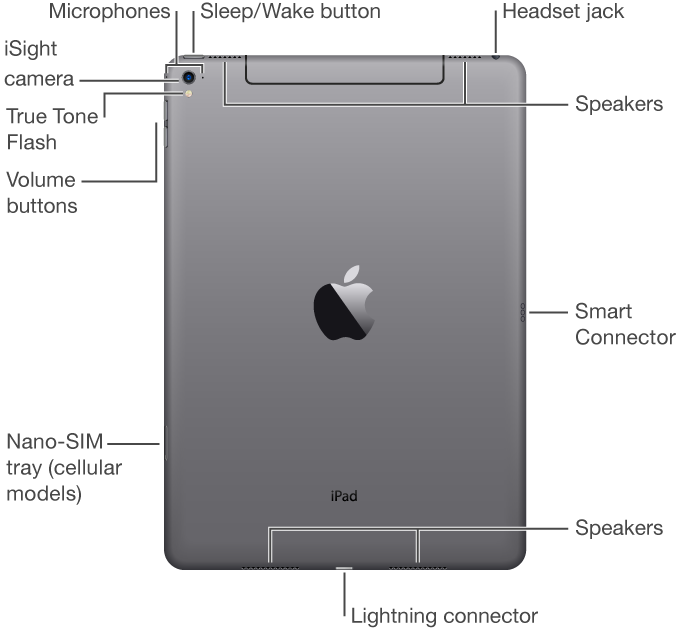
**Key Knowledge for the unit:**

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 Play button to start playback.
5. Press the Pause button Pause button once to pause playback, and again to resume.
6. To stop, press the Stop button 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