

## How do I perform basic audio editing in Audacity?

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Here are a few tips for simple audio edits in Audacity. There are many more in-depth tutorials available on YouTube.

### Delete Section of Audio

1. Click and drag to select an area of audio you want to delete
2. Press "**Delete**" on keyboard. This will cause audio following your selection to bump forward

### Move a Section of Audio

1. Click and drag to select an area of audio you want to move
2. Click the **Cut** button (or Command+X)
3. Click on the track where you want to place the audio
4. Click **Paste** (or Command+V). This will insert the previously cut section of audio and bump the remaining audio back

### Silence a section of Audio (without affecting duration)

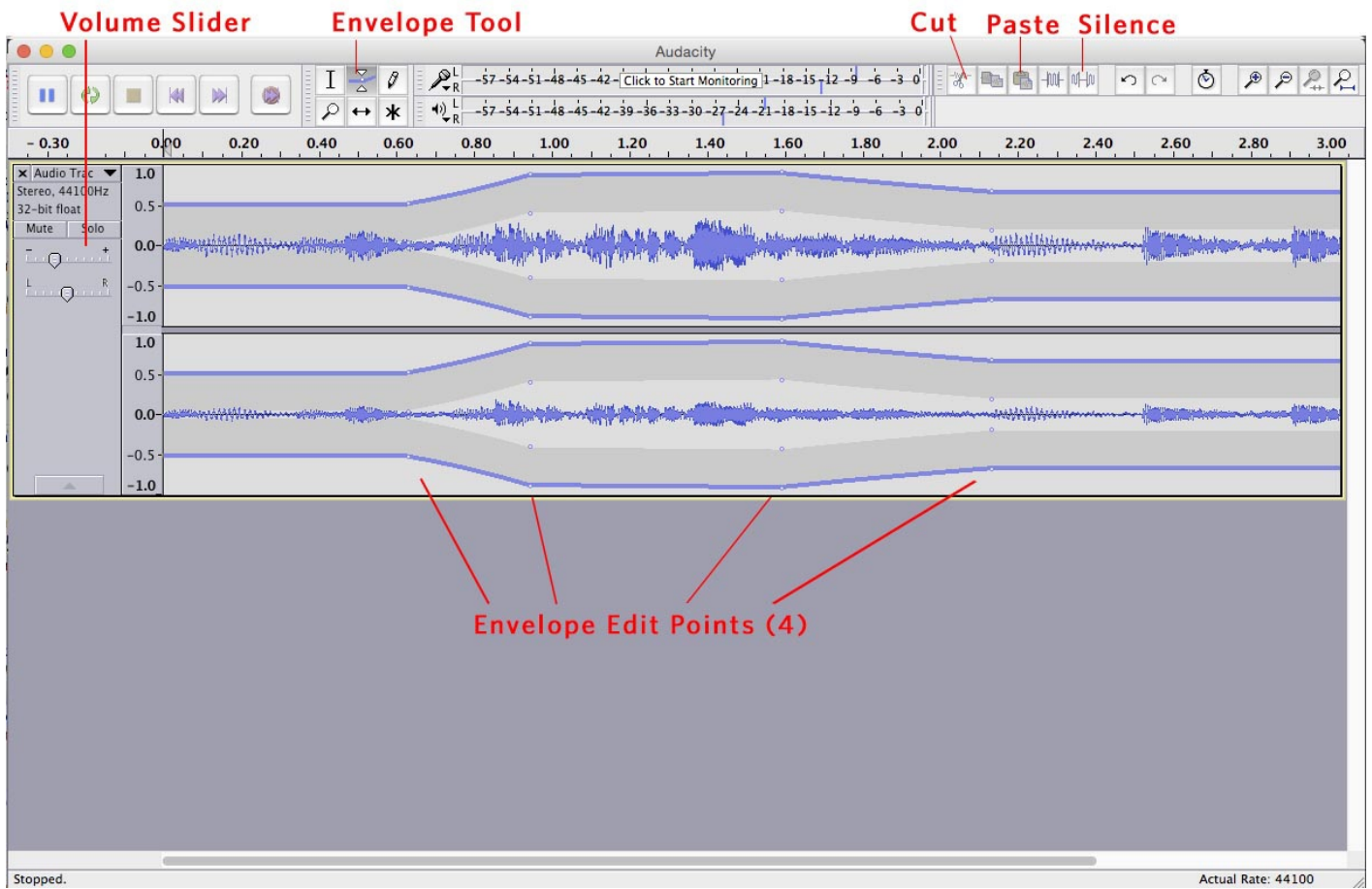
1. Click and drag to select an area of audio you want to silence
2. Click the **Silence** button

### Adjust Volume of a track

1. Use the volume slider. Right to increase volume, left to decrease volume

### Adjust Volume on a section of a track

1. Select **Envelope** Tool
2. Click on the track and drag up to increase volume, down to decrease volume
3. Each time you click on the track you can create another volume adjustment



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Online URL: <https://knowit.ok.ubc.ca/article/how-do-i-perform-basic-audio-editing-in-audacity-490.html>