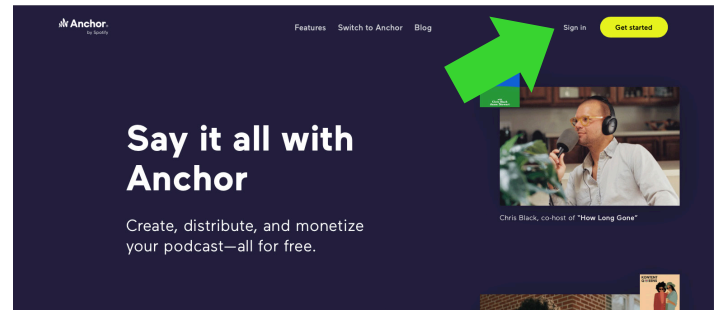# HOW TO UPLOAD YOUR PODCAST
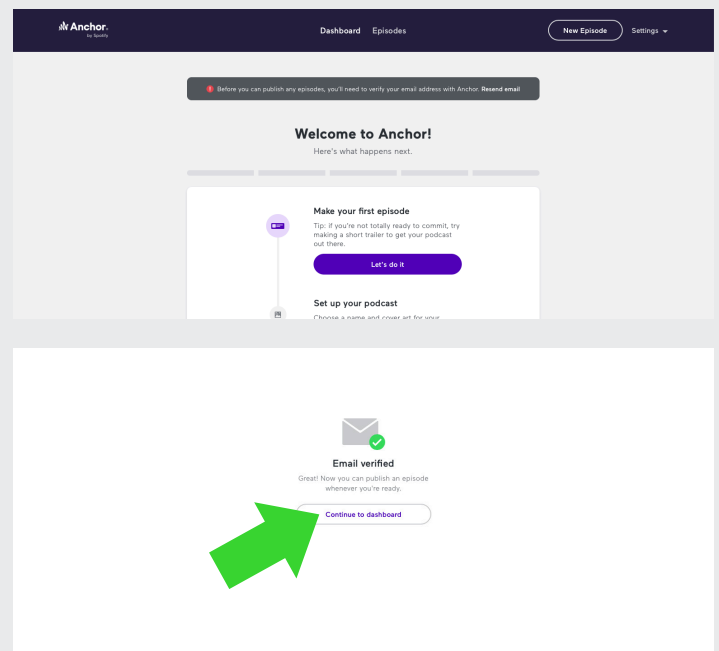## Step by step guide

MY RØDE CAST

STEP 1

- Go to Anchor.fm.
- Create an Anchor account or log in if you already have one.

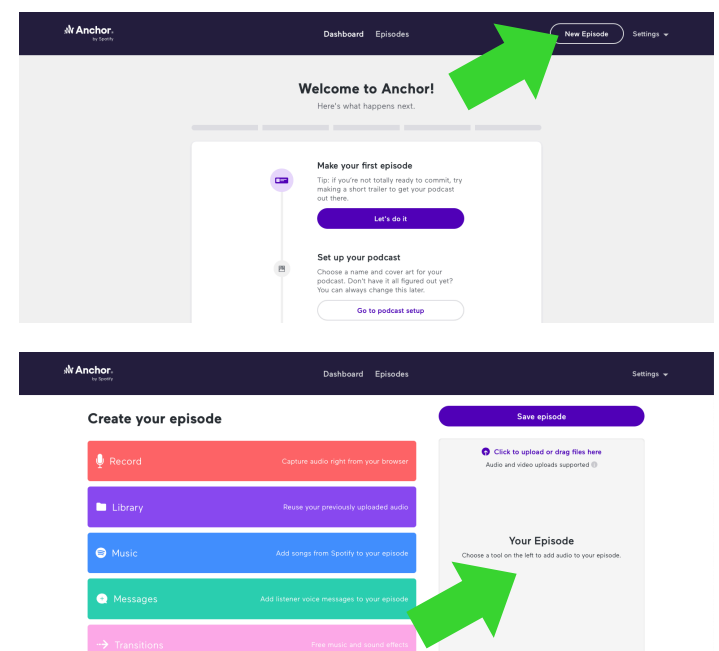## STEP 2 (only when creating a new account)

- Verify your email address by clicking on the link in the email you will have received.

- Click 'Continue to Dashboard'.

STEP 3

- Click 'New Episode' in the top right-hand corner
- Now you're ready to upload your podcast.

- If you have your podcast file ready to go, drag it from your desktop and drop it into the uploader on the right-hand side of the page.

- Remember, your podcast must be between 1-2 minutes long, and be a single stereo file, either an MP3 or WAV format.
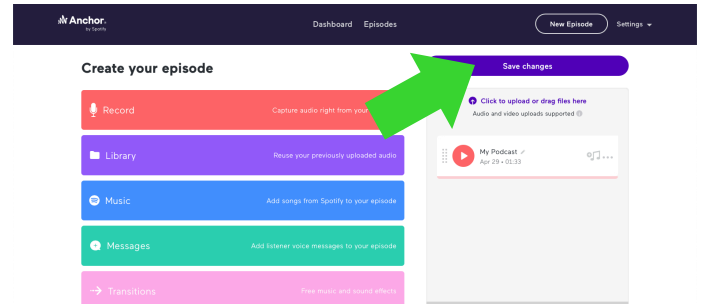
HOW TO UPLOAD YOUR PODCAST
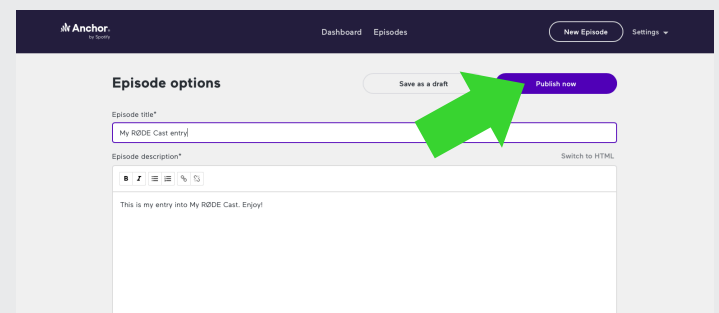## Step by step guide

MY RØDE CAST

STEP 4

- Once it has uploaded successfully, your podcast will appear in the uploader window. Now click the 'Save episode' button
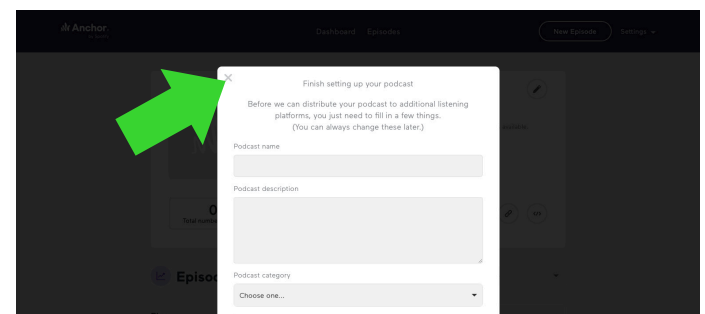

STEP 5

- Now fill out the details of your podcast, including the title, a description, and an image. Once you have completed the form, click the 'Publish now' button.
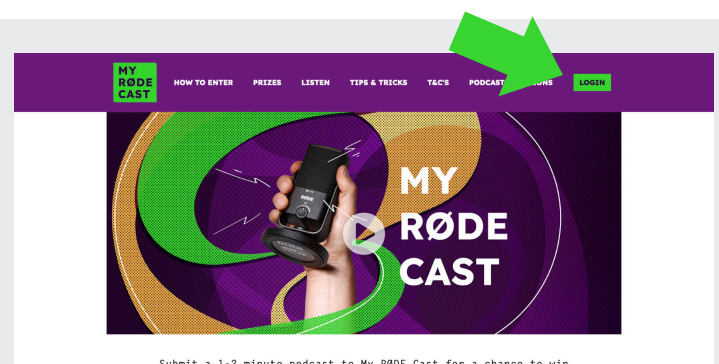

STEP 6

- Next, you will be prompted to complete the details of your podcast. This is not necessary for entering My RØDE Cast, so you can skip this step if you choose.

STEP 7

- Now you are ready to enter My RØDE Cast!
- Keep Anchor open and in a new tab or window, go to myrodecast.com.
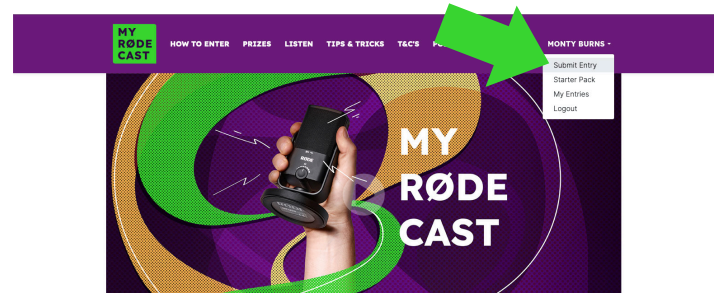- Log in to your My RØDE Cast account or register if you haven't already done so.

HOW TO UPLOAD YOUR PODCAST
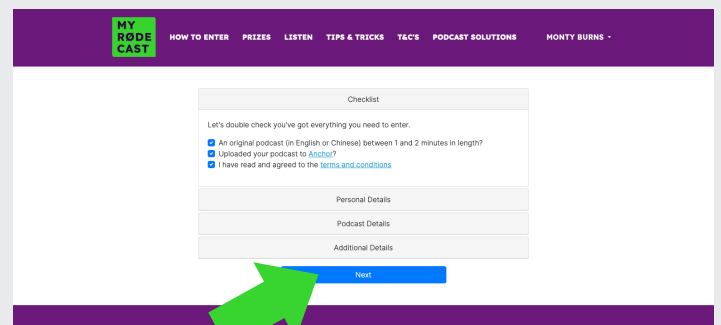## Step by step guide

STEP 8

- Click your name in the top right-hand corner and select 'Submit entry'

Submit a 1-2 minute podcast to My RØDE Cast for a chance to win
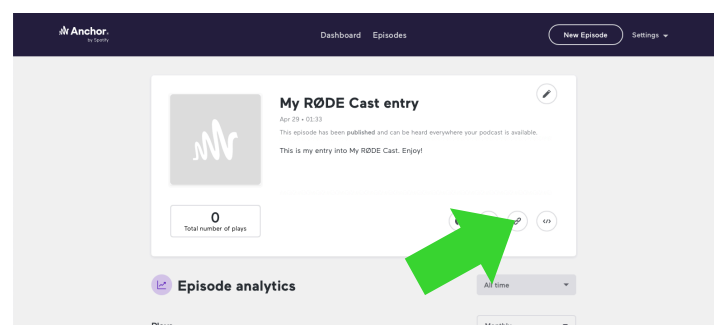
STEP 9

- Complete the checklist and click 'Next'.

- Enter your personal details, then click 'Next'.

STEP 10

- Now go back to the Anchor window with your episode open and click the link button to copy your podcast URL.

- Note: If you accidentally exit Anchor, you can access your podcast at any time by going to anchor.fm > clicking 'Episodes' > and clicking on your entry.

HOW TO UPLOAD YOUR PODCAST
Step by step guide

MY RØDE CAST

STEP 11

- Go back to your My RØDE Cast window and paste your podcast URL into the form (ctrl+V or command+V)
- Complete the podcast details form, including the podcast title, a description, and whether it contains any mature content. Click 'Next'.

STEP 12

- Complete the rest of the entry form, then click 'Submit'

STEP 13

- Now you're done!
- Once your podcast has been moderated by our team and approved, you will receive an email from us. If your podcast was rejected, you will receive an email saying why and you will need to amend the issue and re-submit your podcast.