

Uploading the Podcast via Cyberduck (Windows or macOS)

Cyberduck is a free cloud storage browser that can connect directly to Amazon S3.

Download and install the latest version from <https://cyberduck.io/download/>.

Access the Amazon S3 Bucket

Launch Cyberduck

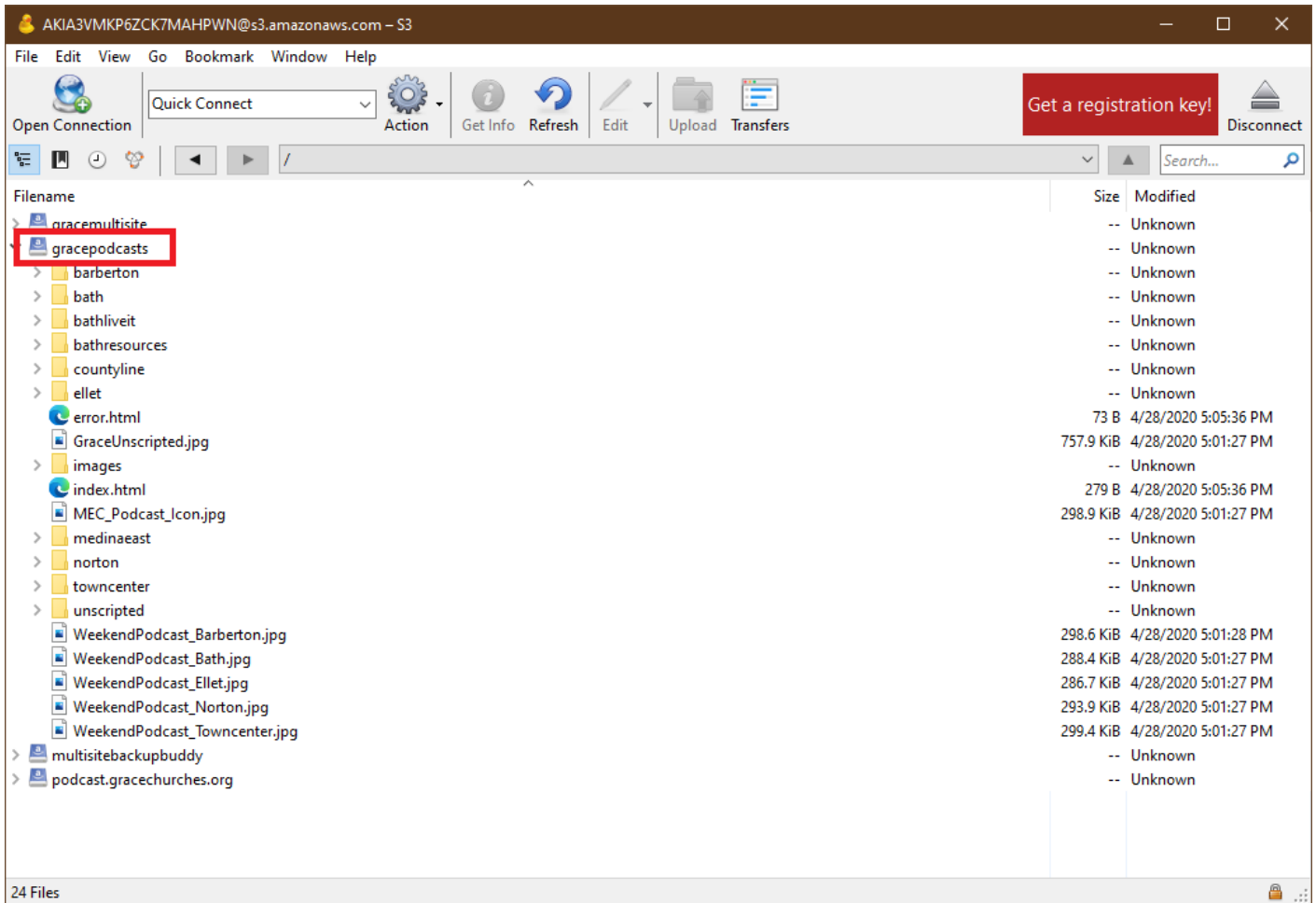
[cyberduck.png](#)

1. Click "Open Connection"
2. In the Open Connection screen select "Amazon S3" from the drop down menu
3. Enter the "Access Key ID" provided by the IT Department
4. Enter the "Secret Access Key ID" provided by the IT Department

Click "Connect" and you'll be connected into Amazon S3.

Open the Folder named "gracepodcasts".

Drag & Drop your mp3 to the correct folder to upload it.



Copy the URL

You can easily copy out the URL of the podcast from CyberDuck for use in posting your podcast in either the app or podcast site.

1. Right-Click the item you want the URL of
2. Highlight "Copy URL"
3. Choose the first HTTPS URL option
 - All uploads will follow the format of

<https://gracepodcasts.s3.amazonaws.com/FolderName/FileName.mp3>

This is the URL you will use to publish the podcast

The screenshot shows a file manager interface with a context menu open over a file named '___I_ Experienced_Loss.mp3'. The menu includes options such as Refresh, New Folder, New File, Copy URL, Download, and Delete. The 'Copy URL' option is selected, and a sub-menu is open showing various URL types: HTTPS URL, HTTP URL, Pre-Signed URL (Expires Monday, May 4, 2020 5:18:29 PM), Pre-Signed URL (Expires Tuesday, May 5, 2020 4:18:29 PM), Pre-Signed URL (Expires Monday, May 11, 2020 4:18:29 PM), Torrent URL, and another HTTPS URL.

Filename	Size	Modified
___I_ Experienced_Loss.mp3	46.4 MiB	4/28/2020 5:04:05 PM
4.7.19 YT Thum	590.8 KiB	4/28/2020 5:02:13 PM
5_Assumptions	54.4 MiB	4/28/2020 5:02:13 PM
5_Assumptions	46.0 MiB	4/28/2020 5:02:13 PM
5_Assumptions	53.0 MiB	4/28/2020 5:02:14 PM
5_Assumptions	49.8 MiB	4/28/2020 5:02:14 PM
5_Assumptions	47.3 MiB	4/28/2020 5:02:14 PM
5_Useful_Thing	40.5 MiB	4/28/2020 5:02:14 PM
30_in_30_-_Mis	48.1 MiB	4/28/2020 5:02:12 PM
30_in_30_-_Mu	50.6 MiB	4/28/2020 5:02:12 PM

Revision #5

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