### Scene # 1: Podcast Video

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Title: Title Slide

On-Screen	Programming Notes
Photo of headphones around microphone.	Have photo come in with some sort of animation.
	Background music starts and plays throughout the video.

### Narration

Have you ever wondered how to start a podcast? Is it easy? Could I really do it? The answer is YES you can start a podcast! Just follow these few steps and you will be on your way to starting your podcast.

#### Scene #2

Title: Step 1: Concept

On-Screen	Programming Notes
-Step 1: Concept Slide -? mark (what where who how when why) slide - light bulb slide -business slide -nametag pic slide	-Photo appears with some sort of noise like a pop or bubbleAnimation to fade in other photos -Each photo on screen at least 5 seconds

#### **Narration**

- -Step 1: Concept
- -The first question to ask is why am I starting this podcast? Then ask yourself what will my podcast be about?
- -Make sure to pick a topic and theme that you are passionate about and excited to research and discuss.
- -Do market research and listen to other podcasts that are similar to what you want to do.
- -Come up with a name that is catchy and ties into your topic.

#### Scene #2

**Title**: Step 2: Format

On-Screen	Programming Notes
-Step 2: Format -Co-host slide -Interview format slide	-Photo appears with some sort of noise like a pop or bubbleAnimation to fade in other photos -Each photo on screen at least 5 seconds

### Narration

Do you want to host the podcast by yourself? Or are you better with a cohost? Decide what types of segments you want to keep it interesting. You can do interviews, games, news recaps....the possibilities are endless. Also decide how long you want your podcast to be and how often you want release episodes.

#### Scene #3

Title: Step 3: Record

On-Screen	Programming Notes
-Step 3: Record -Photo of microphone slide -Photo of recording room slide -Photo of 2 people recording slide	-Photo appears with some sort of noise like a pop or bubbleAnimation to fade in other photos -Each photo on screen at least 5 seconds

### Narration

Find a good microphone, a spot with good acoustics and recording software. Now you are ready to record. The first few recordings won't be perfect so don't be too hard on yourself. Once you establish a good rhythm then you can record multiple episodes in one sitting to have plenty of good content ready to go.

#### Scene #4

Title: Step 4: Edit

On-Screen	Programming Notes
-Step 4: Edit -Photo of computer editing	-Photo appears with some sort of noise like a pop or bubbleAnimation to fade in other photos -Each photo on screen at least 5 seconds

### Narration

Next comes editing which can take some time. With the right software you can edit podcast in no time. There are a couple of free options, but the best editing options may require a small investment.

#### Scene #5

**Title**: Step 5: Host Podcast

On-Screen	Programming Notes
-Step 5: Host Podcast -Photo of Soundcloud -Photo of google, spotify, apple	-Photo appears with some sort of noise like a pop or bubbleAnimation to fade in other photos -Each photo on screen at least 5 seconds

#### Narration

You have to choose a place to host your podcast and obtain your RSS feed. One major hosting site is soundcloud. Once you obtain your RSS feed then you can decide where you want listeners to be able to access your podcast. Some popular places are Apple podcast app, google podcast, and spotify.

### Scene #6

Title: Step 6: Upload

On-Screen	Programming Notes
-Step 6: Upload slide -Photo of podcast app on cell phone slide	-Photo appears with some sort of noise like a pop or bubbleAnimation to fade in other photos -Each photo on screen at least 5 seconds

### Narration

Make sure you follow all guidelines and upload your RSS feed to your chosen site. Once RSS feed is uploaded your podcast will constantly update as you add more material.

#### Scene #7

Title: Step 7: Launch

On-Screen	Programming Notes
-Step 6: Launch slide -Photo of facebook on cell phone slide	-Photo appears with some sort of noise like a pop or bubbleAnimation to fade in other photos -Each photo on screen at least 5 seconds

### Narration

Now it's time to let everyone know that your podcast is live, and you want them to listen. Determine the best social media site to publicize your podcast. Determine other avenues to market your podcast including blogs, websites, etc. Get people pumped up and excited about listening to your podcast.

#### Scene #8

Title: Step 8: Have Fun!

On-Screen	Programming Notes
-Step 8: Have Fun slide -Believe in yourself slide -Fireworks slide -Do something great slide	-Photo appears with some sort of noise like a pop or bubbleAnimation to fade in other photos -Each photo on screen at least 5 seconds

#### **Narration**

You did it! Don't let doubt creep in and keep you from recording episodes. There is someone that wants to listen to what you have to say.

It's okay to celebrate launching your podcast and have fun as you go on this journey.

You are awesome and your podcast will be awesome. Who knows what the future may hold? Enjoy the moment and do something great through your podcasts.

Starting a podcast takes some work but YOU CAN DO IT. If you follow these steps you will be ready to launch in no time.