

Podcast: Recording, reviewing & editing an interview (36.27 mins)

00.01 Recording equipment - cheaper recorders can do good job, but ensure they record the necessary file types e.g. WAV and CD quality.

06.44 Microphones- when choosing model think longevity, background noise, ease in editing etc.

10.03 Choose a recorder that's easy to use. Discusses Tascam and Zoom models.

12.23 Pros and cons of hand-held vs tie-clip microphones. HLF will cover mentioned models, and some microphones available for loan.

14.45 Video - best to have 2 people. Tripod necessary.

16.22 Recording sound and video together – either attach microphone to camcorder, or use separate sound recorder and edit together.

17.51 Video dos and don'ts- Camera at eye level. Light onto faces not behind. Fill frame with head and shoulders and employ 'rule of thirds'. Shoot extra footage for editing e.g. of documents, smiling.

23.34 Setting up a sound recorder. Recording when sound levels moving and timer is counting up.

25.44 Transferring onto computer. Connect with usb cable, drag and drop. Do not delete master copy until have copied and made back-ups. LOCKSS- lots of copies keep stuff safe.

28.40 Use sensible file names e.g. surnames, collection numbers etc. Think long-term.

31.08 Edit down to 3 minute clips. Keeping audience attention.

32.19 Transcripts- imposing a written grammar therefore nice to keep recording. But different interests- some want grammar corrected etc. Don't try and reproduce phonetically.

34.25 Video editing – necessary software may need relatively modern computer. Enjoyable if you want to have a go, but lots to learn if not confident, so get someone in. Definitely learnable.