

2. AUDIO FILE NAMING SYNTAX: Notice in the audio file directory that the files are named SPnnnnn.SPC, where nnnnn is a five digit number. Back in the beginning for Pristine all hard disk audio files were speech files, hence they created SPnnnnn.SPC for SPEECH files. Today hard disk audio is much more sophisticated and can be used for all types of radio related audio, but the SPC file name has remained.
3. AUDIO FILE NUMBERS: While there is no hard and fast rule, we recommend that you begin recording music audio files at SP10001.SPC (the . is assumed in Audio Commander). That leaves numbers less than 10,000 available for most non-music elements, and it separates the music nicely from other types of files. Most Pristine users divide the available numbers up so they can tell what type of audio a file is by its number.

For example:	00100-00999	Commercials
	01000-01999	Promos
	02000-02999	PSAs
	03000-03999	Programs
	04000-04999	Other
	10000-12999	Music
	13000-14999	Christmas Music
	17000-17999	Voicetracks (data provided by PSI)
	18000-18999	Voicetracks (data provided by PSI)

Also, we recommend you begin recording your music on Drive-D of your Production Computer, leaving C-Drive for non-music programming elements. Once D-Drive has around 80MB to 100MB of space remaining for future work space, move to E-Drive, and continue up the drive letters leaving 80MB to 100MB on each drive for work space.

4. STEPS TO RECORD A FILE: Simply press the <F8> key to create a new SPC audio file. Audio Commander will ask you for the five digit number. If you enter a number already used, Audio Commander will tell you. Once the number has been entered, Audio Commander will be in standby, ready to record and wait for you to press the <SPACEBAR> to begin recording.

While Audio Commander is in standby you can adjust the audio level on your console to make sure the level is correct. **IMPORTANT - We recommend that you record music with peaks between the -3 and -1 db marks on Audio Commander's VU meter. This will leave enough head room for voicetracks to mix well over song intros on the air.** Once you have the level set, press the <SPACEBAR> to begin recording.

When the song is finished, press the <SPACEBAR> a second time to stop recording. Audio Commander will ask you for a brief description. Most users enter an abbreviated title for the song. The description becomes part of the audio file header, much like a cart label on an old audio cart. Audio Commander will also include the file name, length, sample rate, channels, and audio format in the header.

5. CHECK YOUR WORK: Now you should listen to the song to make sure you recorded it the way you want it to play back on the air. Using the arrow keys, highlight the name of the SPC file you just created in the audio file directory. Now press the <F6> to Play the file. You will need to pot up the computer on your console to play the file through your studio equipment. You can press the <F6> key again to advance the playback 30 seconds further into the file. Pressing the <F6> key several times will advance playback through the song for a spot check of your work. If you want to hear just the ending of the audio file, press the <F7> key to play the last ten seconds of the song.
6. QUALITY IS IMPORTANT: Be consistent with the beginning and end of your recording, as well as the level. Do not have too much dead air on the ends. Some users choose to have Audio Commander trim the beginning and end of the file to make the files tight. Refer to the Audio Commander manual for instructions on the Auto Trim feature. **IMPORTANT: If you use Auto Trim, you MUST TRIM BOTH THE BEGINNING AND END of the file, even though Audio Commander setup will allow for one or the other. You must trim both ends in order for RapidFire to play the SPC file back properly.**

7. REFER TO AUDIO COMMANDER MANUAL: For more information about the other features and functions of Audio Commander, refer to the Audio Commander manual.

8. PRISTINE MUSIC PLUS - CREATE A MUSIC MEMBER:

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Files_Criteria_Rules_Utilities_Reports_Programmer_Exit_____MP0120
+-----+
| Create A New MUSIC PLUS Member |
+-----+
| Member I.D. (HD100) Track No. (08) Source(H) Active: (Y) |
| Title: (Summertime) Total Airtime: ( 4):( 7) |
| Artist 1: (Blues Band) Intro Time: (21) |
| Artist 2: ( ) Pre-Roll: ( 0) |
++ Artist Grp 1: ( ) Fade Time: ( 4) |
| Artist Grp 2: ( ) Fade Code: (H) |
| Artist Grp 3: ( ) End Code: ( ) |
| Category: (D) Level: (1) Gender: (6) |
| Packet: ( 0) Type: (1) |
| Daypart: ( 0) Sound Codes: (1) |
| Texture: (1) Title Separation Min: ( 0) |
| Timbre: (1) Title Separation Max: ( ) |
| Tempo: (2) Artist Separation Min: ( 0) |
| Opener: (N) Artist Separation Max: ( ) |
| Closer: (N) Relaxed Artist Separation: ( 0) |
+-----+
Enter Source: [C] CD [D] DAT [H] HDA [R] Relay
               <F1 END> <F3 HISTORY> <F4 SAVE> <PgDn NEXT>

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ENTER DATA IN PRISTINE MUSIC PLUS: Data must be entered in Pristine Music Plus for the new songs being recorded into the system. If not already done so, install Pristine Music Plus on a MS-DOS computer by putting the Music Plus floppy disk in the A-Drive and at the C:> prompt enter MP-SETUP to install. When asked about creating new data files, press <ENTER> to continue.

If Music Plus is not available on your menu system, you can access it by going to your C:> prompt an entering CD\MUSICMGR <ENTER> and MM-PLUS <ENTER>.

Once in Music Plus, select FILES and press <ENTER>, then choose "Create A New MUSIC PLUS Member". Refer to the Music Plus manual for instructions on how to complete this screen.

Many of the fields can be left blank, but you must enter the ID, Source, Active, Title, Artist, Length, Intro, Fade Time, Fade Code, and Category. It is helpful that you also enter Tempo and Gender to enhance your scheduling capabilities. Notice the green bar at the bottom of the member entry screen, it gives you a list of your options for each field.

The ID syntax in Pristine Music Plus is different than in Audio Commander. It is different, but consistent and easy to remember. Here is a simple reference table:

<u>AUDIO COMMANDER</u>	<u>MUSIC PLUS</u>
SPnnnnn.SPC	ID = HDnnn Track = nn
SP10001.SPC	ID = HD100 Track = 01
SP17543.SPC	ID = HD175 Track = 43
SP98765.SPC	ID = HD987 Track = 65

The Source for Hard Disk Audio (HDA) will always be H, each song will be Active (Y), and the Fade Code for each song will usually be H for "Header". The Fade Time is important for the seques on playback. Usually the Fade Time is three to four seconds. Cold ending songs usually have a Fade Time of one to two seconds, depending on how tight you want the sound on the air. Check the Music Plus manual for a more extensive explanation.

You can come back and make changes to the data if necessary later, but it is helpful to get as much entered correctly in the beginning as possible.

Press the <F4> key to SAVE your data after completing the data entry.

Use the attached data entry form as a guide. If you are recording on the Production Computer and entering data on another computer, the data entry forms are helpful for controlling data. Check off each song that is entered into Music Plus as you enter the data.

You will need to learn more about how Music Plus works and how to schedule a Playlist for Pristine RapidFire, but these few instructions will help you get started. You will be taught much more about Music Plus during the installation by Pristine trainers, and by studying the Pristine Music Plus manual.

If you have any questions, please call Beau Sanders at P-M Systems at 864-235-3355 or Pristine Systems Technical Support at 310-831-2234.