#### How to be a BadAss Podcast Guest!

So, you have agreed to do a podcast! And now you may be getting a little nervous and are starting to think things like "Dear God, what have I done?" Well, I put this little Cheat Sheet together to help get you comfortable and settle your nerves.

#### 1. First and foremost, I am here to help you!

Hopefully this goes without saying but just in case, I will say it again! I am here to help you. I want you to be seen in the best light. I want you to be successful! And everything I do with this podcast is meant to help you get comfortable and have fun while telling the world about the amazing things you do! So, if you have any questions, just ask!

### 2. Remember, there is editing software!

That is right! Remember, there is editing software out there and I am not afraid to use it! I will gladly use it if I think (or you think) there is anything that may make you feel awkward or embarrassed if it goes out into the world. This goes to point 1, I want you to be successful!

#### 3. Share your shine!

Let's make you shine! Be your beautiful and radiant self! Your shine will be stronger if it's at the forefront of your mind while you record. So, to prepare to shine, think about the story you want to tell and review any previous communications with the podcast host to really hone in on the topic. If it helps, jot down a few bullet points to refer to during the chat. Just don't write out a novel, as you want it to be a conversation and not a presentation. I tend to use sticky notes and tape them around my computer screen because nobody can see my screen except for me.

## 4. Use a good mic, if you can.

Don't run out and buy one. If you have a mic, go ahead and use it. That being said, I only use my computer mic and camera.

#### 5. Drink Water!

Make sure you are good and hydrated! Nothing worse than being parched during a chat. Grab your favorite mug, pretend you are on your favorite talk show and let the listeners guess what you are drinking:)

# 6. Silence your phone.

Murphy's Law clearly states that if you haven't set your phone to silent, it will ring! Murphy gets a nickel every time this happens. Murphy is a rich man.

7. Find a quiet spot and give everyone in the house the heads up that you are recording (maybe plan some entertainment for the pets and kids:)

Enough said:)

8. Work to avoid, um, saying you know.

Alrighty, so this one is totally unrealistic! You are going to have "thinking bumps" happen. And it is okay. If there are an unusual number of "um"s and "ahhh"s, I will just edit them out after our conversation.

9. Have fun!

Enjoy the process! I am looking forward to our chat!