

Subscribing to a Podcast

Subscribe to Oncourse podcasts with iTunes

Copying the URL from the Podcasts Tool

To subscribe to a podcast first you need to have the URL of the Podcast.

1. From the list of tools at the left, **Click Podcasts**.
2. Under the text Podcasts, **Press and drag to highlight the URL**.
3. **Copy the URL to the Clipboard**.

Subscribing to the site's podcasts using Apple iTunes

A podcatcher is a program such as iTunes that can automatically download podcasts as they are posted. iTunes is freely available for both Windows and Macintosh, at <http://www.apple.com/itunes/download/>.

1. **Open iTunes**.
2. In the Library section on the left, **Click Podcasts**.
3. To subscribe to a podcast from the Menu bar **Click Advanced**.
4. **Click Subscribe to Podcast**.

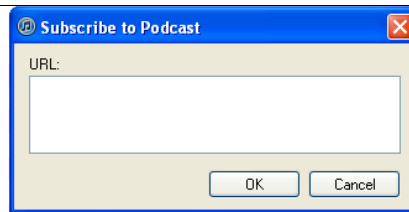



Figure 1

5. When the dialog box appears, **Paste the URL you copied from Oncourse into the URL field** → **Click OK**. See **Figure 1**. You will see a spinning icon that tells you iTunes is downloading. The circular icon next to the title means that there are podcasts which have not been viewed under that title.
6. To see the Podcasts in a list, **Click**  located on the top right side of the window.

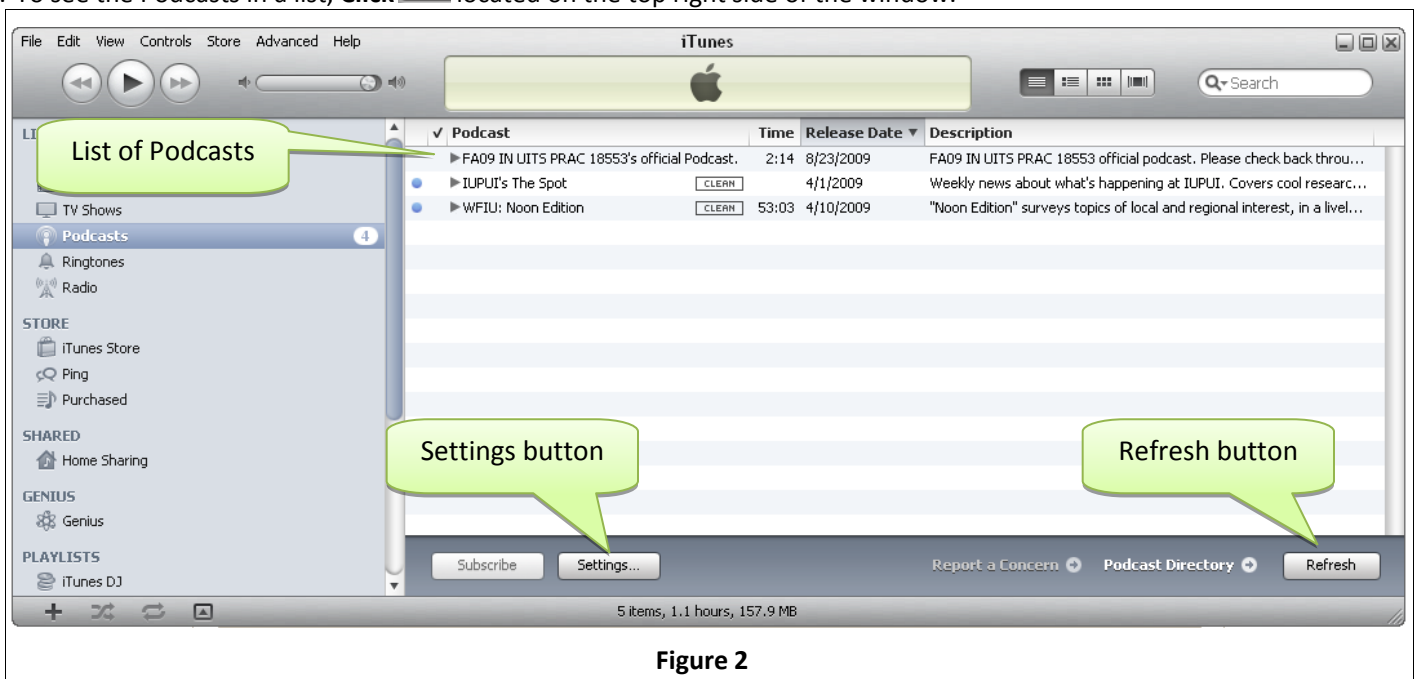



Figure 2

7. To see inside and view the episodes of the Podcast, **Click the**  **located next to the title of the Podcast**.
8. To listen to the podcast, **Double-click the title**.
iTunes is set by default to check for new episodes daily. You can manually check for new episodes as well.
9. To check for new episodes manually, **Click the podcast title** → **Click the Refresh button**.
10. To change the frequency with which iTunes checks for updates, **Click the Settings button**.