Complete Playbook: Creating a One-Minute Audio Recording in Soundtrap (with ChatGPT Transcription)

Step 1: Logging into Soundtrap

1. Go to Soundtrap.
2. Click on the **Log In** button in the top-right corner.
3. Enter your username and password. If you don't have an account, create one by clicking on **Sign Up**.

Step 2: Writing Your Transcript with ChatGPT

1. Open ChatGPT to help craft the transcript for your one-minute audio recording.
2. Make sure your story focuses on **real historical figures** from the 1600s, not fictional characters.
3. Use the following sample prompts to generate fun, witty, and intriguing stories:
   - o "Write a 1-minute story from the perspective of a Spanish explorer in the Americas."
   - o "Create a monologue from the viewpoint of an indigenous leader during colonization."
   - o "Imagine I'm a historian trying to explain the significance of John Smith to a group of students. Make it lively!"
   - o "Give me a short, engaging story about the life of Anne Hutchinson."
   - o "Write a speech that captures the experience of a Dutch settler in New Netherland."
4. Once the transcript is generated, review it and make any necessary edits to ensure it aligns with your assignment and is factually accurate.

Step 3: Setting Up a New Project in Soundtrap

1. After creating your transcript, head back to Soundtrap and click on **Enter Studio**.
2. In the studio dashboard, select **New Project**.
3. Choose **Music** to start creating an audio project.

Step 4: Recording the Transcript

1. In the studio, click on **Add New Track**.
2. Select **Voice & Microphones** to begin your audio recording.
3. Test your microphone by speaking into it and checking the sound levels.
4. Click the **Record** button (the red circle) to start recording your voice while reading your ChatGPT transcript.
5. Keep your recording to one minute. Once done, click **Stop**.
6. Playback the audio to ensure it's clear and meets the assignment requirements.

Step 5: Adding Background Music

1. Click **Add New Track** and select **Loops** from the options.
2. Browse through the loop library and select background music that complements your story.
3. Drag and drop the chosen music loop onto your timeline below your voice recording.
4. Adjust the volume of the background music so it doesn't overpower your voice.
5. Use the **Trim** tool to ensure the background music is the same length as your voice recording.

Step 6: Exporting the Audio File

If you encounter the error message about missing MIDI tracks, here's how to resolve it:

1. **Check Your Track Type**:
   - If you are recording voice or using loops, Soundtrap sees them as audio tracks, not MIDI tracks. You can still export your file despite this message.
2. **Mix and Export**:
   - After completing your recording, click on the **File** menu and select **Export**.
   - Choose **Export as MP3** or **Export as WAV**.
   - You may see a message about MIDI tracks, but you can ignore it. Your audio will still be exported correctly.
3. **Adding a Silent MIDI Track (if needed)**:
   If you are unable to export due to the lack of MIDI tracks, you can add a short, silent MIDI track to bypass the error:
   - Click **Add New Track** and select an **Instrument** (MIDI).
   - Place a small silent MIDI note anywhere in the timeline.
   - After that, export the file again, and it should work without issues.
4. **Download the Exported File**:
   - Once the export is complete, Soundtrap will prompt you to download the file. Save it to your computer.

Step 7: Submitting Your Assignment

1. Once your file is saved, upload it to the designated location (Google Classroom, Microsoft Teams, or another platform specified by your instructor).

Helpful Tips:

- Use ChatGPT to generate a transcript based on real historical figures and events.
- Keep your audio recording to one minute.
- Background music should enhance your recording, not distract from it.

This Playbook will guide you in creating an engaging, fact-based audio recording using both ChatGPT and Soundtrap!