Digitizing a Record

1 **Setup:** Plug the Vinyl USB cable into either the PC or Mac USB hub. You’ll find the USB hubs on the corner counter. Turn on the record player.

2 **Start the program:** Open EZ Vinyl Converter from the Audio folder on the desktop.

3 **Step 1:** Click Next.

4 **For the Record:** Put the record in the record player and choose the proper speed (33, 48). Take the needle cap off, put the arm over the record.

5 **Step 2:** Push the Start/Stop button to start the record. You should see the audio levels moving on the right side. If so, move to the beginning of the album and click Record. If you want to have the software automatically separate audio tracks, check the Automatically split into tracks box in the bottom left of the menu.

6 **Step 3:** Recording will take place in real time. Plug in headphones to listen if you want. When finished, click Next.

7 **Step 4:** This step allows you to record the Artist, Album, and Track Title of what you recorded. If there were multiple tracks, you can title each track.

8 **Finishing Up:** The audio will export to iTunes. To save to a USB drive, just drag the album from iTunes to your USB drive, the number of tracks will appear in red as you drag the album. Remember to turn off the record player and remove your record.