



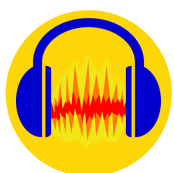
AMFANI DA SADARWA TA SAUTI

KIRKIRO KAYYAYAKIN SAUTI BA LILAI YA BUKACI KWAREWA SOSAI KO KAYAYYAKI DA YAWA. GA WASU SHAWARWARI AKAN YADDA YAKE DA SAUKI DON SAMAR DA BAYANI TA SAUTI TA AMFANI TA HANYOYI MARA TSADA.



ABUBUWA SHIDA DA ZAKA BUKATA:

- Kwamfuta mai kwakwalwa (kwamfutar tafi da gidanka ko kwamfuta kan teburu)
- Wani makarufu (makarufu wanda yazo da kwamfutar ka zai iya aiki)
- Manhajar rikodin sauti
- Wurin shiru don rikodin
- Sakonnin da ka ke so ka wallafa
- Mutumin da zaka yi rikodin (idan zai yiwu, sun riga sun koyo)



AUDACITY: RIKODIN SAUTI

Audacity wata manhaja ce da ake amfani da ita wajen daukar sauti da kuma tacewa. Tsarin shi da yanayin aikin shi nada sauƙin koya. Audacity sun samar da wani cikakken Bayani Wiki mai ɗauke da Tambayoyi da Amsoshi (FAQs) da kuma bayanin koyarwa. Kuma kana iya karanta jagorar 'farawa' na sauri wanda Tsarin Sabin abubuwa na UNHCR suka samar wanda ya hada da hotunan allo da muhimman mataƙai don taimakawa da amfani da manhajar da fari.

Amfani da Audacity (takaitaccen bayani na jagorar)

- Za ka iya saukar da Audacity a kwamfutar ka anan (wannan shine lokacin da ka ke buƙatar intanet kawai. Idan ka saukar, zaka iya wallafa tsarin manhajar da sauran mutane ta amfani da flash player).
- Idan ka shigar a na'urar ka, buɗe Audacity kuma duba cewa yana iya jin makarufon naka - kana buƙatar danna akan 'start monitoring' kuma tabbatar ka zaɓa bayani daidai (bisa ga ko kana amfani da makarufu na kwamfutar ka ko wani makarufon na waje).
- Wata kila ka saba da sauran maballi na amfani da manhajar (rikodin, je gaba, koma baya, tsayar) saboda Audacity na amfani da daidai alamomi kamar sauran na'urori da yawa. Babban da'ira ja shine maballi "rikodin" - danna shi, fara magana kuma zaka yi rikodin muryar ka.



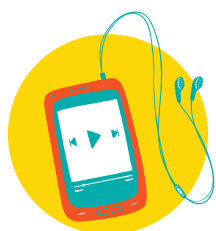


PRACTICAL SHEET



- Idan kayi rikodin, ka kirkiro wani sauti wanda ake ganin zanen sautin (ko siffar zanen). Yanayin girman siffar zanen, shine yanayin karar sautin. Wannan jagorar yana nuna maka yadda zaka zaba bangarorin sautin don sharewa ko kara daidaitawa - tsarin yana kama da na Yanka, Kwafa da Manna a Microsoft word (yayin da kake kara jin daɗin amfani da manhajar, zaka lura cewa gajerun hanyoyi buɗe manhajar iri ɗaya ne).
- Audacity na barin ka sauya sautin ta kara ko rage shi kuma yana da “jerin abubuwa” wanda zaka iya sanya (misali, karar sautin, rage hayaniya da amsa kuwa a cikin sautin). Gwada da waɗannan abubuwa saboda wasu zasu iya amfani!
- Kuma kana iya shigar da wasu sautuka (misali, wakoki a tsarin MP3) ta amfani da zaɓin “import”. Abubuwan da aka shigar zasu nuna a matsayin karin sauti. Idan sauti suna mamaye juna (idan suna nunawa a lokaci ɗaya akan allon ka kuma a lokaci ɗaya), zasu fara yi a lokaci ɗaya. Duk da dai aiki da sautuka daban-daban zai iya zama da wahala da farko, bada jimawa ba zaka saba da cancanza sautuka da kuma zaɓan wanda zai fara yi tukunna.
- A karshe, kar ka manta da adana aikin ka a lokacin yi! Kamar yadda yake a Microsoft Word, zaka iya zaɓan inda zaka adana fayil naka akan kwamfutar ka. Audacity na adana fayiloli a tsarin .aup. Don kirkiro wani fayil a tsarin MP3 wanda za'a iya saurara a wani na'ura, zaka buƙaci amfani da tsarin “export”.

Kar ka jira sai daga karshe. Wannan manhajar kyauta ne, saukar da shi yanzu kuma gwada shi. Zaki fi jin daɗin zaɓin da yake dashi daban-daban. Koma zuwa ga cikakken jagora na yanar gizo idan kana da kowace matsaloli.



SHAWARWARI BIYAR (5) DON KIRKIRO SAKONNIN SAUTI

1. Abubuwan da al'ummomi suka samar da kansu shine galibi mafi dacewa kuma mai tasiri. A yanayi da yawa, zaka gano cewa akwai rukunai jama'a daban-daban a cikin al'umma wanda sun riga sun shirya nasu abubuwa.
2. Kada ka ji tsoron nishadantarwa – bayani ta sauti na iya hada da wakoki ko abubuwan ban dariya a wasu lokuta (saurari abun da tashoshin rediyo suke amfani dashi, kuma tambayi mutane menene ke jawo hankalin su). Babu wanda ke son saurari muryar da bai canzawa ko kuma 'sako' ɗaya da ake maimaitawa.
3. Idan kayi rikodin sakon ka, gwada shi da mutanen da ake nufa. Tambayi wannan mutanen suyi bayanin abubuwan da suka fahimta daga bayanin da suka ji, wannan zai gwada fahimta da kuma haska kowane kuskuren fahimta. Idan akwai kowace shakka, yi rikodin kuma don gujin rikicewa.



PRACTICAL SHEET

4. Kafa (ko karfafa) kungiyoyin saurara zai zama wani dama ma al'umma suyi muhawara akan matsalolin kuma su bada ra'ayoyin su game da bayanin da suke saurara. Ya kamata kungiyoyin al'umma su gano lokuta mafi kyau musu don saurara kuma za'a iya tallafa musu don wallafa bayanai zuwa sauran mambobin al'umma.

5. Sauya abubuwa bisa ga rukunai jama'a daban-daban – tabbatar ka yi la'akari da shekaru, bambancin jinsi ta shirya sakonni tare da kungiyoyi na musamman. Yi la'akari da harshen da ka zaba kuma guji fifita wallafa bayanai a harshe daya kawai saboda hakan zai iya jawo tashin hankali.



YOUSHE ZA'A YI AMFANI DA SADARWA TA SAKONNI WAYA?

Wasu lokuta yafi kyau ayi amfani da hotuna da rubutu (kananan takardun tallace-tallace, fosta, allon talla, da sauransu). Ya kamata a yanke wannan shawarar bisa ga wani binciken dabi'un sadarwa a halin yanzu wanda aka fi so - ya kamata yayi la'akari da matakin karatu.

Don karin bayani akan kirkiro da amfani da kayayyaki na rubutu, da fatan za'a duba wannana factsheet on making communication more inclusive.