- Channels 1 and 2 controls the keyboard volume
- Channel 3 controls the mic volume
- If needed channels 4-16 will control the volume of whatever is plugged into them (i.e. Mic, guitar, etc.)
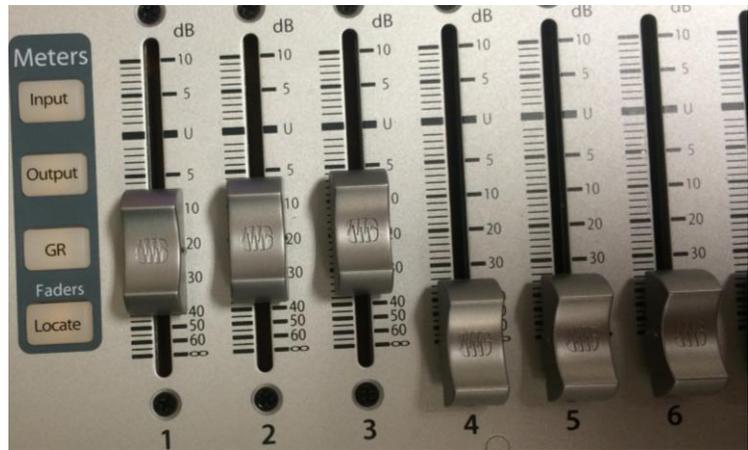
- The Main controls the volume from the speakers.
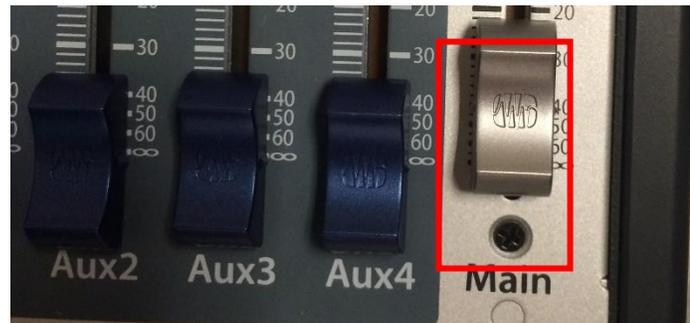
Recording your voice:

1. Double click on the **one channel shortcut**.
   a. The other short cuts are for using multiple channels for guitar, more mics, etc.
2. When the software opens, the first track will be for the mic. It will say channel 3 in the gray box.
3. Turn the **metronome** on if you want it to count you in (8 beats).
   a. Metronome is on the lower right side. When you click the circle it will turn light blue.
4. Click the **record button** (circle) next to the play button (triangle) to start recording your voice.
5. When you are done recording click the **stop button** (square).
6. Click on the line to the right of your track at the end. Hold your mouse button down and drag it to the left to trim dead space.
7. Click on the play from **beginning button** (triangle with line to left) then click on the **play button** to hear yourself.

Adding Instruments:

1. Click on the **instruments** or **sounds** button found in the lower right corner of the software.
2. Choose the instrument you want from the list of instruments under **Presonus**, **Studio One Instruments Vol 1** or **Vol 2**, etc.
3. When you find the instrument you want click on the instrument name and drag it to the left under track one a pop up box will appear. You can make any adjustment there that you would like otherwise close the box.
4. Use the keyboard to play your song.
   a. To copy what you play you can right click to copy and then right click paste.
5. Follow steps two through four to add as many instruments as you want.
6. Right click on the left side near the name of the instrument to get a menu that will allow you to delete a track (instrument) if you need it.

Adding Music Loops:

1. Click on the **instruments** or **sounds** button found in the lower right corner of the software.
2. Choose the music loops option from the **Studio One Instruments Vol 1** or **Vol 2** or one of the many other options.
3. When you find the music loop you want click on the music loop name and drag it to the left under track one.
4. You can copy and paste to have the music loop pasted over and over again or **shift +d** will duplicate the loop for as long as you need it too.
5. Follow steps two through four to add as many music loops as you want.
6. Right click on the left side near the name of the instrument to get a menu that will allow you to delete a track (music loop) if you need it.

Adding Prerecorded Music:

1. Click on **Add a track**.(CHECK)
2. Click on **Song**.
3. Click on **Import File**.
4. Browse your storage device to find the music.

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5. Click Insert.

Edit Voice with Melodyne:
1. Right click on the track and choose **edit with melodyne**.
2. Close pop up box.
3. Melodyne with digitize your voice which will allow you to manipulate your notes.
4. Click on the note you would like to change and drag it up or down the scale.
5. Use **Ctrl +A** if you want to select all the notes to move them up or down the scale.

Edit Instrument Notes:
1. Double click on track to see instrument notes.
2. Left click on a specific note and drag up or down the scale to what the proper note should be.
3. Use the keyboard **Ctrl +A** to select all the notes and drag them up and down the scale.

Add or Remove Instruments Notes:
1. Double click on tracks to see instrument notes**.**
2. Did you miss a note?
   a. Double click on the scale where the note should be and you have added your missing note.
3. Did you hit too many notes?
   a. Double click on the note that shouldn't be there and your note is now removed.

Add Markers:
1. Click the **flag** on left side above **track one (**mic**)** on left.
2. Click on the area above the record tracks near the numbers then click on the plus sign to add a marker.
3. Repeat step two to add as many markers as you need in your song.

Turn up or down volume on individual tracks:
1. Right click on track from menu choose Audio – Operations specific to audio events.
2. Click on either Increase volume or decrease volume.
   a. Keyboard shortcut to increase volume is Alt + Numpad+
   b. Keyboard shortcut to decrease volume is Alt + Numpad-

Delete parts of duplicated instruments or music loops you added:
1. Click on the piece of track you want to delete.
2. Press the delete key on your keyboard.
3. Click on the piece of the track to the right of the empty area and drag it to rest next to the previous piece of said track.

Delete parts of your voice:
1. Click on the split tool at the top.
   a. If you do not see the split tool then right click anywhere in the empty space below the tracks. You will get a menu that lists split tool.

2. Click anywhere on your voice track to add a first split.
3. Continue clicking anywhere on the track to add as many splits as you need.

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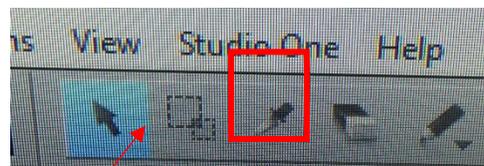
4. Once you have added all the splits, click on the **arrow** to turn off the split tool so you don't continue to accidentally add splits.
5. Click on the specific part and click delete. You can then put the left over parts together.

Export Music:
1. Click on **Song** at the top.
2. Click on **Mixdown (**exports music as a compressed song**)**
3. Browse to save location using the **… button.**
4. Name the file.
   a. The software gives a generic name of mixdown.
5. Choose **MP3**.
6. Using the dropdown choose between selected markers if added.
   a. For example, if you have six markers add you can choose between any of the markers 1-2, 2-3, 3-4, 4-5, 5-6
   b. OR you can choose between beginning and end marker.
7. Click OK**.**

OR

1. Click on **Song** at the top.
2. Click on **Stems** (exports music as the individual parts for further editing later)
3. Browse to save location using the …button.
4. Stems will have their own names.(CHECK)
5. Choose which of the stems to save if you do not want all of them.
6. Click OK. (CHECK)

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