Recording Guide

Revised July 18, 2019

1. Complete the Recording Project Application form.

2. Have your teacher fill out the Faculty Sponsor Form.

3. Assemble your performers.

4. The Department of Music will review your application. If approved, you will be contacted with a potential date, time, and location to record. You will be given three dates to choose from. Please respond with your preferred date by the following Monday.

5. Ensure that all musicians who are participating are available to record on the date you choose, and be sure to schedule adequate rehearsal time. Recording time is for setup and recording only, and should not be used for rehearsal. The engineer’s time is already paid for. If you arrive with your musicians unprepared your date will not be rescheduled. You will simply have to make do with whatever is recorded in your allocated time slot.

6. Please bring a copy of the score you are using for the engineer to follow along with during the recording session.

7. After tracking, you will schedule a time to sit down with the engineer to compile (comp) takes, or allow the engineer to do so on his/her own.

8. The engineer will then mix and master your project. Please allow up to two or three weeks for your record to be completed. Content will be delivered to you as a 24 bit, 48 kHz WAV file, and with your permission, uploaded to the Department of Music’s SoundCloud page.

If you have any questions, please email Connor Long at CFLong@music.ucsb.edu, or Anthony Garcia at apgarcia@ucsb.edu.