

Samsung Podcasts

Available on SAMSUNG Free

Samsung Podcasts

Partner Portal Publisher Guide

June, 2021

<https://cmsweb.glob.samsungcast.com/>



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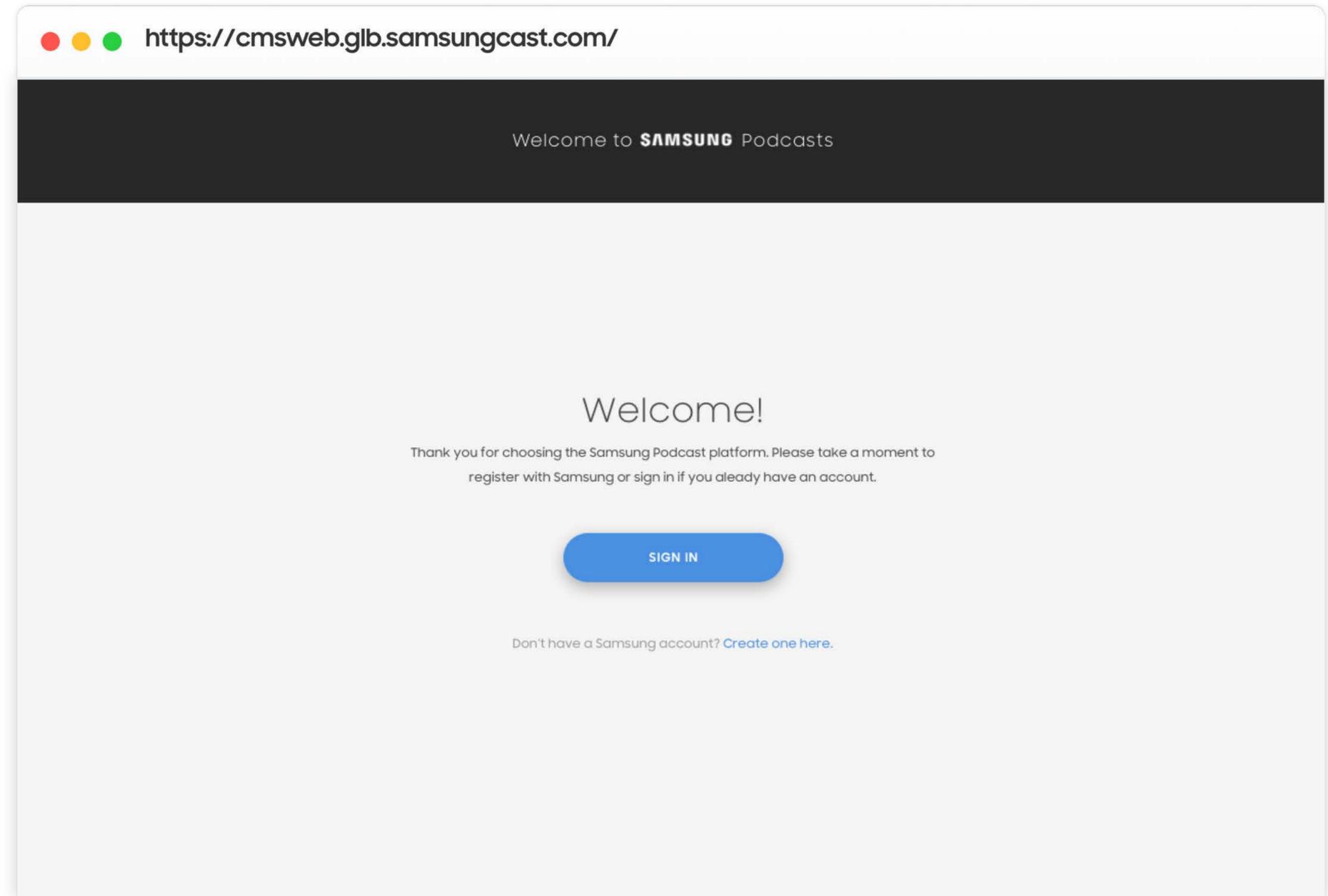
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01. Registration

01.1 Sign in to Samsung Account

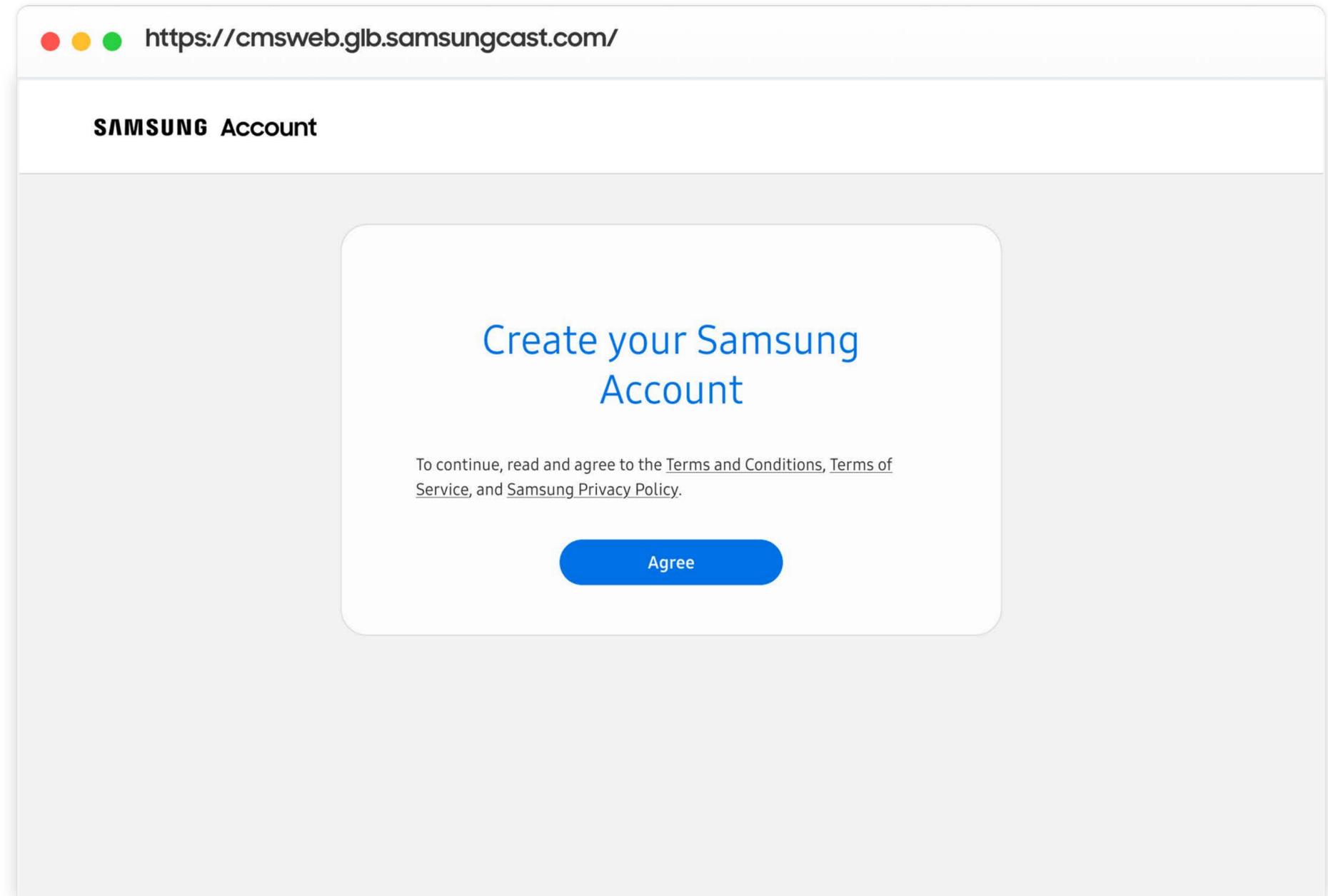
Tap the **Sign In** button to sign in to Samsung Podcast Partner Portal.

If you do not have a Samsung account, tap on the **Create one here** link below the **Sign in** button.



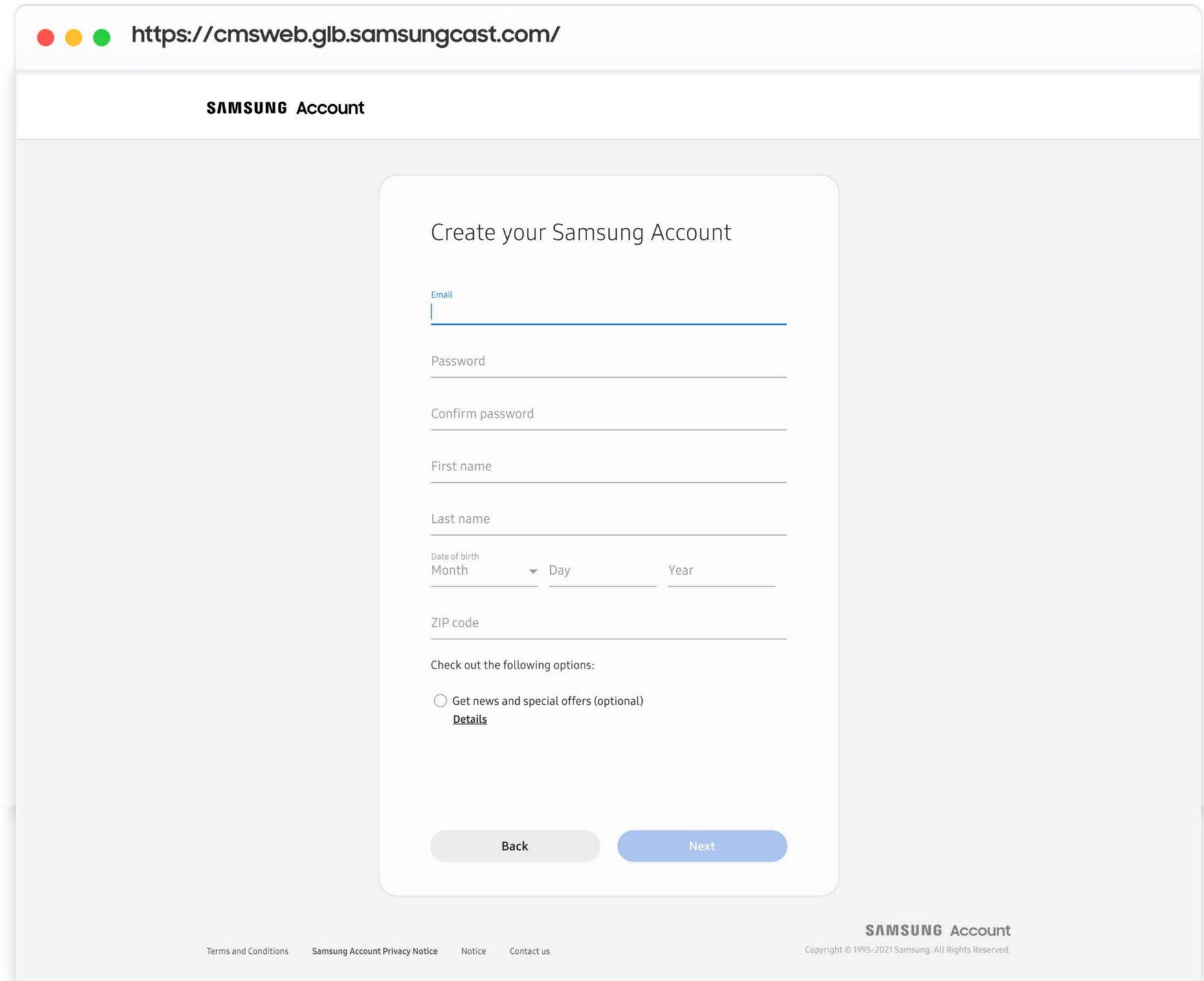
01.2.1 Create a Samsung Account

Tap the **Agree** button after reading and agreeing to the Terms and Conditions, Terms of Service and Samsung Privacy Policy.



01.2.2 Create a Samsung Account

Complete the form to create your Samsung Account.



The screenshot shows a web browser window with the URL <https://cmsweb.glb.samsungcast.com/>. The page title is "SAMSUNG Account". The main heading is "Create your Samsung Account". The form contains the following fields and options:

- Email: A text input field with a blue border and a small "Email" label above it.
- Password: A text input field.
- Confirm password: A text input field.
- First name: A text input field.
- Last name: A text input field.
- Date of birth: A form with three input fields labeled "Month", "Day", and "Year".
- ZIP code: A text input field.
- Check out the following options:
 - Get news and special offers (optional)
 - [Details](#)

At the bottom of the form are two buttons: "Back" (grey) and "Next" (blue).

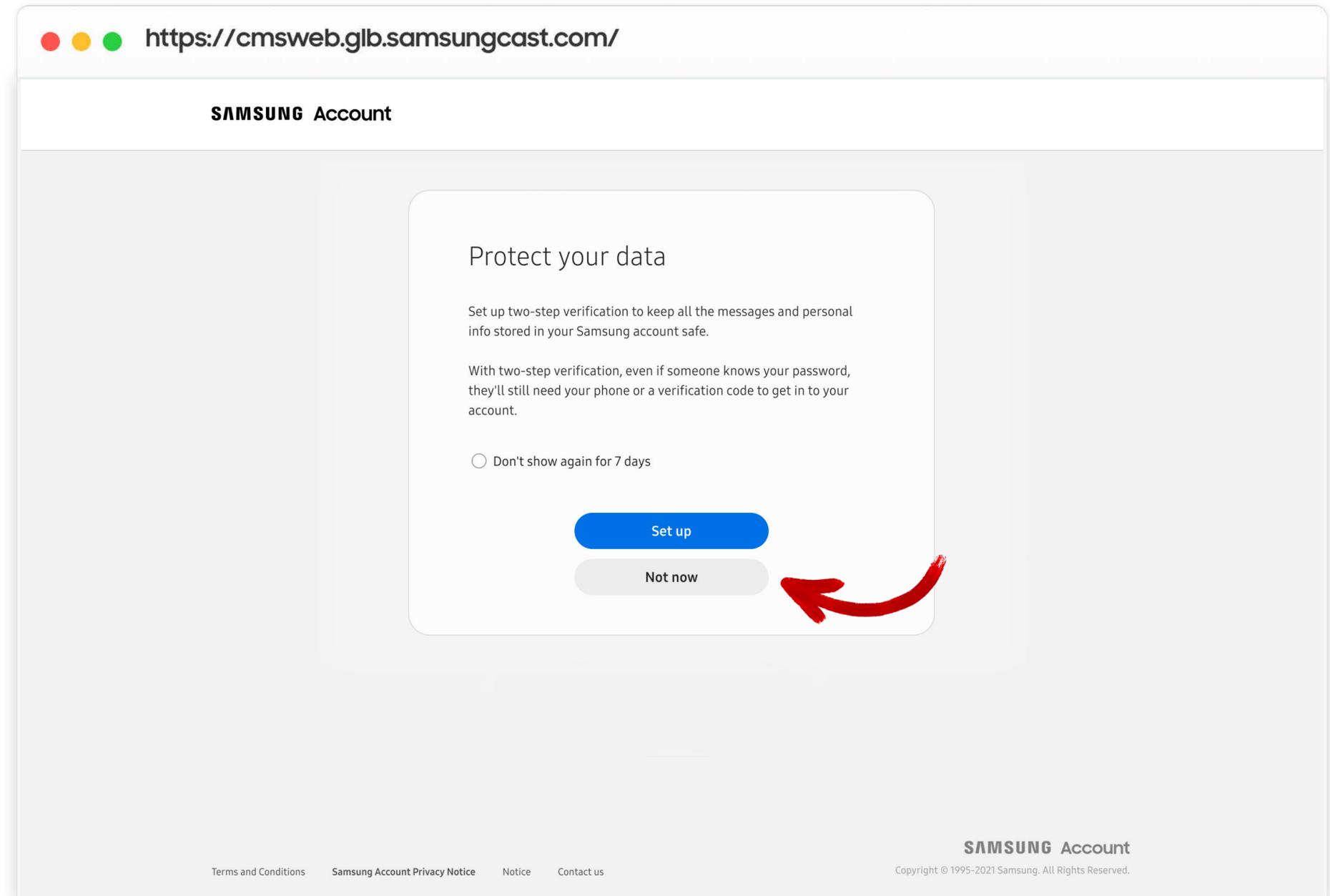
At the bottom of the page, there are links for "Terms and Conditions", "Samsung Account Privacy Notice", "Notice", and "Contact us". On the right side, there is the "SAMSUNG Account" logo and the copyright notice "Copyright © 1995-2021 Samsung. All Rights Reserved."

01.2.3 Decline Two-step Verification

At this time we would highly recommend not setting up two-step verification as it may cause sign-in issues. We are currently working on a resolution.

If the **Protect your data** message appears, click the **Not now** button.

If you have any questions, please contact spodsupport@samsung.com.

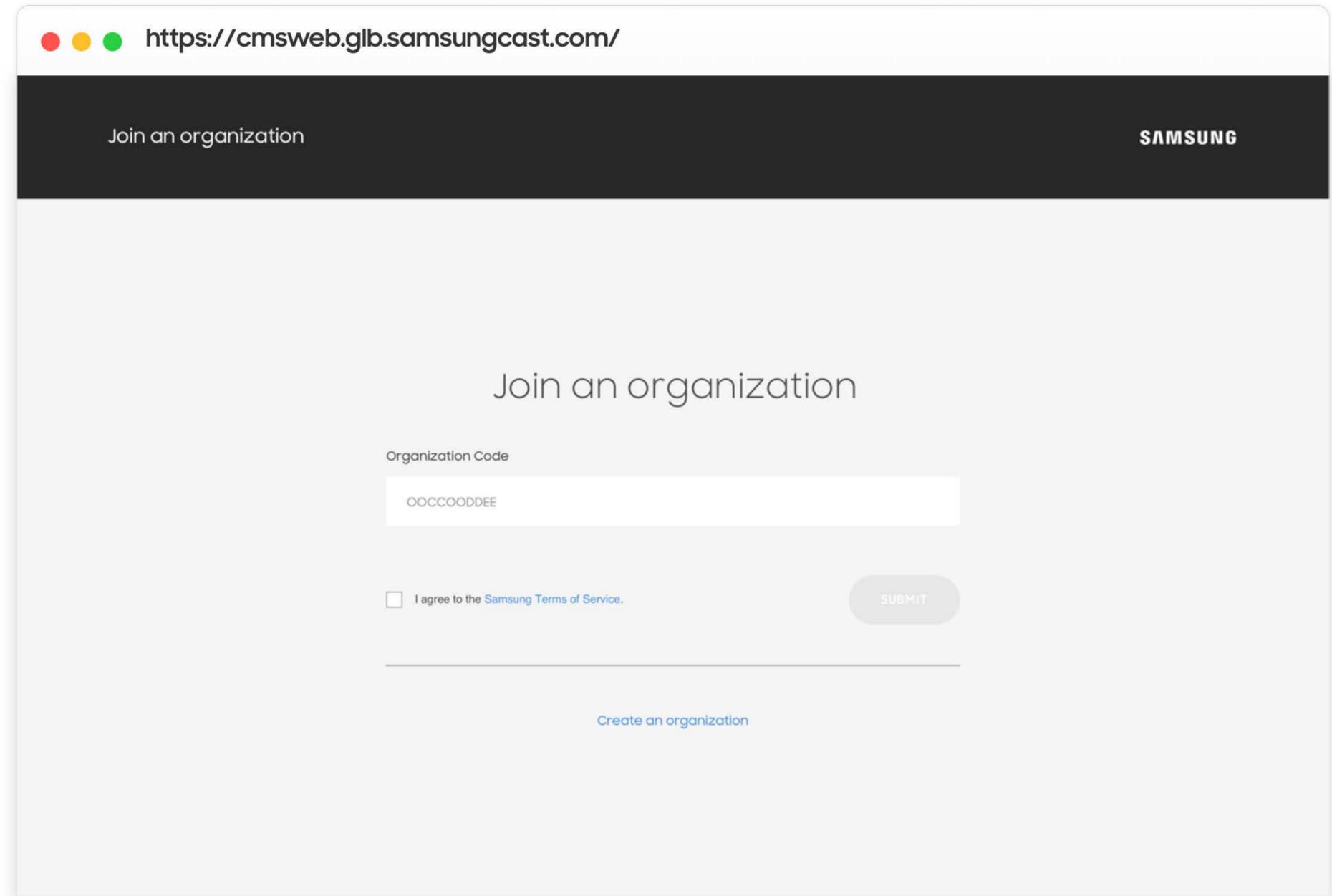


01.3 Join an Organization

An “organization” is setup by the Partner Portal account holder to give access to multiple people from the same publishing company.

If you have been invited to join an organization, enter the **Organization Code**, agree to the Samsung Terms of Service and click the **Submit** button.

If you are an individual and do not belong to a multi-person publishing company, you must still create an organization for your podcast(s). Tap on the **Create an organization** link below the **Submit** button.



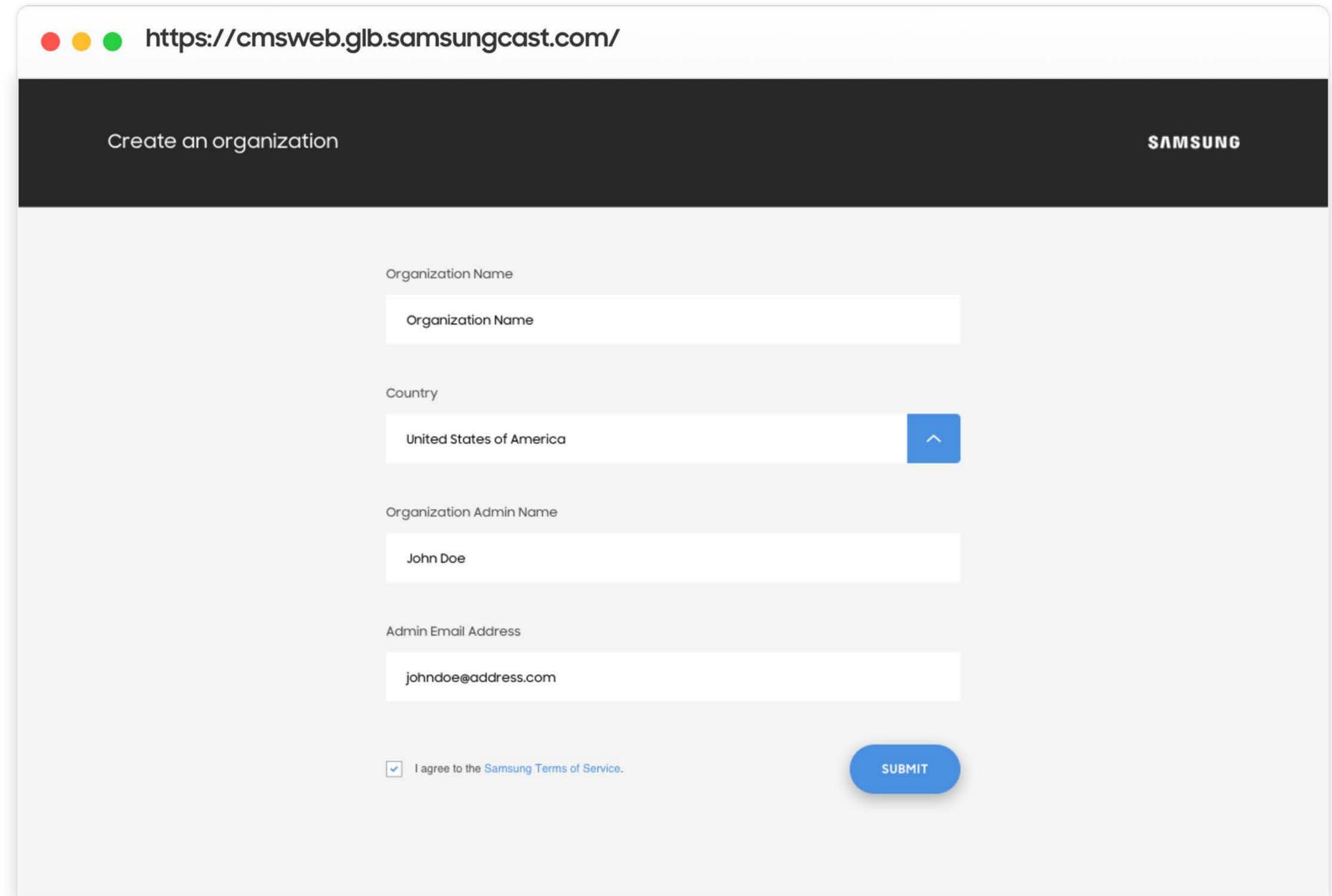
The screenshot shows a web browser window with the URL <https://cmsweb.glb.samsungcast.com/>. The page has a dark header with "Join an organization" on the left and the "SAMSUNG" logo on the right. The main content area is light gray and features the heading "Join an organization". Below the heading is a form with the following elements:

- A label "Organization Code" above a text input field containing "OCCOODDEE".
- A checkbox labeled "I agree to the [Samsung Terms of Service](#)".
- A rounded "SUBMIT" button.
- A horizontal line below the checkbox.
- A blue link "Create an organization" centered below the line.

01.4 Create an Organization

Complete the form to create your organization, agree to the Samsung Terms of Service and click the **Submit** button.

Note: The admin email address does not have to be the same as the Samsung account email.



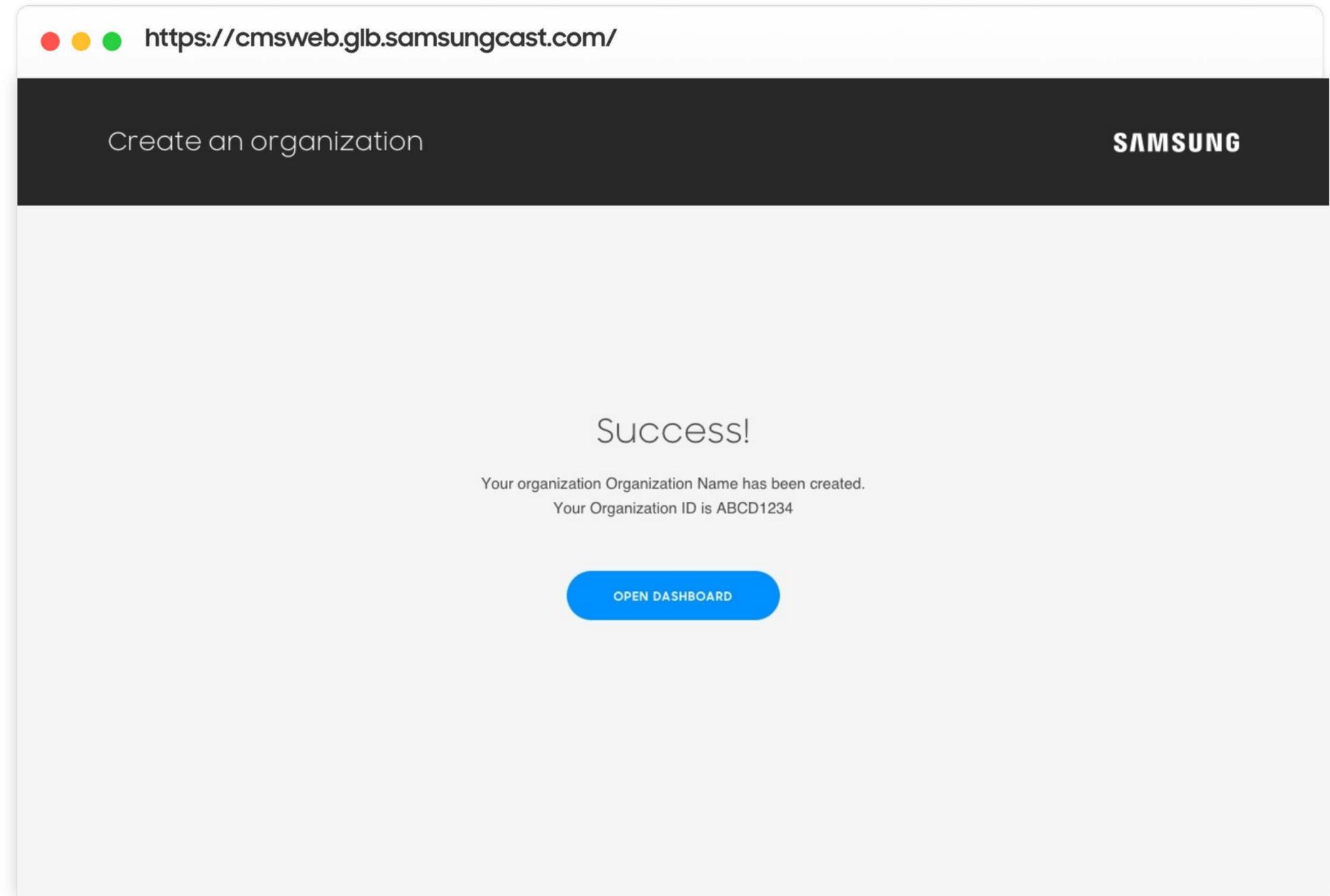
The screenshot shows a web browser window with the URL <https://cmsweb.glob.samsungcast.com/>. The page title is "Create an organization" and the Samsung logo is in the top right corner. The form contains the following fields:

- Organization Name:** A text input field with the placeholder text "Organization Name".
- Country:** A dropdown menu showing "United States of America" with a blue arrow button on the right.
- Organization Admin Name:** A text input field with the placeholder text "John Doe".
- Admin Email Address:** A text input field with the placeholder text "johndoe@address.com".

At the bottom of the form, there is a checkbox labeled "I agree to the [Samsung Terms of Service](#)." and a blue "SUBMIT" button.

01.5 Success

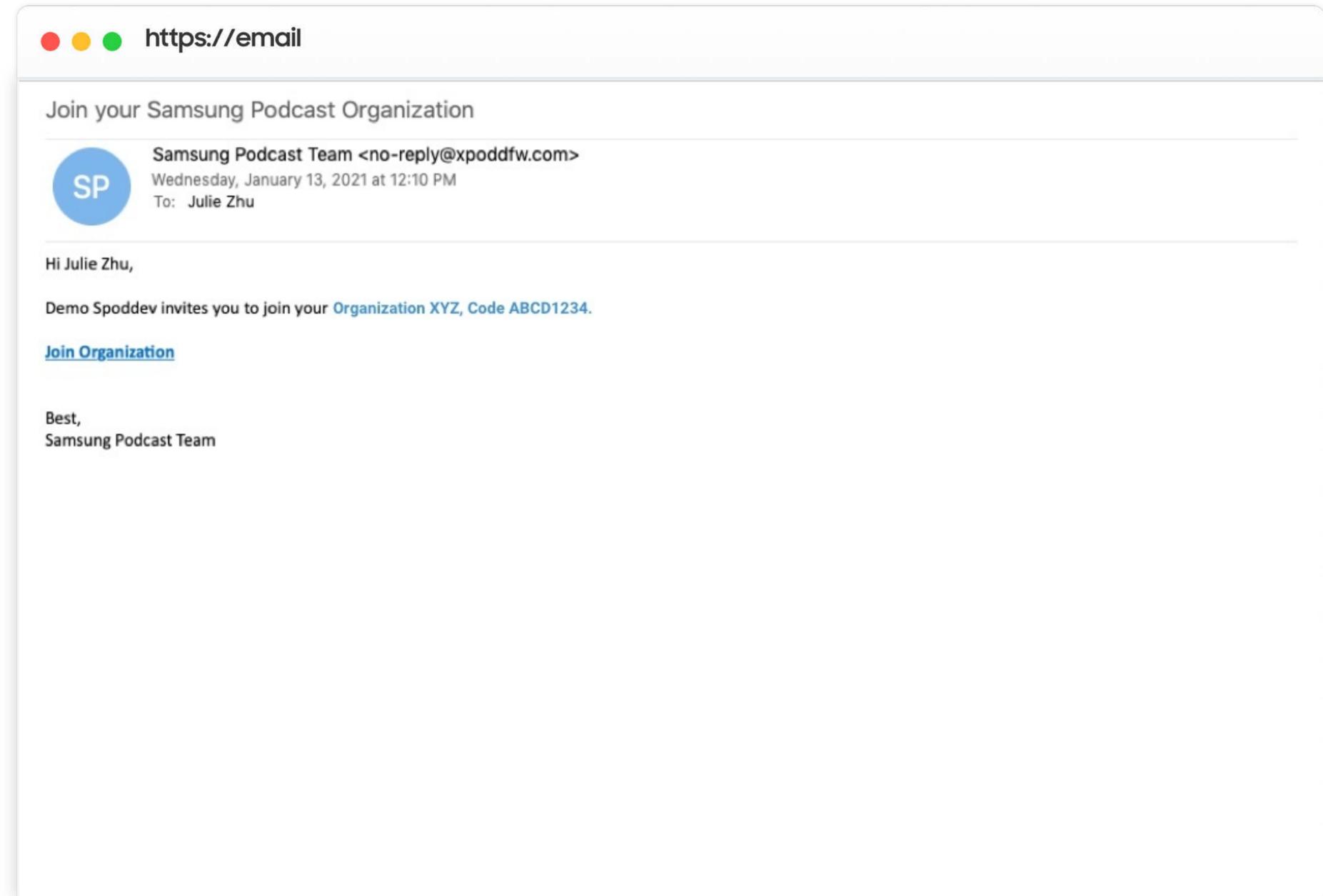
Tap on the **Open Dashboard** button to access your Samsung Podcast Partner Portal account.



01.5 Email

After successfully creating your organization, you will receive a confirmation email with your organization name and ID code.

Both admins and invited members will receive the same confirmation email.



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02.

Import Podcast RSS Feed

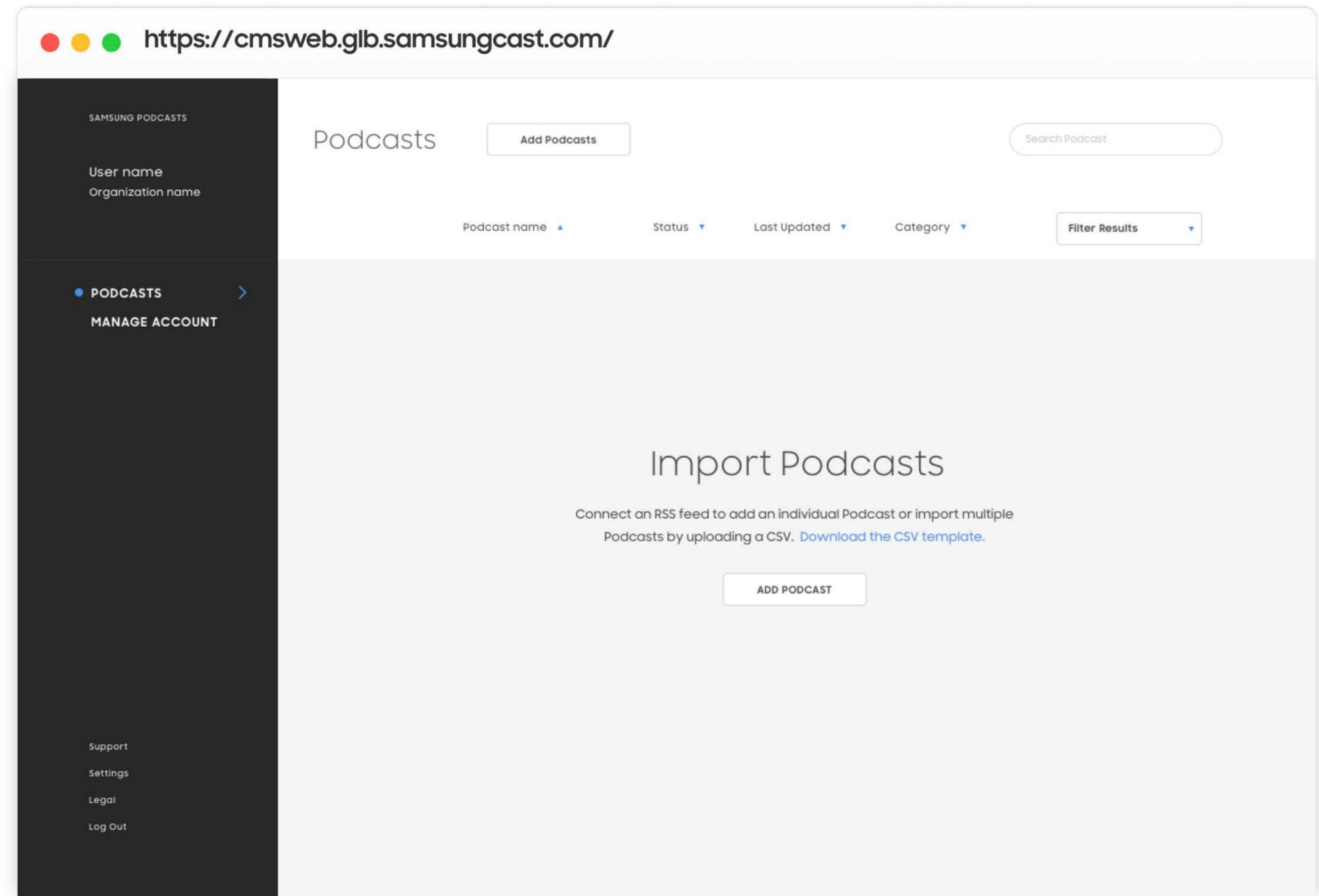
02.1 Podcast

To import a new podcast RSS feed tap on the **Add Podcast** button.

If you would like to import multiple podcast feeds at one time, you can upload a CSV spreadsheet containing the RSS feeds of your podcasts.

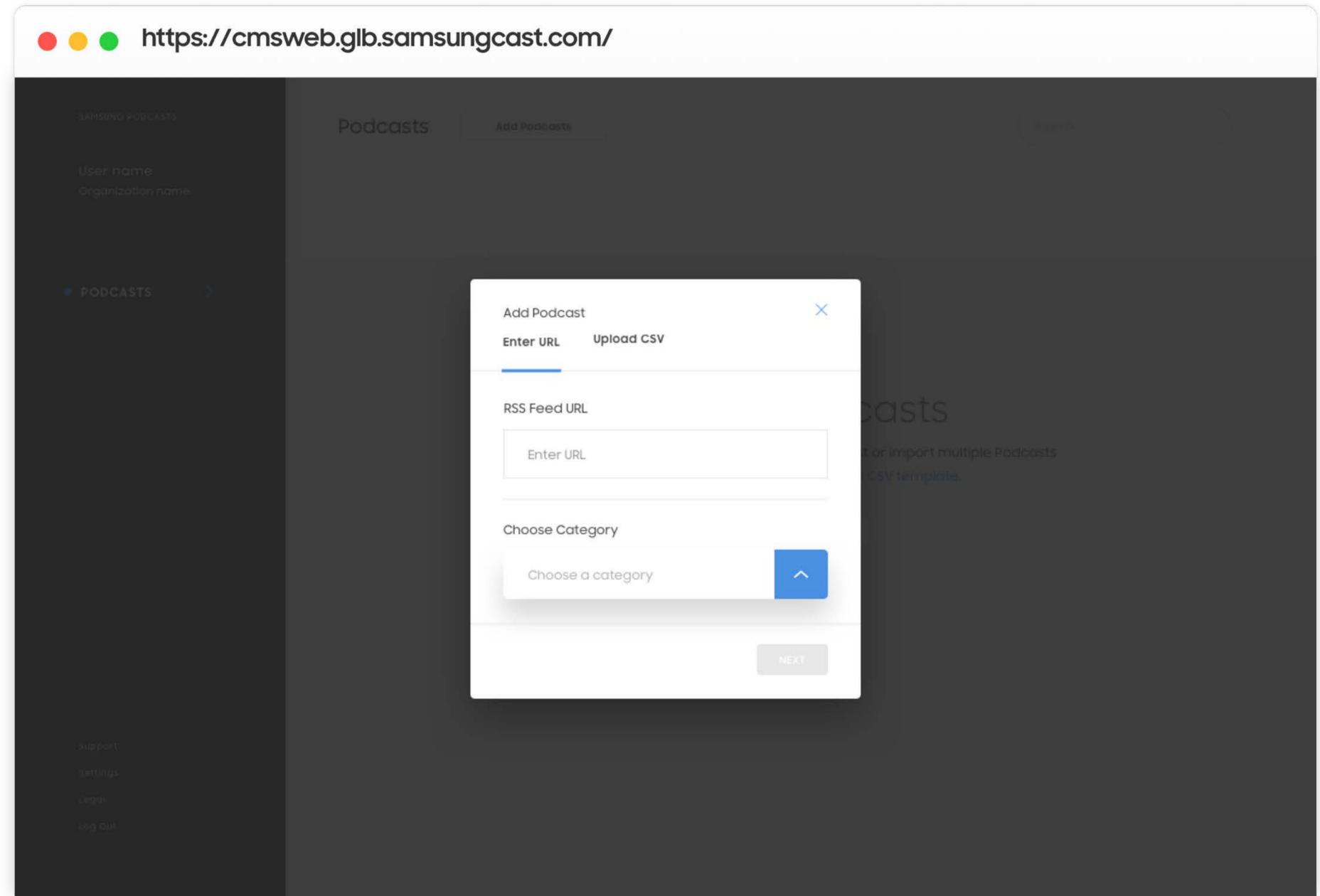
Simply download the CSV template by clicking the **Download the CSV template** link.

Once you have completed the CSV spreadsheet, jump to page 18 for the CSV upload instructions.



02.2.1 Import RSS Feed

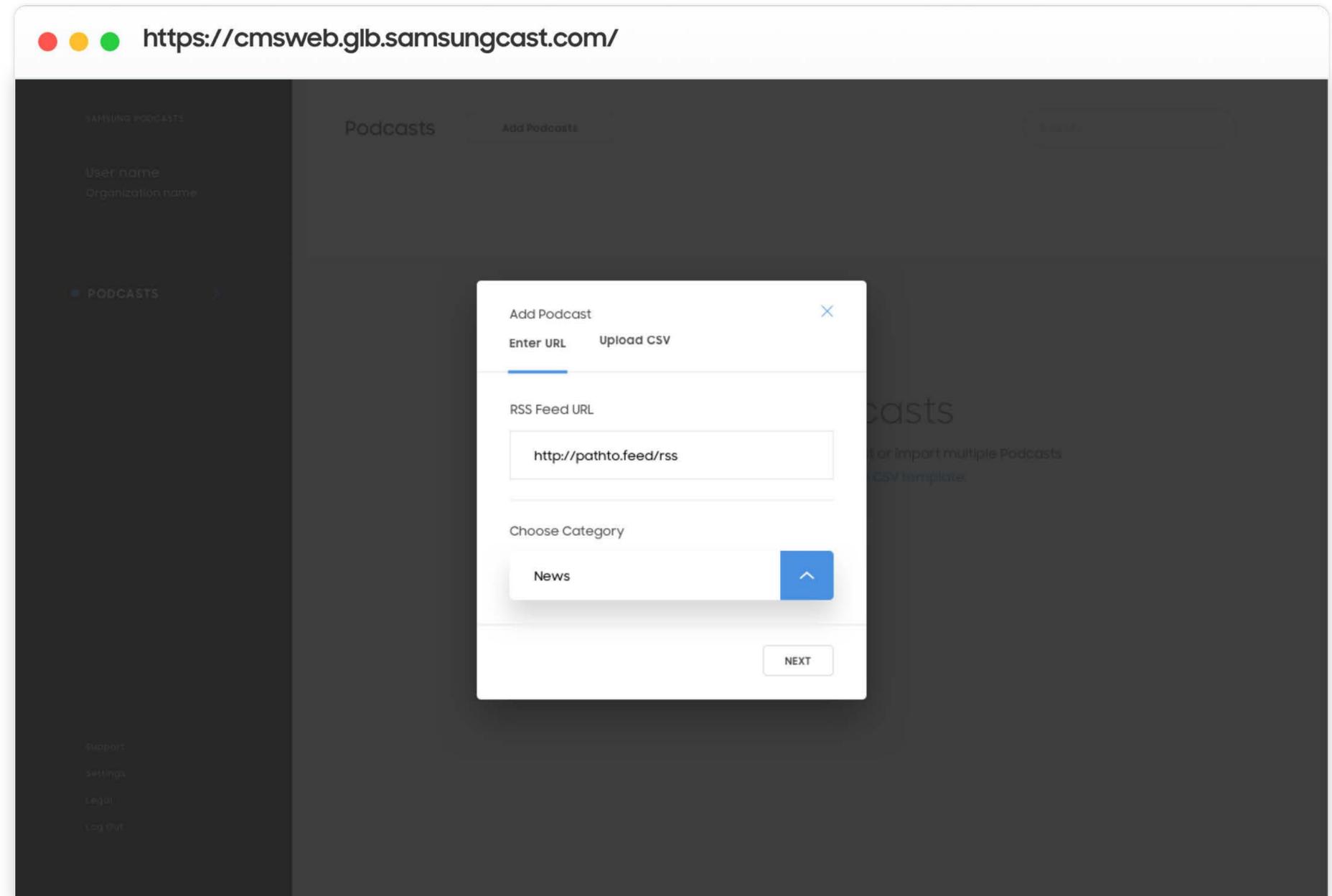
Enter your RSS Feed URL and
choose a Category.



The screenshot shows a web browser window with the URL <https://cmsweb.glob.samsungcast.com/>. The page is titled "Podcasts" and has a dark sidebar on the left with navigation links: "SAMSUNG PODCASTS", "User name", "Organization name", "PODCASTS", "Support", "Settings", "Help", and "Log out". The main content area has a header with "Podcasts" and "Add Podcasts". A modal window titled "Add Podcast" is open, featuring two tabs: "Enter URL" (selected) and "Upload CSV". The "Enter URL" tab contains a text input field labeled "RSS Feed URL" with the placeholder "Enter URL", and a dropdown menu labeled "Choose Category" with the placeholder "Choose a category" and an upward arrow. A "NEXT" button is located at the bottom right of the modal.

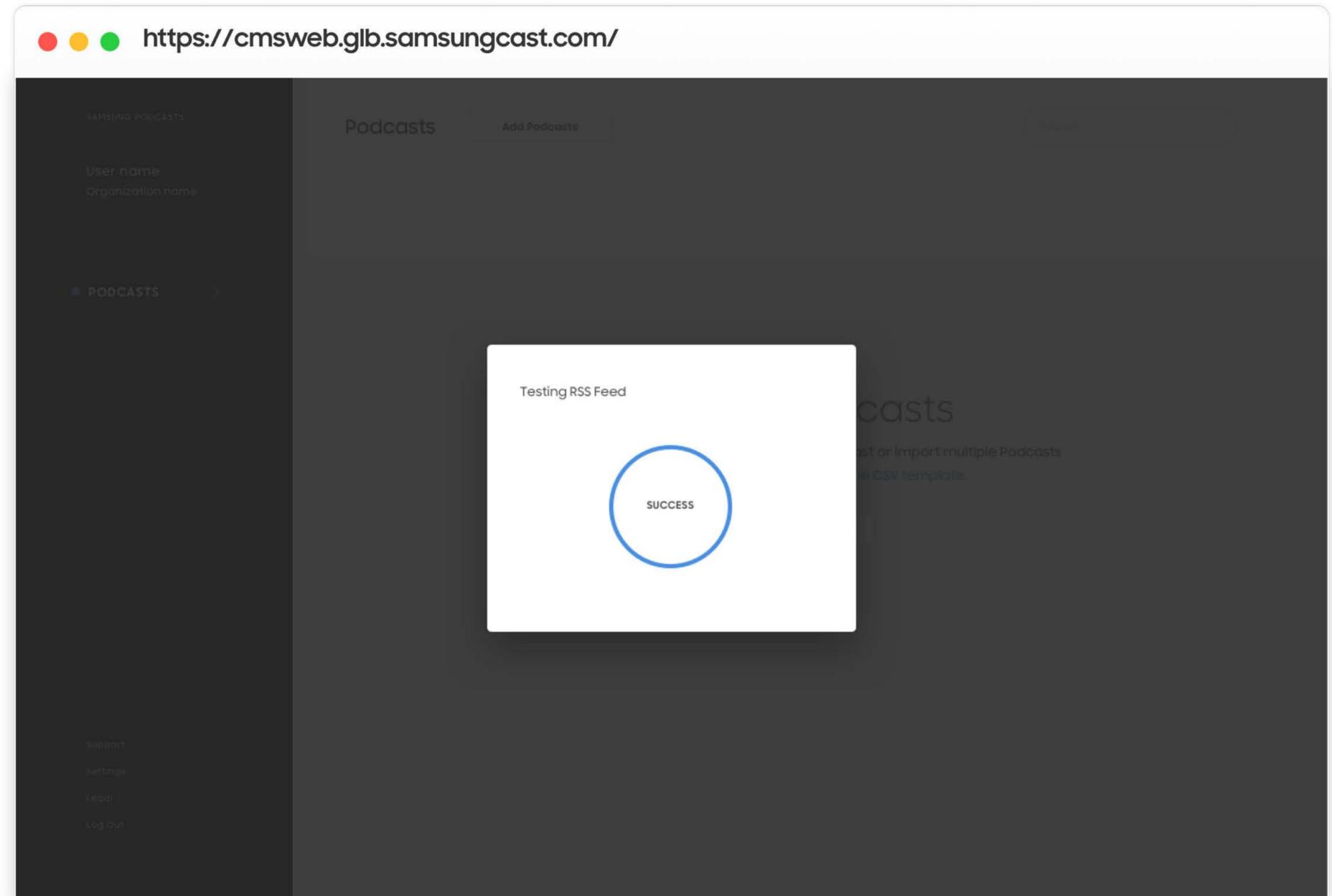
02.2.2 Import RSS Feed

Tap on the **Next** button to import your podcast RSS feed.



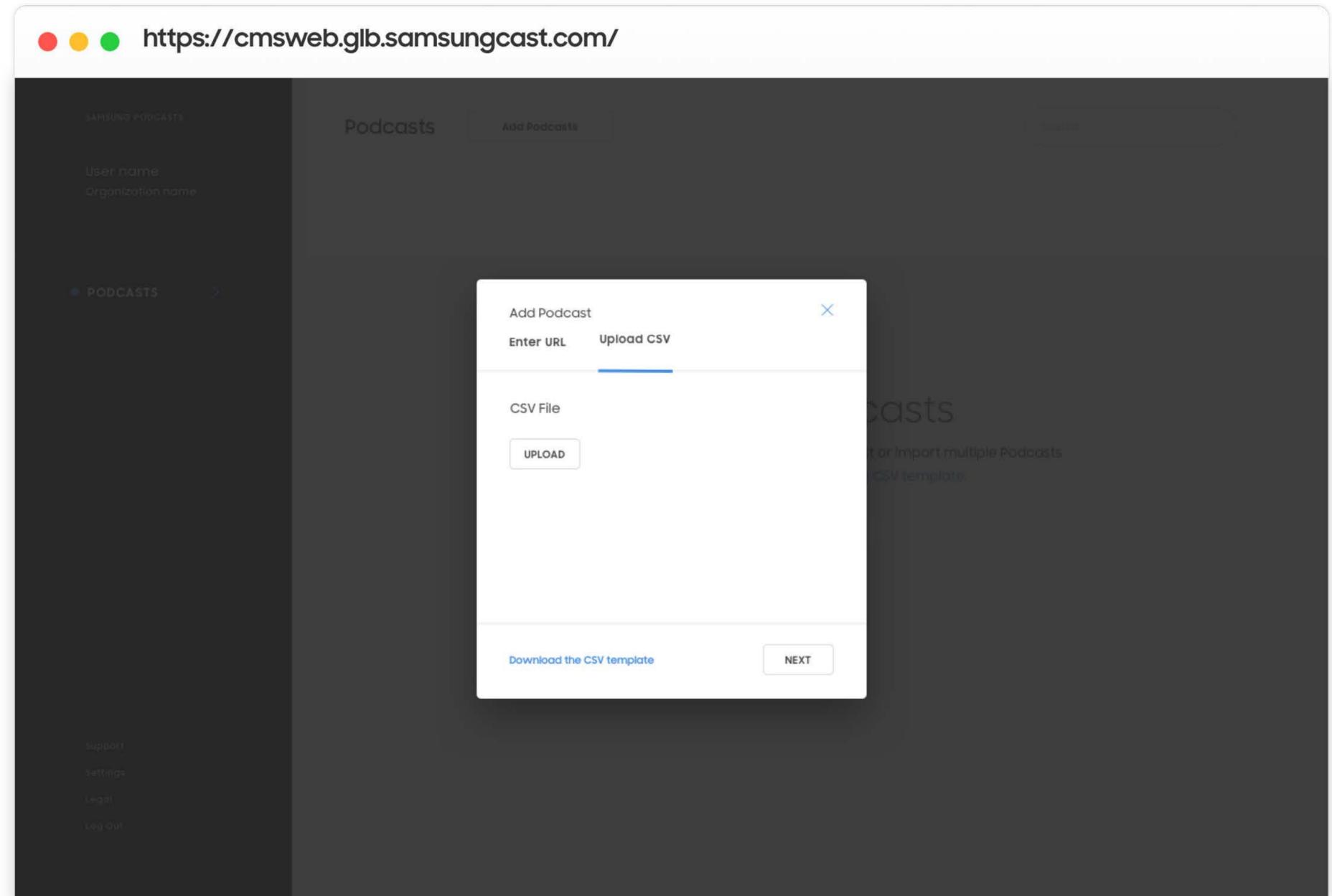
02.2.3 RSS Feed Imported

When the import animation completes you will have successfully imported your podcast RSS feed.



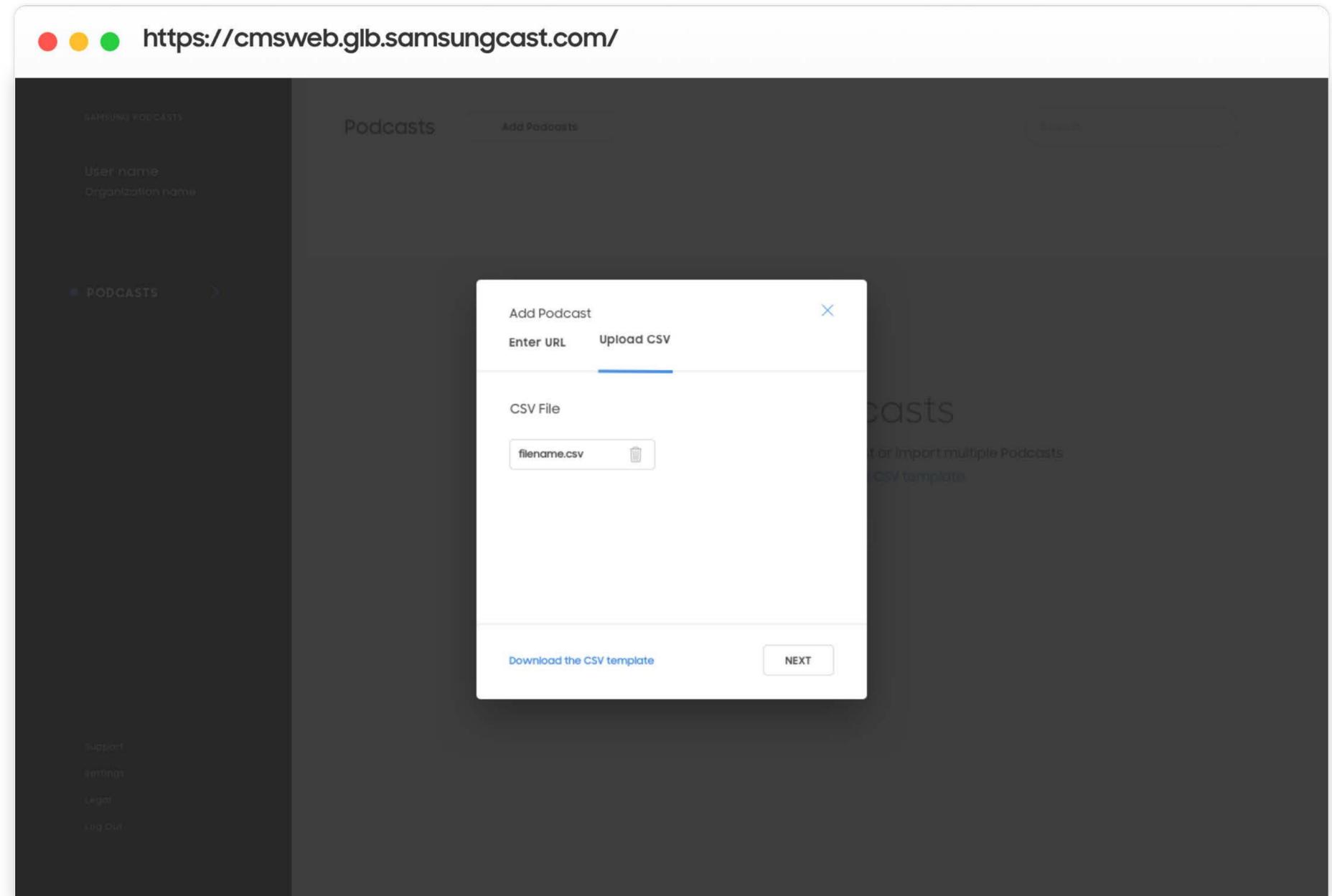
02.3.1 Upload CSV File

Tap on the **Upload** button, and select your CSV file from the browser window.



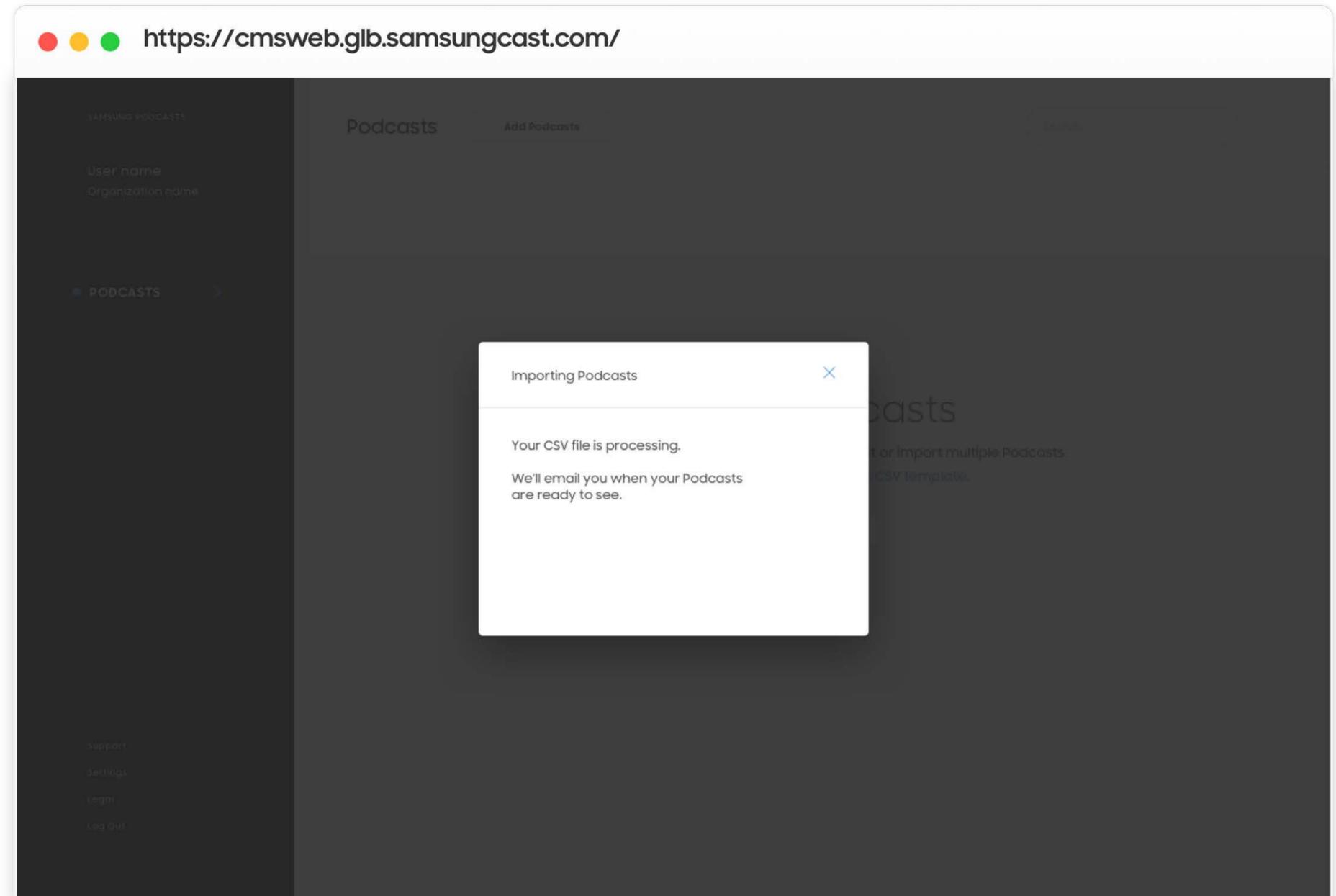
02.3.2 Upload CSV File

Tap on the **Next** button to upload your CSV file.



02.3.3 CSV File Uploaded

When your uploaded CSV file has been processed, a confirmation will be sent to your admin account email.



02.4 Podcast

Your imported podcast RSS feeds will appear on the Podcasts page, displaying their current publish status.

The screenshot shows a web browser window with the URL <https://cmsweb.glob.samsungcast.com/>. The page is titled "Podcasts" and features a dark sidebar on the left with the following menu items: "SAMSUNG PODCASTS", "User name", "Organization name", "PODCASTS" (selected), "MANAGE ACCOUNT", "Support", "Settings", "Legal", and "Log Out". The main content area has a header with "Podcasts" and an "Add Podcasts" button, followed by a search bar labeled "Search Podcast". Below the header are filter options for "Podcast name", "Status", "Last Updated", and "Category", along with a "Filter Results" button. A table displays one podcast entry with a placeholder image, the name "Podcast name", a status of "Processing" (indicated by a yellow dot), a date of "June 24, 2020", and a category of "News". An "EDIT" button is visible next to the entry. At the bottom, there is a pagination control showing "60 results" and "20 results per page".

03. Podcast Status

3.1 Podcast Status

Different status for imported content

● Processing

Podcast is processing and not yet available

● Public

Podcast is public to all podcast users

● Hidden

Podcast will not appear in Samsung Podcast App

● Broken Feed

Publisher needs to check their RSS feed, and podcast is publicly hidden until fixed

● Suspended

Podcast contains inappropriate content, and podcast has been suspended by Samsung Admin

The screenshot shows a web browser window at <https://cmsweb.glob.samsungcast.com/>. The page title is "Podcasts" and there is an "Add Podcasts" button. A search bar labeled "Search Podcast" is in the top right. Below the search bar are filters for "Podcast name", "Status", "Last Updated", and "Category", along with a "Filter Results" button. The main content area displays a table of podcasts:

Podcast name	Status	Last Updated	Category	Actions
Podcast name	Processing	June 24, 2020	News	EDIT
Podcast name	Public	June 24, 2020	News	EDIT
Podcast name	Broken Feed	June 24, 2020	News	EDIT

At the bottom of the page, there is a pagination control showing "60 results" and "20 results per page".

3.2 Processing

● Processing

While your podcast RSS feed is importing, the status will show Processing.

The screenshot shows a web browser window with the URL <https://cmsweb.glb.samsungcast.com/>. The interface is divided into a dark sidebar on the left and a main content area on the right.

Sidebar:

- SAMSUNG PODCASTS
- User name
- Organization name
- PODCASTS >
- Support
- Settings
- Legal
- Log Out

Main Content Area:

- Podcast name: [Placeholder] ● Processing
- Tabs: METADATA (selected), EPISODES
- Podcast RSS URL: last indexed: March 02, 2020 9pm EST [RE-INDEX URL](#)
- Category: [^](#)
- About podcast: Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed do eiusmod tempor incididunt ut labore et dolore magna aliqua. Ut enim ad minim veniam, quis nostrud exercitation ullamco laboris nisi ut aliquip ex ea commodo consequat. Duis aute irure dolor in reprehenderit in voluptate velit esse cillum dolore eu fugiat nulla pariatur. Excepteur sint occaecat cupidatat non proident, sunt in culpa qui officia deserunt mollit anim id est laborum.
- Podcast Visibility: Public (Visible in all Samsung Podcast Apps), Hidden (Does not appear in Samsung Podcast Apps)
- Last Edited By: User Name, Date
- [SAVE CHANGES](#)

3.2 Processing

● Public

After your podcast RSS feed has successfully imported, the status will automatically update to **Public**.

The screenshot displays the Samsung Cast CMS interface for editing a podcast episode. The browser address bar shows the URL <https://cmsweb.glob.samsungcast.com/>. The left sidebar contains navigation options: OVERVIEW, PODCASTS (selected), MANAGE ACCOUNTS, and NOTIFICATION (with a badge for 10). The main content area shows the episode details: Product Name CMS, User Name, Organization Name, Podcast Name, Episode Name, and a status of Public. A progress bar indicates the episode is 20:15 long out of a total of 43:21. The episode was published on February 26, 2018. The 'About Episode' section contains placeholder text. On the right, the 'Episode Visibility' settings are shown, with 'Public' selected (Visible in all Samsung Podcast Apps) and 'Hidden' (Does not appear in Samsung Podcast Apps) as an option. The 'Last Edited By' field shows Justine Marshall on September 22, 2020. At the bottom right, there are 'SAVE CHANGE' and 'CANCEL' buttons.

3.2 Processing

● Hidden

If you would like to “hide” your podcast from appearing in the Samsung Podcast app, click the **Hidden** radial button and save by clicking **Save Change**.

The screenshot shows a web browser window at <https://cmsweb.glob.samsungcast.com/>. The interface is divided into a dark sidebar on the left and a main content area on the right. The sidebar contains navigation links: 'OVERVIEW', 'PODCASTS' (highlighted with a blue dot), 'MANAGE ACCOUNTS', and 'NOTIFICATION' (with a '10' badge). At the bottom of the sidebar are three 'Bottom Menu' items. The main content area displays episode details for 'Episode Name' under the 'Podcast Name' section. A 'Public' status is indicated with a green dot. A 'Back to Episode List' link is in the top right. Below this is a 'METADATA' section with a progress bar showing 20:15 / 43:21 and a play button. The text 'Published on February 26, 2018' and 'About Episode' are present, followed by a paragraph of Lorem Ipsum text. On the right side of the main area, there is an 'Episode Visibility' section with two radio buttons: 'Public' (unselected) and 'Hidden' (selected). The 'Hidden' option is described as 'Does not appear in Samsung Podcast Apps'. Below this, it shows 'Last Edited By: Justine Marshall' and 'September 22, 2020'. At the bottom right are two buttons: 'SAVE CHANGE' (blue) and 'CANCEL' (white).

3.2 Broken Feed

● Broken Feed

If your status shows “Broken Feed” check with your podcast host for any feed issues.

If you need further assistance, please contact spodsupport@samsung.com.

The screenshot displays the Samsung Podcasts CMS interface at the URL <https://cmsweb.glob.samsungcast.com/>. The interface is divided into a dark sidebar on the left and a main content area on the right.

Sidebar:

- SAMSUNG PODCASTS
- User name
- Organization name
- PODCASTS >
- Support
- Settings
- Legal
- Log Out

Main Content Area:

- Podcast name: Podcast name (with a red dot indicating "Broken Feed")
- Navigation tabs: METADATA (selected), EPISODES
- Podcast RSS URL: (last indexed: March 02, 2020 9pm EST)
- RE-INDEX URL button
- Warning: Please check your URL feed to make sure that is is correct.
- Category: (with an up arrow button)
- About podcast: Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed do eiusmod tempor incididunt ut labore et dolore magna aliqua. Ut enim ad minim veniam, quis nostrud exercitation ullamco laboris nisi ut aliquip ex ea commodo consequat. Duis aute irure dolor in reprehenderit in voluptate velit esse cillum dolore eu fugiat nulla pariatur. Excepteur sint occaecat cupidatat non proident, sunt in culpa qui officia deserunt mollit anim id est laborum.
- Podcast Visibility: Public (Visible in all Samsung Podcast Apps) and Hidden (Does not appear in Samsung Podcast Apps)
- Last Edited By: User Name, Date
- SAVE CHANGES button

3.3 Suspended Podcast

● Suspended

If your podcast was suspended due to a violation of the Terms and Conditions, you will receive an email notifying you of the suspension.

The screenshot shows a web browser window with the URL <https://cmsweb.glob.samsungcast.com/>. The interface is divided into a dark sidebar on the left and a main content area on the right. The sidebar contains the text "SAMSUNG PODCASTS" at the top, followed by "User name" and "Organization name". Below this, there are two menu items: "PODCASTS" (highlighted with a blue dot and a right-pointing arrow) and "MANAGE ACCOUNT". At the bottom of the sidebar are links for "Support", "Settings", "Legal", and "Log Out".

The main content area displays the details for a specific podcast. At the top, there is a grey square placeholder for a profile picture, the text "Podcast name", and a blue link "Back to podcasts list". Below the name, a red dot icon is followed by the text "Podcast Suspended" and "Please contact [Samsung Admin](#) for further support." Below this, there are two tabs: "METADATA" (active) and "EPISODES".

The "METADATA" section includes a "Podcast RSS URL" field with the value "http://patho.tld/feed" and a "last indexed: March 02, 2020 9pm EST" timestamp. To the right of the URL field is a "RE-INDEX URL" button. Below the URL field is a "Category" dropdown menu currently set to "News".

Underneath the category field is an "About podcast" section containing two paragraphs of placeholder text: "Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed do eiusmod tempor incididunt ut labore et dolore magna aliqua. Ut enim ad minim veniam, quis nostrud exercitation ullamco laboris nisi ut aliquip ex ea commodo consequat. Duis aute irure dolor in reprehenderit in voluptate velit esse cillum dolore eu fugiat nulla pariatur. Excepteur sint occaecat cupidatat non proident, sunt in culpa qui officia deserunt mollit anim id est laborum." and a second identical paragraph.

On the right side of the main content area, there is a "Podcast Visibility" section with two radio button options: "Public" (selected) with the subtext "Visible in all Samsung Podcast Apps", and "Hidden" with the subtext "Does not appear in Samsung Podcast Apps". Below this is a "Last Edited By" section with fields for "User Name" and "Date". At the bottom right of the main content area is a "SAVE CHANGES" button.

3.4 Suspended Episode List

● Suspended

If an episode list of your podcast was suspended due to a violation of Terms and Conditions, you will receive an email notifying you of the suspension.

The screenshot shows a web browser window with the URL <https://cmsweb.glb.samsungcast.com/>. The interface is for the 'Bon Appetit' podcast, which is marked as 'Public'. The left sidebar contains navigation options: 'SAMSUNG PODCASTS', 'User name', 'Organization name', 'PODCASTS', and 'MANAGE ACCOUNT'. At the bottom of the sidebar are links for 'Support', 'Settings', 'Legal', and 'Log Out'. The main content area displays a table of episodes under the 'EPISODES' tab. The table has columns for 'Episode Name', 'Publish Date', 'Length', and 'Status'. A search bar is located at the top right of the table. The first episode, 'Introducing in Vogue: The 1990s', is marked as 'Suspended' with a red dot. The second episode, 'Episode 275: JJ Johnson, Louis Hunter, and the State of the States', is marked as 'Public' with a green dot. The third episode, 'Episode 274: Not All Bread is Yeasted Bread', is also marked as 'Public' with a green dot. Each episode row includes a 'VIEW' button. At the bottom of the page, there is a pagination control showing '60 results' and '20 results per page'.

Episode Name	Publish Date	Length	Status	VIEW
Introducing in Vogue: The 1990s	February 26, 2018	43:21	● Suspended	VIEW
Episode 275: JJ Johnson, Louis Hunter, and the State of the States	February 26, 2018	43:21	● Public	VIEW
Episode 274: Not All Bread is Yeasted Bread	February 26, 2018	43:21	● Public	VIEW

3.5 Suspended Episode

● Suspended

If a single episode of your podcast was suspended due to a violation of Terms and Conditions, you will receive an email notifying you of the suspension.

The screenshot displays the Samsung Podcasts CMS interface at the URL <https://cmsweb.glb.samsungcast.com/>. The interface is divided into a dark sidebar on the left and a main content area on the right. The sidebar contains the text "SAMSUNG PODCASTS" at the top, followed by "User name" and "Organization name". Below this, there are two menu items: "PODCASTS" (highlighted with a blue dot and a right-pointing arrow) and "MANAGE ACCOUNT". At the bottom of the sidebar are links for "Support", "Settings", "Legal", and "Log Out".

The main content area shows the details for a podcast episode titled "Introducing in Vogue: The 1990s" from the "BON APPETIT" podcast. A red dot icon next to the episode title indicates it is suspended, with a message: "Episode Suspended Please contact [Samsung Admin](#) for further support." A "Back to episodes list" link is located in the top right corner. Below the episode title is a "METADATA" section containing a progress bar (8:21 / 43:21), a play button icon, and the text "Published on February 26, 2018". The "About Episode" section contains two paragraphs of Lorem Ipsum placeholder text.

On the right side of the main content area, there is an "Episode Visibility" section with two radio button options: "Public" (Visible in all Samsung Podcast Apps) and "Hidden" (Does not appear in Samsung Podcast Apps). Below this is a "Last Edited By" section with fields for "User Name" and "Date". A "SAVE CHANGES" button is located at the bottom right of the main content area.

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04. Partner Portal

Samsung Podcasts Partner Portal

<https://cmsweb.glb.samsungcast.com/>

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Thank You

Samsung Podcasts Team
spodsupport@samsung.com