

Pivotal Podcast workflow



- How it gets recorded and released every week...

Pivotal Podcast workflow

Phases of the process

1. Preparation



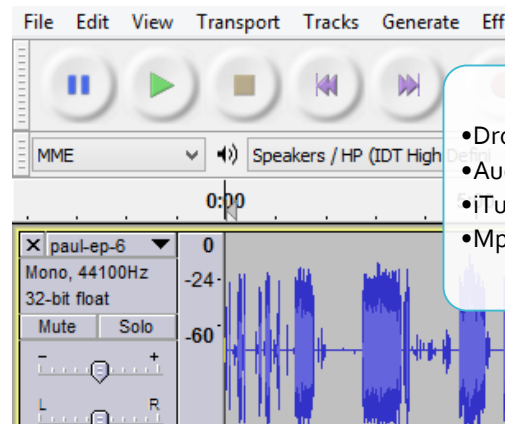
- Topic
- Outline
- Requests for voicemails

2. Recording



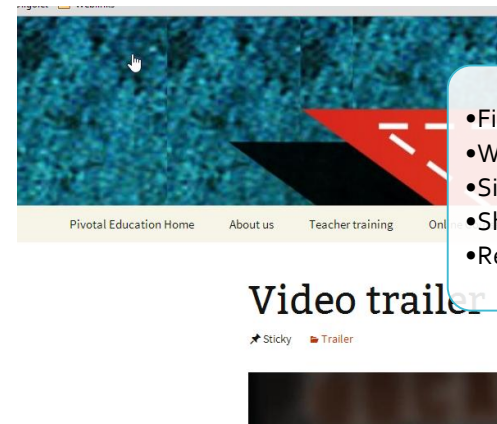
- Mix minus +Skype
- Double-ender
- Android tablet
- Android phone soundboard

3. Editing



- Dropbox
- Audacity
- iTunes
- Mp3tag

4. Uploading and show notes



- Filezilla to Libsyn
- WordPress site
- SilverStripe site
- Show notes
- Release



1. Preparation

Topic

Outline

Requests for voicemails

- My client and co-host, Paul, sets the topics for each week
- I organise the outline in [Google Drive](#)
- Paul and I publicise the week's topic on Twitter, Facebook and via the Pivotal Education email list and we request voicemail questions and comments on the topic



2. Recording

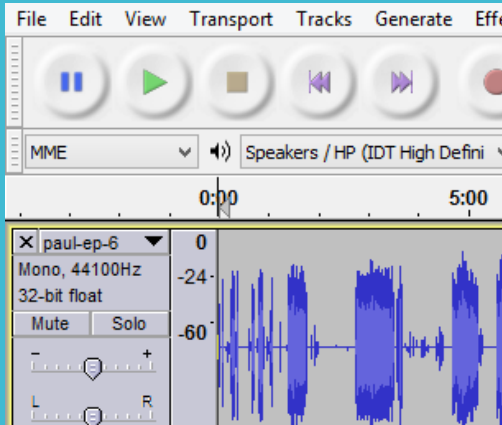
Mix minus + Skype

Double-ender

Android tablet

Android phone soundboard

- I record the episodes with my [Shure SM58](#), [Zoom H1 portable recorder](#) and [Yamaha MG82cx mixer](#) connected in '[mix-minus](#)' mode to my PC which is running [Skype](#)
- Paul (co-host) and I talk via Skype and he also records his end of the conversation using [Audio Hijack Pro](#) on his Mac laptop ('double-ender')
- I pan my voice to the left and his to the right using the mixer so I have two separate tracks (I always release episodes in mono) - this gives me a backup recording of Paul's side of the conversation, just in case his recording doesn't work
- I use my ancient Android tablet to view the show outline in Google Drive because it's handy and completely silent
- I also have my Android phone running the [Custom Soundboard app](#) plugged into the mixer and loaded up with the voicemails to play to Paul during the recording – hence the need for the mix-minus set up



3. Editing

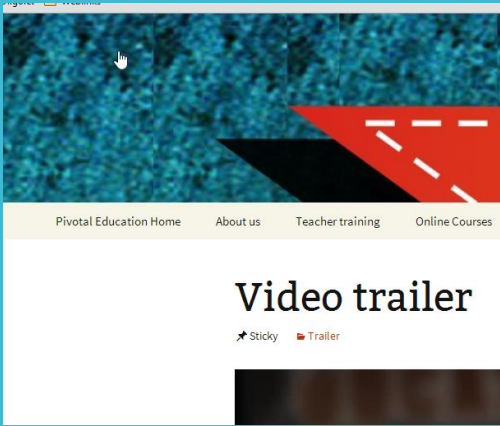
Dropbox

Audacity

iTunes

Mp3tag

- Paul adds his .wav file to our shared [Dropbox](#) folder as soon as we finish recording so I have the file within a couple of minutes
- I then import both my recording and Paul's into [Audacity](#)
- I split up my stereo recording (me on the left channel and Paul on the right) and mute this backup recording of Paul
- Lining up the two separate audio tracks is a bit of a challenge but works well once it's sorted out
- I silence my audio track while Paul is talking and vice-versa to get as clean a recording as possible (I do this manually at the moment and it takes ages which is why I am looking into purchasing a compressor limiter gate)
- While I'm editing, I make notes in the planning app [Trello](#) to help me write the full show notes later
- Any little bits of editing take very little time so I'm quickly on to adding the intro and outro music and exporting to .wav
- I use iTunes to convert to .mp3 because Audacity isn't very good at it
- I add all the ID3 metadata with [Mp3tag](#)



4. Uploading and show notes

Filezilla to Libsyn

WordPress site

SilverStripe site

Show notes

Release

- I use the [Filezilla](#) ftp program to upload the .mp3 file to [Libsyn](#)
- I write the short blog post for the episode on [PivotalPodcast.com](#) which is where I run [WordPress](#) to create the RSS feed for the podcast
- I add the details of the Libsyn .mp3 to the [PowerPress plugin](#) form in the blog post
- I then create the 'real' blog post with extensive show notes etc. on [PivotalEducation.com/podcast](#) which uses the [SilverStripe Content Management System](#)
- I use the embed code from the WordPress site to embed a PowerPress player into the SilverStripe blog post
- N.B. both of the above blog posts are in draft at the moment
- At release time (5:45pm – ish each Friday), I publish the SilverStripe blog post first, use its url in the draft WordPress post to direct listeners to the full show notes and then publish the WordPress post to create the RSS entry automatically