



Podcast

The Secret Place

Podcast Production Guidelines

LIFE

Daily Podcast

Objective: The Daily Podcast aims to teach new believers the methodology of a devotional and demonstrate how the word of God comes to life within us by impacting, teaching, or revealing its truths to us. Additionally, it serves as a complement and accompaniment to the church's support for personal devotionals.

Recommendations.

Planning and Preparation.

Biblical Passage: Follow the biblical passage outlined in the devotional plan. The team consists of one lead host and two guests.

Individual Study: Each participant should study the Bible passage individually and prepare their thoughts and reflections for the recording.

Technical Aspects

Team: The recording can be done via Zoom or similar virtual meeting platforms. Ensure that all participants are in a quiet place to avoid background noise and echoes.

Recording: Record the podcast, making sure to check sound levels and clarity.

Editing: The podcast, in mp3 format, should be sent via WhatsApp to the editor in charge. The editor will eliminate long pauses and errors, ensuring sound quality and uniqueness. To enhance the listening experience, the editor will add an intro, background music at a lower volume (20%) under the vocals, and a closing section.

Publishing: The publisher will upload the podcast to SoundCloud for promotion and distribution.

Episode Structure

(20 Minutes)

a. Introduction: (1 minute)

Begin with a warm greeting and introduce the participants.

b. Passage Reading: (2 Minutes)

Read the Bible passage aloud. Consider having one participant read it in its entirety or divide it among the three participants. The base Bible version will be the King James Version (KJV).

c. Discussion and Reflection: (10 Minutes)

The lead host should moderate the following questions and maintain focus on the episode's goals:

- What clarifications arise when comparing with other Bible versions?
- What insights did you find in the cross-references?
- What aspects stood out from the biblical passage's commentary?
- What theological themes or principles did we discover?
- How can you apply the passage to your daily life?
- How can you apply the passage to the church?

d. Conclusion and Prayer: (2 Minutes)

Summarize the main points discussed.
Conclude with a farewell and a final prayer.

General Tips

Be authentic and genuine in your conversation. Sincerity and passion for the subject matter resonate with listeners.

Publication and Distribution

a. Promotion:

Announce the podcast during church meetings, in newsletters, and on social media platforms.

b. Feedback:

Encourage listeners to provide feedback and suggestions to enhance future episodes.

