

# ColeyCast

**The Official Podcast of Room 34  
at Tovashal Elementary**

[www.mrcoley.com](http://www.mrcoley.com)



**Student Guide Sheets for  
Creating a Great Podcast**

**Revised  
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# Glossary

ColeyCast is the official podcast of Room 34 at Tovashal Elementary School. Each ColeyCast can be heard around the world on **mrcoley.com**, or listeners can subscribe to our podcast through iTunes.

**broadcast**

a single radio program

**ColeyCast**

Room 34's podcast, made up of individual broadcasts, each containing several segments

**digital audio**

sound that is used by a computer

**download**

to transfer a file from the Internet or other computer to your own computer

**enhanced podcast**

a podcast containing chapter markers and artwork. Enhanced podcasts are similar to DVD's, in that listeners can skip to the next chapter of the broadcast, instead of having to fast forward, guessing where to stop.

**host**

the person who introduces the ColeyCast and each of its segments

**iPod**

a portable digital media player that enables users to listen to music or other audio/video files on the go

**iTunes**

a free digital media player that runs on your computer

**mp3**

a popular format for digital audio

## Glossary cont.

### **mp4**

a common format for enhanced podcasts

### **online**

connected to the Internet (World Wide Web)

### **podcast**

an Internet broadcast to which listeners can subscribe, free of charge. Podcasts can be compared to magazines. If you are a subscriber to a magazine, you don't have to call the publisher every so often to find out if a new edition has been released. As a subscriber, every time a new edition is published, it will automatically be delivered to your mailbox. Podcasts work the same way. Once a listener subscribes to a podcast, every time a new episode is published, it will automatically be downloaded to the subscriber's computer.

### **RSS feed**

short for Really Simple Syndication – allows listeners to subscribe to podcasts

### **segment**

one part of a ColeyCast, usually spoken by one or two people

### **teaser**

the first audio heard in a ColeyCast where the host gets the audience excited to hear more







## Joke Time

Segment #:

Segment Broadcaster: \_\_\_\_\_

Segment Writer(s): \_\_\_\_\_

- Read joke books and visit websites to find jokes that have to do with school.

### Good Joke:

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### Good Joke:

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- Practice saying your jokes out loud.
- Practice telling others your jokes.
- Remember to speak slowly and to pause before the punch lines.

**Artist of the Month**

**Segment #:**

Segment Broadcaster: \_\_\_\_\_

Segment Writer(s): \_\_\_\_\_

**Our Artist of the Month is:**

\_\_\_\_\_

**Write information about the artist's life:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Tell about the artist's style and the art project you did:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

# Vocabulary Theater

Segment #:

Segment Broadcaster: \_\_\_\_\_

Segment Writer(s): \_\_\_\_\_

- Pick an interesting vocabulary word to explain to others.
- Write down a simple definition for the word.
- Use the word in two different and interesting sentences.

**Word:**

\_\_\_\_\_

**This word means:**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Interesting Sentence #1:**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Interesting Sentence #2:**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

# Amazing State Facts

Segment #:

Segment Broadcaster: \_\_\_\_\_

State Name: \_\_\_\_\_

On the lines below, write a short introduction to your segment. Be sure to include your name and the name of the state you'll be talking about. Try and be as creative as possible.

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**Amazing Fact #1:**

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**Amazing Fact #2:**

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**Amazing Fact #3:**

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## Recording Tips

**Here are some tips to make your broadcast a success!**

- ✓ Know your segment VERY well. Have it close to memorized.
- ✓ Speak slowly and clearly so that your audience can understand you.
- ✓ Do not touch or move the microphone. You will hear it on the recording.
- ✓ Be quiet if you are not the speaker. The microphone is sensitive and will pick up any little noises in the background.
- ✓ Avoid rustling your papers when at the microphone. Put the paper on the table if you need to read from it.
- ✓ Be interested in what you are saying – your voice will show it if you're not!
- ✓ Do not move around when speaking into the microphone- plant your feet!
- ✓ Don't get too close to the microphone. It will distort your voice and your audience won't be able to understand you.



Recording tips courtesy of Elana Slagle  
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