

The „Radio – Helsinki - Guide“ to your Broadcast!

***You have completed the basic workshop and are on the way to the first broadcast.
What you need and who helps you, that tells you this guide.***

Station – To „Ausbildung“ (Teaching): The Rehearsal ... [ausbildung@helsinki.at]

You have a first concept of your show? We accompany you on your first mission: The rehearsal.

You send a mail to the „Ausbildung“ and describe your concept and make an appointment. A trainer prepares the broadcast with you, accompanies you during the process and can give you a first feedback.

- The live rehearsal is possible on tuesdays and sundays.
- Rehearsals include: preparation in the studio; the broadcast; the debriefing; podcasting and the Radioarchive.
- The dates: sundays between 2pm to 6pm and tuesdays from 1pm to 5pm.

Station - To the program board: Your broadcasting show [programmrat@helsinki.at]

***You completed the rehearsal - your first show on Air.
Then please make a report to the program board.***

The program board decides who is allowed to broadcast according to our editorial rules. The program board discusses your concept, gives you feedback on your rehearsal and will find a slot with you. Every year, the radio community of Radio Helsinki elect the program board from their ranks.

Station - To the Office: Access to Radio and Online [office@helsinki.at]

***You have your own radio show now!
What you need, you get in the office - please make an appointment!***

- Access to the radio: key (bring € 30 deposit)
- Access to the computers and network (the Helsinki password)
- Access to the audio archive of the „Free Radios“, in short "CBA" (the CBA password)
- Introduction to the use of our location, house rules and the rental system of equipment.
- Radio Helsinki press pass (on request for programme makers only)

You will get the key, the passwords, you will be enrolled in the computer system of Radio Helsinki and in the „Free Radio“ audio portal, the Cultural Broadcasting Archive (CBA). You may upload, edit and publish your broadcasts.

The Radio Helsinki press-passes facilitates access to events, press conferences and demonstrations. Press passes are exclusively dedicated to programme-makers.

Station - Feedback Workshop [ausbildung@helsinki.at]

In this workshop you receive and give feedback on your and other shows. Feedback is appreciative, voluntary and comes with solutions.

If you have a few months of broadcasting experience, you will be invited to a feedback workshop. Together with other programme makers you will give each other feedback. The dates are arranged by appointment.

Station – To Coachings and further Learning [ausbildung@helsinki.at]

You made it! You are „on air“! Radio Helsinki will continuously support you. We also offer workshops!

You can get coaching on request, e.g. on broadcast design, technology, media law, voice and speech, but you can also find content-related and discursive workshops at Radio Helsinki. Website: <https://ausbildung.helsinki.at/>



If you want to deepen your knowledge: COMMIT offers workshops and events. The workshops take place at free radios and educational institutions. For possible reimbursement ask the management: gf@helsinki.at / Website: <https://commit.at>

Station – joining the radio community: We are the radio!

Your own programme was your goal. You can get involved in editorial work or in community life.



- **Contribute editorially to our magazines:** If you want to create programmes together, if you don't make programmes regularly or if you're new to it.
 - VON UNTEN - The news editorial office: vonunten@helsinki.at
 - The culture editorial team: kulturredaktion@helsinki.at
 - Radio Re:volt – Migrant Radio with Passion: cj@helsinki.at
 - Young Voices – the youth editorial team: jugend@helsinki.at
- **Radio Projects:** If you think a topic is relevant and needs a focus in our program, then get in touch with the program board.
- **Events on the radio:** You can visit the foyer of the radio also organize events: Readings, panel discussions, small concerts, joint cooking cooking together. Sent a mail to the Management: gf@helsinki.at