



## RECORD A VOICE-OVER ON AN AUDIO TRACK FROM THE TIMELINE

**You can record a voice-over on an audio track directly in the Timeline by following these steps:**

### **1 Display the Voice-over Record button**

The voice-over Record button  lets you record a voice-over directly from the Timeline on to an audio track. To display the voice-over Record button in the Timeline header, do the following:

- a Select the track in the Timeline to which you want to add the voice-over
- b Click the Settings button in the Timeline and select Customize Audio Header.
- c From the Button Editor dialog that appears, drag-and-drop the Microphone button  to the required audio track, and click OK.

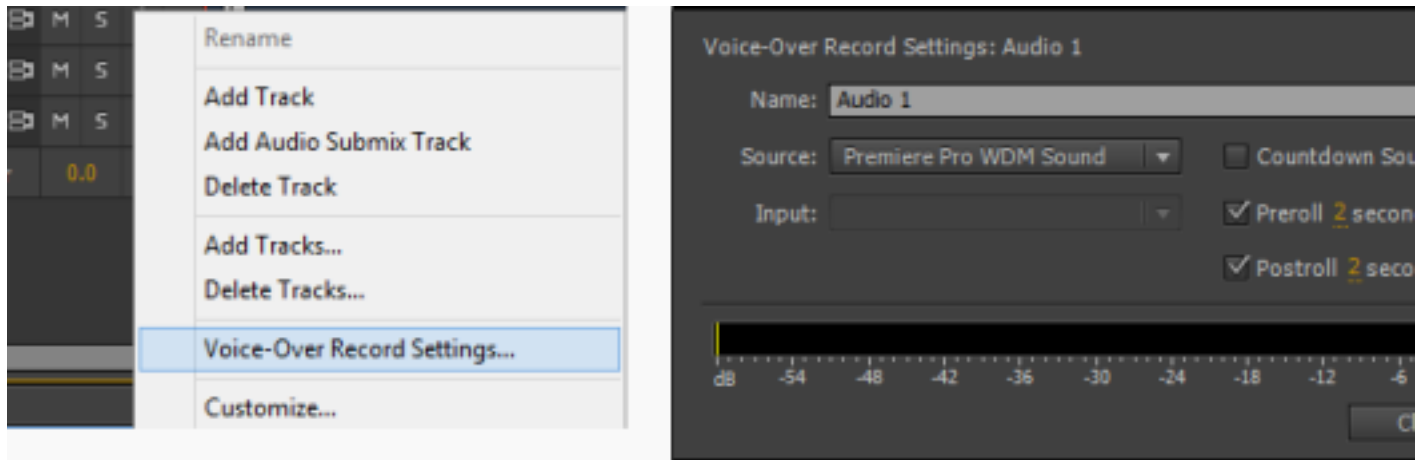
### **2 Start the voice-over recording workflow**

Start a voice-over recording workflow by doing one of the following:

- a Mark a specific In/Out range to insert the audio recording, or
- b Position the playhead at the starting point of inserting the voice-over

### **3 Display pre-roll countdown**


As soon as you mark the In/Out range or position the playhead, the voice-over recording workflow starts. A pre-roll countdown appears as an overlay on the Program Monitor. The pre-roll countdown is a visual cue to give you time to prepare and begin the recording. Recording begins after the countdown reaches zero. You can specify the duration of the pre-roll countdown in the Voice-Over Record Settings dialog. You can access voice-over record settings directly from the Timeline by selecting Voice-Over Record Settings from the context menu. (CONTROL + CLICK OR RIGHT CLICK by the track name in the timeline ). Check the source—built-in microphone or external microphone.



*Access Voice-Over settings from Timeline*

You can specify the duration of the pre-roll and post-roll countdown. Select the Countdown Sound Cues checkbox to play an audible beep to indicate the status of recording. These beeps are not recorded in the voice-over.

#### **4 Begin recording**

Click the Voice-over Record button  in the audio track's header to begin recording. A status message "Recording..." appears in the Program Monitor to indicate that recording is on. When using a predefined In/Out range, you don't have to click the Voice-over Record button. Recording automatically starts when the playhead reaches the In point in the Timeline.

#### **5 Finish Recording**

When using a predefined In/Out range, recording ends when the playhead reaches the Out point in the Timeline. The status message on the Program Monitor then changes to "Finishing...". If you are not using a predefined In/Out range, stop the recording manually by clicking the Voice-over Record button again, or by pressing the Spacebar key. Once recording is complete, an audio file of the recording is created. The audio file is imported as a new project item into the Project panel.

#### **Mute input during recording**

Muting input can prevent feedback or echo when the computer is connected to speakers.

- 1 Choose Edit > Preferences > Audio (Windows) or Premiere Pro > Preferences > Audio (Mac OS).
- 2 Select Mute Input During Timeline Recording.