

ATTENTION!

Before saving your file, please make note of the following:

- MP3 files cannot be saved to Darwin or Magellan.
- WAV files are excessively large and the CTLT recommends that you do not save these files to Darwin or Magellan.
- You cannot “save your file to CD.” You must save your file somewhere else temporarily before you can transfer the file to a CD-R.
- If you do not have your own, you can borrow a flash drive from the library circulation desk which you can use to save your file on before transferring the file to a CD or any other location.

WHAT IS DIGITIZING AN LP?

Digitizing an LP album is the process of placing the contents of an LP album or record onto the computer so it can be edited.

Center for Teaching, Learning, and Technology

1021 Dulaney Valley Road
Baltimore, Maryland 21204
Phone: 410-337-6066
E-mail: ctlit@goucher.edu

Center for Teaching, Learning, and Technology
CTLT@goucher.edu
x6066

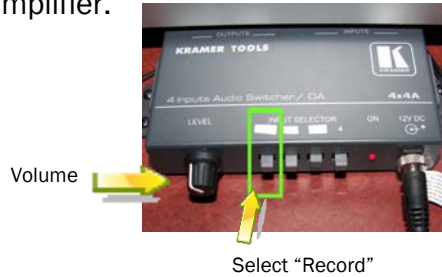
Digitizing

LP



SET-UP

1. Log into the computer using your Goucher username and password.
2. Make sure the correct output is selected on the amplifier.



3. Open the *Sound Studio* program from the dock.



4. Carefully place an LP in the open player.

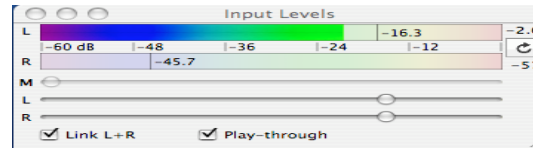


5. Once the program opens, move the needle over the desired track and gently place the lever down to play the track. (Never slide or drag the needle over the LP to change tracks!)



CHECK YOUR INPUT LEVEL

1. Watch the Input Levels dialogue box. When the bar is between the -24 and -12, your levels are good.



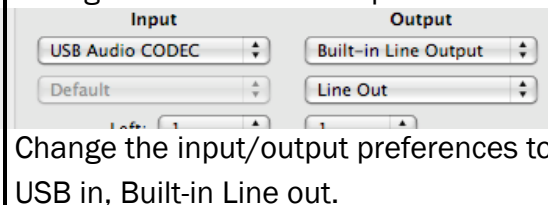
2. If you have trouble getting your levels to stay in that area, you can adjust the volume on the amplifier by turning the dial up or down.



Don't worry if your levels go slightly above or below some of the time. That's normal.

NOTE

If the levels are consistently low, look behind the record player and uncoil the USB cable. Plug it into the computer, then go to *Sound Studio's* preferences.



RECORDING

1. Click the "Record" button in the main window.



2. Carefully lift and place the needle on the beginning of the track.



3. When you are finished recording, hit the "Stop" button in the record window.



4. Switch the lever up and move the needle back to its initial position, to stop the LP.

5. To save your file, choose File → Save As

