

Q: I want to upload Songs to play on the stream during our commercial breaks. How do I accomplish this?

A: There are a few simple steps you will need to follow to get songs to play during your commercial breaks:

- a. Upload Songs to your Inventory
- b. Modify your existing Template (using Template Designer) to enable Songs to play during the breaks

1. First you will want to upload your Songs. You can do this by logging in to Injector Manager and Selecting New Component and adding the details for each song you want to upload. Or the optional method, if you have many songs to upload, would be using the Bulk Upload Tool by logging into Ando, then click Advanced, then Downloads and the Bulk Upload Tool. After downloading and installing enter your Ando credentials to get logged in to the tool.

2. When you are uploading material in either interface, make sure you fill out these fields (in addition to the Artist and Title information):

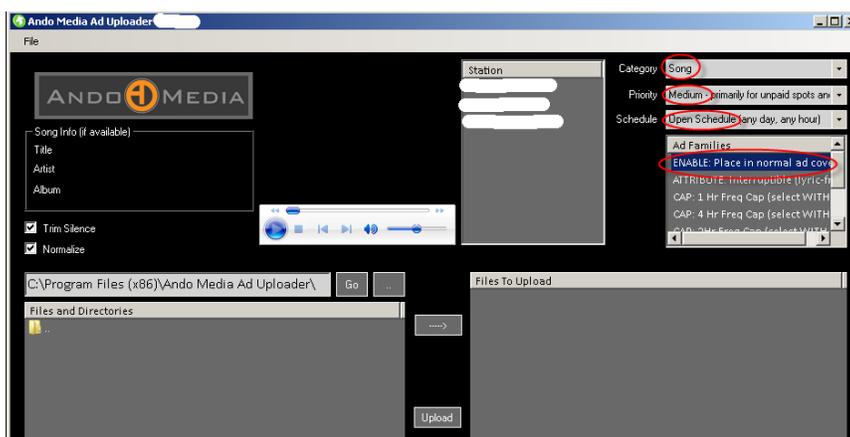
Category – SONG

Priority – Medium

Schedule – Open Scheduling

Ad Families – ENABLE

Note: For these songs to show up correctly in the Player and your Sound Exchange reports you will need to enter them as: **ARTIST – TITLE** . In other words, the Airtist name first followed by a space and then a dash then another space and then the Title of the song.



- Once the Songs are uploaded you will need to log in to Injector Manager then select the Template Designer link. Select the Template you are currently using (most stations only use Template A) you will want to enable the SONG category to play in the position of the Template you would like.

The way the Template's 1 – 10 works is:

1 = first element to play in the break

2 = second element to play in the break and so on

Multiple items that are selected in each column will fill like this:

Paid Spots = first priority

Target Spot = second priority

Everything else - goes by the priority setting in each particular element

So in the example below it will select the first two items to play, then when it gets to element 3 it will try to fill with a Paid Spot or Target spot first. If there are none available to play it will take either a PSA or Song, depending on which is set with a higher Priority setting.

Template : * denotes existing template

Mandatory through element :

Assigned Color :

1	2	3	4	5	6	7	8	9	10	
<input checked="" type="checkbox"/>	Paid Spot (CPM)									
<input checked="" type="checkbox"/>	Paid Spot (PI)									
<input checked="" type="checkbox"/>	Unpaid Spot (PSA, other)									
<input type="checkbox"/>	Music Bed									
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Song
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Sweeper
<input type="checkbox"/>	Bumper									
<input type="checkbox"/>	Promo									
<input type="checkbox"/>	Station ID									
<input type="checkbox"/>	Liner									
<input type="checkbox"/>	Jingle									
<input type="checkbox"/>	Stinger									
<input type="checkbox"/>	Notice									
<input checked="" type="checkbox"/>	TargetSpot									
<input type="checkbox"/>	Dry Liners									
<input type="checkbox"/>	Short Shows (roughly 2-5 min)									

Please let us know if you have further questions by emailing the Support Desk: supportdesk@tritondigital.com