

RECORDING AND SUBMITTING YOUR PART



10 STEPS TO RECORDING AN AUDIO TRACK

If you are new to audio recording then the chances are you won't own any decent studio recording equipment. If you do and you already know how to use it – great! If not please follow the step by step instructions below:

WHAT YOU WILL NEED:

- Mobile phone with voice recorder app (*On Apple mobiles it is called VOICE MEMOS*)
- Another device to play the MP3 Guide track (*Laptop or MP3 player such as iPod or iPad*)
- Headphones (*Canned headphones are preferable to ear plug headphones*)
- Your ukulele, tuned up and ready to rock
- A quiet room with little noise and disturbance (*Preferably bedroom or lounge*)
- PDF song sheets (*Best printed out or make sure you can see them clearly if using a device*)
- Music stand to place song sheets in clear view (*Optional*)



INSTRUCTIONS:

1. Set yourself up in a small to medium size quiet room away from noise and disturbances and eliminate any room noise such as fans, refrigerators, ventilation, and close any windows to reduce traffic and exterior sounds too.
2. Print off the PDF song sheet you are recording and have it placed in a position where you don't have to turn away from the recording device or switch sheets during recording. A music stand is perfect for placing both sheets side by side to avoid paper rustle.
3. Plug your headphones into the device containing the guide track. Get warmed up by playing along to the guide a good few times before attempting to record. The aim is to record the entire track in one take.
5. Find the perfect position for recording, whether you are sitting or standing, place yourself with your ukulele approximately 6 inches (at closest range and up to 2 feet from furthest range) from the microphone on your recording device. Record one verse and one bridge part consecutively then adjust your position and re-record the same part a few times, keeping note of each distance/position.
6. Listen back to the test recordings to make sure that the sound is not distorted or too quiet or echoey, and that there is no over spill from the guide track or other external noises. (*See notes at the end for descriptions*). You may need to reposition yourself a few times before finding a good clean sound but it will be worth the effort.
7. Once you have and located the desired placement for recording, make sure you are nice and relaxed before you hit the record button to go for a take. Upon hitting record, let it run for a few seconds before pressing play on the guide track. Play along as accurately as you

can. This may take some attempts. If you are having difficulty with keeping in time etc, keep practising some more and try recording again another time.

8. At the end of the take, let the recording device continue for another two bars before you make any sound or hit the stop button.

9. Once you are happy with your recording you will need to submit it via the free option on www.wetransfer.com. You are sending the track to ukuleleclub@live.com. Click on the + ADD FILE to upload your recording. Don't worry about the format as we should be able to covert this end.

10. In the message option on WeTransfer you must state the following:

NAME: (First name and surname required)
COUNTRY: (The country you originate from)
CITY: (The city you are currently based in)

DISCLAIMER: Your personal information is strictly for UCL purposes only and will not be shared or distributed to any third-party company or organisation.

REVIEW: Your audio file will be shared with Ukulele Uff and will be reviewed within 1 – 4 weeks of submission. If for any reason we cannot complete you review within this timescale we will let you know by email with an appropriate review date.

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- **DISTORTION:** When distortion occurs, you will get a "fuzzy", "growling", or "gritty" tone because the audio levels are too loud for the recorder or you are too close to the recorder.
- **ECHO:** You may get some echo if you record in large rooms, a stairwell, or rooms with little furniture or material objects such as the bathroom or kitchen. Avoid recording in these rooms to get a clean and even sound. Try the bed room or a lounge room with some carpet and large furniture.
- **OVER SPILL:** This can occur if you have the headphone levels playing the guide track too loud or if you have only one ear piece in allowing the sound to bleed out from the other. We recommend using canned head phones as they contain sound more if moved slightly away from the ear. The reason you may want one ear piece in and not the two of them is so that you can hear yourself playing too.