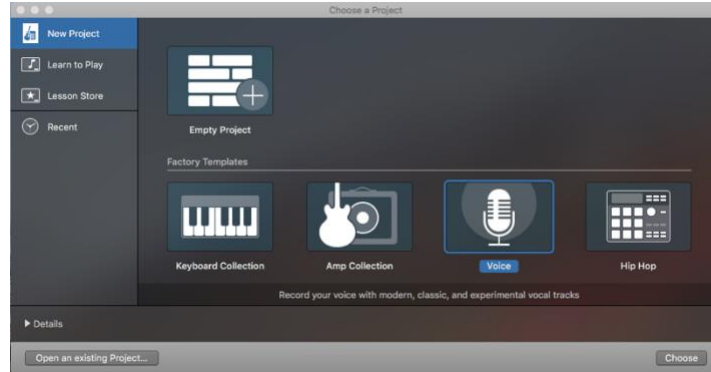


# How to use GarageBand

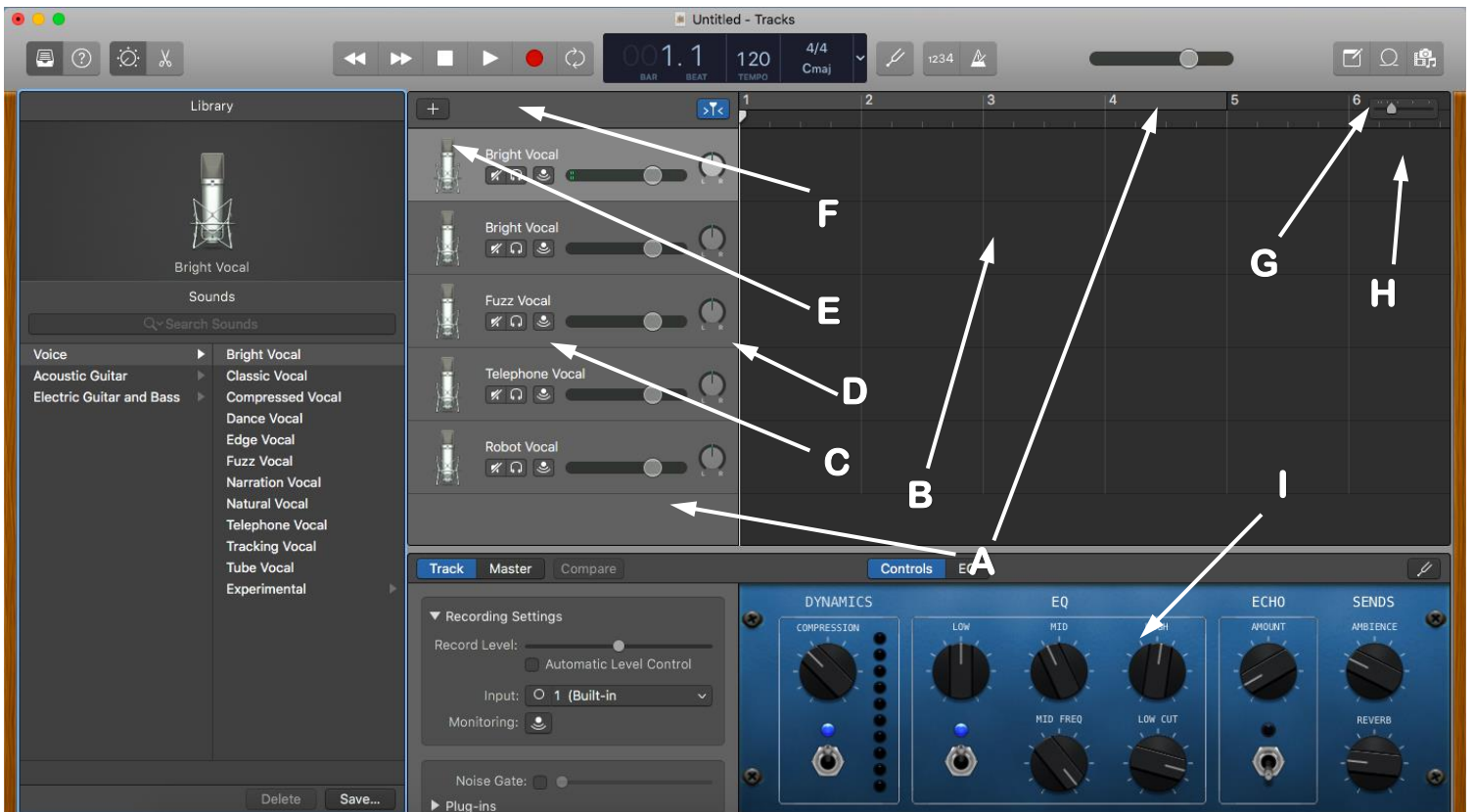
1. To get to GarageBand on your Macbook Hit F4 to get to the Launchpad and click on the GarageBand icon.



2. Once the program opens, make sure voice is selected and click Choose.



3. Here is a diagram of the parts of GarageBand



**A – Master volume slider and level meters for track:** Drag the volume slider to adjust the project’s master output volume level. Watch the level meters to see if clipping is occurring before you export a project.

**B – Timeline:** Contains the tracks where you record real audio; and software instruments, add loops and arrange regions.

**C – Track headers:** The instrument icon and name are shown at the left of each track’s header. Click the name to type a new track name. Click the Mute button (with the speaker icon) to silence the track. You can delete a track by clicking anywhere on the track and press the “Delete” key on the key board.

**D – Track mixer:** This is used to adjust the volume from left to right. Click and hold the click as you drag it from side to side to adjust accordingly.

**E - Add track:** Click the “+” icon to add a new track.

**F – Transport controls:** Click the Record button to start recording. Click the Play button to start or stop the project playing. Click the Go to Beginning, Rewind, or Fast Forward buttons to move to different parts of the project

**G – Loop Browser and Notepad:** Click to open the loop browser and notepad.

**H – Zoom slider:** Drag the zoom in for a closer view of part of the timeline, or zoom out to see more of the timeline.

**I – Sound Controls** – You can adjust the sound of your recording with the levels provided. Click on a knob and scroll left to right to adjust accordingly.

#### 4. Record your voice

Select a track (one of the vocal filters), click the Record button in control bar



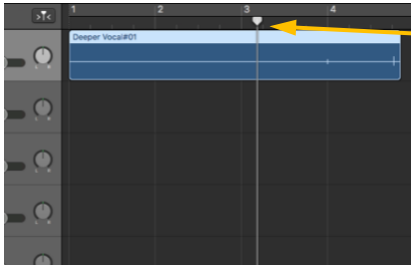
The play head moves across the timeline, and a new, red region with the recording appears in the selected track.

When you’re finished, click the stop button or press the spacebar on



the keyboard to stop recording.

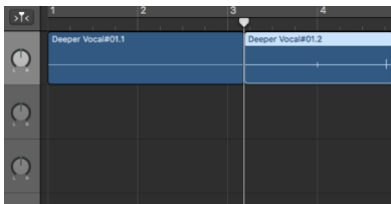
## 5. Editing your recording



To listen to your recording, click the little triangle at the very top and end of the recording track. Drag it to the left to the beginning of the recording. Then press the space bar to make it play, and the space bar again to make it stop.

To delete the recording and start again, click anywhere on the blue track rectangle and use the Delete key on the keyboard. Drag the little triangle back to the beginning and start recording again.

You don't have to delete the whole recording. If there is only a section you want to delete, position the little triangle right before that point and use the keyboard shortcut Command - T (note: the Command button is marked with this icon).



Command - T breaks the track up into separate sections. You can then click and delete the section you want to remove.

If you need to move a track or a section of a track around, you can click and drag the blue track rectangle.

## 6. Add Apple Loops and effects to a project



Click the **Loop Browser** button in the top-right part of the GarageBand window.

To preview a loop, click it in the list. To stop a preview, click the **loop** again. To add a loop to your project, **drag it to the timeline**.

You can **drag it to the empty area** below the existing tracks. To have the loop play from the beginning of the project, drag it to the left edge of the timeline. You can also drag it to another point in the timeline if you want it to start playing later.

## 7. Saving a project or sending it to iTunes

Saving a project: (Note: this is to save your recording as a work-in-progress to come back and work on it another day.) As you work in GarageBand, it's a good idea to save your projects. When you save a project, your recordings and all the changes you make are saved.