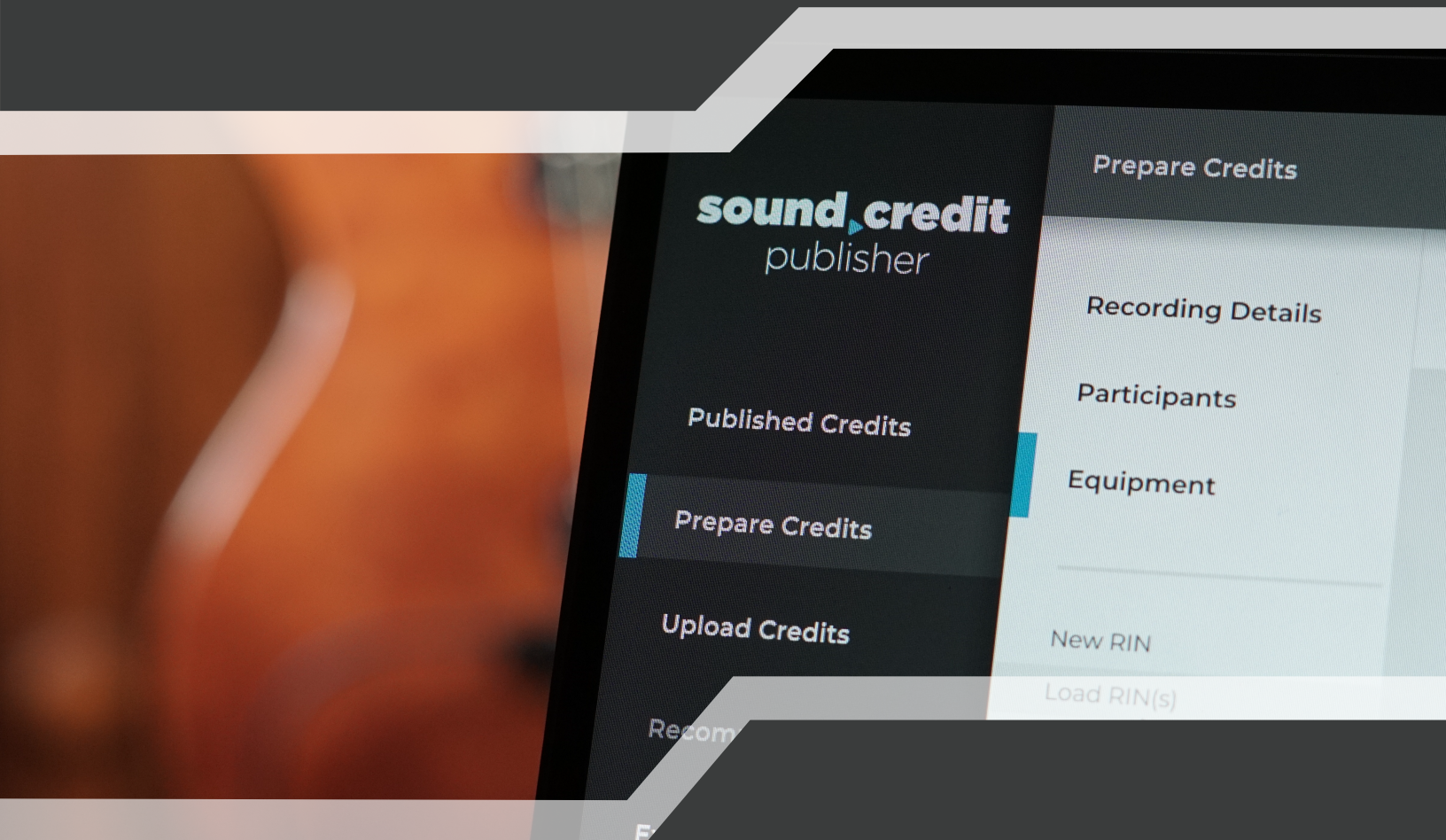


sound_credit publisher



SOUNDWAYS

USER MANUAL
v1.0

MISSION

Soundways' mission for Sound Credit is to secure the legacy of music creators through accurate and discoverable credits.

BACKGROUND

Sound Credit is the ultimate music attribution platform.

It is the first system to fully address the complexities of capture, editing, authorization, and publishing — all on a platform that exceeds industry standards.

When Soundways launched RIN-M, it brought about the defining moment for credits and metadata. As a result, Soundways became the global leader in song credits with viral adoption in over 60 countries.

Now, the insight from the RIN-M launch and feedback has been integrated into the full Sound Credit platform.

The music industry's supply chain data solution is here, moving the industry ahead of the curve.

The screenshot shows the Sound Credit Publisher desktop application. The interface is divided into several sections:

- Left Sidebar:** Contains the 'soundcredit publisher' logo, 'Published Credits', and a list of actions: 'Prepare Credits' (highlighted), 'Upload Credits', 'Recompilations', 'Export PDF', 'Settings', 'Search', and 'Help'. At the bottom, it says 'POWERED BY SOUNDWAYS'.
- Top Bar:** Displays 'Sound Credit Publisher', a 'Save Yourself' button with a pencil icon, and a user profile for 'Demonstration User' with a 'Logout' link.
- Main Content Area:**
 - Recording Details:** Includes fields for 'Artist Name' (Eric Gales), 'Song Name' (Save Yourself), and 'Song Genre' (Blues Rock).
 - Participants:** A section for listing participants.
 - Equipment:** A section for listing equipment.
 - New RIN:** A section for creating new Recording Information Notifications. It includes fields for 'Album / EP Name' (The Story of My Life), 'Album / EP Artist Name' (Eric Gales), 'Track Number' (1), 'Disc Number', 'Album / EP Genre' (Blues Rock), 'Release Date' (YYYY, MM, DD), 'UPC/EAN' (02624520602), 'CRid', 'Record Label' (Blues Bureau International), and 'Catalog ID' (BB20602). A button 'WRITE RELEASE DETAILS TO ALL LOADED RINS' is also present.
 - Loaded RINs:** A list of loaded RINs with a 'close all' button. The list includes:
 - 1 Save Yourself.rin
 - 2 I Ain't No Shrink.rin
 - 3 The Story Of My Life.rin
 - 4 Layin' Down The Blues.rin
 - 5 The Sound of Electric Guitar.rin
 - 6 Red, White and Blues.rin
 - 7 Very Educated.rin
 - 8 Cut and Run.rin
 - 9 Borderline Personality.rin
 - Key Signature:** A dropdown menu.
 - Time Signature:** A dropdown menu.
 - Tempo:** A dropdown menu.
 - Moods:** A text input field with the value 'Happy, energetic, somber, etc.'.
 - Original Artist:** A text input field with the value 'if different from artist name'.
 - Duration:** A dropdown menu with values 'HH', 'MM', and 'SS'.
 - Date Mastered:** A dropdown menu with values 'YYYY', 'MM', and 'DD'.

The **Sound Credit Publisher** is a cross-platform desktop application that can be used to review, add, edit and publish song credits and information.

During Production, the **Sound Credit Tracker** plug-in can be used to collect credits as they happen. Credits from the Tracker plug-in can be loaded into the Publisher for review, editing and approval. Also, the Publisher can be used for the full process if no credits have been collected with the plug-in.

The Sound Credit applications use a file format called Recording Information Notification (RIN) to store and load credits.

QUICK START GUIDE

1. Open the Sound Credit Publisher and Log-in

After purchase, an email is sent for creating an account. Download the Sound Credit Publisher, install it and use the account details to log-in.

2. Add Information in the Prepare Credits Section

The prepare credits section can be used to enter information about a recording. It has three sections, Recording Details, Participants and Equipment. Enter the information into these sections for the recording at hand.

3. Use Duplicate when Adding Information for an Album

In many cases, the Sound Credit Publisher will be used to work with a group of RINs for an album at one time. In this situation, the information from the first recording can be duplicated using *Duplicate As*. Then, the unique information for the next song can be entered.

4. Save RINs & Check Release Name

Make sure all of the RINs of a release have been saved, and make sure the Release name and information is all the same for each song of the release.

5. Use Upload Section to Select RINs, Attach Album Artwork and Select Options

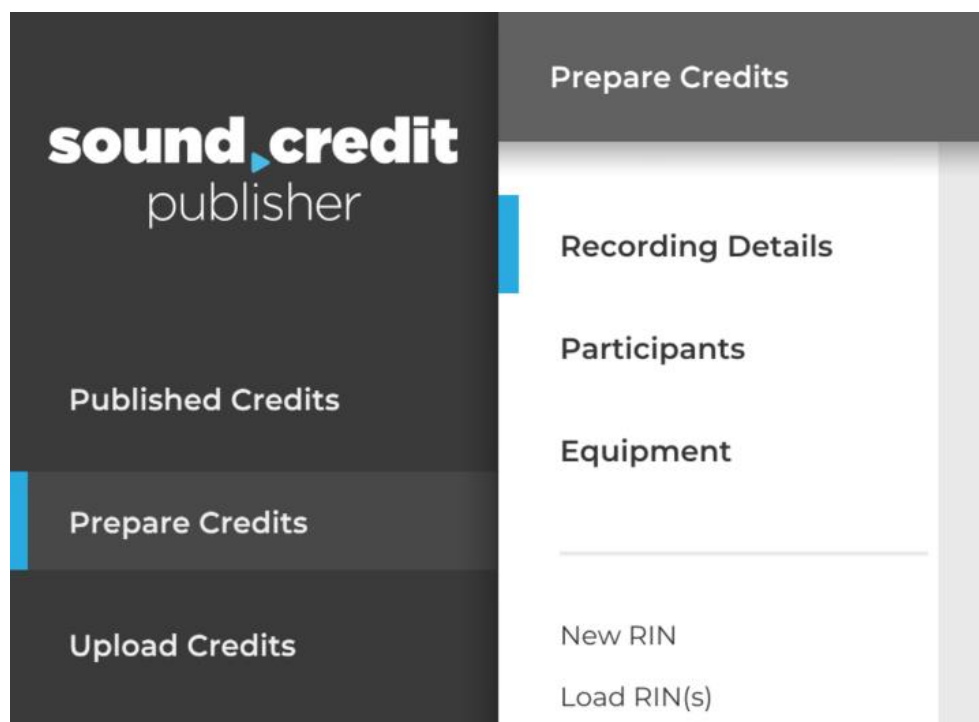
Select the RINs you have saved, attach the album artwork, and select other options in the Upload Section.

6. Select Verification Method

Click upload and select how the information has been verified.

7. Check the Website for Accuracy

Check the website to verify the entry was made correctly. If there were errors, delete specific RINs or the entire release. Re-upload any necessary corrections.

PREPARE CREDITS SECTION

The Prepare Credits section is the primary workspace of the Sound Credit Publisher. Use it to load, save and duplicate song information. It has three main sections, Recording Details, Participants and Equipment, for each song.

RECORDING DETAILS: ARTIST NAME, SONG NAME AND SONG GENRE

Artist Name	<input type="text"/>
Song Name	<input type="text"/>
Song Genre	<input type="text"/>

Artist Name and Song name are the only required fields in the Recording Details Section. Note the song genre field here, as a song may have a different genre than the release of which it is part.

RECORDING DETAILS: RELEASES

Release Name	<input type="text"/>	WRITE RELEASE DETAILS TO ALL SELECTED RINS
Track Number	<input type="text"/>	
Release Genre	<input type="text"/>	
UPC/EAN	<input type="text"/>	
GRid	<input type="text"/>	
Record Label	<input type="text"/>	
Catalog ID	<input type="text"/>	

The release section is for the information of the Album, EP, Boxed Set or other release on which the recording is featured.

Release Name is the name of the Album, EP name or other such collection. Track number is for the song at hand, on the release being submitted.

Release Genre differs from song genre, as a release may contain songs that are a different genre than that of which the release is considered.

UPC/EAN codes should show all numbers listed at the bottom of the barcode, including the first and last numbers that can be indented and raised. In the example below, the 8 and the 3 would be included:



GRid codes are unique codes for releases and can be entered here.

There is also a code for the record label for the release.

Catalog IDs are short codes often found on the spine of a release.

NOTE: Use the **WRITE RELEASE DETAILS TO ALL SELECTED RINS** button to conveniently add the release details to all the loaded RINS.

RECORDING DETAILS: DESCRIPTION AND NOTES

Sound Credit Description	Optional description for the song
Private Notes	

The Sound Credit Description will be displayed on the website for the song.

Private notes can be any internal notes or information about the song. They are not shown on the Sound Credit website.

RECORDING DETAILS: ISRC AND ISWC CODES

ISRC	<input type="text"/>	ADD +1 TO SELECTED RINS
ISWC	<input type="text"/>	

The ISRC and ISWC codes can be entered in recording details.

Quickly add an incremented ISRC to all the loaded RINs by using the *ADD +1 TO SELECTED RINS* button.

RECORDING DETAILS: FORMATS, SAMPLES AND EXPLICIT CONTENT

Source Format	<input type="text"/>	<input type="text"/>	<input type="text"/>	WRITE FORMAT DETAILS TO ALL SE...
Mix Format	<input type="text"/>	<input type="text"/>	<input type="text"/>	
Contains Samples	<input type="text"/>	<input type="text"/>	<input type="text"/>	
Explicit Content	<input type="text"/>	<input type="text"/>	<input type="text"/>	

The source format is the format of the recording when it was tracked.

Mix format is the format of the recording after mixing.

If the recording contains samples or explicit content, it should be designated in this section.

RECORDING DETAILS: SONG DETAILS

Key Signature	<input type="text"/>
Time Signature	<input type="text"/>
Tempo	<input type="text"/>
Original Artist	<input type="text"/>
Duration	<input type="text"/> HH <input type="text"/> MM <input type="text"/> SS <input type="text"/>
Date Mastered	<input type="text"/> YYYY <input type="text"/> MM <input type="text"/> DD <input type="text"/>

Information about the song can be entered in this section.

The original artist section is used in the case of cover songs.

The duration can be automatically entered by selecting a wave file.

PARTICIPANTS SECTION

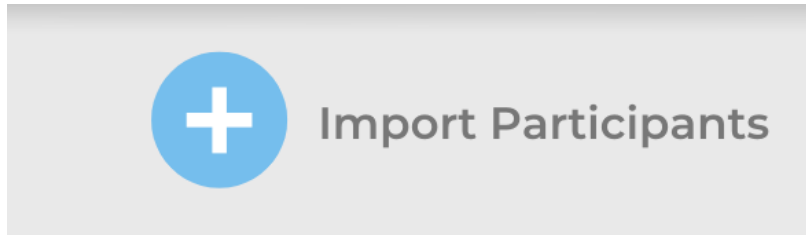
Each participant of a recording should be entered in the Participants section.

The only required fields are Name and Role.

At least one unique identifier should be entered for each participant. ISNI, Birthdate, IPI/CAE or Email address are unique identifiers. These identifiers help the Sound Credit system to properly credit the right individual in cases where there are one or several professionals in the music industry with the same name.

ATTENTION: If no unique identifier is entered for a credit, online profiles for the participant will display a notice that the participant is ambiguous and is listed by name only.

If a participant is a member of multiple rights organizations, each can be listed with commas separating them. Be sure to use the proper CISAC society identifier for your PRO such as BMI, ASCAP, etc.

PARTICIPANTS SECTION: IMPORTING FROM A RIN

Use the Import Participants option to add participants from an existing RIN file.

PARTICIPANTS SECTION: ADDING EQUIPMENTThe "Add Equipment" section of the interface. It features a light gray background. In the top right corner, there is a blue circle with a white plus sign and the text "Add Equipment" in gray. Below this, there are four identical horizontal input fields. Each field is labeled "Equipment Name" in a small gray font on the left. To the right of each input field is a small gray trash can icon. The input fields are empty.

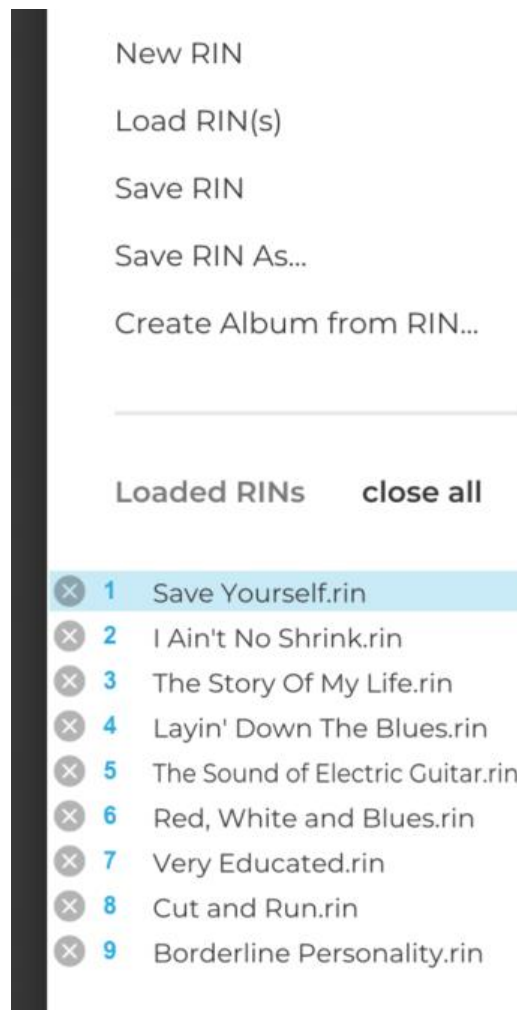
Add equipment to the RIN file using the Add Equipment section.

Instruments and gear that are of particular importance to the song may be considered with the highest priority.

This section contains no required fields and is fully optional.

PREPARE CREDITS

Working with RIN Files



RIN files can be loaded, saved and duplicated in the Prepare Credits section. The Loaded RINs section allows a group of RINs to be loaded, allowing the user to quickly and easily switch between them.

If entering the information for a full album, the Create Album from RIN option can be used. Create the RIN for the first song. Then click Create Album from RIN to use the first song as a template for the other songs. Afterwards, change the information that is unique to each song.

UPLOAD CREDITS

Select RINs and Check Releases

Upload Credits

Demonstration User
Logout

SELECT RINs

Selected RINs

Addl.rin	Attach Image	Remove Image	Remove RIN
Among Angels.rin	Attach Image	Remove Image	Remove RIN
Ghosts.rin	Attach Image	Remove Image	Remove RIN
Glasgow.rin	Attach Image	Remove Image	Remove RIN
June.rin	Attach Image	Remove Image	Remove RIN
Nuclear Dream.rin	Attach Image	Remove Image	Remove RIN
Rachel.rin	Attach Image	Remove Image	Remove RIN
Sullen Eyes.rin	Attach Image	Remove Image	Remove RIN
Time Goes Bye.rin	Attach Image	Remove Image	Remove RIN
Vagabond.rin	Attach Image	Remove Image	Remove RIN
Watersong.rin	Attach Image	Remove Image	Remove RIN
X.rin	Attach Image	Remove Image	Remove RIN

Releases (Albums, EQs, etc.) Appearing in Selections - Typically only one release should appear

Morning World	Add Description	Attach Images	Remove Image
---------------	-----------------	---------------	--------------

The Upload Credits section is used to submit credits to the Sound Credit database. Select the RINs that were prepared in the Prepare Credits section.

Each of the releases listed in the RINs will appear in the box below. In most cases, only one release will be uploaded at a time. If there are multiple releases, blank releases, and other such issues, go back to Prepare Credits and ensure the release name is entered in the exact same way in each RIN. It can be helpful to load all the RINs, and simply use the feature shown below to write the release details to all loaded RINs:

Release Name

Track Number

Release Genre

Morning World

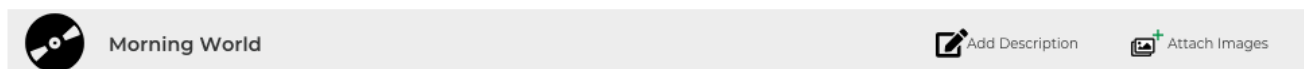
WRITE RELEASE DETAILS TO ALL SELECTED RINs

UPLOAD CREDITS

Attaching Album and Song Artwork



Releases (Albums, EQs, etc.) Appearing in Selections - Typically only one release should appear



Album and song artwork can be attached in the Upload Credits section.

Attaching the album artwork is the most important, and it will appear on the page for each song, if no specific song image is attached.

Releases (Albums, EQs, etc.) Appearing in Selections - Typically only one release should appear



The first image listed will be the cover image for the release, the other images will be available in the gallery view.

The release notes can be entered with the **Add Description** option for the release. The notes will appear in the top section above the track listing of the release.

UPLOAD CREDITS

Additional Emails for Notices

Additional Emails for Notices

Enter each email (comma-separated) to receive notices, requests, and other information for this upload

In the Additional Emails for Notices section, subscribers can enter any other individuals or email addresses they would like to receive notices when a Request for Edit is received.



ID:

qQgbSKPr

Type:

recording

What kind of edit are you requesting?

Submit a Correction

Please provide more information on the requested edit.



I'm not a robot

reCAPTCHA
Privacy - Terms

Submit

The Request for Edit option is available on each Sound Credit entry. Those requests will be delivered to the subscriber who submitted the entry, anyone listed in Additional Emails for Notices and the Sound Credit team.

UPLOAD CREDITS

Privacy and Security Options

Privacy & Security Options

☐ **Make Private** The details will be online, however, will not appear on our search engine and external search engines will be discouraged from indexing

☐ **Lock Editing** Only you can edit this entry, as long as your subscription remains active

[See terms for full details](#)

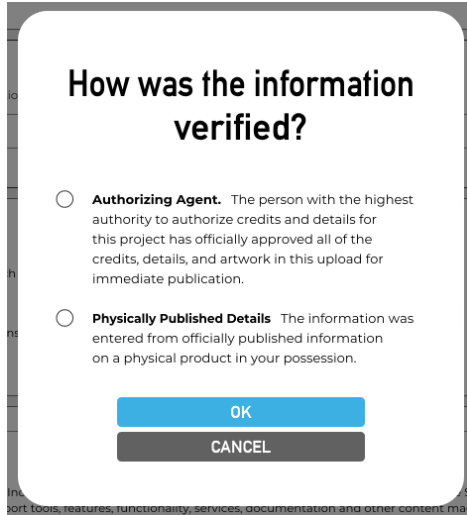
Under Privacy and Security Options, the information contained in the upload can be set to private or locked.

Private means that the information will not appear in on our search engine results and external search engines will be discouraged from indexing it. However, the information will be added to the site and a link can be shared with others. This allows Sound Credit to be used as a catalog management tool, with easy sharing of information, without the full publishing of other Sound Credit entries.

The Lock Editing feature can be used to ensure that only you can edit the entry after it is submitted. After the initial launch phase, Sound Credit will include a feature to edit the published details of a published entry.

Note: For the highest in privacy, Sound Credit can be used as an editor for RIN files with local storage. In this case, the files would not be uploaded. The RIN format contains XML data, and for large and enterprise needs, customized local systems can be developed for storage and searching RIN files in powerful ways.

UPLOAD CREDITS Information Verification



A white dialog box with rounded corners and a gray border. The title "How was the information verified?" is centered at the top. Below the title are two radio button options. The first option, "Authorizing Agent", is selected with a blue dot. The second option, "Physically Published Details", is unselected with a gray dot. At the bottom are two buttons: a blue "OK" button and a gray "CANCEL" button.

How was the information verified?

☒ **Authorizing Agent.** The person with the highest authority to authorize credits and details for this project has officially approved all of the credits, details, and artwork in this upload for immediate publication.

☐ **Physically Published Details** The information was entered from officially published information on a physical product in your possession.

OK

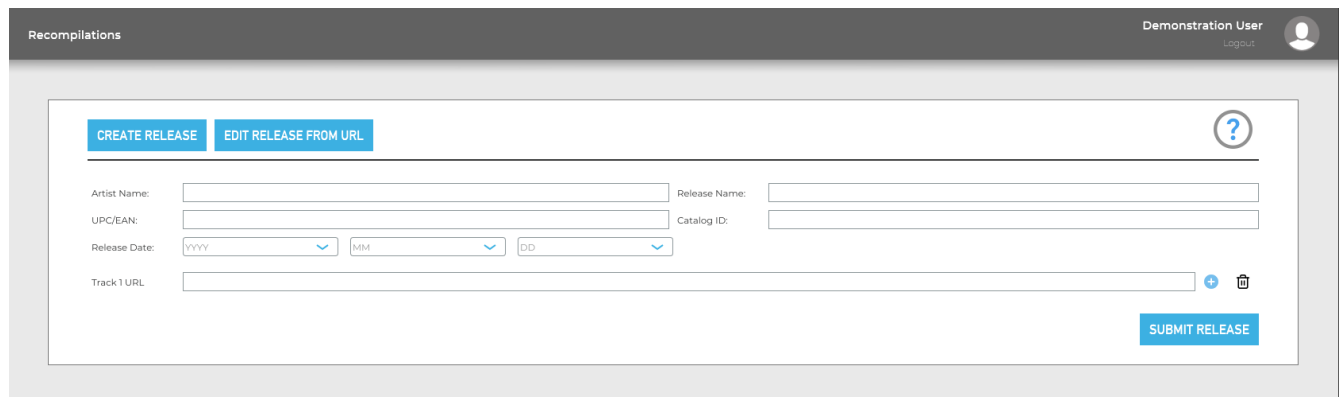
CANCEL

After clicking Upload, a prompt will appear to ask how the information was verified.

The Authorizing Agent is the person with the highest authority to authorize credits and details for the information being submitted. In the case of an independent artist, this could be the artist or their manager. If it is for a record label release, it might be direct authorization from the record label, or the producer. Subscribers will need to use careful discretion to ensure they are always contacting the highest authority for the credits when using this verification method.

Subscribers may also enter information from physically published details. This requires the user to have the physically published item in their possession, and enter information strictly from it when making a submission.

RECOMPIATIONS



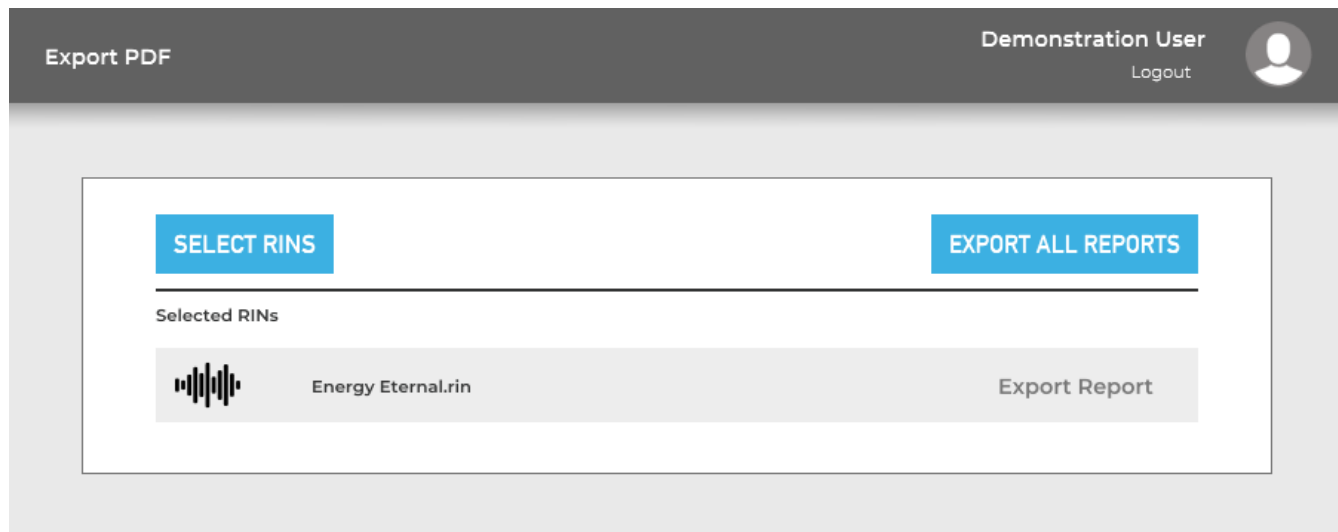
The screenshot shows the 'Recompilations' interface of the Sound Credit Publisher. At the top, there's a dark header bar with 'Recompilations' on the left and 'Demonstration User' with a 'Logout' link and a user icon on the right. Below the header, the main content area has a light gray background. It features two tabs: 'CREATE RELEASE' (active) and 'EDIT RELEASE FROM URL'. To the right of the tabs is a help icon (a question mark in a circle). The form contains several input fields: 'Artist Name', 'Release Name', 'UPC/EAN', 'Catalog ID', and 'Release Date' (which is split into three dropdown menus for Year (YYYY), Month (MM), and Day (DD)). There is also a 'Track 1 URL' field with a '+' icon and a trash icon to its right. A blue 'SUBMIT RELEASE' button is located at the bottom right of the form.

When recordings are submitted for an album, and later those same recordings are used for a different album or release, the recompilation feature can be used.

The recompilation feature allows you to enter a new release name, then add existing Sound Credit database songs to the new release.

Simply enter the artist name, release name and other details. Then, enter the URL for each track on the new release.

EXPORT PDF



In the Export PDF section, PDF Summaries can be created from RIN files. This feature makes it convenient to review, share and approve entries before they are published to the Sound Credit database.

PDFs can be created for each selected RIN, or exported in a batch using the Export All Reports feature.

SETTINGS

Settings

Demonstration User
Logout

Role Profiles

EXPORT PROFILES IMPORT PROFILES

Default Folder

☐ Open File Selection Boxes at User's Home Folder

☐ Open File Selection Boxes at this Folder: ...

In the settings menu, profiles stored on the local system can be exported so they can be preserved or transferred. You may also import a profile list using this feature.

Users may also select the default folder when opening file dialog boxes. This can save time when performing tasks with file saving or loading.