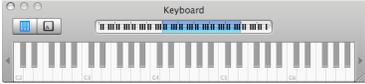# Podcasting with Garage Band

Create and Set Up a New Garage Band Project

1. Open Garage Band
2. Click the **Create New Music Project** button.

   Note: If Garage Band instead opens with an existing project, go to the **File** menu, then **New**.
3. Title your project and click the **Create** button.
4. Close the piano Keyboard window by clicking the button at the upper left corner of the piano.
5. Click once on the Piano track, click the **Track** menu, then select **Delete Track**.
6. Go to the **Track** menu again and click **New Basic Track**.
7. Disable the Metronome: Go to the **Control** menu and uncheck **Metronome**.

Check Input Preferences

1. Select the **Garage Band** menu, then **Preferences…**.
2. Click the **Audio/MIDI** button.
3. Make sure the input you wish to use is selected.

Audio Input: Built-in Microphone

Recording

1. Move the time marker (⬇) to the point where you wish to begin recording. If you are just beginning your podcast, it should be at the beginning (left) end of the timeline. If you already have some clips in your project, you will probably want to move it to a point that comes after your existing recordings.
2. Make sure that the recording dot in the track is red, indicating that we will be recording new audio into this track.
3. Press the red **Record** button in the bottom toolbar to begin.
4. Press the spacebar or the **Record** button in the bottom toolbar when you are finished recording.

Delete Clips (optional)

1. Highlight an unwanted clip by clicking on it.
2. Press the **Delete** key on your keyboard once.

Moving Clips

1. Drag and drop sound clips wherever you would like them to appear, just like moving icons around on your desktop.
2. **Note:** If you move one sound on top of another in the same track, it will overwrite what was there and replace it.

Changing Voice Effects (optional)

1. Click on the blue eye icon in the lower right corner of the window.
2. Select the **Real Instrument** tab.
3. Click on **Vocals**.
4. Select any effect.

Adding Pictures (optional)

1. Open the **Media browser** by clicking the **Media icon** in the lower right corner of the window.
2. Click on the **Photo** tab and locate some photos that you want to use.
3. Drag and drop the desired photos into your podcast.

Add Loops (optional)

1. Loops are premade sound clips which can be used to enhance your podcast or create original works of music. To view available loops, click the blue eyeball icon in the lower left corner of the Garage Band window.
2. Locate a loop you want to use and drag it into your project.
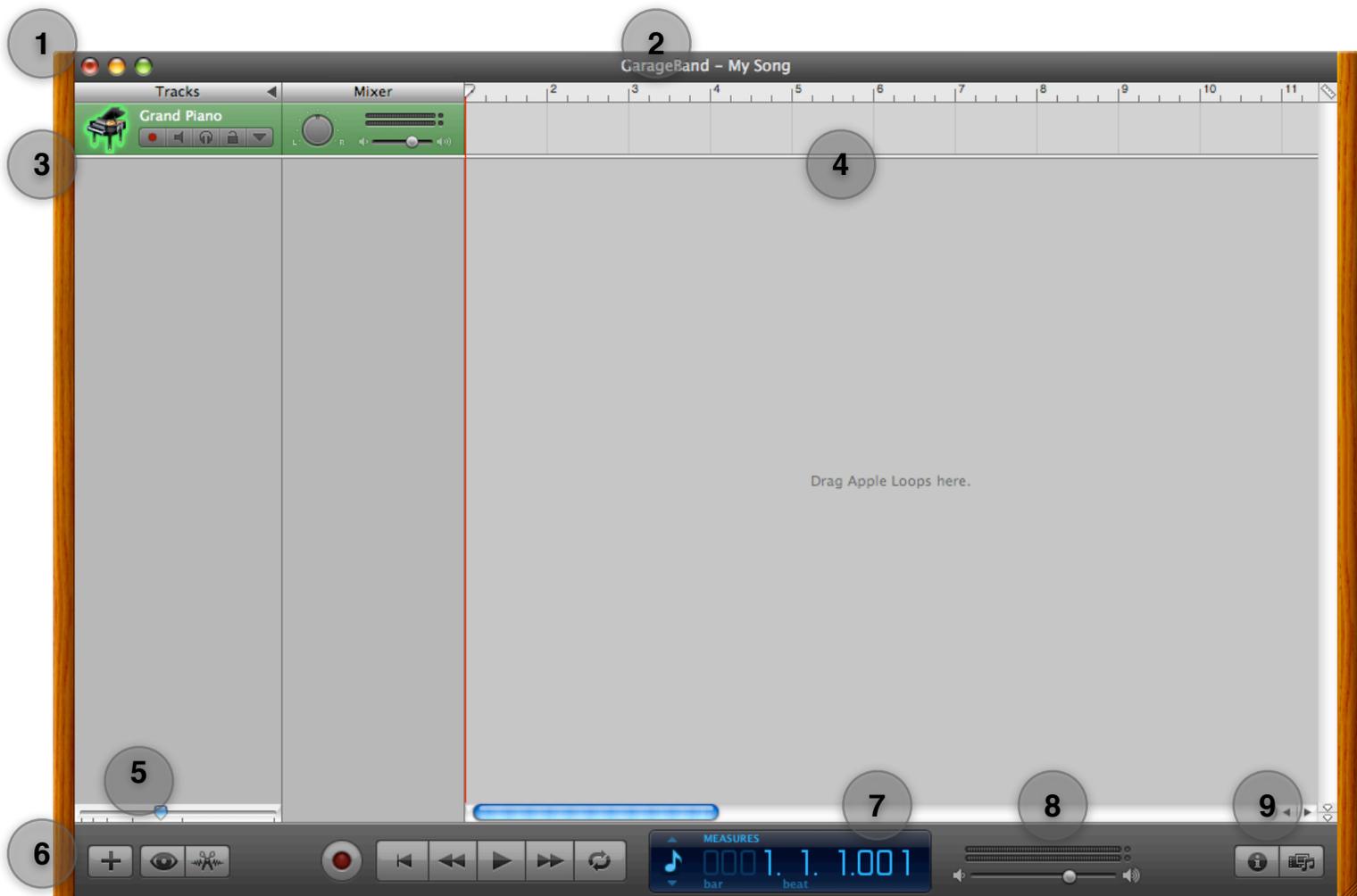
Export Your Podcast

1. Go to the **Share** menu.
2. Click on **Send Podcast to iWeb**.
3. Click the **Share** button. Is it not necessary to change any settings first.
4. iWeb will appear and display your new podcast episode. You may now change the page title, description, etc. to more accurately reflect the content of your podcast.
5. Next time you publish your iWeb site, it will include your new recording.

Podcasting with Garage Band
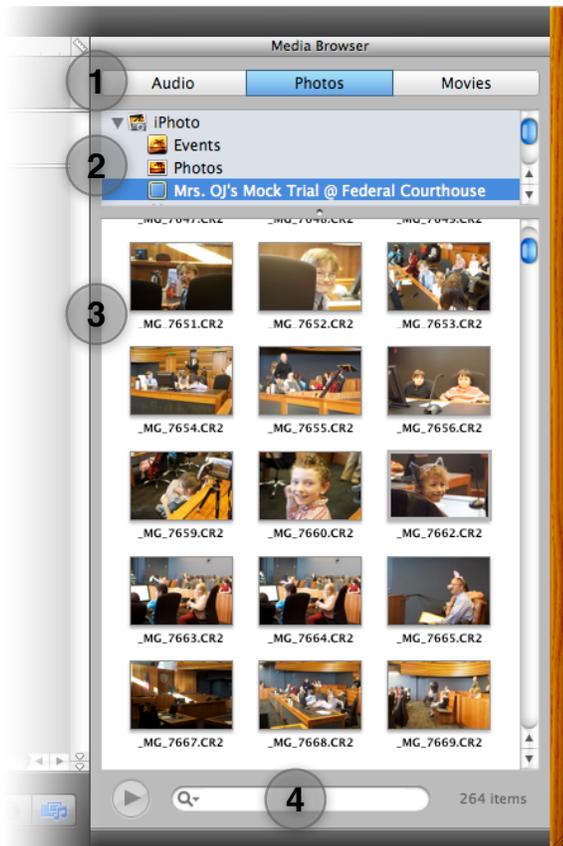
Overview of the Garage Band Interface

1. From left to right, these three buttons will close the window, minimize it (shrink it and put it in the Dock), or zoom (make larger as necessary to fit the page size.)
2. This **Title Bar** at the top of the window shows the name of your document, such as **My Song** in this example.
3. One or more tracks appear in this area. In this example, one **Grand Piano** track is present. From left to right, the controls are: **Enable or Disable Recording for the Track, Mute** or **Unmute Track**, **Solo** or **Unsolo the Track**, **Lock** or **Unlock the Track**, **View/Hide Automation for the Track**, **Track Pan Position** (balances between left and right channel if the track is in stereo), and **Track Volume.**
4. The track timeline shows your current location in the recording.

5. This slider zooms your timeline in and out to show more or less detail.
6. The bottom toolbar contains buttons that affect the project as a whole. From left to right, the controls are: **Create New Track**, **View/Hide the Loop Browser**, **View/Hide the Track Editor**, **Start or Stop Recording**, **Rewind to start of track**, **Rewind one measure**, **Play/Pause**, **Move ahead one measure**, **Turn cycle region on** or **off**.
7. Shows current measure, bar, beat for music recordings.
8. **Master Volume** (affects all tracks.)
9. Shows or hides **Track Info** (left button) and shows or hides the **Media Browser** (right button.)

Podcasting with Garage Band

Garage Band's Media Browser

Garage Band's Loop Browser

When the **Loop Browser** button is selected, the browser appears at the bottom of the Garage Band window.

1. Click the **Reset** button to ensure that all types of loops are being displayed.
2. Categories or genres of loops are displayed. Click on one or more to narrow your selection. Remember to click Reset to show all again.
3. The **Search** box can be used to locate loops by typing names or keywords.
4. The rightmost pane lists all loops which fall into the current set of categories you have selected.

Garage Band's Track Editor

When the **Track Editor** button is selected, the browser appears at the bottom of the Garage Band window.

1. **Episode Artwork** is an image that represents the podcast episode as a whole, like the cover of a book.
2. The **Add Marker** button lets you add a time point at which a new image is displayed.
3. The rightmost pane lists all time points and associated artwork, Chapter Title, URL Title, and URL. Double-click on any of the columns to edit their contents.

1. The top of the **Media Browser** has three tabs: **Audio, Photos,** and **Movies:**
   - The **Audio** tab lets you browse and import Garage Band projects and iTunes music.
   - The **Photos** tab shows your iPhoto, Photo Booth, and Aperture pictures.
   - The **Movies** tab displays your iMovie projects as well as video files located in your iPhoto library.
2. Once you have selected the **Audio**, **Photos**, or **Movies** tabs, categories within the corresponding media library will appear below. These would include albums from iPhoto, or playlists in iTunes
3. The individual media files appear below.
4. An optional **Search** box can be used to locate specific files in large libraries.