

Exercise #3

Record a Podcast for Your Library Customers

In this exercise you will plan, record, and edit a 2 to 3 minute audio podcast promoting a service, resource, event for your library or...

Instructions: Plan and record a 2 to 3 minute podcast promoting a service, resource, or event for your library, or anything else you think would be useful for your customers.

A. Plan your podcast

1. Decide on a topic for your recording.
2. Write a script outline or bullet points of what you'd like to cover in your podcast. Be sure to introduce yourself at the start and say the name of your library and the purpose of or what you plan to cover in the podcast.
3. Record and save it.