Beginner Podcasting/Recording: Using the Windows Sound Recorder App

What is an interface? An audio interface is a device that connects your computer to musical instruments, microphones, and other audio equipment allowing you to record, play, and process sound with your computer.

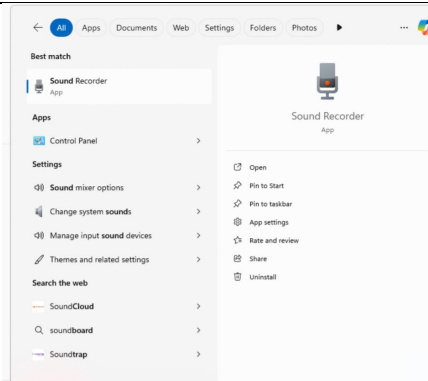## 1. Connect the Focusrite interface from the Podcast kit to the computer.

Connect the Focusrite interface to the computer with the cable on the desk labeled Focusrite input.	
One end of this cable connects to the USB port at the front of the computer tower (located on the bottom shelf of the desk) and the other connects to the back of the interface.	
Connect 1 or both mics to the front of the interface with the XLR cables and plug the headphones into the headphone jack.	
The Focusrite should have the following settings: 1. 48V on and lit up (This gets power to the interface.). 2. Direct monitor on and lit up (This allows you to monitor sound coming through the mics.). 3. Monitor and headphone knob turned up (if you don't hear sound coming through the headphones, check that this is turned up) 4. Gain for 1 or both mics turned up (This controls the input level of each mic.).	

Put on the headphones and make sure that you hear sound coming through the mics.	

2. Open the sound recording app and adjust the settings
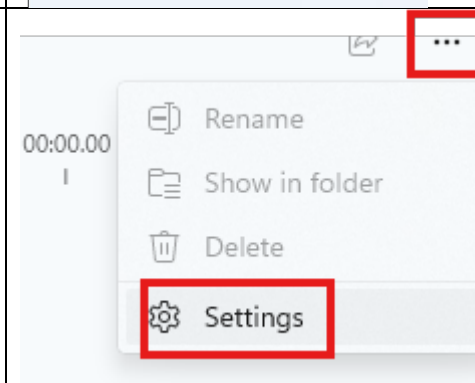
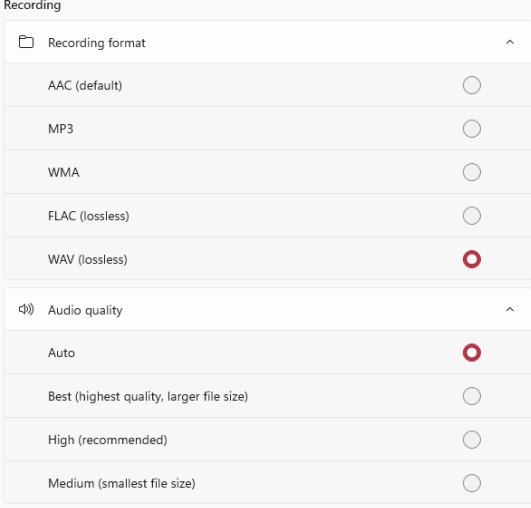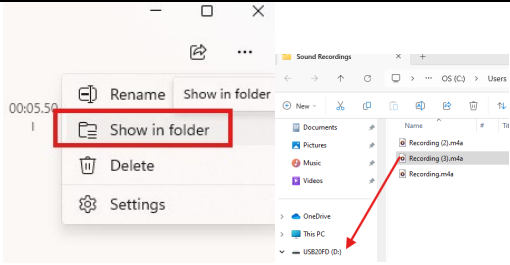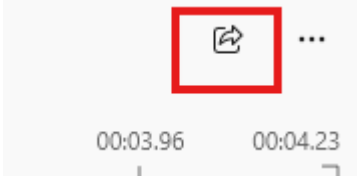|	
Use the search bar to find and open the sound recorder app.	
• Click on the menu with the mic icon on the bottom left of the page. • Check that the Analogue 1+2 (Focusrite USB audio) is set as the mic input.	
Choose your audio file type and audio quality levels from the settings menu in the top left corner.	
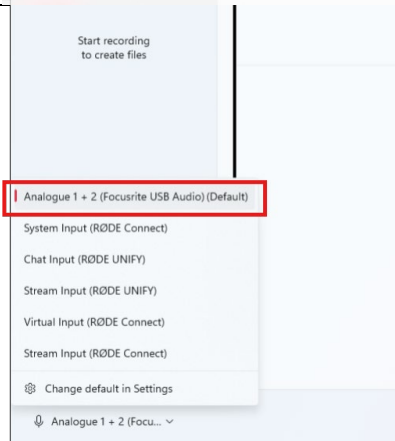
• If you are going to edit your files using another music editing software like Audacity or Garage Band, then WAV files or MP3 are a good choice. • The higher the Audio quality, the more space the file takes up.	
• Press the record button to start a test track. • Press the stop button or escape to stop recording. • Play the track back to make sure that everything is recording correctly.	

3. Export your audio

To save your audio to a flash drive, click on the menu in the top-right corner, then select "show in folder". Drag the audio files onto your flash drive.	
To email your files to yourself or others, press the share button in the top-left corner.	
If you downloaded your audio as a .wav file, you should be able to edit it from most sound editing software. Check out the intermediate podcasting guide for more information on editing.	