

Making a Show at Home



Cam FM Guide, Updated 2020

What is a manual pre-record?

A manual pre-rec is a show that's been recorded and edited together independently. You don't have to come into the studio – you don't even have to leave your room!

Step-by-step manual pre-recording...



Step 1: recording voices

There are so many ways to record voices and sounds digitally. In order from worst to best quality:

- Your **laptop** has a built-in microphone
- Your **phone** has free built-in recording software: 'Voice Notes' or 'Voice Memos'
- You can use a **handheld voice recorder**: Sony, Philips, or Zoom – like the [Zoom H1N](#) (these range about £20-100)
 - There are Zoom voice recorders in the ARU studio cupboard! Email committee@camfm.co.uk if you'd like to take one out.
- **Studio-quality recorders** are brilliant quality, but very expensive (£100+)



Studios have special features to produce great-sounding voices (alongside the high-quality mics, pop filters/shields, sound dampening and other features). Here are some tips for creating better-quality sound in your own home:

- Record your voice **in a small room** to reduce the amount of echo. Often, cluttered or cramped rooms (even a cupboard!) are good.
- Throw a **heavy towel or duvet** over your head for an even 'closer' sound!
- You can consider investing in a **pop filter** or **foam cover** for your hand-held voice recorder, which will cut out some nasty pops, crackles, and plosives.
- You can add production and post-production effects using **editing software** after recording. I'd recommend Mike Russell's brilliant free [YouTube tutorials](#).



Step 2: sourcing jingles, beds, and music

Most radio shows will need other audio elements (besides voices) to make a complete show.

- **Jingles**: Cam FM Cuedex jingles will soon be available for all members from home. You can make your own jingles using voices (step 1), adding music and imaging effects, and editing it all together (step 3) – keep the jingle snappy and lively!
 - If you're musically-talented, you can even record yourself playing an instrument! If you're using an Apple device, [Garage Band](#) might be useful for this.
- **Beds**: Cam FM Cuedex beds will also soon be available. You can make your own beds by finding suitable songs – instrumental versions work really well.
- **Music**: This is the trickiest bit, since free and legal MP3s aren't really a thing. You can use CDs you own and 'rip' them onto a computer to turn tracks into MP3 files. If you've bought CDs on Amazon, you get the respective MP3 files for free. You can purchase MP3 files through respected and safe sites, like [Amazon Music](#) or [iTunes](#).

Questions? committee@camfm.co.uk

Happy show-creating!

- Here's a very old [article](#) (The Guardian) on downloading music legally online!
- If you're stuck, get in touch with committee@camfm.co.uk – we'll be happy to help and give advice on getting music into your show.

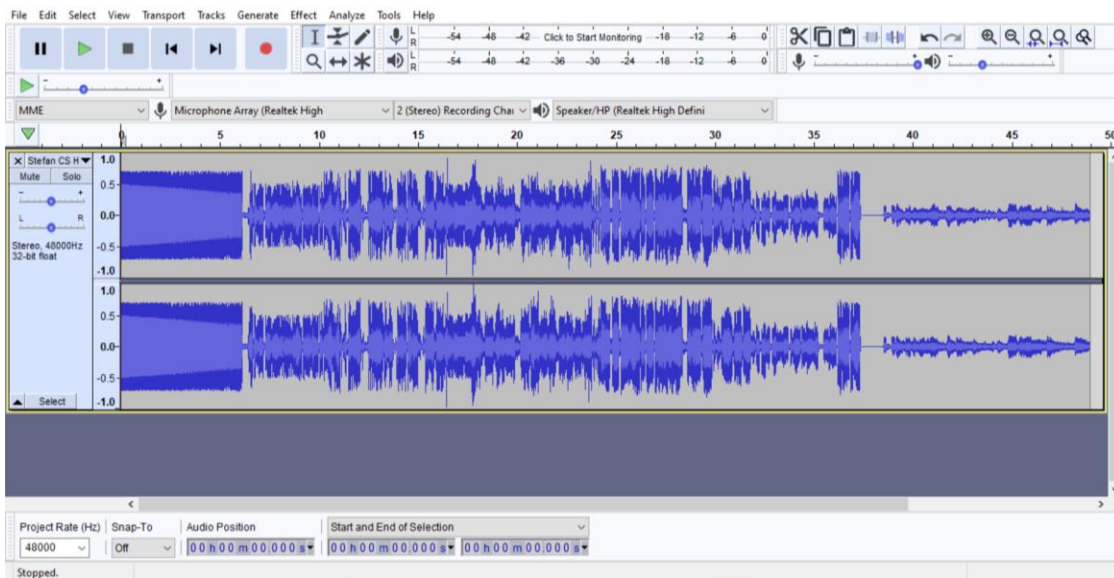


Step 3: Editing it all together

There are lots of choices for your audio editing software, and you'll choose based on a) **your needs**: how heavy the editing is you'll be doing; b) **your budget**: are you willing to pay a small amount for higher-quality software; c) **your computer requirements**: top-notch software might clutter up and slow down a lower-spec computer.

The next section will introduce you to the basic audio editing software, [Audacity](#):

This is what Audacity looks like, once you've opened an (in this case, stereo) audio file:



It's highly recommended that you **watch or read a tutorial** introducing you to the software (and play around with it lots!) but here are some little tips to get you started:

- Use the timeline above the audio to listen. Zooming in (on Windows) is ctrl+1; zooming out is ctrl+3.
- You can 'click and drag' to select sections of audio and cut/crop, move, and add effects using the options at the top of the screen.
- To layer audio files (for example, when using beds or making jingles), click 'Tracks', then 'Add New'. You can also 'drag and drop' audio files onto the Audacity screen from your folders.
- Finished Audacity projects are converted to MP3 or WAV via 'File' → 'Export'

Step 4: Getting it on Cam FM!

A finished show will sound the same as if you'd made it in the studio – perhaps even better! There's no excuse not to **listen back** to your finished show and **make some edits**.

Most files are okay for Cam FM! – but if you're looking for guidance on the settings shows should be saved as, our preference is: **MP3, stereo, 256kbps bit rate**. Your show should be about **59 mins** to allow for the TOTH jingle before.

Upload your finished show to Cuedex as normal – see the [relevant guide](#) for help with this. If you're struggling, you can send the file directly, attached to your email to the PC, shared via Google Drive, or emailed via WeTransfer.

Finally, email programmecontroller@camfm.co.uk letting them know you've made a show and detailing:

- The name of your show
- The time slot and studio for the pre-rec
- The exact name of the file(s)
- The time you want your show broadcast

Make as many shows as you like! – we're always looking for great Cam FM content. Good luck!