
Studio Prep Checklist

A practical pre-session guide for recording, production, media, and studio work.

— 1. Session Goal

- Confirm the main outcome: guitar parts, vocals, production, mix notes, or full arrangement.
- Send the current demo or rough mix before the session.
- Confirm key, tempo, song structure, and any reference tracks.
- List the parts that are essential, optional, or experimental.

— 2. Files & References

- Export WAV stems from bar 1 or a clear shared start point.
- Include a full rough mix, instrumental, and any guide vocal or lead line.
- Label files clearly with song title, BPM, key, and version number.
- Bring lyrics, chord charts, arrangement notes, and cue points if relevant.
- If sending DAW sessions, include all audio files and note the DAW/version used.

— 3. Performance Prep

- Practise to the exact demo or click that will be used in the session.
- Mark any difficult sections, alternate takes, or arrangement decisions.
- Prepare spare strings, picks, capos, tuners, power supplies, and adapters.
- Check intonation and tuning stability before the recording day.

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Before the session, make the work easy to start and easy to finish.

— 4. Studio & Instrument Prep

- Arrive with instruments serviced, tuned, and ready to record.
- Bring any pedals, amps, interfaces, or sounds that are part of the identity of the track.
- Save presets, plugin chains, or reference tones that need to be matched.
- For remote sessions, upload files early and confirm download access.

— 5. Communication

- Share the creative brief in plain language: feel, energy, role, and references.
- Confirm deadlines, delivery format, and who signs off on final files.
- Note any technical constraints, broadcast specs, or sync requirements.
- Keep one clear point of contact for comments and approvals.

— 6. On The Day

- Bring water, chargers, notes, and any login details needed for file access.
- Keep the first pass simple: capture the song, then refine details.
- Save time for listening back, comping choices, and quick revisions.
- Before leaving, confirm next steps and file delivery expectations.