



## Tech Note No. 3

### Guidelines for recording high quality, low bandwidth audio

In this document you will find instructing to the process of recording high quality, low bandwidth audio suitable for the Virtual Host on your personal computer.

This guideline is for Windows users, if you use a MAC, please email <mailto:support@oddcast.com>

#### List of necessary materials:

- Microphone (stereo or mono) with a 1/8" mini plug (just like the male plug which connects headphones to portable CD players).
- Reasonable microphones can be purchased and popular electronic stores and computer stores.
- Personal Computer (PC) running Windows 98 or later.

#### Recording instructions:

##### 1. Installing the Microphone:

Locate the 1/8" microphone jack which is generally found on the back of your machine. (Just like the female jack you would plug your headphones into when using a portable CD player).

##### 2. Setting your record levels:

The following applications discussed are generally installed on you machine as part of the basic operating system so no applications will need to be installed.

Double click the "Volume Control" icon (Lower right hand corner), which opens the control panel. Go to the "options" menu in this panel and select "properties".

Check "Recording" from the Properties panel and click "OK".

The remaining panel will reflect the selections checked in the previous panel. You should see "Microphone Balance" among the selections.

Check "Select" underneath "Microphone Balance" and set the slider knob just above half.

You are now ready to begin recording. If the recording levels are not high enough (inaudible) or too high (distorted). Set the slider knob to a suitable level. This may take some experimenting.

##### 3. Recording your Audio

With the microphone installed and the recording levels set, you are now ready to begin recording.

*Note: It is extremely important that your surroundings are quiet. Background noise will affect your Host's ability to lip synch your recorded audio.*

*For optimum results, one can set up in a quiet room with carpet using a pop guard (panty hoes stretched over a hoop made of coat hanger wire) and a microphone stand.*

Go to the "Start" menu tab (bottom left corner). Follow the menu from "Programs" to "Accessories". In "Accessories", you will find "Sound Recorder". Start "Sound Recorder".

Find the "Record" (button with red dot icon) button and click it when you are ready to begin recording.

While recording, hold your microphone a few inches away from your mouth.

When finished recording. Click the "Stop" button. Listen to what you have recorded by clicking the "Play" button. If you don't like what you hear, click "Record" again. When you are satisfied with your recording, choose "Save As..." in the "File" menu and select the following options:

**Save as type:** Sounds (\*.wav)

**Format:** WAV: 16 bit, MONO, 22.050 kHz or 44.100 kHz

#### 4. Considerations

The size of your audio file directly affected by the length of the recording. Generally, one should not try to use more than 60 seconds of audio per scene. If an audio piece needs to exceed 60 seconds, it is recommended that the audio is broken into 60 second pieces and used consecutively by using the sayAudio() API function. Use the talkEnded() event to trace when each audio track playback ended and start playing the next one using sayAudio(). To learn more about the API function review the [API Reference](#).