

ocenaudio Help Sheet

BASICS.1

Add Audio: File -> Open...or just drag and drop

Play Back Audio: Click on the middle of the waveform where you want to play from and press Spacebar OR use Transport (play/pause, go to beginning, rewind, fast forward) at top left

Move Cursor to Beginning of File: Option+Command+Left Arrow

Delete Audio: Select portion of waveform and press delete button

Trim to Audio (deletes all audio EXCEPT what is selected): Select portion of waveform you want to retain and Edit->Trim or Command+T

Move Audio: Select portion of waveform you want to move and then move cursor to the top left of the selection (where the move icon  will appear) and drag to a new location

Copy-Paste Audio: Selection portion of waveform you want to copy-paste, press Command+C, click on the waveform at the location you want to paste and Command+V OR can select what you want to move, move to top left of the selection (to move icon) then hold down Command as you drag to paste it somewhere else!

Zoom In/Out: Use scroll wheel OR Magnifying Glasses at Top Right. Can also press 'Q' to quickly zoom in!

BASICS.2

Create a New Audio File: File -> New... (Default settings are fine). This creates a blank workspace where you can copy-paste your audio files into (and can save as your final output!).

Create New from Selection/Clipboard: File -> New From and select either Clipboard (if you just copied something) or Selection (if the portion of the waveform you have selected you want to use).

Show all Open Audio Files: To open the Sidebar, click on the  icon at the top left. This shows you all of the audio files you have open. You can click and press Spacebar to audition them, or Double-click to open them for editing. At top right you can also move through open audio "tabs" using left and right arrows.

Reverse Audio: Select portion of the audio you want to reverse and Effects->Reverse

Normalize: Normalize means make as loud as possible without distorting. When working with digital audio files, you almost always want them normalized! To normalize in ocenaudio, select the portion of the audio you want to normalize and either Effects->Normalize OR click the  button above the waveform.

Change Volume: Select the portion of the audio you want to change the volume ('gain') of and either Effects->Amplitude->Gain... and adjust the slider OR click the  button above the waveform, adjust the slider, and then click 'Apply.'

Fade in/Out (and consider making hot keys for these!): Fading in ramps the volume from silence to full volume, whereas fading out ramps the volume from full to silence. To apply a fade-in or fade-out first select the portion of the waveform you want to fade, then either Effects->Amplitude->Fade In/Fade Out OR use the  buttons above the waveform.

ADVANCED/UTILITY

Paste to Fit (Also called a 'Rolling Edit'): To paste audio WITHOUT SHIFTING AUDIO TO THE RIGHT (as though you're re-recording over it) first copy the selection you want to paste, then select some portion of the audio you want to place that audio at, and use Edit->Paste to Fit. The overall length of the audio file will remain the same!

Mix-Paste (Also called an 'Overlay Edit' or 'Overdubbing'): To paste audio ON TOP of other audio (effectively mixing them together!) first copy the selection you want to paste, move the cursor to where you want to Mix-Paste and then use Edit->Paste Special..., making sure that 'Overlap (Mix)' is selected as 'Paste Operation.'

Convert to Mono (One Channel) or Stereo (Separate Left and Right Channels): With the Sidebar open, right-click on the Audio File you want to convert, then select Convert to Stereo or Convert to Mono (or split a stereo file into two mono files, etc.)

Adjusting Left and Right Channels Separately: To select a portion of the waveform in only the left or right channel (in a stereo file only), click and drag at the top (Left channel) or bottom (Right channel) to select only that channel's audio. All of the things you can do with both channels can be done with each independently!

Applying Effects: To apply effects to audio, first select the portion of the waveform you want to apply the effect to, then use any of the many effects under the Effects menu. Each has different parameters, but all have the following buttons:



These correspond to Play, View Waveform, Bypass Effect (letting you listen to the audio without the effect applied), and then a menu for saving/loading presets!

A NOTE ON SAVING IN OCENAUDIO

In ocenaudio, you are DIRECTLY editing audio files when you Save a file, so remember to MAKE COPIES of audio files you want to NOT alter OR use ocenaudio's 'New...' feature to create a "Composition" audio file, leaving the audio files you copy-paste to use within it unaltered.