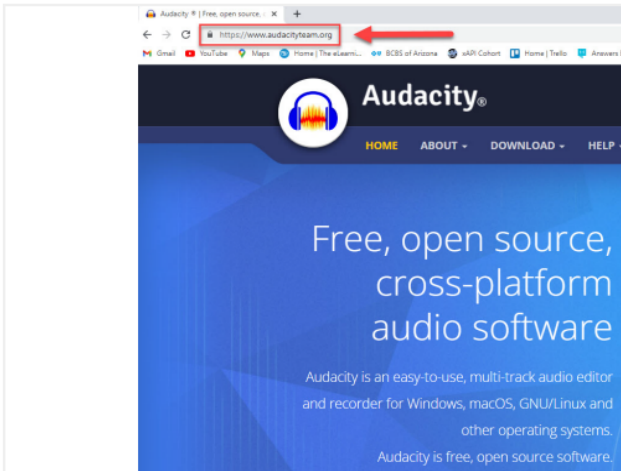# Download and Install Audacity Audio
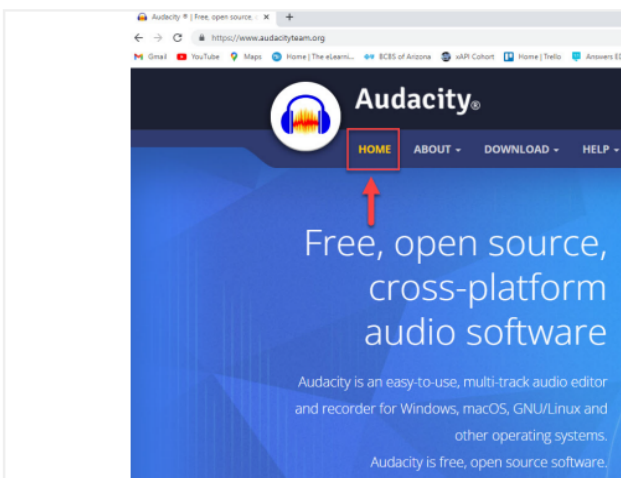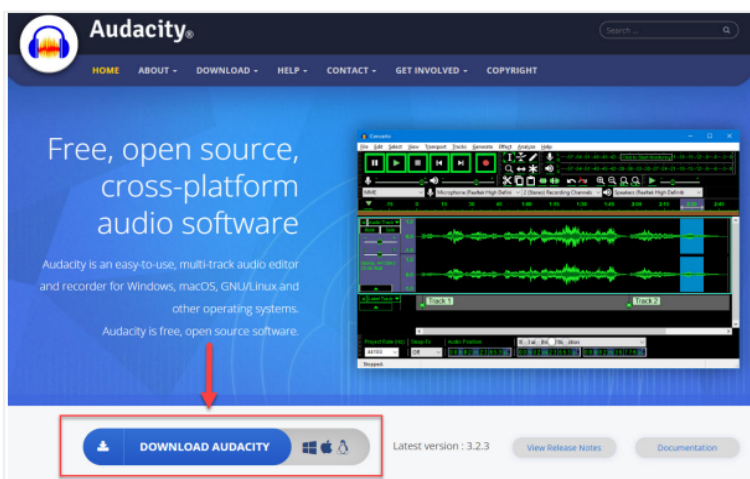
Job Aid Tutorial

1

Begin by opening an internet browser, typing in the link to the Audacity Audio homepage and hitting "**Enter**" to launch the page. Here is the link:

https://www.audacityteam.org/

2

On the homepage, there are tabs running horizontally across a banner bar. The user can verify which page of the website is active by noticing which tab is highlighted in orange.


3

One option for downloading the Audacity software is to scroll down slightly on the homepage and simply click the large "**DOWNLOAD AUDACITY**" button. This will launch the download page.
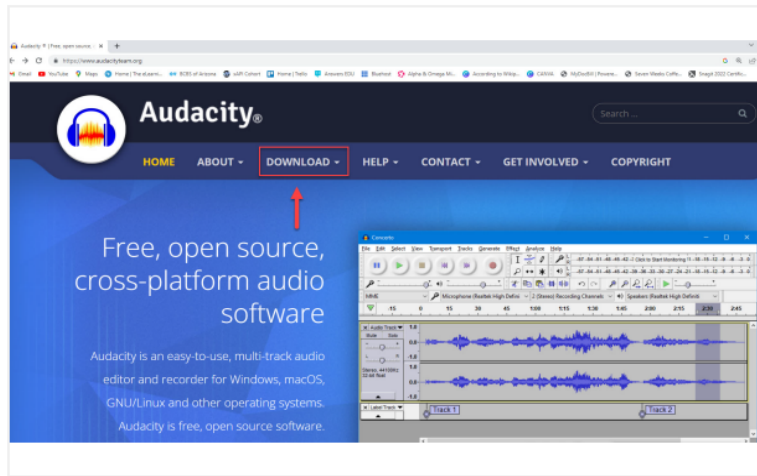
4

A second download option is to click on the "**DOWNLOAD**" tab at the top of the homepage. A drop-down menu will open, providing options for the type of computer system being used. Click on the system type matching the computer being used and the download page will launch.
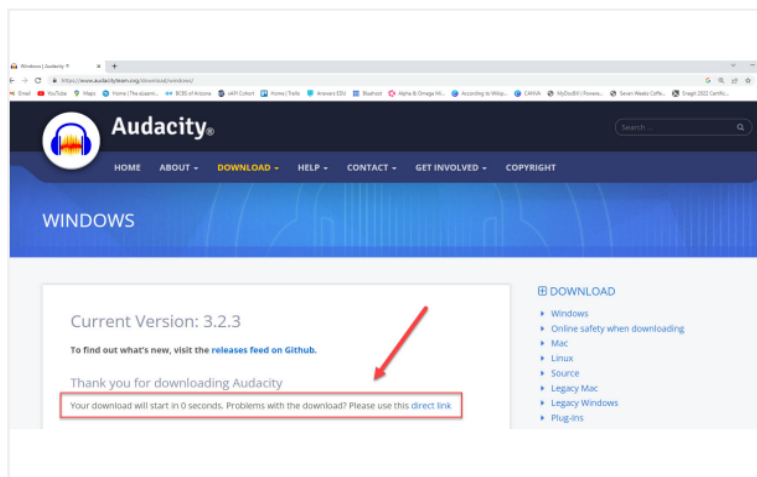
5

On the download page, the current Audacity software version is listed and the user is notified that the download should start automatically. If it doesn't, there is a link to click on for manual start of the download.
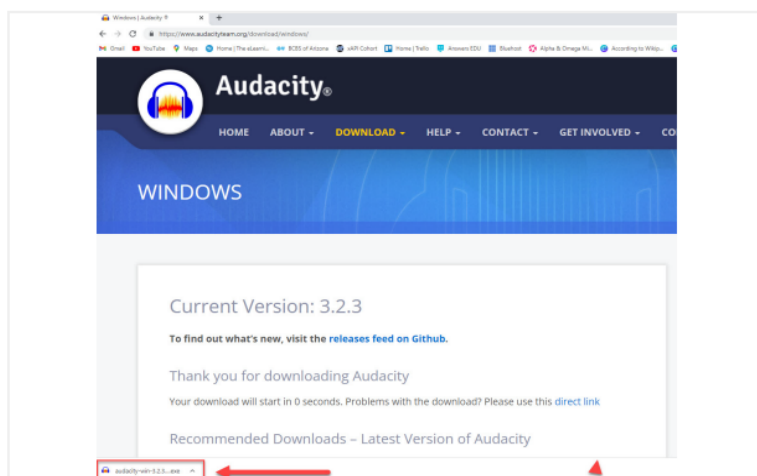
6

Once the download starts, the user can watch the download progress in a status bar that pops up in the bottom left of the computer screen. The download speed will depend upon the individual computer system being used.

❼

There are also recommended download files on the download page if the user would prefer a specific type of download file rather than the automatically triggered download file. Simply click on the file desired to trigger the download.

❽

In addition to the primary download file, there are some optional, advanced files that can be downloaded. These include plug-ins, filters, and other advanced files. Again, simply click on the links to trigger the download.

❾
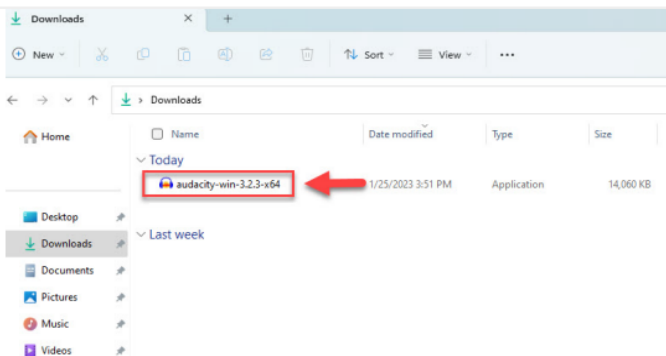
Once the file is downloaded, it should normally end up in the "Downloads" folder on the computer. Go to the "Downloads" folder, find the file recently downloaded, and double-click on it to activate the installation process.
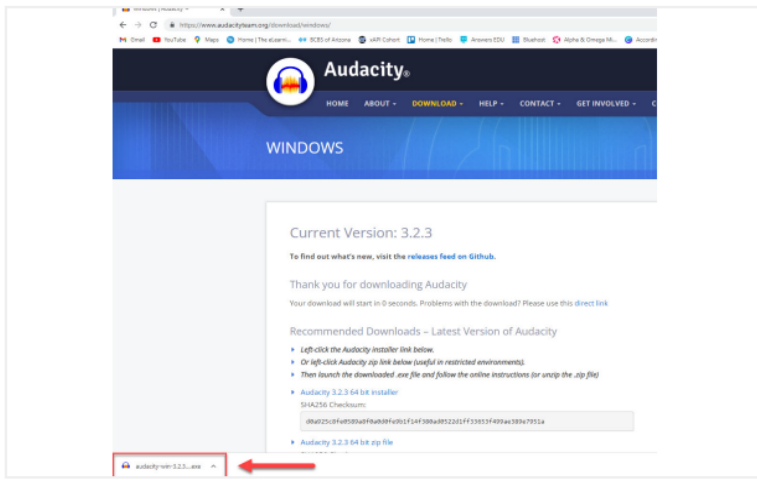
10

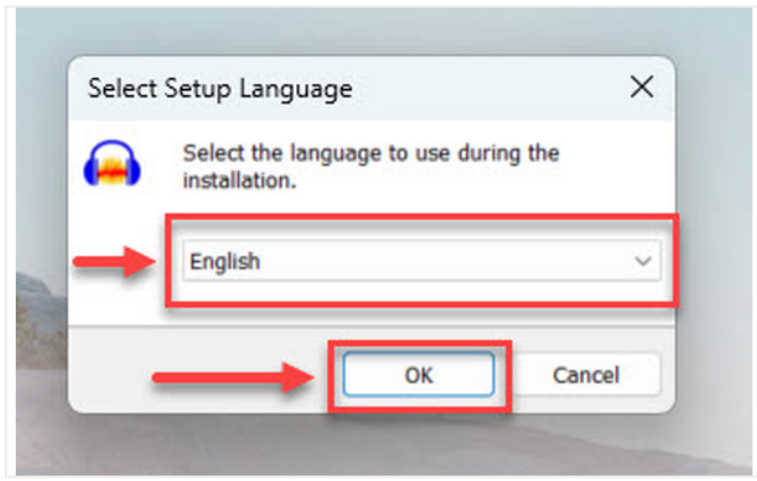An alternative to going to the "Downloads" folder is to simply click on the file name in the status bar at the bottom left of the computer screen after downloading has finished. A pop-up with the option to "Open" the file is given. Click "**Open**" to activate the installation process.
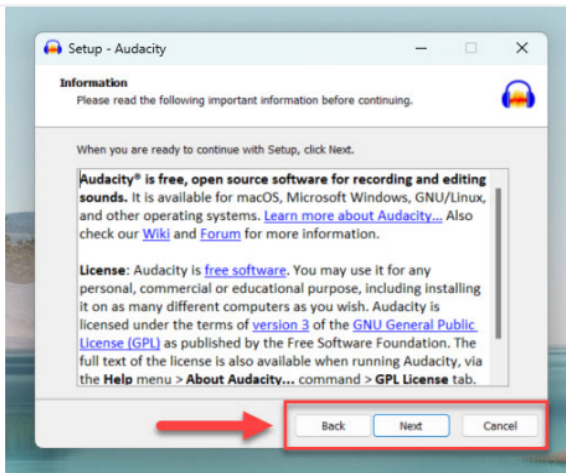

11

The installation process begins with a pop-up asking for a language selection. Choose the language desired by clicking on the drop-down menu and clicking the language name. Then, click "**OK**."
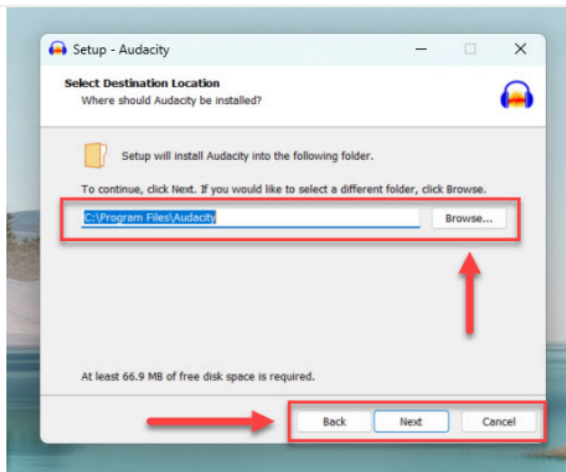

12

After choosing the language desired, the Setup Wizard pop-up appears. Click "**Next**" to begin the installation.
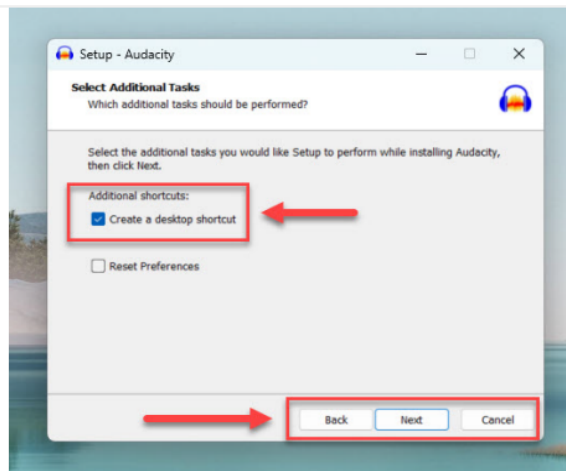
13

An Information pop-up appears giving general information about the Audacity software with links for more information. Click **"Next"** to continue the installation. Otherwise, click **"Back"** or **"Cancel"** to abort the installation.


14

The next pop-up will give the user the option to choose where to save the Audacity software file. The computer generally chooses the right place by default, so no changes need to be made. Click **"Next"** to continue the installation. Otherwise, click **"Back"** or **"Cancel"** to abort the installation.


15

After choosing the file storage location, the user is given another pop-up with the option to have the system create a desktop shortcut for the program with the installation. Once the choice is made, click **"Next"** to continue the installation. Otherwise, click **"Back"** or **"Cancel"** to abort the installation.
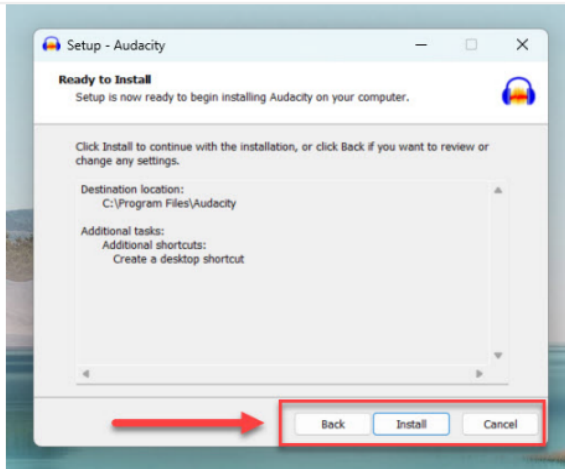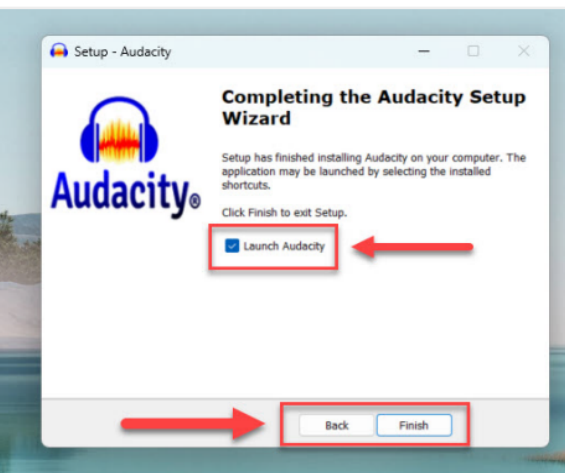
16

The next pop-up indicates all preparations have been made for installation. Click "**Install**" to continue the installation. Otherwise, click "**Back**" or "**Cancel**" to abort the installation.
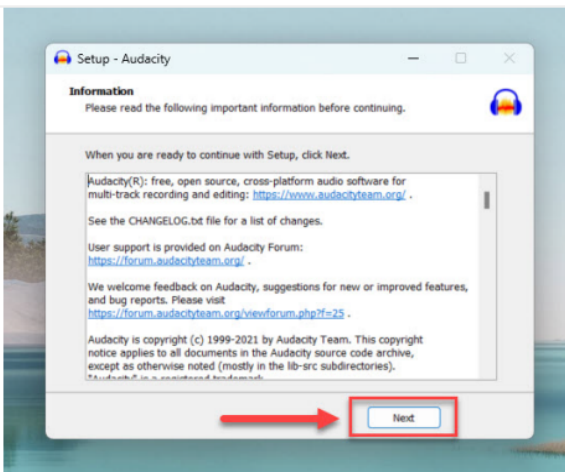
17

A pop-up will appear with more information about the Audacity software and links to more information. Click "**Next**" to continue the installation.

18

A final pop-up will appear asking if the user would like to launch the program once the "Finish" button is clicked. Once the choice is made, click "**Finish**" to finalize the installation. Otherwise, click "**Back**" to abort the installation.
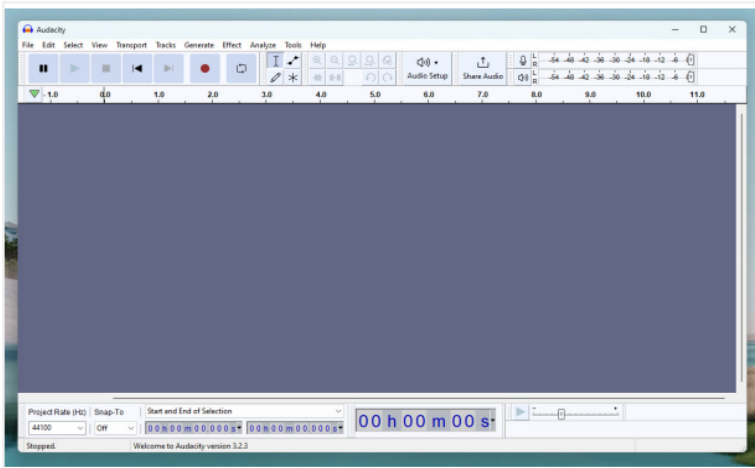
19

If the launch program option was checked on the last pop-up, the program will open to the main operating screen and the user can begin using the Audacity Audio software.

Happy recording!