Updated: January 18 2016

About:

The NCRA Program Exchange is simple way for radio producers to share their programs with other stations and a great place for radio stations and programmers to find programming to air, whether complete programs or segments that can be incorporated into other programs.

The Exchange is searchable by topic, program type, program length, producers, series etc.

NCRA members can log in and download content for broadcast on their stations. Anyone, member or not, can browse the Program Exchange and listen on line to the programs archived there.

What's New:

Adding Images

Make your program stand out by adding pictures and graphics. You can add images to Programs, Series and to your Profile.

Series: Adding an image to your Series makes it the default image for all the programs that are part of that series, including programs created in the past. It is the quickest and easiest way to add some zip to your program listings. A Series image should generally reflect the topic and content of the Series. Unless a Program image has been added, the Series image will be shown as the main image on the Program Detail page; otherwise, it will be shown in smaller form on the page.

Program: An image added to a Program will be displayed for just that program. Program images should usually reflect the topic and content of the individual Program. For Series and Program images, the final image size will be 545px wide x 227px high.

Profile: First you have to create Profile. Then you can add an image. This will show up on your Profile page and on the Program Detail page. Profile images are 250px square

In each case you can adjust the images by zooming in or out, rotating and repositioning the image. Save Changes to preserve your edits and add the image. The image you upload should be at least these dimensions for best results.

Podcasting

You can create a RSS feed for your Series than enables it to be podcast and the program files to be automatically downloaded when subscribed to. Podcasting is enabled as a Series setting. Edit your Series and select Yes for Enable Podcasts.

Sharing Your Series

Sometimes more than one person works on a Program or Series. Sharing your Series allows you to enable multiple designated users to add programs to a series.

Enable Series Sharing as a Series Setting (edit Series). Then choose Share My Series to search for and add users who will be able to share the Series.

Logsheets

Many stations expect a program logsheet for form complete programs before they will air them. Now you can upload a logsheet to go with your program that is compliant with CRTC requirements. This is done during step one of adding a new program.

A blank logsheet template is available [here](). (Note this has the CRTC requirements on it, but we encourage you to make sure they are always correct by reviewing the "Regulatory Handbook 2.0", available in the Members Only section of the NCRA website.

History:

In January of 2016, Version two was created in order to deal with some design issues and additional futures of the original "Program Exchange". Support from the Community Radio Fund of Canada has allowed this update to happen.   In Fall of 2015, UNESCO noted the importance of sharing content, and the NCRA is proud to say it has been one of the first, and leading associations when it comes to sharing content (this includes over 6600 files since 2005).

Bugs:

If you have bugs or issues, e-mail crxwebmaster@ncra.ca and provide as much information as possible. Please use screen shots if needed, include any "error notices", and a detailed description of what you were attempting to do at the time of the error. We will do our best to reply within 24 hour during business days.

Help:

A wide range of help and step-by-step examples of how to add content is located internally within the system. visit the [help tab]().