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# **Podcasting Through WebCT/Blackboard**

*for students*

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## Accessing Podcasts in Your Course

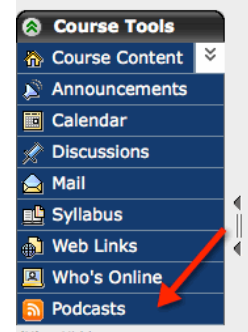


### Mac Instructions: Podcasts: Course Tools Menu

- Click on **Podcasts**
- The feed of your instructor's podcasts appears.

You can:

- Click on each one and use them directly in your course
- 'Subscribe' and download current and future podcasts directly to your computer where you can:
  - use them immediately
  - store them to use later
  - transfer to iPods or other devices to use them



In Safari:

In Firefox:

Note: You may need to open Applications and find iTunes if not already in drop-down

**Open iTunes:**

- Click on Podcasts
- Double click on the podcast episode



- Your instructor's list of available podcasts appears
- Click on **Get All** to download all of them.
- Click on **Get** for certain individual files
- The small blue dots indicate podcasts that you have already downloaded

Podcast	Time	Release Date	Description
▼ Nursing podcast		5/13/10	Podcast for the S
☑ MEPN 559	24:50	5/13/10	Hematology Part
☐ MEPN 559		5/13/10	Hematology Part
☐ MEPN 559		5/13/10	Cardiac Part 2
☐ MEPN 559		5/12/10	Cardiac Part 1
☐ MEPN 559		5/12/10	Respiratory Part
☐ MEPN 559		5/12/10	Child Abuse
☐ MEPN 559		5/12/10	Communicable D
☐ MEPN 559		5/12/10	Developmental A
☐ MEPN 559		5/12/10	Child Developme
☐ MEPN 559		5/12/10	Additional Asses
☐ MEPN 559		5/12/10	W Infection and

\* Future podcasts will become available automatically as the instructor ads them if you have 'subscribed'

To learn more about using iTunes including synching the podcasts to your iPod, visit the link below.

- <http://www.apple.com/itunes/how-to>



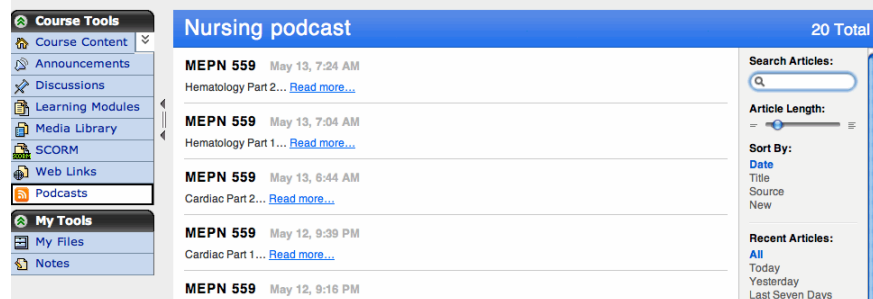
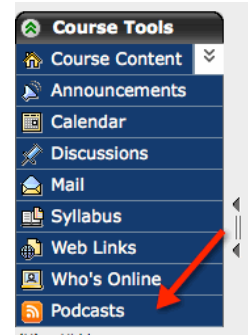
## Windows Instructions: Podcasts: Course Tools Menu

You can:

- Click on each one and use them directly in your course
- 'Subscribe' and download current and future podcasts directly to your computer where you can:
  - use them immediately
  - store them to use later
  - transfer to ipods or other devices to use them

To use them directly in the course:

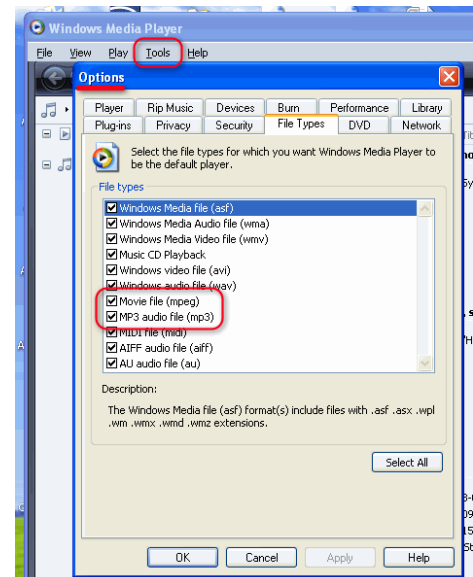
- Click on **Podcasts** (or similar title)
- The list will appear
- Click on the desired podcast



What if they don't play?

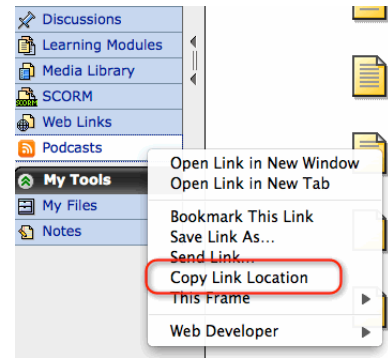
You can do one of the following:

- Download and install a [QuickTime](#) player
- Adjust your settings in your **Windows Media Player**
  - Tools >> Options
  - Make sure you select **mpeg** and **mp3**
  - Then click **OK**

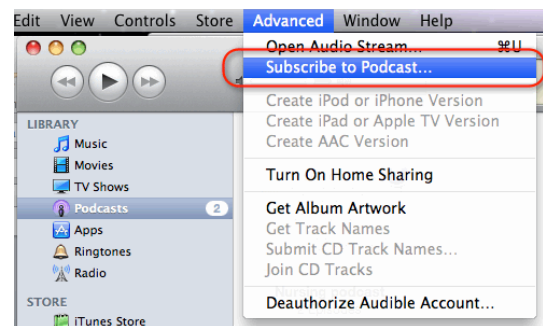


**To 'subscribe' and download them to your computer:**

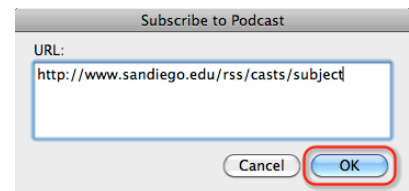
- Right Click on the Podcasts item in the menu (or similar title)
- Choose '**Copy Link Location**'



- Open **iTunes**
- Click on the **Advanced Tab**
- Click on **Subscribe to Podcast**



- **Paste** the address you have just copied and click **OK**

**To Use the Podcasts:**

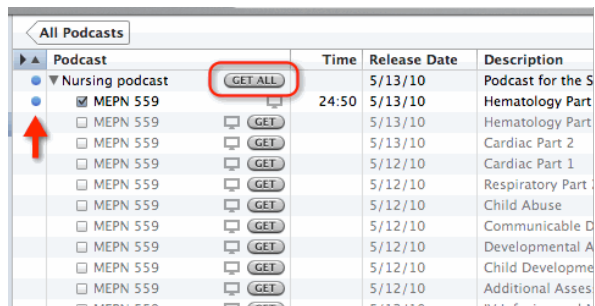
- Click on Podcasts
- Double click on the podcast episode



- Your instructor's list of available podcasts appears

- Click on **Get All** to download all of them. Click on *Get* for certain individual files
- The small blue dots indicate podcasts that you have already downloaded

\* *Future podcasts will become available automatically as the instructor ads them if you have 'subscribed'*



Podcast	Time	Release Date	Description
▶ Nursing podcast		5/13/10	Podcast for the S
▶ <input checked="" type="checkbox"/> MEPN 559	24:50	5/13/10	Hematology Part
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<input type="checkbox"/> MEPN 559		5/12/10	Additional Asses
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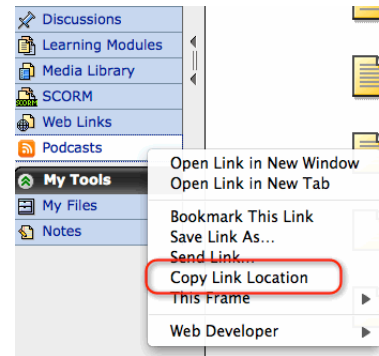
To learn more about using iTunes including syncing the podcasts to your iPod, visit the link below.

- <http://www.apple.com/itunes/how-to>

## Not Using iTunes?

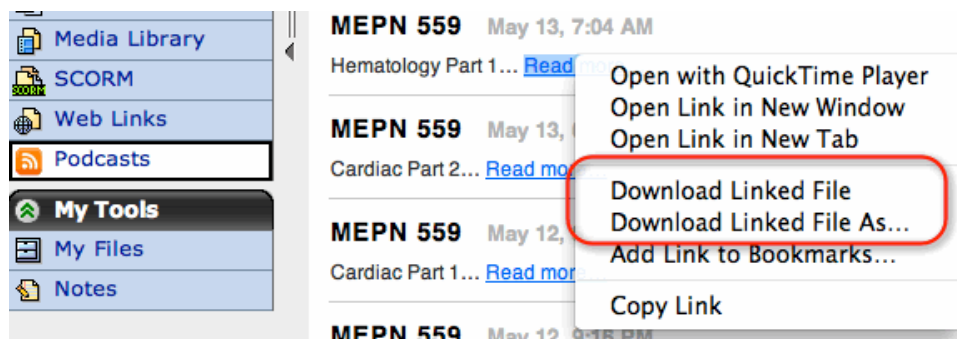
### Getting them all at once

You can copy and paste the RSS Channel Feed URL into other software such as one that may have come with your mp3 device or Windows Media Player.



### Getting them individually

- You can **right click** on an individual file and select either:
  - 'Download Linked File' or
  - 'Download Linked File As'

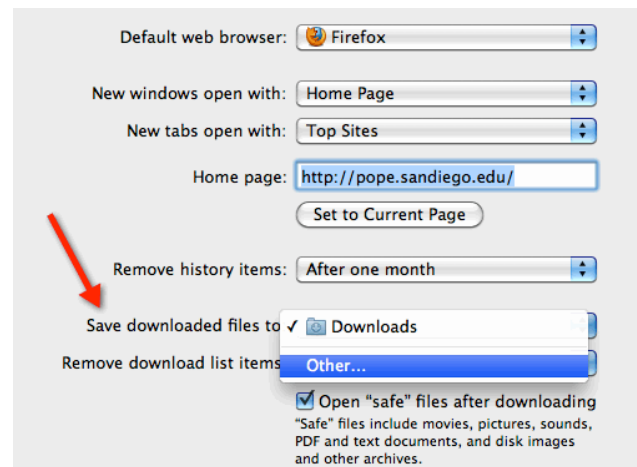


Click on '**Download Linked File**'

- Don't know where it went?

By default, it is in a folder likely called '*Downloads*'.

You edit your browser preferences to download them elsewhere, such as your *desktop*.

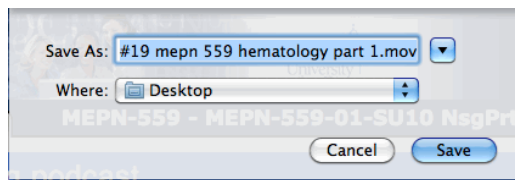


Once on your desktop, you can move them to the desired media folder where you keep your music and/or video.

### 'Download Linked File As' Alternative

Here you can specify

- The file name
- The download location



### Podcasts in other locations in WebCT/Blackboard

#### Link to All Podcasts for the Course

Your professor may have chosen to place the RSS podcast link on a page rather than on the Course Tools Menu.



- Click on the link
- Follow the instructions above relevant to your computer operating system set up and software preferences

#### Link to Individual Podcasts

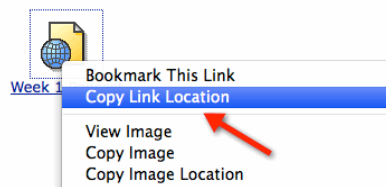
Your professor may have chosen to place individual podcast links on pages rather than the entire 'channel feed' of podcasts. Should this be the case, you will not be able to 'subscribe' and get *all* at one time. However, *you can*:

- Click on the link to watch it directly in the course (*as opposed to downloading*)



- or right click **Copy Link Location**

From there you can:



- subscribe to the single file as in the Mac tutorial
- paste it into iTunes to subscribe as in the Windows tutorial
- paste it into a browser window
- paste it into any RSS aggregator you may be using