

# Podcasting with GarageBand

Podcasts are like radio or TV shows that are downloaded over the Internet. Users can download an individual podcast episode or subscribe to a podcast series. You can create podcast episodes in GarageBand, then upload them to the Internet.

## Start a New Podcast Episode

1. In GarageBand, choose File > New.
2. Click on Podcast Episode.
3. Type in a name for your podcast episode, then click Create.

## Add Narration

1. Click on the Male or Female Voice track.



2. Click the Record button (the red circular button) to start recording.
3. When you are finished playing, click the blue Play button to stop recording (or press the Spacebar).

Once you have recorded a narration or other sound, you have created a podcast and you can export it to iTunes for uploading to the Internet (see the instructions at the end of this guide). However you may want to edit your narration, add background sounds, or add pictures. The instructions below will guide you through these steps.

## Add Podcast Sounds



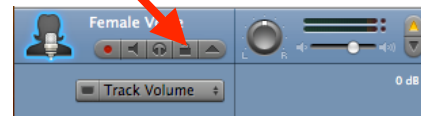
1. Click the Loop Browser button (button with the eye icon).



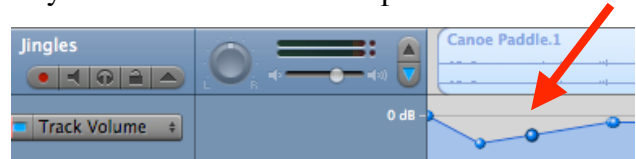
2. Click the Podcast Sounds View button in the Loop Browser.
3. Click the category of sounds you want to view.
4. Click a loop to preview it.
5. Drag a loop to the timeline to add it to your project.

## Adjust the Volume

Follow the steps below to change the volume in one part of a track.



1. Click the triangle in the track's header.
2. Choose Track Volume from the pop-up menu.
3. Click the volume or pan curve at the place you want to add a control point.



4. Drag the control point up or down to change its value. Drag it left or right to move it to a new point in the timeline.



- **To change the volume level of the entire track:** In the Track Mixer, drag the track's volume slider to the left (lower) or right (raise).

(If the Track Mixer is not showing, click the triangle next to the word "Tracks" at the top of the GarageBand window.)

## Delete Part of a Track


1. Place the playhead at the beginning of the section you want to delete.

The playhead is the line running vertically through the timeline showing the point currently playing. To move the playhead, drag the blue triangle at the top.

2. Choose Edit > Split.
3. Place the playhead at the end of the section you want to remove, then choose Edit > Split.
4. Click on the section you want to delete and press the Delete key on your keyboard.

- **To delete an entire track:** Click on the track to select it, then choose Track > Delete Track.

## Add Artwork

1. If the Media Browser is not visible on the right, click the Media Browser button. 
2. Click Photos at the top of the Media Browser, then navigate to the music you want.
3. Drag each photo you want from the Media Browser to the Podcast Track.

⇒ You can also drag graphic files directly from the Desktop onto the Podcast Track.

## Move and Adjust Duration

- **To a move a track region:** Drag the region left or right.

You can adjust the amount of time the artwork is displayed or that an audio clip plays. To do this, you resize the track region in which it is located.



- **To a resize a track region:** Move the pointer over the lower half of one edge of the region (the pointer changes to a vertical line with an arrow), then drag the edge of the region to shorten it or lengthen it.

## Export to iTunes

When your podcast is completed, you can send it to iTunes so that it may be downloaded to an iPod or other MP3 player, inserted into a PowerPoint presentation, or uploaded to the Internet.

- **To export a podcast to iTunes:** Choose Share > Send Podcast to iTunes.