How to Use the Cassette 2MP3 Converter

Note: For users of computers **without** a CD drive, please go to this website to download and install the software: <u>http://www.audacityteam.org/download/</u> Instructions may differ slightly for Mac users. -OR-

For users of computers with a CD drive, please follow the install instructions below.

Install the Software

- 1. Place the mini installation CD in your CD drive and double click the Audacity.exe file. Choose your language (e.g. English), then click "Next".
- 2. Click "Next" and select the folder that you want to install the Audacity software, then click "Next".
- 3. Click the checkbox next to "Create a desktop icon", then click "Next" and "Install" to install the software.
- 4. Click "Next" and "Finish" to complete the installation.

Change the Preferences

- 1. Double click the Audacity icon on your desktop and click "Edit" Menu choice then "Preferences".
- 2. Select "Devices" and for Recording Device choose dropdown "Microphone Array (USB PnP Audio" and set channels to "2 (Stereo).
- 3. If this choice is not available select "Transport" Menu choice then "Rescan Audio Devices" and repeat step 2.
- 4. Select "Edit" Menu then "Preferences" again and select "Recording". Check off under Playthrough "Software Playthrough" and uncheck "Overdub" box.

Start Recording

- 1. Put cassette into player. Press large PLAY button to begin playing cassette.
- 2. Go to the Toolbar in the software and select Red "Record" button to start recording audio.



3. When you want to finish press the yellow square "Stop" button.

Export to MP3

- 1. Select "File" Menu then "Export Audio". Select "mp3" format.
- 2. Give the file a name that you would like to save it by and click "Save". Fill in any metadata about the recording you just made and select "Add" then "OK". You now have a playable MP3 file for your devices!

(Tutorial found on YouTube) <u>https://www.youtube.com/watch?v=aCisC3sHneM</u> (User's Manual) <u>http://manual.audacityteam.org/</u>