Tips for Earth/space science professionals for creating a PAESTA **You Asked, We Answered!** podcast

Thank you for taking the time to explore how to create a podcast for our PAESTA K-12 teachers. As the idea of a podcasting series came from our teacher members, we appreciate your efforts in contributing to their own identified need for content knowledge and discipline career information. Here, we present some tips to help you have an easy, enjoyable, and effective experience in generating an audio file.

Tips for recording

You do not need any fancy equipment or need to purchase any software. For those of you with Macintosh computers, you can use GarageBand and "Export to Disk" your recording as a file in .mp3 format. Mac users can also use QuickTime Player and select "New Audio Recording" under the File menu. This will record a .m4a file. For those on Windows computers, use Sound Recorder (Start menu – Accessories) to record, which will save a .wma file. If you have existing software on your computer, you are more than welcome to use Adobe Audition, Camtasia, etc.

If you have an iPhone/iPod, you can use the Voice Memos app that comes with your iPhone and record yourself speaking, then save and email the file to Laura Guertin at guertin@psu.edu (don't worry if the file is in m4a format – we can convert that to a format that will play through the PAESTA website). You may also use any app on any mobile device that will save and send your file in .mp3, .m4a, .wav or .wma formats. Please note that recording through your computer and/or with an external microphone will yield a better-sounding recording than using your phone.

Tips for what to say

Keep in mind that teachers are not looking for the equivalent of a 50-minute classroom lecture! Your podcast only need be a few minutes in length, depending upon the question asked and how much detail you need to provide to fully provide a response. We have done our best to focus the questions with the teachers before we post them on our website, so that topics are not too broad.

We encourage you to type up what you would say before recording. This helps us by providing a script to match the audio file so that we as an organization are ADA compliant for those with hearing impairments. And the script will also help you focus your thoughts and ideas to provide a clear response to teachers. If you would prefer recording without a word-for-word script, just speaking from a set of notes, and we will be able to generate a script from your audio.

Be careful not to use too much jargon – think about defining terms that teachers may be unfamiliar with. Also break down organization names. Don't just say "NOAA" but say, "the National Oceanic and Atmospheric Organization (referred to as NOAA)…."

Supporting resources for the audio

Each professional knows the "go-to" sites for information on climate, energy, water, etc. When you email us your audio and script, please include a few URLs to websites that support the content of your audio file that teachers will be able to further explore. Websites that include images to support your audio file are also encouraged. We will be able to match your audio file to any existing PAESTA Classroom materials. And if you have a classroom exercise that supports your podcast, please consider submitting it to the PAESTA Classroom so that others may benefit!

Why record audio? Why not just type out the answers to the questions?

Certainly, we could ask professionals just to send a typed response to the teacher questions. But the teachers want to hear the voice of professionals, as if they were in a face-to-face workshop. Your tone as you explain the science, the inflection in your voice, and the overall excitement for the content cannot be captured in text read on a computer screen. We ask that you let our teachers get to know a scientist through your voice!