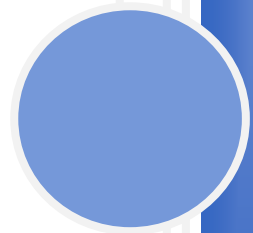




RECORDING PROCESS



This document is intended to outline the process for recording at Barefoot Studios to prepare you for what to expect for your session.

1. **Pre-Production:** In the pre-production phase you should clearly identify what your goals are for a recording session. There are many questions you will need to answer for your project. Often pre-production begins many months before actually completing any recording.
 - a. Are you recording a single, demo tape, or full blown album production?
 - b. How many songs will you plan to record?
 - c. Will you use musical arrangements or sheet music?
 - d. Are you and your supporting musicians prepared, rehearsed, and practiced? Do you know the material inside and out?
 - e. Are there any specialized instruments or sounds you are “going for”?
 - f. Have you evaluated possible studios that would be a good match for your project?
 - g. Will any of your selections require mechanical licensing?
2. **Scheduling:** Scheduling should begin with a detailed conversation with your studio. Help the studio understand the scope and goals of your project. Are there timeline expectations? Are they reasonable? Recording a professional project takes detail and time.

Scheduling will involve identifying a mutually agreeable time between you and the studio. Depending on the number of tracks and supporting musicians, it might make sense to schedule sessions around certain parts of a recording. For example, it might be most efficient to record the rhythm tracks, lead tracks, and vocal tracks at separate times. Your studio engineer can help you identify a workable and efficient schedule for your project.

3. **Recording:** Actual recording of tracks will take place around the schedule you have developed with the studio. The amount of time required will depend mostly on how prepared the musicians are with the material. Unprepared musicians may take several hours to record one song, whereas prepared musicians may be able to record multiple songs in one hour. You should plan for additional time for retakes and fixing mistakes during the initial tracking. Each recording session will

begin with set-up and “level setting” of microphones and interface equipment. Recording sessions typically start out clunky and begin to move more smoothly as the musicians get into a groove. Some adjustment of playing styles may also need to occur as musicians become accustomed to playing with headphones on.

4. **Editing:** Editing occurs in the studio after the recording session is completed and the musicians have gone home. During this phase, the engineer will go through each individual tracks, correcting errors, timing issues, applying equalization, effects, and compression to your tracks. This can often be a very time consuming process especially if there are many problems to correct with regard to pitch, timing, false starts, additional noise, etc...
5. **Mixing:** Mixing occurs in the studio after editing. In the mixing process, the engineer will work to “blend” your tracks seamlessly into a professional sounding product. It will also involve setting levels, working with the balance, and giving the sound the “polished” sound you desire.

The studio will be sending you “clips” during different phases of mixing for you to “approve” of the sound and provide you an opportunity to offer suggestions on any changes.

6. **Mastering:** Once you have “approved” the mix. Your tracks will be moved into the “mastering” process. This involves mixing your multi-track recording into a “stereo” track where final adjustments can be made to the audio quality properties like compression, equalization, and setting the levels appropriate for duplication and radio play. In addition the final polish will be put on your album as the tracks are trimmed and spaced for CD duplication. The mastering process often occurs at a studio outside of Barefoot Studios since this is a very specialized process using specialized equipment. It also affords the opportunity for a second audio engineer to lay his or her “ears” on your project.
7. **Post-Production:** Once your project has been mastered, you will need to follow-up on multiple items to prepare your project for duplication. Many of these items can be started before your album is ready for

duplication. In fact, some of these items need to be completed before mastering:

- a. **Mechanical Licensees:** Mechanical licensees will need to be obtained prior to duplication for any songs that you do not own. Most duplication services will not duplicate albums without the proper licenses and documentation in place. This includes digital distribution.
- b. **Copyright Information:** You will need to begin the process of preparing your album to secure copyright protections with the Library of Congress.
- c. **ISRC Codes:** ISRC (International Standard Recording Code) is a unique code that identified each track on your recording. This is important for licensing and to ensure that you are paid any royalties you might be due should your album get any airplay on television, radio, or over the internet. These codes will need to be electronically imbedded into your tracks before mastering. Barefoot Studios can help you navigate this process.
- d. **Artwork:** You will need to decide on the type of media distribution you plan to explore, which will help you guide the type of artwork you plan to use with your project. Professional looking artwork can make or break your project and determine future sales of your project. Professional photography and artwork will go miles to give your project a truly professional appearance.
- e. **Marketing Plan:** Once duplication is completed, you will need to have a prepared marketing plan to assist you in how best to “tell people” about your album and increase sales. This might include options for physical distribution, radio play, digital distribution, and events to showcase your new project.

8. Duplication: Once mastering is completed and all the legal requirements are met, your project can move forward with duplication. Barefoot Studios can offer multiple recommendations on vendors that you can work with to provide physical media duplication solutions.

9. Digital Distribution: Digital distribution of your music is an important factor in the modern industry. Barefoot Studios can provide

recommendations on platforms for digital distribution to help increase awareness of your project and increase your digital sales.

Don't be overwhelmed! If you have selected Barefoot Studios, you are not alone. We have the experience to help you along the way and work with you to assure your project meets your expectations!