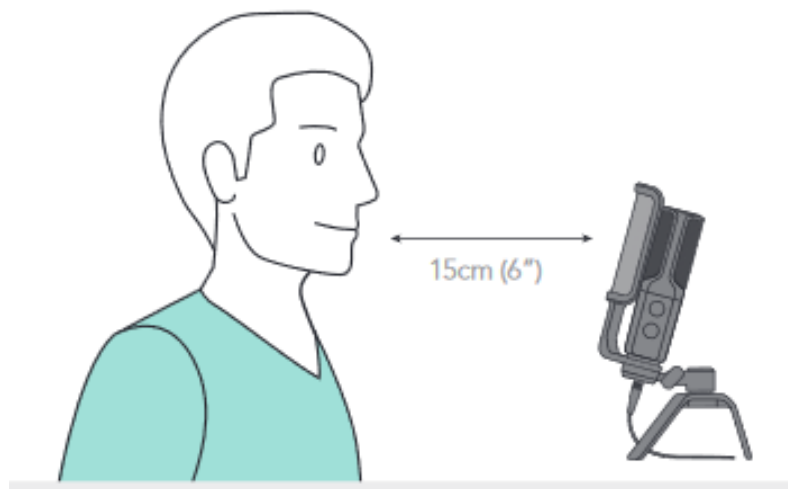# RECORDING A PODCAST

The Rode NT-USB microphone is one of the highly recommended microphones for recording podcasts, interviews, and other vocal audio projects. The Rode Mic is also recommended because it is easy to use with any Creative Studio computer — just plug into the USB port and start recording. This guide will walk you through the basics of recording with the Rode.

RECORDING A PODCAST

Getting Started

Elmhurst Public Library's Creative Studios have various equipment and software for audio-visual projects. It is recommended to use the Rode NT-USB microphone and GarageBand to record your podcast. The Rode is a side-address microphone. A side-address microphone accepts sound from an angle perpendicular to the mic—as opposed to a front-address mic, which accepts sound from the "end" of the microphone. Set up the Rode so it stands upright. **Do not connect the USB Type A cable until the Rode mic is upright to prevent damage to the mic and/or cable.**

15cm (6")

DO

DON'T

Connecting to the iMac

In order to record your podcast on the iMac, you will need to plug the USB cable from the Rode to the iMac. The USB type A port is located at the base of the Rode mic. **Only plug the cable in once the Rode mic is in upright position**, to prevent damage to the mic and/or cable. It is recommended to plug the USB directly into the USB ports located on the back of the iMac. The USB hub on the desk sometimes does not provide sufficient power.
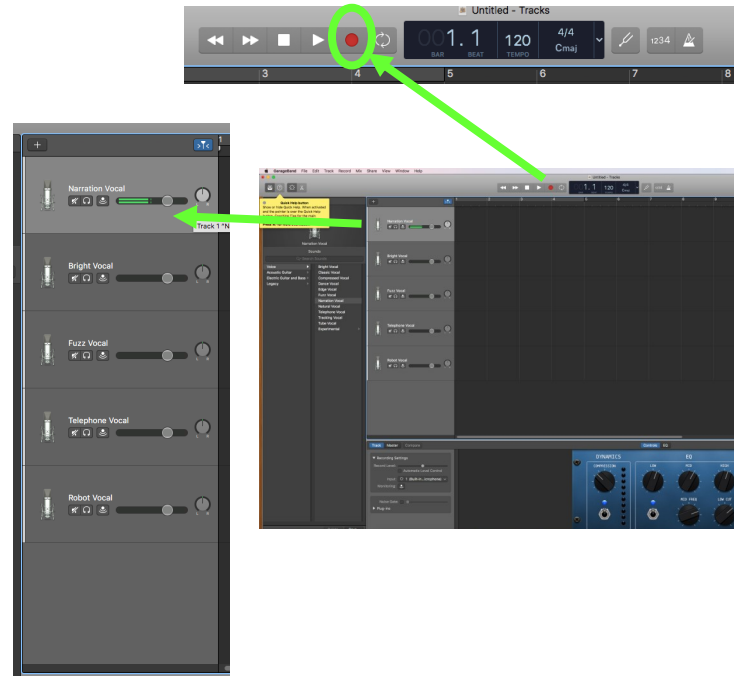
Preparing GarageBand

The Rode mic works easiest with GarageBand. Open **GarageBand** from the **Desktop**. (Logic Pro is recommended for the Shure microphones.) Open a **New Project,** select **Voice**, and click **Choose**. By default, GarageBand will use the built-in iMac microphone unless the audio input is changed. Often, GarageBand will detect that the Rode mic is connected via USB. In those cases, a pop up will appear, **"Do you want to use the audio device 'RODE NT-USB?"** Select **Use**—this will set the audio input for the Rode. But, it will also set the audio output for the Rode. See the **"Trouble Shooting"** section to adjust audio preferences manually.
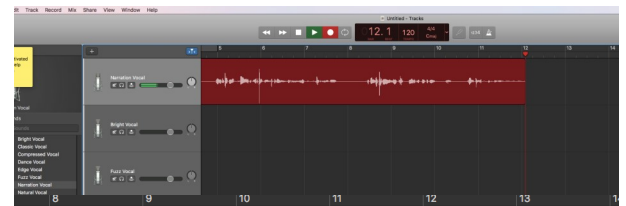
RECORDING A PODCAST

Recording in GarageBand

Once the Rode mic has been selected for the audio input, you should be ready to record. To confirm, tap your finger on the Rode mic. There should be a green bar in the **Narration Voice** input. If you do not see a green bar, that means there is no signal. See the **"Trouble Shooting"** section for further assistance. To begin recording, press the **"R" key** on the keyboard or select the **Record icon** located at the top. GarageBand will begin recording using the Rode Mic.
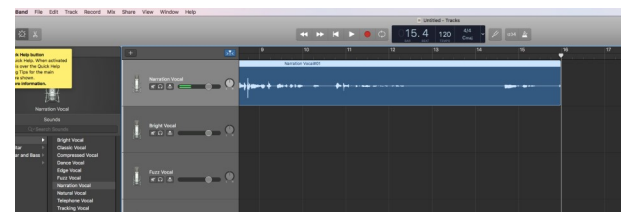

Stop Recording

When GarageBand is recording, it should be receiving a signal that appears red. To stop recording, press the **Spacebar** on the keyboard or click the **Stop icon**. Once the recording has stopped, the sound bit will change colors from red to blue.

Playback

To playback the sound recording, bring the **Playhead** to the beginning of the recording or to where you want to begin listening. Then press the **Play icon** at the top. See the **"Trouble Shooting"** section if there is no sound.
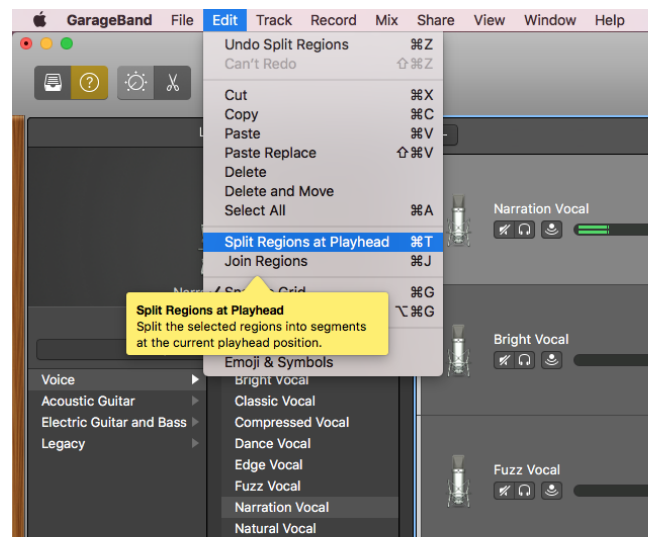

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Adjust the Gain

During playback, you might notice that your voice is too loud or too soft. This could be because the **Gain** isn't set properly. **Gain** is different than volume and is crucial during recording. Volume dictates the strength of the speakers whereas **Gain** controls the strength of the microphone. If the gain is too high, the recording will sound distorted. If the gain is too low, the recording will be too soft. Adjust the recording level within GarageBand until the desired level is achieved.
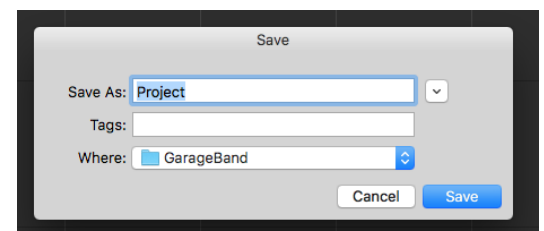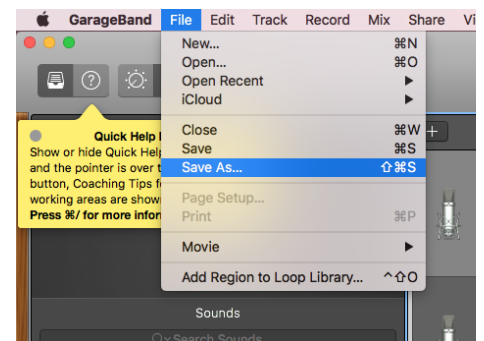

Split Regions

To **Split** the recording, move the **Playhead** to the note that needs to be split. Then, select **Edit** from the **Application Menu** and click **Split Regions at Playhead**. The region will then be split into two pieces. Regions can be dragged, copied, pasted, and deleted as needed in order to edit your sound recording.

Saving as GarageBand File

As you work on and finish your project, you will want to save it periodically as a GarageBand file. **GarageBand files** can only be opened and edited using GarageBand. If you are working on a project and want the flexibility of editing or adding to it at a later date, you will need to save the project as a GarageBand file. To **Save**, go to **File** in the **Application Menu** and choose **Save** or **Save As**. (**Save** will update a pre-existing saved file whereas **Save As** will let you create a separate version.) A **Save** window will appear. Give your project a name and pick a location to save the file in the **Where** menu, then click **Save**.
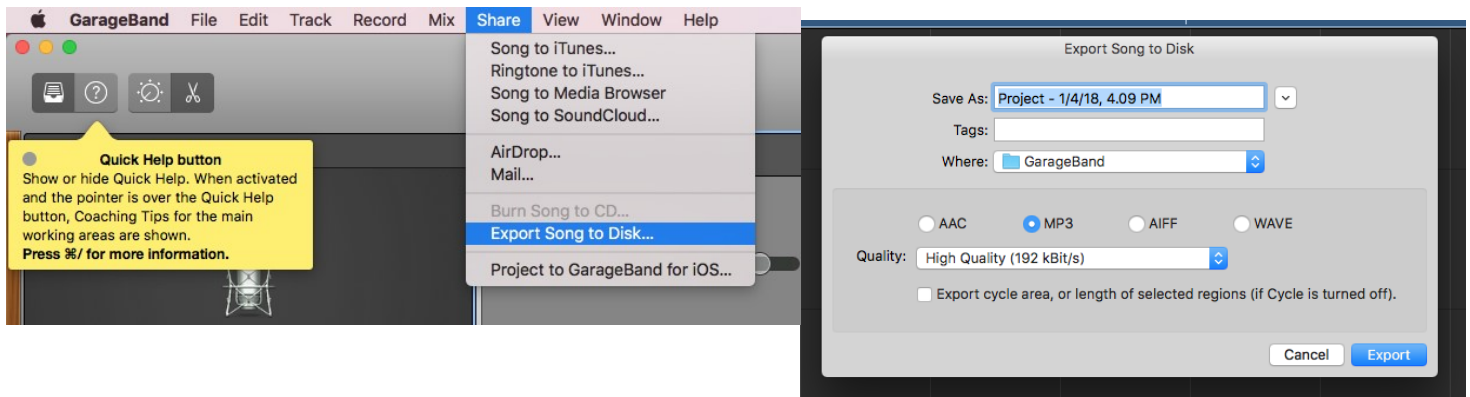
Export as a MP3 or Wave

Once your project is complete, it needs to be exported as an **MP3** or **Wave** file format. **MP3** and **Wave** files are standard file formats for audio projects — songs, podcasts, interviews, etc. **MP3** and **Wave** files are compatible with various devices and websites, making it easy to share (whereas GarageBand files are only compatible within GarageBand). To export the project, click **Share** from the **Application Menu** and select **Export Song to Disk...** In the **Export** window that appears, create a file name in **Save As** and a location in **Where**. Then, select which file format to export as: **AAC**, **MP3**, **AIFF**, or **WAVE**. Click **Export** to finalize the process.

The **Share** menu also has options to export the song directly to **iTunes**, **SoundCloud**, or through **Mail**.
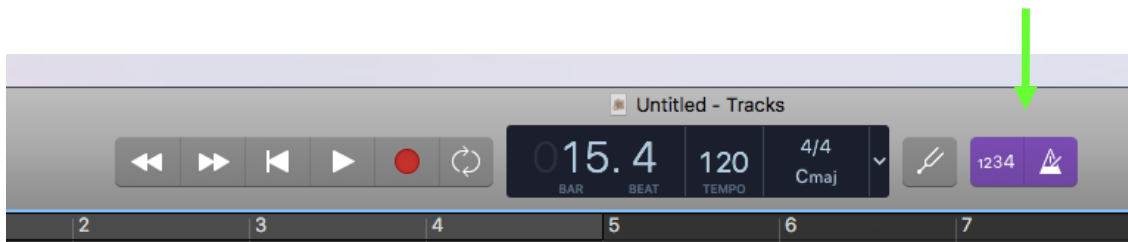
Metronome and 4-Count

GarageBand has a built-in metronome. To activate, click the **Metronome icon** at the top located to the right.

GarageBand can also give a 4-count before starting the recording, a feature that is useful for timing vocals. To turn on this feature, click the **1234 icon** next to the **Metronome icon** located at the top on the right.

RECORDING A PODCAST

You've Recorded a Podcast. Now what?

Once you have recorded your podcast and exported it as an MP3, it is time to publish it and find a place to host your podcast. To increase the professionality and marketability of your podcast, you might want to consider creating cover art for your podcast. Where you host your podcast will depend on your budget and who your audience is. Here are a few options below:

- SoundCloud: Offers free podcast hosting as well as paid hosting to help distribute your podcast and share easily on social media, blogs, and more. More resources at *tinyurl.com/yd9tq3pa*.

- Google Play: Submit a podcast to Google Play by visiting *g.co/podcastportal* to reach your Android audience.

- Apple Podcasts: Submit a podcast to Apple Podcasts via iTunes to reach your Apple audience. Get help at *tinyurl.com/ya5zya9u*.

- Blogging Websites: Many blogging websites will allow you to embed an audio file within your blog.

Additional Resources

Here are additional resources for tips and tricks for creating podcasts and publishing for listeners.

- *tinyurl.com/yalnbz7d*

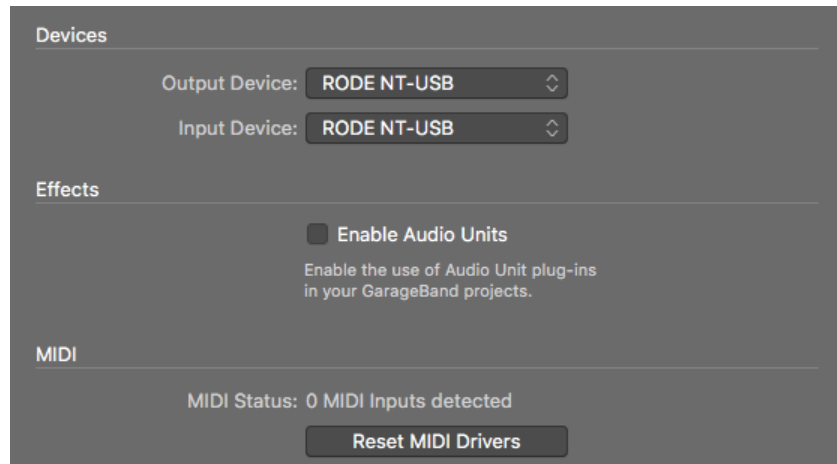- *tinyurl.com/yd844zox*

- *tinyurl.com/y8w29udl*

Further Resources

For more help with GarageBand and recording equipment, access Lynda via *elmlib.org/lynda*. Lynda is available for EPL cardholders only.

lynda.com

Trouble Shooting

The Rode Mic is connected, but there is no signal/no green bar:

♦ Confirm the Rode Mic is connected to the USB port in the back of the iMac. The USB hub on the desk sometimes does not produce enough power for the Rode.

♦ Is the GarageBand Audio Input set for the Rode? Click on **GarageBand** in the **Application Menu** (located next to **File**). Select **Preferences** from the menu and click **Audio/MIDI**. Chose **Rode NT-USB** from the **Input Device** menu.

The Rode Mic recorded my voice, but I can't hear it in playback:

♦ What is the GarageBand Audio Output set for? Click **GarageBand** in the **Application Menu**, select **Preference** and click **Audio/MIDI**.

◊ If it says "RODE NT-USB" in **Output Device**, then the audio will output to the headphone jack of the Rode Mic. The headphone jack is located on the side of the Rode mic. The headphone's volume is controlled using the **Volume** knob on the Rode Mic.

◊ Select "Built-in Speakers" if you want the audio to output on the built-in iMac speakers.

◊ Select "Scarlett 18i20 USB" if you want to listen to the recording on the big speakers of Creative Studio A. The Audio Rack/Focusrite must be turned on for the big speakers to work. (See "Audio Rack Trouble Shoot Guide" for further assistance.)

My voice sounds distorted / My voice sounds too soft:

♦ Usually indicates that the Gain is too high (recording is distorted) or too low (recording is soft). The Gain controls are located in GarageBand. Adjust accordingly and re-record.

Visit http://cdn1.rode.com/nt-usb-manual-en.pdf

for additional support.