

BEST PRACTICES FOR RECORDING AUDIO ON YOUR PHONE

GENERAL TIPS FOR ANY PHONE

1

CONNECT A MICROPHONE

Don't have a fancy microphone to use? Just use the headphones that came with your phone. Most headphones have a microphone on it that you can use to clearly record audio.

2

CONSIDER YOUR SURROUNDINGS

Try and record audio in a quiet area so there won't be any unnecessary white noise in the background. It is much easier to control background noise in an indoor setting.

3

DISTANCE AND DIRECTION

Point the mic toward your audio source and get close, but not too close. Keep a few inches away because if you are too close the audio can become distorted.

4

KEEP MIC STEADY

Jostling or bumping sounds will be picked up in the recording, so try to keep the mic/camera steady on a tripod or flat surface.

5

REDUCE DISTRACTIONS

Turn on Do Not Disturb on your phone so notification sounds don't interfere with your recording.

APPLE GUIDE



1

APPLE VOICE MEMOS



All iPhones come with an app called Voice Memos on your phone. If you would like to just record audio without the video component, this is the perfect app for you!

2

CONVERT FROM .M4A TO .MP3



When a voice memo is recorded on the app, it downloads as a .m4a file, so to convert it to a .mp3 you'll need to follow these few easy steps with **this video tutorial!**

3

EDITING AUDIO

The Voice Memos app allows you to trim or replace your audio on the app.



ANDROID GUIDE



1

DEFAULT VOICE RECORDER

Some Android phones come with a default voice recorder. Check your phone to see if you already have one downloaded!

2

GOOGLE PLAY APP STORE

If your phone doesn't come with a audio recording app or you would like to try something new, you can download an app from the Google Play App Store. Choosing an app with audio and editing capabilities is recommended.

[Click here for the link to the Google Play App Store](#)