

SLYNTH TUTORIAL

PART I - Get onto the Internet

1. Go to www.tunedge.com
2. Click on the SLYNTH logo (left hand side of the page).
3. Log into Slynth with your username and password or create one.

PART II - Searching for Music

-Start at the top left corner. (*Our libraries*)

"By default it goes to All Libraries. At the top left of the page, you will see all of our different libraries. For example: America-Country, Invasion-CHR, Urban, Dance, NTS Matrix- News and Sports, Production Matrix- Modern and Classic Rock, Alternative, Trip Q- Urban, R&B, Hip-Hop, Tunedge-Comprehensive, Spot Builder- Promos, Trailers, Commercials, Latin Burn- Latin, SFX- Sound Effects.

"You'll see, that there is an **Licensed** and a **Unlicensed** option. The only difference between the two is that when someone is licensed they have the ability to download music. That is the only difference. As an unlicensed user the individual is still able access all parts of the library. Therefore they can audition everything in the library and create and share play-lists".

- a. **Licensed** see a download button
- b. **Unlicensed** do not see a download button

(When downloading there are 2 types of audio files. a. Wave-CD files, which have the highest quality of bandwidth. b. Mp3 320 KB.)

"Now if you look to the right of the different libraries, you'll see 4 smaller boxes. (**Type**) is the first box, and by default it is set to automatically go to music". The elements, which you will use, are music, sound FX, and sounders and stagers. Sounders and stagers are noises like swooshes, zaps, and so forth".

"After selecting a audio type you can see to the right of (**Type**) is (**Genre**). Begin to narrow the search criteria by selecting the (**Genre**), (**Style**) and/or (**Tempo**) of the music". (Narrow Search Criteria) [By narrowing the search criteria you may be left with too few of options and can always click "all libraries" (at top left of page) to go back to original look-up list.]

-**Keyword Search** - "If you look to the top right of the screen, right below the (Search, My Account, All Accounts, Contact, and Help tabs), you will see a **Keyword Search**". Here, you can search by title, key words by simply typing text into the box.

-**Play Track**- "You should click on the play track button and begin to audition some of the music while you are searching. The play track button is on the right hand side of the look up list".

-Other features

1. Click on the **Song Title** for composer and publisher information.
2. At the bottom of each page there are numbers. There may be several pages of music that come up as a result of your search.
3. Monthly updates for every library. (60 CD's a year)
4. You can see right below the 4 boxes and to the top left of the Song Title that you will see the **# of Tracks** which have come up for you search.
5. You can also click on the **Title Description**, the **Disc/Track** and **Time** to organize your list from ascending to descending order numerically or alphabetically.

PART III - Playlist

"Now if you look to the bottom left of the screen you will see the Playlist. Go ahead and click on **New Playlist**. Why don't you name the playlist "Rebecca's Favorites", or the title of the project that you are working on. Now you can save this and begin to create your new playlist. You always want to create your playlist before you begin your search because when you make a playlist it will refresh the look up list." Look to the right where you were clicking before to play the music and you will see that directly below the download button is another button that reads **+ To Playlist** or add to playlist. All you have to do is click **+ To Playlist** and that song will automatically be put into the new playlist which you created". "The nice feature about the play list is that you can create up to 1,000 playlists. You can also see the last 1,000 recently downloaded and auditioned songs. If you don't remember where or what a particular song that you were listening to most recently was, whether it was yesterday or a week ago the most **Recently Auditioned** feature will bring up the list of up to 1,000 songs most recently auditioned".

"Another nice feature about the playlist, is that you can share your playlist with other people. In order to access the list of people who you want to share music with, click on the title of the Playlist, that you would like to share. Then you will need to click **Share**."

"If the individual who you are trying to share a playlist with, does not have a SLYNTH username and password, you will need to create a new user.

PART IV - Adding Users

"Right above the Keyword Search box, you will see (**Search**, **My Account**, **Contact**, and **Help** tabs). Now click on **My Account**. This will take you to the page where you can Add Users, View Reports and view your profile. In order to add users, so that you can share a playlist with them, click on the **User** tab. Here you will need to enter their information". (If you don't see the **User** tab please call Slynth for help.)

"Once you have completed this, you will need to get back to the look up screen. In order to get back to the look up screen, you will need to click on the **Search** tab, which is located next to the My Account tab where you clicked before. Now that you have added users to you network you can share playlists with them. You can go ahead and click on the SHARED PLAYLIST button, which is on the bottom left-hand side of the look up screen to see which playlists have been shared with you. In order to view your playlists, you will need to click on My Playlists.

Enjoy!