



# GarageBand '09 Basics

## Getting Started

1. Open GarageBand.
2. Select the type of project you wish to create from the **New Project** list, then click **Choose**. In most cases you will want to choose **Voice** or **Podcast**.  
**Note:** If you are taken directly into an existing project, please go to File, then New.



3. Give your project a name and click the Create button.

## Changing Settings

1. The metronome is for keeping time and is not used for voice recording. In the **Control** menu, uncheck **Metronome**.
2. Go to the **GarageBand** menu, then **Preferences**. Click on **Audio/MIDI**. Make sure that the input and output are set to use the correct device – built-in audio, a USB headset, etc.

## Beginning Recording

1. Make sure that the red dot is enabled in the desired track.



2. Press the red **Record** button in the bottom toolbar to begin.

## Stopping Recording

1. Press the spacebar or **Play** (▶) in the bottom toolbar.

## Deleting Clips

1. Select the clip by clicking on it
2. Press the **Delete** key on your keyboard.

## Changing Voices

1. Click on the blue “i” icon in the lower right corner of the window to make sure that the instrument browser is visible.
2. Select the **Real Instrument** tab.
3. Click on **Vocals**.
4. Select any effect.



## Moving Clips

1. Drag and drop sound clips wherever you would like them to appear.
2. If you move one sound on top of another in the same track, it will overwrite what was there and replace it.

## Adding Pictures

1. Open the **Media browser** by clicking the **Media** icon in the lower right corner of the window.
2. Click on the **Photo** tab, and drag in any photos you want to appear in your podcast.



## Loops

1. Loops are pre-made sound clips which can be used to enhance your podcast or create original works of music. Display the list of loops by clicking on the blue eyeball icon in the lower right corner of the GarageBand window.
2. Select type of loop from the list, and drag it into the timeline of your project.



## Exporting a Podcast

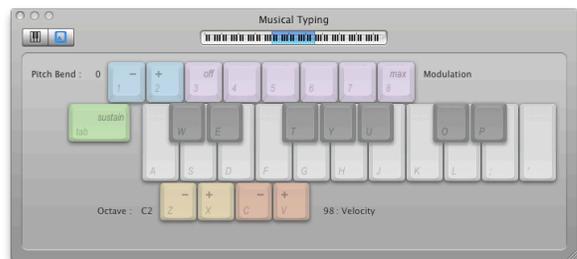
1. Go to the **Share** menu.
2. Click on **Send Song to iTunes**.
3. Click on the **Share** button.
4. Your song will be imported to iTunes, at which point you can add it to a playlist and burn it, or add it to iWeb.

## Creating a Ringtone

1. Create a recording in GarageBand.
2. Make sure that the total recording is 40 seconds or shorter.
3. Click the **Share** menu.
4. Select **Send Ringtone to iTunes**.
5. Next time you sync your iPhone with this computer, the ringtone will be copied to it and may be selected in your iPhone settings screen.

## Musical Typing

1. Click on the **Track** menu and select **New Track**.
2. Select **Software Instrument**, then click the **Create** button.
3. Click on the Window menu and select **Musical Typing**.
4. A window will appear which indicates which keyboard keys correspond to which piano keys.
5. Click the red **Record** button and begin playing.





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## The GarageBand Interface

1. The title of your project is shown at the top of the window.
2. The timeline indicates how many measures have passed in your recording.
3. The names of tracks are shown on the left side of the screen. The tracks illustrated here are Male Basic and Female Basic for voice recording, as well as a Grand Piano track for synthesized or MIDI recording. Note that movies, TV, etc. typically have at least three tracks – voices, sound effects, music and more.
4. The contents of each track is shown in the middle of the screen. Recorded audio is indicated by a colored bubble that covers the time during which that recording was performed. In this example, Male Basic is the only track which has any recorded audio so far.
5. The type of instrument is indicated at the top right corner of the screen.
6. This portion of the screen lists voices, loops and other media, depending on which button is selected in 12.
7. This button indicates which icon will represent this track. A piano is shown, but you may click it to reveal an extensive list of icons and select an alternative.
8. Click the plus button to add a track. Click the scissors to show or hide the track editor.
9. These buttons, from left to right, are record, beginning, rewind, play/pause, fast forward, and end.
10. The current measure, bar and beat are shown here.
11. Master volume is controlled in this toolbar.
12. These buttons show loops, track info, and the media browser.

