Using a USB Microphone with Windows 7 and Audacity

Using a USB microphone can be tricky to set up. Computers may recognize the device as AK5370 or USB Audio Device. For sound input, you must first identify the input device/port from the sound preference/control in the operating system and then within an application. If this is the first time you are using a USB microphone with your Windows 7 computer, when you plug in the microphone the computer may/may not automatically start downloading drivers.

Click on the **Start** menu in the lower left corner of the screen. Choose **Control Panel**. Select **Sound**. Click on the **Recording** tab. This image demonstrates the usb microphone plugged into the usb port and a vocal microphone plugged into the microphone port.

Select the USB Audio device and then select **Properties**.

If the device is not displayed, right click inside the recording tab area and select “**show disabled devices**”, then right click again and select “show disconnected devices.”

Select **Levels** and adjust for recording. Select OK > OK and exit. Adjust settings in the Audio application if necessary. See next page for Audacity. (Note: after testing in Audacity, you may need to return to this window to re-adjust the level.)
Open Audacity AFTER the USB microphone is turned on.

Within the session, the recording device should adjust accordingly. NOTE: The Device toolbar may not automatically display. Select View > Toolbars > Device toolbar

To test the microphone, record by pressing the red button. To stop recording, press the yellow square button. Adjust volume of recording if necessary. If recording fails, review your recording device settings. Save your changes. Quit Audacity without unplugging or turning off the USB microphone. Select USB from the Sound preferences as noted on page 1. Reopen the project or create a new one and try again. Adjust the preferences within Audacity. Select Edit > Preferences. Select the Devices tab. See settings in diagram for recording: Device (Microphone (USB Audio Device) and use 1 (Mono) channel. Click OK.

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