



Recording Instructions

Things You Will Need:

- Sheet Music/Lyrics
- Backing Track
- One device to play guide track on
- Headphones to listen to guide track
- Another device to record yourself on.
- Instrument (if you are using one)

What to Do:

- **Step 1** – Make sure you have your sheet music/lyrics and backing track ready
- **Step 2** – Sing/play along with the backing track to make sure you know how it fits together. Note there are 8 clicks before the track starts and another 16 beats/4 bars of introduction before you start singing/playing.
- **Step 3** – Record yourself singing/playing along to the track. The guide track **must be played on headphones**, so we only hear your singing/playing on your recording. The guide track must also be played on a different device to the one that you record yourself on. **Please note: Singers repeat their part twice, instrumentalists repeat their part three times (we will fix the difference in editing).**
 - * *Pro Tip 1 – Position the camera/recording device so that the student is clearly visible.*
 - * *Pro Tip 2 – Think about your background. If you are able, try and use a plain background.*
 - * *Pro Tip 3 – If you have the time, work out a good place to position your recording device so that the sound is neither too loud nor too quiet.*
- **Step 4** – Make sure you label your recording clearly with your name and instrument/voice. Then send the video to stalbanmusicenquiries@hertfordshire.gov.uk. We recommend sending them via [WeTransfer](#) as some of the files can be very large.

If you have any questions or problems, please feel free to email stalbanmusicenquiries@hertfordshire.gov.uk and we will do our best to help!

