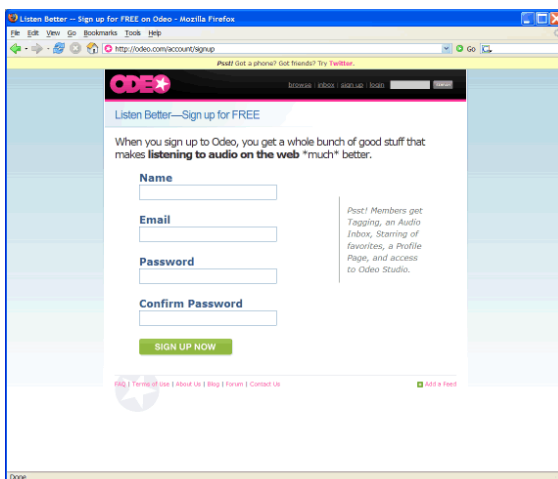
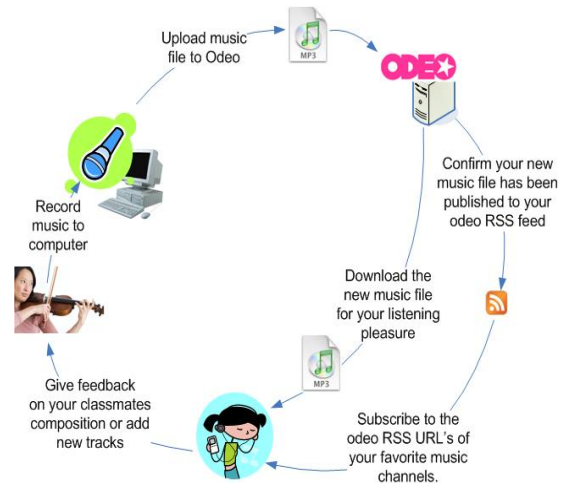


Setting up an Odeo Podcast

This document describes the steps required to create a podcast using the odeo podcasting service (<http://www.odeo.com>). Odeo is an internet service that stores and publishes sound files. The sound files can be created on the odeo website or they can be created on your computer and then uploaded. Once the sound files are on the odeo web site they will be automatically published to your personal RSS URL so other people can subscribe to your music channel. Every time you add a new sound file they will be notified. Keep in mind that a podcast isn't just one sound file, it is an ongoing collection of sound files. A podcast is like listening to a regular radio broadcast.



Step 1. Creating an odeo account.

Go to the odeo site (<http://www.odeo.com>) and create a new account. Remember to keep your personal information to a minimum. Once you have created your new account, log out of odeo. And log back in to odeo, this way you are checking your account was set up correctly and you have remembered your password.

Step 2. Take a look around.

Explore the odeo site, listen to what other people are saying and doing. Find a few music tracks.

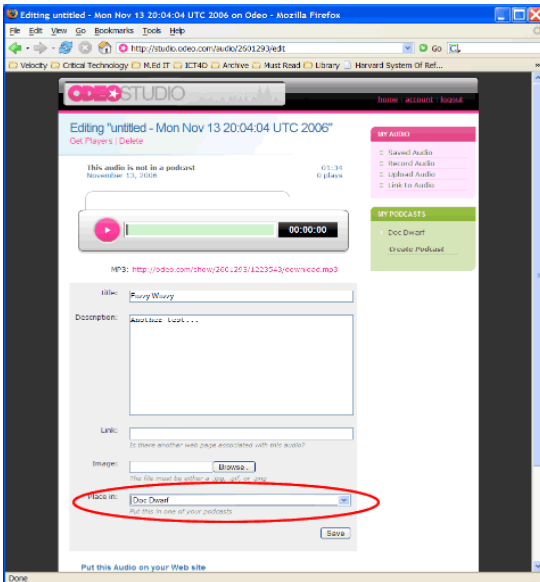
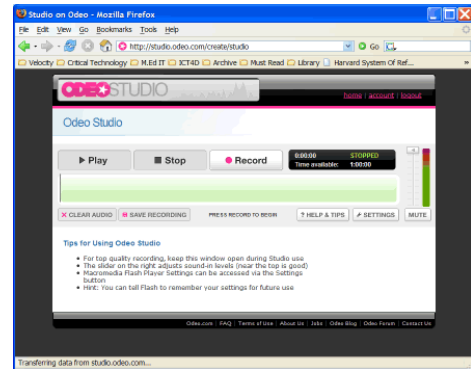
Find some that you like. Take the time to listen to a few podcasts, and take the time to download a few mp3 files. The best way to download the files is to right click of the [download mp3](#) link and "Save Link As...". Have fun.

Step 3. Odeo studio

Now it is time to create your own podcast with odeo. To create a podcast you need to log into the odeo studio, this site can be found at <http://studio.odeo.com>. To login to the odeo studio using your odeo account created in step 1. Once you have logged in to the studio you will see a number of tasks you can perform, these include; recording new audio, uploading audio, referencing audio from somewhere else, and setting up another podcast channel. Keep in mind you already have a podcast channel set up with your account.

Step 4. Recording a podcast

To record your own podcast select the “Record New Audio” task. This should take you to a web page with the ability to record sound. You may need to install and authorize Macromedia Flash for this page to allow recording. Once you have access to this page, I suggest you play around with the ability to record. Once you have a recording you like, remember to save the recording.



Step 5. Saving your podcast

When you press the “SAVE RECORDING” button on the odeo sound recorder you will be directed to another web page to provide a title, description, link, image and place for you new sound file. The two important entries are the title and place in fields. In particular, from the drop down box, choose the name of the podcast where you want your sound file to be. Have some fun and create a few more files in you podcast.

Step 6. Your podcast channel

After you have created a few files for your podcast you can look at its contents by clicking the entry in the “MY PODCASTS” section of the

odeo studio. The entry available should have the same name as the name you chose when you were setting up your odeo account.

Step 7. Look around

Odeo and the odeo studio have many features. You are able to edit the descriptions of each sound file, you can add a picture to each podcast file, you can upload files, you can subscribe to other peoples podcasts. Have some fun, see what you can do. Remember, only include as much personal information as you feel comfortable.