ASHB Smarter Homes & Buildings Podcast

Terms of Reference

The overall objective of the ASHB Podcast series is to educate and inform industry participants on the history, technologies, and projects that shape the Intelligent Buildings and Smart Home space.

Podcast Recording Guidance

1. Episodes are pre-recorded. The date and time of recording are scheduled by the host and guest(s).

2. Episode discussions are to be educational and nonpolitical in content.

3. Negative or derogatory comments regarding competitor organizations are discouraged and may lead to a recording being refused.

4. Recordings may be done on any communications platform that allows the download of audio and/or video files. Platforms such as Teams or Zoom are recommended. Recordings are sent to ASHB as a download link.

5. ASHB provides an opening and closing script for the host defining what ASHB is and any ASHB projects taking place at the time. The guest and host are permitted some time at the beginning and end of the podcast to promote their efforts.

6. Topic(s) must relate to the Smart Homes or Intelligent Buildings industry and must be approved by ASHB in advance of recording.

7. Minimum episode length is 25 minutes with no maximum restriction length.

8. Episodes are posted to Spotify and Apple Podcasts.

9. Promotion of episodes is done through email campaigns, social media posts (Twitter and LinkedIn), the ASHB website, and ASHB NewsBrief (weekly newsletter).

10. ASHB reserves the right to decline or edit any recordings that do not follow the above guidelines.

For more information on how to be a host/guest on a future episode or on the above guidance, please contact admin@ashb.com.