

# Editing Verses

Verse Project did not use source audio.

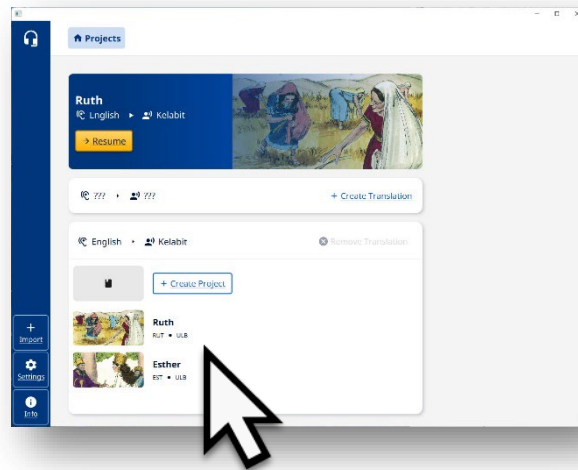
Confirm that there is audio editing software associated with Orature before any editing can be done in the recordings.

Install and set up ocaudio software before following these steps. See the “Installing ocaudio on the Computer” handout for instructions.

# 1

Open project.

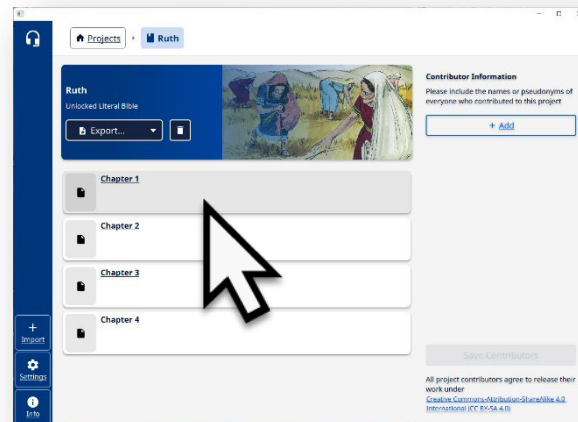
In the Projects window, click on the book name.



# 2

Choose chapter.

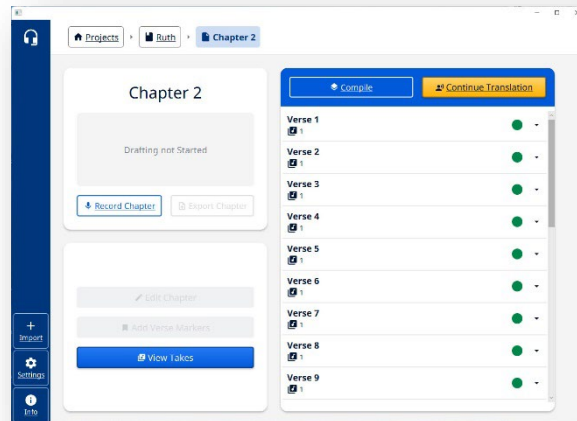
Click on the Chapter # bar.



# 3

Verses listed.

Verses with green dots have recordings.



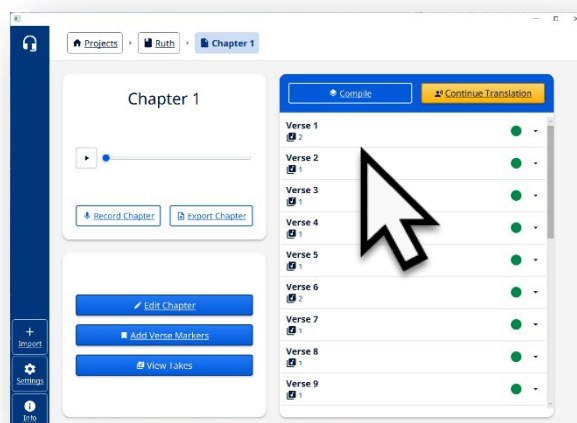
The # next to the musical note icon represents how many takes for the verse.



# 4

See verse recordings.

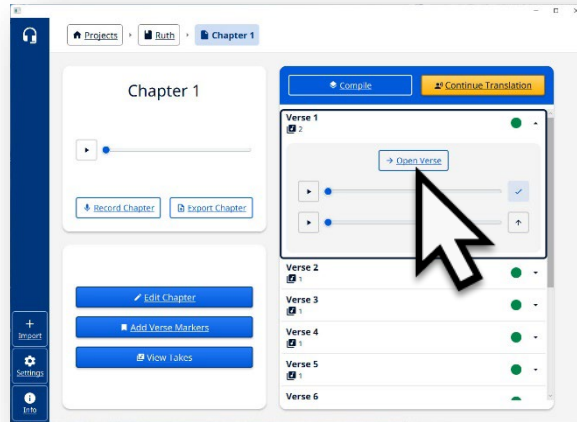
Click on verse bar to view recordings.



# 5

Choose to edit recordings.

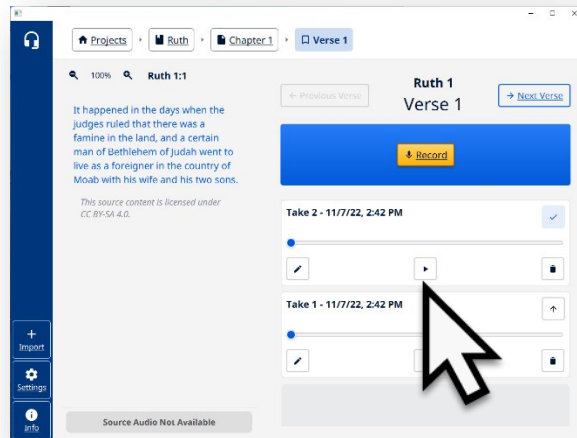
Click the 'Open Verse' button.  
The Verse recording window opens.



# 6

Play the audio.

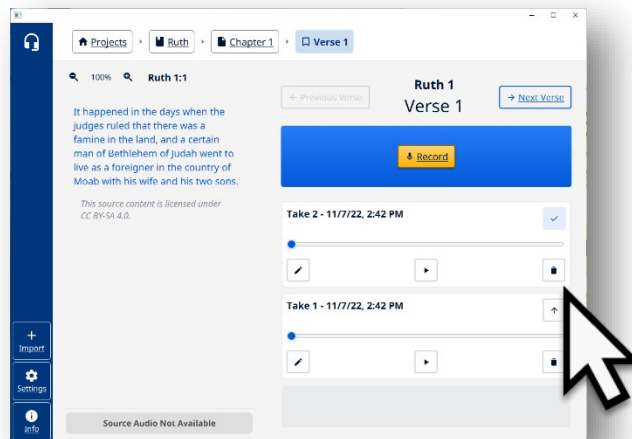
Click on the play icon to listen to  
the recording.



# Optional 1

Delete a recording.

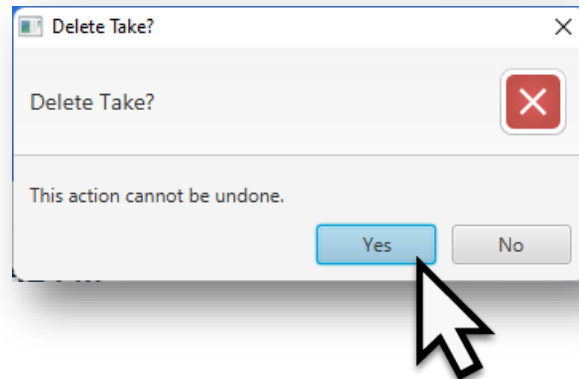
Click the garbage can icon to delete  
a recording.



# Optional 2

Confirm the deletion.

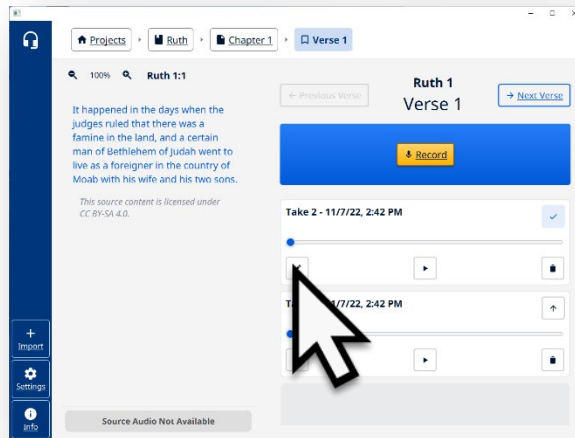
Click the 'Yes' button to confirm that the take (recording) should be deleted.



# 7

Open audio editor.

Click on the Edit icon (pencil) to open ocenaudio and edit the recording.



Orature edit window opens.

See the message: Orature will be unavailable while take # is open in ocenaudio. Finish your work in ocenaudio to continue using Orature.

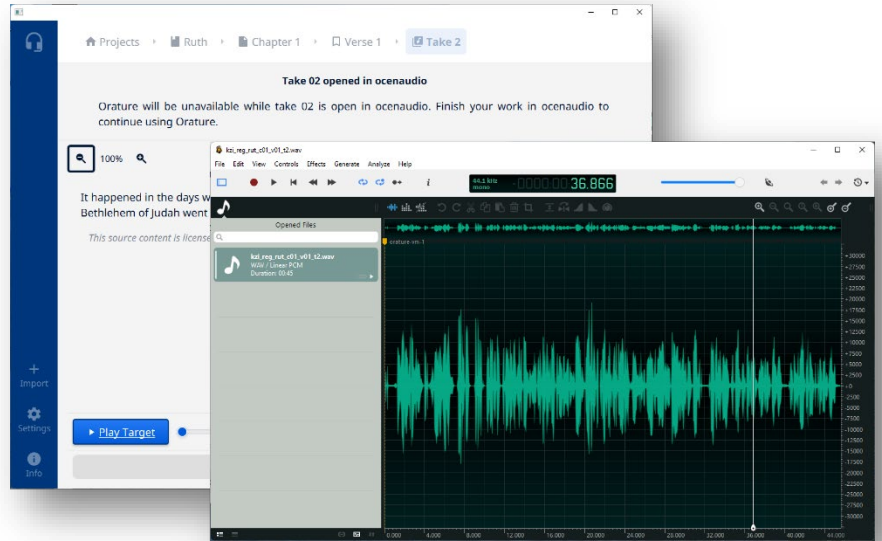
Increase text size by clicking on the magnifying glass.

Play the target audio.

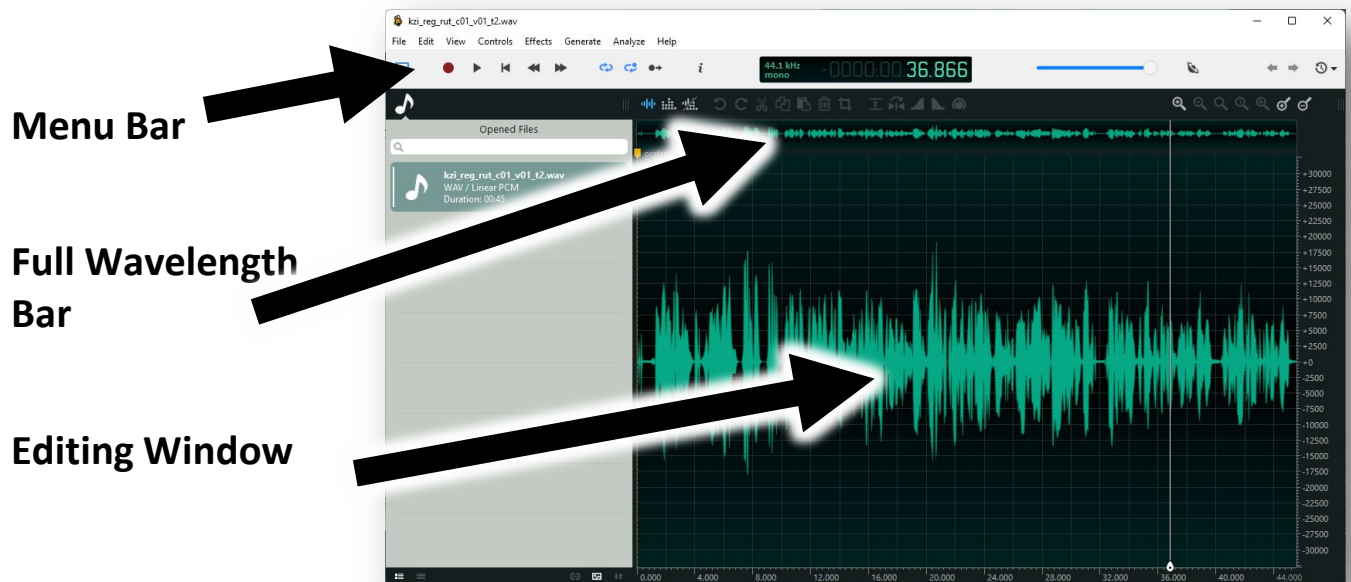


Ocenaudio program opens with recording.

**NOTE:** On Windows and Linux operating systems, the ocenaudio window “floats” over the Orature window and can be moved on the computer’s desktop screen to sit alongside of the Orature window. (Click-hold-drag on the top bar of the program window to move the window.)





## Ocenaudio Window








# Ocenaudio Menu Bars



	Record
	Play / Pause
	Stop Playback
	Fast Forward / End
	Fast Return / Begin



Once a selection has been made in the recording then the editing icons are usable.

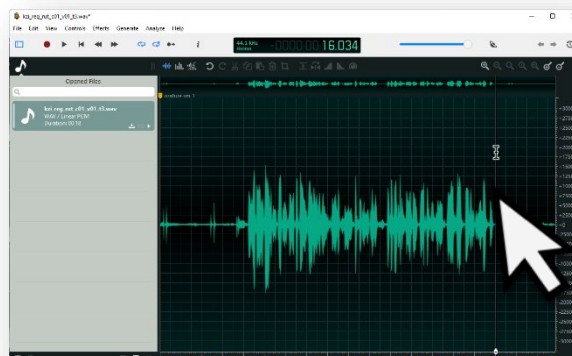
	Undo / Redo
	Cut
	Copy / Paste
	Delete
	Trim

# Remove Parts of the Recording

## 8

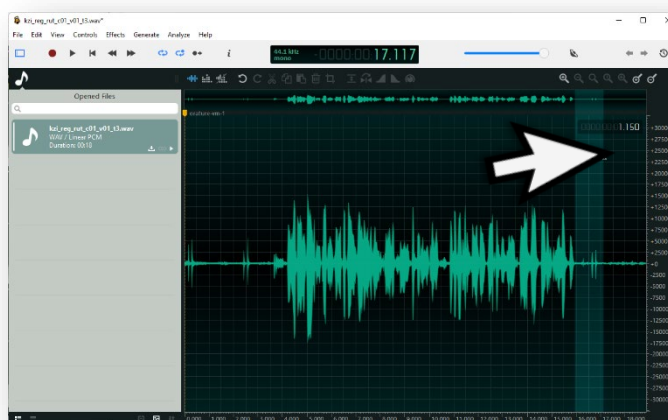
Click at the beginning of the part to remove.

This can be anywhere in the recording.



## 9

Drag the line to the end of the recording to be removed.

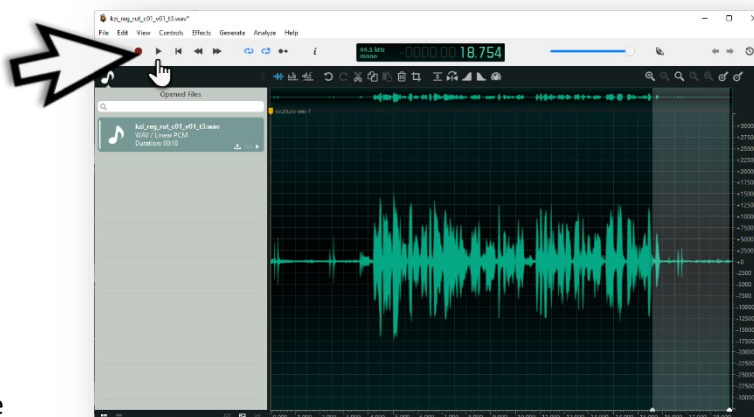


## 10

Listen to the section to be removed.

Click the play icon to play just the selection.

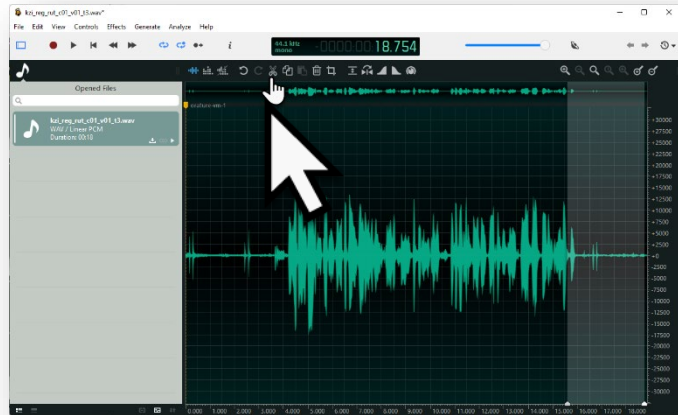
Adjust selection if needed.



# 11

Delete the selection.

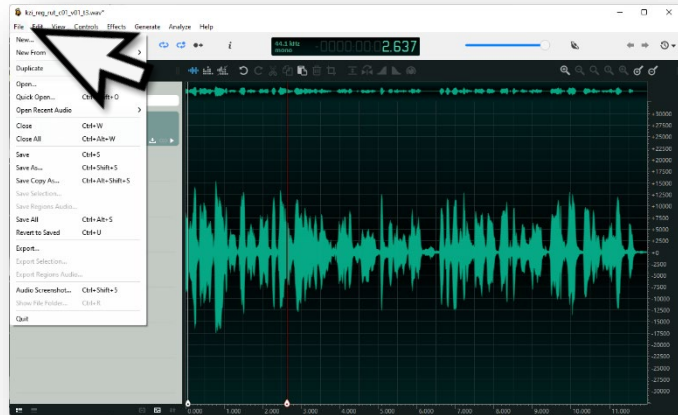
Click on the scissors icon to delete.



# 12

Save the changes.

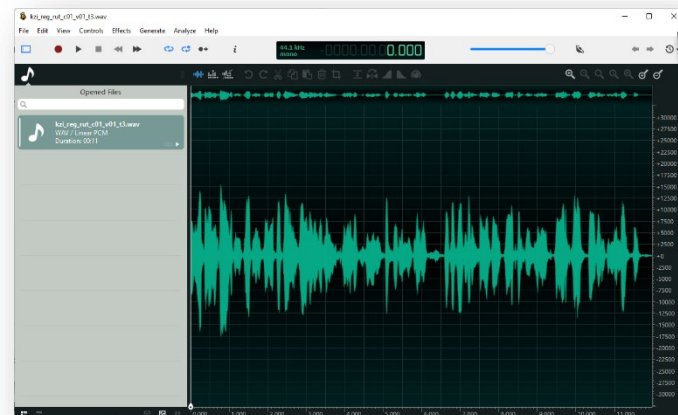
Click on the 'File' menu item and choose 'Save' in the drop-down menu.



# 13

Close ocaudio.

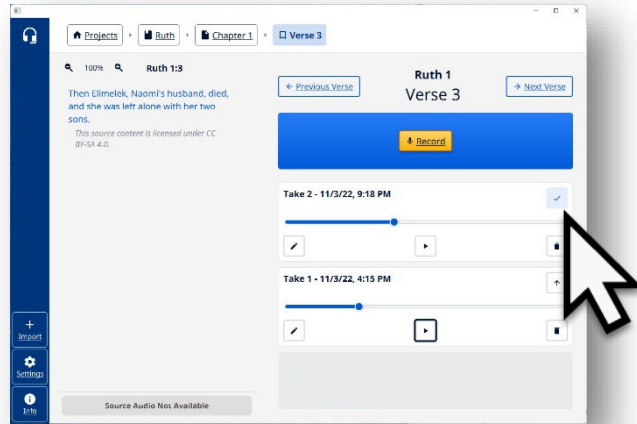
Click the 'X' in the top right of the ocaudio window to close.





# 14

Confirm that the edited recording is top on the list of takes.



**Repeat the editing of verses until the entire chapter is completed.**