



## Specifications for providing Music files to Soundminer facilities

Music files supplied to Soundminer Web Portal systems must contain v4 format Soundminer metadata. Enriching your files with advanced metadata is detailed in our MI\_Whitepaper document available at:

<http://store.soundminer.com/blog/how-embed-metadata/>

Soundminer makes advanced metadata tools (V4pro and mp3Converter) that can enrich your files while making the files compatible for third party systems (eg. iTunes). These tools can be purchased at [www.soundminer.com](http://www.soundminer.com).

Metadata tutorials for v4pro are available here:

MetadataStarter(4.2pro)

<http://www.soundminer.com/assets/MetadataStart.mov>

Tips for using v4pro to manage your metadata (4.1):

[http://www.soundminer.com/assets/v4pro\\_MetadataTips.mov](http://www.soundminer.com/assets/v4pro_MetadataTips.mov)

All files MUST contain the following minimum v4 field information.

*Composer* - format is important

\*Format = First Name, Last Name,(AFFILIATION), Percentage | next composer | etc

\*\*\*IPI numbers can be added after percentage and separated by a comma.

*Publisher* - format is important

\*Format = Publisher 1, (AFFILIATION), Percentage | Publisher 2, (AFFILIATION), Percentage | etc. ie. MYPublishing Inc. (BMI) 100%

*Artist* - if agency represents 'bands or artists' - if not applicable, then you need not fill it out.

*Manufacturer* - the Owner/Representative/Agency name goes here.

*Library* - name of the catalogue or sub catalogue

*CDTitle* - This must be filled in even if 'CDs' are not used. This could be used a a grouping of tracks by whatever the owner wishes - a collection.

*TrackTitle* - title of the track(remember if you want things grouped, keep the library name the same and use the 'Version' field to denote what is different about it as in 'underscore, 15s, sting version, alternate mix, etc.

*Source* - This references the CDtitle or Collection ID and track. For those who do not use CDs to group their tracks, You can create your own 'collection' identifiers and put an underscore and then the track number. Libraries at the very least should fill in this field with the library name, then either an underscore or forward slash then a unique number afterwards. Do not use this field for IRSC or ISWC code or any unique number. It must follow the VOL\_TRACK format.

Your artwork if supplied separately should be in ,jpg format and sit in the folder of files it should be associated with.

Artwork embedded is preferred - 512 x 512 px jpeg, gif or png.

Filenames must contain the Library or Manufacturer\_CDtitle or Collection\_Tracktitle

ie. LIB\_CD101\_HappyGoLuckyFullMix.wav

If you need greater clarity please contact [support@soundminer.com](mailto:support@soundminer.com)

### **DELIVERY FORMATS**

Primary file formats must be: WAVE 16 bit, 48khz and for auditioning purposes a mirror image directory copy in mp3/ 128k 44khz format. the files must be enriched with Soundminer v4 metadata. Additional formats can be supplied at the discretion of the receiving facility.

Because web formats require this, your files must not contain any of the following illegal characters in any of the file names. Illegal characters are any non alphanumeric symbols: (\*) { } /, \ " # " < . > | • | ^ @ ~ ` . Underscores and dashes are web-safe. Be aware that some older computer systems will not recognize long file names. Soundminer supports up to 255 characters in the filename.

Alpha numeric ( letters and numbers) are safe and, if your file names use spaces the spaces must be represented with an underscore.

Example of a good file name: AMG\_EXT\_CD01\_RockMe01.wav

Example of a bad file name: "OMG" (C D #1)ver-soul.wav.

Should the process of embedding be beyond your capabilities, you can outsource the work at our recommended supplier, Digital Music consulting. Contact Doug Bossi at 818 620-8835 or visit [digitalmusicconsulting.com](http://digitalmusicconsulting.com):

<http://digitalmusicconsulting.com/main/?tag=soundminer>