

Podcasting with GarageBand 3– v.2

What is a podcast?

A podcast is a collection of digital media (usually audio files), which is distributed over the Internet using syndication feeds for playback on portable media players and personal computers. The term, “like radio”, can refer to either the content itself or the method by which it is syndicated; the latter is also termed “podcasting”.

Though podcasters' web sites may also offer direct download or streaming of their content, a podcast is distinguished from other digital media formats by its ability to be syndicated, subscribed to, and downloaded automatically when new content is added, using an aggregator or feed reader capable of reading feed formats such as RSS (Really Simple Syndication).

This distinction is important to you as a teacher as Podcasting is episodic, something your viewers will subscribe to expecting regular updates. This will require some extra steps on your behalf when you publish the podcast. If instead your “podcast” is a one shot event (not episodic), then it isn't really a podcast and you can save yourself some work. There are easier ways to publish a direct download of your content than using the RSS feeds required by true podcasting.

Why Podcast?

Podcasting has all kinds of useful applications:

1. Class lectures—Students can download lectures from classes they missed or just to review them before a test. If your lecture includes slides, include them in the podcast as artwork and synchronize them with the lecture.
2. Training—After a training class, you can keep students up-to-date with new developments in the field industry, refresher exercises, and real-world examples or interviews.
3. Series of Events—You can create video podcasts to chronicle the games in your child's sports season, a series of recitals, or update your family on your baby's development.

Structure your podcast episode content and plan your recording session

1. Plan what you'll say in the episode intro and outro, and what you want to cover in each segment.
2. Record a podcast intro that says who you are and what your podcast is about.
3. Record an episode intro that describes the topics you'll cover today.
4. Record a few informative segments.
5. Record a short "outro" to sign off at the end.
6. After you're finished recording, you can use GarageBand jingles to spice up your podcast. Try using the same jingle every episode after your podcast intro. You can also use jingles as "bumpers" between segments, and again after your outro.

Tips:

Check out other podcasts to get ideas for your format

Professional podcasts are structured to hold people's attention and cover their material in a short period of time. Before you plan your segments, listen to some of the podcasts on the iTunes Music Store and take notes on the formats that you like.

Use variety to keep your episodes interesting

We all love to listen to ourselves talk, but to keep your listeners engaged, you should use a mix of interviews, musical "bumpers" between segments, and even photos and slides. GarageBand makes it easy to add jingles and sound effects, photos from the iLife Media Browser, and even Keynote slides.

Steps

Record a podcast episode in GarageBand

1. Open GarageBand and click "New Podcast Episode".
2. Type a name for your podcast episode, choose a location to save it to, and click Create.
 - a. By default, new GarageBand projects are saved in a folder called "GarageBand" which is located in the "Music" folder of your local home directory (~\Music\Garageband).
 - b. While students are working on their projects, I would encourage you to keep the projects on the local hard drive, have the students use unique names for their project, and have them return to the same laptop if the project takes more than one session.
 - c. When the project is finished, the project will be published in a format that no longer requires Garageband. This final format is what you will save on the student's network folder or your website.
3. In the GarageBand window that appears, a Podcast Track, two vocal tracks, a Jingles track, and a Radio Sounds track appear.
4. Select one of the vocal tracks to record yourself speaking.
5. Click the Record button to start rolling, and speak clearly into the mic. Click the record button again to stop recording.
 - a. Check line level indicator to see if your input is correctly set
 - b. If you need to change your record input/output, go to \GarageBand\Preferences\Audio/MIDI
6. Click the Rewind button to go back to the beginning of the project.
7. Click Play to listen to your recording.

Isolate and delete a mistake you made in recording

1. Drag the playhead to a position just before the section you want to remove.
2. Go to the Edit menu and choose Split **(Apple)T** to divide the audio track into two regions.
3. Drag the playhead to a position just after the section you want to remove.
4. Choose Split.
5. Click the region that includes the mistake and then press the Delete key.
6. Drag the second region back to the first region, so what you recorded before the mistake flows smoothly into what you recorded after it.
7. Solo, Mute, and Loop

Use the Loop Browser to add music

1. Click on "View/Hide the Loop Browser if can't see the Browser"
2. Choose the appropriate Loop category and sub category to get a list of loops.
3. Click on a loop to audition it, then drag the one you want into the Jingle Track
4. Radio Sounds Track (Musical Typing)



"Loop

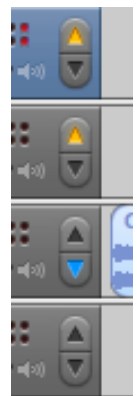
Tips

Make test recordings of the people you're interviewing

In addition to making test recordings of yourself before you get rolling, make sure the person you're interviewing is sitting at a comfortable distance from microphone that produces a consistent level. When you're satisfied with the settings for their track, make sure the track is record enabled.

Use Ducking to make sure the host can be heard

Ducking automatically lowers the volumes of tracks that you decide are the backing tracks. To turn on ducking, choose Control > Ducking. Ducking control arrows appear in each track's header. Click the arrow pointing up to make a track a lead track, and click the arrow pointing down to make a track a backing track. To change the amount of ducking for a track, choose Track > Show Track Info, and then click the Details triangle. Drag the Ducking Amount slider to adjust the amount of ducking.



Modify the speech enhancer effect to customize your sound

The Speech Enhancer settings offer a variety of ways to reduce noise and optimize the sound of your microphone. If you don't want to use the speech enhancer settings, you can customize speech enhancer even more. Select the track you're recording to and then click the Info button. Click the Details triangle and then click Edit button (the pencil icon) next to the speech enhancer that's selected for that track.



Make your podcast more compelling with jingles, stingers, and foley

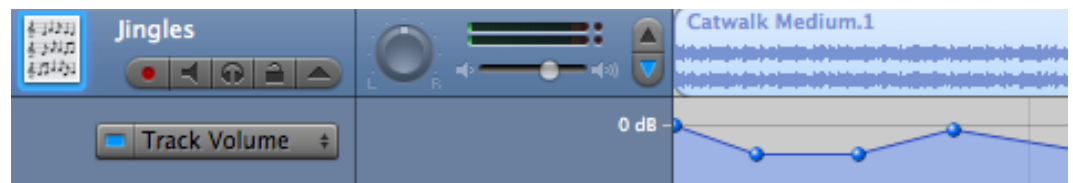
GarageBand includes great sounds you can use to make your podcast sound like a professional radio show. You can use musical jingles in your intros, or as bumpers to break up your segments. Click the Podcast Audio button in the Loop Browser to show the podcast audio loops. The browser shows the available jingles, stingers, and foley sound effects. Jingles are music loops that can set the tone for your podcast or podcast segments. Stingers are short bursts of sound or music to emphasize a point. Foley sounds are real-world sounds like closing doors, or breaking glass.

Import audio you've previously recorded from the Media Browser

If you want to use an audio file you previously recorded in GarageBand or another program, you can use it in your GarageBand podcast project. Choose Control > Media Browser to open the Media Browser or click the Media Browser button in the GarageBand window. Next, click the Audio button. The Media Browser lists audio files located in your Music folder. Find the audio files you want to use. (You can also search for files by name by typing in the search field.) Drag the audio file from the Media Browser to the timeline to create a new track with the audio file.

Smooth out transitions between music, sound effects, and narration with volume curves

To make sure your narration and other audio parts flow smoothly into one another, you can use the volume curve on each audio part's track to lower the volume of the track you want to fade out, and gradually bring up the volume of the track that's starting.



Record an audio iChat to make an instant interview

You can record audio from an iChat audio or video conference in GarageBand. GarageBand records the audio of each participant in a separate Real Instrument track. Open iChat and GarageBand and make sure all participants have joined the conference. Click the Record button. A message appears to ask you if you want to record the iChat conference, and reminds you to get permission to record from the other participants. Click OK. When you're finished, click the Record button again to stop recording. You must have Mac OS X v10.4.4 installed to record audio iChats.

Use appropriate hardware

There is a wide variety of hardware available for your use, some of which is too old to use for GarageBand. GarageBand should run fine on any of the MacBooks we have (last 2 years). Unless you get real fancy, it should also run adequately on the G4 iBooks we have (3-4 years old). You should avoid any older iBooks (don't have the G4 logo under the screen).

Add artwork and chapters to your podcast

1. If the podcast track isn't already visible, go to the Track menu and choose Show Podcast Track. If the Track Editor isn't already visible, click on the View/Hide the Track Editor button.
2. Drag the playhead to the place you want to mark and then click the Add Marker button. The podcast track shows the marker region you've created.
3. Open the Media Browser and click the Photos button.
4. Drag the picture you want to add to the marker's Artwork box. When listeners hear your podcast, the artwork appears in iTunes or on their iPod screens for the duration of the marker region.
5. To add a webpage link to a marked region, type the URL for the webpage in the URL field for the marker.



Tips

Preview the Art and URL markers in your podcast

Make sure the PodCast track is selected and that Track Info is displayed when you playback your episode in Garageband.

Show more than one piece of artwork during a chapter

It's easy to create chapters by dragging artwork to the Podcast track, but you can also have more than one piece of artwork appear during a chapter. When you drag artwork from the Media Browser to the Podcast track, you can drag the edges of the artwork region to make it the right size.

Use text slides from Keynote/PowerPoint as artwork in your podcast episode

If you're discussing a topic in your podcast that you'd like to reinforce with text bullets, you can use Keynote to make a slide with bullets and use it in your podcast. When your slide is finished, just drag it into the podcast track where you want to add it as artwork

Publishing

Export your Podcast to disk:

If your "podcast" isn't episodic, and **does not** require a RSS feed, all you need to do is the following:

1. Export "PodCast to Disk". This will result in a .m4a audio file which can be played on any computer with iTunes (free) installed. This is the file that should be saved to the student's folder.
2. You can also publish in your website by importing it into your web folder and adding a link to it.
3. If you are using Dreamweaver and want to embed the "podcast" in your web page (i.e. make it pretty), you can download "Insert and QuickTime Movie" (free) from <http://www.adobe.com/cfusion/exchange/index.cfm?event=extensionDetail&extid=1007547> (or have your building's Tech Assistant install it for you)

Export your Podcast to a Blog:

If your "podcast" is episodic, and **does** require a RSS feed, but you prefer "ease of use" to customization, you need to do the following:

1. Export "PodCast to Disk". This will result in a .m4a audio file which can be played on any computer with iTunes (free) installed. This is the file that should be saved to the student's folder.
2. Go to <http://quicktime.bownet.org/users> and log in to create a Blog. (if you already have a blog, you can go directly there by going to <http://quicktime.bownet.org/users/yourusername>)
3. Create a new Blog entry, and use the "insert images, audio, or QuickTime movies" button to import your podcast.

Export your Podcast to iWeb

If your "podcast" is episodic, and **does** require a RSS feed, but you prefer customization to "ease of use", you need to do the following:

In Garageband

1. Go to the Share menu and choose "send podcast to iWeb".

In iWeb:

1. (first time only) Choose a Theme for your podcast and press "choose"
2. (first time only) In upper left of screen, name your "site", and the "podcast". "Site" will be the subfolder of your website that your Podcasts will go in, and "Podcast" will be the name of this specific series of podcasts. Use web-appropriate naming for both.
3. Replace "filler" text with "appropriate" text and save
4. Choose "Publish to a folder" from the File menu
5. Enter the address of your website (i.e. <http://www.bownet.org/example>), choose the appropriate folder to save to (your Dreamweaver site folder), and click "Choose"

In Dreamweaver

1. Add a link to your newly created podcast page. Using the example above, the link would be \Podcasts\index.html
2. "Put" the podcast subdirectory on your website for the public to see

Sources:

<http://www.apple.com/ilife/tutorials/garageband/>

<http://en.wikipedia.org/wiki/Podcast>