*BUILDING COMMUNITY THROUGH TECHNOLOGY*

**Fall**

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# Writing a Radio Script

Not all podcasts or radio shows are scripted, but many are. Sometimes, scripts are written after you have recorded interviews, discussions, etc. In a script, you can plan where to add sound effects, organize the sound bytes you have, or decide ahead of time what you want to say when you record.

Also keep in mind that 1 page = 1 minute. If you have 10 pages of script, your podcast will run about 10 minutes.

See the next page for an example radio script.

**In-class Activity**

If your podcast is scripted, then write out a script for your first episode. If your podcast is not scripted, then write a treatment for the episode, using your overall treatment as a guide.

SAMPLE PODCAST SCRIPT

MUSIC: INTRO MUSIC. DESCRIPTION OF INTRO MUSIC.

1. Host: This is what a radio script looks like, sort of.

2. Interviewee: It varies a lot. But generally, whoever is talking has their name like so. Mine says “Interviewee.” Yours says host. Each line of speech is numbered, but that’s not that important.

3. Host: And the dialogue goes in a column over on this side.

4. Interviewee: Yes. It’s easier to read that way.

5. MUSIC: OBNOXIOUS POP SONG PLAYS.

6. Host: What was that?

7. Interviewee: That was music. When you play music or sound effects or anything other than talking, you put it in all capital letters. Instead of writing the dialogue, you write a description of the music or sound effect.

8. SOUND EFFECT: A SOUND EFFECT IS LIKE THIS. SOMETIMES YOU WILL SEE SOUND EFFECTS OR MUSIC UNDERLINED TOO. IT GRABS YOUR ATTENTION.

9. Host: Are there any other formatting issues you’d like the audience to know?

10. Interviewee: Don’t forget to put the title and page number at the top of each page of script. Scripts all look the same without them, and you could get pages mixed up.