Recording on a

MacBook in GarageBand with One Mic

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What's covered in this guide

This document explains how to setup podcasting equipment for a one-person podcast, meaning using a single microphone. If you are podcasting and having a co-host or guest speakers, this is not the document to use.

Make sure that you have booked the **Gallery Room** for recording in. Also note that **all equipment is for in-library use only.**

To check out equipment and for additional help, speak to our information staff at the iConnect desk.

Recording your podcast

These instructions are for recording a podcast for one person – a solo podcaster.

What you will need:

1) MacBook
2) 1 MIC Kit
3) 1 set of Headphones
4) *Optional*: Boom Arm and shock mount kit
5) Your podcast ideas, plan, outline, info that you are planning to record!

Setting up the Equipment

1) Place the MacBook Air on one side of a table, near a power outlet.

2) Connect the **multi-port USB adapter** to the MacBook.

3) Connect the **Power Cord** to the MacBook.

4) Connect the **headphones** to the the MacBook.

5) Take the microphone out of its kit and connect it to the multi-port USB adapter using the **USB mic cables from the mic kit**. The other cables are XLR cables for use with interfaces and portable recorders.

6) Once you have connected the other end of the USB cable to the microphone, make sure to **turn the mic on** (switch is located on the mic).

The following image shows the single mic plugged into the multi-port USB adapter:

## *Configuring the Mac System Sound Settings for a single mic*

1) Turn the MAC on and log in using the **code 1865**.

2) Press Command key + Spacebar to bring up the Spotlight Search box.

3) Enter "Audio" in the box and select **Audio MIDI Setup** from the list of results.

4) Make sure that your microphone is listed in the devices shown on the left side of the Audio settings. If not, unplug the mic and plug it back in again. Make sure all connections are firm.
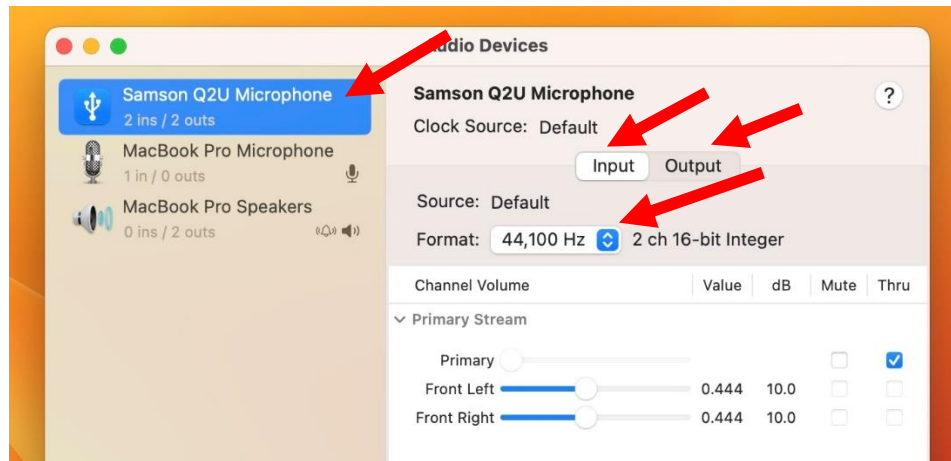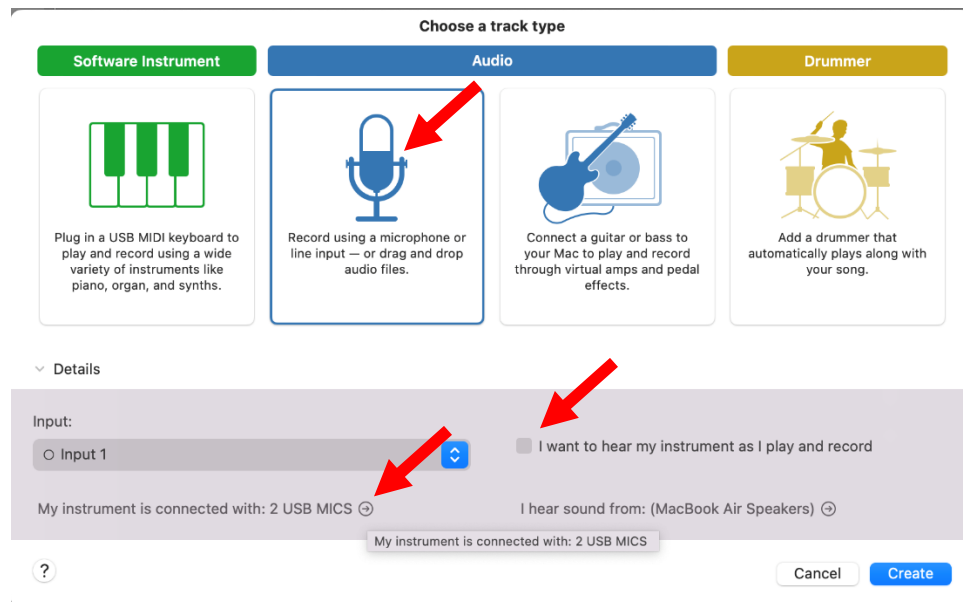
5) Once you have selected your microphone from the list on the left, click on the **Input and Output tabs** and make sure the **Format:** field is set to **44,100Hz**.

6) Close the Audio Devices window.

Configuring GarageBand for recording

1) Open GarageBand and on the **Choose a Project** window, double click **Empty Project**.
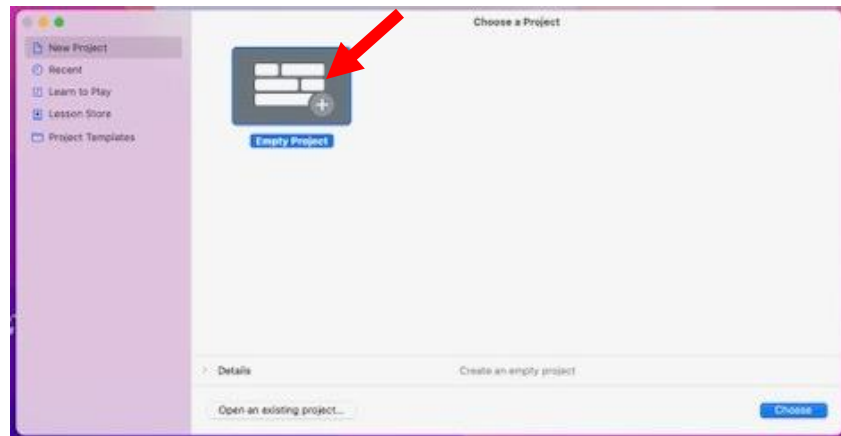
2) On the **Choose a track type** window, select the **Microphone image** as shown below.

3) In the **Details** section at the bottom, check I want to hear my instrument as I play and record.

4) Then, below the Input: drop-down box, click the arrow at the end of **My instrument is connected with: MacBook Pro Microphone**.

Choose a track type

Software Instrument | Audio | Drummer

Plug in a USB MIDI keyboard to play and record using a wide variety of instruments like piano, organ, and synths.

Record using a microphone or line input — or drag and drop audio files.

Connect a guitar or bass to your Mac to play and record through virtual amps and pedal effects.

Add a drummer that automatically plays along with your song.

Details

Input:
○ Input 1

My instrument is connected with: 2 USB MICS ⊕

My instrument is connected with: 2 USB MICS

☐ I want to hear my instrument as I play and record

I hear sound from: (MacBook Air Speakers) ⊕

Cancel   Create

5) The following **Preferences** window is displayed and should be on the **Audio/MIDI** preferences.
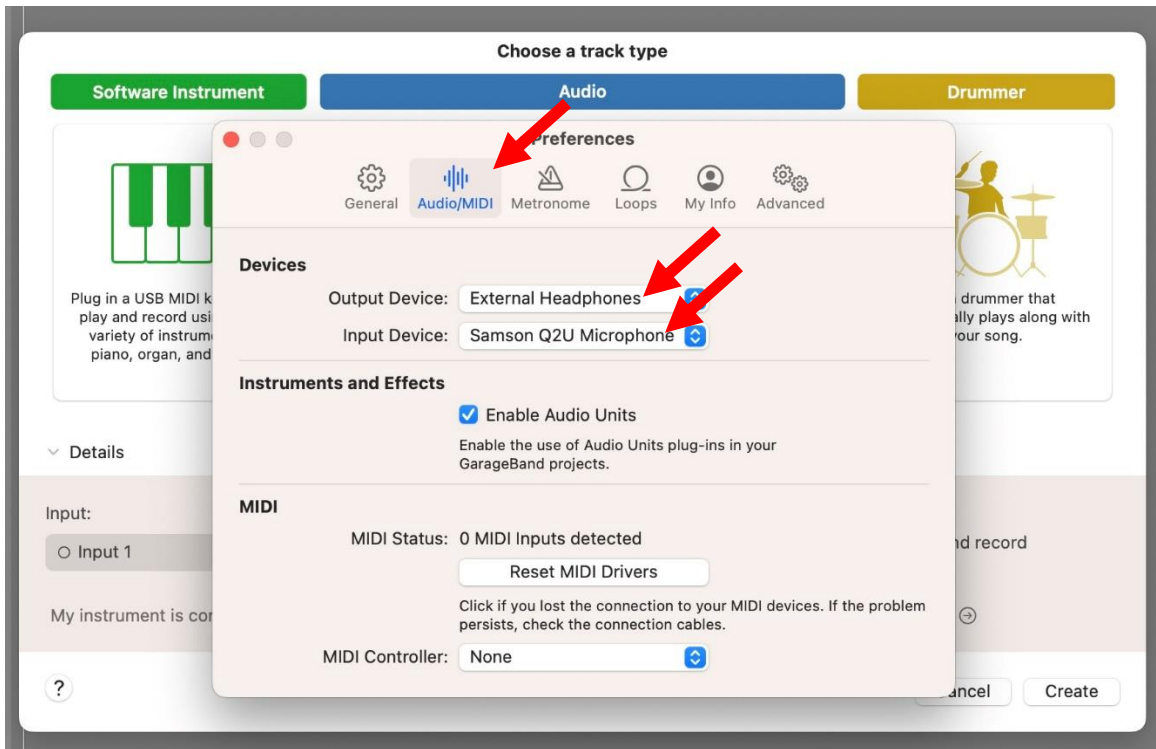
6) For the **Output Device** field select the **External Headphones** that you plugged into the MacBook when you setting up the equipment.

7) For the **Input Device** select your microphone – in this case **Samson Q2U Microphone**.

8) Close the **Preferences** window by clicking top left-most corner (red button x).

9) When back on the Choose a Track Type windows, click **Create**.
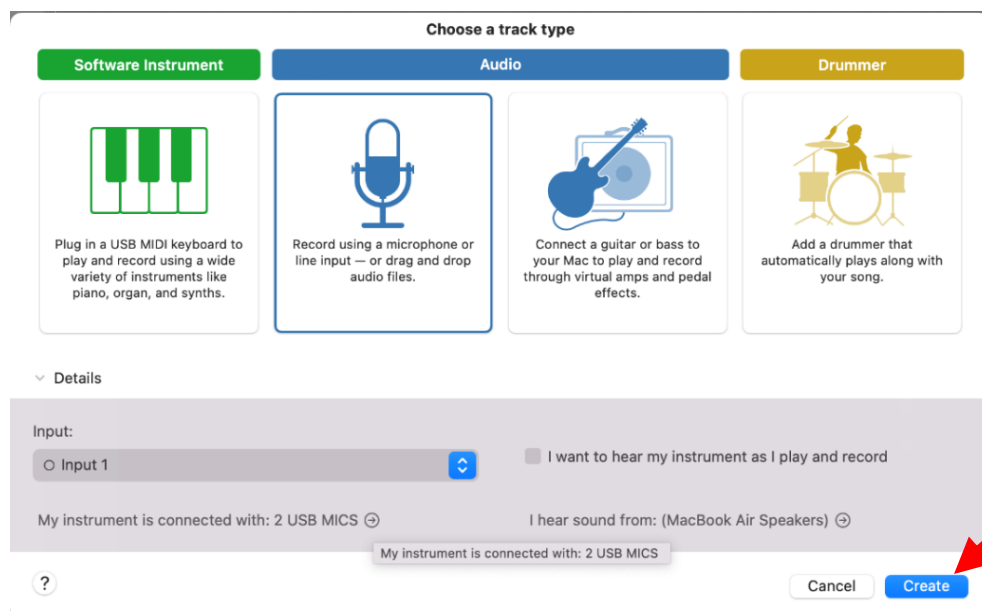
Configuring Recording Tracks in Garage Band

1) In the new Garage Band project, click on the **Audio track**.
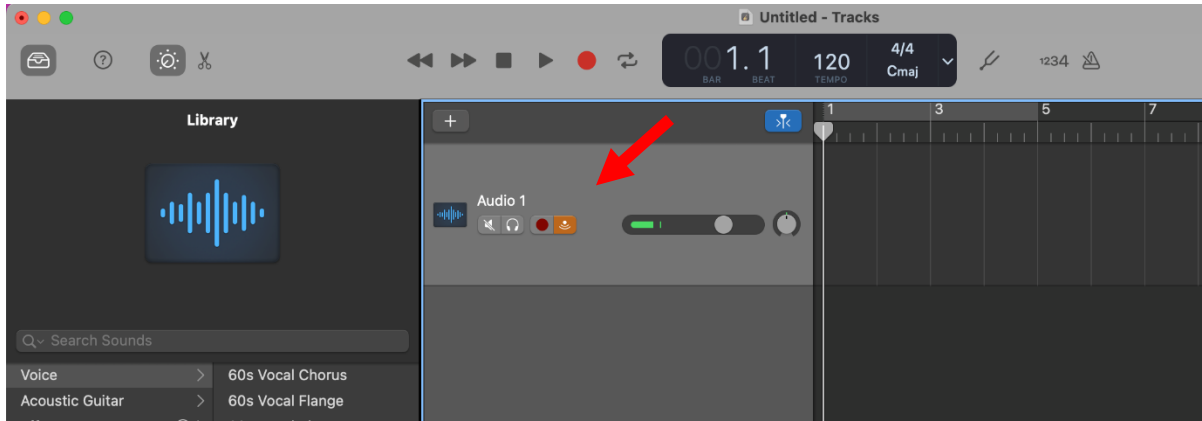
2) Go to the **Track menu**, select **Configure Track Header** and check the **Record Enable** box. A red dot will appear on the Track below the track name.

3) The Upside Down wifi icon that is orange indicates that you will be able to hear the recording in the headphones as you are recording. The Red dot indicates that recording has been enabled for the track.
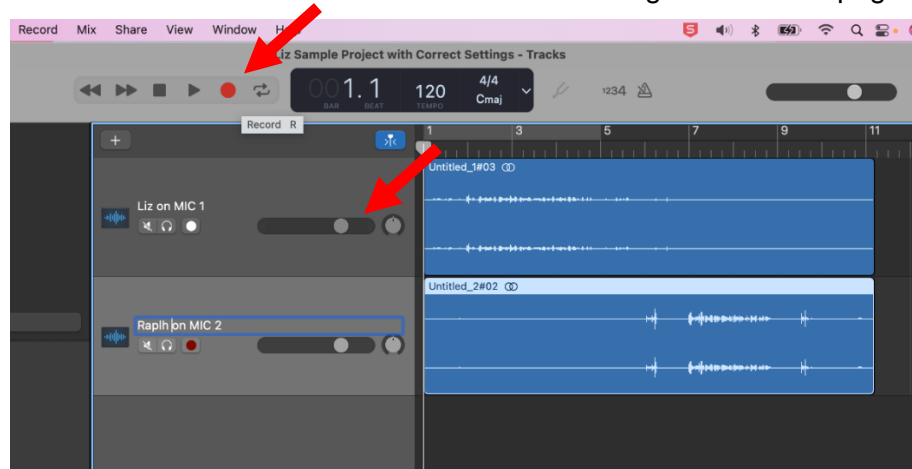
Recording

1) On the toolbar at the top of the screen, uncheck the **Metronome** and the **Count-In** counter.
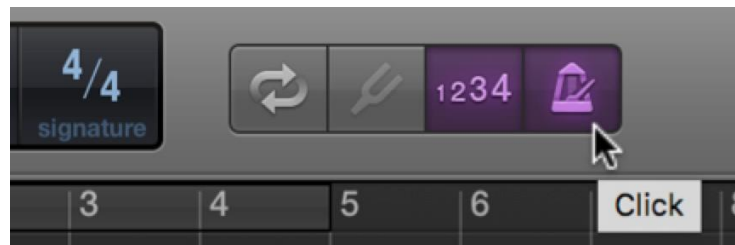
2) To the left of the Metronome and Counter, click the drop-down **Bar, Beat and Tempo** and switch from Beats & Project to **Time**.
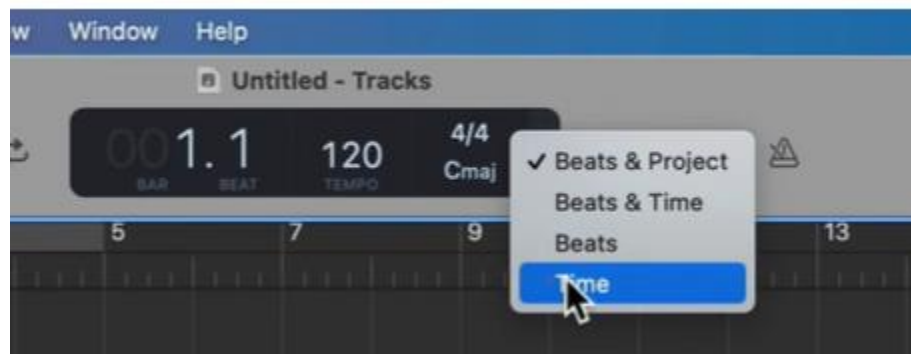
3) On the Audio track, click the **Record** button (little red circle) on so that it is flashing indicating it is ready to record.

4) When you are set to record, go to the **Toolbar above the Audio tracks and click the Red Record button**. The wave track will start to show on the right side of the page.

5) **Perform a recording test** by speaking into the mic and checking the recording volume. If you need to change the record volume, use the slider on the track indicated by the 2nd red arrow in the above image.

6) Once you have done a test record, **click the red square on the toolbar** to stop recording.

7) Click the **back to beginning** icon (≤) and then click **Play** to listen to the recording quality.

8) You can now begin making edits, adding music at the beginning and outros at the end.

9) Make sure to save your project and give it a useful name identifying which episode it is and the date. You can then export the file to disk and then save it to a USB or to a Cloud account for later editing.

10) To edit your files, refer to our Getting Started document for links to great videos on podcast editing.