

Publishing a podcast with Podcast Maker

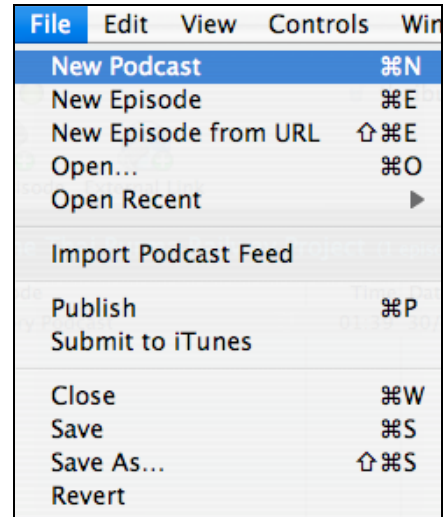
Before you begin...

Have you already created the podcast file (mp3, mp4, etc) using GarageBand, Audacity or Quicktime? Remember to locate that mp3 or mp4 file and store it in a place so that you can drag it onto the Podcast Maker window. You use Podcast Maker to set up and publish your podcasts. Do you have images for your podcast as well?

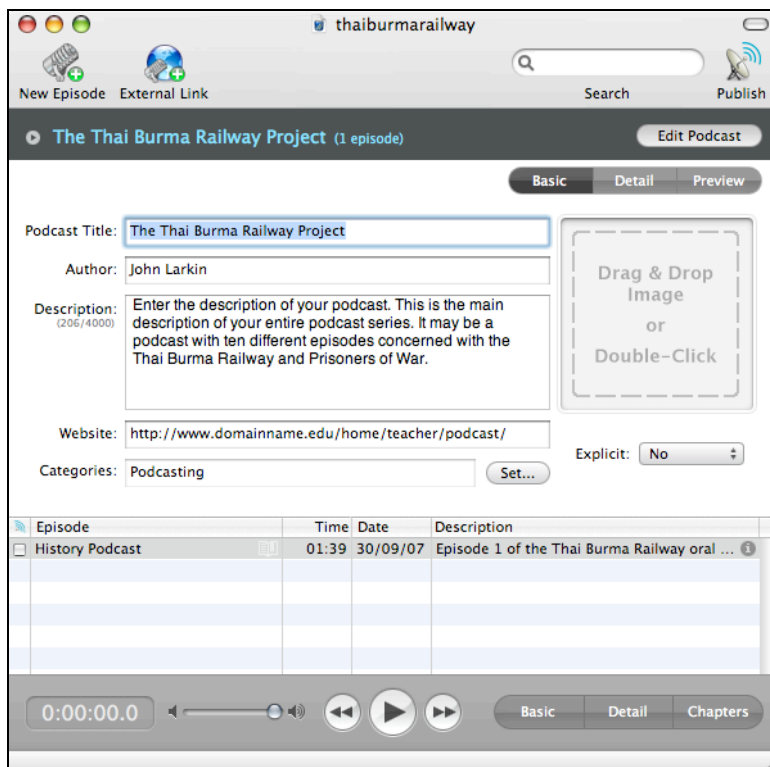
Setting Up The Podcast

Locate the Podcast Maker application on your computer and open it.

Select **New Podcast** from the **File** menu.



The following window will appear.



Complete these details:

- Podcast Title
- Author
- Description
- Website address
- Categories
- Explicit?

Drag and drop...

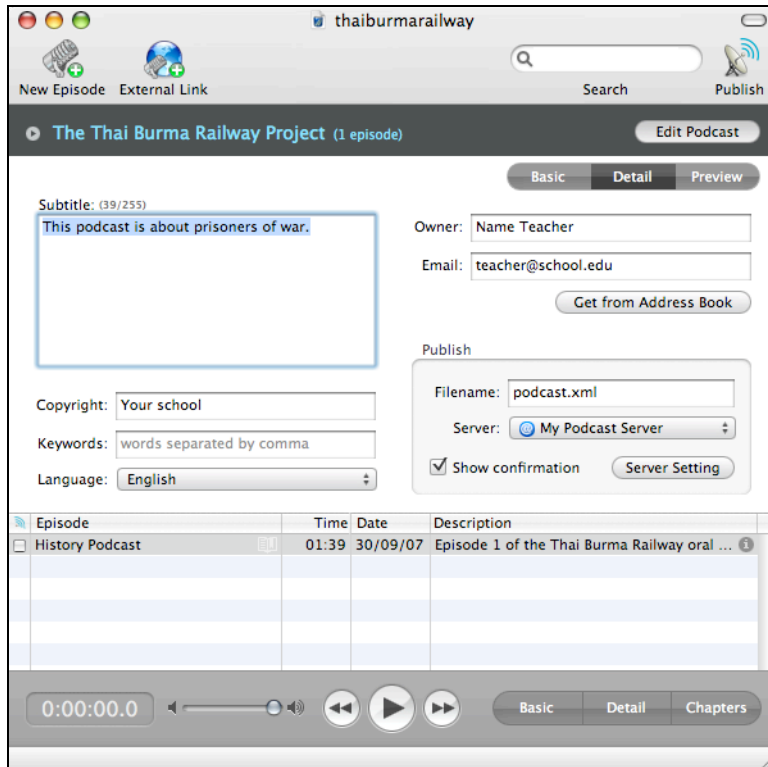
- An image that represents your podcast into its window.
- An audio files that contains the recording of your first podcast. This could be a mp3, mp4, AIFF or even AAC file.

A typical window is shown at left.

You can play the podcast if you wish by clicking on the Play button.

Did you Save your project? Select **Save** from the **File** menu and save your Podcast Project in a suitable folder.

Click on the **Detail** tab. The following window will appear.



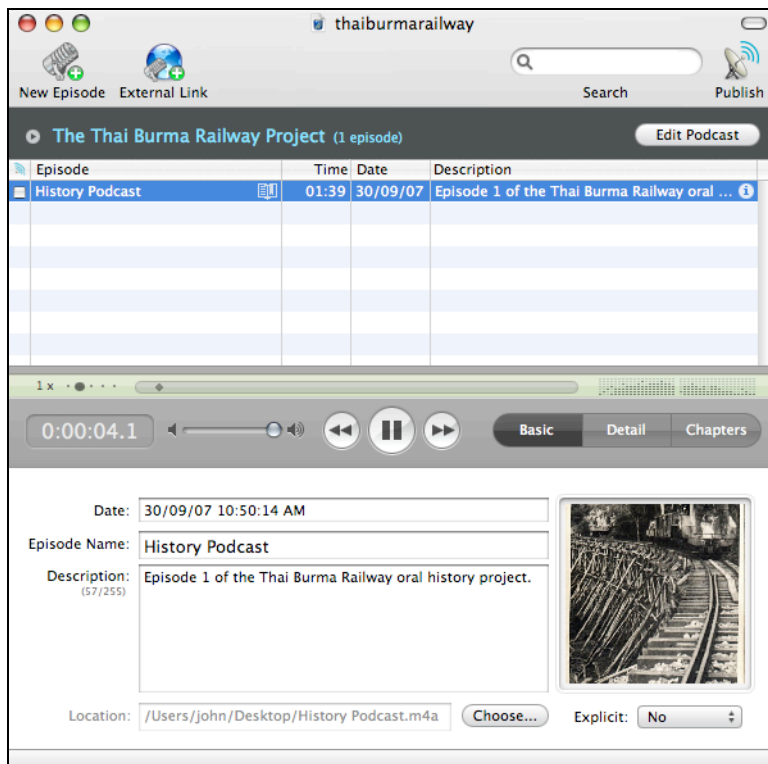
Complete these details:

- Subtitle
- Copyright
- Keywords
- Language
- Owner
- Email (not compulsory)

A typical window is shown at left.

You can play the podcast if you wish by clicking on the Play button.

Click on the podcast in the Episode column at the foot of the window. The podcast episode window will appear.



Complete these details:

- Date
- Episode Name
- Description

Drag and drop...

- An image that represents the episode into its window.

A typical window is shown at left.

You can **play** the podcast if you wish by clicking on the Play button.

Click on the Publish button in the top right hand corner of the Podcast Maker window.

Server: My Server

Protocol: @ FTP

Display Name: My Server

Website: http://www.larkin.net.au/

Server: larkin.net.au Port: 21

Username: larkin

Password:

Path: /www/www/deathrailway

Passive Mode

Show confirmation next time

Buttons: Choose..., Cancel, Publish

Complete these details:

- Display Name (a name for the ftp connection that is meaningful for you)
- Web site address for the page about the podcast
- Server address
- Port number: 21 usually
- Username
- Password

Choose the exact path on the server by clicking on the Choose button and navigating through the folders on your server.

Choose the protocol. Usually ftp.

Click Passive Mode

Click Show confirmation next time

Click Publish

A typical window is shown at left.

Uploading History Podcast.m4a

0.0 KB of 1.9 MB transferred.

▼ Hide Detail

| File | Size | Process |
|---------------------|--------|--------------------|
| History Podcast.m4a | 1.9 MB | Uploading... |
| podcast.xml | 2.1 KB | Waiting for upload |

Buttons: Copy Feed URL, Cancel

Once you click Publish the progress window at left will appear as your files are transferred from your computer, via the Internet, to your server.

Wait till the upload of the files is complete. If it is a large file it may take some time depending on the speed of your connection to the Internet. Make a cup of tea.

Finished.

1.9 MB of 1.9 MB transferred.

▼ Hide Detail

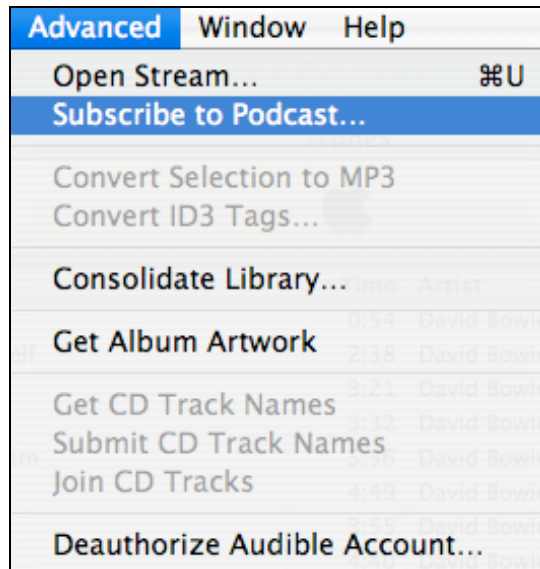
| File | Size | Process |
|---------------------|--------|---------|
| History Podcast.m4a | 1.9 MB | Done |
| podcast.xml | 2.1 KB | Done |

Buttons: Copy Feed URL, Done

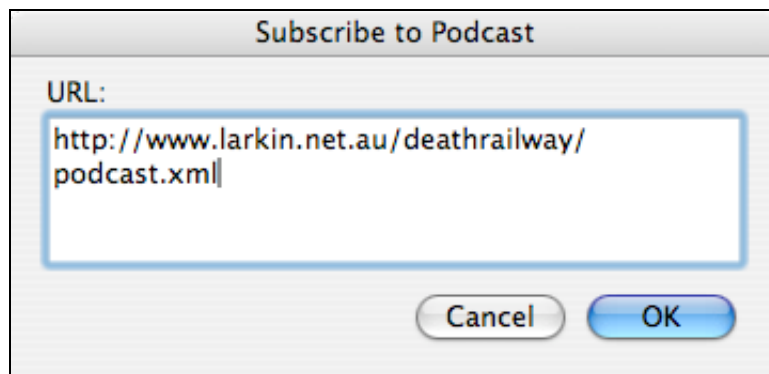
Click on **Copy Feed URL** to place the exact address of the Podcast feed on your computer's memory clipboard. Click on **Done**.

Subscribe to the Podcast ~ iTunes

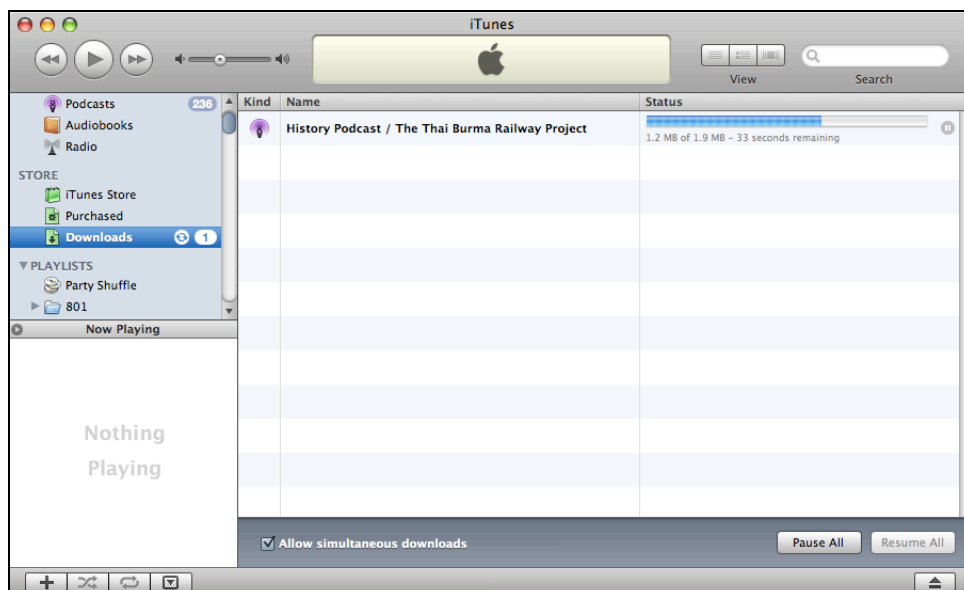
Locate **iTunes** on your computer and open the application. Once **iTunes** has opened select **Subscribe To Podcast** from the **Advanced** menu.



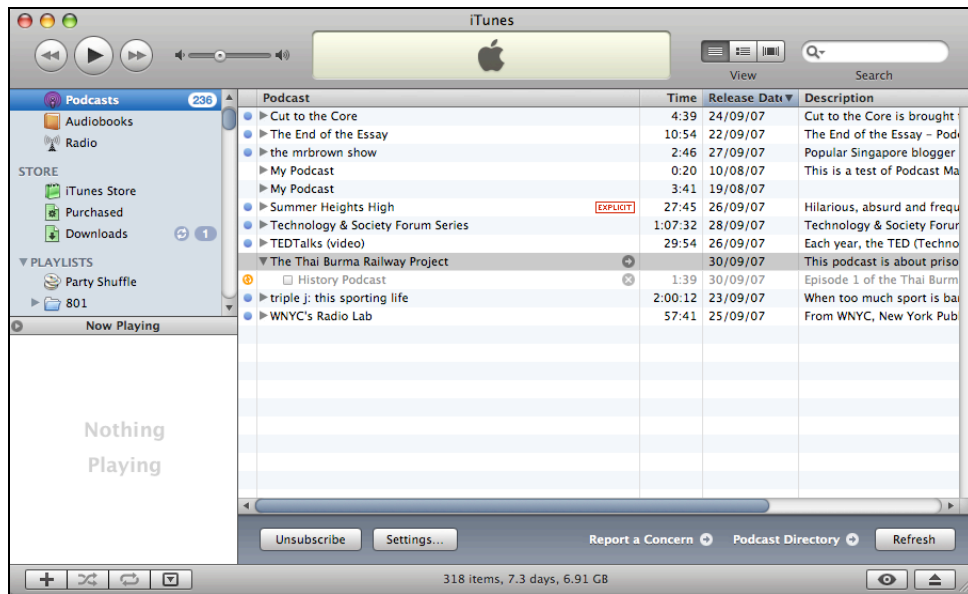
the following window will appear. Select Paste from the Edit menu to place a copy of the Feed URL or web address of the podcast into the window.



Click **OK**. The podcast will begin to download in iTunes. Check the **Downloads** window.



When the podcast has finished downloading click on the Podcast link to check the **Podcasts** window. Has it finished?



The finished podcast looks like this. The **Now Playing** button at the bottom left reveals the embedded graphics.

