

NEED HELP GETTING STARTED?

WHAT IS AN AUDIO TOUR?

An Audio Tour is a series of audio programs covering one topic of information delivered through software such as iTunes. Users can download these audio tours over the Internet or subscribe via iTunes for playback on mobile devices and personal computers.

WHAT ARE MP3S?

MP3 downloads are audio files, usually contained within .zip folders, that users can download, save directly to any folder on their computer and listen to whenever they like without having to connect to the internet again.

HOW CAN I SUBSCRIBE TO AN AUDIO TOUR FEED ON MY COMPUTER?

The most popular method for subscribing to podcasts is by using Apple iTunes. If you are new to podcasting, get started by downloading the iTunes software to your computer (free, no obligation to purchase anything). After you have installed the software, subscribe to the podcast of your choice by clicking on the "Subscribe to iTunes podcast" or searching for "Montana Podcasts" in the iTunes music store.

HOW DO I DOWNLOAD MONTANA'S AUDIO TOURS?

Audio Tours are free and you do not need any special equipment, just a computer with speakers and a high speed Internet connection. If you want to take your audio tours on the road with you, transfer them to any MP3 player. Some people copy the shows to CDs to listen in their cars.

HOW DO I USE ITUNES ONCE I HAVE IT INSTALLED?

If you use iTunes, you can download Montana's audio tours for free. Simply visit Montana's iTunes channel to see a list of segments of each audio tour. Highlight the segments you want, then click "Get Episode."

HOW CAN I TRANSFER FILES INTO ITUNES?

It is much easier to use iTunes than downloading the files onto a file on your computer, but if the files are already on your computer, you can still transfer them into iTunes by following these steps:

- 1 If you are transferring audio tour files onto your iTunes you will first need to "unzip" the folder. Windows prompts you to do this automatically once you click on the folder name.
- 2 Go into iTunes, along the top menu bar select "File" and "add folder to library." Select the unzipped folder containing your audio tour and click "OK." The files will actually appear under "Music" in the left hand navigation. Just sort the columns by "Date Added."

I DO NOT HAVE AN IPOD — CAN I STILL LISTEN TO THE AUDIO TOURS?

Yes. You do not need to own an iPod in order to use iTunes or listen to Montana's audio tours. You can download audio tour mp3 files and listen to the mp3s on your computer, or with the mp3 player of your choice.

HOW DO I TRANSFER THE PODCAST FILES FROM ITUNES TO MY IPOD?

Create a new playlist and drag and drop the files from either the "podcasts" or "music" tab (in the left hand side of iTunes) to that playlist. Now you can transfer the playlist to your iPod.

HOW DO I TRANSFER THE PODCAST FILES FROM ITUNES TO A CD?

Create a new playlist and drag and drop the files from either the "podcasts" or "music" tab (in the left hand side of iTunes) to that playlist. Select all the files you want to transfer to a CD and click the "Burn Disc" button at the bottom of your iTunes interface.