Things to Remember When Recording with the H1 Zoom

1. Make sure you have sufficient battery power. Always keep 2 AA batteries in your bag just in case you need to swap in new batteries.
2. Make sure you have sufficient time remaining on your memory card. When you turn the recorder on, you will see how much time is left on the card. You might need to transfer files or delete files before your recording session starts.
3. Once it’s the Zoom is on, plug in your headphones. The person with the headphones should walk through the environment where you are interviewing and decide on the most quiet place to interview. You might need to ask your subject to put the dog outside or turn off an overhead fan or remove a loud clock from the room before the recording session starts.
4. On the back of the recorder, turn OFF the “Low Cut” option and “Auto Level” option.
5. Make sure you are recording in WAV, and not in MP3. MP3’s are compressed audio files and do not capture as much information as WAV.
6. Situate the recorder at an equal distance from the interviewer and interviewee. Ideally they are sitting at a table where you can rest your recorder on the small tripod.
7. Do a sound test to make sure the levels are sufficiently set. Have both interviewer and interviewee talk so that you can adjust the levels. Note: You want the bars on the left hand side of the screen to generally be between -6 and -12. Below that, you risk not capturing a quiet voice. Above that, you risk losing the voice when the levels hit 0. There is a “Level Input” on the right side of the recorder with a plus and minus sign. The levels go from 0 to 100. I generally have mine set around 80.
8. MAKE SURE YOU TURN THE RECORDER ON when interviewing. Press the red button to turn on or off. When it is in recording mode, you will see the red light on and you will see the numbers moving.
9. Make sure you state the date, the location and who is in the room at the very beginning of the tape.
10. Make sure you record about 20 seconds of “room tone,” when no one is talking or fidgeting, before the interview starts.
11. If, during the interview, someone starts tapping their finger or moving a chair or an air conditioner comes on, the person with the headphones should stop the interview and make sure the noise stops before continuing to record the interview.