

# MY PODCAST PLATFORM

[HOME](#)

[US VS RIVERSIDE](#)

[PODCAST LIVE STUDIO](#)

[PODCAST TRAINING GUIDE](#)

[CONTACT US!](#)

Live Video Podcasting Training Guide 🖱️

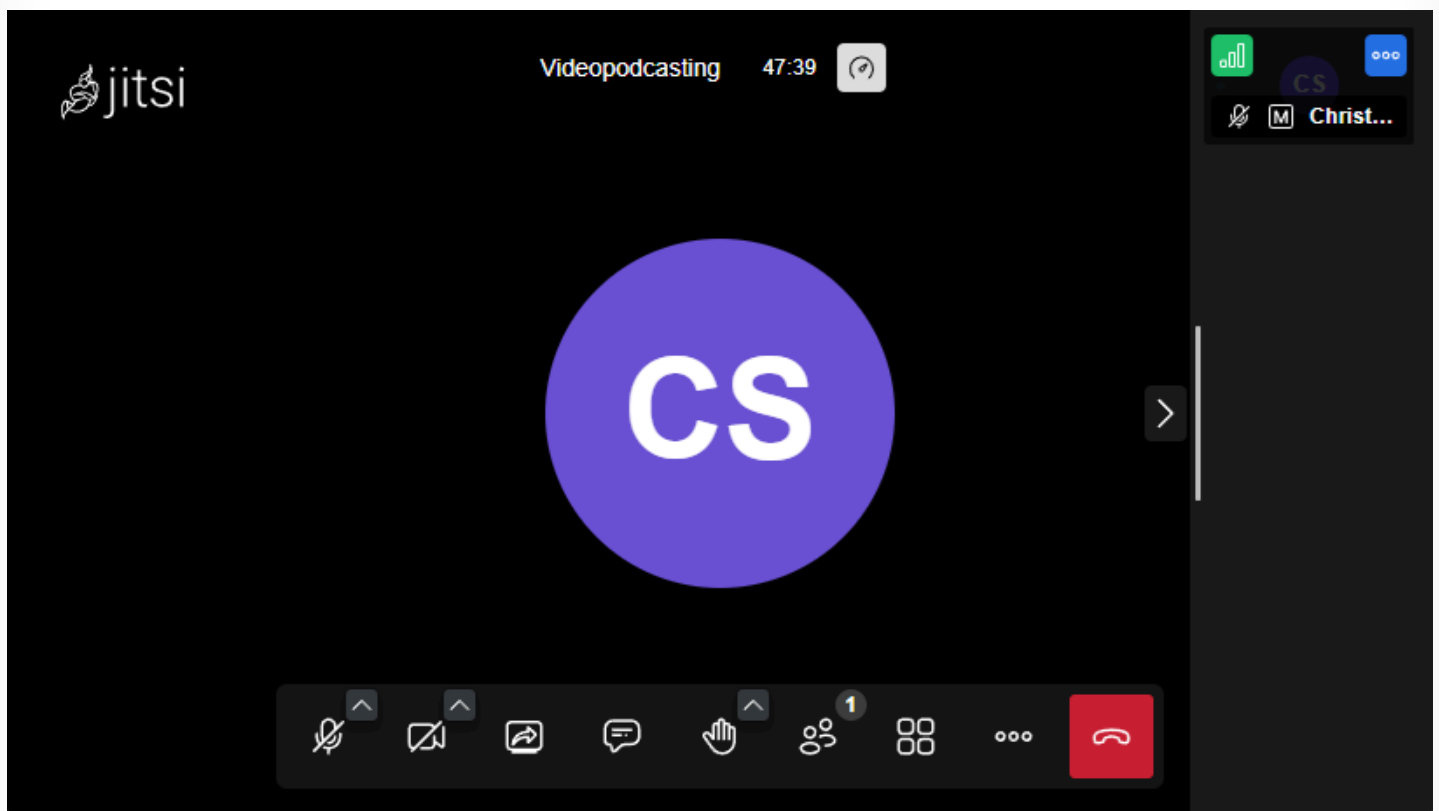
## Live Video Podcasting Training Guide

**Works in Any Browser on Any Device: Nothing  
To Download!**

Recording Your Live Video Podcast is currently offered only to Chrome Desktop & Laptop Users!



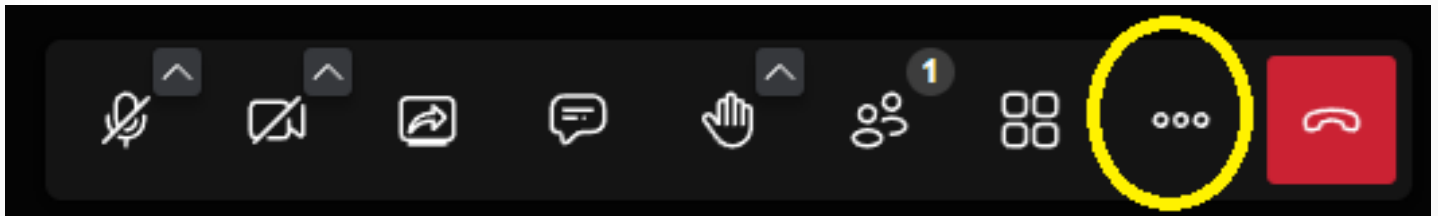
Go To [Training Room](#) to Test The Features Shown in this Guide!



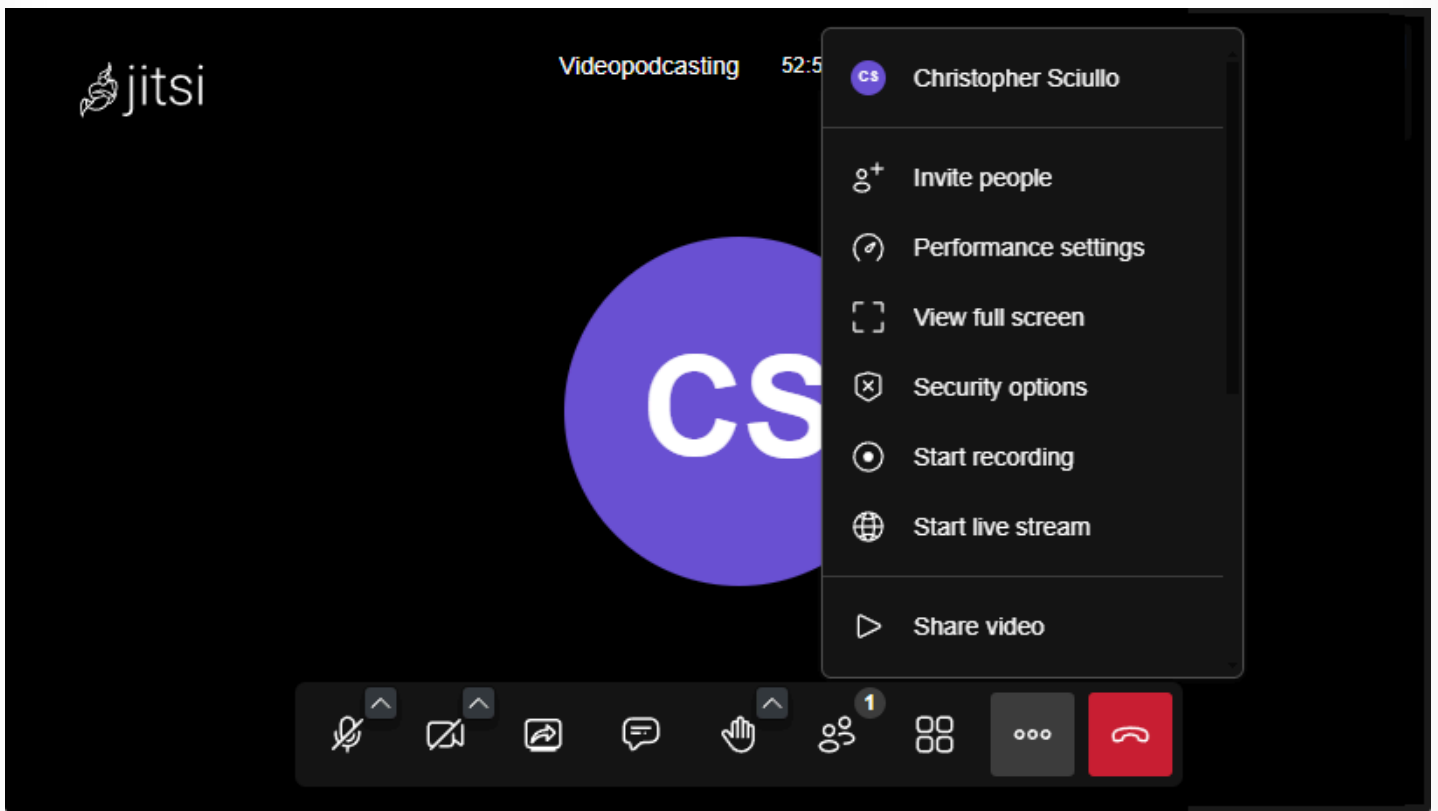
Participant Bar:

1. Flip the Camera View from Left to Right
2. Hide Self View For Podcast Producer God Mode
3. Pin to Stage

## Bottom Menu Ellipsis (...) Controls

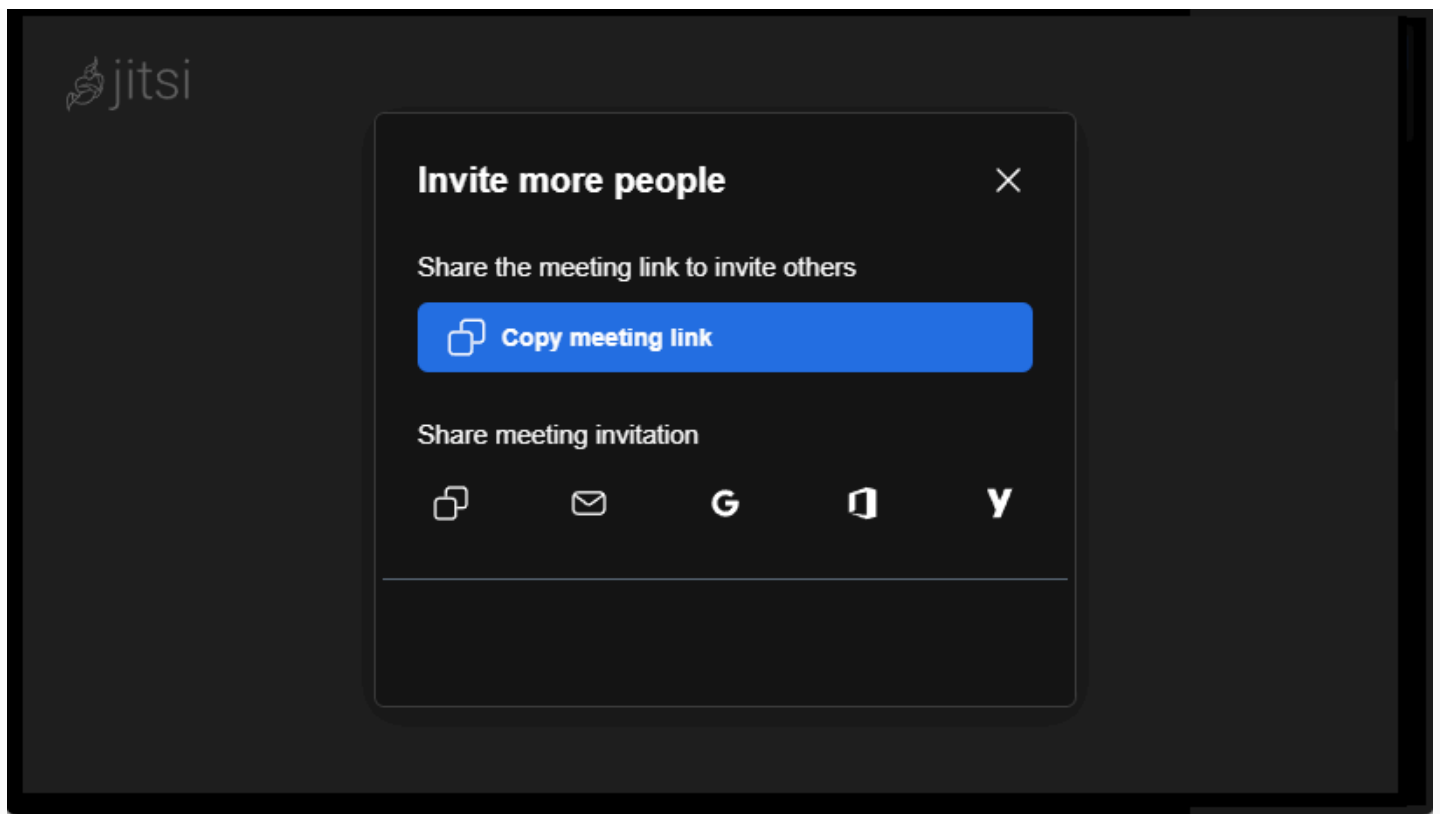


## Bottom Bar Ellipsis (...) Controls

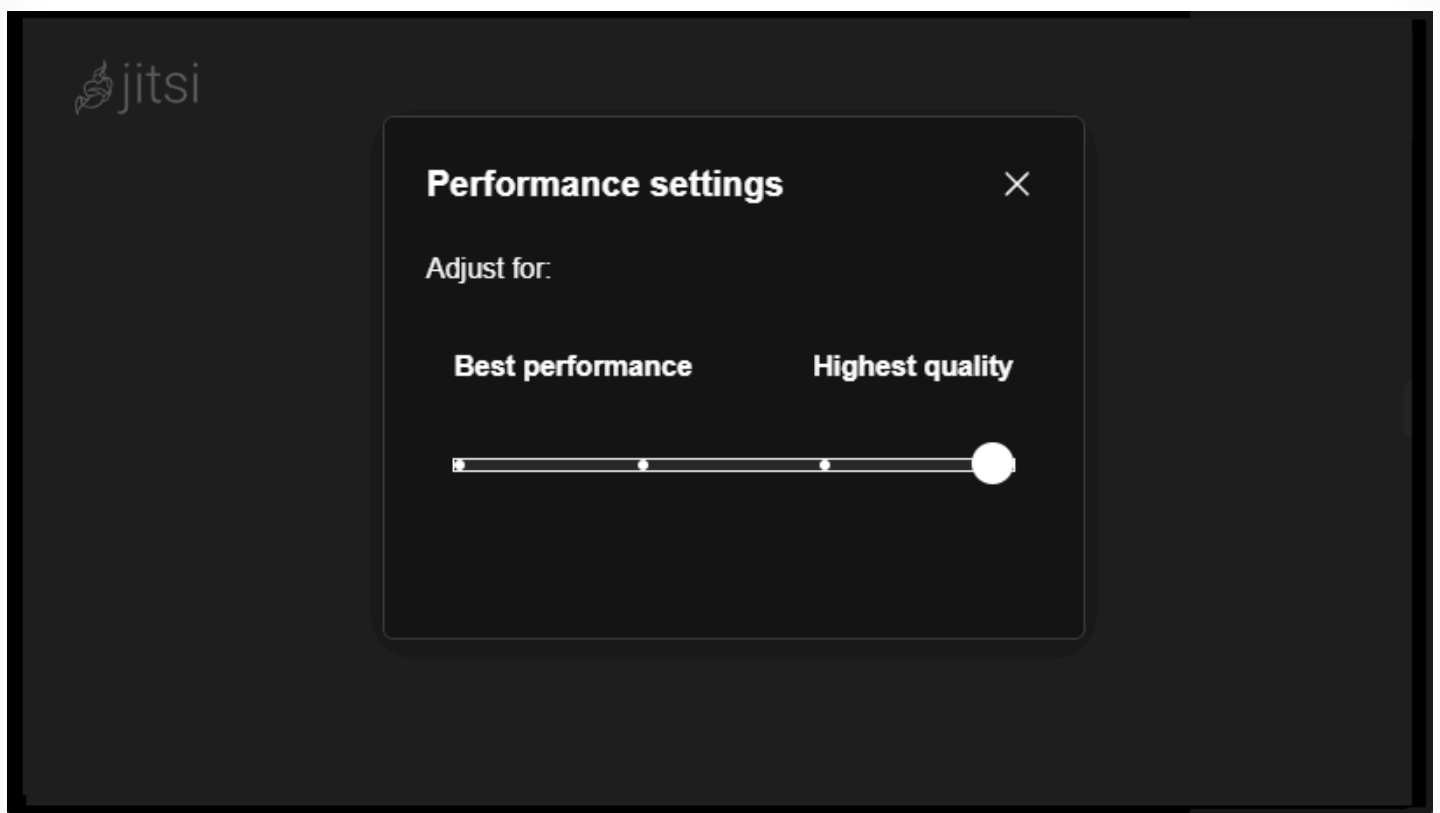


**Invite People** – Copy the Link and Share it with others via Email, Google, Outlook, or Yahoo

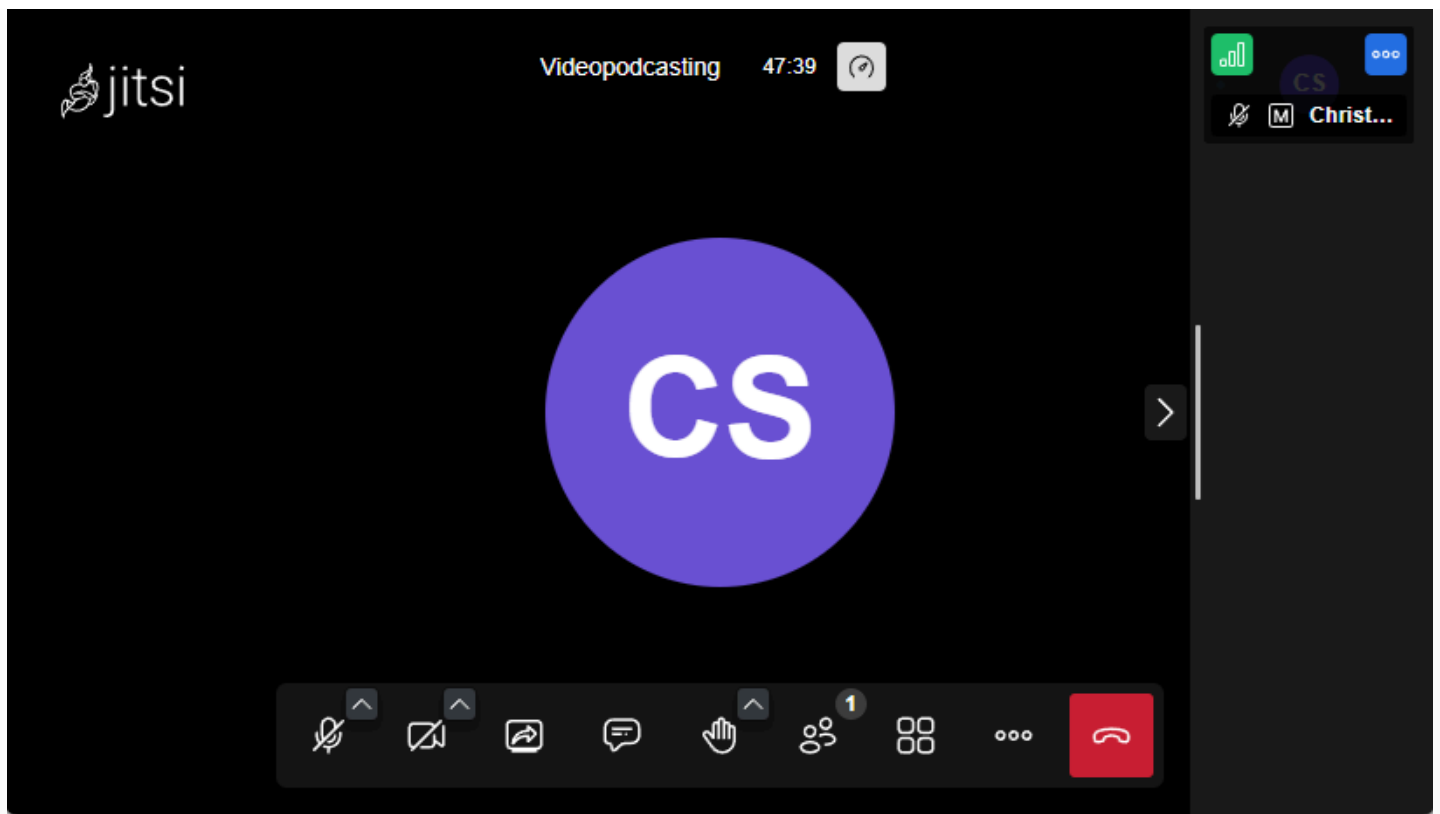
\*\*\*\* COPY THIS LINK – YOU'LL NEED TO USE IT AS YOU CHECK OUT THE SECURITY FEATURES! \*\*\*\*



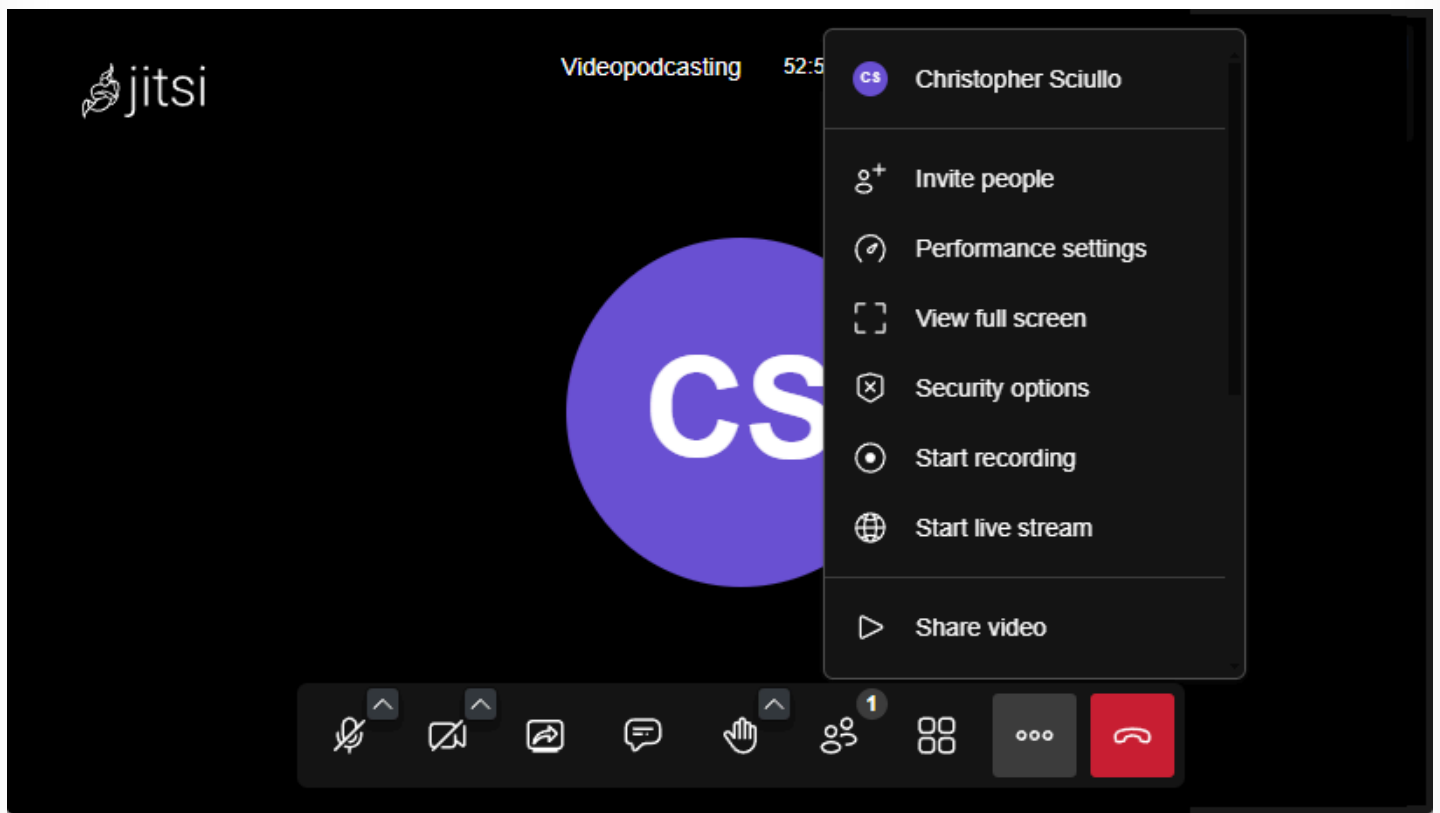
**Performance Settings:** Adjust for 1. Better Performance or 2 Higher Quality



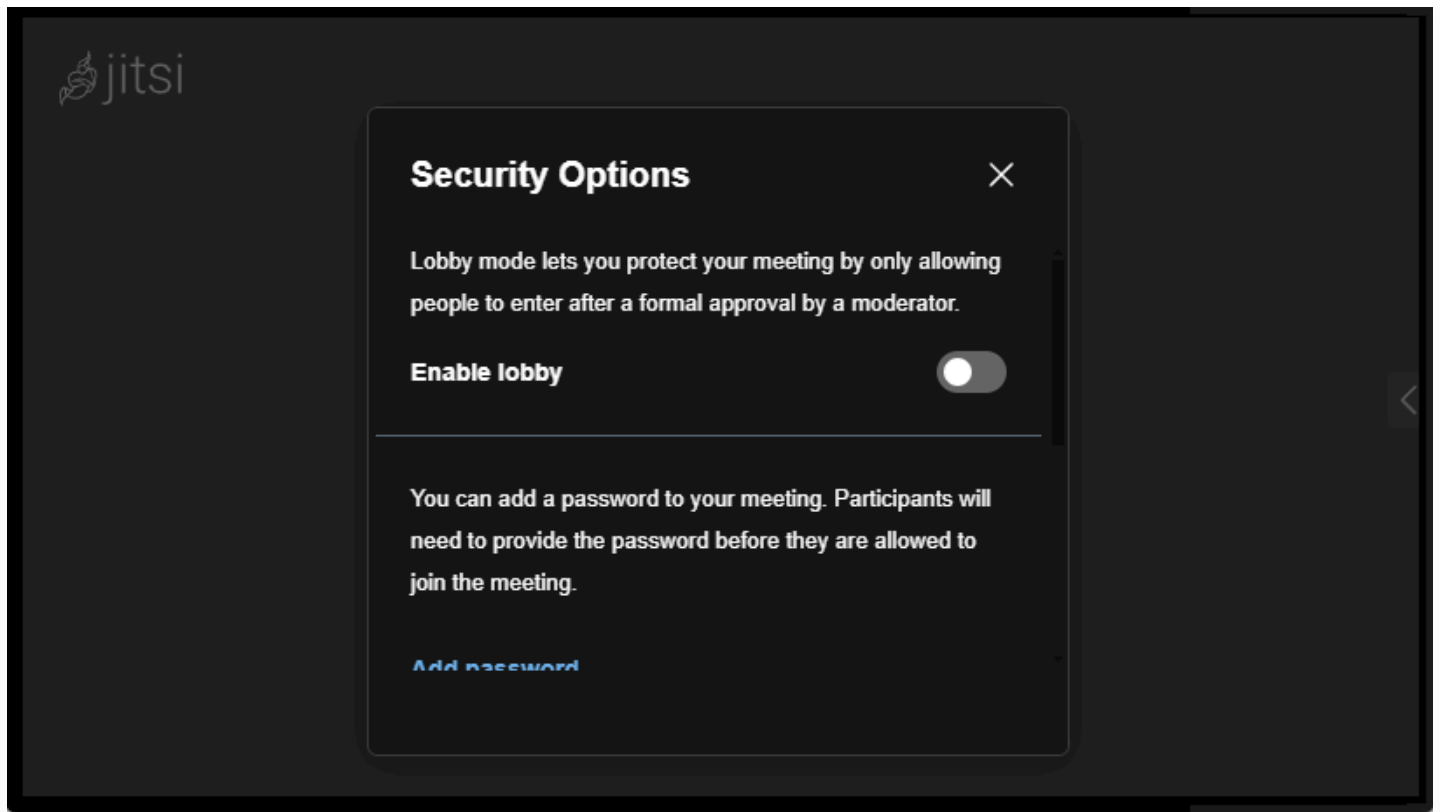
**View Full Screen** – Best for Recording



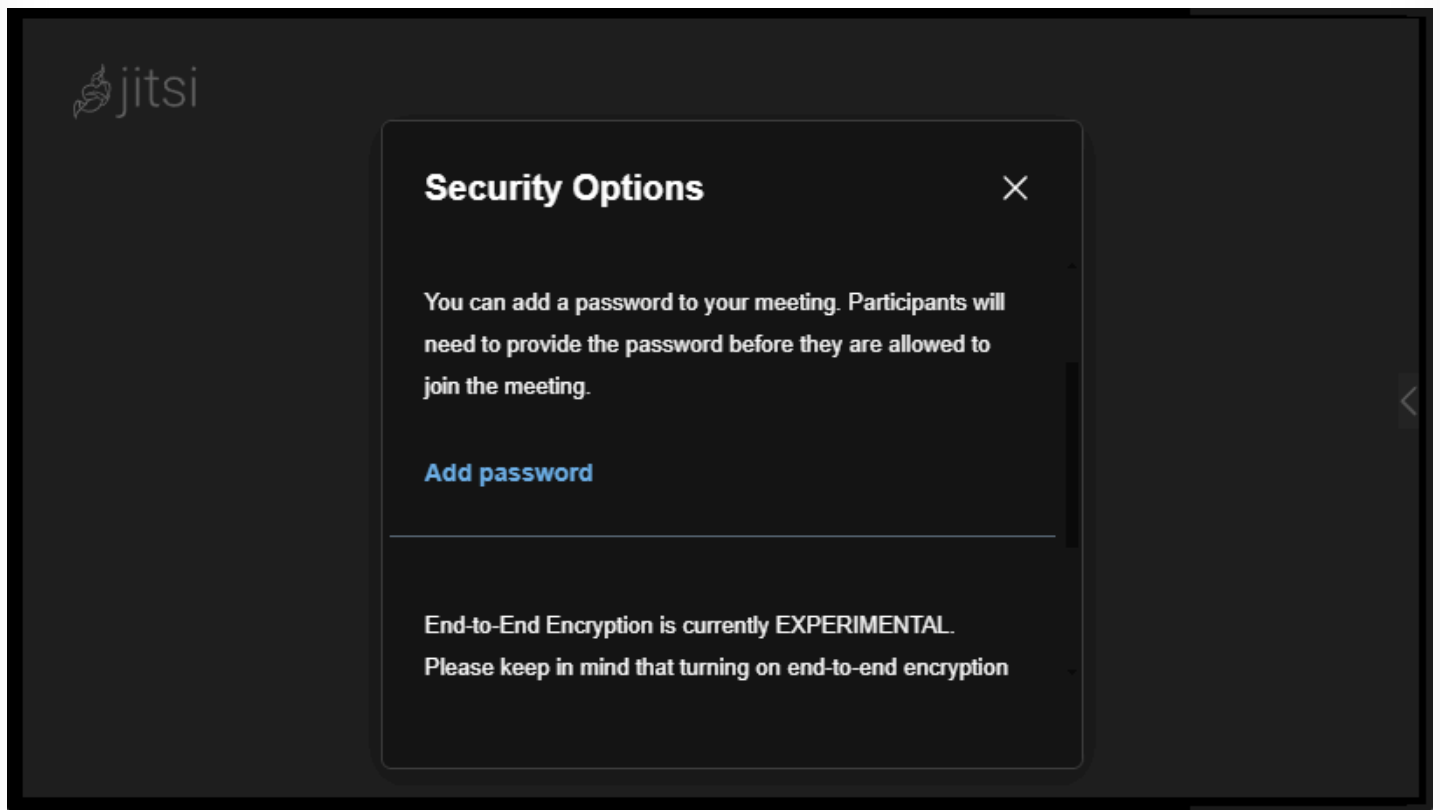
## Security Options:



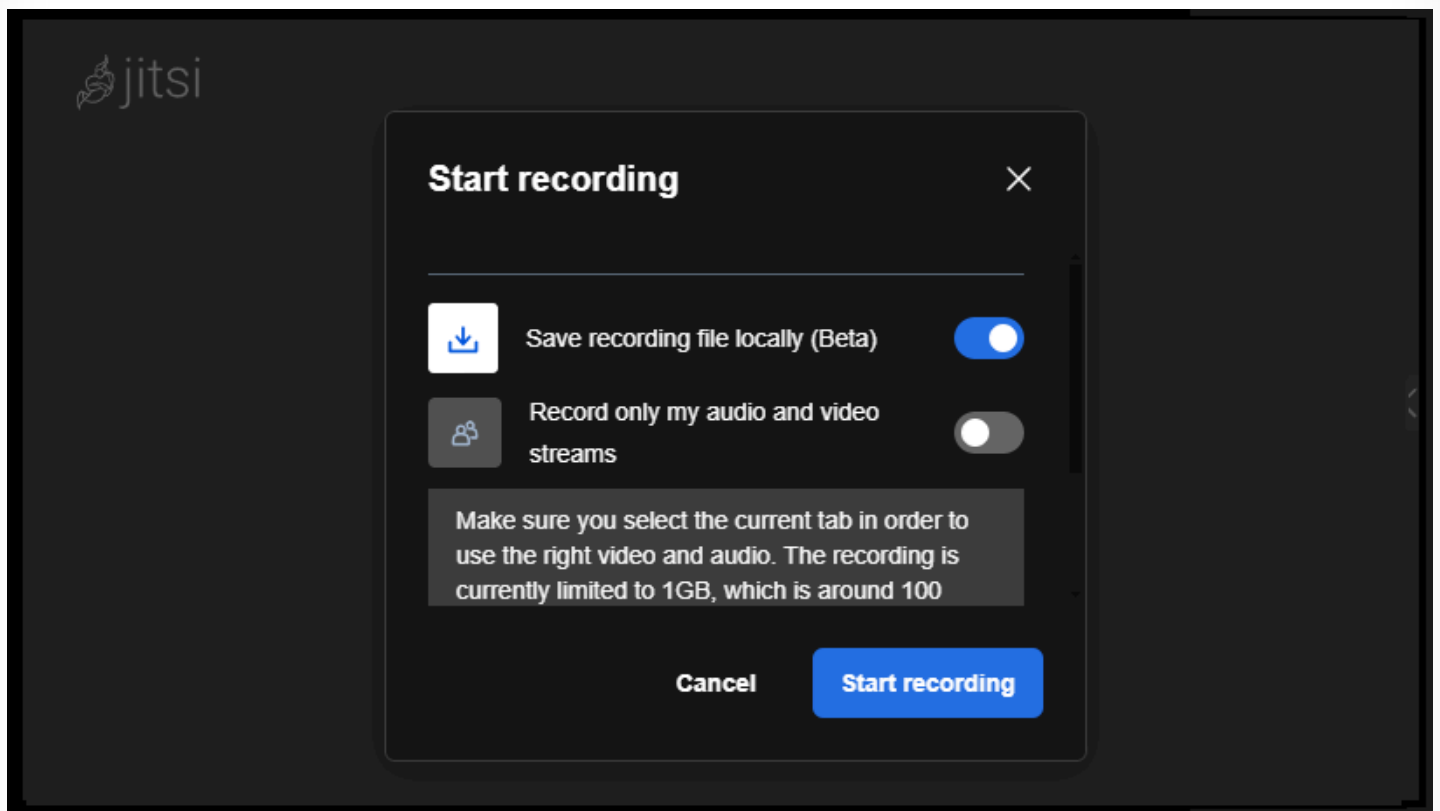
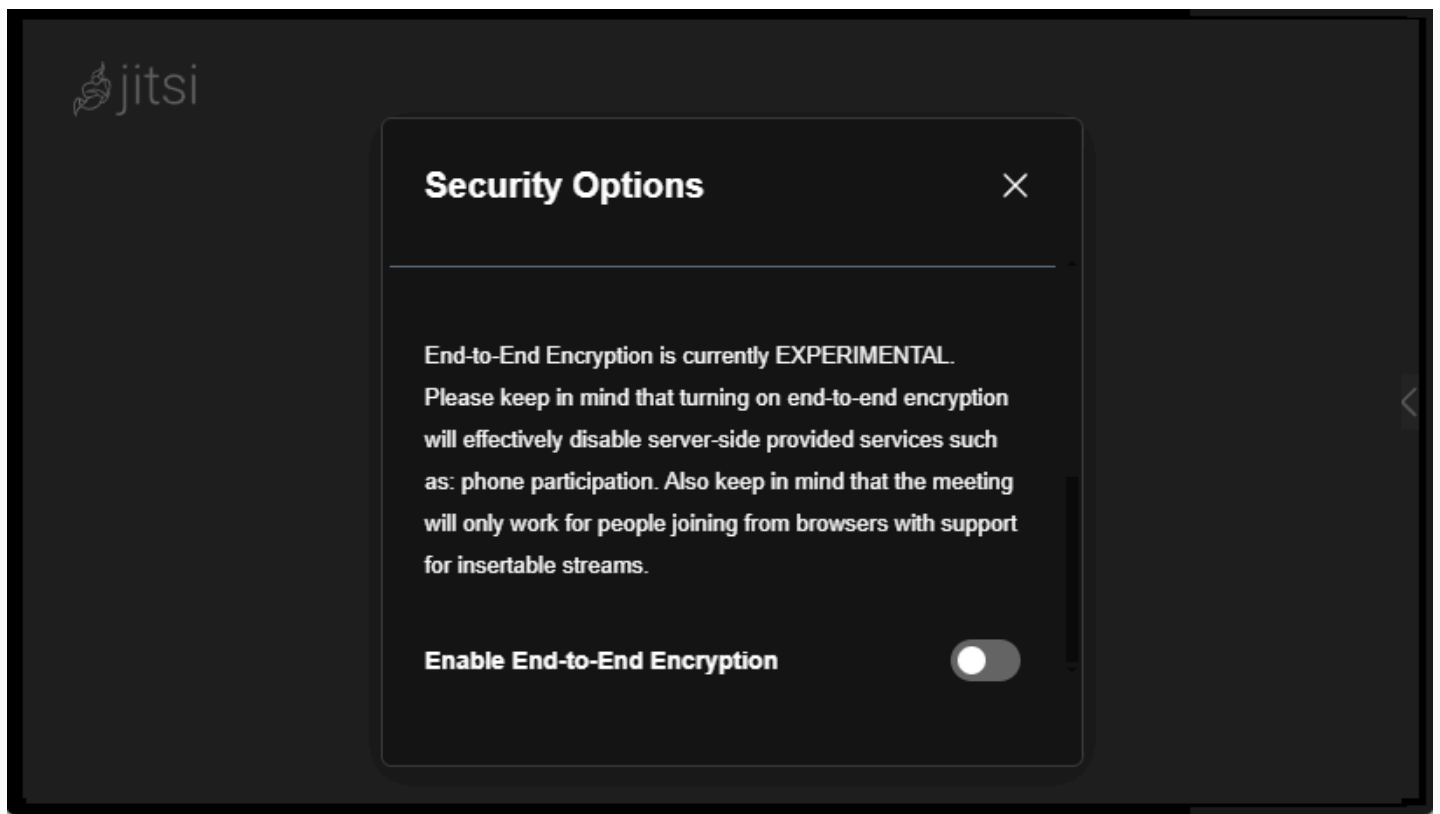
Lobby Mode: **Send The Link You Copied to a Friend to Test the Security Room Option!**



Add a Password to Bypass Lobby



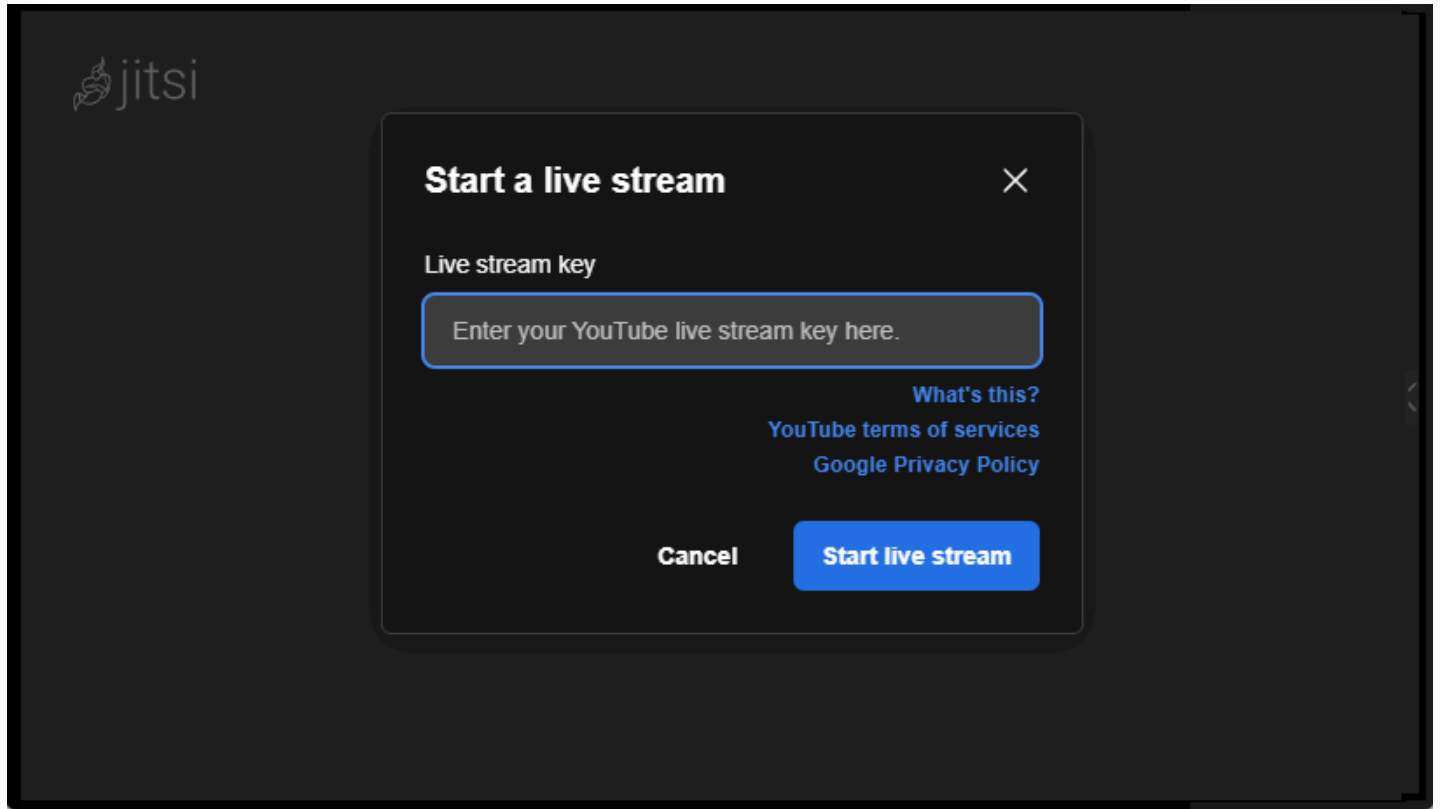
End-to-End Encryption Disables Mobil Phone Participation



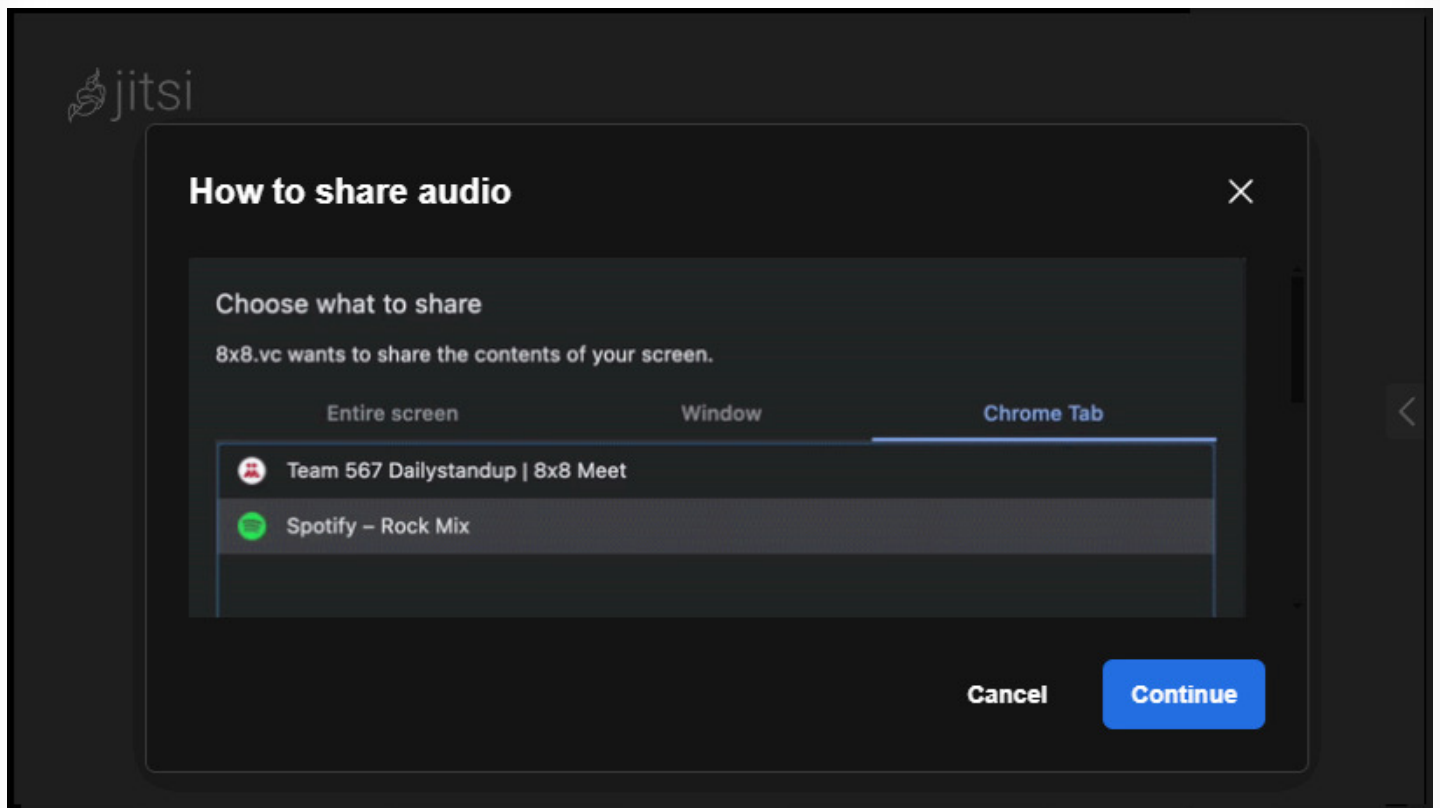
## Start Recording: Moderator Feature -Limited to 100 Minutes and Requires Chrome Browser Only!

1. Save File Locally

## 2. Record on Host Audio & Video



### Start Live Stream: Needs YouTube Live Stream Key

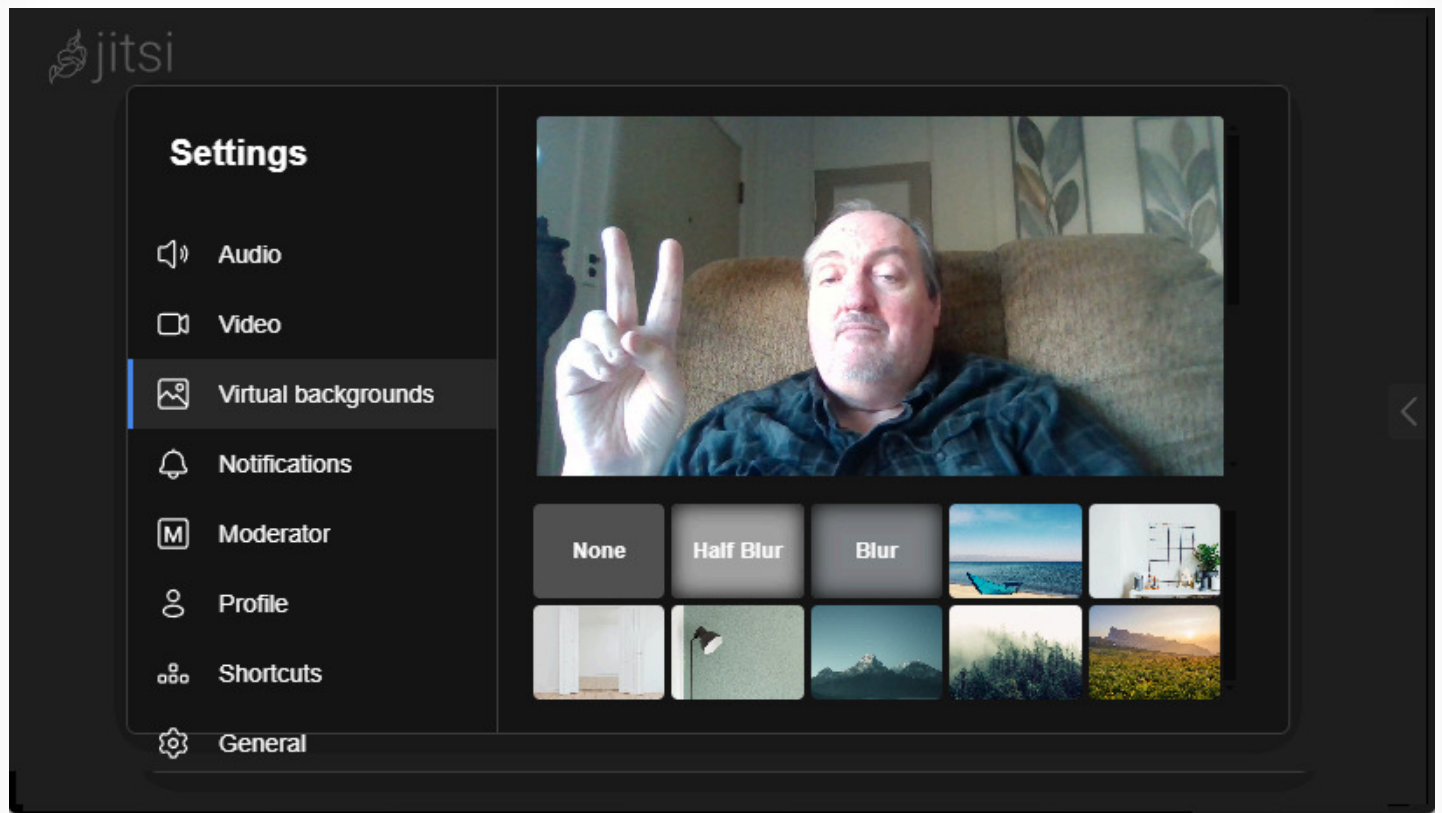


**Share Video:** Enter your YouTube or Other Direct Video Link

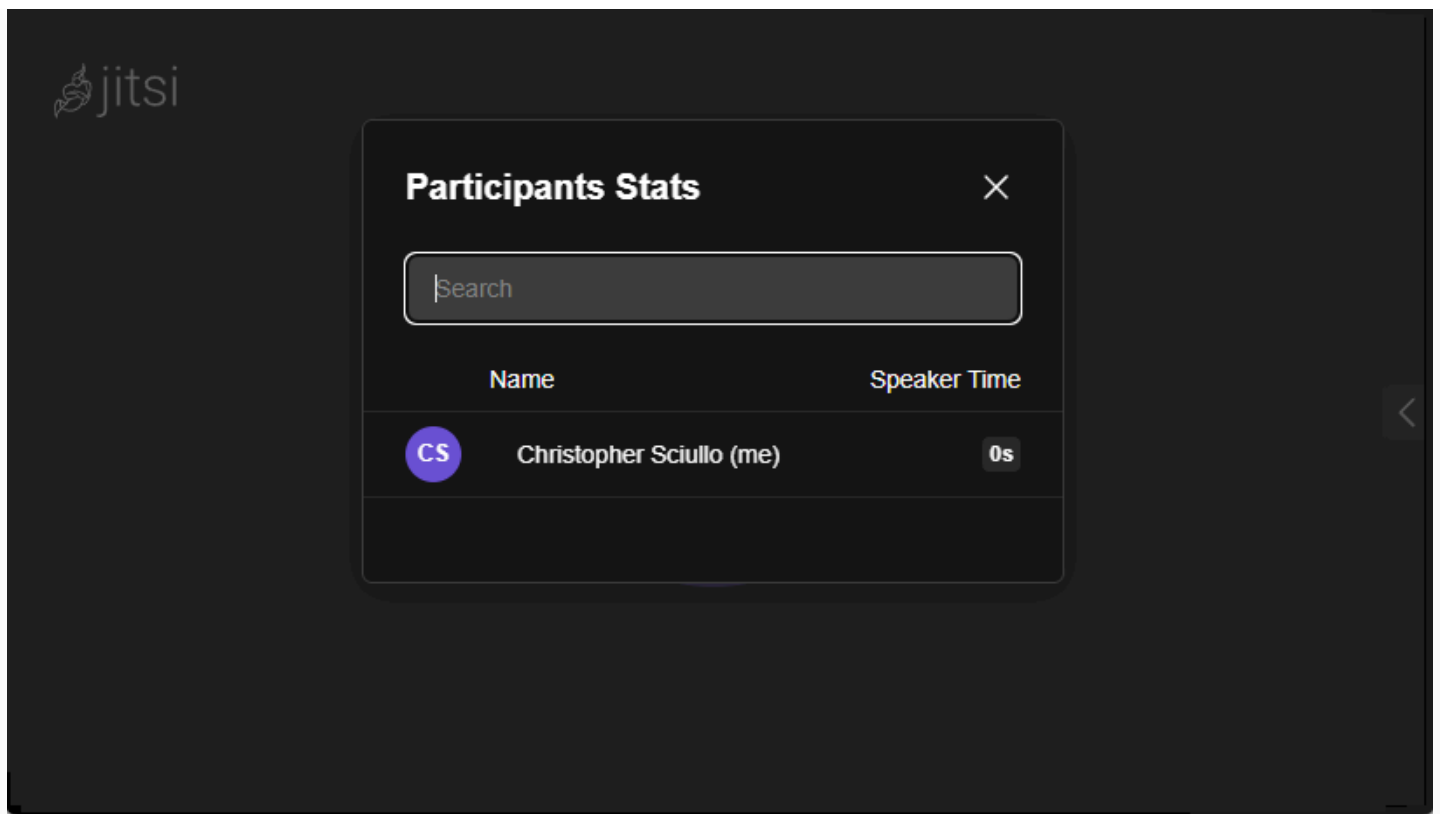
Share Audio using a Chrome Tab

Click on the Audio Only Tab Link

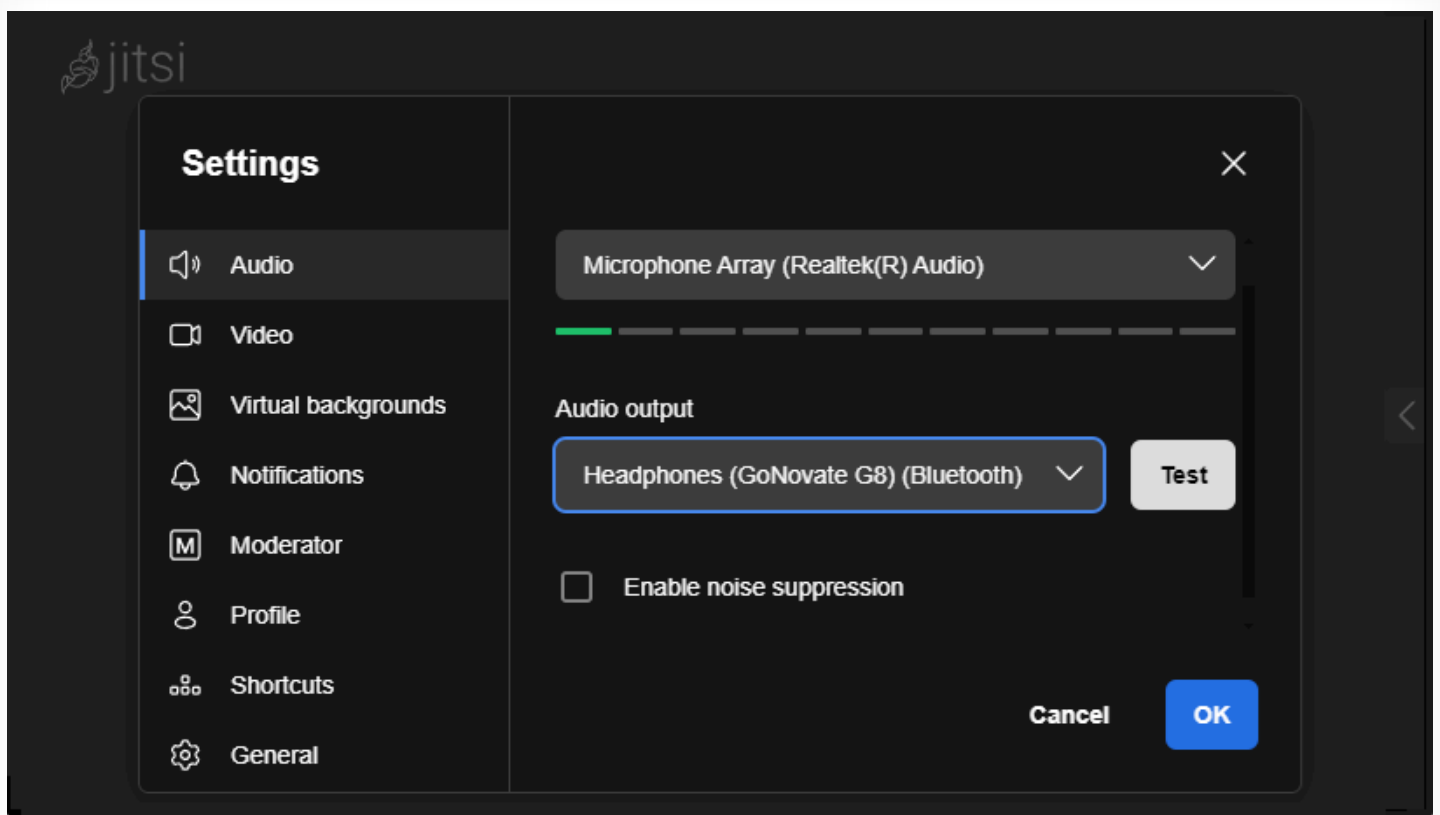
**Noise Suppression:** The System Will Notify You When Supression is Needed.



**Select Background:** Works Best with Green Screen

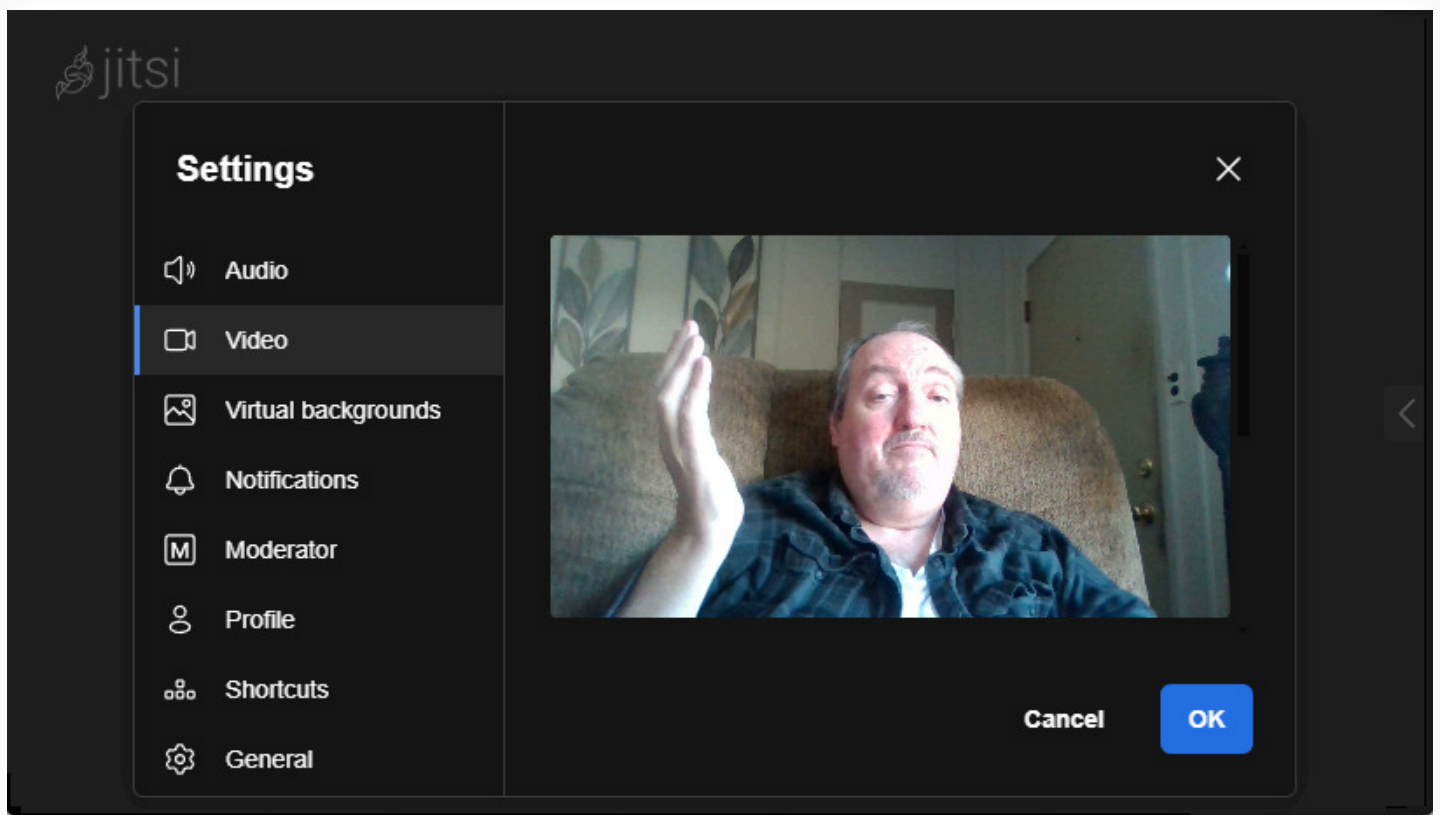


## Participants Stats – Who's Talking Now

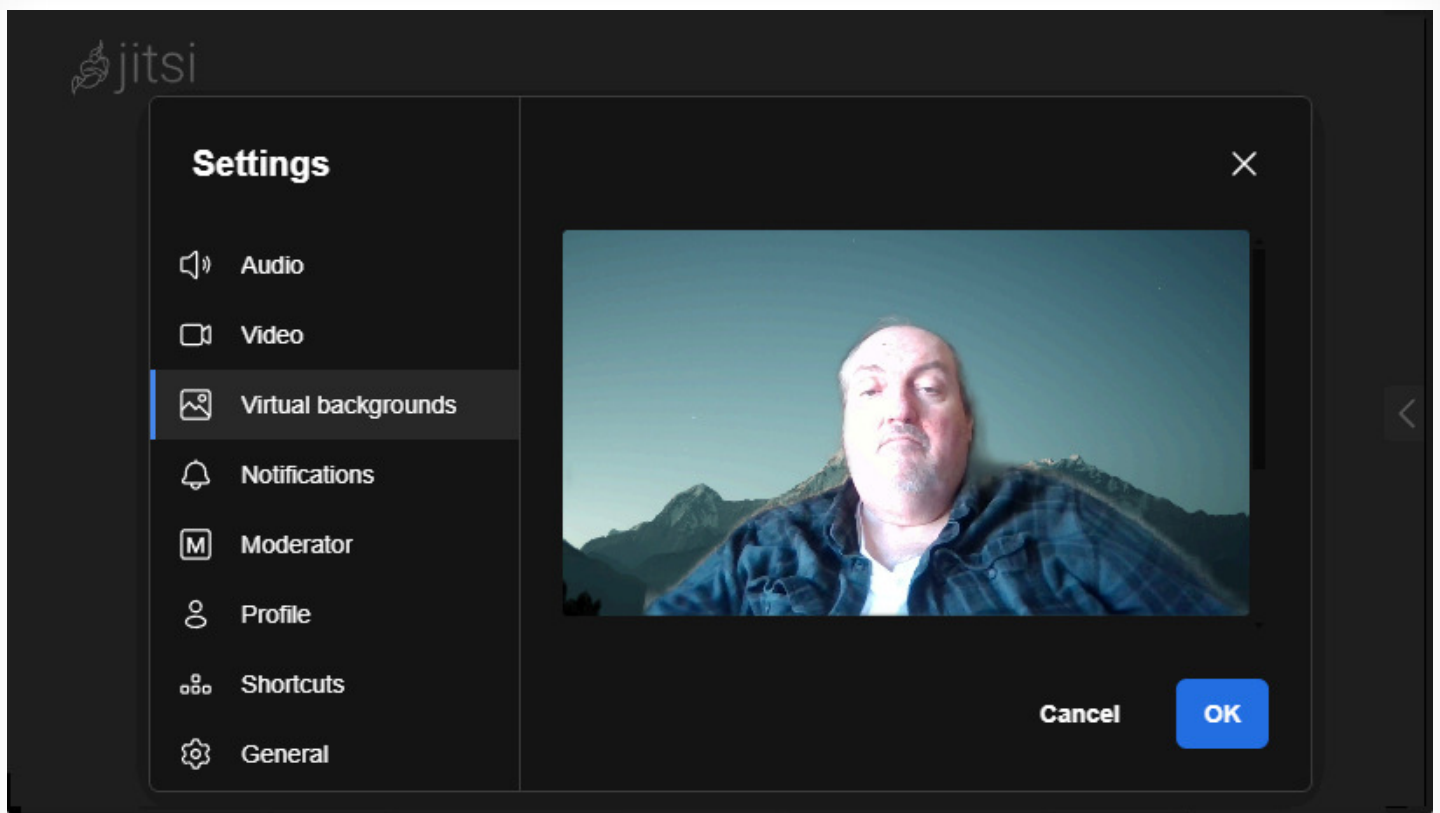


## Settings: Podcast Producers Control Panel

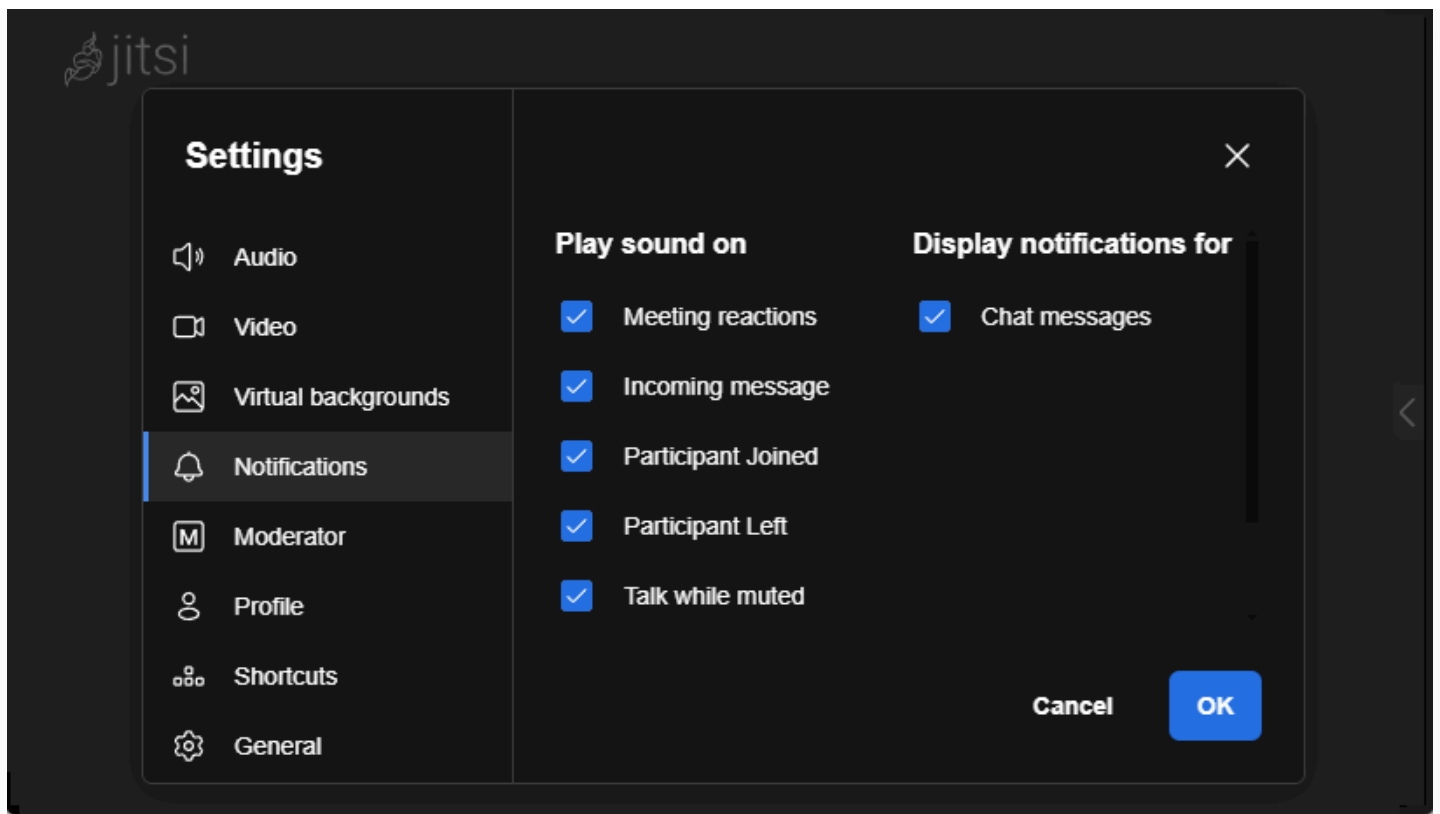
### 1. Audio Setup and Testing



## 1. Video Camera Setup



**Virtual Background:** Works Best with Green Screen



## Notifications: Podcast Producer Settings

### Play Sounds On:

1. Meeting Reactions
2. Incoming Messages
3. Participant Joined
4. Participant Left
5. Talk While Muted
6. Participants Entered Lobby
7. Chat Messages

## Settings

-  Audio
-  Video
-  Virtual backgrounds
-  Notifications
-  **Moderator**
-  Profile
-  Shortcuts
-  General

### Moderator options

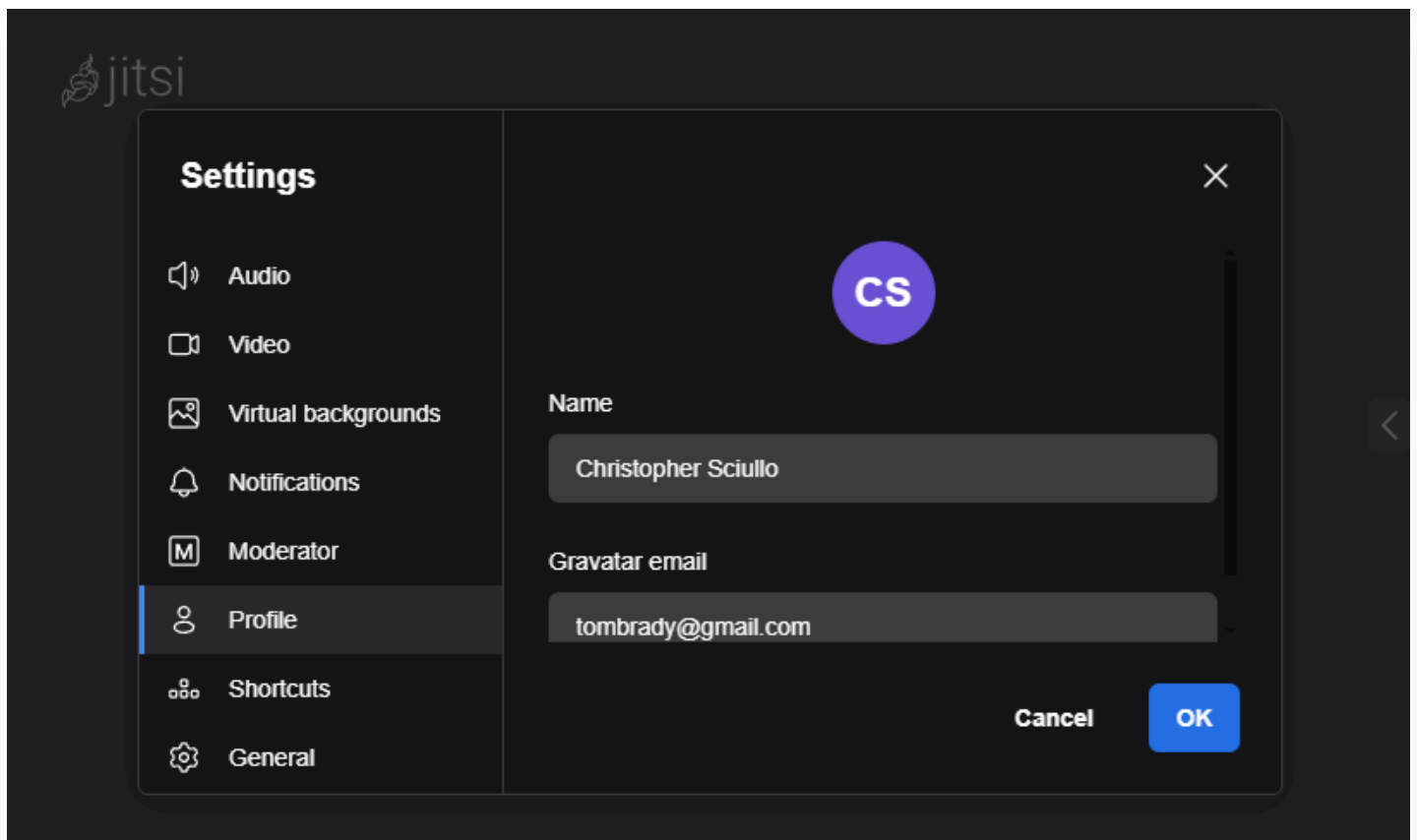
- ☐ Everyone starts muted
- ☐ Everyone starts hidden
- ☐ Everyone follows me
- ☐ Mute reaction sounds for everyone

Cancel

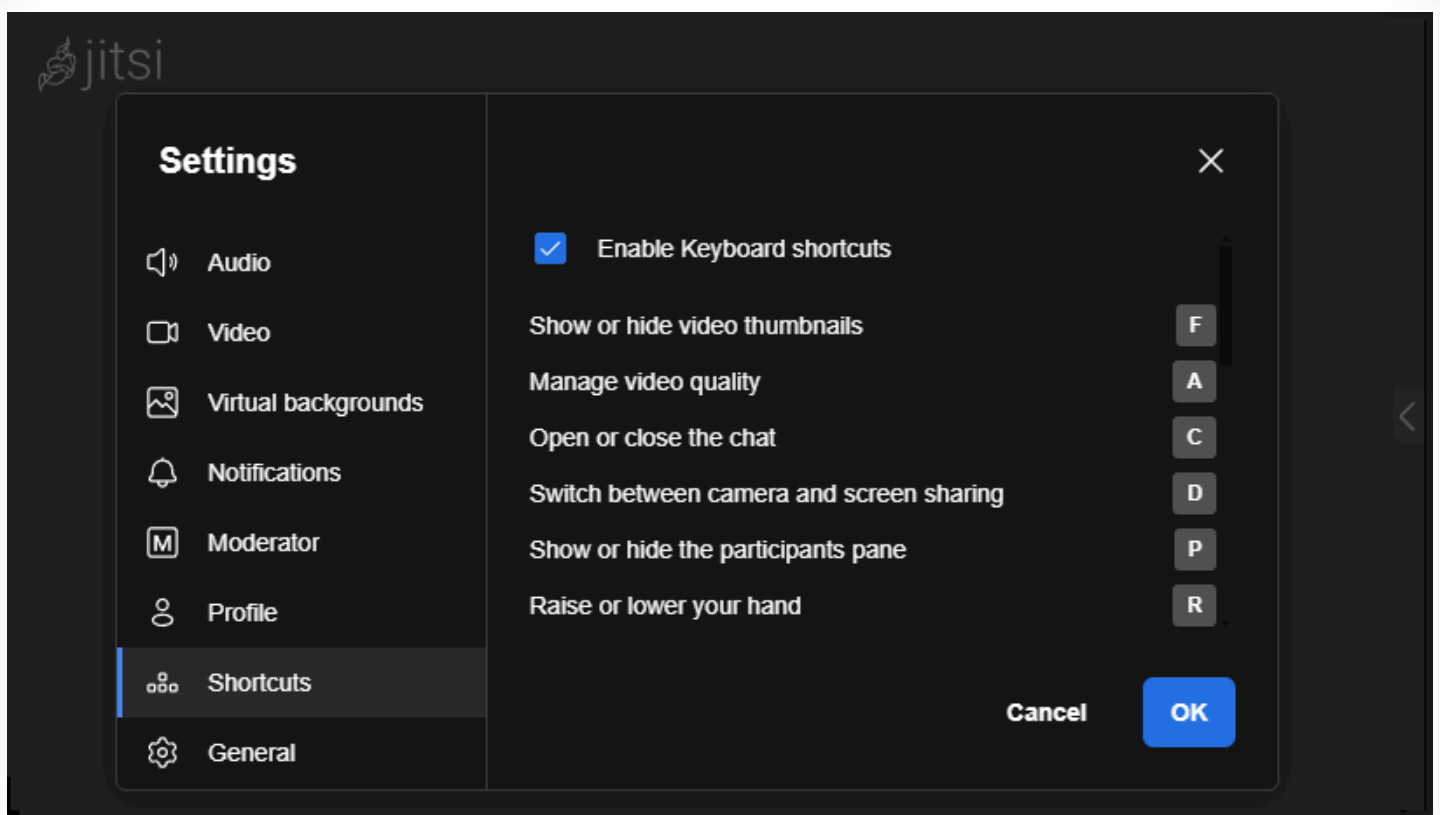
OK

## Moderator: Podcast Producer Basic Options

1. Everyone Starts Muted
2. Everyone Starts Hidden
3. Everyone Follows Me
4. Mute Reaction Sounds for Everyone



**Profile:** Bottom Third Name & Gravatar Image



**Keyboard Shortcuts:** Activate & Deactivate

## **Both User's and Producer's Keyboard Shortcuts**

f = Show or Hide Sidebar Thumbnails

m = Mute Mic

v = Start or Stop Camera

a = Manage Video Quality

c = Open or Close Chat

d = Switch Between Camera and Screen Sharing

p = Show or Hide Participant Pane

s = View or Exit Full Screen

w = Toggle Title View

t = Show Participants Stats

Alt+t = Send Thumbs Up Reaction

Alt+c = Send a Clap Reaction

Alt+l = Send Laugh Reaction

Alt+o = Send Surprised Reaction

Alt+b = Send BOO Reaction

Alt+s = Send Crickets Silence Reaction

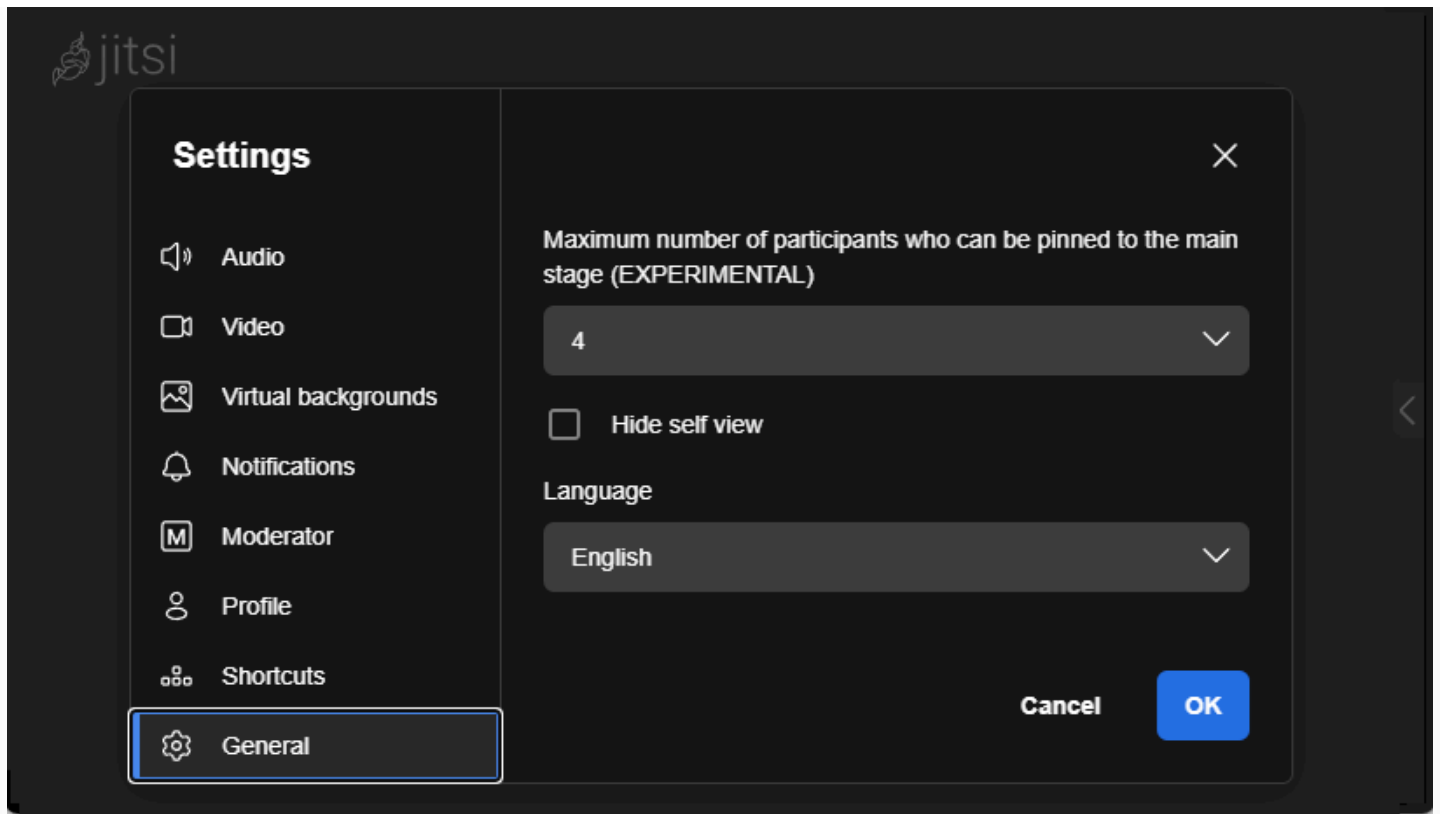
Show or Hide Keyboard Shortcuts = ?

Push to Talk = [SPACE BAR]

Focus on Your Video = 0

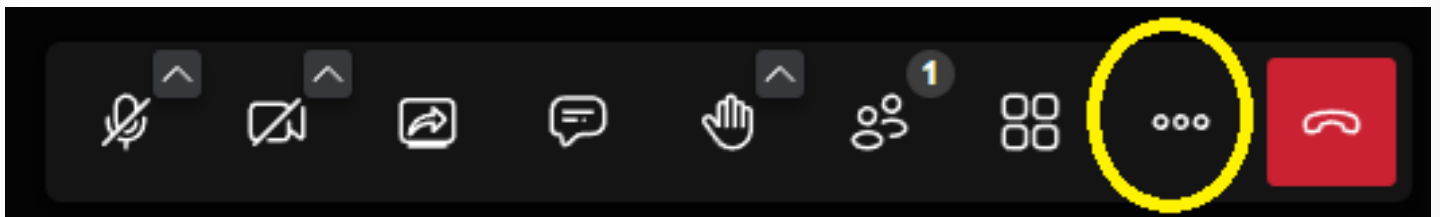
Focus on Another Person's Video = 1 thru 9

---



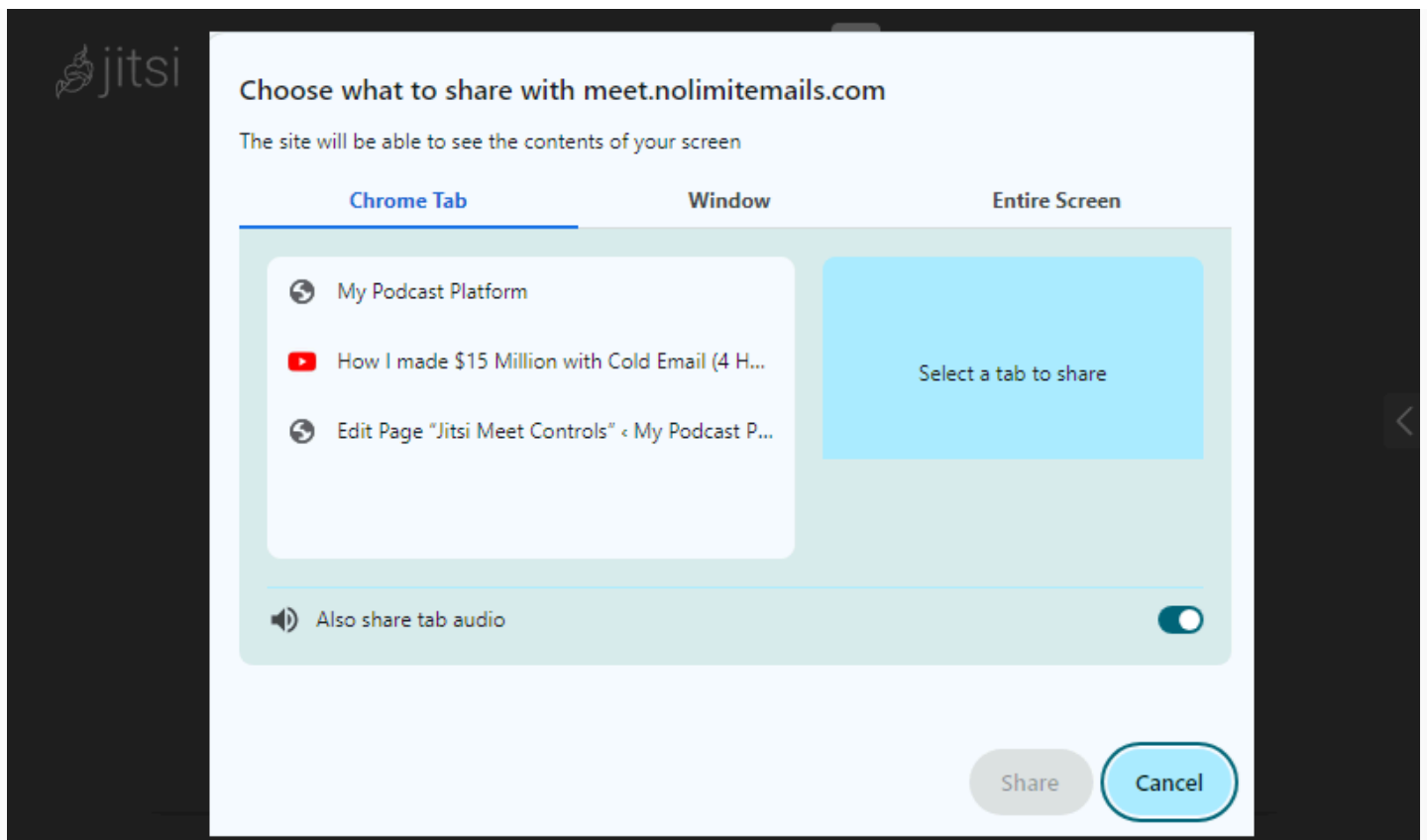
## General Settings: Podcast Producer Option

1. Number of Participants
2. Hide and Unhide Self View (God Mode Feature)

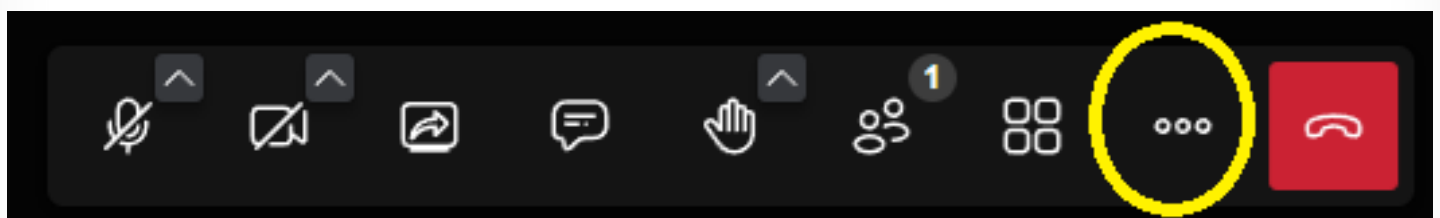


## Bottom Menu Bar:

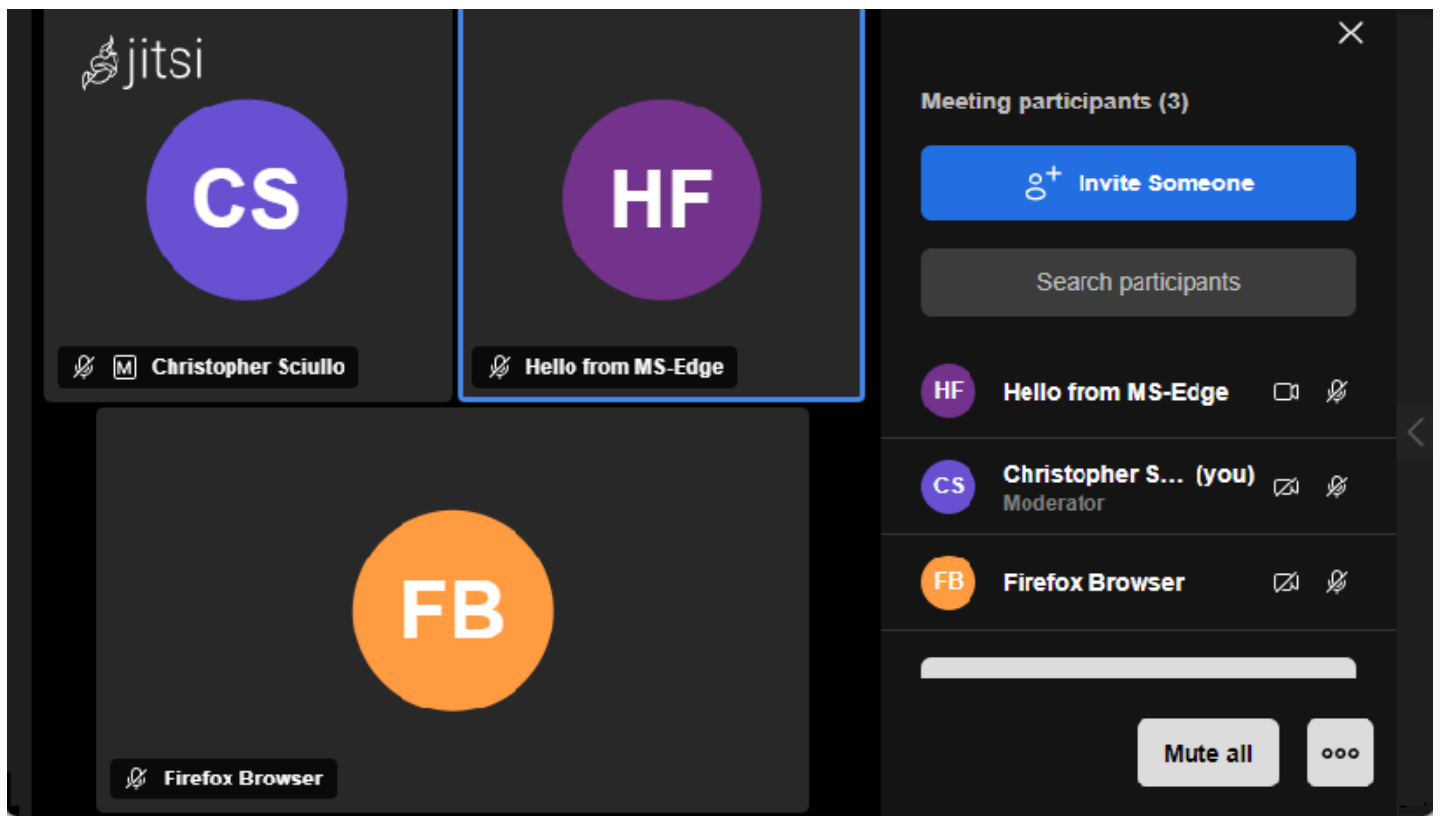
1. Mute Mic
2. Stop Video



1. Start Share Screen
2. Chrome Tab
3. Window Tab
4. Entire Screen
5. Share or Mute Audio

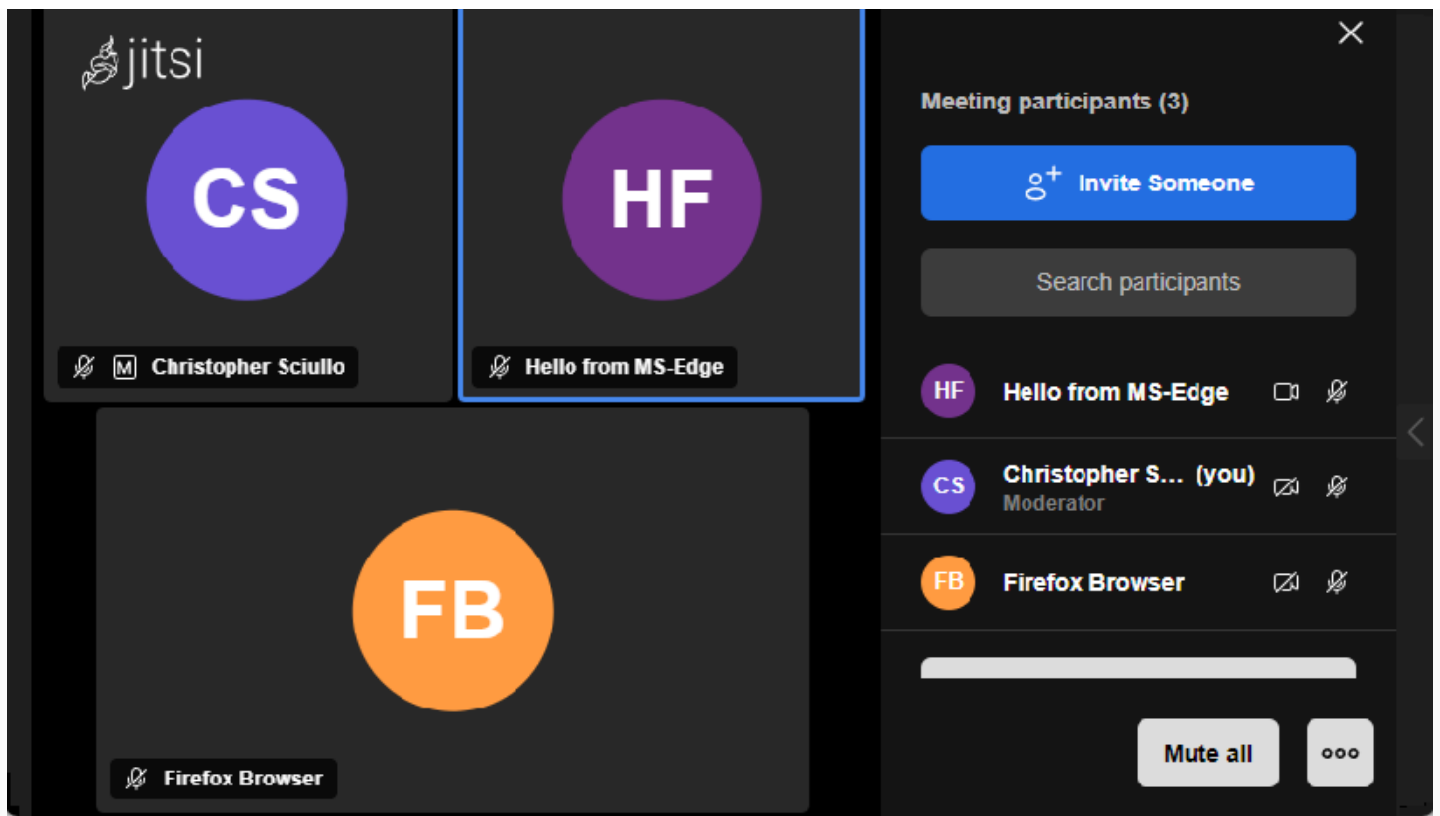


1. Open Chat Board
2. Raise Hand to Ask a Question (Best for Live Interviews)



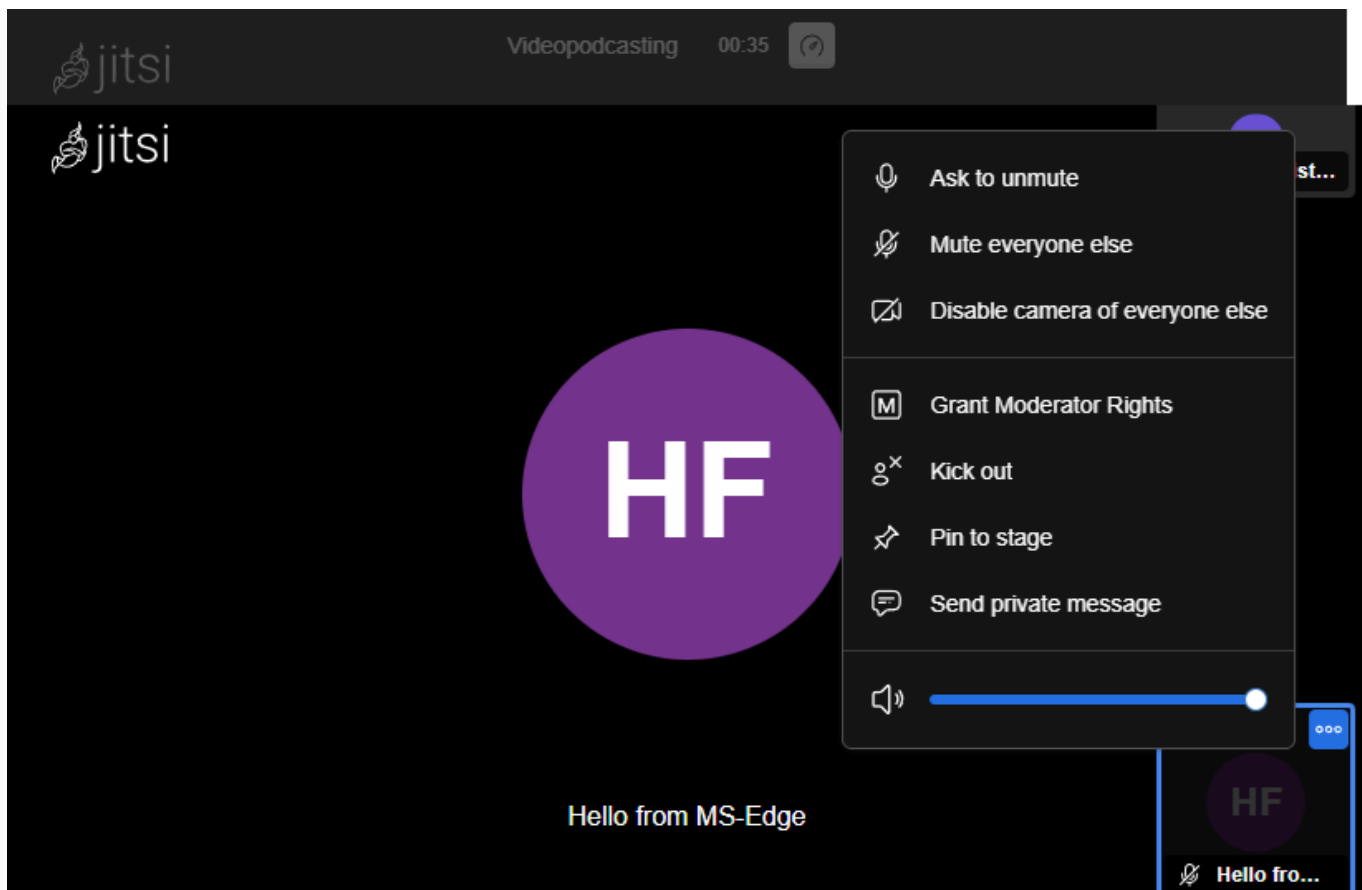
## Podcast Producers Participant Menu

1. Meeting Participant Count
2. Invite Someone
3. Search Participants
4. Control Audio and Video
5. Add Breakout Room



## GOD MODE ELLIPSIS (...)

1. MUTE All
2. Stop Everyone's Video
3. Attendees Controls:
4. Allow Attendees to Unmute Themselves
5. Allow Attendees to Restart Their Video
6. Quick Link to Podcast Producers Control Panel



## Producers Guest Ellipsis (...) Control Panel

1. Unmute Request Beep
2. Mute Everyone Else (They Can Unmute Themselves)
3. Disable Camera of Everyone Else (They can Reactive)
4. Grant Moderator Rights to Participants
5. Kick Out of Meeting
6. Pin to Stage
7. Send Private Message
8. Adjust Audio