

SOUND RECORDER OPTIONS: Best To Worst Quality

Best	YETI Blue USB microphone	Use Sound Booth: only works with UFO laptop
2nd Best	1-2 standard mono microphones	setup with AKAI sound card + laptop
Good works outdoors	Zoom portable recorder	check that settings are correct for actually recording
Acceptable / Poor works outdoors	iPhone microphone	be careful about wind, touching the phone, etc

HOW TO SETUP: YETI Blue USB microphone

- 1 Open Audition > Edit > select audio hardware setup > control panel > input > select microphone yeti & microphone speaker (headphones)
- 2 In multitrack setup > select stereo > select Audition mix > Arm Track > Press Record

HOW TO SETUP: Standard Mono Microphones in 1 or 2 Tracks (Inputs/Channels)

- 1 Open Audition > Edit > select audio hardware setup > Edit multitrack > Select AKAI on all > Press ok
- 2 In multitrack setup > Track 1 select Akai microphone 1 > Track 2 select Akai microphone 2

HOW TO SETUP: Zoom Portable Recorder

- 1 Select mic (be careful not to select input 1 or 2, as this will record silence!)
Adjust recording level and headphone level > Hit record (arms it, it will flash) > Hit record again (now recording!)
- 2 If windy, use wind cover, plastic bags if rainy, always have extra batteries!

RECORDING CHECKLIST: Right Before Interview

Environmental Sounds	avoid setting up near loud fans / noisy pipes / background conversations. close windows.
Check your levels	Is the speaker's voice very quiet? Do you need to raise or lower gain for them?
Check your persons	Is someone tapping their foot or hands? are they crinkling paper? take it away from them!

TIPS & Common Sense

-If the sound is terrible in the room it will be terrible in the recording!
-If people don't want to be on video don't record them on video!
-SAVE YOUR FILES!—Don't turn off or close or put away the device / laptop before saving the recorded file!