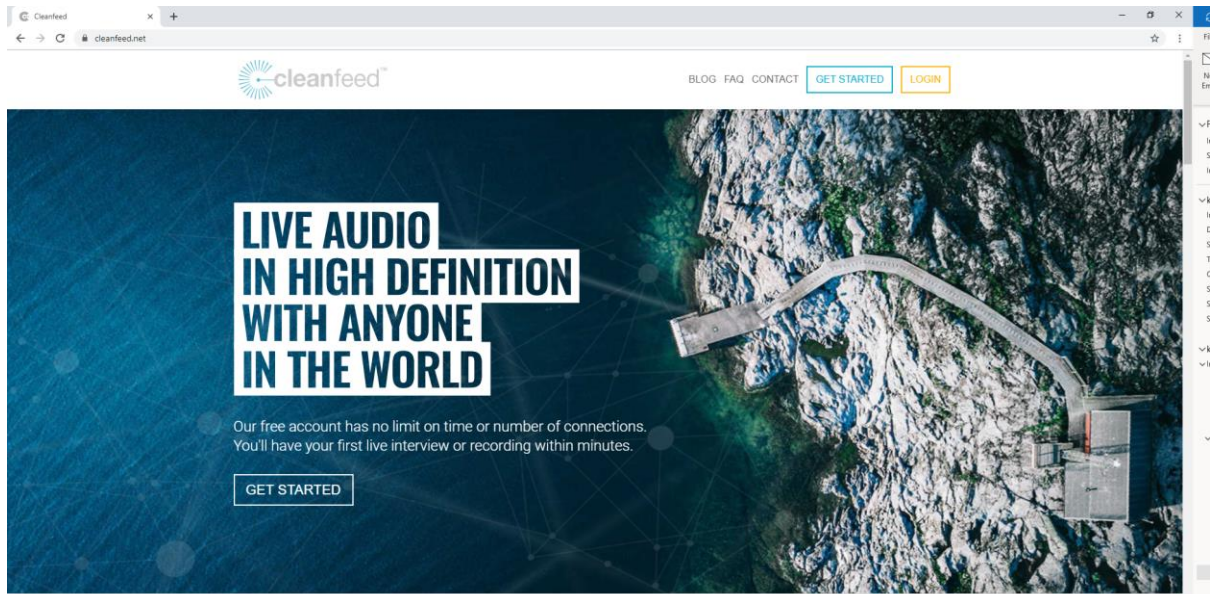
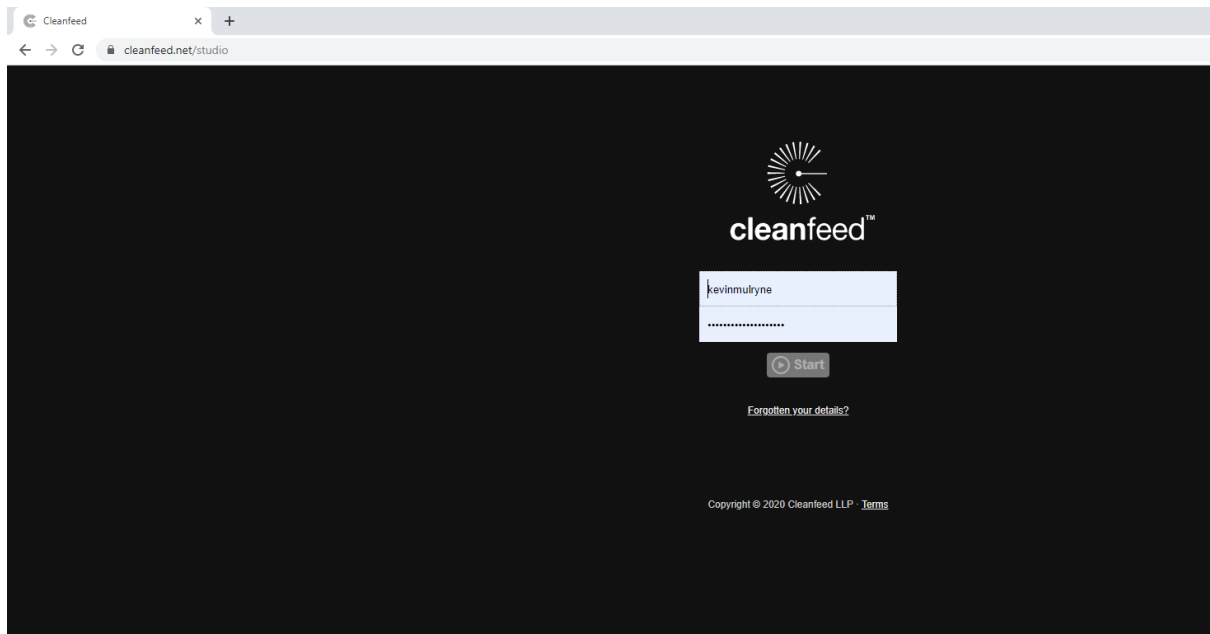


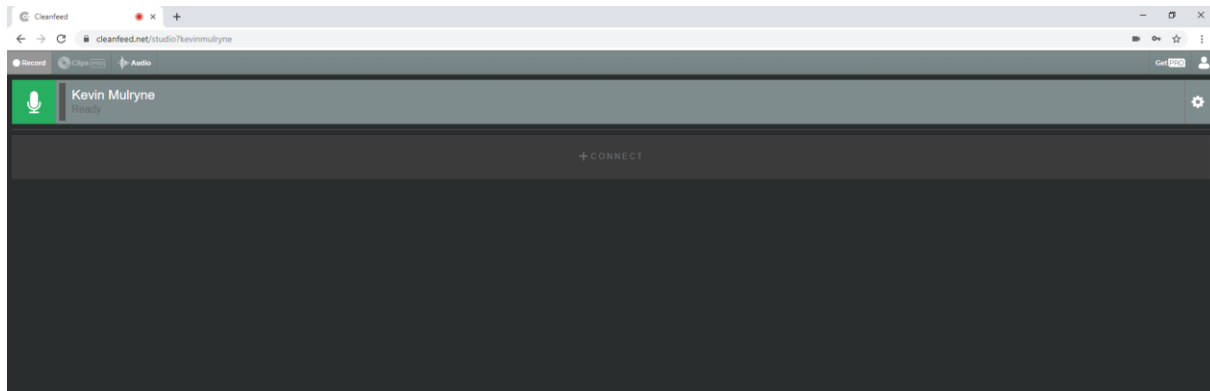
1. Go to cleanfeed.net:



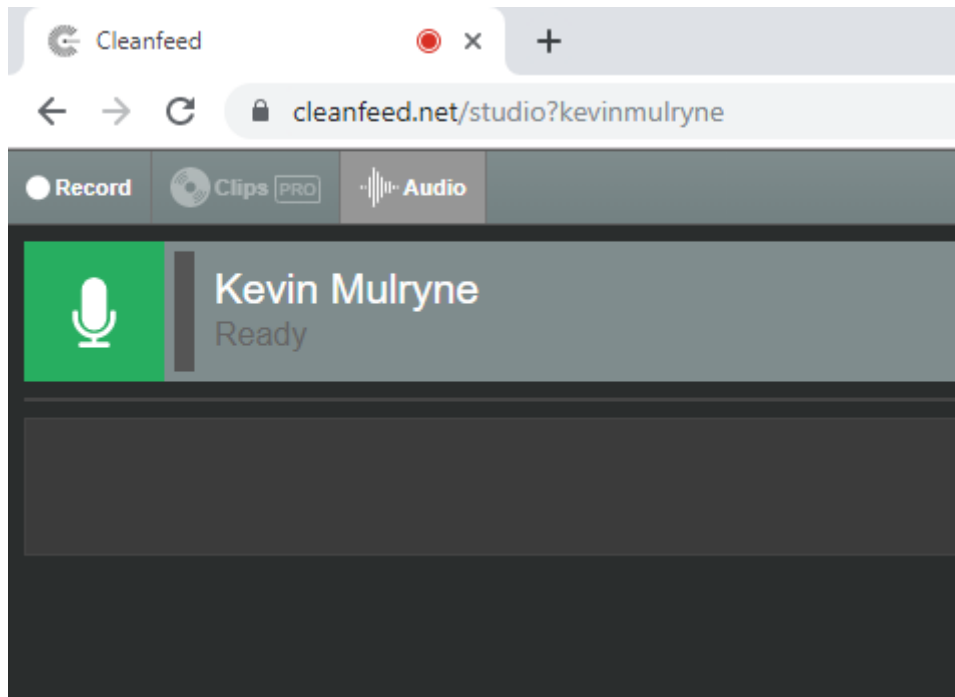
2. Log in:



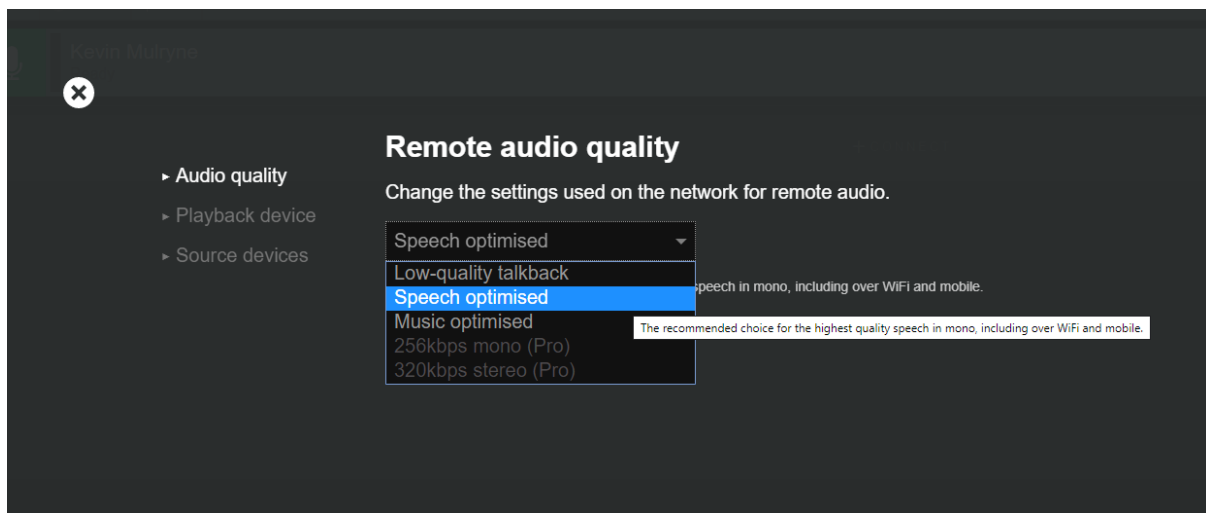
3. You will see this:



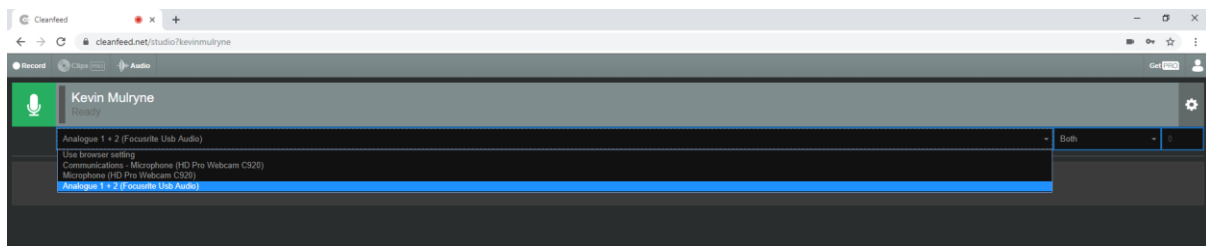
- Click on the Audio button:



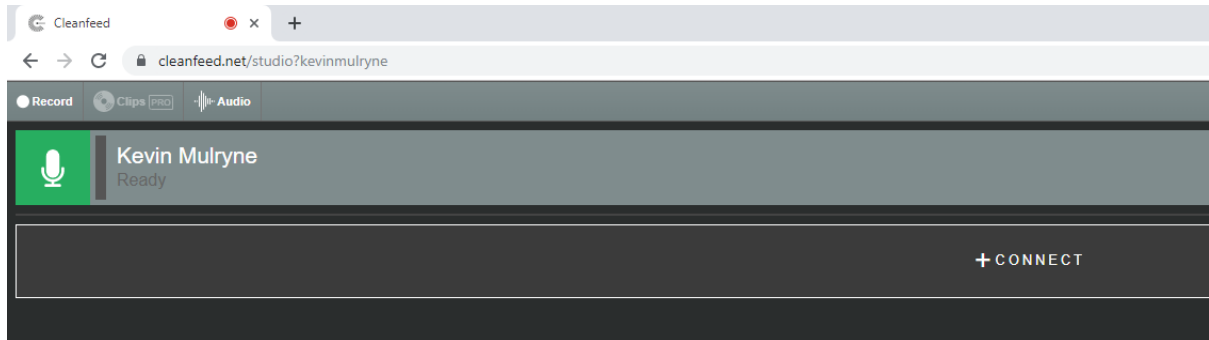
- Select Speech optimised (ignore Playback device and Source devices) and then click the cross on the top left hand side to close this dialogue:



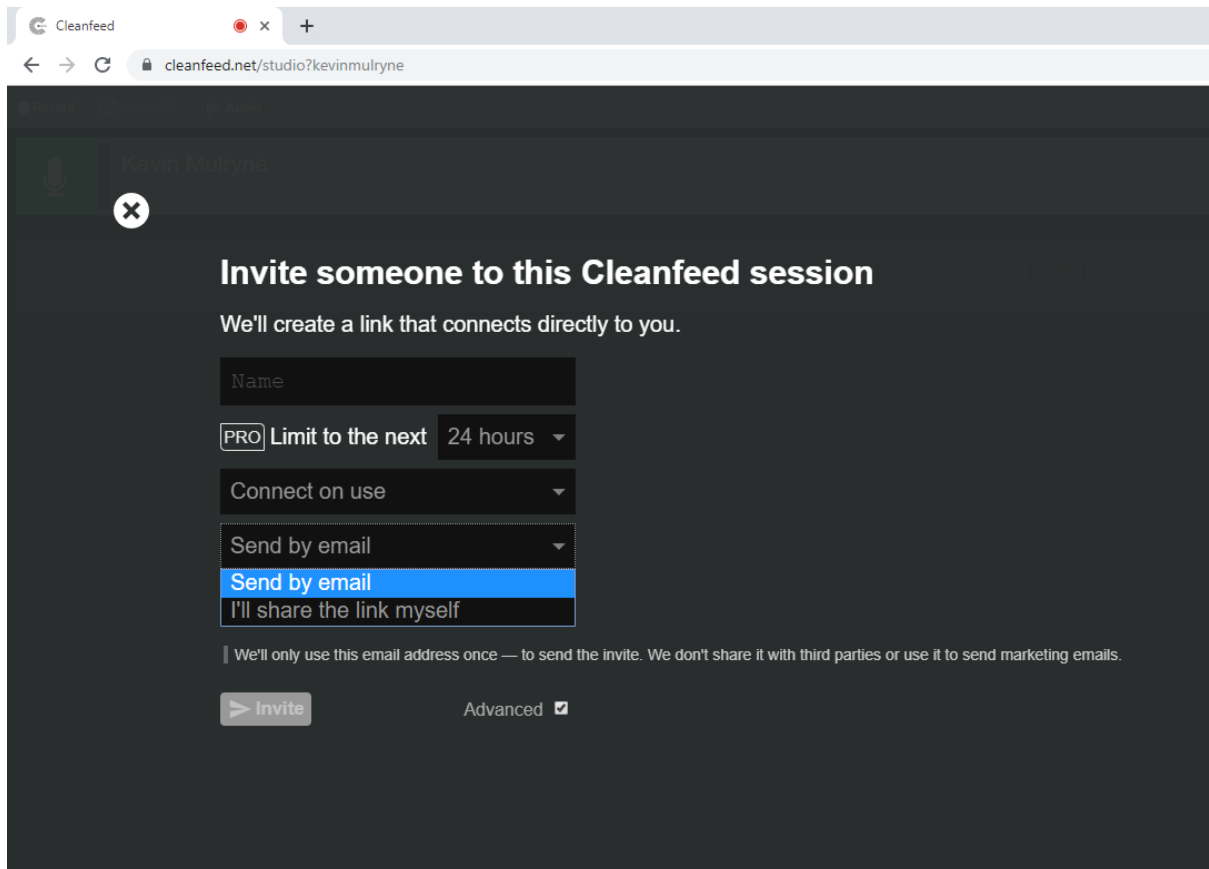
- Click the 'cog' on the right hand side and check the name of your sound setup – if the green line next to the microphone icon isn't going up and down as you speak, try another setting:



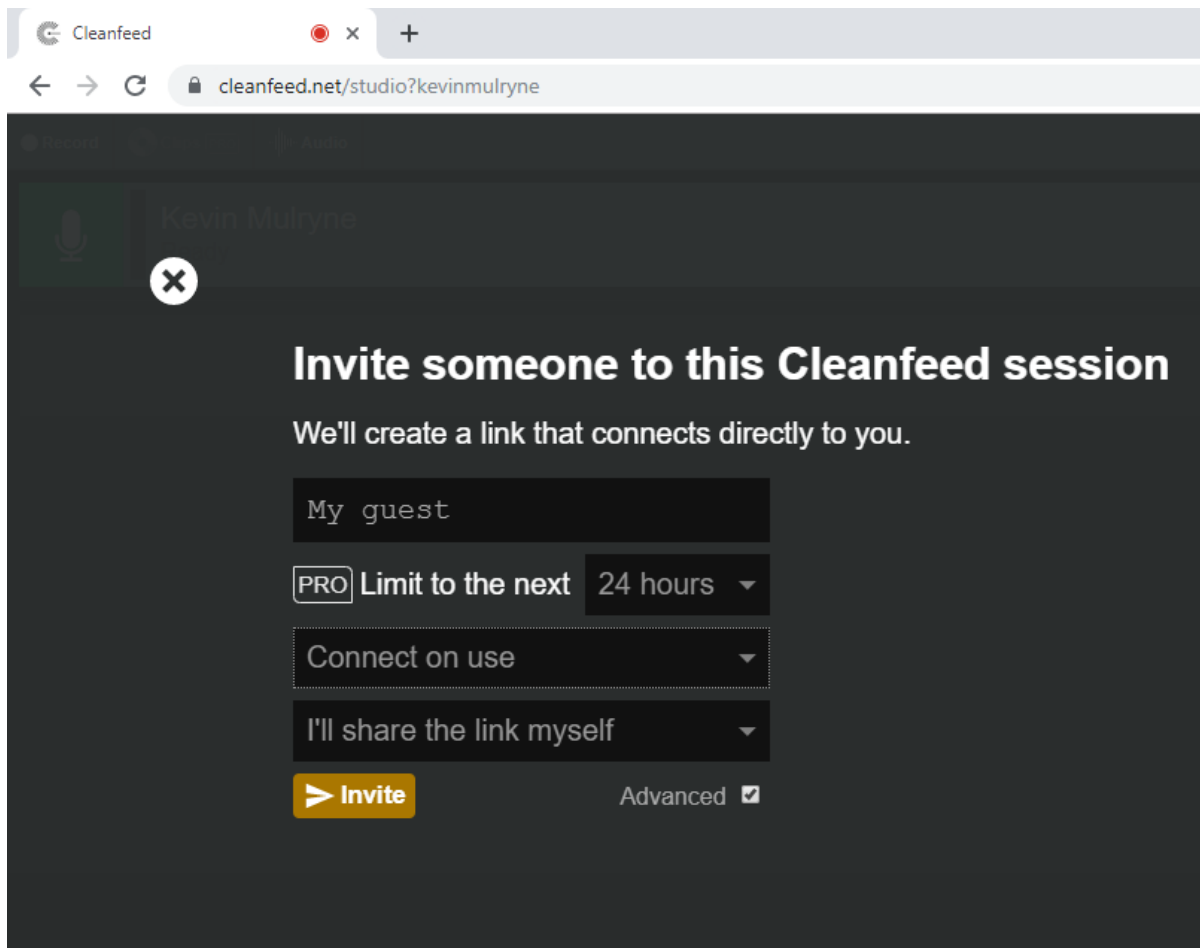
7. To get a link to send to your guest, Click +CONNECT:



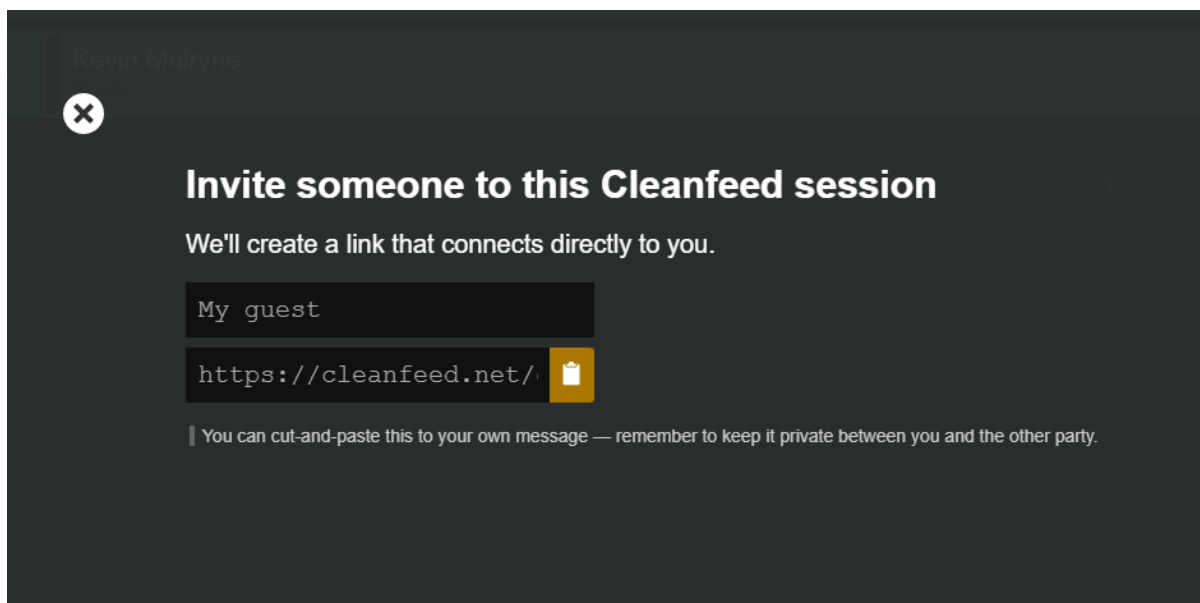
8. First, tick the checkbox next to Advanced, then select I'll share the link myself:



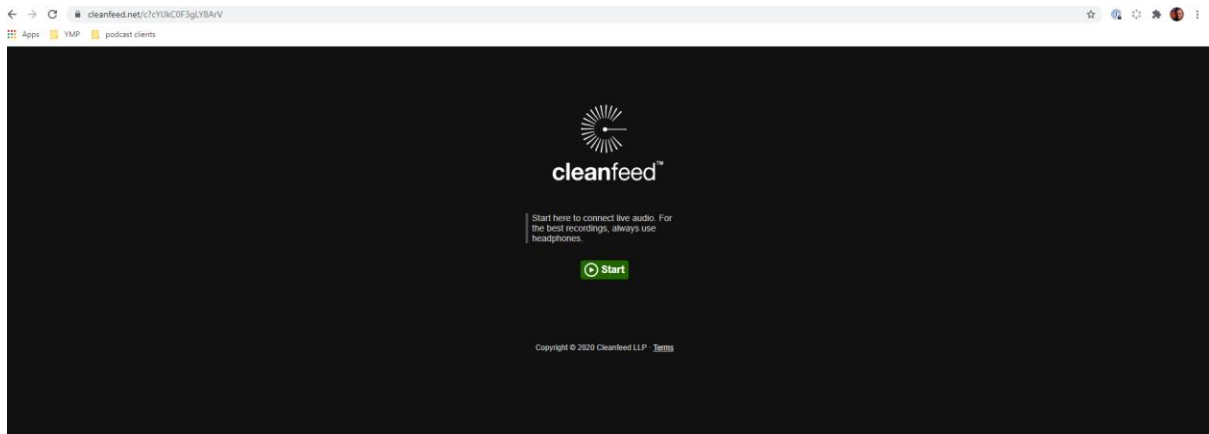
9. Call the link something sensible (e.g. your guest's name) and then click Invite:



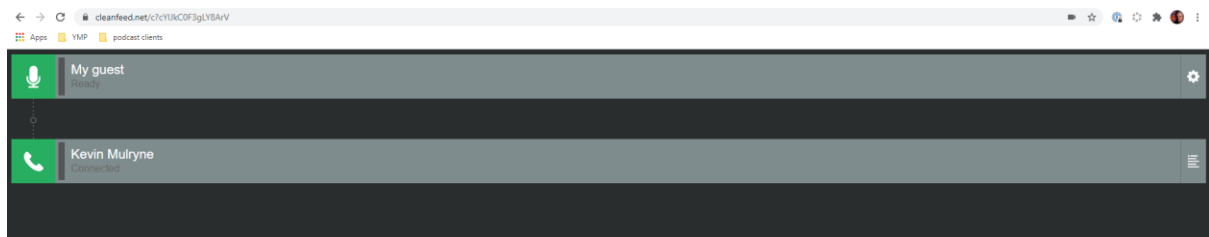
10. Click the clipboard icon next to the link and paste the link into an email to your guest:



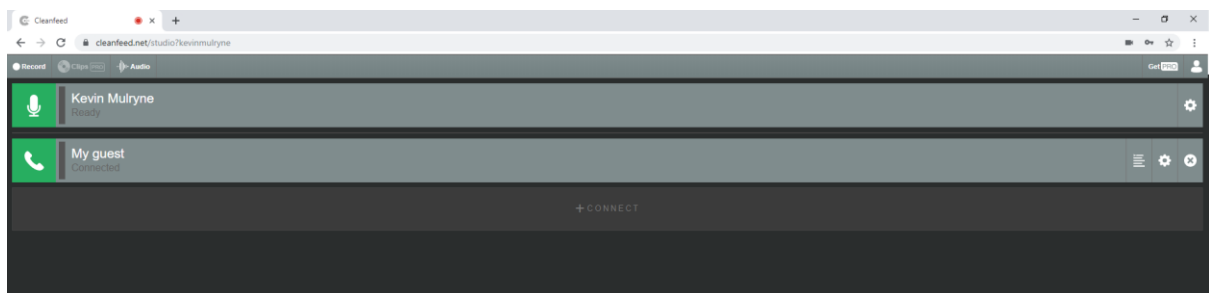
11. This is what **your guest** sees when they use the link you have sent to them. **They** need to click on Start:



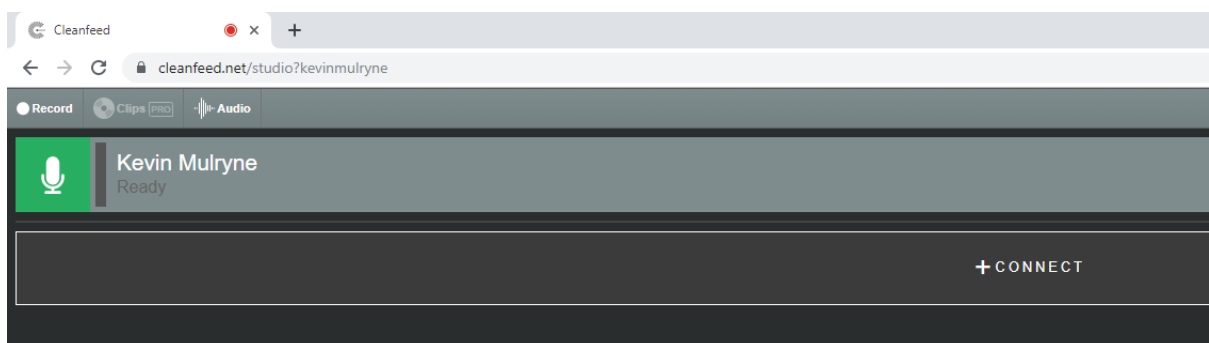
12. Then they will join you in Cleanfeed and **they** will see this:



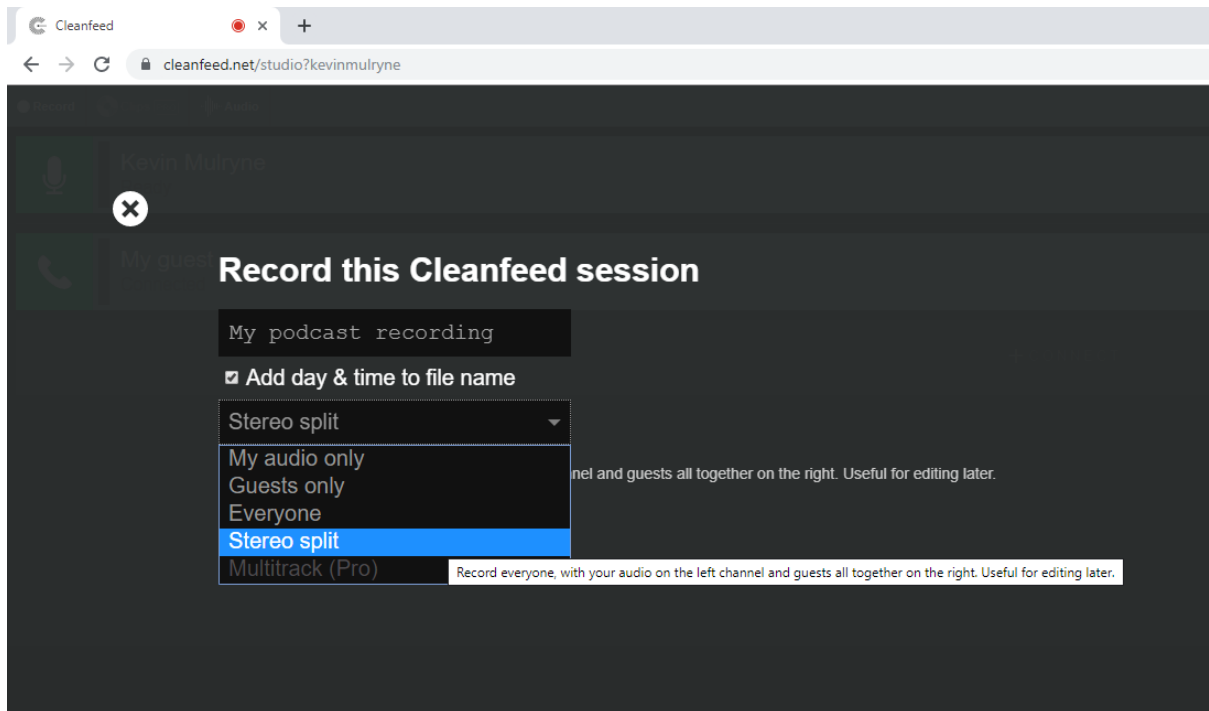
13. **You** will see this:



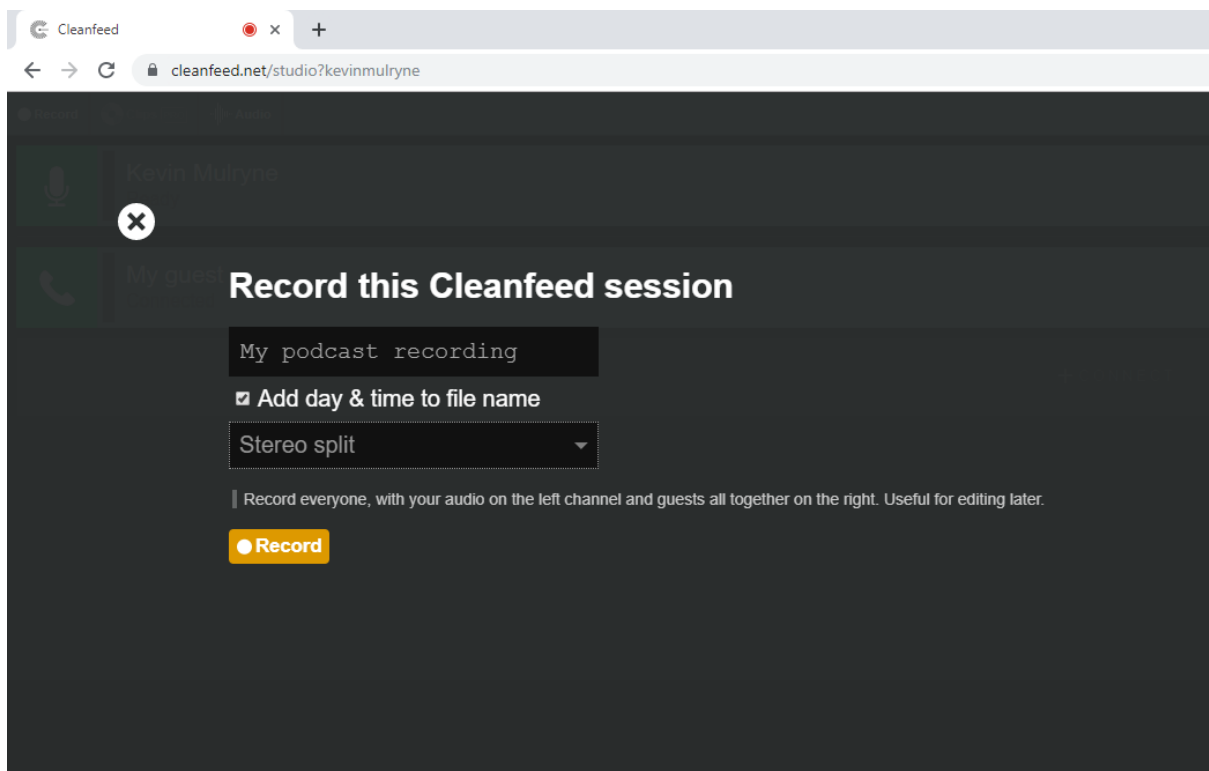
14. Click the Record button on the top left:



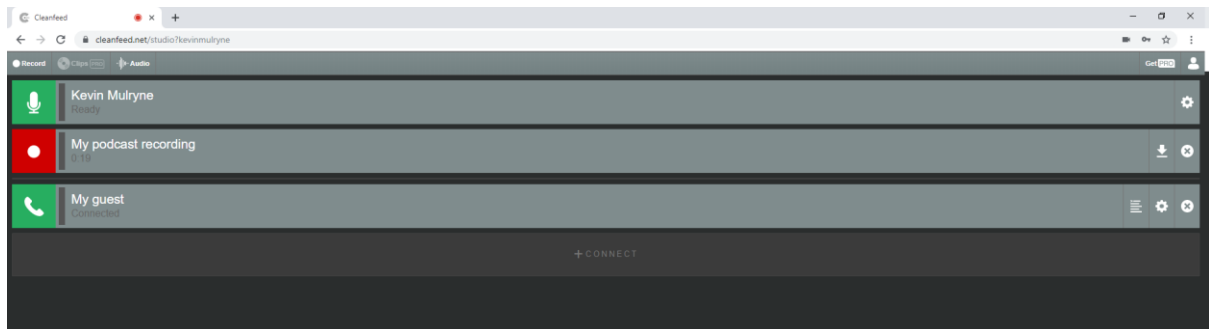
15. Give your recording a sensible name (like the episode number) and select Stereo split:



16. Press Record:



17. You will see this:



18. Every few minutes, it's good practice to save your recording. Click the down arrow on the right hand side to download the recording:



## Troubleshooting

If your guest can't see or hear you, ask them to click the 'cog', like you did in step 6 above. They can then try different microphone and speakers settings.

If you hear your own voice echoing, ask your guest to check they are wearing headphones.

If your guest says their browser doesn't support Cleanfeed, ask them to confirm they are using Google Chrome.

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