

Session Objectives

- Understand how AI can enhance the podcast creation process.
  - Explore practical tools for scripting, editing, and promoting podcasts.
  - Engage in hands-on activities and group discussions to brainstorm AI integration in training.
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Overview of Key Concepts

1. Why Use AI in Podcasting?

- Cuts production time in half
- Improves sound and content quality
- Automates repetitive tasks
- Personalizes listener experience

2. AI Tools & Functions

Function	Recommended AI Tool	Description
Planning	ChatGPT, Claude	Idea generation, episode outlines
Organization	Notion AI, Taskade	Task tracking, calendars
Scriptwriting	ChatGPT, Gemini	Full script drafts, intros/outros
Voice/Narration	ElevenLabs, Descript	AI-generated voiceovers
Editing	Descript, Adobe Podcast	Audio enhancement, text-based editing
Branding	Canva AI, Adobe Express	Cover art, audiograms
Promotion	Copy.ai, Jasper, Buffer	Social media & email content

3. Ethical AI Use

- Be transparent when using AI
  - Always review and fact-check
  - Avoid deepfake voices without consent
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Discussion Prompts

- How could AI tools help you in your own training or communication efforts?
  - What reservations do you have about integrating AI?
  - Which part of the podcast process would you automate first?
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Activity: AI Tool Test Drive

1. Choose one AI tool to explore:
    - ChatGPT (idea generation or scripting)
    - Canva AI (visual branding)
    - Descript (editing or transcription)
  2. Use the tool for 10 minutes.
  3. Discuss your findings with the group:
    - Was the tool intuitive?
    - What did you create?
    - Would you use it in the future?
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### Group Brainstorm: AI in Training

Work with a small group to brainstorm AI use in your specific training area. Consider:

- Content creation
- Learner engagement
- Streamlining delivery or follow-up

Share one practical idea with the full group.

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### Your Notes

(Use this space during the session)

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### Resources

- ChatGPT: <https://chat.openai.com>
- Descript: <https://www.descript.com>
- Canva AI: <https://www.canva.com>
- ElevenLabs: <https://www.elevenlabs.io>
- Auphonic: <https://www.auphonic.com>
- Podcasting.ai Tools Directory: <https://www.podcasting.ai/tools>

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Thank you for participating!