

CREATE AND DELIVER PODCASTS

The following steps explain how to make a basic podcast.

1. Plan what you will say.

An exact script is not necessary. However, it may be helpful to have a general outline of what you will say, as well as points where you might include additional media (music, interview, etc.). Approximate times when events occur in a recording may also be helpful in planning. In other words,

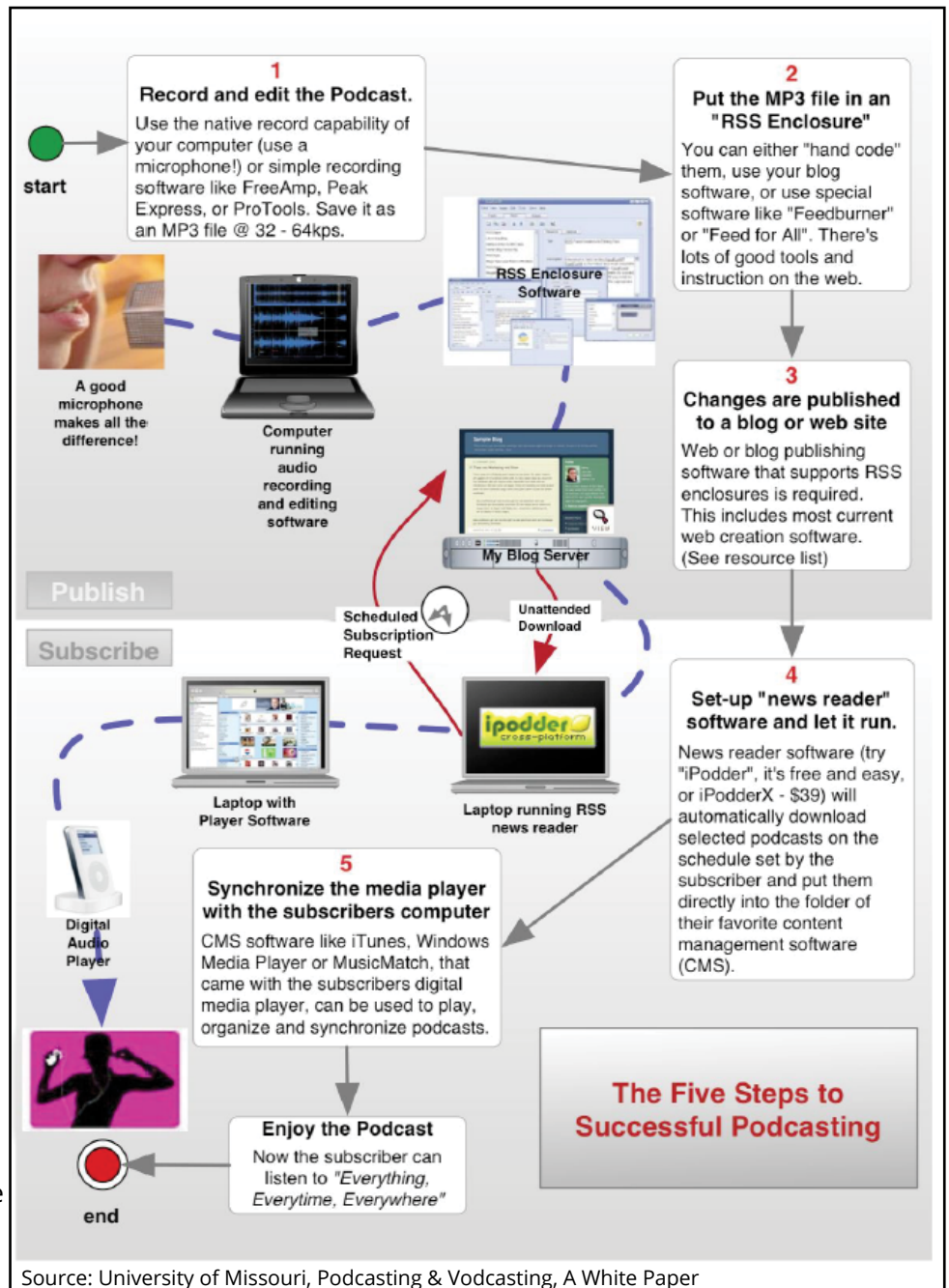
Minutes	Event
0:30	Introduction
2:00	Overview
5:00	Interview of ...

2. Record audio.

A good audio recording has both low background noise and a clearly audible, easily distinguishable recording of the subject.

Tips to Consider:

- Choose a quiet location where you won't be interrupted.
- Although the sound cards on many desktop computers allow you to make acceptable voice recordings, this is generally not true of laptops.
- The built-in microphones of many computers, desktop and laptop, generally do not give good results.
- Select hardware and software that meet your needs and are easy to use. For podcasts with spoken voice only, the quality does not need to be that high for effective podcasts.



Equipment

The recording equipment you select depends on how much sound quality matters and whether you are able to record in a static location or need a portable option. In other words, what you intend to record as the subject matter for the podcast will determine the type of equipment used. Cost ranges for equipment and software can range from \$50 to \$500 or more (in total).

Editing of a subsequent recording can often be done with any audio-oriented software package. Audacity is a popular free (open source) alternative that is capable of exporting audio recordings in the required MP3 format for podcasts. See the References section for additional details.

3. Publish your podcast.

There are a variety of free and for-pay podcast publishing options. At its core, a published podcast consists of an RSS feed (i.e., an XML file that can be generated automatically from a software package or Web-based service) and your resulting MP3 recording. Both files are published to a Web server, to a known location, for your potential listeners to then subscribe to.

EXAMPLE

A bacteriology instructor recorded a 5-10 minute podcast for each organism discussed in the course. These short introductory talks were designed to preface the primary learning materials about each topic in the course. Students were directed to listen to the podcast prior to reading the textbook and watching the lecture.

With this process, the podcasts laid the foundation for students to learn the material by helping them focus their studies.



REFERENCES AND ADDITIONAL RESOURCES

References

- UW-Madison Engage Project: <http://engage.doit.wisc.edu/podcasting/deliver/>
- White Paper on Podcasting & Vodcasting: <http://www.tfaoi.com/cm/3cm/3cm310.pdf>
- The Basics of Educational Podcasting: Enhancing the Student Learning Experience: <http://edis.ifas.ufl.edu/mb004>

Audacity

- Download Site and Project Information: <http://audacity.sourceforge.net/>
- MP3 LAME Encoder (an additional software package that's required for Audacity to export recordings into the MP3 format for podcasts): <http://lame.sourceforge.net/index.php>
- Audacity's Online Documentation and Tutorials: <http://audacity.sourceforge.net/help/documentation>

Podcast Publishing

- WordPress (a blog publishing software, <http://wordpress.org/>) with the PodPress plug-in installed (<http://www.mightyseek.com/podpress/>) can be a free alternative for those who have a hosting provider that allows both.