

# Garageband Poem

**TASK:** Creating an audio recording with layered tracks.

## PART 1: RECORDING YOUR VOICEOVER

1) Launch **Garageband**.



2) Choose Podcast.

3) Name it with your last name and poem (ex: *elman-poem*). Hit **Create**.

4) The Garageband window will open a new project with 4 separate tracks.

5) Click on the *Male Voice* or *Female Voice* track.

6) Go to the Tech Web and click on *Poems*.

7) Then choose a poem to **READ INTO THE COMPUTER**.

8) When you're ready to start, press the *record* button →



9) Then read into the computer's built-in microphone.

10) Begin by reading the title and author and say: "*read by*" and your name.

11) When you finish reading, press the **PLAY** button to stop recording.

12) Press the rewind button. →



13) Press play to listen to your recording.

14) If you don't like the recording, you can erase it and try again.

15) **TO ERASE A RECORDING:** click on it and press **delete** on your keyboard.

16) **TO ERASE A PORTION OF YOUR RECORDING:** move the playhead to the point before you want to delete. Choose **Edit > Split** or *command-T*. Do the same after the portion. Then select just that portion and press **delete** on your keyboard.

17) Save your progress by choosing **File > Save**.

## PART 2: ADDING BACKGROUND SOUND

- 18) Click the Loop Browser button in the lower right corner of the window. →
- 19) Choose **Jingles**. These are short songs.
- 20) The 2<sup>nd</sup> column will show you categories of jingles.
- 21) Click on different jingles until you find one that matches the mood of your poem.
- 22) When you find one, drag it up to the Jingles track and drop it there.
- 23) If you want to use different jingles, you can drag and drop another one there also.
- 24) Then, rewind it and listen to the whole thing.
- 25) Grab the voiceover and drag it to the right about 5 seconds.
- 26) Notice how the jingle volume goes down, or *ducks*, during the voiceover part.
- 27) Now go to the end of the podcast and click on the jingle track.
- 28) Move the playhead to the jingle track at 5 seconds after the voiceover ends.
- 29) If the jingle extends much further, then you should cut it off by choosing **Edit > Split**.
- 30) To manually shorten or loop a jingle, grab from the corner and drag.
- 31) Click off the jingle and then back on it to the right of the playhead.
- 32) Press **Delete** on the keyboard.
- 33) You should be able to CLEARLY hear your voice over the music.
- 34) To adjust the volume, move the volume lever of the jingle to the left. →
- 35) Rewind and listen again; make any more adjustments you need to make.
- 36) When you are finished, choose **File > Save**.



## PART 3: EXPORTING YOUR PROJECT

- 1) Choose **Share > Export Podcast to Disk...**
- 2) Choose to compress using MP3 Encoder.
- 3) Hit **Export**. Then **Continue**.
- 4) Save in **Documents**.
- 5) Now you are ready to follow the direction to turn it in.

