

Lecture Recording

“How do I record my lectures?”

Please respect your lecturer - Always ask permission to record a lecture.

Find a suitable recording device.

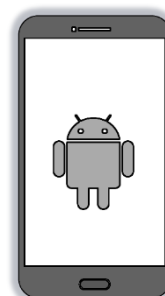
Dictaphone

- We’re using the Olympus VN Series in this guide
- Offer the highest quality recording (it’s what it’s made for!)
- Can be used with external mics to boost recording quality
- Great battery life
- Reliable



Android

- Quality varies a lot from device to device.
- Good selection of apps to record with (e.g. Voice Recorder)
- Easy to move recordings to a computer via Dropbox, Google Drive etc.
- External microphones available, but again it varies by device.
- Make sure your battery is charged.



iOS

- Quality is fairly good across the board.
- Good selection of apps to record with (Sonocent Link is great for this and works with Audio Notetaker)
- External microphones available.
- Make sure your battery is charged.



Make your recording

1. Prepare for your lecture.

- Make sure your device is charged and has adequate storage remaining.
- Do the usual prep e.g. preparatory reading, setting up a good note taking system etc.
- *Again – ensure that you have the lecturer's permission to record their lecture.*

2. Choose a good location in the Lecture hall.

- The best spot will vary depending on the size and acoustics of the venue as well as the volume/clarity lecturer's voice.
- The front is often the best option for a decent recording.
- You might also try next to a speaker if a PA system is being used.

3. Make notes that will fit well with your recording

- Think of your notes as giving structure to the audio.
- Do not rely solely on the audio: many students have fallen into the trap of recording all their lectures but not linking those recordings with good notes. 30+ hours of recording and no notes do not make for good revision materials!

4. When you're done, transfer your recording to a computer.

- Dictaphones usually need to be plugged into a computer via a USB cable.
- Smartphones can generally use a service like Dropbox or Google Drive to transfer but remember that 1 hour+ of audio can create a large file so consider using WiFi to sync.

5. Do something with your recording!

- Just as simply writing notes in a lecture is only part of the process, recording a lecture is not a complete strategy. Think about what you can do with the audio to support your learning.
- Make sure your recordings are labelled and organised so you can find the key things you need when you need them.
- Some people like to listen to their lecture recordings while at the gym or on the bus. See what works best for you.
- Tools like [Audacity](#) can be used to edit your audio: clean up noise, remove sections, break into tracks.
- Audio Notetaker is a great software for processing audio and making meaningful notes. See our intro guide for details.

Further information and help

- Contact Assistive Technology or 01224 273336