TAKE OUT TECH

Yeti USB Microphone

Borrow for 2 weeks!

Lake Forest residents only
Ages 16 and up

Late fine: $2/day

KIT
YETI USB
MICROPHONE

3124300 634 2587

Yeti USB Microphone

How to Use the USB Microphone

1. Plug one end of the **USB cord** into the **Microphone** and the other end into your computer.

2. Open up your preferred recording software.

3. Make sure the **Microphone** volume is turned up and the mute button is turned off. The red light should be blinking, not solid.
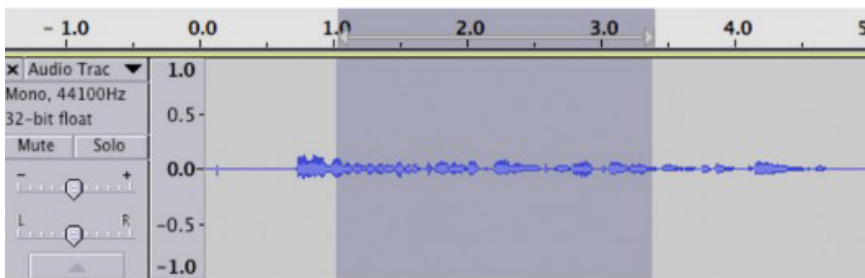
4. Start recording.

Steps to Podcasting

1. Before you start recording your podcast, you should have a plan for your podcast. Some questions to consider include:
   - Why are you doing a podcast and who is it for?
   - Why should they listen?
   - What is your podcast going to be named? Episodes?
   - How long will your episodes be?
   - How often do you plan to release an episode?

2. Download Audacity

   Audacity is a, free open-source audio recording and editing software. To download, go to **audacityteam. org** and select **Download** from the homepage or menu tab. Select either Microsoft or Mac (or Linux) depending on your computer. Follow instructions for downloading the free software to your computer.

3. Open **Audacity** on your computer.

4. Plug one end of the **USB cord** into the **Microphone** and the other end into your computer.

5. Make sure the **Microphone** volume is turned up and the mute button is turned off. The red light should be blinking, not solid.

6. Leave the settings at the top set to: **Core Audio**, **Built-in Output**, and **Built-in Microphone**. If you are only using one microphone, change the setting to **1 (Mono) Input Channel**.

7. When you are ready to begin recording , press Record ⬤. When you want to stop recording on this track, press Stop ☐. To pause a recording, press Pause ‖. To unpause, press Pause again. To play back your recording, press Play ▶. To skip to the beginning or the end of a recording, use the arrow buttons ⏮ ⏭.

8. Next you can edit your recording. To select a section of audio to edit, click on the beginning part of a section, hold down the **Shift** key and click the end of a section. The selected area should be highlighted now to edit.

9. Use keyboard shortcuts to edit your selected area:

	Cut	Copy	Paste	Undo
PC	**Ctrl** + **x**	**Ctrl** + **c**	**Ctrl** + **v**	**Ctrl** + **z**
Mac	**Cmd** + **x**	**Cmd** + **c**	**Cmd** + **v**	**Cmd** + **z**

If you want to deleted the selected area of the recording, press **Backspace**.

10. For advanced editing, visit **audacityteam.org/help**.

11. Once your audio track is edited, save the file by selecting **File**, then **Export**. Name your file in the **Save As** field, and select where you would like it to save (ex. **Desktop**). In the **Format** field, select **WAV (Microsoft) signed 16-bit PCM**. Now you can upload your WAV file to a hosting site.

12. Hosting your podcast on a hosting site makes sense for two reasons. The first being that audio files are large, and storing them online is much easier. The second reason is that hosting sites will give you many options for publishing.

Ultimately, if you want your podcast on a directory like Apple Podcasts, Google Podcasts, or Stitcher Radio, these hosting sites will generate the code necessary for you to share your podcast with the world.

Some hosting sites to check out include **Buzzsprout**, **Blubrry**, **Libsyn**, and **Spreaker**.

Your chosen hosting site should provide steps for submitting your completed podcast.

USB Microphone

Create a podcast, sing a song, or record an interview on your computer.

Parts List

(1) This instruction booklet with envelope

(1) Yeti Microphone with stand

(1) USB cable

More Resources

Yeti website

www.bluedesigns.com/products/yeti/

How to start a podcast

www.podcastinsights.com/start-a-podcast/

Rental Info

Two week checkout with one autorenewal (if there are no holds on the item).

Overdue fine: $2 per day

Item must be returned inside to the Adult Circulation Desk. No book drop returns.

www.lakeforestlibrary.org/tot

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