

## TO LISTEN ON YOUR APPLE DEVICE:

Apple devices have the built in podcast listening app, Podcasts (free), or users can download a number of other listening apps including Pocket Casts (\$3.99).

### Podcasts

- Open app and press the "search" button in the bottom right corner of the screen
- Type "Selling Richmond: The Civic REALTOR®" into the search bar in the upper right hand corner of the screen and choose the podcast from the list beneath "Podcasts"
- Click the purple subscribe button to the right of the thumbnail



### Pocket Casts

- Once downloaded, find and press the magnifying glass in the upper right corner
- Search for "Selling Richmond: The Civic REALTOR®"
- Press the plus sign to the right of the show name to subscribe
- Return to the home page and press the three horizontal information bars in the upper left corner and select "Podcasts"
- Select the show thumbnail
- Press the down arrow to download individual episodes and then the play button to listen



### \*Automatic Download - If you want new episodes to automatically download to your phone when posted:

- Press the three horizontal bars in the upper left corner then the "settings" button in the bottom of the pull out
- Select "Auto Download" then "Choose Podcasts"
- Select "Selling Richmond: The Civic REALTOR®." Now when a new episode comes out it will be automatically downloaded over Wi-Fi and waiting for you to listen

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## TO LISTEN ON YOUR ANDROID DEVICE:

Androids do not have a built in podcast listening app. If you do not have one already you can go to the Play Store and download a podcast listening app. We recommend Podcast Addict (free) or Pocket Casts (\$3.99).

### Podcast Addict


- Once downloaded find and press the plus sign in the upper right corner
- Use the top left magnifying glass to search for "Selling Richmond: The Civic REALTOR®"
- When you see our podcast, press the subscribe button - Now the podcast will appear on the homepage when you open the app
- Click the show's thumbnail on the home page to open the show page
- Each episode can be listened to by downloading (by pressing the down arrow) or streaming online (by pressing the individual episode and the play button)



**\*Automatic Download- If you want new episodes to automatically download to your phone when posted:**

- Press the three horizontal bars in the upper left corner
- Press the settings button in the bottom right corner of the pull out
- Press "Download" under "Advanced" settings
- Select "Automatic Download", now when a new episode comes out it will be automatically downloaded over Wi-Fi and waiting for you on your home screen

### **Pocket Casts**

- Once downloaded, find and press the magnifying glass in the upper right corner
- Search for "Selling Richmond: The Civic REALTOR®"
- Press the plus sign to the right of the show name to subscribe
- Return to the home page and press the three horizontal information bars in the upper left corner and select "Podcasts"
- Select the show thumbnail 
- Press the down arrow to download individual episodes and then the play button to listen

**\*Automatic Download - If you want new episodes to automatically download to your phone when posted:**

- Press the three horizontal bars in the upper left corner then the "settings" button in the bottom of the pull out
- Select "Auto Download" then "Choose Podcasts"
- Select "Selling Richmond: The Civic REALTOR®." Now when a new episode comes out it will be automatically downloaded over Wi-Fi and waiting for you to listen

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### **TO LISTEN ON YOUR WINDOWS DEVICE:**

Windows doesn't have a built in application for podcast listening. We recommend you download Grover Podcast from the Microsoft Store.

### **Grover Podcast**

- Once downloaded, press the magnifying glass second from the top on the left side of the screen, type in "Selling Richmond: The Civic REALTOR®"
- Click on the show beneath the "Podcast Store" heading
- Click the gray subscribe button to the right of the thumbnail 