

What button do you click in the Timeline to display the Mute and Solo buttons?

The Audio Controls button in the lower left of the Timeline.

What result do you get when you click the Solo button on a track?

That track become the only audible track as you play the sequence.

How can you add several tracks to the Timeline at one time?

Choose Sequence > Insert Tracks.

How do you make the audio level overlay appear on clips in the Timeline?

Press Option-W, or click the Clip Overlays control in the lower left of the Timeline, next to the Track Height control.

When would you turn on audio waveforms in the Timeline?

When you want a visual representation of a clip's audio signals to evaluate or to edit audio clips.

What tool do you use to set a keyframe on the audio level overlay?

The Pen tool, or you can Option-click it with the default Selection tool.

How can the Pen tool be accessed without selecting it from the Tool palette?

Press Option and move the pointer over the audio level overlay on a Timeline clip. The Pen tool appears on the overlay line.

How do you reposition a keyframe or change its volume level?

Drag left and right to change its position and up and down to change its volume level.

How can you paste just the audio level from one clip to another?

Copy the clip that has the desired audio level and paste just the audio levels using the Paste Attributes function.

On what menu do you find the Audio Mixer?

The Tools menu.

To mix tracks in real time and automatically create keyframes on a clip, what must you do in the Audio Mixer?

In the Audio Mixer button bar, click the Record Audio Keyframes button to toggle it on. Then play the sequence and adjust the clip volume by dragging its track fader.

What tool do you use to record your own voice-over, and where do you access it?

The Voice Over tool, found on the Tools menu.

When you want to use CD audio tracks in your sequence, what can you do to convert them to 48 kHz?

Drag the tracks into the Export Queue window, and change the settings to 48 kHz. Export with these settings.

What two functions under the Modify menu help to change audio levels, and in what way?

Modify > Levels brings up the Gain Adjust window where you can raise or lower volume for all selected clips. Modify > Audio > Apply Normalization Gain resets the decibel level of the clip.

Keyboard: Option-W

Toggles audio level overlays on and off in the Timeline

Keyboard: Option-Command-W

Toggles waveforms on and off in the Timeline

Keyboard: P

Selects the Pen tool

Keyboard: PP

Selects the Pen Delete tool

Keyboard: Option-6

Opens the Audio Mixer

Keyboard: Option-0

Opens the Voice Over tool

Keyboard: Control-.
(period)

Pans a selected clip's
audio to the center