**Roundtable Discussion Podcast**

**List of Student Roles**

Names of Students in Group:

| **Role** | **Number of Students** | **Duties** | **Student(s) Assigned** |
| --- | --- | --- | --- |
| **Moderator** | 1 | Lead DiscussionRead and record introduction scriptPrepare guiding questions to hear everyone’s point of view |  |
| **Guest** | 3-4 | Prepare to speak on the topic by studying, researching, or writing a script on the topic |  |
| **Engineer** | **1** | Make sure all students can be heard and recorded during the recording sessionListen after recording to make sure everything is recorded properly(Note: Can be same person as editor) |  |
| **Editor** | **1** | Edit together intro and outro, add music when necessary to separate segmentsMay help moderator write the intro and outro |  |

**Narrative Podcast**

**List of Student Roles**

Names of students in group:

| **Role** | **Number of Students** | **Duties** | **Student(s) Assigned** |
| --- | --- | --- | --- |
| **Researcher / Writer** | 1-4 | Research the topicWrite the script or the segment of the script |  |
| **Host(s)** | 1-3 | Read and record the script |  |
| **Engineer** | **1** | Help hosts record |  |
| **Editor** | **1** | Edit the audio after recording, may help write the script |  |
| **Composer (Optional)** | **1** | Add original music to the podcastCreate a theme for the podcast |  |
| **Sound Designer** | **1** | Add sound effects and create sound beds to enhance the storytelling |  |

**Interview Podcast**

**List of Student Roles**

Names of students in group:

| **Role** | **Number of Students** | **Duties** | **Student(s) Assigned** |
| --- | --- | --- | --- |
| **Writer / Researcher** | 1-4 | Research the topicFind the guest to interviewHelp the host write the questions |  |
| **Host(s)** | 1-3 | Prepare questions to ask guestResearch guest to help prepare questionsAsk questions of guestListen carefully to guest, ask follow up questions |  |
| **Engineer** | **1** | Help hosts record |  |
| **Editor** | **1** | Edit the audio after recording, may help write the script |  |