



Wakefield Cathedral Choir

CONGREGATION RECORDING INSTRUCTIONS

What you need

- a computer or tablet to play the backing track on
- a set of headphones to plug into the computer/tablet
- a copy of the words and/or music for the hymn
- a smartphone or other device to record on

If you don't have any of these, then please feel free to email me and we will see what we can do – this is the ideal and there are other ways of doing it.

How to do it

Before you record, have a few goes singing through the hymn if you're not sure how it goes, and have a go singing along to the backing track. When you're feeling confident, you can now go ahead with the recording.

- Ideally, record in a room with carpet and plenty of soft furnishings. If you can't move your computer, it's not the end of the world, this just helps to get a better sound.
- Make sure it's quiet where you're recording – the app is pretty sensitive and can pick up all sorts of extra noises if you're not careful.
- Download the recording from the email.
- Download either the sheet music pdf or the words pdf from the email (and print off if you prefer, or just read it from the screen).
- Place your phone on a cushion and stand not too close to it – about a metre away is about right.
- On your phone, open the Voice Memo/Recorder app, or whatever is the closest thing to it. (On an iPhone this looks like this , on a Samsung it looks like this ). If you don't already have one, download one from the app store/play store.
- Try to test the levels before you start to make sure it's not going to peak on the loudest/highest notes.
- Plug in your headphones.
- Click record.
- Press play on the recording.
- There will be a short introduction and then you should sing along with the Cathedral Choir.
- Once the backing track has finished playing, press the stop button on the recording.

How to send in the recording

- On most apps, if you click on the options button either within the track itself or on the list of all your recordings, it will give you the option to share or email the file.
- Press 'share' then 'email' and email me the file (this should send it through at the right size). Send it to yourself as well to make sure it's worked.
- Again, get in touch with me if you have any difficulty sending the file and hopefully I'll be able to help.

Don't worry if you don't think your recording sounds very good. Nobody sounds great recorded by themselves like this, and the whole point is for this to sound like a congregation singing so it doesn't need to be perfect! When all the recordings are together you won't notice any individual voices, so don't feel embarrassed about singing out!

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