

## Posting Podcasts on PodOmatic



1. Create a podcast using GarageBand or any other sequencing software program that allows you to record your voice (Audacity is a great *free* choice for PC users).
2. Export your finished podcast to iTunes as an .AIFF, .MP3, .MOV or .M4A file (common audio & video formats).
3. Log on to your PodOmatic website using a web browser (FireFox, Safari, Internet Explorer).
4. Click on “View Profile” under your picture on the right hand side of the screen.

About: James Frankel



[View profile](#)  
[Add as friend](#)

5. Then click on the “My Podcast” tab in the upper right hand corner of the screen. If it says “Create a Podcast” you will need to Log In (top right-hand corner) using your email address and password.

Home Podcasts People **My Podcast**

My Profile | [Add Friends](#)

> Listen to what James Likes!  
> Player History

**Fams's Podcast** [Manage Podcast](#)

Dr. Frankel's Podcast Page  
Podcasts from my students at the Franklin Avenue Middle School & Presentations at Conferences

[Play](#)  
[View Fans](#)

6. Once you have arrived on the “My Podcast” page, click on “Post An Episode” in the upper center part of the screen.

Home Podcasts People **My Podcast**

[My Podcast Page](#) | [Manage my Podcast](#) | **[Post an Episode](#)** | [Statistics](#) | [Preferences](#) | [Design](#) | [My Media](#) | [Podcasting Tips](#)

[Get The Word Out](#) | [Embedded Player & Badge](#) | [Manage Address Book](#) | [Directories](#)

Your RSS Feed: <http://fams.podomatic.com/rss2.xml>

Podcasting Tip: **New!** [Embed your podcast](#) on MySpace, your [profile](#), blogs, and more.

**Dr. Frankel's Podcast Page** [Edit tagline & description](#)  
Podcasts from my students at the Franklin Avenue Middle School & Presentations at Conferences

**James Frankel** [Edit my info](#)

Male  
Pearl River, NY  
Hometown: West Nyack, NY  
Joined: Mar 02, 2007  
Contact James: [fams](#)

[View/Edit Photos \(1\)](#)

7. Type in the information you would like to be seen with your podcast episode including:
  - a. Title
  - b. Tags
  - c. Comments
  - d. Picture (optional)

The screenshot shows a web form titled "Post New Episode". On the left side, four arrows point to the "Title:", "Tags [?]:", "Comments:", and "Add picture:" fields. On the right side, an arrow points to the "Browse..." button next to the "Add picture:" field. At the bottom of the form, two arrows point to the "Import" button and the "Post Episode" button. The form includes a "Comments:" section with a "[Preview]" link, a "Go PRO with this post" link, and a row of buttons: "Import", "Record", "mixOmatic", "Record Video", and "mic settings". There are also checkboxes for "This show is explicit", "This show is clean", and "Hide for later".

8. Click on the "Import" button on the lower left-hand part of the screen.
9. Click on the "Browse" button on the lower right-hand part of the screen.
10. Select the file you would like to upload.
11. Click on "Post Episode".
12. If you have included pictures or video, PodOmatic will need to convert your episode. This should only take a few moments if your file is small. The bigger the file, the longer it will take to convert.
13. Once your podcast episode has been uploaded successfully, click on the "My Podcast Page" on the upper left-hand part of the screen.
14. You should be directed to your podcast page, and see your episode.
15. Your finished!