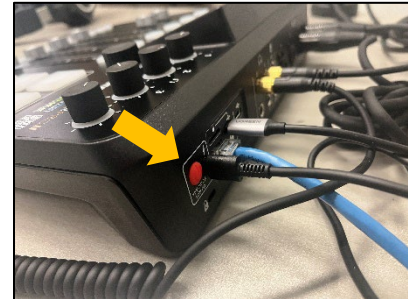




## Recording a Podcast in the One-button Studio

### Step 1:

When you first enter the studio, you will sit at the console with 1 person on each side. On the back of the Rode Caster, there is a red button. Press the button and let go to start the boot-up. You do not need to hold it down.



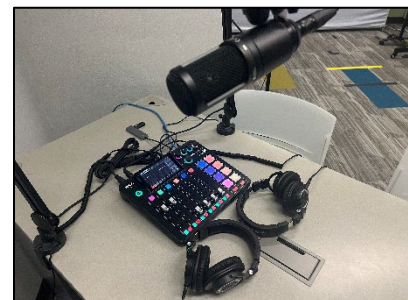
### Step 2:

At the rear of the Rode Caster is a USB-C adaptor with a USB 2.0 port. You will need to plug in the USB and please make sure that there are no files needed on the USB. This device will be formatted to save the podcast .wav files. You may need to convert the file to a .mp3 depending on where the file will be placed or viewed. Programs like Adobe Audition or Premiere Pro can be used to accomplish this.



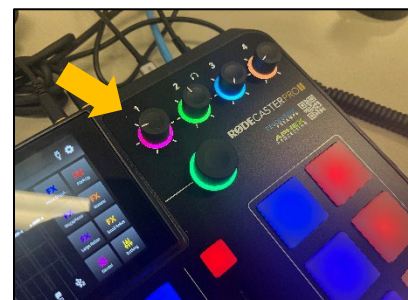
### Step 3:

You will need to reposition the microphone so you can speak clearly in a comfortable position to interact while recording. The microphone booms can rotate to the side and pivot up/down if needed.



### Step 4:

Place the headsets on and begin to adjust your headset level to your liking. This is done by adjusting the upper right-hand knob for channels 1 and 2. You should not struggle to hear the output or feel the sound is overpowering.





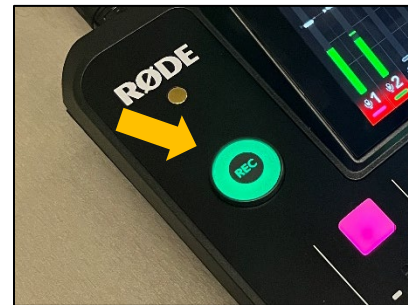
## Step 5:

The microphone level is positioned at the most common input level. You may want to adjust this setting if you find yourself speaking too softly. It is important not to speak too loud causing distortion from the adjusted levels. The meter should stay in the green but may climb into the yellow depending on your vocals.



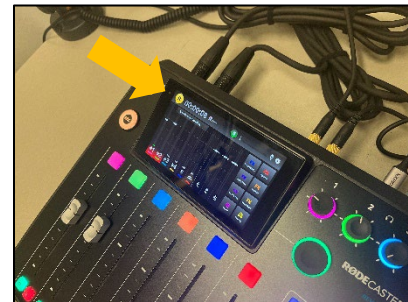
## Step 6:

Now that all settings have been adjusted, it is time to record. On the upper left-hand corner of the Rode Caster, you will see a recording button in green. When you press the button initially it turns red and is recording. If you press it again it turns orange and pauses the recording. By holding down the REC button it will send the completed podcast recording to the USB.



## Step 7:

To playback any recording, it is necessary to save all recordings to the USB first. On the main screen, you will see a button in the upper left-hand corner that you can press to see the recorded sessions. Using the playback feature, you can listen to the episode and decide if you want to keep or delete the clip.



## Step 8:

When the session is complete, please remove the USB drive from the adaptor and put all levels back to their original positions. You can then safely turn off the system by pressing the red button and releasing it. It will prompt you to continue the shutdown process. Place all headsets on the table for the next users.

