

## **Appendix 2. How students can consume an enhanced podcast.**

*Both iTunes and QuickTime Player display chapters and images correctly on both Macintosh and Windows platforms, but the newest Macintosh version of QuickTime Player does not display links correctly.*

*The University of Kentucky's Academic Technology Training Library has a description of how to view enhanced podcasts in iTunes 11 at the following URL:*

<https://www.uky.edu/acadtrain/itunesu/enhanced>

*I have a version of this appendix including screenshots on my blog at the following URL:*

<http://enhancedpodcastsmusicclassroom.blogspot.com/2014/08/appendix-2-including-screenshots.html>

### Method 1a: Desktop or laptop computer using iTunes (Macintosh version 11.3)

- Download file and open in iTunes (*note: it might be under "Music" or "Podcasts," depending on how it was exported*)
- (Check that file extension is .m4a or .mp4; sometimes .mp3 extension is added when downloading. If so, delete it from the file name.)
- Make sure window is wide enough for the small square image to show near the podcast title; resize if necessary.
- Command-Click on the square image. This will pop up a Viewer window with the images and links. This window may be resized.
- Two ways to navigate through podcast:
  - Chapter menu along the very top of the screen
  - Pop-up navigation in lower right corner of the Viewer window, above the timing
- Links appear in the middle of the Viewer window

### Method 1b: Desktop or laptop computer using iTunes (Windows version 11.3)

- Download file and open in iTunes
- Make sure window is wide enough for the small square image to show near the podcast title; resize if necessary.
- Control-Click on the square image. This will pop up a Viewer window with the images and links. This window may be resized.
- Two ways to navigate through podcast:
  - Chapter menu along the very top of the screen (press "Alt" to show menus)
  - Pop-up navigation in lower right corner of the Viewer window, above the timing
- Links appear in the middle of the Viewer window (as in Macintosh iTunes)

### Method 2a: Desktop or laptop computer using QuickTime Player (Macintosh version 10.3)

- Download file and open in QuickTime Player
- The window will open automatically. Mouse-over the window to bring up the playback controls and chapter navigation pop-up. It looks very similar to the iTunes Podcast window

Method 2b: Desktop or laptop computer using QuickTime Player (Windows version 7.7.5)

- Download file and open in QuickTime Player
- The window will open automatically
- Navigate through chapters from the pop-up menu on the bottom right
- Links appear on the bottom of the screen

Method 3: Ipad (IOS 7)

- Connect iPad to computer
- Download file and open in iTunes
- Be sure file is labeled as a Podcast (highlight title →Get Info→Options→Media Kind→Podcast)
  - Otherwise, the file will not open in Podcasts, and images/links will not appear
- Drag file to iPad icon; sync; eject iPad from computer
- On iPad, open “Podcasts” app
- Tap file to start playing
- Tap “Now Playing” to bring up images
- Navigate through “Chapters” menu at top or with playback controls at bottom
- Links appear underneath images