COMPAS Teaching Artist Guide

Recording Vocals on an iPad
with Rode USB Studio Microphones
and the Voice Memo App

Materials
- COMPAS iPad (unlock code: 475222)
  iPad brick + charging cable
- Rode USB Studio Microphone
  Pop filter, Tri-pod stand. USB to USB-B cable
- Headphones
- Lightning to USB adapter

Instructions
**Assemble microphone** Screw the microphone onto the tripod securely and adjust the pop filter accordingly. The mic is directional, and you should be speaking into the pop filter. The protective cap comes off the bottom, where you can plug in the USB-B cable.

**Power microphone** Attach the other end of the USB cable to the Lightning–USB adapter, and plug the Lightning end into the iPad. Make sure the iPad is turned on and unlocked (Passcode: 475222), after which a blue indicator light inside the microphone head will let you know that it is receiving power and ready. The USB cable is what powers the microphone, and it is also how audio travels from the mic to the iPad.

**Test microphone** Plug headphones in to the side of the microphone (any standard headphones should fit). Use the bottom nob to adjust the volume of audio being sent to the headphones (this does not change the volume at which audio is recorded, only the volume of the audio in the headphones). You should be able to hear atmospheric and directional audio in the headphones.

**Open Voice Memo on the iPad** You’ll see a list of previously recorded tracks on the left and a mini-player on the right. Pressing the red Record button will automatically start a new track. To edit a pre-existing recording, use the “Edit” button on the right. The app should automatically register the microphone, but it’s always a good idea to test it.

**Record your audio** The red Record button will start recording on a new track immediately. You should see the waveform as audio is recorded. Pressing “Pause” in the middle of a recording will keep the track paused, after which you can press “Resume” to continue in the same track. Pressing “Done” will return you to the main Voice Memo screen.

**Tips for Recording best-practices** Whenever possible, record in an entirely quiet location. The microphone should be the distance of about two fists away from your mouth. The mics are directional but will pick up ambient noise. Enunciate clearly and project. Always listen to the recording with headphones to ensure there are no unwanted sounds.

**Export and save your file** From the main Voice Memo page, select the recording you want to share and press the “Share” button on the top right. You will be asked to select a destination folder for the file (we recommend “Save to Files.”) You can then transfer the file via AirDrop, Email, a USB drive, etc..

Questions? Email zach@compas.org or call (651)292-3215