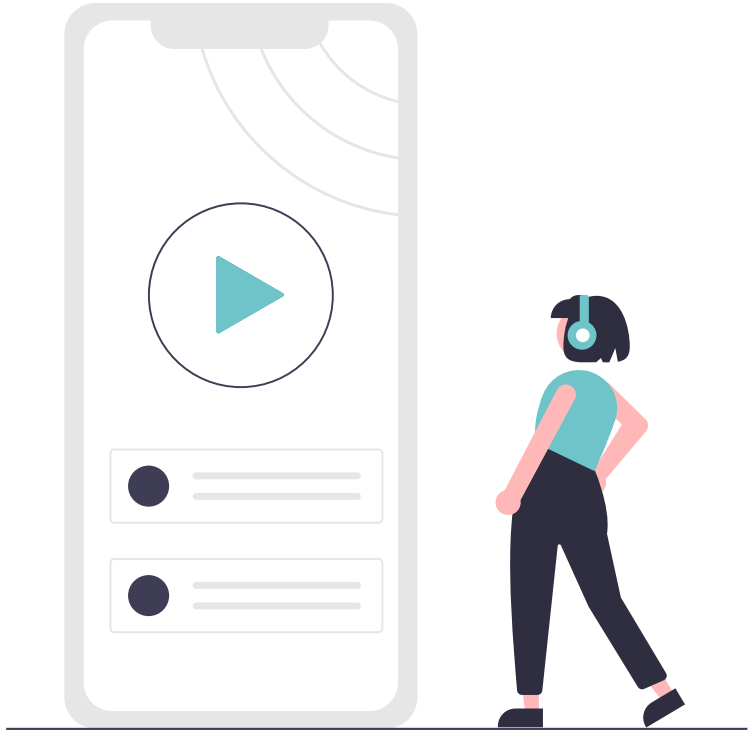
CREATING LECTURE PODCASTS



Gain the “know-how”

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LEARNING OBJECTIVES

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- Know how to create **edited audio recordings**
- Know how to create **audio with soundscapes**

HOW TO PREPARE

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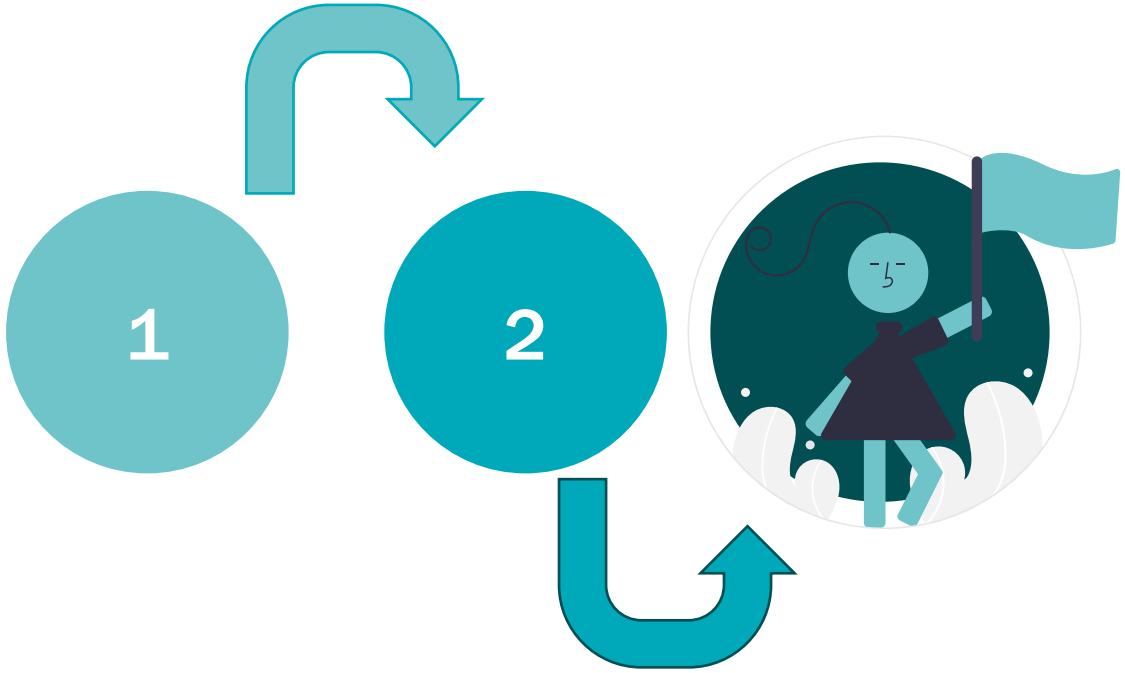
Brace yourself and get ready:

Write your script	Jot down the key words and main concepts you are going to discuss in your podcast, and then start to build your script.
Set your recording equipment	You need a fully functioning recording set, including a device to record audio with good quality and an audio interface. **Audacity** is one of the most used ones because it is a **free**, open source and cross-platform.
Rehearse your script	Do not rush into recordings, take your time to read the script out loud a few times until you feel confident enough to stand behind your microphone.

Facilitator box:
Read "The influence of podcasting on student learning: a case study across two courses" to find out more about how students use lecture podcasts.

HOW TO CREATE YOUR OWN LECTURE PODCAST

Once you are ready to go, all you have to do is follow the next 3 steps to create your own lecture podcast!



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STEP 1

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Launch Audacity and choose your preferred:

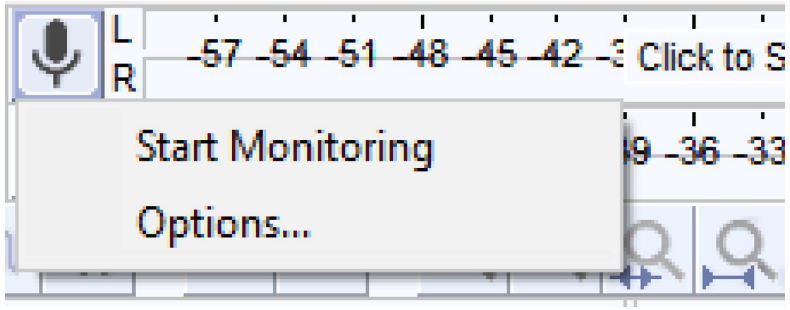
- Audio host
- Recording device
- Recording channels
- Playback device

In the *Recording Channels* dropdown menu choose whether you want to record in mono (1 channel) or stereo (2 channels)

STEP 2

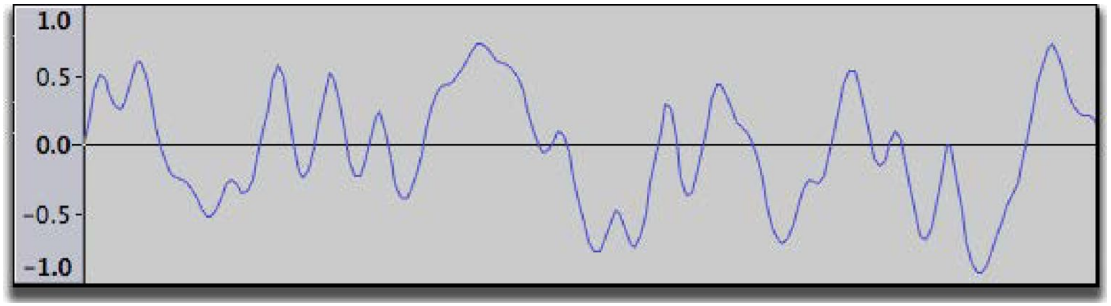
Turn on the monitoring

Click on the microphone symbol in the recording meter and start monitoring your audio input.



Make a few recording tests to check that everything is working properly

The waveform resulting from your recorded audio should look like this one below, with no clippings (i.e. tops and bottoms of the wave chopped off).



STEP 3

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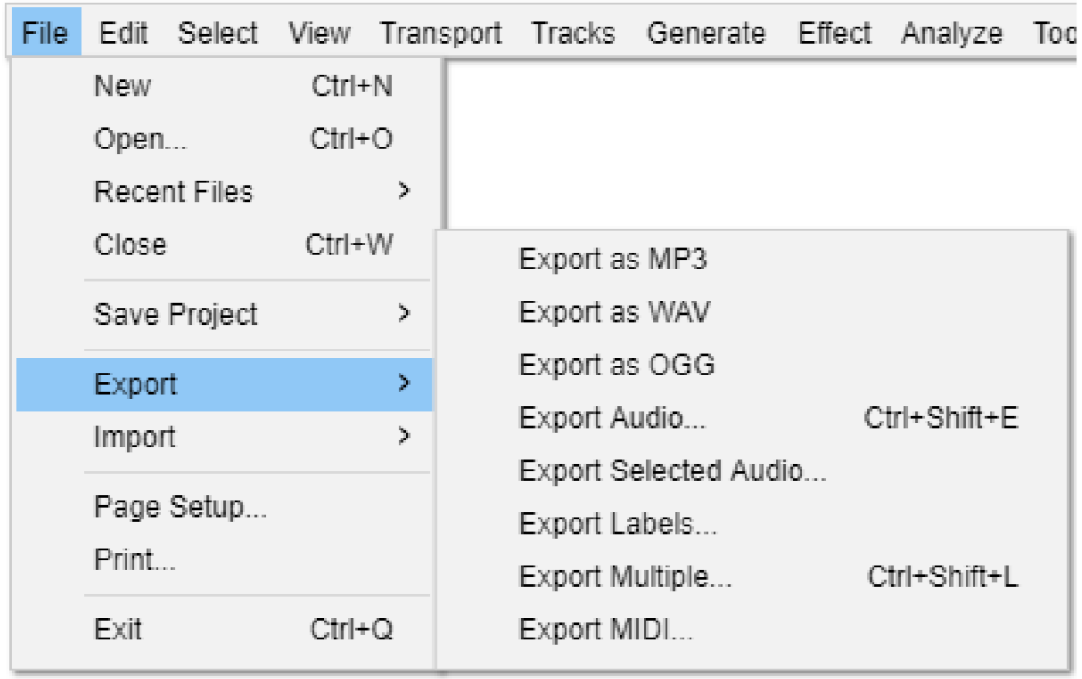
Export your audio file

When you are happy with the result, export it by selecting the preferred file format to play it in a different device and/or software.



OTHER RESOURCES

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[Watch this video tutorial to find out more]

WHAT TO AVOID

There are many **mistakes** and **pitfalls** that are quite common for teachers. Be aware of them and differentiate yourself from the others!

1. Do not make yet another podcast. Be original and creative
2. Follow your script. Improvisation does not always pay off
3. Avoid poor recording quality, which might discourage learners to listen until the end of the podcast
4. Avoid extensive pauses

EVALUATE YOURSELF!

You should speak with a flat voice and try to avoid stressing some words and/or phrases throughout your speech.

Click on the correct answer

A. True

B. False

EVALUATE YOURSELF!

Answer A is incorrect!

Speaking with a monotone voice would make your audience easily get bored and inattentive. Pitch and pace variations, on the contrary, will help you hold the attention of your listener and engage with him/her.

EVALUATE YOURSELF!

Answer B is correct!

Speaking with a monotone voice would make your audience easily get bored and inattentive. Pitch and pace variations, on the contrary, will help you hold the attention of your listener and engage with him/her.

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ADD BACKGROUND MUSIC TO YOUR PODCAST WITH AUDACITY

Audacity®

HOW TO PREPARE

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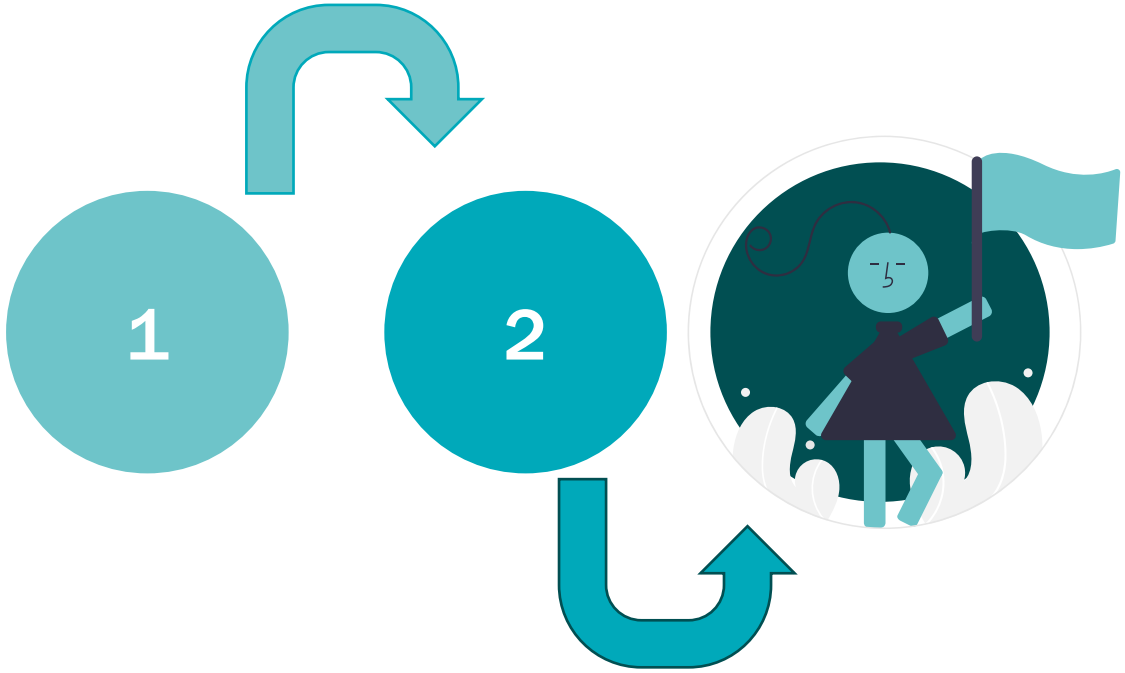
Brace yourself and get ready:

Select the music and/or sound effects	Podcasts are more engaging and effective when your voice is mixed with additional sounds and music in the background. Choose them carefully and check if **copyright** conditions apply.
Look for quality	Check that the selected music or sounds effects are of **good audio quality,** making sure that they will not sound bad on your recording.
Adjust your script	Add notes in your script about the soundscapes you want to include in your podcast, specifying the type and length of the additional sound.
Test it	Soundscapes are efficient as long as they match with your speaking. Make a few tests to get familiar with them and assess their consistency with your discourse.

Facilitator box:
For royalty free soundtrack you can check here the Free Music Archive.

HOW TO CREATE YOUR PODCAST WITH AUDACITY

Once you are ready to go, all you have to do is follow the next 3 steps to level up your podcast with Audacity!



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STEP 1

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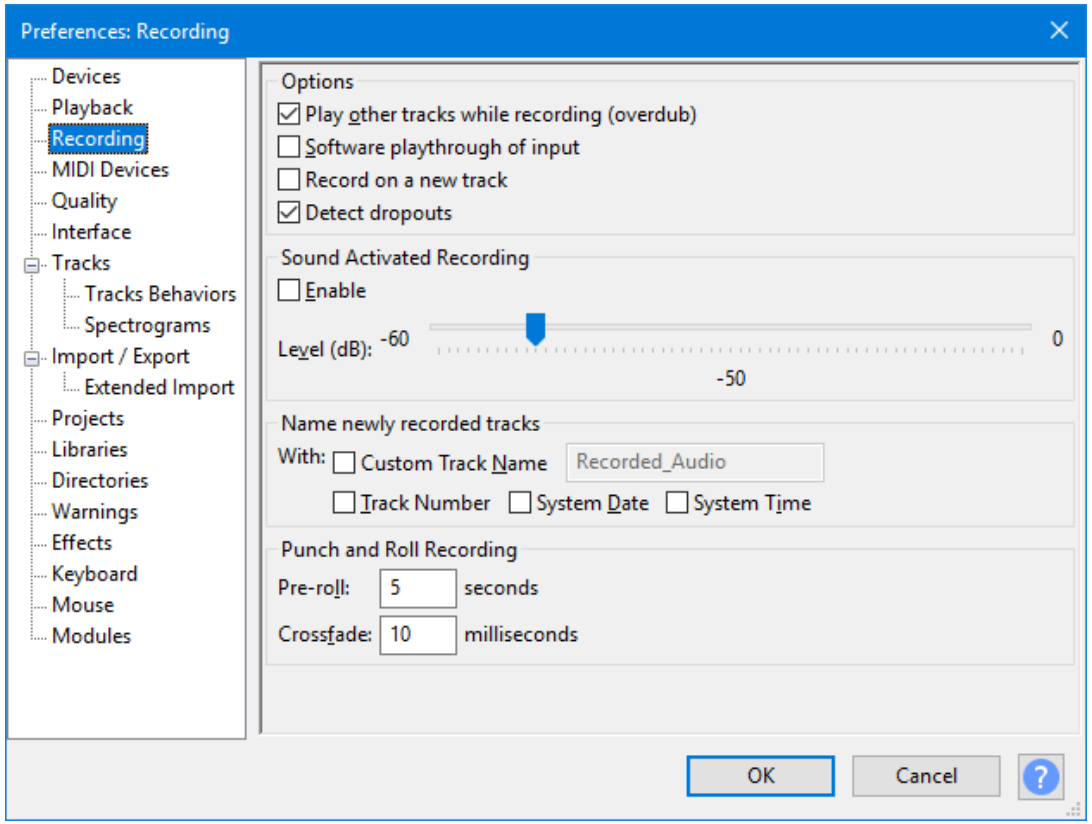
Record your speech

Try to place your microphone so it picks up a minimum of the room's noise (including computer noise)

Hear the background music while recording your speech

You should first of all make sure that the option *Overdub* is checked on your Audacity interface. Then, use the headphones to listen to the background track, so that the microphone will only pick up your voice



STEP 2

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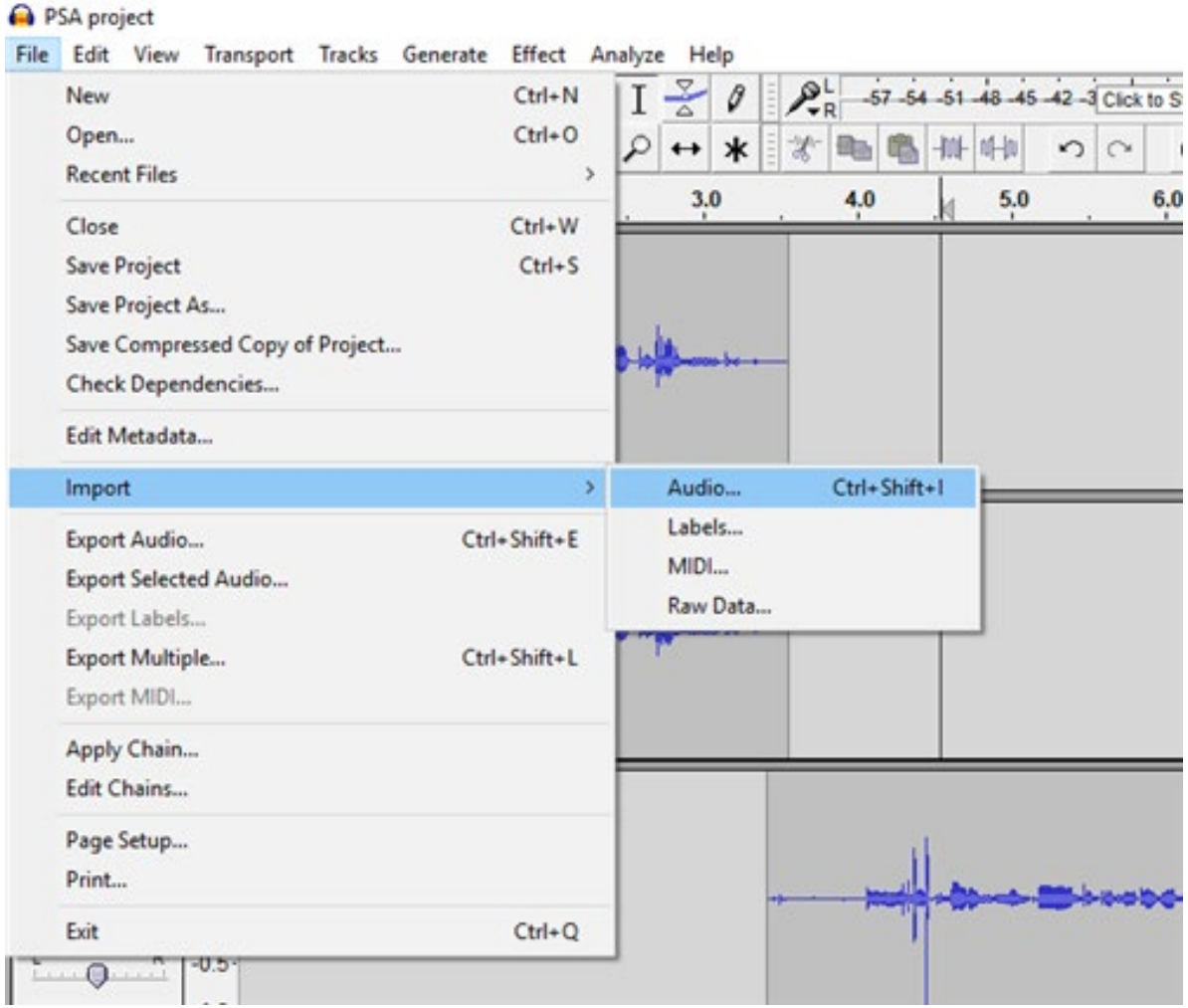
Import the background music file on your project

Click on *File > Import > Audio* to choose the audio file you selected and Audacity will put it in the project's own stereo track.



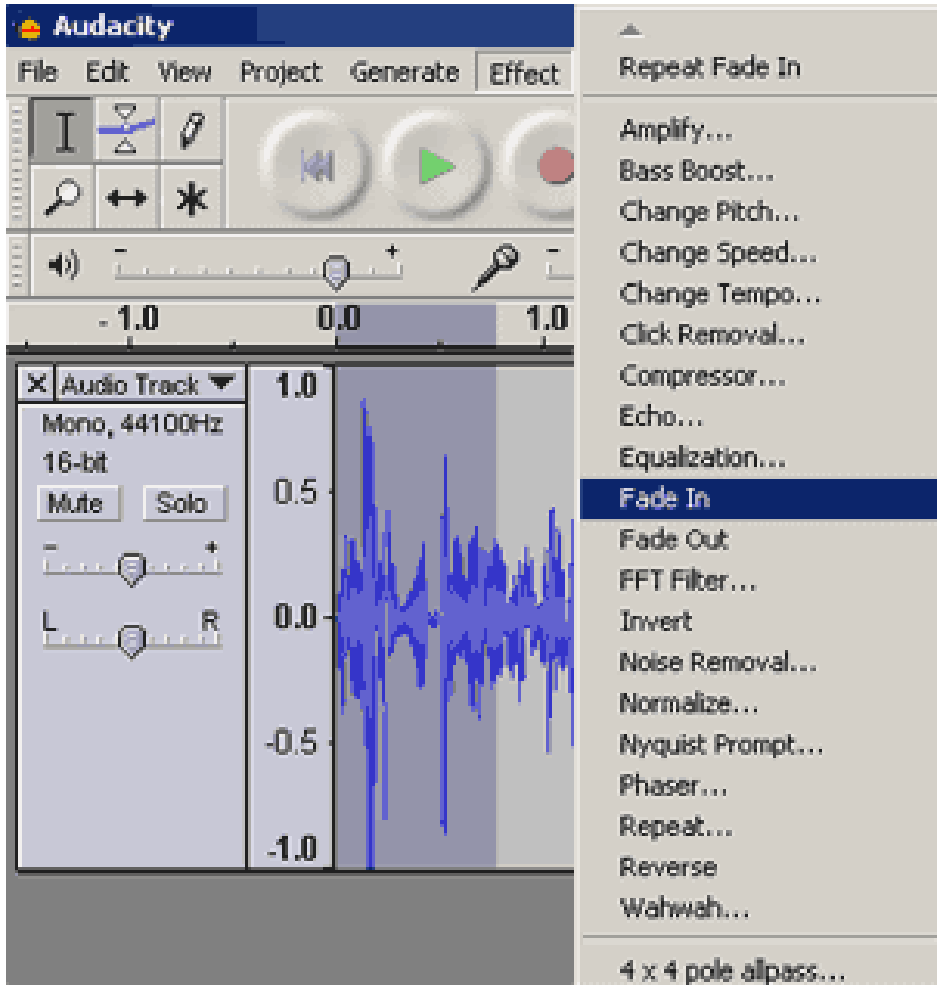
Click the *Skip to Start* button on the Transport Toolbar, then click the *Play* button. Note that Audacity **automatically** mixes the music and speech for you. Click the *Stop* button image of stop button when you are done. The *Mute* and *Solo* buttons can be used to control which track will be heard when clicking on the *Play* button.

STEP 3

Drag the narration clips to line them up with the background music's points where you want them to start

When you have the narration clips where you want them to be, adjust the volume of the background music so your listener can hear what you are saying.

If you want to fade out the music, first find the point where you want the effect to begin. Then choose *Select* > *Region* > *Cursor* to track end, than choose *Effect* > *Fade Out*.



OTHER RESOURCES

QUALITY Blended Learning

[Watch this video tutorial to find out more]

WHAT TO AVOID

There are many **mistakes** and **pitfalls** that are quite common for teachers. Be aware of them and differentiate yourself from the others!

1. Copyright infringement of selected music and sounds can be a serious issue, especially if you decide to distribute your podcast online. Always check for the terms and conditions of the files you add to your podcast.

2. When you stop to make a correction, you do not need to start over again. Just go back to the start of a natural break - sentence or phrase - and start again in a normal voice. Mistakes, pauses and coughs can be edited later with little effort.

3. Do not break your discourse with a large use of interjections (uhm, ahem, etc.).

EVALUATE YOURSELF!

Podcasts can be a great aid for learners with visual impairments.

Click on the correct answer

A. True

B. False

EVALUATE YOURSELF!

Answer B is incorrect!

Lecture podcasts can effectively support learners with visual impairment throughout the duration of the course, thus avoiding a potential barrier for the whole teaching process.

EVALUATE YOURSELF!

Answer A is correct!

Lecture podcasts can effectively support learners with visual impairment throughout the duration of the course, thus avoiding a potential barrier for the whole teaching process.

THANK YOU!

This slides were created by the Quality Blended Learning Consortium

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Co-funded by the
Erasmus+ Programme
of the European Union