

Podcasting Elements	Awesome Podcast	Cool Podcast	L Podcast
<b>Introduction</b>	<ul style="list-style-type: none"> <li>-Tells the audience what to expect in the podcast.</li> <li>-Tells who is speaking</li> <li>- Has some music loops</li> <li>- Mentions the date</li> <li>- Tells the audience where they are in the world</li> </ul>	<ul style="list-style-type: none"> <li>-Tells who is speaking</li> <li>-Needs to add what the podcast is about.</li> <li>- Needs to tell when the podcast was made.</li> </ul>	<ul style="list-style-type: none"> <li>-Needs to add an introduction</li> <li>-Needs to add who is speaking, when the podcast was made and what it's about.</li> </ul>
<b>Art work</b>	<ul style="list-style-type: none"> <li>-The artwork used is relevant to the speaker, matches what is being said in the podcast. and is copyright free or had permission given to use in the podcast</li> <li>-Synchronises with the audio</li> </ul>	<ul style="list-style-type: none"> <li>-Timing of the artwork with the audio needs to sync.</li> <li>-The artwork needs to be resized.</li> </ul>	<ul style="list-style-type: none"> <li>-Needs to be about the podcast</li> <li>- Needs to add artwork</li> <li>-Check the copyright issues</li> <li>-Make it easier to see by changing the background colors and font.</li> </ul>
<b>Internet links</b>	<ul style="list-style-type: none"> <li>-Links are made on the artwork to websites that are relevant to what is being spoken about.</li> <li>-Synchronises with the audio</li> </ul>	<ul style="list-style-type: none"> <li>-The links need to be mentioned in the audio</li> <li>-The links need to sync with the audio</li> </ul>	<ul style="list-style-type: none"> <li>-Needs to find some relevant links and add them to the podcast.</li> </ul>
<b>Audio/music</b>	<ul style="list-style-type: none"> <li>-Speech is easily heard and makes sense.</li> <li>-A logical order of information is given that follows the introduction.</li> <li>-Music is ducked and adds to the mood of the PodCast.</li> </ul>	<ul style="list-style-type: none"> <li>-Some parts need to be rerecorded to give them better sound.</li> <li>-Sound levels need to be adjusted.</li> <li>-Needs to duck music</li> </ul>	<ul style="list-style-type: none"> <li>-Is hard to hear.</li> <li>-Order needs to change</li> <li>-Speed needs to be adjusted</li> <li>-Background noises need lowering or omitting.</li> <li>-Needs to add music loops.</li> <li>-Check copyright issues</li> </ul>
<b>Information</b>	<ul style="list-style-type: none"> <li>- Makes sense and is correct.</li> <li>- Keeps to the topic as introduced.</li> <li>- Gives some interesting information</li> <li>- Explains some point of the <b>essential question</b>.(or concept)</li> </ul>	<ul style="list-style-type: none"> <li>-Some information is given about the topic.</li> <li>-More information is needed to relate this to the <b>essential question</b>. (Why do we need to know?)</li> </ul>	<ul style="list-style-type: none"> <li>-Needs to make sense</li> <li>- Needs to check information</li> <li>- Needs to stay on the topic</li> <li>- Needs more information added</li> </ul>
<b>Interviews</b>	<ul style="list-style-type: none"> <li>-Open ended questions are used that draws interesting and relevant information from the interviewee.</li> <li>-Follow up questions are relevant.</li> <li>-The interview sounds like a conversation</li> </ul>	<ul style="list-style-type: none"> <li>-Open ended questions are used but need to be more relevant to the topic.</li> </ul>	<ul style="list-style-type: none"> <li>-Needs to ask questions that don't have a yes or no answer. (open ended questions)</li> <li>-Needs to listen to the answers to enable relevant comments and further questions.</li> </ul>
<b>Group/partner work</b>	<ul style="list-style-type: none"> <li>-All people in the group/partnership had a role</li> <li>-Group/partners consulted the group/partner to make decisions &amp; help each other.</li> <li>-All contributed equally to the finished product.</li> <li>-Group members put the group before themselves and co-operated.</li> </ul>	<ul style="list-style-type: none"> <li>-Sometimes worked for the group/partner.</li> <li>-Finished own part but did not assist group/partner.</li> </ul>	<ul style="list-style-type: none"> <li>-Needs to co-operate with partner/group.</li> <li>-Needs to work with others in the group/partnership.</li> <li>-Needs to stay on task.</li> <li>-Needs to help others in the group.</li> </ul>

<b>Name of podcast</b> .....
<b><u>Jobs/Roles - Team members</u></b>
Introduction/Ending _____
Main speaking _____
Music _____
Artwork/Chapters _____
Web links _____

Questions to guide your group

Why do you need to tell people about your topic?  
(Links to an essential question)

What do you need to tell them about your topic?  
Are there certain parts of information that you could  
organise the podcast into chapters?  
What could be some headings?(Good for chapters)

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What do you need to find out and what do you know about?

*Remember this is not the only podcast you will do  
so everyone will get to have a turn at the different jobs.  
The best podcast will be made by the group who gets along  
the best. You need to give and not always have things  
your way for the sake of the group.*