Zencastr Guest Information

You have been invited to record a podcast using Zencastr, an online podcast recording service. Here are some pointers that will help you get prepared ahead of time and make the recording process as smooth as possible.

System Requirements

Operating System

Mac OS 10.14 or higher

- Check your current operating system on Mac
- <u>Update your operating system on Mac</u>

Windows 10

- <u>Check your current operating system on Windows</u>
- <u>Update your operating system on Windows</u>

Computer Specs

10GB+ of free hard drive space

- <u>Check free space on Mac computers</u>
- <u>Check free space on Windows computers</u>

8GB+ of RAM

Web Browser

Up-to-date version of <u>Brave</u> OR Up-to-date version of <u>Google Chrome</u> OR Up-to-date version of <u>Microsoft Edge</u>

Open Zencastr in a regular window or tab, not in incognito mode or private mode

Internet Connection

At least 5 Mbps, preferably 10 Mbps+

<u>Check your internet speed here</u>

Hardware

Headphones - Headphones are necessary when recording with Zencastr to ensure that each voice is isolated in the final recording.

Microphone - A separate microphone is preferred but earbud/mic combos work as well. In order to prevent audio leakage to the mic, please keep your earphone volume turned down to a low but comfortable setting.

Recording

Joining

Simply open the link provided to you by the host on a laptop or desktop computer that meets the above requirements.

Granting Microphone Access

You will be prompted to allow access to your microphone. Click to allow microphone access and then your host will be able to start recording.

That's it! Thanks for using Zencastr!

If you have any problems or suggestions, please feel free to contact support@zencastr.com.