

Podcasting can be as simple a process as one pupil recording individually on a laptop. However sometimes you may like to run a whole-class podcasting project and involve every pupil. Here are some suggestions for a whole-class podcast project work teams, all the teams listed may not be necessary for every project.

Podcast Project Title:

Class & Teacher:

Date:

Podcasting Team(s)	Team Members/Student Names	Date Work Completed
ICT Equipment Team		
Researchers		
Script Writers		
Editors		
Producer		
Presenters		
Cast		
Sound Engineer		
Sound Effects		
Software Team (for enhanced podcasts)		
Props Co-ordinator		
Special Effects		
Sound Effects		
Copyright & Credits Team		
Webmasters		