its upper left corner.
3. To remove only the selected audio in a track (without adding it to the clipboard) use Edit > Delete.
4. Press the Play button  to start playback.
5. Press the Pause button  once to pause playback, and again to resume.
6. To stop, press the Stop button .
7. Click Selection Tool, then select a portion of audio to fade in or out. Choose Effect → Fade In or Effect → Fade Out.

**Useful diagrams for the unit:**





**Key Vocabulary for the unit:**

Alter – make changes to some details.

Audio – sound, especially when recorded, transmitted, or reproduced.

Copyright – is a law that gives the owner of a written document, musical composition, book, picture, or other creative work, the right to decide what other people can do with it.

Duplicating – exactly like something else, especially through having been copied.

Input device – is any hardware device that sends data to a computer.

Output device – is any hardware device used to send data from a computer to another device or user.

Ownership – the right of possessing something.

Podcast – a digital audio file made available on the internet.

Year 4 – Audio Editing