

Tip Sheet # 2

Audio files

When it comes to recording an audio file, the more you control the recording environment the better the quality of the audio would be. To achieve high quality results, you should follow a procedure which ensures high quality audio recording.

Here are 5 tips for recording an audio file:

1) Select the right microphone

Each microphone has a different pick-up pattern, allowing users to choose the right microphone for each recording settings. For example, if you want record an interview you could use a direction mic or the recorder of a mobile phone which allows you to point it out directly to the sound you would like to capture. If you are recording people through a camcorder, you might want to consider using the built-in microphone. However, built-in mics are generally low quality. When recording an audio with a camera it's recommended to use an external microphone.

2) Limit Background Noises

Selecting the right location is very important for achieving high quality audio. For this reason, it's important to choose a location with no background noises. After selecting the right room, make sure to close all the windows and turn off all devices or electrical appliances that are making noises.

3) Use headphones

Listen to the audio playback with headphones! By using headphones you will pick up noises and other details you could have missed otherwise. This method will allow you to monitor the quality closely and retake the audio when needed.

4) Write a script

To prepare for the recording, write a script and practice reading it a few times to make sure it flows right. If reading from a device such as a computer screen or a tablet or phone screen doesn't make you feel comfortable, print out the script and have in front of you. Make sure that there is enough space from line to line!

5) Record a demo

Before you start recording audio for your video or for other files, it's important to make a demo. The demo will help you make sure that everything is working fine and that there is no technical issues that could affect the recording!

