

How to Use MediaHuman Audio Converter

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- 1) Download and install MediaHuman Audio Converter. The installation files are located here: <https://www.mediahuman.com/audio-converter>
- 2) Open MediaHuman Audio Converter. This should be located in your application folder after installation.
- 3) First let's setup a few options. You can click on the **wrench** logo to do this. See Figure 1.

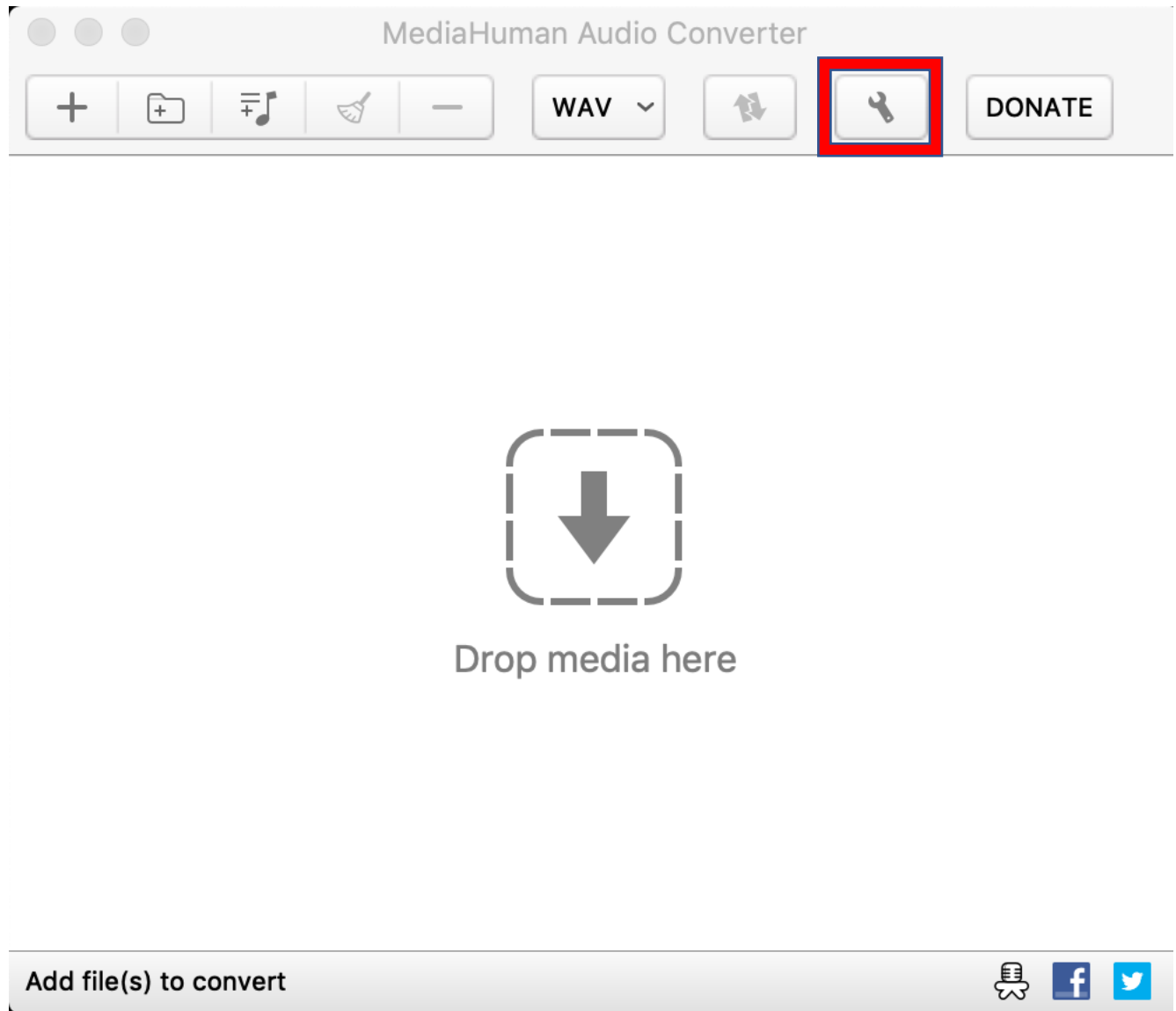
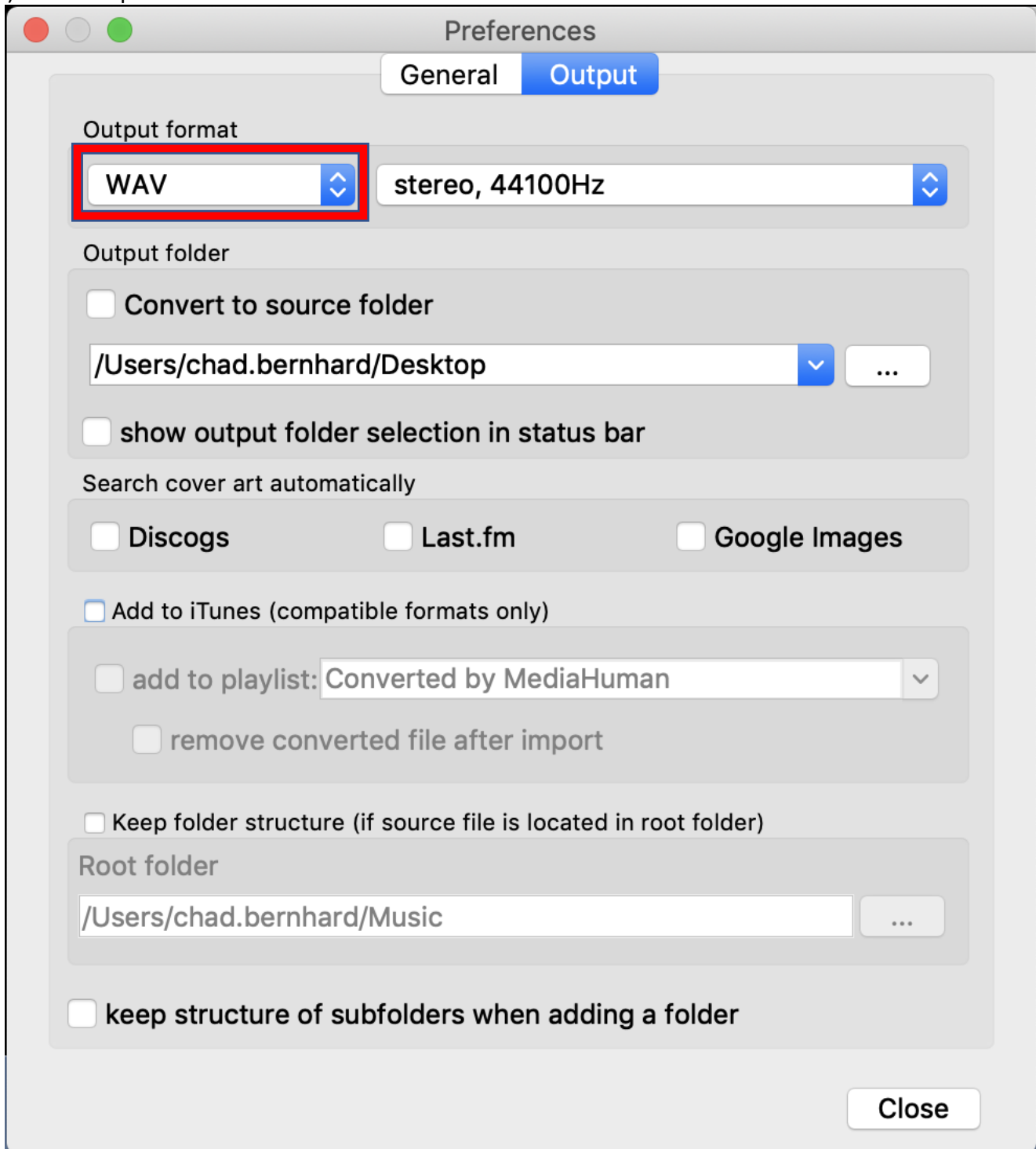


Figure 1

4) For "Output Format" choose **WAV**.



- 5) To the right of the box that you just used to choose **WAV** there is another drop down box (Figure 2). Click on that...

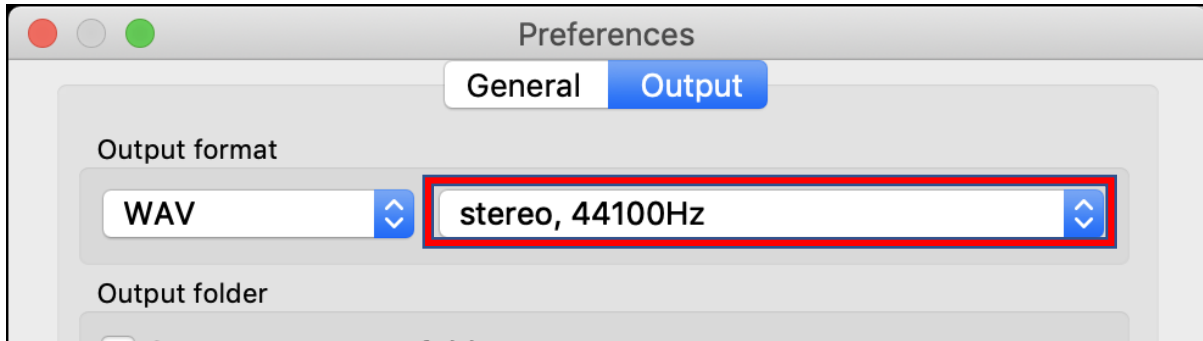


Figure 2

- 6) ...and choose "**Custom**". See Figure 3.

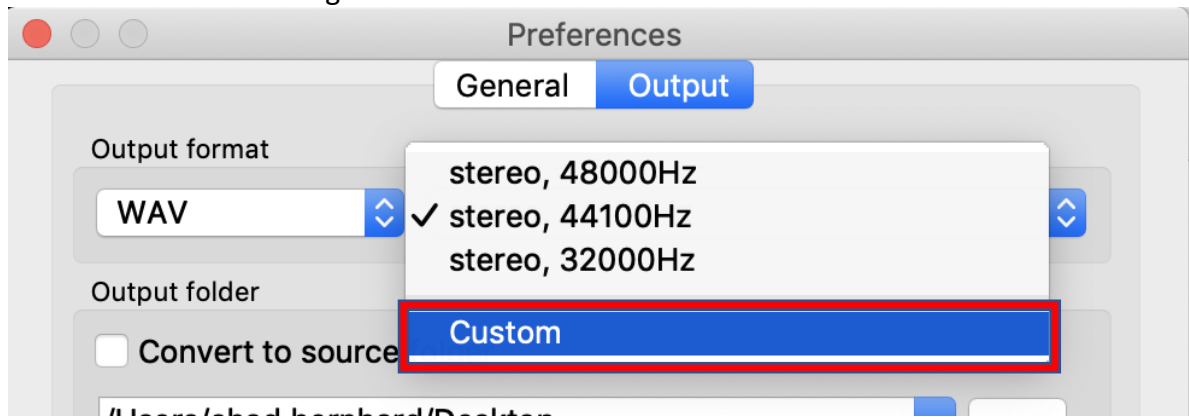


Figure 3

- 7) For "**Channels**"... choose **stereo** or **mono**. This will depend on what file you are converting. For "**Samplerate**" choose the sample rate of the project you will be working in. At a **minimum** choose **44100**. Click on **OK**. See Figure 4.

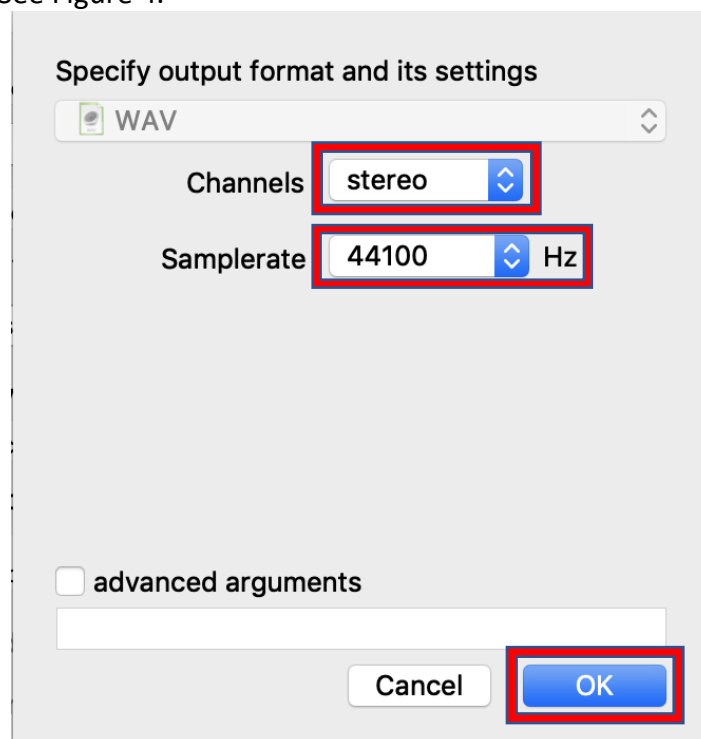


Figure 4

- 8) While still in “preferences” make sure the box labelled “**show output folder selection in status bar**” is **CHECKED**. Then click on “**CLOSE**”. See Figure 5.

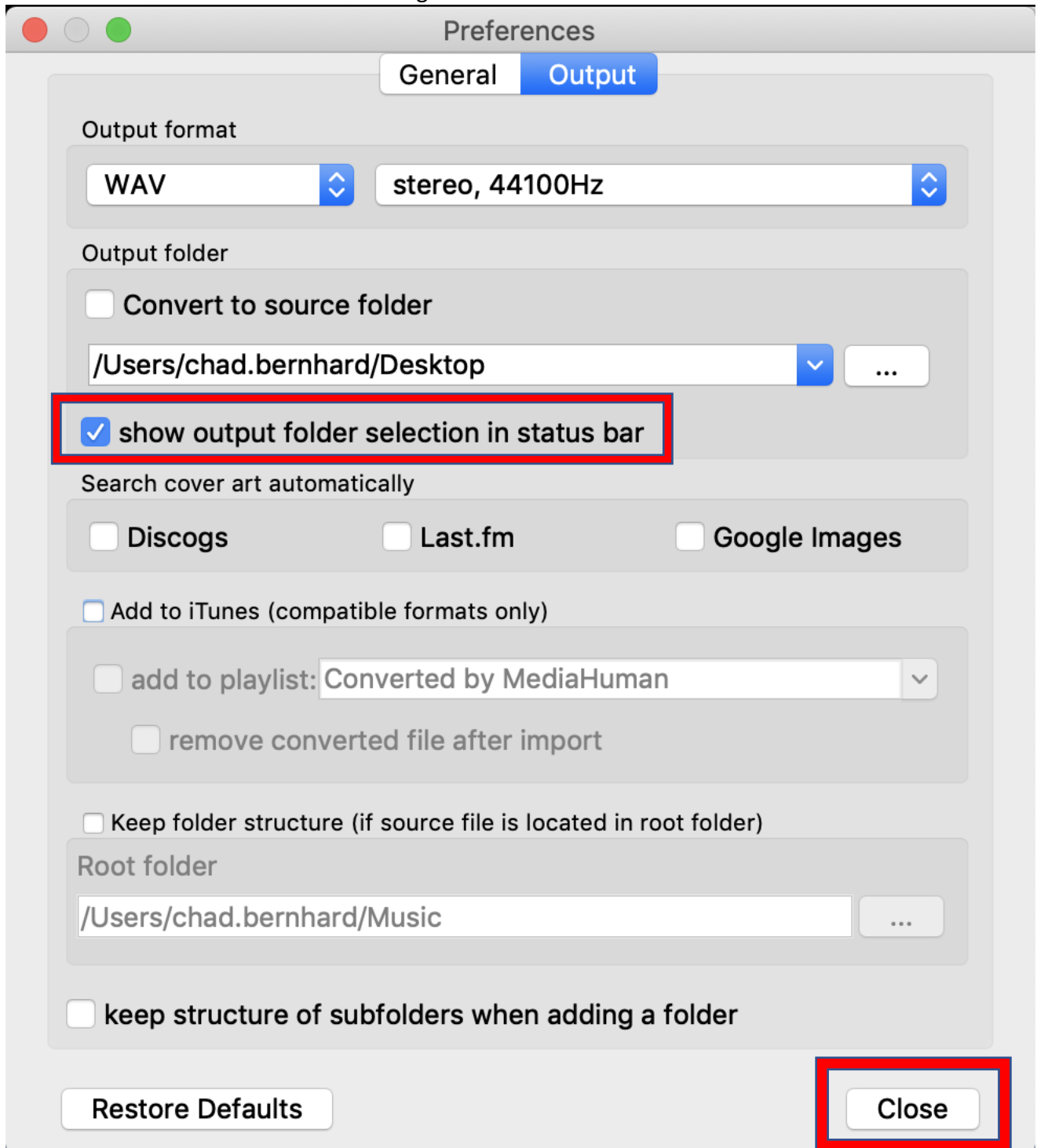


Figure 5

- 9) Let's convert an audio file! Just drag anything you want to convert into the MediaHuman Audio Converter window. In this example I've dragged an MP3 file into the window. Now we need to choose WHERE the converted file is going to go. You can do this by clicking in the "destination box" as highlighted in red in Figure 6.

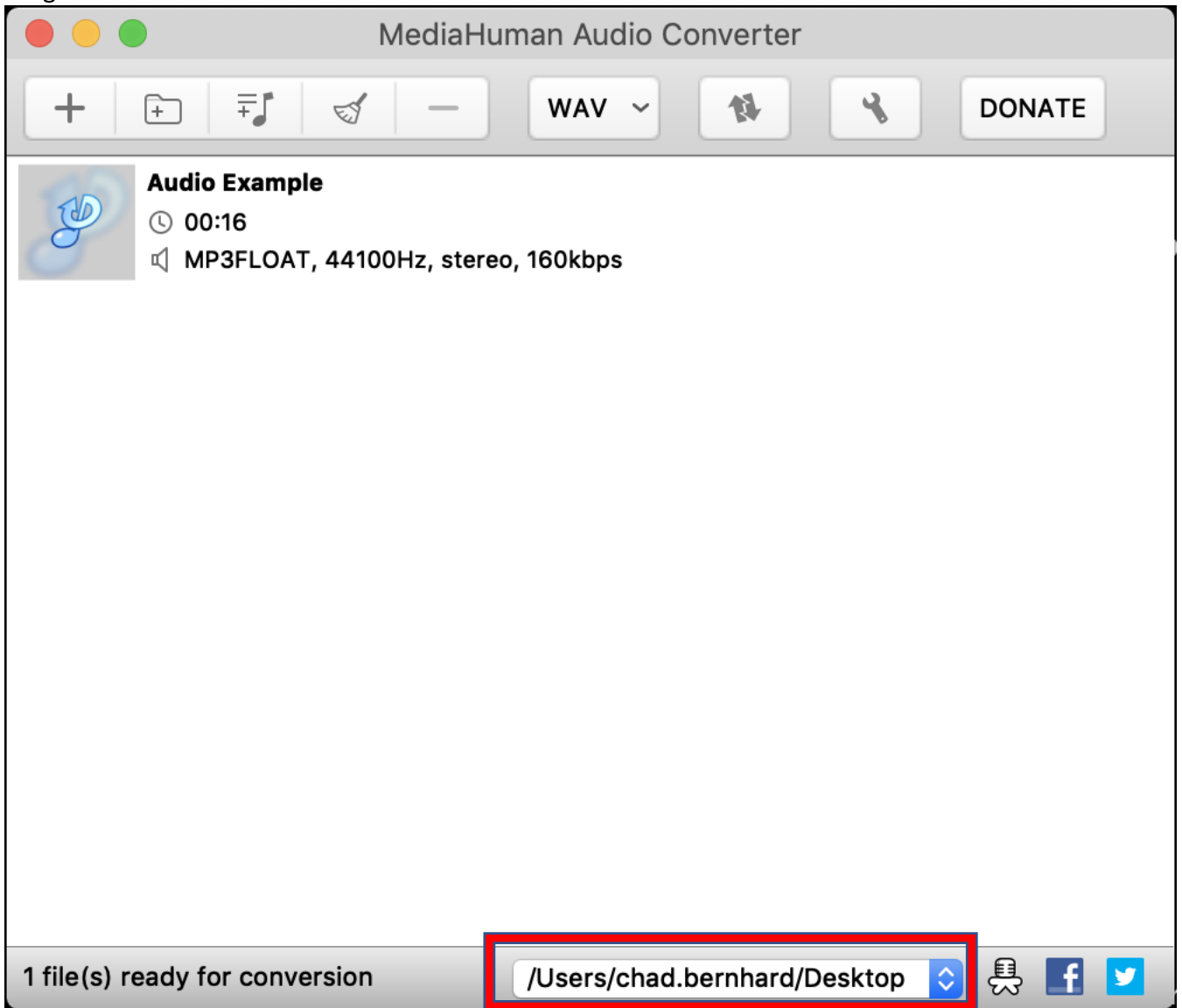


Figure 6

10) From here you can choose a NEW location by clicking on “other” or the “Convert to source folder” option or any previously used folder location. The last option will accumulate the more you use the program. **NOTE:** Use the “Convert to source folder” with care, if you are converting to the same kind of file type, you risk overwriting your original audio file. See Figure 7.

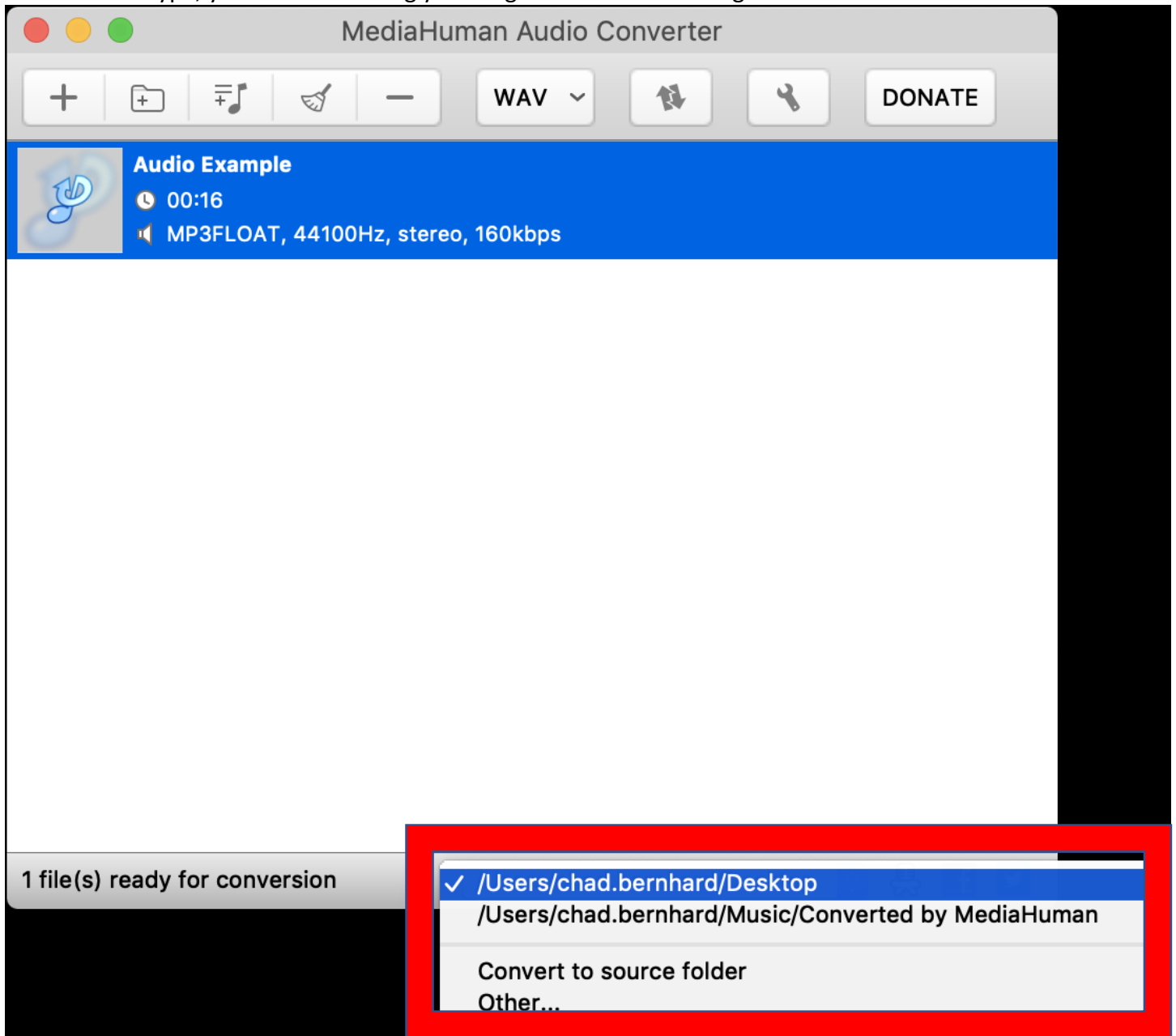


Figure 7

11) Click on the CONVERT icon and you are **DONE!** See Figure 8.

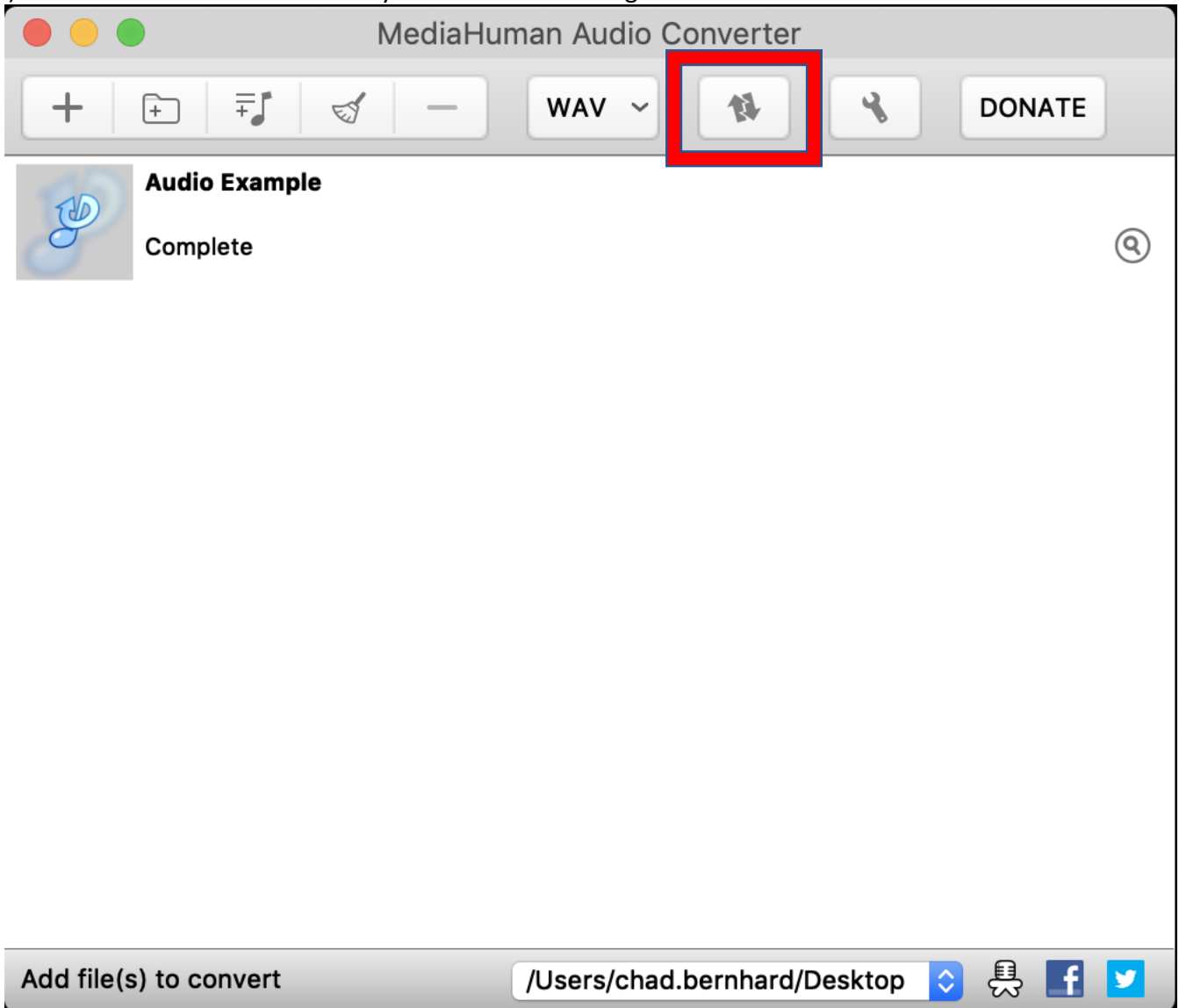


Figure 8

If you need any assistance with anything audio related always feel free to email me for help at chad.bernhard@journalism.cuny.edu