

Podcast Studio

Solo Recording

open Audacity
Select mic 1 as audio input
Unmute and sit at mic 1 (on left)
Click record button ●
Click stop button when finished ■

Interview

Check voiceMeeter settings¹
open Audacity
Select voiceMeeter as audio input
Unmute both mics
Click Record
Click stop when finished

Saving (no further editing)

Click File -> Export as ...
Click Export as MP3
Save it to a USB or your OneDrive²

Troubleshooting

No headphones? Mute the PC to prevent feedback.
No sound? Make sure microphones are unmuted.
Still no sound? Check the mic input volume and Audacity input volume.
Locked out? username: ./Podcast password: PodCa\$t@113

1 VoiceMeeter settings: Hardware input 1 and 2 = Microphone (Yeti ...) only B selected; Virtual input A and B selected; Hardware out A1 A2 nothing selected.

2 For more help on how to save to OneDrive see documentation on Desktop



Muted: Flashing red light
Unmuted: Solid red light
