**Transform Learning Environment Assignment Instructions**

You have been working on becoming an expert in the application of podcasts and you are about ready to implement it in your school. Before you go live with the plan you are establishing, it is time you put your plan and best practices to work. It is time to take what you have worked on so hard and make it a reality and host your own podcast session! Be sure to follow the rubric you created to evaluate podcasts.

Choose from one of the following options:

1. An instructional podcast for a class you currently teach.
2. A devotional podcast for something God is laying on your heart.
3. An example you could share with teachers as you implement your plan to include more podcast in your school system.

Take your time and plan what you will talk about. Your podcast should be 3-5 minutes long and of professional quality. Include typical components like an opening and closing and do your best to capture the listener’s attention.

Please be mindful to have clear audio; use a microphone or a headset and reduce background noise. Remember, the benefit of a podcast is you can edit it and remove large mistakes. Take your time and make it count!

There are many free sites to help you upload your podcast. It is strongly recommended you use this option.

Submit a document that includes a working link to your podcast for a grade. It is recommended you send the link to yourself or a friend to test it before submitting.

While we may be digital, please remember to give credit for ideas that are not original to you.