

iTongue: Our Multilingual Future -Grundtvig Partnership Project

Instructions for use of **Garageband software** in preparing audio clips for decoded products. GarageBand automatically comes on Mac computers as Apple developed it.

When you load GarageBand it will open a window on your desktop that will look like this:

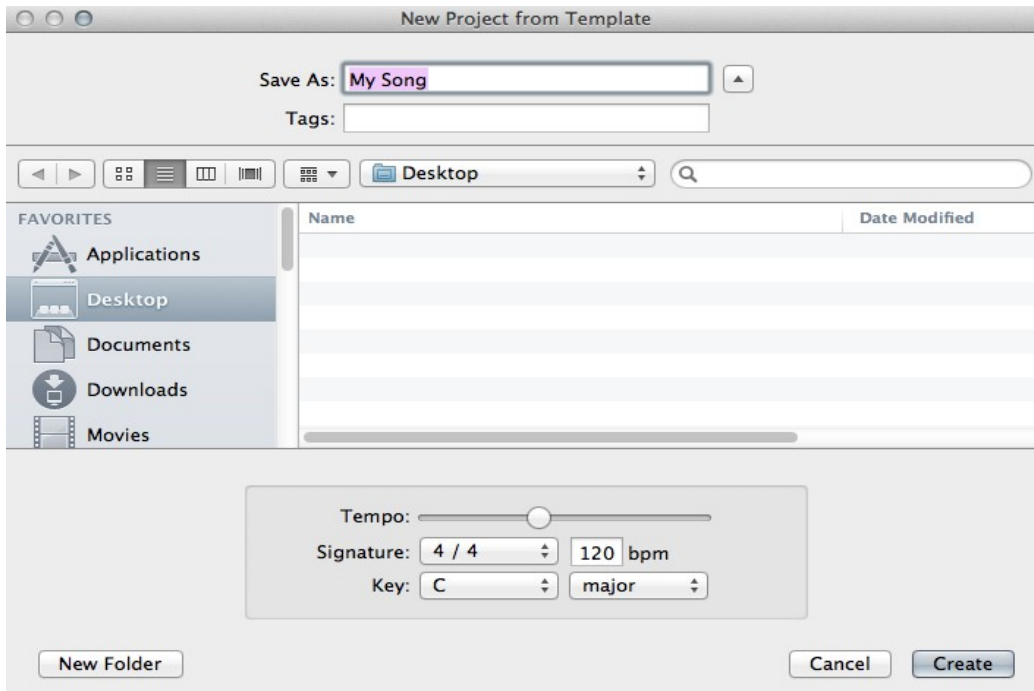


You have a variety of options to choose from. For this example, the 'Loops' image was clicked. However it doesn't really matter which out of Piano, Voice, Electric Guitar and Loops you choose because you still have the options of those when you're in the workspace.



Double click on the one you want.

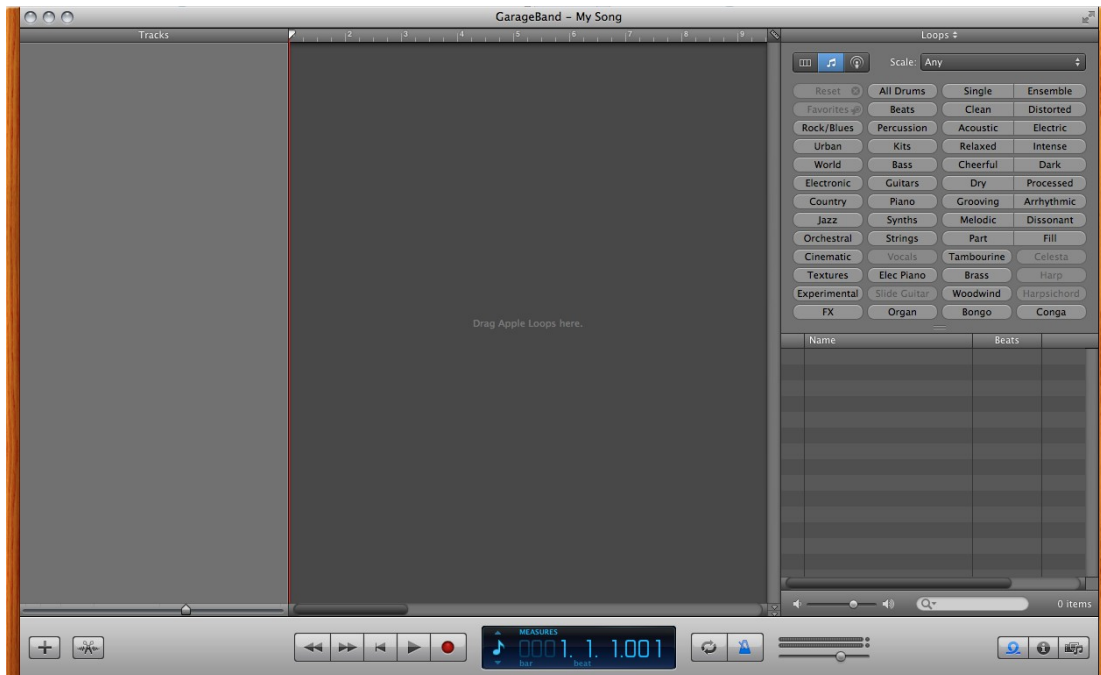
A window will then appear that looks like this:



In this window you are given the option to adjust or change the tempo, signature and key of your project. You don't have to decide on what you want just yet as you will be able to when you are actually working on your project.

Name your project and decide where you want to save it. Once you have done that click Create in the bottom right corner.

Your screen should then look like this:



This is your timeline, your blank canvas. This is where you will create your masterpiece.

The light grey panel running along the length of your screen contains the basic controls including Record, Play, the metronome, the clock (which has the option of counting the bars or the time).

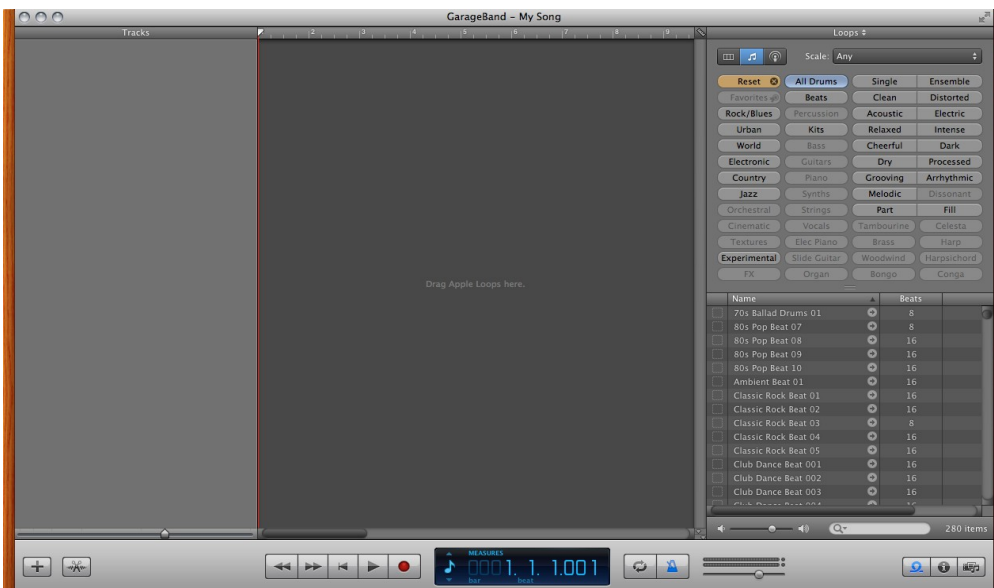


The media browser is where all of the music stored on your laptop or computer will appear. So if you use iTunes, the songs you have bought will be available to you. This gives you the opportunity to sample bits from a chosen song if you wish. All you need to do is click on the Media Browser button, locate the song you want and then drag it onto the workspace where it will load and be ready for you to play with.

Note: In making your iTongue products, you will need to take account of copyright. You will need to either create your own music or use Royalty Free music such as can be found at <http://incompetech.com/music/royalty-free/>.

If you selected the Loops template at the beginning, then you'll see all the Loops available on the far right of your screen. There is a wide range for you to play with.

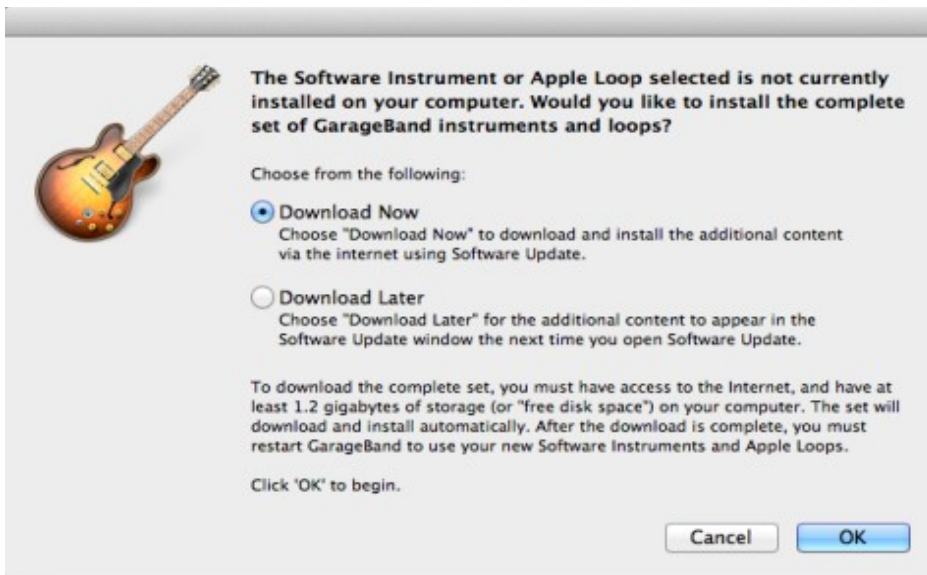
As you see in the screenshot below, the All Drums (highlighted in blue) was clicked.



All of the drum patterns and beats available to you would have now appeared, ready for you to listen.

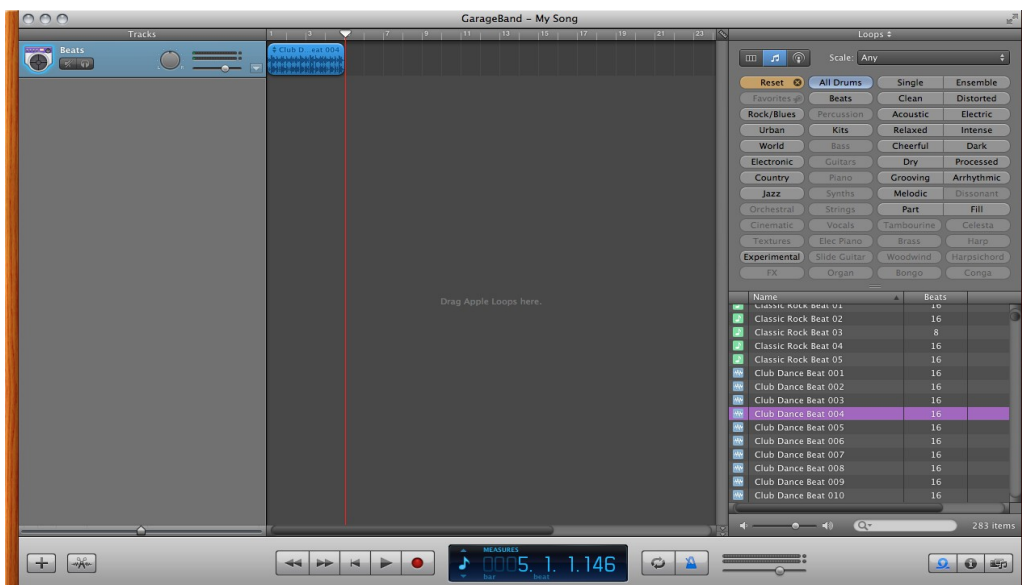
******Side Note******

If you click on a loop and you haven't downloaded the full pack of loops and instruments available, then a window will appear notifying you that they need to be installed.

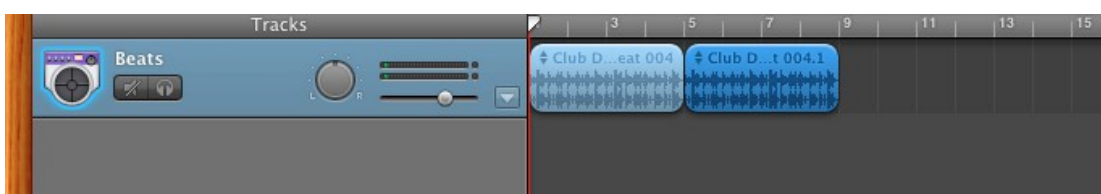


All you need to do is download and install the full package and then you're ready to start creating your video or audio recording.

Listen to the different samples and when you have decided what you like, simply drag it over onto the empty workspace. The software will then load the loop leaving your workspace looking like this:



In order to copy a loop to extend the length of your song, just hold down the 'alt' key on your keyboard and drag the chosen loop over:



On GarageBand you have the ability to record your own guitars and vocals.

When recording a guitar connect the guitar to the audio input port on your computer or to an audio interface connected to your computer.

When making a new track on which to record your guitar, you can either select Real Instrument or Electric Guitar. If you wish to use GarageBand's amps and stompbox effects, then select Electric Guitar, but if you don't then select Real Instrument.

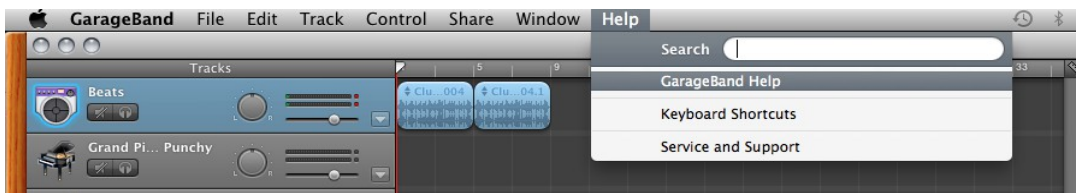


Click on Instrument Setup and a menu will drop down. Select the options that apply to your setup. You have the option to hear your instrument when your are playing and recording, if you want this then make sure you select the box

When you have created the new track the far right panel will look like this:



The Help Center is located under the Help option on the menu bar at the top of your screen.

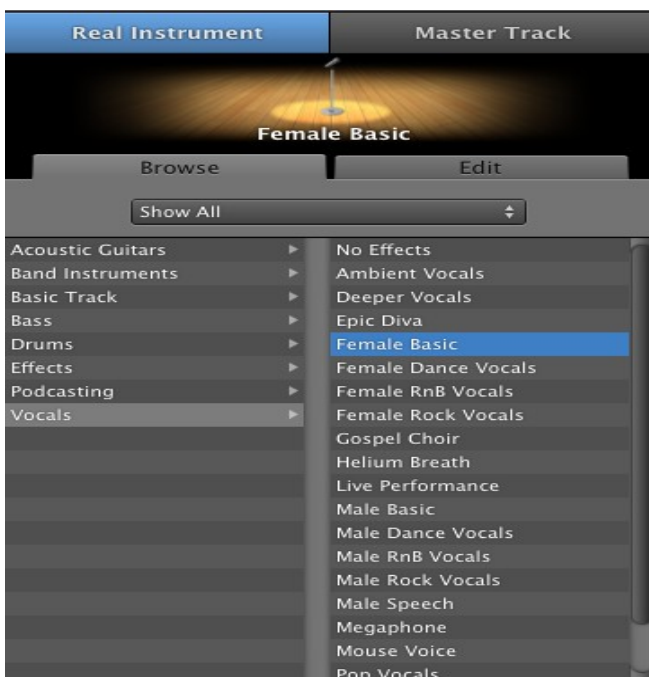


Click on GarageBand Help. A window will popup and you will need to look at Lesson 4 – Play and record your electric guitar.

If you wish to record your own vocals, you can do this by creating a new track. Create a new Real Instrument track.. It will appear with the title No Effects.



Over on the Track Info you'll see Vocals listed. If you click on that you'll get different effects to put on the vocals.



You have the option of recording your voice by using either the computer's built-in microphone or by connecting a microphone to your computer.

If you are using an external microphone, connect it to the audio input port or the USB port on the computer. You can also connect it to an audio interface connected to your computer. Click the red circle at the bottom of the screen to start and stop your recording.

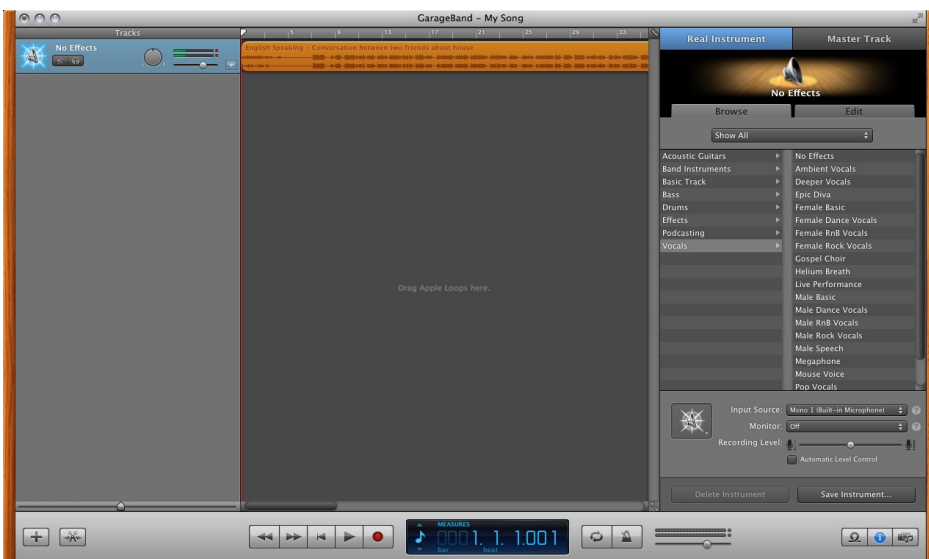


If you have any problems with using the external microphone, then the GarageBand Help Centre gives you clear instructions. You will need to choose Lesson 3 – Record your voice.

Once you have recorded a voice, you might wish to edit it and cut things out.



When editing your dialogue, you might need to remove sections of the music, text, images or other audio. You can cut up the recorded material by stretching out the material. This is somewhat similar to zooming in on the wavelength so you can get a cleaner and more precise cut. You do this by moving the arrow to the right.

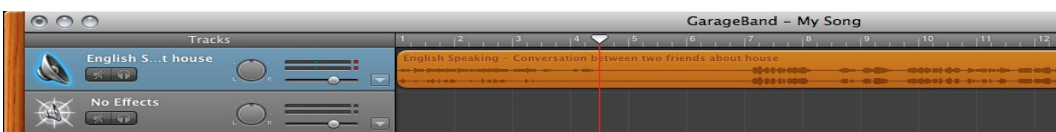


If you move the arrow to the far left of the bar, it compresses the material into a much smaller block. This means that it is much more difficult to edit.

If you move the arrow to the right then it stretches the dialogue out making it easier to cut where you want.

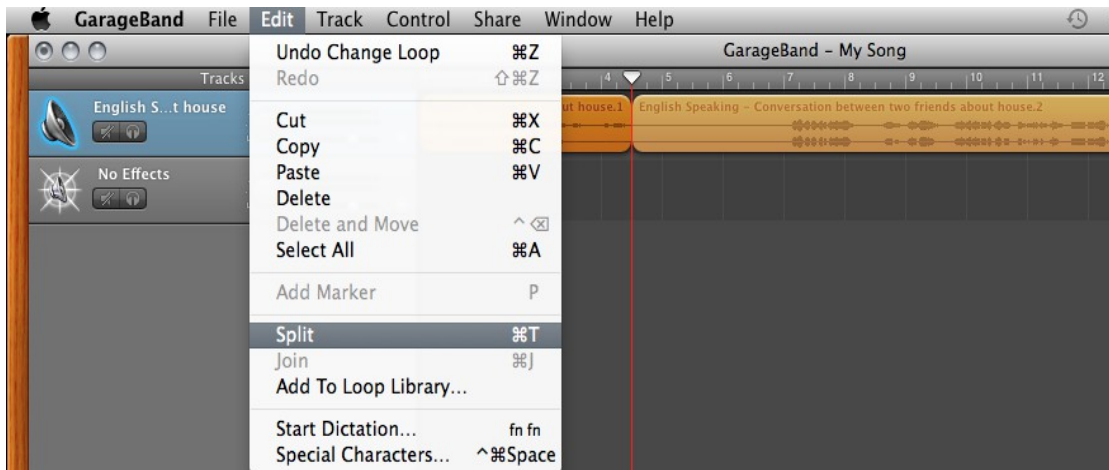
The amount of time spent and extent of editing will depend on how much editing and how far into the video/audio clip you would like to change or create. If it is a difficult cut to make precisely, then you will want to get as near as possible so it is easier to read the waves.

You edit the dialogue by cutting out the pieces you don't want or need. You can do this by moving the Playhead to where you want to make a cut.



(The Playhead is the thin red line going from the top to the bottom of your timeline)

When you have identified the exact location you want to cut, then you simply press 'Command T'. This splits the bar into two sections like this:



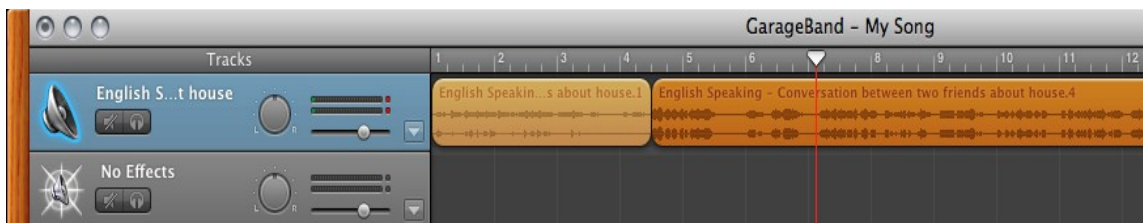
You will then do this again at the end of what you want to remove.

If you look at the picture above, you will see that one section is deep orange and the other is a paler orange. When you make the second cut, you have to make sure the section is deep orange otherwise it won't cut because it hasn't been selected.



Here you can see that the second cut has been made. The deep orange section is ready to be moved or deleted. If you want to delete the section, simply click on it and press delete on your keyboard.

If you want to then close the gap between the two sections, all you need to do is click on the section you want to move and drag it along to close the gap.



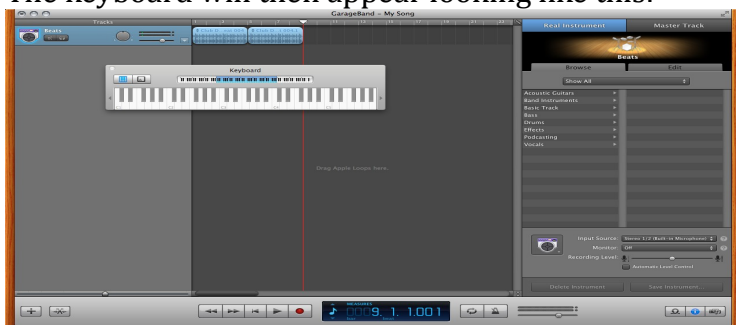
If you have two tracks with dialogue you will need to mute one of the tracks so you don't get mixed up when you try and edit it. How to mute a track is explained on page 5 of these instructions.

Adding more music

On GarageBand you have the option to record your own music using a keyboard. There are two ways to access this keyboard, you can either go to the GarageBand menu bar at the very top of your screen and click on Window. The drop down menu will then appear and you can click on Keyboard. The quicker and easier way would be to use the shortcut. Simply hold down the command key (located on either side of the spacebar) and press K.

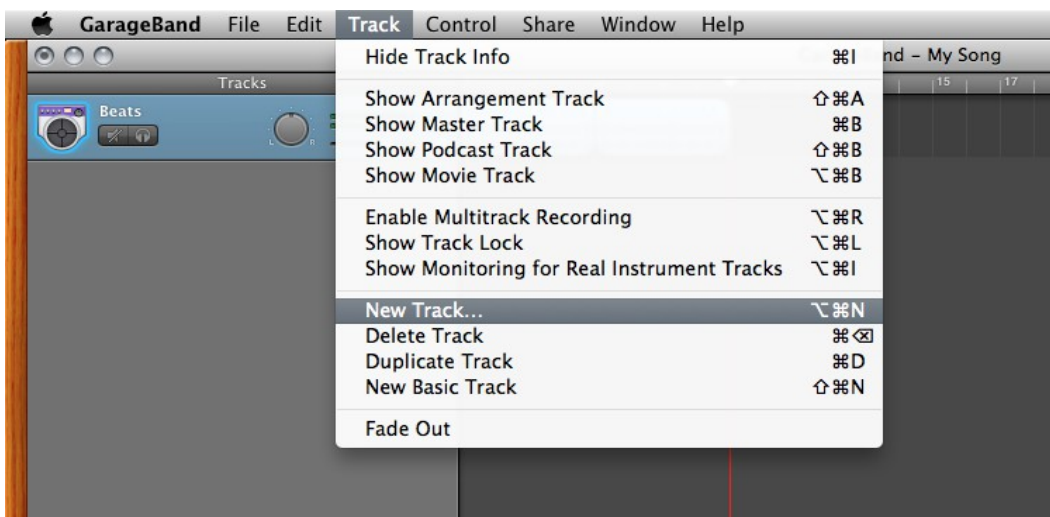


The keyboard will then appear looking like this:

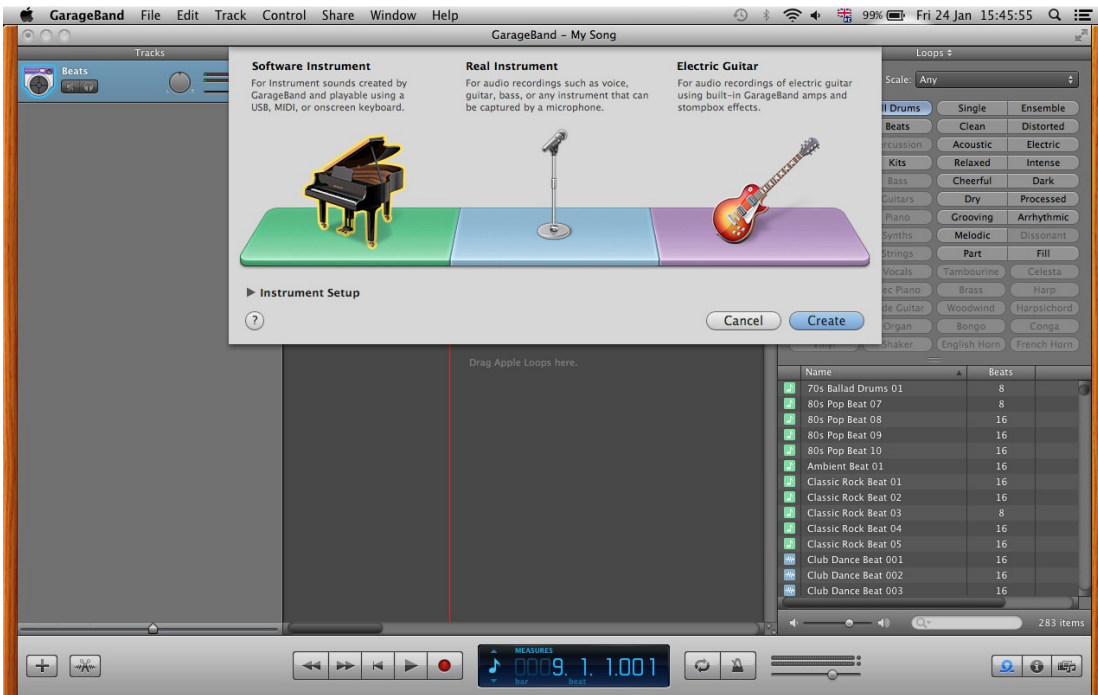


You will need to create a new track in which to record your piano on. You can do this before you get the keyboard up or you can do it afterwards.

In order to create a new track, you can go back to the menu bar at the top and click on Track. The drop down menu will look like this:



The easiest option is to click on the  button on the panel running along the bottom.



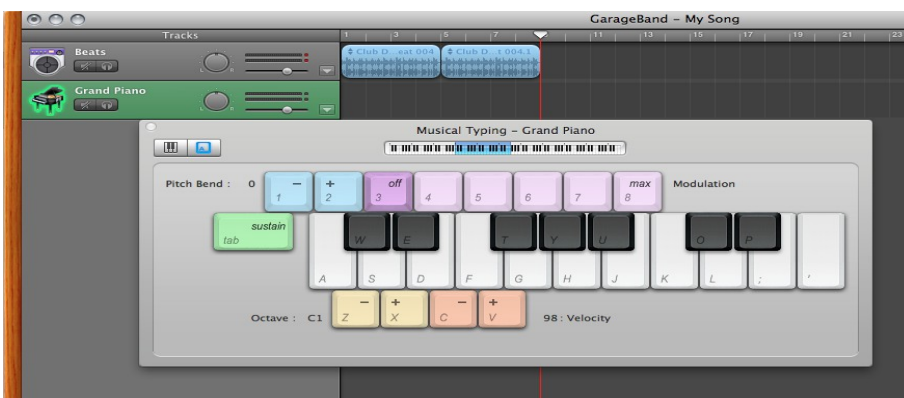
You will then be given the option of selecting Software Instrument, Real Instrument and Electric Guitar. In order to use the popup keyboard you should select Software Instrument.

The keyboard will look like this:



To use the keyboard with your laptop keyboard you will need to select this option

The keyboard will then transform to this:



You can choose which octave you want to play by using your cursor to drag the blue section up and down the full length keyboard above the coloured numbers. Alternatively, you can use the keyboard shortcut which is much easier.

This popup screen gives you different options which you can use to change the sound of what you're playing.



On the right hand side of the screen, where the loops were located you'll notice that the options have changed. Instead of showing the Loop Browser, it has automatically changed to the Track Info.

This is where you are able to change the sound and software instrument you play.



When you have your completed sound file with vocals and music together, save your project. You can then export your sound file to your iTunes library by clicking the Share option on the GarageBand menu.