

1. **Download** and **install** Audacity by going to <https://www.audacityteam.org/> and following steps 1, 2 and 3 as shown in the screenshots below.

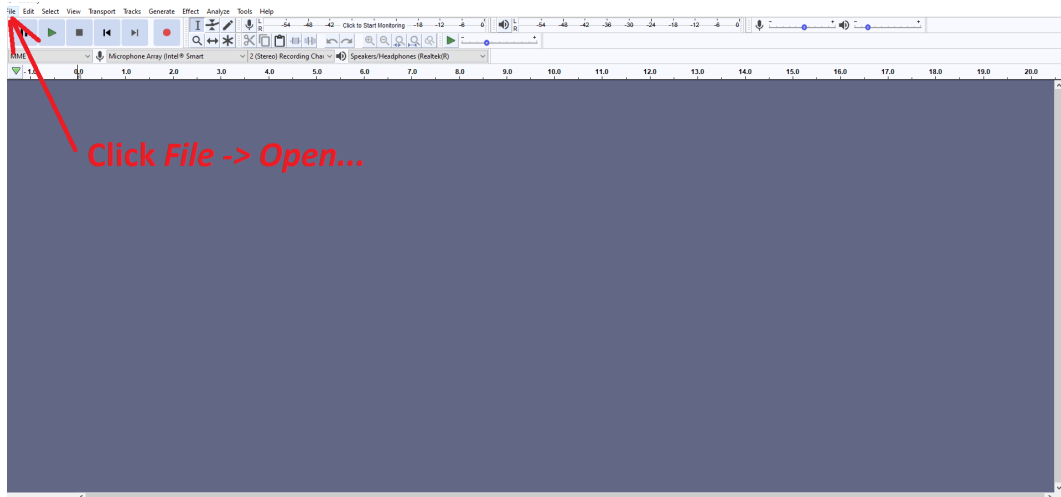
The first screenshot shows the Audacity website's main page. A red arrow labeled '1' points to the 'DOWNLOAD' menu item in the top navigation bar. The 'DOWNLOAD' menu is open, showing options for Windows, Mac, Linux, Source, and Plugins. An inset image shows the Audacity software interface.

The second screenshot shows the 'WINDOWS' download page. A red arrow labeled '2' points to the 'Audacity 2.3.2 installer (includes user manual)' link, which is circled in red. Below this link is a SHA256 checksum: 351b1f5c3b6e5a2a77d28c1f584057bb2b25880c682ba755908307951e43ba1.

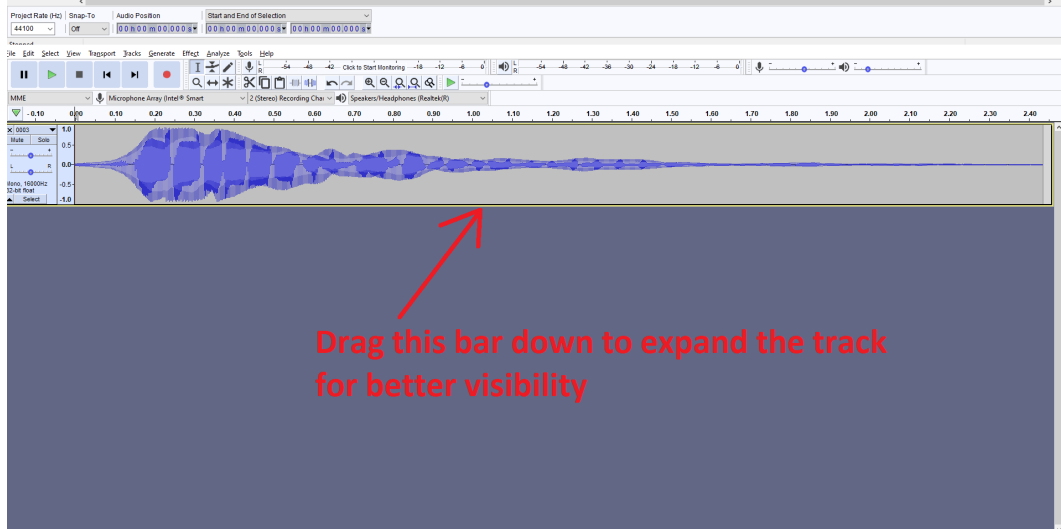
The third screenshot shows the FossHub website. A red arrow labeled '3' points to the 'Audacity Windows Installer' link in the 'DOWNLOAD' section, which is circled in red. Below this link is a table of download links:

FILE	SIZE	VERSION	ANTIVIRUS	
Audacity Windows Installer	Signature	26.6 MB	2.3.2	0 / 15
Audacity Windows Zip	Signature	13 MB	2.3.2	0 / 15
Audacity macOS DMG	Signature	36.2 MB	2.3.2	0 / 15
Audacity Linux Source	Signature	8.6 MB	2.3.2	0 / 15
Audacity Manual	Signature	20.2 MB	2.3.2	0 / 15
Audacity macOS 2.11-DMG (screen reader accessible)	Signature	38.6 MB	2.11	0 / 15

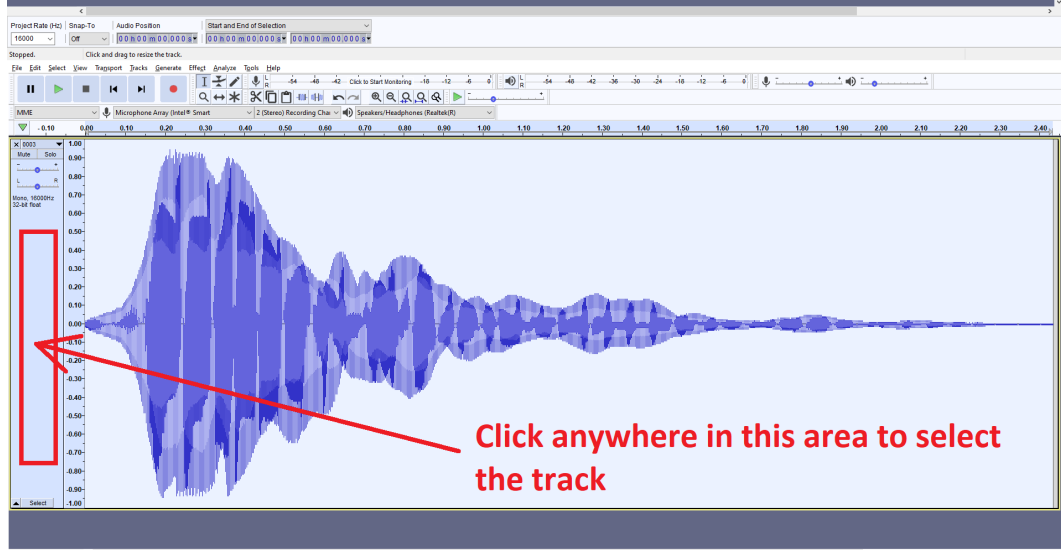
2. **Launch** Audacity and follow the steps to **edit** the sounds as shown in the screenshots below.



Click File -> Open...



Drag this bar down to expand the track for better visibility



Click anywhere in this area to select the track

1. Click Effect -> Amplify... to open up the dialog below

2. Enter a **negative 'Amplification (dB)' value**. Each -3dB halves the amplitude.

Note the reduction in amplitude. Please also note that it may not feel that the volume has actually halved to our ears for each -3dB. Hence a reduction upto -10dB may be necessary to achieve effective halving. Intermediate values can be used to achieve a different volume level.

1. File -> Export -> Export as WAV should bring up the dialog on the left.

2. Please select the appropriate 'Save as type', 'Header' and 'Encoding' as shown and click 'Save'.