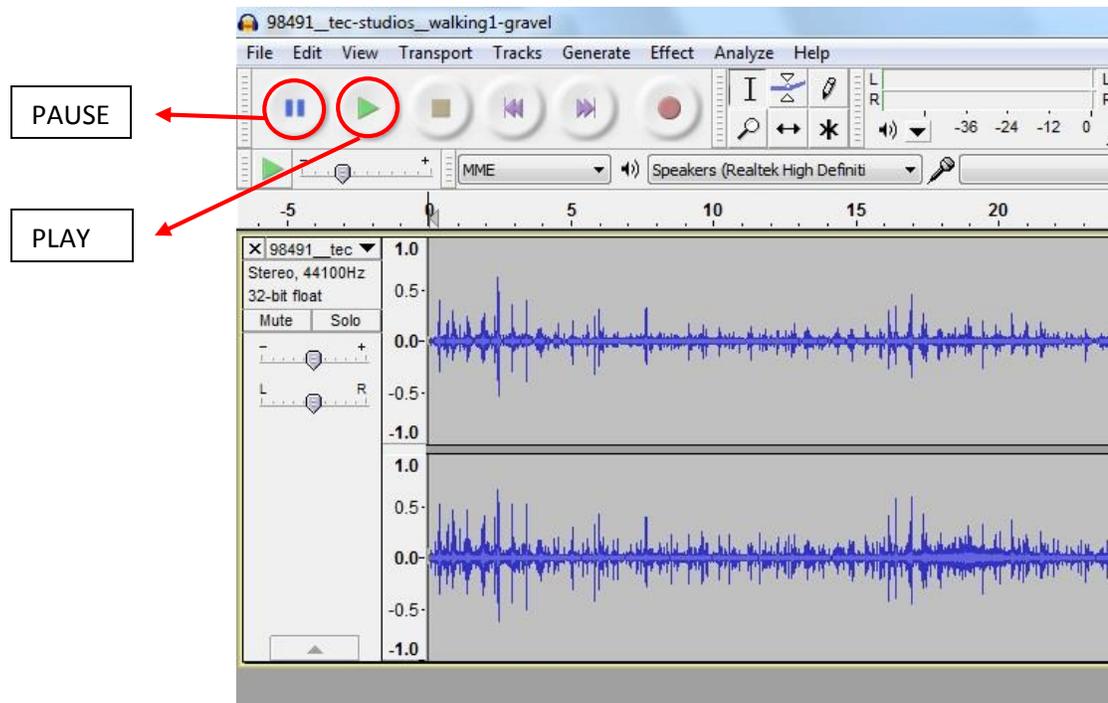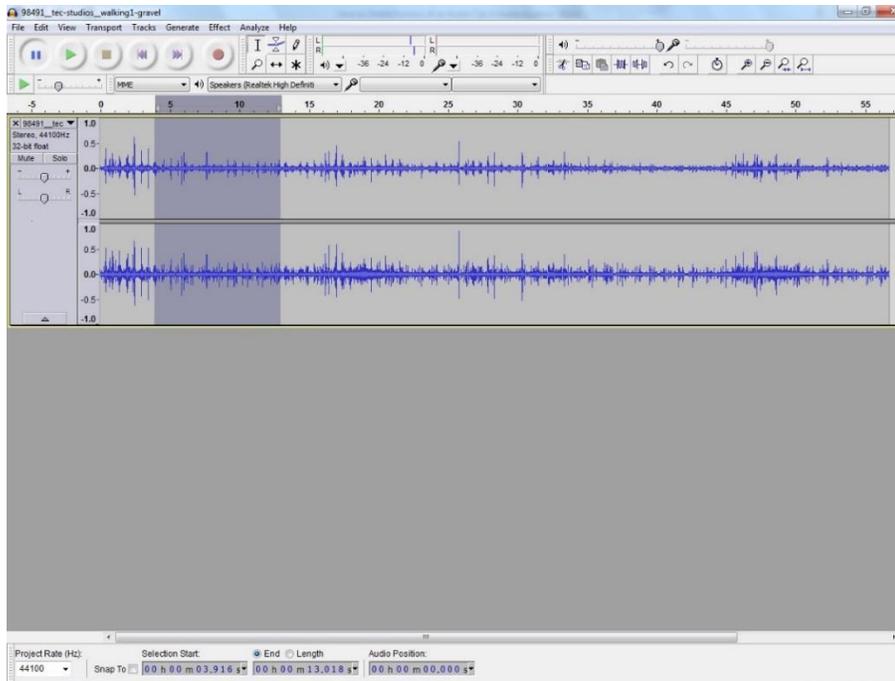# How to Delete Portions of an Audio Clip in Audacity

The purpose of this tutorial is to show you how to crop an audio clip to its desired length. This process is often used to change the audio duration and customize it for personal media projects.

1. Open the program Audacity. Open an existing Audacity project or create a new one by importing an audio clip from your computer's files.
2. Play through your audio clip. To do this, press SPACEBAR on your keyboard or click on the green play button in the top left-hand corner. While listening to your clip, determine where you want the audio deletion portion to start and finish. Pause the audio at the beginning of the part you want deleted. (Press SPACEBAR once again on your keyboard or click the PAUSE button in the top left-hand corner).

3. With the playback stopped, you can select the portion of the clip you want to delete. Using your cursor, click in the grey area on the place you paused. Then, left-click and hold the button on your mouse. Drag the cursor horizontally across the screen until it reaches the point where you want the selection to end. It should appear as a darker color to show it has been successfully highlighted.

4. From here you can play back your selection. Using the play button or SPACEBAR on your keyboard, play the highlighted section. Audacity will only play the audio that is selected. If you are not happy with the portion that is selected, left-click on the darker grey section of the screen. (Click anywhere other than on the audio track). Try to highlight it again.

5. Once you are happy with your selection, you can delete it. To do this, navigate to the "Edit" tab in the top left-hand corner. From the drop down menu, click the "Remove Audio or Labels" option, then select "delete". A much quicker way to do this is to use a keyboard command. On your keyboard hold CTRL and then press "K" and your selection will be deleted.