Click the **“Ipadio”** app.



Click **“Record and Publish”**

Click the green **“Record”** button.

Click **“Pause”** at top to stop and allow someone else to record.

The next person clicks the green **“Resume”** button.

Click **“Play”** at the bottom to hear your podcast.

If you like it, click the green **“upload”** button at the bottom.

Click to add a title and/or a description.

Click the green **“upload”** button.

When it says **“DONE”** you have finished and uploaded your podcast! HOORAY!