**Chart: Recording a podcast**

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| **Stage** | **Guidelines** | **Your ideas** |
| **Introduction** | Add a short introduction about you and your professional or academic background. Consider adding information about:   * Your major or current occupation. * The field in which you work (areas of knowledge). * Your current work environment (traditional, corporate, remote, hybrid, flexible schedules, etc.). |  |
| **Your experience** | Refer to specific anecdotes or situations you have experienced in your academic or professional career. Highlight moments that have been relevant to your professional development. |  |
| **Lessons learned** | Tell the class about the lessons learned according to the experience you have. Think about hard and soft skills that you have acquired, strategies you have learned to implement, etc. |  |
| **Your personal opinion** | How satisfied do you feel with your work field you have chosen? How satisfied do you feel with your current work environment? Briefly tell the class about your expectations and needs related to the topic. |  |