First Steps

steinberg

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Introduction

Welcome to this **First Steps with WaveLab Cast** guide, which we have created so that you can start working on your first podcast right away. It introduces you to the most important features of WaveLab Cast and takes you through all the basic workflows.

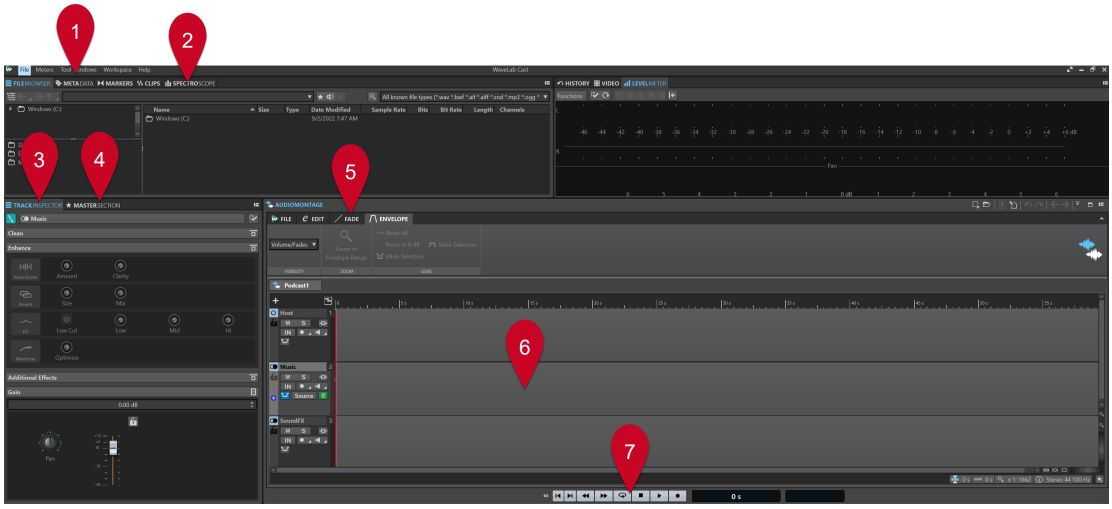
We hope that after completing this first guided project, you feel confident about producing content – and inspired to explore further features of WaveLab Cast – on your own.

For more detailed information, refer to the WaveLab Cast Operation Manual on steinberg.help.

If you need assistance, do not hesitate to get in touch with our Support Team. Our WaveLab experts are always happy to help you solve any issues and to answer your questions.

Tour of the User Interface

The WaveLab Cast user interface looks like this and consists of the following areas:



1 **Menu Bar**

2 **Tool Window/Meter Tab Bar**

3 **Track Inspector**

4 **Master Section**

5 **Editing Area Tab Bar**

6 **Editing Area** (**Audio Montage** or **Audio Editor** or **RSS Feed Editor**)

7 **Transport Bar**

NOTE

Do not worry if the labels and functions of any of the user interface elements do not mean anything to you at this point. This **First Steps** guide describes all the workspace areas that you need to use to complete your first podcast project in the respective sections.

RELATED LINKS

Your First Podcast Project on page 6
Creating an Audio Montage on page 6
Importing Audio Files on page 9
Recording in WaveLab Cast on page 11
Enhancing the Sound of Your Podcast on page 15
Creating RSS Feeds on page 18

Your First Podcast Project

For the purpose of introducing you to podcast creation with WaveLab Cast, our goal is to create a podcast with a host (probably you), music, and some sound effects.

Creating an Audio Montage

The easiest way to get started with a podcast in WaveLab Cast is to create an audio montage.

PROCEDURE

1. Open WaveLab Cast.
2. In the bottom right corner, click the **Create Empty** button.
3. Click **File**, either in the top left corner on the **Menu Bar** or in the editing area.
4. Select **New**, then **Audio Montage**.
5. Click **Templates**, and choose **Host + Music & SoundFX 44.1 kHz**.

   NOTE

   Feel free to choose another template, such as **Host & Guest 44.1 kHz**, or click **Custom** instead of **Templates** to start a project from scratch, without any predefined tracks and settings. However, if you are a beginner without any prior experience in podcast creation and working with WaveLab Cast, we recommend you follow along with us.

RESULT

The editing area is now labeled as an **Audio Montage** at the top.

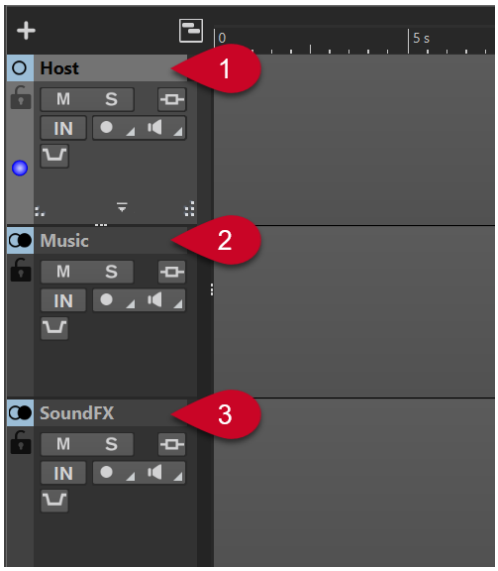
Three tracks have been created:

1 **Host**

2 **Music**

3 **SoundFX**

They are listed in the left section of the **Audio Montage** window, which is called the track control area.



EXAMPLE
Creating an Audio Montage

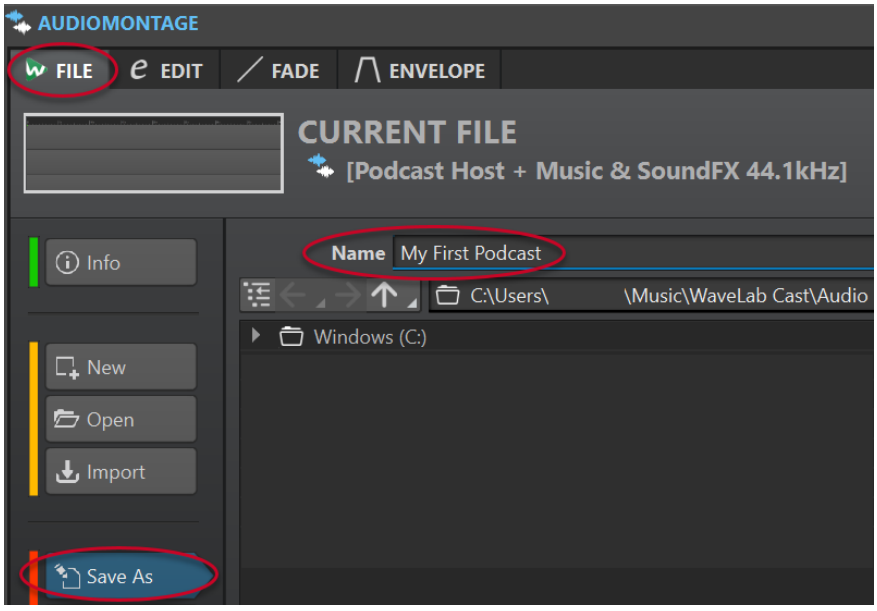
https://youtu.be/UHHoVCcLA9I

Saving an Audio Montage

Now that you have created an audio montage, you can save it.

PROCEDURE

1. Select the **File** tab.
2. Click **Save As**.
3. Enter a name for your audio montage (for example, **My First Podcast**) into the **Name** field.



4. In the bottom right corner, click **Save** .

5. To return to your project, click the **Edit** tab next to the **File** tab at the top of the **Audio Montage** window.

EXAMPLE
Saving an Audio Montage

https://youtu.be/1H3SlYXHjcs

Setting up Your System

Before you can start recording and editing your podcast project, you need to ensure that WaveLab Cast can access your microphone, so that you can record content, and your speakers or headphones, so that you can listen to your audio files.

PREREQUISITE

You need:

- An audio interface, such as the **Steinberg UR22C**
- A microphone, such as the **Steinberg ST-M01**
- Speakers or headphones, such as the **Steinberg ST-H01**

IMPORTANT

Make sure that all electronic equipment is turned off before making any connections.

NOTE

The images and instructions refer to the **Steinberg UR22C** audio interface, in connection with the **Steinberg ST-M01** microphone and the **Steinberg ST-H01** headphones. They are just intended as an example. For different hardware components, the steps may differ. Refer to the operating manuals of the corresponding hardware manufacturers to install and use them properly. For more detailed general information on audio connections and setups, refer to the **WaveLab Cast Operating Manual** on steinberg.help.

PROCEDURE

1. Connect the **Steinberg UR22C** audio interface with your computer via USB-C (**1**).
2. Connect your **Steinberg ST-M01** microphone (**Mic Line 1** (**3**) or **Mic Line 2** (**4**)) via XLR, and set the **+48V** switch (**2**) on the back of the audio interface to **ON**.

NOTE

If you have already recorded the entire spoken content for your podcast and saved it as an audio file or as multiple audio files, you can skip this step.

3. Connect your **Steinberg ST-H01** headphones (**5**).
4. In WaveLab Cast, select **File > Preferences > Audio Connections**.
5. Select your audio interface from the **Audio Device** pop-up menu.
6. Click the **Playback** tab, and choose the device ports for your headphones.
7. Click the **Recording** tab, and choose the bus (or buses) for your microphone.

Importing Audio Files

In just a few simple steps, you can fill your audio montage with the different audio files that make up your podcast and arrange them on the corresponding tracks.

PREREQUISITE

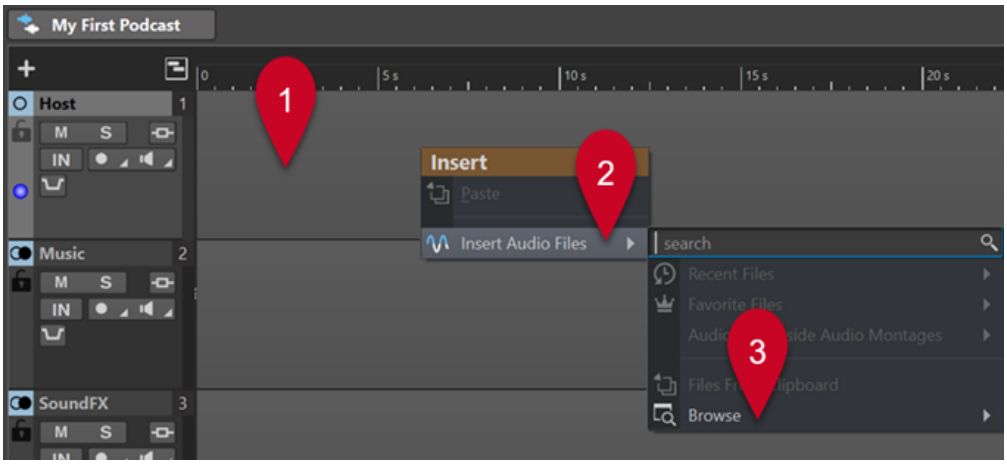
You have saved music, sound effects, and the spoken content (in our case, the voice of the host) as separate audio files.

NOTE

- For a list of supported file formats, see the WaveLab Cast operating manual.
- In case you still need to record your voice-over in WaveLab Cast, see **Recording in WaveLab Cast**.

PROCEDURE

1. To import your spoken content, do one of the following:
   - Right-click in the empty gray area (**1**) of the **Host** track, and select **Insert Audio Files** (**2**). Click **Browse** (**3**) to search for the files.



- Drag the audio files that contain your spoken content into the empty gray area of the **Host** track.
- On the menu bar at the top of the workspace, select **Tool Windows** > **File Browser**. In the **File Browser** window, navigate to your audio files, and drag them into the empty gray area of the **Host** track.

2. To import music, do one of the following:
   - Right-click in the empty gray area of the **Music** track, and select **Insert Audio Files**. Click **Browse** to search for the files.
   - Drag the audio files that contain your music into the empty gray area of the **Music** track.
   - On the menu bar at the top of the workspace, select **Tool Windows** > **File Browser**. In the **File Browser** window, navigate to your audio files, and drag them into the empty gray area of the **Music** track.
3. To import sound effects, do one of the following:
   - Right-click in the empty gray area of the **SoundFX** track, and select **Insert Audio Files**. Click **Browse** to search for the files.
   - Drag the audio files that contain your sound effects into the empty gray area of the **SoundFX** track.
   - On the menu bar at the top of the workspace, select **Tool Windows** > **File Browser**. In the **File Browser** window, navigate to your audio files, and drag them into the empty gray area of the **SoundFX** track.

NOTE

Audio files in an audio montage are referred to as clips in WaveLab Cast. You can edit clips in an audio montage in a non-destructive way; that is, any changes you apply to the clips do not alter the original audio files.

RELATED LINKS
Recording in WaveLab Cast on page 11

Recording in WaveLab Cast

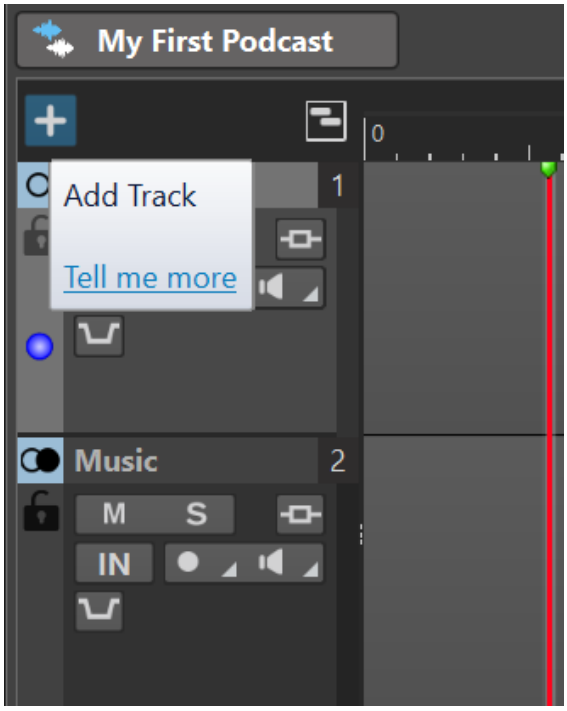
You can record your main content and any voice-overs; that is, your own voice and contributions by any additional hosts, guests, or interviewees, in WaveLab Cast.

PREREQUISITE

Your microphone and your headphones are set up. See **Setting up Your System**.

PROCEDURE

1. Add a new track to your audio montage by clicking + at the top of the track control area, on the left side of the **Audio Montage** window.



2. Choose one of the following track types:
   - **Mono Track**
   - **Stereo Track**
   - **Video Track**

   NOTE

   The default track type for spoken content, such as the **Host** track, is **Mono**. The mono icon ○ to the left of the **Host** label indicates that it is a mono track. The stereo icon ◑ next to the **Music** track and the **SoundFX** track labels indicates that they are stereo tracks.

3. To rename the track, double-click on the track name, and enter a new name into the **Track Name** field. Click **OK**.
4. Click the **Record Enable** ● button in the track control area of the new track.
5. Select your microphone from the **Audio Input** list.

   For the **Steinberg ST-M01** microphone, you can choose **UR22C Input Mono 1** or **UR22C Input Mono 2**.
6. Click the **Record Enable** ● button again.

   The icon starts flashing and alternates between **Record** and **Pause**.

7. Put on your headphones, and activate **Monitor** in the track control area.
8. Click **Record** on the transport bar at the bottom of the workspace, and start speaking.
9. To stop or interrupt recording, click **Stop** on the transport bar.
10. To resume recording, click **Record** on the transport bar again.

RESULT

You have created a new clip on the track, which contains your recorded audio.

RELATED LINKS

Setting up Your System on page 8

Listening to the Tracks in Your Podcast

You can listen to either all the tracks in your podcast at once, or select individual tracks.

PREREQUISITE

You have set up your headphones or speakers.

PROCEDURE

1. To activate playback, click **Play** on the transport bar at the bottom of the workspace.
2. In the track control area of a track, do one of the following:
   - To mute a track, click **Mute** M. The button turns yellow.
   - To solo a track, that is, to exclusively listen to this particular track, click **Solo** S. The button turns red.
   - To listen to multiple tracks, **Ctrl/Cmd**-click **Solo** for the tracks.
   - To prevent a track from being muted, even when you solo another track, activate solo defeat for the track. To do so, press **Ctrl/Cmd** and **Alt/Opt**, and click **Solo**. To deactivate solo defeat, click **Solo** again.

Moving, Duplicating, and Deleting Clips

In WaveLab Cast, you can easily move, copy, and delete clips in your audio montage.

CHOICES

- To move a clip, hover over the lower half of the clip. As soon as an icon that looks like a cross with an arrow on each end appears to the lower right of the mouse pointer, click and drag the clip to the desired position in the audio montage.

  TIP

  If it appears that you can only move clips as a group, with the **Edit** tab activated, select **None** from the **Ripple** panel. As a result, you can move the clips individually.

- To duplicate a clip, hover over the upper half of the clip. As soon as an icon that looks like two overlapping rectangles appears to the lower right of the mouse pointer, click and drag to create a copy of the clip and position it on the track.
- To delete a clip, select a clip, right-click on it, and choose **Delete Selected Clip**. Alternatively, with the **Edit** tab activated, select the clip, and click **Delete Selected Clip** on the **Removal** panel.

NOTE

In this **First Steps with WaveLab Cast** guide, we put the emphasis on introducing you to some of the basic features of the application, which we believe are useful for completing your first podcast project. As soon as you feel ready to explore WaveLab Cast's advanced features, refer to the **WaveLab Cast Operation Manual** for further information, instructions, and tips.

EXAMPLE
Moving Clips

https://youtu.be/CrZhCzzMEp8

EXAMPLE
Duplicating Clips

https://youtu.be/-P091YUJSpc

EXAMPLE
Deleting Clips

https://youtu.be/TmIG7_z1ApE

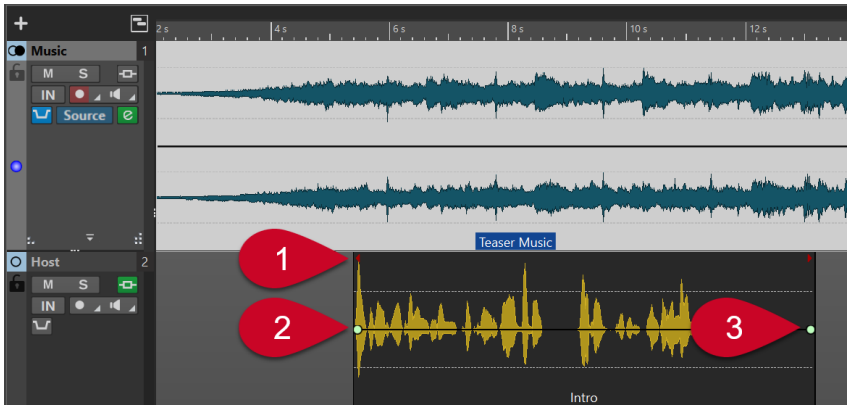
Fading Clips in Your Audio Montage

You can apply fade-ins, fade-outs, and crossfades to clips.

CHOICES

- To cross-fade clips, move them so that they overlap on the timeline, either on the same track or on different tracks.
- To add a fade-in, click the dot in the center of the left border of the clip, and drag to the right.
- To add a fade-out, click the dot in the center of the right border of the clip, and drag to the left.

EXAMPLE
Fading



In our example, a clip on the music track called **Teaser Music** overlaps with a clip on the **Host** track (**Intro**) on the horizontal axis, that is, in relation to the timeline (**1**). As a result, the music starts first, and the voice-over sets in later, with the music still playing.

To fade in the audio at the beginning of the **Intro** clip, click the dot (**2**) in the center of the left border, and drag to the right.

To fade out the **Intro** clip, click the dot (**3**) in the center of the right border, and drag to the left.

EXAMPLE
Fading in

https://youtu.be/GF1LSvhtdyI

EXAMPLE
Fading Out

https://youtu.be/a1HPzM0Ts9g

Trimming and Splitting Clips

In WaveLab Cast, you can trim the clips in an audio montage and split them into smaller audio segments.

CHOICES

- To trim your audio, hover over the left or right border of a clip. When the **Trim** icon appears, click and drag to the left or to the right, and release the mouse button as soon as the audio is trimmed to your liking.
- To split a clip, click at the position where you want to split the clip. The edit cursor (the flashing vertical red line) is moved to this position. Do one of the following:
  - Right-click in the clip, and select **Split at Cursor**.
  - Move the mouse along the edit cursor, into the upper half of the clip. As soon as a scissors icon appears, double-click to split the clip.
  - Activate the **Edit** tab, then select **Split Clips** from the **Split** panel.

EXAMPLE
Trimming Clips

https://youtu.be/qGtY1QzDBqQ

EXAMPLE
Splitting Clips, Option 1

https://youtu.be/N0sRthBLho4

EXAMPLE
Splitting Clips, Option 2

https://youtu.be/W0WyOFOJnTY

Ducking Music to Your Voice-Over

In parts of your podcast where spoken content is accompanied by music, you can use the ducking feature to attenuate the music so that the voice is in the foreground.

PREREQUISITE

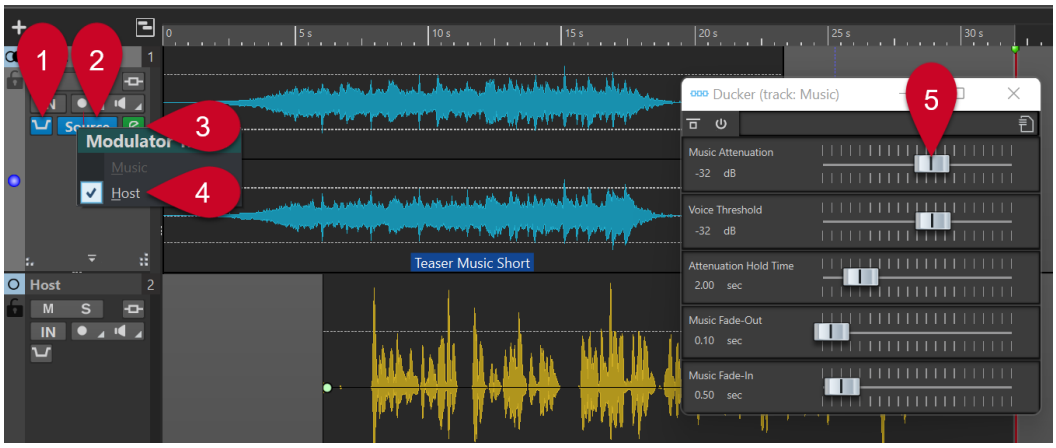
- Your audio montage contains a **Music** track and a voice track, such as the **Host** track.

- You have arranged the clips on the tracks so that they overlap each other on the timeline; that is, when you play back the audio montage, you hear the voice and the music at the same time.

PROCEDURE

1. In the track control area of the **Music** track, click the **Ducker On/Off** button (**1**).

   The button turns blue to indicate that the feature is activated.



2. Click **Source** (**2**) to the right of the **Ducker On/Off** button (**1**).
3. Select a **Modulator Track**; that is, the track that you want to hear in the foreground. In our case, this is the **Host** track (**4**, or any other voice track that you added to the audio montage).
4. Play back the audio part to check if both the voice and the music are audible, with the voice in the foreground.
5. Optional: To adjust the ducking level, click the **Ducker Settings** icon (**3**) to the right of the **Source** button (**2**). In the dialog that opens, do one of the following:
   - To increase the volume of the music, move the **Music Attenuation** slider (**5**) to the right.
   - To decrease the volume of the music, move the **Music Attenuation** slider (**5**) to the left.

EXAMPLE
Ducking

https://youtu.be/kJHf4SdZIF4

Enhancing the Sound of Your Podcast

The **Track Inspector** section in WaveLab Cast is home to a number of effects that enable you to optimize the sound of your podcast, and enhance the listening experience for your audience.

PROCEDURE

1. Select a track.
2. Activate an effect in one of the following sections of the **Track Inspector**:
   - **Clean**
   - **Enhance**
3. Adjust the parameters of the effect.

RELATED LINKS
Effects in the Clean and Enhance Sections on page 16

Effects in the Clean and Enhance Sections

Clean section

The **Clean** section offers you easy-to-use features to reduce or remove any unwanted sounds from your recording.

You can choose from the following effects:

DeHummer
Removes buzzing and humming sounds from your recording.

DeNoiser
Reduces or removes ambient sounds, such as from air conditioning during an interview.

DeEsser
Reduces excessive sibilants, such as harsh “s” sounds.

TIP

Click **Listen** to listen exclusively to the parts that were removed.

Enhance section

The **Enhance** section offers you easy-to-use features to ensure that your voice recordings, which are usually the most essential elements of a podcast, sound as clear and bright as possible.

You can choose from the following effects:

Voice Exciter
Brings dynamics into voices by adding to the harmonics range. You can adjust the **Amount** of the effect that is applied and the **Clarity** that you want to achieve.

Reverb
Allows you to create a particular spatial feel in terms of the origin of the voice, that is, to create the impression that the speaker is in a small, intimate room close to the listeners, or in a big theater, for example. You can adjust the **Size** of the space and the **Mix**, that is, the balance between the dry signal and the wet signal.

EQ
Allows you to increase or to reduce the level of the bass end (**Low**), the mid frequency ranges (**Mid**) or the top (**Hi**) frequencies. **Low Cut** reduces the lowest frequencies to achieve even greater clarity.

TIP

For voice recordings, we recommend to activate the **Low Cut** filter.

Maximizer
Adds compression and limiting to voice-overs, thereby adding body to the voice.

RELATED LINKS
Enhancing the Sound of Your Podcast on page 15

Exporting Your Podcast

To publish your podcast, you need to specify an output format and render the podcast. This turns the audio montage into an audio file that you can upload to a podcast host service.

PROCEDURE

1. With the podcast audio montage open, on the **Output** panel, click **Render**.
2. Verify that **Whole Montage** is selected in the **Source** area, and define your podcast as the output, if WaveLab Cast has not automatically set it there.
3. To the right of the **Format** entry field, click **Presets**, and select a format from the **Factory Presets**.

   NOTE

   We recommend using at least **Wav 24 bit**. Although your host service is likely to compress the data on publishing, for archiving purposes and reuse or editing of the file at a later point in time, it is a good idea to save an uncompressed, high-quality file of your podcast.

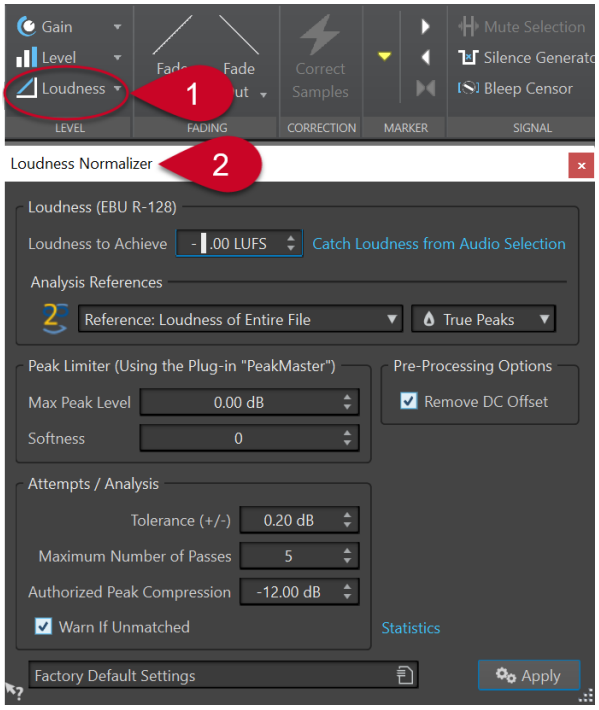
4. Click **Start**.

Setting the Loudness of Your Podcast

As most podcast host services ask you to comply with specific loudness requirements, you can set the loudness of your audio file after rendering your podcast.

PROCEDURE

1. Open the rendered audio file of your podcast in the **Audio Editor**.
2. Click **Loudness** (**1**) on the **Level** panel to open the **Loudness Normalizer** dialog (**2**). For the purposes of our **First Steps** project, in the **Loudness to Achieve** field, enter **-16 LUFS**. Set the **Max. Peak Level** to **-1 dB**, and click **Apply**.



NOTE

Alternatively, you can click the down arrow to the right of the **Loudness** button, which allows you to choose from a list of presets for different host services.

Uploading Your Podcast to a Host Service

PROCEDURE

1. With the rendered audio file open, click **Upload Episode** on the **Podcast** panel. A number of host services are displayed.
2. Select a host service.
3. Click **Authorize**, which opens the browser.
4. Log into your host service user account.
5. Click **Upload**.

NOTE

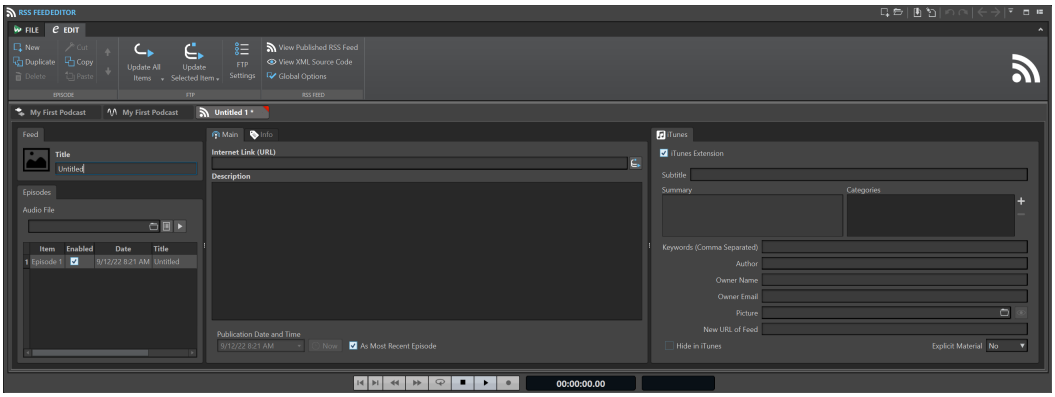
On uploading your podcast, WaveLab Cast creates an .mp3 file from your 24-bit .wav file and uploads the .mp3 file.

Creating RSS Feeds

Podcasts are distributed via RSS (Rich Site Summary), a standard for distributing news and other information via the internet. In WaveLab Cast, an RSS Feed is a text file that contains information about podcast episodes, which you can enter via the **RSS Feed Editor**.

PROCEDURE

1. To access the **RSS Feed Editor**, with the rendered audio file of your podcast open in the **Audio Editor**, do one of the following:
   - Select the **Edit** tab at the top of the **Audio Editor**, click **Upload Episode** on the **Podcast** panel, and select **Create RSS Feed**.
   - Select the **File** tab at the top of the **Audio Editor**, click **Podcast** on the left, then **Create RSS Feed**.
2. In the **Feed** section, enter the official **Title** of your podcast to be published on the internet.
3. Select the **Main** tab in the center of the window, and add a brief description of your podcast, approximately three to four sentences long, in the **Description** field.
4. Optional: If there is a website referring to your podcast, enter the **Internet Link (URL)** at the top of the **Main** window.



Adding and Managing Podcast Episodes

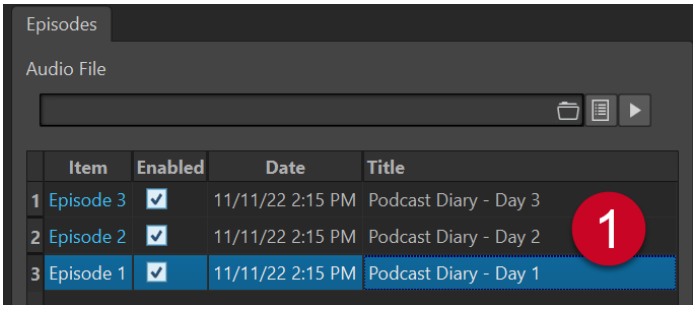
The **RSS Feed Editor** in WaveLab Cast allows you to add and manage multiple episodes of your podcast, and gives you control over their publication dates and the information you want to share about them.

PREREQUISITE

You have opened the **RSS Feed Editor**, as described in **Creating RSS Feeds**.

PROCEDURE

1. To add an episode, click **New** in the top left corner of the **RSS Feed Editor**.
2. In the **Episodes** section in the lower left area of the **RSS Feed Editor**, choose an audio file.
3. Do one of the following:
   - To rename an episode, double-click in the **Title** column of the list of episodes (**1**).
   - To change the sequence of episodes, move them to the desired positions in the list of episodes (**1**) via drag and drop.
   - To delete an episode, select it from the list (**1**), and click **Delete** in the top left corner of the **RSS Feed Editor**.
   - To duplicate an episode, select it from the list (**1**), and click **Duplicate** in the top left corner of the **RSS Feed Editor**.



RELATED LINKS

Creating RSS Feeds on page 18

Adding Information about Podcast Episodes

The more information you provide about your podcast, the easier it is for potential listeners to find it, and the more likely it is that your podcast matches their needs, interests, and expectations so that they subscribe to it.

PROCEDURE

1. In the **Main** window, in the center of the **RSS Feed Editor**, enter:
   - A description
   - A publication date (you can choose a date and time in the future or click **Now** to publish it immediately)
   - Optional: an internet link (URL) referring to your podcast
2. Optional: Activate the **Info** tab to add further information, such as:
   - E-mail addresses
   - Copyright Information
   - Categories (such as Food, History, TV & Film, Design, etc.)
   - Language
   - Frequency of Updates
3. Optional: In the **iTunes** window on the right side of the **RSS Feed Editor**, add further information, such as:
   - Subtitle (approx. five words)
   - Keywords (to help potential listeners find your podcast via search engines)
   - Picture (convention: 300x300 pixels, automatically resized if bigger)

Uploading Episodes to an FTP Server

To publish episodes of your podcast, you must upload them to an FTP server.

PROCEDURE

1. In the **RSS Feed Editor**, activate the **Edit** tab.
2. Click **FTP Settings** on the **FTP** panel, and enter the required data.
3. Do one of the following:
   - To upload or update all episodes, click **Update All Items** on the **FTP** panel.
   - To upload or update selected episodes, click **Update Selected Item** on the **FTP** panel.

Where to Go From Here

We hope that you have now successfully created your first podcast and are satisfied with the result, and that you have enjoyed working with WaveLab Cast.

In this **First Steps with WaveLab Cast** guide, we put the emphasis on introducing you to some of the basic features of the application, which we believe are useful for completing your first podcast project.

As soon as you feel ready to explore WaveLab Cast's other – and more advanced – features, you can refer to the WaveLab Cast Operation Manual on steinberg.help for further information, instructions, and tips.

In addition to this, you can go to our Steinberg WaveLab Channel on YouTube, where experts share their knowledge and experience with you. Our video tutorials range from beginner level to professional mastering workflows, covering WaveLab Cast as well as other variants, such as or .

To exchange ideas with other WaveLab users or to ask questions, you can visit the WaveLab discourse forums on steinberg.net.

Last but not least, we appreciate your feedback and questions and would love to hear from you!

Wishing you all the best and many loyal podcast listeners,

The WaveLab Cast Team

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