

Audio Podcasting

Audio podcast is a type of podcast consisting of an episodic series of audio subscribed to and downloaded through web syndication or streamed online to a computer or mobile device. Podcasting is the process of creating and publishing podcasts. The process is called educational podcasting when podcasts are created for educational purposes.

To enable yourself to start podcasting you need to have all the tools that make the process possible. An integral part of that process is the recording of your podcast onto a computer. To be able to do this requires the audio software. You can do it using several programs, but Audacity is easy to use and free of charge.

Audacity

Audacity is a free digital audio editor and recording application, available for Windows, Mac OS X, Linux and other operating systems. Audacity was started by Dominic Mazzoni and Roger Dannenberg at Carnegie Mellon University. As of 10 October 2011, it was the 11th most popular download from SourceForge, with 76.5 million downloads.

Getting hold of a copy of Audacity

Audacity is free software that is available to download from the internet from the website:

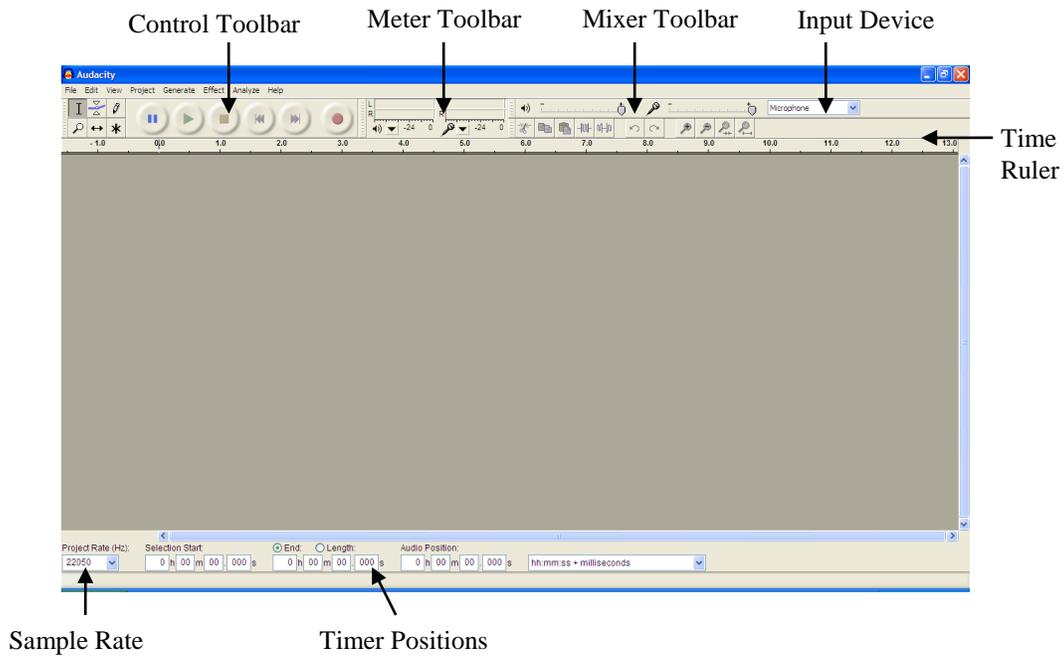
<http://audacity.sourceforge.net/>

or you can download from:

<http://www.biyep.com/ceit225/software/audacity.rar>

Getting Started

When Audacity is first launched may look a little daunting, thankfully at this stage we will only require a few of the available features. Shown below.



Control Toolbar

This toolbar works very much like a video or cassette recorder.



Record – initiates the recording of an audio file.



Pause – temporarily stops the recording or playback. This comes in useful if you record one part of your podcast and then want to prepare yourself for the next section. To restart the recording press the pause button again.



Stop – Ends the recording or playback. This must be done before any further editing is carried out.



Play – plays back a recording.



Back Skip - Skips to the beginning of the recording.



Forward Skip – Skips to the end or to a position where the cursor is placed.



The Cursor – This is a very useful tool that can be used to select a certain position in a recording or selecting a sample of the recording to be edited.

The only other feature that is important at this stage is the input device. If you click the drop down arrow you'll see a list of four options, we need to select the input we'll be using for vocal recording the **microphone**.

Considering Recording Conditions

When making a recording you need to remember the microphone will pick up most of the sound made around it during that time. Here are some tips to consider:

1. Background noise, the recording will pick up other sounds made in the room including other people talking, machine noise and telephone rings! To avoid this it is best to record in a quite and secluded room.
2. Microphone position, the microphone doesn't have to be too close to your mouth, as it tends to pick up unwanted noises like inhaling and exhaling, plus the recording tends to be loud if the microphone is too close.

However, when making a recording try to keep the microphone at a constant distance from your mouth because varying the distance changes the volume of the recording. This is helped by the use of a headset.

3. Try to do all the recording of a podcast on the same computer as different machines have different ambient sounds which will vary throughout the recording if not done on the same machine.

Starting Recording

Before you start recording just do a few last minute final checks, (i) Check your microphone is plugged in! and (ii) that the input is set to microphone and finally (iii) the sample rate is set at 44100Hz, this can be altered, but this is recommended.

Then press record and start speaking. As you talk, you will know it is working because a sound wave trace of your voice is produced. The other thing you may notice is the meter toolbar will move to

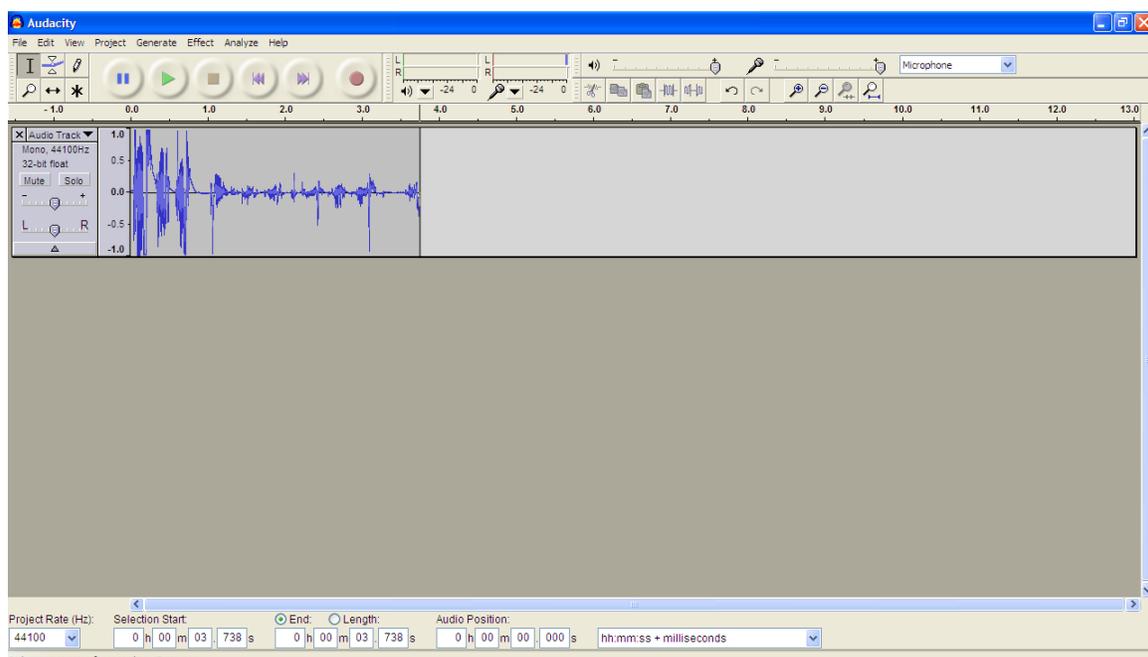


Fig 3

the sound of your voice, and finally the Timer Positions at the bottom of the screen will be counting, some these features can be seen in fig 3.

When you press stop an Audio Track summary will appear at the left hand side of the sound wave.

At this stage it's a good idea to listen to your record, it may be strange to listen to your own voice for the first time, but this is a natural reaction. However, at this stage were interested in the sound. If you think it is to loud, you can adjust the



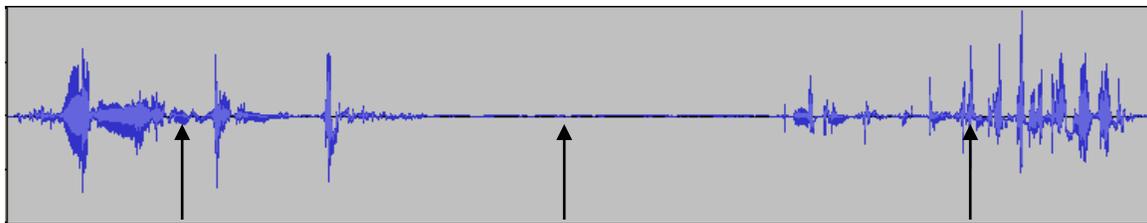
Fig 4

record volume level by moving the tab on the microphone section of the Mixer Toolbar (fig 4). It's a good idea to play with this until it's at a level that is suitable.

What if I make a mistake when recording?

When making a record it can be frustrating if you say the wrong thing or make a mistake, especially if you are doing a long recording, because you may come to the conclusion you'll need to start again. This is not the case, there is a simple step-by-step to over come it, outlined in fig 5.

1. DON'T PANIC!
2. I then recommend to be silent for about 3 seconds, this produces a flat-line in the sound that can be used to identify the mistake later.
3. If you require time to compose yourself press the Pause button to temporarily stop the recording. Then press the pause button again to continue the recording.
4. Then continue by repeating the section leading up to the mistake and carrying on with the correct dialogue.



Section with the mistake Silent for 3 seconds and may Continue with the correct dialogue

Fig 5

To remove the mistake, on completion of the recording, once you've pressed stop. Listen to the section in which you made the mistake to decide what needs to be removed. This may take a few attempts.

Once you've decide what needs to be removed from the recording, using the cursor highlight the section as seen in fig 6. This is done my left clicking the mouse at the start of the section, then, whilst holding down the left mouse button move the cursor along the require section.

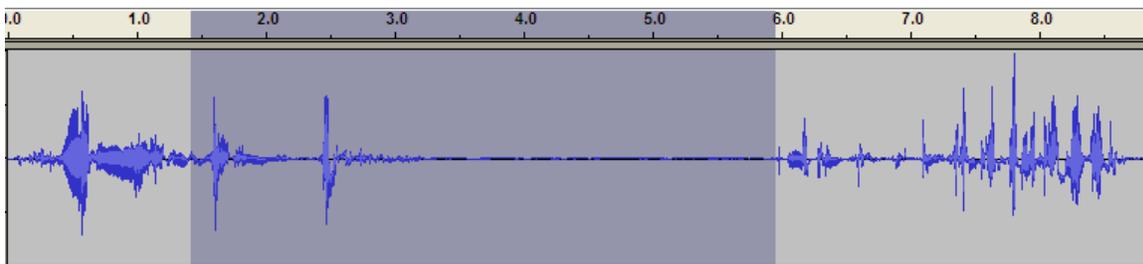


Fig 6

Then to remove this section of the recording press the Delete key on the keyboard and the sound wave will realign itself as shown in fig 7, shortening the length of the recording by the amount of time removed.

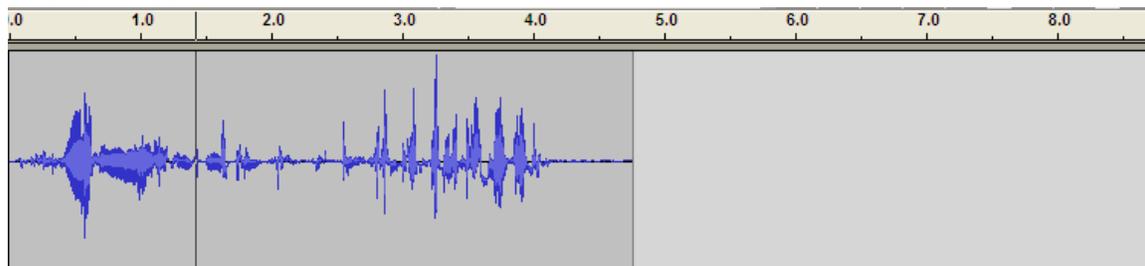


Fig 7

Saving Your Recording

You can save your product by going to the File Menu and selecting Save Project As... This option saves the recording as an 'Audacity Project' which is a format called .aup. The format can then be listened to again but only on Audacity software. Unfortunately this format can not be played on typical digital audio devices. Therefore the file has to be converted into an mp3 format, which is much more accessible, which can be done by selecting the Export As mp3 option on the File Menu.

Unfortunately Audacity doesn't have the inbuilt ability to do this, to achieve this therefore an add-on called lame_enc.dll has been downloaded from the internet and is also free. It doesn't have an install process, the file just needs to be on the computer.

Once the file is on your computer your recording can be converted to a mp3 format in the following steps:

1. On the File Menu select Export as mp3.
2. This leads to a save window, which requires you to name your recording and select where you would like to store it on your computer. Then select ok.
3. The first time this process is carried out the message shown in Fig 14 will appear. This is asking you to locate the lame_enc.dll file (will be given to you), select yes and then use the browser to find the file downloaded.

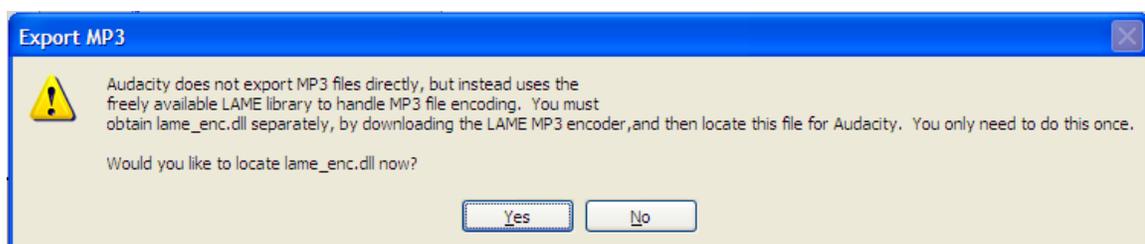


Fig 14

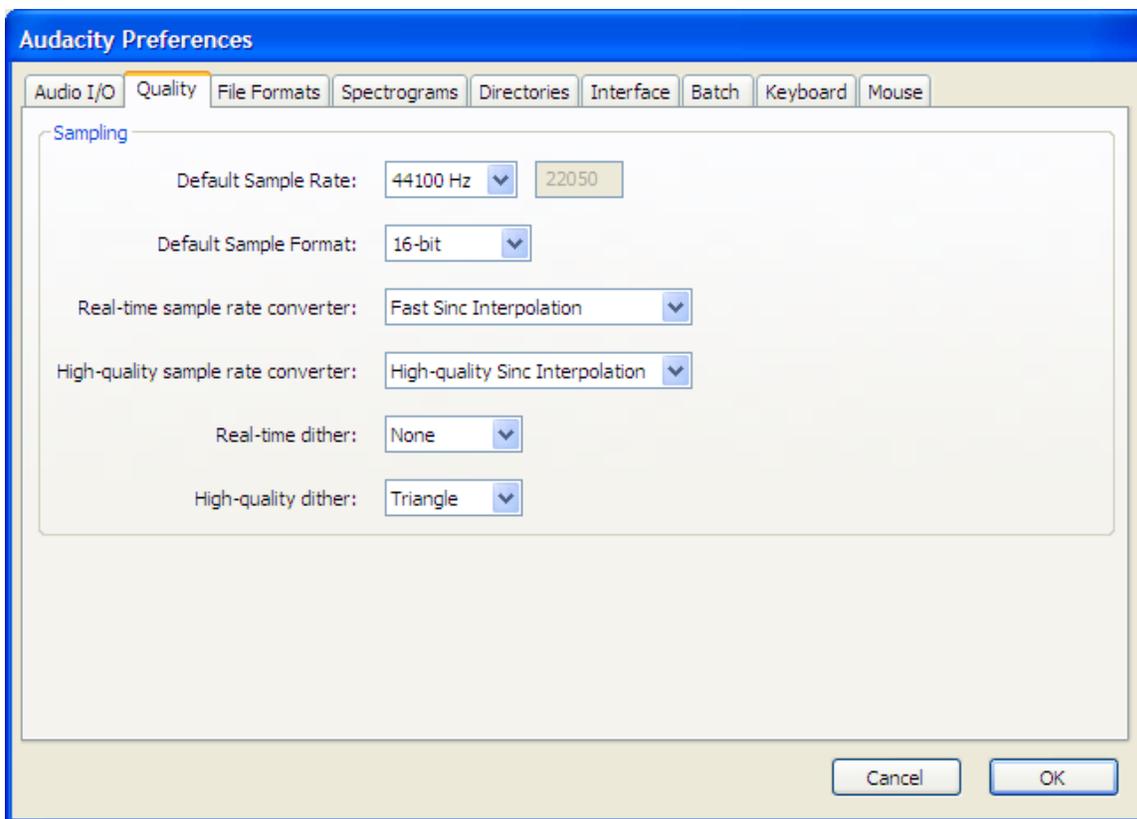
Thankfully this step of the process only has to be done once, from then on the Audacity will convert to mp3 quite happily and only steps 1 & 2 are needed to convert.

Considering File Size

When recording a podcast considering the file size is very important, because at the end of the project the file will be made available on the internet, and when getting files from the internet the larger they are the longer they take to download. Therefore they want to be made as small as possible. To achieve this with a sound file there are three variables that can be altered:

1. The sample rate, this is a measure of how many times a second the computer makes a recording of your voice. Audacity has default settings between 11025Hz and 96000Hz. Hertz (Hz) is a frequency measure of per second. Therefore, lower frequency means fewer recordings per second. Of course lower frequency also means lower quality.
2. Sample Format, this is measured in bit. It simple means how bits of computer memory space the recording uses for each second of recording. Therefore once again the lower the number the lower the quality.

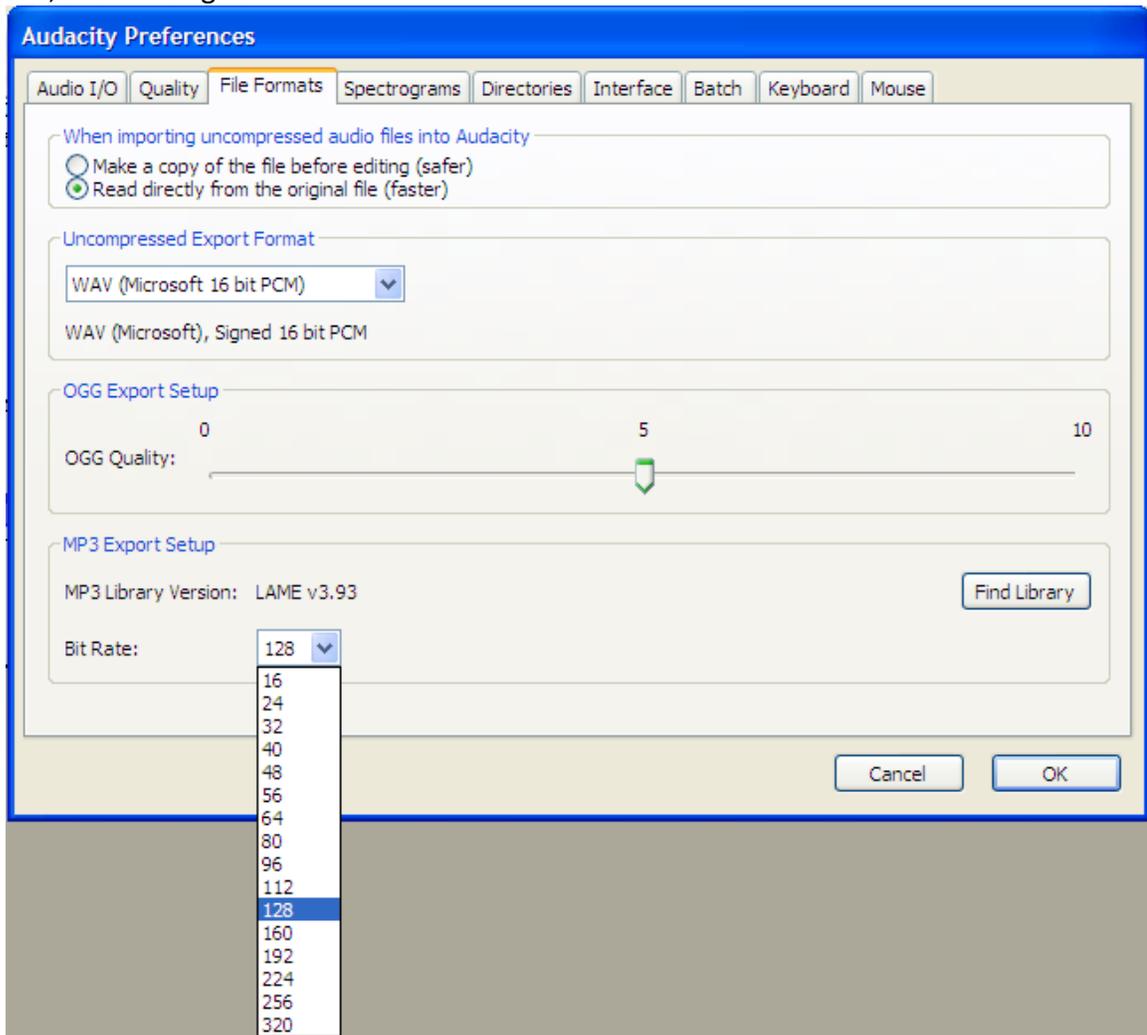
Both of these setting can be altered in the Edit Menu in the Preferences section. This opens a window called Audacity Preferences, once in this window select the Quality Tab as shown in fig 15.



The two variables discussed above can be changed in the top two drop down boxes. It is recommended the settings show of a Sample Rate of 44100Hz and a Format of 16-bit. These are also the settings used by the BBC to produce their podcasts.

- The final variable that can be altered is changing the Bit-rate of the mp3 created. An mp3 is a computer sound file and the Bit-rate is how many bits, or how much of that file is played back to you in one second.

This to can be altered in the Edit Menu in the Preferences section, this time in the File Format tab, shown is fig 16.



Audacity has a default setting of 128 and this is quite a typical rate for an mp3 file, however this quality is only required for music files. For a voice recording it can be much lower, and if the Bit-rate is much lower it decreases the file size dramatically.

The System

1. Go to <http://www.bivep.com/ceit225/e6digitID/>

Welcome!

Select Language

English ▼

Next

2. Select language as English and click Next.

Welcome!

Welcome to the Setup Wizard; just follow the simple steps to install Podcast Generator...

Looking for existing data generated by an old version of podcast generator...

Nothing to convert.

Now checking folders permissions

First Ill check correct writing permission in the images folder, media folder, and root folder where you installed the script.

Next

3. Let the system check the folder permissions. Click Next.

Now checking folders permissions

Media Directory is writable

Images Directory is writable

Root Directory is writable

Directories have correct writing permissions

You can proceed with Podcast Generator Installation...

Next

4. After checking, click Next.

Choose a username and a password for the admin page:

Username:

Password:

Please type again your password:

Next

5. Then type your username as e123456 (e and your 6 digit id, not seven!) and type your password. Click Next.

Step 5/5

Welcome!

Welcome to the Setup Wizard; just follow the simple steps to install Podcast Generator...

Creation of the configuration file...

Installation completed successfully :-)

Start managing your podcast!

- Click Start managing your podcast. After clicking, you should be directed to main page and you should see the login box.

Log in

User

Password

Log in

Change your podcast details

- After logging in, you should provide some information. For that, click Change your podcast details.

Your podcast details

- [Change your podcast details](#)
- [Validate this feed with w3c validation service](#)

- Fill in the form.

Podcast Title

Podcast Subtitle

Podcast Description

Copyright Notice

3. Click Send to finish.

Upload Your Recording

1. Click admin and then click New Podcast.

Episodes

- [New Podcast](#)
- [Edit/Delete Podcasts](#)
- [FTP Feature](#)
- [Manually regenerate xml feed](#)

2. Select the file and fill in necessary parts (title, short description, categories (it can remain as uncategorized)). Then, click Send.

Upload Podcast

Main information (required):

File*
 Dosya seçilmedi
Your server configuration allows you to upload files up to 100MB - If you need to upload larger files you can use the [FTP Feature](#)

Title*

Short Description*
(max 255 characters)

255 remaining characters.

Categories*
Select up to 3 categories for your episode...

Fields marked with * are required.

add extra information to this episode

3. If your podcast is successfully uploaded, you should see a screen like the one below.

Upload Podcast

Long description not present; I'll use short description...

Now processing the podcast file...

Original filename: *Podcast1.mp3*

New Name: *2013-04-23_podcast1.mp3*

File sent successfully.

4. If you click Home, you should see a screen like the one below.

Educational Podcasting

This podcast is designed for 7th grade students to teach them GoogleDocs.

PODCAST 23-04-2013 (11 MB)

Duration: 4:46 m - Filetype: mp3 - Bitrate: 320 KBPS - Frequency: 44100 HZ

Google Docsa Giriş

Google Docs



Download

Subscribing

1. Go to feedburner.google.com/ (use Google Chrome if possible).
2. Sign in with your google account. You should see the screen like the one below.

My Feeds エンジョイライフ!

✓ Welcome back, berkancx@gmail.com.

Looking for feeds you used to have at feedburner.com?

Claim your feeds now »

- OR -

Burn a feed right this instant. Type your blog or feed address here:

I am a podcaster! **Next »**

RSS PODCAST

3. If you click  icon on your podcasting site, you should see the screen like the one below.

This XML file does not appear to have any style information associated with it. The document tree is shown below.

```
<!-- generator="Podcast Generator 1.4" -->
<rss xmlns:itunes="http://www.itunes.com/dtds/podcast-1.0.dtd" xml:lang="tr" version="2.0">
  <channel>
    <title>CEIT225Podcasting</title>
    <link>http://biyep.com/new/pod2/</link>
    <description>
      This podcast is designed for 7th grade students to teach them GoogleDocs.
    </description>
    <generator>
      Podcast Generator 1.4 - http://podcastgen.sourceforge.net
    </generator>
    <lastBuildDate>Tue, 23 Apr 2013 22:18:39 +0300</lastBuildDate>
    <language>tr</language>
    <copyright>No Copyright</copyright>
    <itunes:image href="http://biyep.com/new/pod2/images/itunes_image.jpg"/>
  </channel>
  <image>
    <url>http://biyep.com/new/pod2/images/itunes_image.jpg</url>
    <title>CEIT225Podcasting</title>
```

4. This is the RSS feed. (Generally we copy the webaddress of this page, the XML, and paste it to any RSS viewer and in this way we subscribe to the content.)

In our situation, the feed will be : <http://www.biyep.com/ceit225/e123456/feed.xml>. The student list will be given to you and you can easily subscribe to anyone you want.

Paste the address of the feed into the textbox as seen below. Then, click Next.

Looking for feeds you used to have at feedburner.com?

[Claim your feeds now »](#)

– OR –

Burn a feed right this instant. Type your blog or feed address here:

I am a podcaster! [Next »](#)

5. Then, you should see a screen like the one below.

Welcome! Let us burn a feed for you.

The original blog or feed address you entered has been verified.

Here is what happens next in the setup process:

- ▶ FeedBurner will apply some of our most popular services to your new feed to get you started. (You can always modify or remove them later.)
- ▶ This new feed will be activated in your FeedBurner account.
- ▶ You may also set up some optional traffic stats tracking and podcasting services.

Give your feed its title and feedburner.com address:

Feed Title:
Enter a title to help identify your new feed in your account.

Feed Address:
The address above is where people can find your new feed.

[Next »](#) [Cancel and do not activate](#)

6. Click Next.

Congrats! Your FeedBurner feed is now live. Want to dress it up a little?

Subscribe to your feed (and share with others!) at:

[http://feeds.feedburner.com/ Ceit225podcasting](http://feeds.feedburner.com/Ceit225podcasting)

For your convenience, FeedBurner has applied the following services to your new feed:

- ▶ **BrowserFriendly** improves your feed's appearance in most web browsers and makes it easier to subscribe to
- ▶ **FeedBurner Stats** tracks basic feed traffic statistics

You control your feed. All services are optional and can be changed at any time.

You have completed Step 1 of 2. In Step 2, you may consider adding additional free **FeedBurner Stats** options for a more richly detailed view of your feed readership.

Next » or [Skip directly to feed management](#)

7. Click Next.

1. Claim your feed
2. Enhance Your Stats

Get More Gusto From Your Feed Traffic Statistics.

FeedBurner Stats automatically measures the general traffic level for your feed. You may also consider additional options that can give you insight into how engaged your audience is with your content. ([Tell me more about all FeedBurner Stats features.](#))

FeedBurner Stats automatically tracks:

- Circulation — How many people are subscribed
- Readership — What feed readers people are using
- Uncommon Uses — Other services and sites using your feed
- Clickthroughs — How often people click items back to your site
In order to track item clickthroughs, we redirect all links in your feed through FeedBurner. If you want us to leave your links untouched, leave this option unchecked.
- Item enclosure downloads (podcast downloads)

I want more! Have FeedBurner Stats also track:

- Individual item views and resyndication — Popularity of individual items
- Reach — Number of people who viewed or clicked the content in your feed

« Back
Next »

8. Click Next.

CEIT225Podcasting



  [Edit Feed Details...](#)
[Delete Feed...](#)
[Transfer Feed...](#)

 You have successfully updated the feed "CEIT225Podcasting"

9. When you click the button as seen below, you can see the output.

CEIT225Podcasting



  [Edit Feed Details...](#)
[Delete Feed...](#)
[Transfer Feed...](#)

 You have successfully updated the feed "CEIT225Podcasting"

Current Feed Content

Google Docsa Giriş

Posted: Tue, 23 Apr 2013 22:18:39 +0300

Google Docs

MEDIA ENCLOSURE: http://feedproxy.google.com/~r/Ceit225podcasting/~5/6PzGWiAgsil/2013-04-23_podcast1.mp3

10. If you check the address of the page frequently (in this case [http:// feeds. feedburner. com/ Ceit225podcasting](http://feeds.feedburner.com/Ceit225podcasting)), you can reach the new content by the podcast publisher.

Assignment

You are required to create an audio podcast.

- The minimum duration should be 3 minutes.

You are also required to subscribe to at least one person's podcasts.