

GarageBand

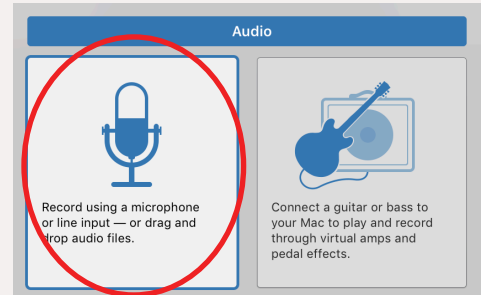
Record Voice



Before you start your recording project, request a microphone (headset or desktop mic) and an editing station at the Media Services Desk.

To Record Your Voice

1. Plug in the USB microphone into an open USB port.
2. Launch the GarageBand application from the Dock. In the **File** menu choose **New Project**, then double-click **Empty Project**. Choose the microphone icon under **Audio** as your source.

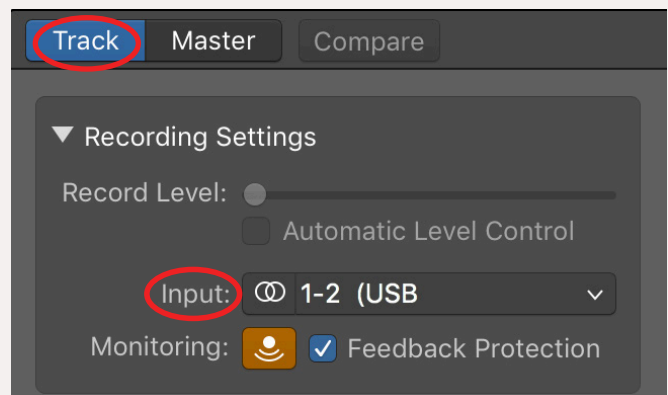


3. Access the **Smart Controls** section by clicking **View > Show Smart Controls**.

4. In the Smart Controls menu, select the **Track** button and choose the headset or external microphone from the **Recording Settings** menu.

If the microphone or headset is not an option in the Input Source menu:

- Check the computer's Sound Preferences (Apple Menu -> System Preferences -> Sound).
- If using a headset, set it as both the Input and Output. If you are using a microphone, make sure it is set as the Input.



If using headphones, you can listen to your voice while you record by turning **Monitoring** on. Otherwise, turn Monitor Off to avoid feedback.

5. While speaking or singing at a comfortable level, adjust the **recording level** so that it peaks in the high range of the green area without going into the red zone.



6. To start recording, click the red record button. Press spacebar or click the record button again to stop recording.



7. When you are finished, save your file and then choose one of the options in the **Share** menu to export the audio file.