

Podcast Technical Basics

-General Podcast Tutorial (an absolutely awesome resource, and is the basis for the rest of this memo):
<http://www.how-to-podcast-tutorial.com>

-Download Audacity:

<http://audacity.sourceforge.net/>

<http://audacity.sourceforge.net/download/>

-Download Lame:

PC <http://www-users.york.ac.uk/~raa110/audacity/lame.html>

Mac <http://spaghetticode.org/lame/>

Configure Audacity

file-->preferences

audio i/o....playback device: default is probably fine but play around to make sure

recording: ditto

channels: 1(mono) to save space (1/2 the data)

Quality...leave, same as CD

File format....Make a copy of file (to safeguard original)

MP3 Export Setup...Find Library to identify where lame_enc.dll is.

Directories....Choose place where your temp files will go

Control Panel-->Sound/Audio Devices--->Adjust Volume-->Audio

Sound playback & Sound Recording (make sure volume is up)

Audio Editing

-hit record button and start talking: “welcome to [pause] the Podcast Lecture for course 5.96, How to teach college level science. I’m Zak Taylor and today we’ll be talking about podcasts and giving a demonstration....”

-hit play to hear playback

...note ruler of seconds on top

-toolbox in upper left

-magnify/zoom (right/left click)...grab and pull down

to cut out stuff:

selection tool (I) to highlight...hit delete

undo function

insert silence with EDIT

highlight quiet section, and use EFFECT menu to AMPLIFY

(dB) 0 = same as before; +/-# = amplify by that many db

Importing Audio

to add music

PROJECT-->IMPORT AUDIO (you can also drag & drop)

Timeshift tool (<-->) to move my speech forward in time

Select music...EFFECT...FADE-IN

Use -/+ in each audio track to change volume for whole track

Select delete end of music

Select music...EFFECT...FADE-OUT

Saving/Exporting

FILE....SAVE PROJECT

FILE....EXPORT AS MP3