

A short outline of what happens in the process per episode.

1. Record raw file
2. Edit in Garageband/Audacity/whatever
3. Process through [www.auphonic.com](http://www.auphonic.com)
  - a. Set to podcast volume, publish in mono at 64 to 112kbps.
4. Write show notes/transcript (Can be done as #1)
5. Upload to host, add show notes.
6. Check in your subscription through your podcatcher that it has actually published.

Recording an interview

1. If in the same location:
  - a. Move mic back and forth
  - b. Separate mic for each participant (May require a mixer to ensure separate tracks for editing.)
2. If in separate location:
  - a. Skype:
    - i. Record the whole conversation with an external mic
    - ii. Purchase app to record Skype conversation on laptop.
    - iii. Ask guest to record their end and then send file to you.
      1. (iii) requires syncing as both computers will run at slightly different times.
  - b. Cast
    - i. Files synced
    - ii. No need for guest to record and send files (Makes their life easier)
    - iii. No need for Skype address, send them the Cast link.
    - iv. Provides hosting (not sure of the quality nor the service)