Remote Recording: A Setup Guide

Your Computer and Internet Connection

You'll want a desktop or laptop with **at least 6–10 GB of free disk space.** Riverside records locally to your device during the session and uploads the files in the background, so having that space available keeps everything running smoothly.

For your internet connection:

- Upload speed: at least 5 Mbps
- Download speed: at least 10 Mbps

Two things that help a lot:

- Use a wired Ethernet connection if you can. Wi-Fi works, but Ethernet is noticeably more stable.
- Close anything running in the background. That could be cloud-sync apps (Dropbox, Google Drive), email, Zoom, Teams, etc. They all compete for bandwidth.

Your Microphone

Audio matters more than video for a great recording. We strongly recommend a USB microphone.
Reliable options include:

- Blue Yeti
- Blue Snowball ICE
- HyperX SoloCast

A few microphones to avoid:

- Your laptop's built-in mic or webcam mic. They sit too far from your voice and pick up too much room noise.
- Headsets with built-in mics or earbuds with inline mics. They typically don't provide the audio quality we're aiming for.

Your Camera

- A 1080p webcam is the minimum. The Logitech C920e is a solid choice. Avoid cameras with aggressive auto-focus or auto-brightness. Those features can be visually distracting.
- Place the camera just above eye level. A stack of books or a monitor stand does the trick.
- Frame your head and shoulders in the center of the shot, with a small amount of headroom above. (A COIP producer will help with framing during the recording.)

Once your equipment is set up, you can also run Riverside's connectivity test at test-connectivity.riverside.fm. It'll confirm your internet, microphone, and camera are all working with the platform before your session.

Your Monitors

It is highly recommended that you set up a dual monitor configuration before your session. Having two screens makes screen sharing and reading from notes significantly easier. You can keep your script or slides on one display while managing the recording session on the other.

Your Recording Space

For Audio: Look for a small, furnished room (rugs, curtains, bookshelves, and soft furniture all absorb sound and reduce echo). Avoid empty offices or rooms with hard floors and bare walls (they create reverb that's tough to fix in editing).

For Lighting: Face a window or light source. Never sit with a window behind you (you'll appear as a silhouette). If natural light isn't enough, a desk lamp or two facing you works great. A ring light is another option, just be mindful of reflections in glasses.

For Background: Aim for a plain wall or at least an uncluttered space. Viewers will get distracted trying to figure out what the things behind you are. We recommend avoiding blurred or virtual backgrounds. They tend to look less professional, and parts of your face or body can disappear and reappear during recording, which is distracting on playback.

Other Things to Check

- Let anyone nearby know you're recording.
- Turn off all computer notifications.
- Silence your phone and, if needed, digital watch.
- If you're recording multiple lectures, try to record at the same time of day for each session so your lighting stays consistent across all your videos.