**Here are some quick tips for recording quality audio with your smartphone.**

Find a quiet place where you feel comfortable speaking at a slightly louder than conversational volume. Ensure that there are as few possible auditory interruptions as possible. (E.g. distant lawnmowers, other house occupants communicating/making general noises, panting pets, AC units, etc.)

Locate a Voice Memo, HD Audio Recording, or video recording or conferencing application you are familiar with. Many smartphones come with such a program preinstalled by default.

The microphone on smartphones are typically placed near the bottom of the phone, where your mouth would be for a standard phone call. Place the smartphone in front of you. It is best to maintain a distance of at least 2 feet from the smartphone, and no further than 5 feet. Smartphone stands are an inexpensive way to assist with mic placement, if available. If you are recording accompanying video – please use the aforementioned stand to stabilize the smartphone. Make sure the smartphone is in landscape (wide) position for video.

It is best to avoid stopping and starting new recordings after mistakes. Press the record button once, and work your way through the script. You can even go sentence by sentence! I will cut away empty space, mistakes, coughs, sneezes, stammers, etc. If you make a mistake: give yourself a moment, take a deep breath, and restart from the beginning of that sentence.

**Below are some guidelines I made for podcast recording a while back – there’s some great tips included!**

* **Stay relaxed.**
	+ It can be stressful to perform in any circumstance, and it’s understandable to feel anxiety about recording one’s voice due to nervousness, disliking personal recordings, and unpreparedness – these are all okay, and at least one happens at almost every recording or filming project I’ve worked on! If you or your subject encounter any of these anxieties, and it starts to derail the conversation at hand – remember podcast recording is not a race! Any amount of recording that takes places can be edited down precisely and to the frame. Take a deep breath, pace words to a moderately slow tempo, allow the discussion at hand to develop, and refrain from interrupting or responding too quickly.
* **Organize**
	+ Even if you are simply recording using the default Voice Memo application on your smartphone, it is imperative to stay organized. It’s easier to collect and properly edit files labelled “Tamara Interview Intro” and “Christopher Part 3”, than “REC112719.WAV” and so on. Producing podcasts is a collaborative effort – so communication on all fronts is best practice. This partnership begins with organization and preparedness. It’s also optimal, if recording alone, to try and stay in flow while recording. It’s easy to tell when a speaker is uncomfortably starting a new recording on every phrase. As stated before: empty space, mistakes, coughs and big breaths can all be removed later. It’s better to have too much than too little but initiating the process with a specific goal in mind will naturally streamline the discussion.
* **Collect and Review carefully.**
	+ Before ending an interview or podcast recording, ensure that you have collected all content you intended. If there’s even a question as to whether something needs to be retaken, take it again. Redo’s are completely okay in the realm of podcast production, but that doesn’t mean it’s simple to recreate the environment in which initial takes were recorded. In some cases, it may not be possible to record yourself or your subject in the exact conditions without access to the same silent room from your first collection. Pretend you’ll never have access to that subject’s voice after the first performance.