PODCAST EQUIPMENT CHECKLIST

EQUIPMENT RECOMMENDATIONS FOR A SINGLE-PERSON-HOST SETUP
Clarification: This is for one person in one room either hosting a podcast solo (or) connecting to their co-hosts and guests remotely. If you are hosting your podcast in a room with multiple people, we will need to know how many people are in the room and customize this equipment list to meet those needs.

[Link to Recommended Microphone Purchase](#)
[Link to Recommended Microphone Stand](#) (includes microphone cable)
[Link to Recommended Audio Interface](#) (usb-c powered)
[Link to Recommended Camera Purchase](#) (usb-c or usb-3 powered)
[Link to Recommended Headphones](#) (if you are plugging them into the audio interface. You can also use your own headphones that are plugged in or connected wirelessly)
[Link to Ring Light](#)

Instructions For Camera:
1. On your Insta360 4K webcam box, there is a website you will go to and download the free app.
2. Plug the Webcam into your computer
3. Open the application you've downloaded
4. You are now operational!
   a. The application has a joystick that controls the camera's movement and positioning. There is also a zoom toggle under the joystick to zoom in and out.
   b. This camera has AI built into it which allows you to give the camera hand signals to zoom in, zoom out, and follow your movement around the room. Details on these additional settings and features are in the camera's instructions.
   c. You will now select this as your camera for recordings as well as on Zoom calls you wish to use the camera for
   d. You will leave the application controlling the camera open while you record and use the camera

Instructions for Audio Setup:
1. Plug the Scarlett Audio interface into your computer
2. Mount the microphone onto the microphone stand
3. Plug the microphone XLR cable into the audio interface

4. Select the "Focusrite Scarlett" interface as your audio input. Select the Scarlett interface as your audio output IF you are using headphones plugged into the interface. If you are using headphones that connect to your computer you will not need to set the Scarlett interface as your audio output option.