

How to Receive Audios via Podcast

Podcasting is a simple method of sending and receiving audios via the internet. What makes podcasting so easy is the listener's ability to set up the automatic download of all new audios, as well as the ability to find older audios quickly. All the listener needs to do is input a special link called a **feed** into a program that will automatically search for and download new audios. These programs are called **feed readers** and will manage all of your podcasts in one location. Once an audio has been downloaded, the subscriber can then listen to the audio at their computer or transfer it to an mp3 player (like an iPod) or a CD and listen to it anywhere!

Once one subscribes, there is no need to check a website for a new audio - all new podcasts will be downloaded automatically. The listener can also choose to download all or some of the previous audios sent out by the podcaster. In order to begin receiving Christ Church's audios via podcast, all one needs is a computer with internet access. Here are the easy, step-by-step instructions to begin receiving Christ Church's sermons, Sunday school lessons, and Bible studies.

Downloading iTunes

First, you will need to download **iTunes**, a free audio player and feed reader that will download and organize your audios for you.

1. To download iTunes on to your computer, go to www.apple.com/itunes/download. Enter your email address and click "Download Now."
2. A new window will open asking you if you would like to save the file. Click "Save File." If you are asked where the file should be saved, select "Desktop." **Note:** Depending on the speed of your internet connection, the download may take several minutes.
3. When the download finishes, double-click the iTunes Setup icon. When a new window pops open, choose "Run."
4. Follow the on-screen instructions to complete the installation process.

If iTunes does not open automatically, double-click the iTunes icon on your desktop and wait for it to open.

Subscribing to the Podcasts

Once iTunes is open, look on the left side of the screen under the "Library" heading for the "Podcasts" section. Clicking on the word "Podcasts" (Figure 1) will allow you to view all of the podcasts to which you subscribe and see how many new audios have been downloaded.

Christ Church offers two separate podcasts: one for the audios from the primary preaching pastor, and another for all other sermons, teachings, and Bible studies.

- To subscribe to the audios from the **primary preaching pastor**, go to this website: www.sermonaudio.com/beingtransformed. Click on the orange and gray "XML Podcast" button near the top (Figure 2) and select "Apple iPod+iTunes." This will add the feed to iTunes.
- To receive **all other audios** from Christ Church, go to this website: www.sermonaudio.com/christchurch. Click on the orange and gray "XML Podcast" button (Figure 2) near the top and select "Apple iPod+iTunes." This will add the feed to iTunes.

For each podcast, clicking "Apple iPod+iTunes" should open iTunes, subscribe you to the podcast, and begin downloading the most recent audio. Congratulations! From now on, whenever you open iTunes, it will automatically search for new audios from the podcasts to which you subscribe. Please note that it may take a few minutes for the search to finish. Downloading new audios may also take a couple of minutes depending on your internet connection.

Finding and Downloading Older Audios

It is also possible to download older audios from our online archive to your computer.

1. Open iTunes and select "Podcasts" under the Library heading in the top-left part of the window (Figure 1).
2. Select the podcast where the audio is located - either Being Transformed (for audios from the primary preaching pastor) or Christ Church of the Carolinas (all other audios). All audios which have already been downloaded and are ready to play will appear in black letters. If the audio has not been played yet, there will be a small blue circle to the left of it (Figure 3).
3. Audios that are available for download but are not currently on your computer appear with gray letters. To download an individual audio, click the gray "Get" button to the right of that audio (Figure 3). After a few minutes of downloading, the audio will appear in black letters and a blue dot to the left. It is now ready to be played.
4. If you wish to download all of the previous audios that are available, click the gray "Get All" button to the right of the podcast's name (Figure 3).

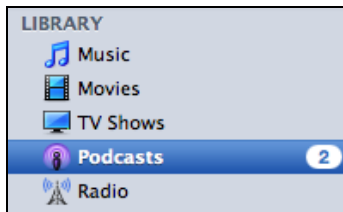


Figure 1

Figure 2



(here)

Figure 3

