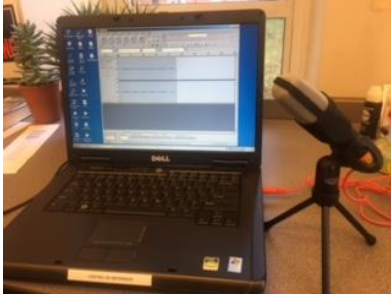


Newton Talks Equipment

Recording with Audacity and Studio Microphone




Equipment:

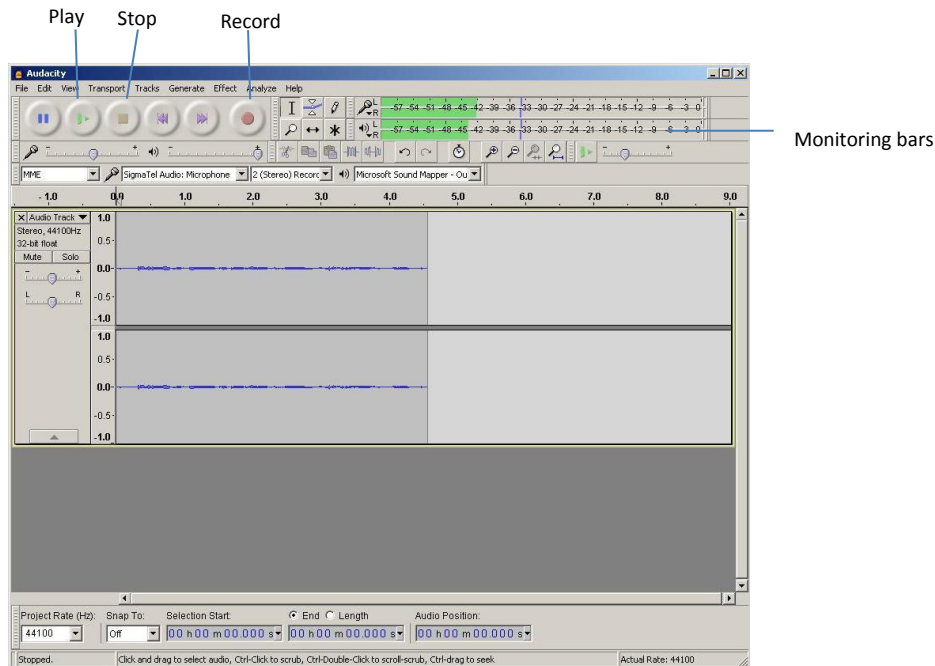
- 1 laptop, with power cord
- 1 microphone (Oenbopo Professional Condenser Sound Podcast Studio Microphone)
- 1 set of headphones

Software: Audacity (an open-source recording software)

Step 1: Plug mic into laptop with the mic jack. Plug headphones into headphone jack.

Step 2: Open Audacity from the desktop icon. 

Step 3: Test recording by clicking red circle. Play back with green arrow. Notice that the monitoring bars move to show that the mic is picking up sound. You may keep on your headphones throughout the recording to ensure proper input, though the monitoring bars do provide a visual confirmation of input.



Step 4: Record by clicking red circle. Stop recording by clicking the yellow square.

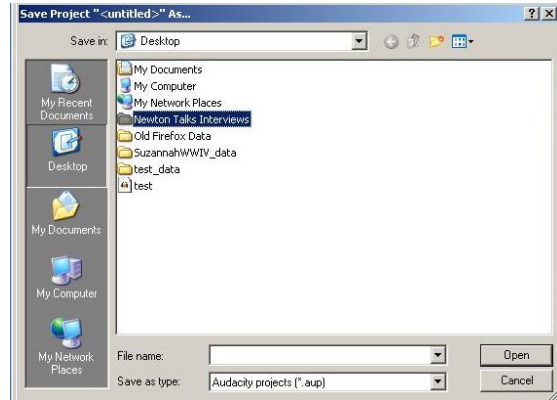
Step 5: SAVE the project file.

Go to File > Save Project As...

Select "Newton Talks Interview" folder

Name the file with the first four letters of the interviewee's last name and the first letter of his first name, followed by 01. Example: John Smith -> SMITJ01

In the case of multiple recordings, increase the ending number by one each additional file: SMITJ02, SMITJ03, etc.



Step 6: Export file into .wav format.

Go to File > Export Audio, select WAV format. Name the file as you did before ("SMITJ01") and save.