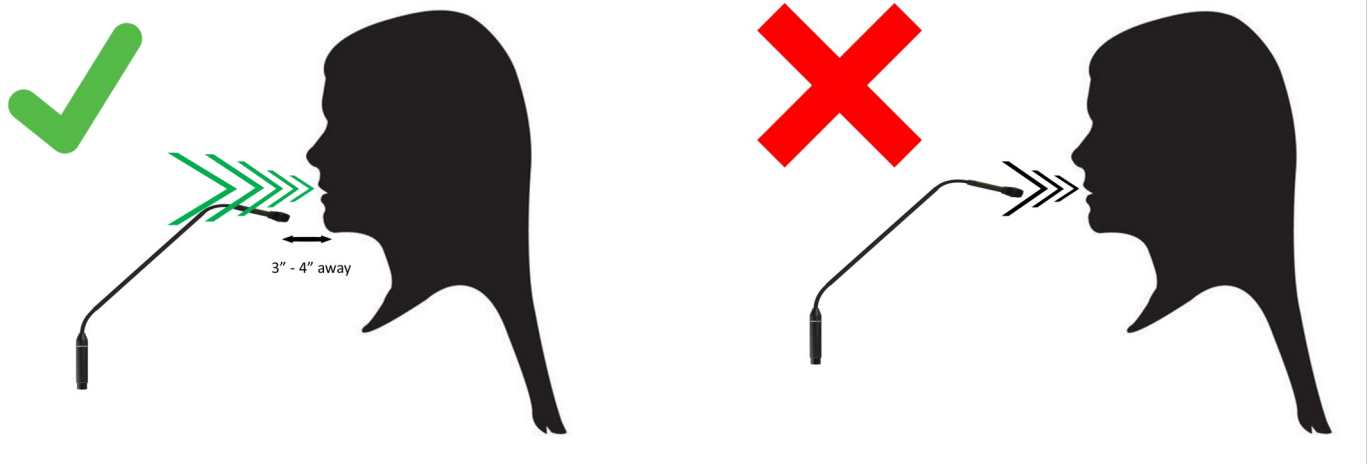


Best Practices for speaking into a microphone

To help you become more comfortable with the idea of using a microphone, let's start by going over two common types of microphones, while giving some general tips.

The **lectern (podium) microphone** is a sensitive, high gain microphone. To speak into this microphone correctly, your mouth should be 3"-4" away while projecting your voice over the top of the microphone. Speaking too close and directly into the mic will cause loud POPPING when using plosives (P's, T's, D's, B's). Keep your head forward. Turning to the left and right will cause inconsistency in your vocal volume.



The **hand held microphone** may be a bit uncomfortable for the uninitiated. They look like the image below and may or may not be wireless. It's important to hold a hand-held microphone confidently and correctly — Place a handheld mic just below your mouth about 1 inch away from your chin; **too far away and it won't pick up your voice well, and may cause feedback.**



Hold the mic about 5cm/2" from your mouth...

and don't cup it!