Garageband 3 includes a Podcast Studio that makes it easy to create enhanced podcasts that include chapter markers. The chapter markers can be used to navigate to different segments within a podcast while it plays on iTunes or on an iPod. These chapter markers are especially helpful for longer podcasts, and can be used to provide additional cues that can help listeners remember the information mentioned on a podcast.   Enhanced podcasts have many potential uses in the classroom. For example, a walking tour podcast can include photos of the places (landmarks, etc.) mentioned in the podcast.

Getting Started

To create a new podcast:

1. Select New Podcast Episode from the Garageband splash screen.
2. Enter a name for your file in the Save As field and choose a save location.
3. Click on Create.

Garageband will open up with a few tracks already created for you:

- Podcast Track
  This is the track where you add the chapter markers and images for your enhanced podcast
- Male Voice
  This track is optimized for male voices.
- Female Voice
  This track is optimized for female voices
- Jingles
  Use this track to add background music
- Radio Sounds
  Use this track to add sound effects
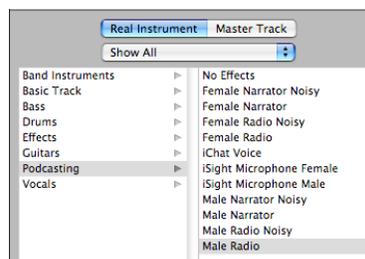
Working with Tracks

If you need to add additional tracks, duplicate one of the tracks created by Garageband or create a new track.

To duplicate a track:

1. Click on the Male Voice or Female Voice track created by Garageband to select it.
2. Choose Track > Duplicate Track.
3. To delete a track you don't need, click on it once to select it and press Command + Delete or select Track > Delete Track.

To create a new track:

1. Select Track > New Track.
2. Choose Real Instrument in the poup window. The Track Info pane will open on the right side of the Garageband window.
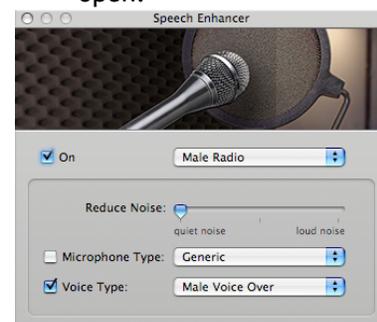
3. Select Podcasting from the list on the left of the Track Info pane.
4. Select one of the presets on the right side of the pane that matches your voice type (male or female), environment (noisy for added noise reduction) or microphone type (iSight if you are using your iSight camera).

You can enhance the sound quality of your podcast recordings by using the Speech Enhancer feature of Garageband 3.

To use the Speech Enhancer:

1. Select the track you want to modify and click on the Track Info button.
2. Next, click on Details to expand the details area. Make sure Speech Enhancer is checked, and click on the pencil icon to the right of Speech Enhancer. The Speech Enhancer window will open.

3. Use the Reduce Noise slider to change the amount of noise reduction applied to your recording.
4. Check the box next to Microphone Type and select the microphone type that matches your

hardware using the pull-down menu.

5. To save your settings, select Make Preset from the pulldown menu at the top of the window, then provide a name for the new preset.

Recording the Audio

Before you can record your podcast, you need to make sure Garageband can use your microphone or headset:

1. Select Apple > System Preferences, then click on the Audio button. In the Input tab, make sure your microphone or headset is selected and adjust the volume level using the slider.
2. Select Garageband > Preferences. In the Audio/Midi tab, make sure your microphone or headset is selected in the Audio Input menu.

To record your podcast:
3. Select one of the vocal tracks by clicking on it once.
4. Click on the Record button below the timeline or press the letter R on your keyboard to start recording.
5. When you're finished recording, click on the Record button again, or press the letter R on your keyboard.
6. Click on the Play button or press the Space Bar on your keyboard to stop the playhead.
7. To preview the recording, first use the controls below the timeline to move the playhead to the beginning of the track, then click on the Play button. To stop playback, click on the Play button again or

press the Space Bar on your keyboard.

You can solo a track before previewing it. This will mute the other tracks in the timeline so that only the solo track plays. To solo a track, press the headphones button found in the track controls.

Editing Regions

Each time you press the Record button, Garageband creates a new region in the track you have selected.

The Track Editor allows you to edit the contents of a region to remove pops and other unwanted sounds from your recording.

To remove a section of a recording in the Track Editor:
1. Select the region you want to edit by clicking on it once.
2. Click on the Track Editor button.
3. When the Track Editor opens, position your pointer somewhere in the lower part of the waveform (until it turns into crosshairs) and drag to make a selection.
4. Select Edit > Cut or hold down the Command key and press X on your keyboard. This will split the region and create a gap in your recording.
5. To close the gap, drag the region to the right of the gap in the timeline until it is next to the previous region.

Be careful to not drag regions over each other, as

this will cause one region to overwrite the contents of the one below it.

Adding Loops and Sound Effects

Garageband includes loops of prerecorded music that can be used to add intro music to podcasts, as well as a number of sound effects.

To add a loop or sound effect to a podcast:
1. Click on the Jingles track to select it.
2. Click on the Loop Browser button. The Loop Browser will open in the bottom part of the Garageband window.
3. Select Jingles, Stingers, or dound Effects on the left, then select a category from the center column.
4. The loops or effects in that category will be listed to the right. Double-click on a loop to preview it.
5. When you find one you like, drag it from the loop browser into the Jingles track.

To extend a loop or sound effect:
1. Select the loop region by clicking on it once.
2. Place your cursor over the top portion of the loop region's edge until it changes into a bar with a curved arrow on it.
3. Click and drag to extend the loop.

Importing Music

You can also import a full song and use it as background music or to break up segments. Garageband

supports the MP3, MIDI, WAV, and ACC file formats.

There are two ways to import an audio file: using the Media Browser or from a Finder window.

To import a file using the Media Browser:
1. Click on the Media Browser button.
2. Select the Audio tab at the top of the Media Browser.
3. Click on iTunes and select a file from the list. Click on the Play button to hear a preview.
4. Drag the file into the gray area in the Garageband window. Garageband will create a new track when you release the mouse.

To import a file using the Finder:
1. Resize the Garageband window so you can see the file you want to import.
2. Drag the file from the Finder window until the pointer has a plus sign on it.
3. Release the mouse to create a new track with the audio from your file.

Mixing
To adjust the volume level of a track using the Track Mixer:
• Drag the slider in the Track Mixer to adjust the volume level, or

• Click on the down arrow in the track controls area to display a volume curve.

Click on the curve to add points you can use to change the shape of the volume curve. These points can be used to create fade in and fade out effects.

Garageband 3 includes a new "ducking" feature that allows you to set a track as either a leading track or a backing track. Whenever there is sound on a leading track, the volume of the backing track is automatically lowered. To set a track as a leading track, click on the top ducking control.

The ducking feature can be modified to create more gradual transitions. To modify the ducking amount:
1. Click on the Track Info button.
2. Select the Master Track tab.
3. Click on Details and use the Ducking Amount slider to adjust how ducking is applied to your tracks.

Adding Chapter Markers and Artwork
By adding chapter markers, you can make your podcast interactive. Chapter markers can be used to navigate through the segments in a podcast while it plays in iTunes or on an iPod. Each chapter marker can include an image, a title, and a URL
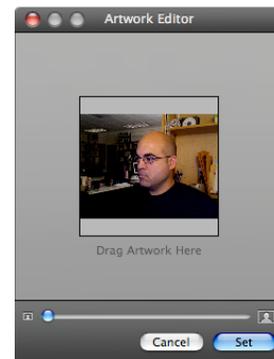
that can be clicked on to open up a website when the podcast is played on a computer.

To add a new marker:
1. Click on the Podcast track to select it.
2. Place the playhead where you want to insert a chapter marker.
3. Click on the Track Editor button to open the Track Editor.
4. Click on Add Marker.
5. Move the playhead to another location in the timeline and repeat to add markers as needed.
6. To change the length of a chapter, drag the edge of the chapter marker region in or out.
7. To delete a marker, select it in the Track Editor and press the Delete key on your keyboard.

To add an image to a marker:
1. Click on the Media Browser button, then select the Photos tab.
2. Select an album in your iPhoto library.
3. Drag one of the photos from the Media Browser into the thumbnail displayed in the Artwork field in the Track Editor.
4. Double-click the thumbnail to edit the image using the Artwork Editor.

The grayed out portion of the image will not be displayed when the podcast is played in iTunes or on an iPod.

5. Use the slider to change the zoom amount, or drag inside the window to change the area of the image that will display.

6. When you're finished editing, click on the Set button.

To change the title or URL of a chapter, click on the appropriate field in the Track Editor, then type in the text you want to use for the title or the URL of the website you want to open.

You can select episode artwork to display whenever there is a gap in the Podcast Track.

To add episode artwork, open the Media Browser, select the Photos tab, and then drag an image into the Episode Artwork area in the Track Editor.

Recording iChat Sessions
Garageband 3 allows recording of iChat sessions. You can use this feature to record interviews. Garageband creates a track for each iChat participant. If the iChat session is a video chat, Garageband takes snapshots of each participants whenever they speak into the microphoone.

To set up a recording of an iChat session:
1. Open Garageband first, then iChat.
2. Create a New Podcast Episode in Garageband.
3. In iChat, send a video chat invitation to the person you want to record (click on the cam-

era icon next to their name).

4. Once the other participant accepts your invitation and the video chat is set up, click on the Record button below the timeline.

5. A warning window will open to let you know you're about to record an iChat session. Click on Yes to close the window and begin recording.

6. Click on the Record button again when you're finished with your video chat.

Exporting to iTunes
When you're finished recording and editing your podcast, export it to iTunes so that it is converted into a file you can play on your iPod or post online.

To export a podcast to iTunes:
1. Select Share > Send Podcast to ITunes.
2. Garageband will mix your podcast audio and create the chapters. When Garageband finishes, iTunes will open and play your podcast.
3. To view the chapter images click on the artwork button below the Source List. Double click on the thumbnail to view a larger version in a popup window, or click on the URL to open up the website in your default web browser.
4. To use the chapter markers, use the menu that appears to the right of the playback area in iTunes. The chapter marker menu shows the chapter marker titles.

Creating a Podcast Page in iWeb
Garageband integrates well with iWeb, the new web authoring program included in the iLife suite.

To create a podcast page using iWeb:
1. Click on Share > Send Podcast to iWeb.
2. When iWeb opens, select Podcast in the Theme Chooser, select a theme from the list on the left, and click on Choose.
3. Edit the text in the podcast page created by iWeb by clicking to select it and entering your own text.
4. When you're ready to upload your podcast to a web server, select File > Publish to .Mac if you have a .Mac account, or Publish to a Folder if you're saving your site to a folder on your computer to upload it to a different web host.

Useful Shortcuts
- Z - Move the playhead to the beginning of a track.
- R - Start/Stop recording.
- Space Bar - Start/Stop the playhead.
- Command + Option + N - Create a new track.
- Command + Delete - Delete a track.
- Command + I - View Track Info pane.
- Command + E - Open the Track Editor.
- Command + R - Open the Media Browser.
- Command + L - Open the Loop Browser.