

# Read Me First

## Installing Audacity (for PC users)

Audacity is a free, open-source program. Because of this, Audacity cannot include code owned and licensed by someone else without paying a licensing fee. To keep Audacity free, installing Audacity involves TWO steps instead of one: (A) Installing the **record-playback** capability, and (B) installing the **file-saving** capability manually. Step B is what avoids a license fee. The installation is not complete without finishing these two steps. Full instructions follow.

### A. Installing the Record-Playback Capability

1. Find *audacity-win-1.2.6.exe* in your Dropbox in the **Audacity** sub-folder.
2. Double left-click *audacity-win-1.2.6.exe* to open the Audacity Setup Wizard.
3. Continue through the setup to the end, accepting all defaults. This will put *audacity.exe* into this folder: **C:/Program Files/Audacity**. The setup will also create an Audacity icon on your desktop.

### B. Installing the File-Saving Capability in Audacity

In this step you will move the file-saving tool (*lame\_enc.dll*) from the **Audacity** sub-folder in your Dropbox to the folder where *audacity.exe* is now installed (**C:/Program Files/Audacity**). You will then help *audacity.exe* hook up with *lame\_enc.dll* so that you can save the recordings you make in the smallest file size, namely, in the MP3 format.

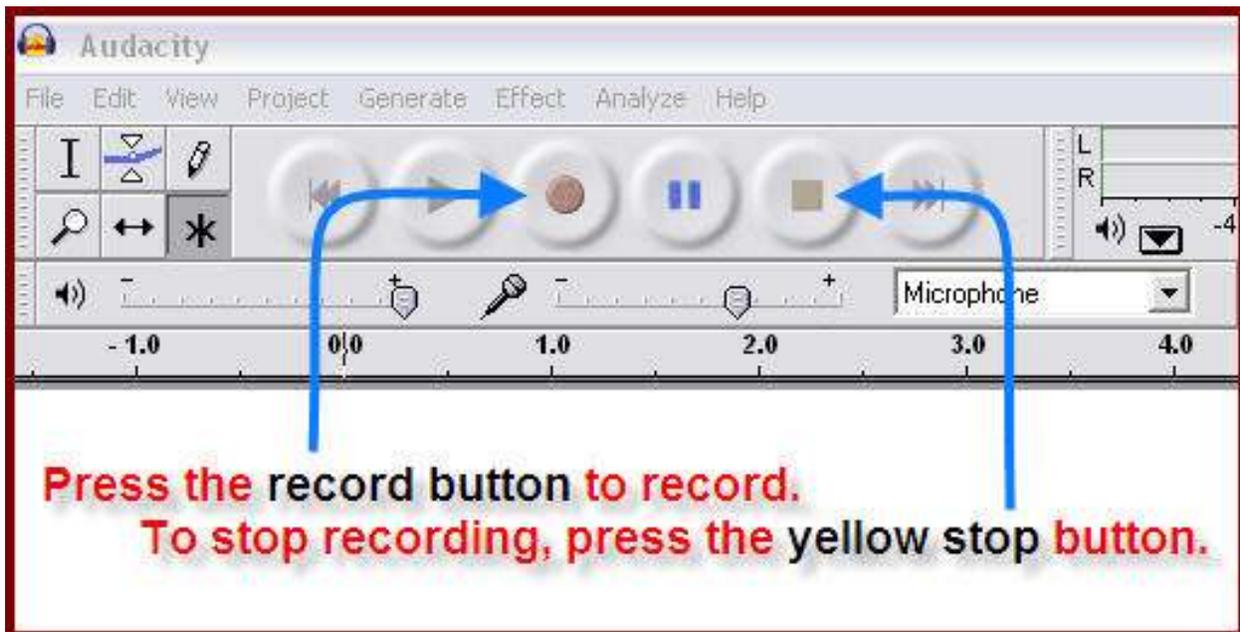
1. Find *lame\_enc.dll* in your Dropbox sub-folder (**Audacity**).
2. Right-click once on the file name *lame\_enc.dll* and then click on **Copy** in the dropdown menu. That will put the file into your computer's memory.
3. Next, click on 'Folders' in the toolbar at the top of the page to open up your computer's file menu. Find **Local Disc (C:)**. It may be under **My Computer**.
  - " Double left-click on **Local Disc (C:)** to see its contents.
  - " Scroll down to **Program Files**; double left-click to open up its contents.
  - " Find the **Audacity** sub-folder, and left-click once to highlight it.
4. With **Audacity** highlighted, right-click once, then click on **Paste** to paste *lame\_enc.dll* into the **C:/Program Files/Audacity** folder.
5. Double left-click on the **Audacity** folder to see its contents. You should see *audacity.exe* and *lame\_enc.dll* in the list of files. If you don't, redo the relevant parts until both of these files are present.
6. Double left-click on *audacity.exe* to open **Audacity**. (You could do the same thing by going to your Desktop and clicking on the Audacity icon there.)
7. Now follow the instructions on the next pages to link the MP3 Encoder to Audacity.

# Installing the MP3 Encoder

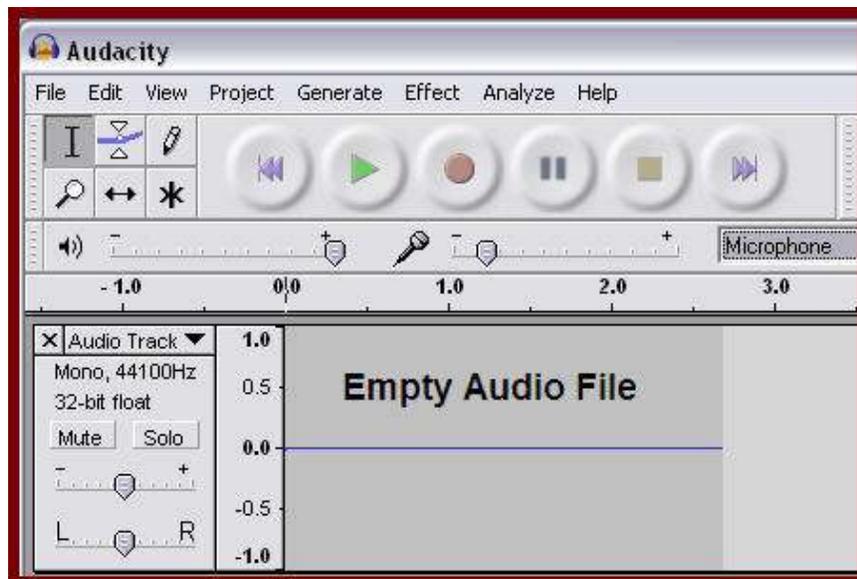
**Note:** The following examples illustrate how to install the MP3 encoder using a Windows XP computer. If your computer is not running Windows XP, what you see may be somewhat different from what is shown here. However, the general principles illustrated here will still hold.

- 7a. After opening Audacity, open a sample audio file. Unfortunately, Windows provides no sample audio files to use. However, it is easy to create one.

In Audacity, click the Record button and *after a couple of seconds*, click on the Stop button.



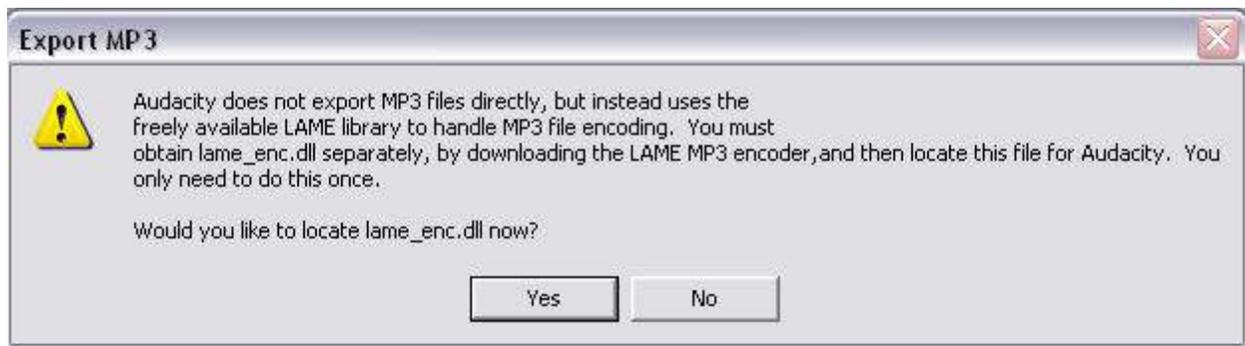
That action creates an empty audio file that looks like this:



- 7b. With the audio file in the first track, click **File** (in the toolbar) and go down to **Export as MP3...** and click.



- 7c. You will get this message: **Would you like to locate lame\_enc.dll now?**  
Answer, Yes.



- 7d. When you do, a Browse window pops up so you can browse to the location of the *lame\_enc.dll* encoder. When you find it, in **C:\Program Files\Audacity**, click on the file and then on **Open**. From this point on, Audacity will be able to save your audio files in the MP3 format.

