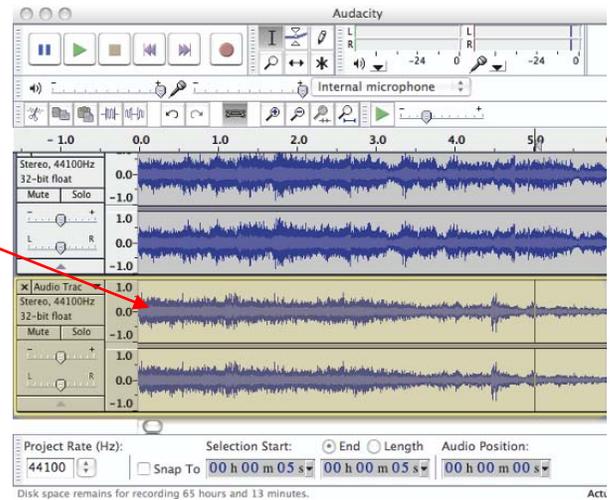
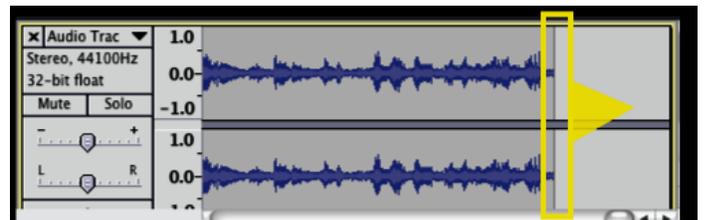


# Recording a Voice Track - Adding to a Voice Track

The default setting for Audacity is for the program to start a new voice track session each time that you click on **Record**. This means that after finishing your first full recording, if you clicked on the **Record** button again, it would start a new voice track directly below the one that you just recorded (*giving you another set of blue lines in the project view*).



You can change one setting so that you can add to a voice track that has already been recorded. This is called appending a voice track. Once this option has been set, recording will automatically begin at the end of where the previous voice track ended.



To set up Audacity to append to an existing recording:

1. In the Audacity project view, select the voice track to which you want to add content. This is important because immediately after you perform the next step, Audacity will be recording.
2. In the main menu, click on **Transport** and then select **Append Record**. Audacity begins recording immediately.
3. When you are done appending the voice track, click on the **Stop** button.

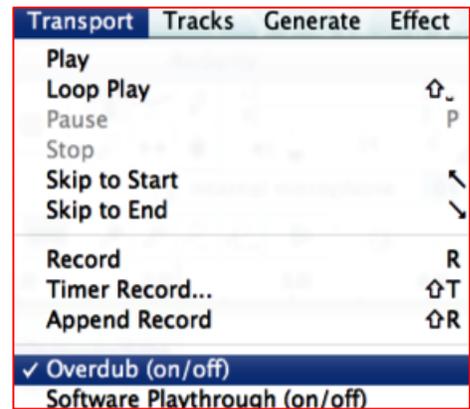


You can always record a separate voice track that begins where the first ends, and then combine them manually. This is essentially the same as appending and may be a bit easier to do.

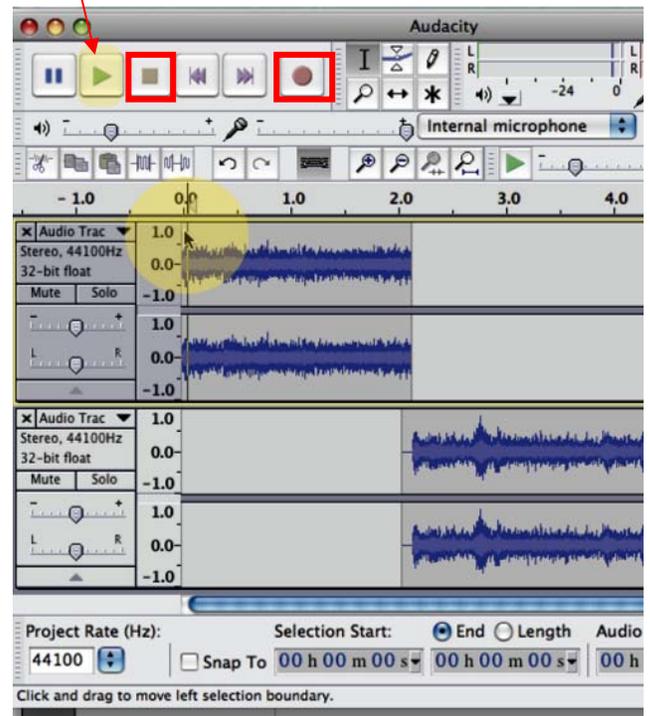


To record an audio track that follows a prior recording, there is a setting that you need to change. By default, Audacity has overdubbing set to **On**. To turn this off:

1. Go to the main menu, and select **Transport** and then **Overdub**. You'll notice that the check mark will disappear. This means that overdubbing is turned off.
2. Go to the audio track timeline into which you want to insert this new recording. Place your cursor on the timeline where you want the new recording to start, and then click on it.

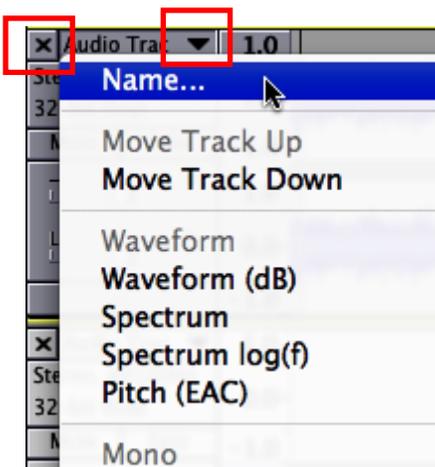


3. Click on the **Record** button. Recording will start right away, at the exact timeline location that you selected.
4. When you are done, click on the **Stop** button to stop recording.
5. To play the entire sequence—the first and second tracks together—click on the beginning of the timeline, and then click on the **Play** button.



### Naming Tracks (▼)

To prevent confusion, you should name the audio tracks. This will allow you to edit tracks more easily.



To label a track, click on the down arrow to the far left of that track's timeline and select **Name** from the context menu.

### Delete a Track (X)

You may record an additional audio track and then decide that it didn't work out well. To delete tracks, click on a small **X** (close) button in the upper left-hand side beside the name of the track you want to delete.