

PRESENTATION

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AIJUKA
ANDREW

HOW TO PRODUCE A PODCAST

aaijuka@infonile.org



INTRODUCTION

- A podcast is a collection of digital audio files that are available on the internet for one to listen in or download.
- Unlike radio, the listener has the control to pause and playback at their time of convenience.




Podcast production involves several steps including *planning*, *recording*, *editing*, and *publishing*.

Here are some steps to follow:



YOUR TAGLINE



1. Choose a *theme and format* for your podcast.

2. Get a good *audio kit*

3. Download and install a recording and editing software. (*Adobe Audition*)

4. Plan and script your episodes.
(*sonix*) This is an audio to text app.

5. *Record* and edit your episodes.




YOUR TAGLINE

What next after
production?

PUBLISHING AND DISTRIBUTION

Publish and promote your podcast by uploading it to a hosting platform that will store and distribute your podcast to various directories and apps, such as *Spotify, Apple Podcasts, Google Podcasts, etc.* Some popular hosting platforms are *Anchor, Podbean, Buzzsprout, and Libsyn.*



1. Interview format.
2. Co-host conversation format.
3. Monologue format.
4. Storytelling format: E.g [the Hurricane tapes](#)
5. Bite-sized format.



Types of Podcast
Formats

A teal-colored decorative shape, resembling a stylized 'X' or a cross with rounded corners and a central diamond-shaped cutout. The shape is centered on the page.

Exercise