

HOW TO

RECORD A PODCAST

You've chosen a topic, defined your show, created a plan, committed to yourself and your audience that you're going to start a podcast, but how do you get started with recording? If you've never attempted to record yourself it could be a little intimidating. Don't worry, it is easier than you might think once you've armed yourself with just a little basic knowledge on the gear you need and how to operate it.

For a full list of the gear you'll need, please see the other side of this sheet. Once you've secured a quiet room to record, you're ready to **get started**.

STEP 1. Plug your audio interface into your computer, make sure the interface is powered on.

STEP 2. Attach your microphone to your stand or boom arm, if using a shock mount / pop filter, attach those as well.

STEP 3. Connect one end (female) of your XLR cable to your microphone and the other (male) to input #1 on your audio interface. If you have more than one microphone for additional guests, connect them to the additional inputs on your interface.

STEP 4. Plug your headphones into your audio interface. Be sure to configure the output of your headphone jack in the free Focusrite Control software.

STEP 5. Open your chosen recording application and create a new session. Be sure to name it something that is relevant to the show you'll be recording such as: *2018-11-19 My Podcast Name* – be sure to save it in a location you'll remember.

STEP 6. Make sure your interface is chosen for the input and output device in your recording application.

- **Audacity** – this is achieved in the dropdown menus in the top bar
- **Garageband** – this is achieved by navigating to the preferences menu then choosing the Audio/MIDI tab and selecting your interface as both the input and output device.

STEP 7. Adjust the gain setting on your audio interface. On a Focusrite Scarlett or Clarett it is very easy to set your level with the gain halos; turn the gain knob clockwise while speaking into the mic and when it glows red, turn it back counterclockwise just until it doesn't glow red anymore, that should be a perfect level.

STEP 8. Now, take a deep breath, clear your throat, drink some water, and hit record.

STEP 9. When you are done, press stop to end the recording.

STEP 10. Be sure to save your session when you're done recording, you don't want your system to crash and lose a perfect podcast.

STEP 11. Export your audio to upload it to your podcasting host, such as **Simplecast**.

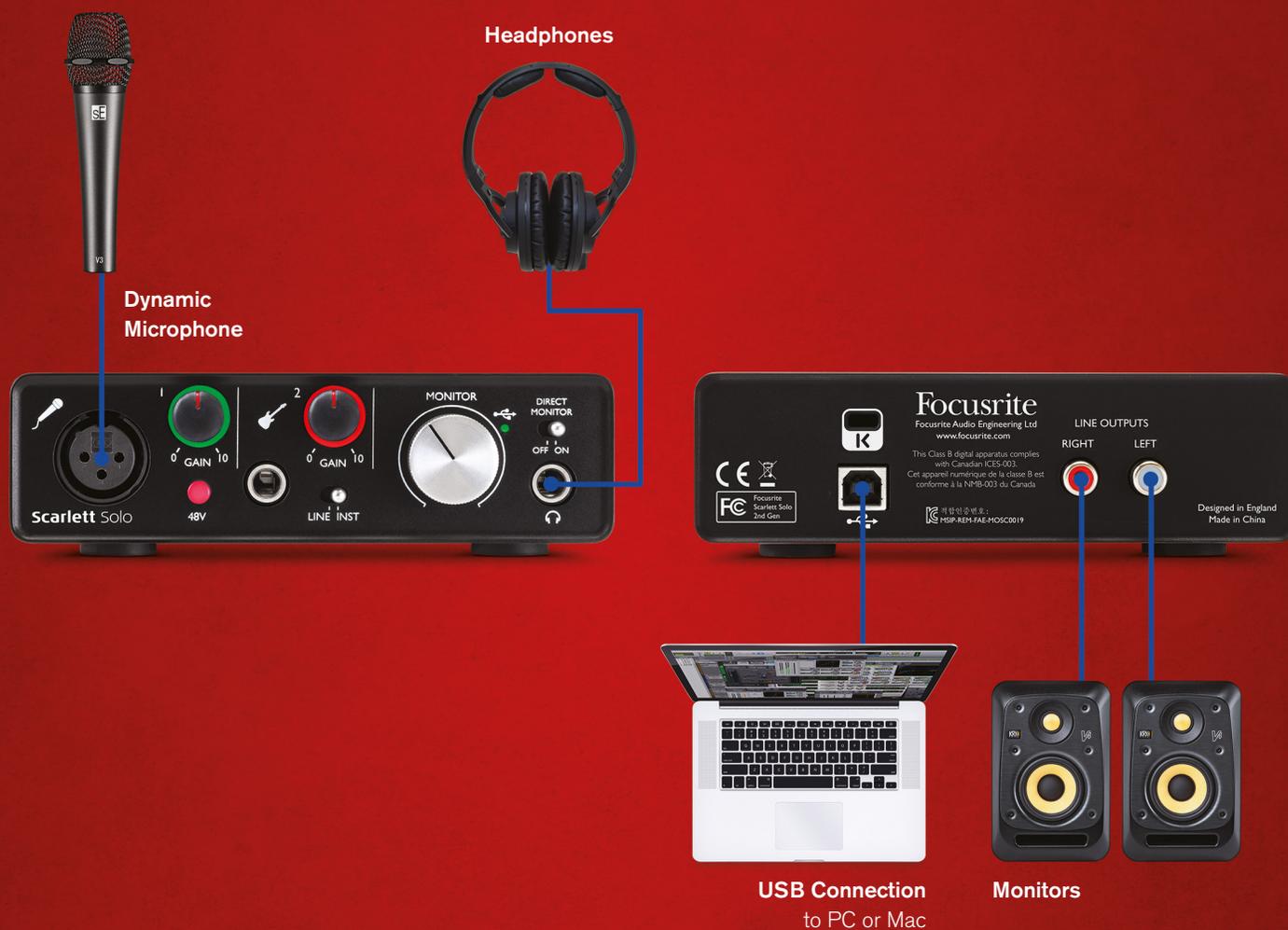
- **Audacity** – Click the File menu, hover over Export, choose the file type you'd like to export, (WAV is higher quality and larger file size, MP3 is lower quality and smaller file size), choose where you'd like save the file and click on the save button.
- **Garageband** – Click on the Share menu, choose Export song to disk, name the file, choose the location you'd like the file saved (best to save in the same place you saved your complete session in step 5), choose MP3 or WAVE, (WAVE is higher quality and larger file size, MP3 is lower quality and smaller file size), choose file quality (High Quality 192 kBit/s), click Export.

STEP 12. Upload your file to your podcast host, such as **Simplecast**. Use code **FOCUSRITE** for 50% off your first two months.

STEP 13. You're done!

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WHAT YOU NEED TO GET STARTED

- A quiet room
- Microphone, XLR, dynamic works best
- XLR (Microphone) cable
- Microphone stand or boom arm
- Shock mount (optional)
- Pop filter (optional)
- Speakers (optional but helpful for editing)
- Headphones
- Audio interface - Such as a Focusrite Scarlett or Clarett
- Computer - Mac or PC
- Recording application - Such as Garageband or Audacity
- Podcast host - Such as **Simplecast**

focusrite.com/podcasters

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