

# BMAT Vericast Upload Service User Guide



This User Guide shows you how to use the BMAT Vericast Upload System to make 'fingerprints' for your music.

Please follow these steps:

## 1. Log on

The Upload Service works through your internet browser (Internet Explorer, Firefox).

Visit [www.prsformusic.com/malta](http://www.prsformusic.com/malta)

Enter your User name and Password in the **Log On** screen as shown in *Fig. 1*. Your User name and Password have been sent to you with this user guide and are case-sensitive. Please note: this login information is valid for this service only – it cannot be used anywhere else on the *PRRS for Music* site.

Your User name is your *PRRS for Music* CAE number with the prefix "prs", so it will look like this prs1234567. Your email address will be the one you have registered with *PRRS for Music*.

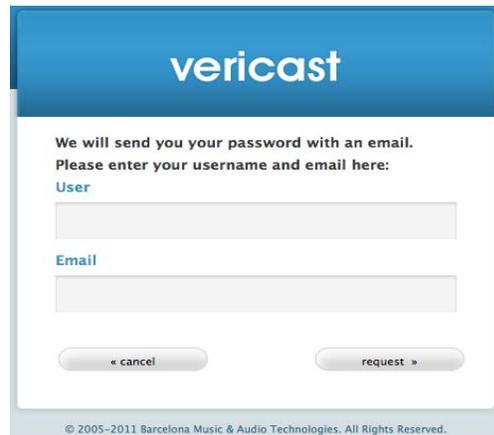
*Fig. 1*

The screenshot shows a web browser window with a blue header bar containing the word 'vericast' in white lowercase letters. Below the header is a white login form. The form has two input fields: the first is labeled 'User' and the second is labeled 'Password'. Below the password field is a link that says 'Forgot your password? Click here'. At the bottom left of the form is a checkbox labeled 'keep me logged on this computer'. At the bottom right is a grey button with the word 'enter' in white. At the very bottom of the page, there is a small copyright notice: '© 2005-2011 Barcelona Music & Audio Technologies. All Rights Reserved.'

If you forget your password, you can reset it if you click on **"Forgot your password? Click here"**.

This will redirect you to the following screen (*Fig. 2*) where you will be asked to fill in your User name and email details. Select **"request >>"** to have your password sent to you.

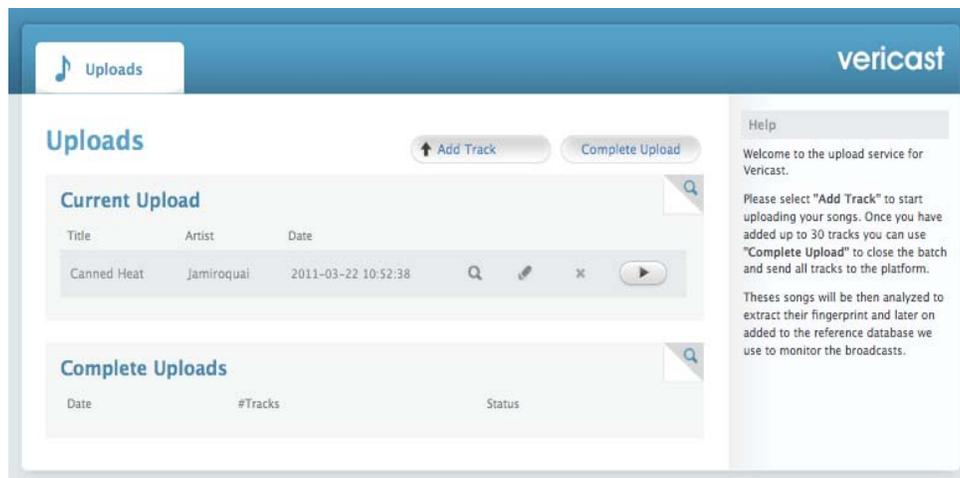
*Fig. 2*



The screenshot shows a web form for password reset. At the top is a blue header with the 'vericast' logo. Below the header, the text reads: 'We will send you your password with an email. Please enter your username and email here:'. There are two input fields: one labeled 'User' and one labeled 'Email'. At the bottom of the form are two buttons: '< cancel' and 'request >>'. A copyright notice at the bottom reads: '© 2005-2011 Barcelona Music & Audio Technologies. All Rights Reserved.'

Once you have successfully logged in, you will see the Uploads screen (*Fig. 3*).

*Fig. 3*



The screenshot shows the 'Uploads' screen in the Vericast interface. The top navigation bar includes a 'Uploads' tab with a music note icon and the 'vericast' logo. Below the navigation bar, there are two buttons: 'Add Track' and 'Complete Upload'. The main content area is divided into two sections: 'Current Upload' and 'Complete Uploads'. The 'Current Upload' section shows a table with columns for Title, Artist, and Date. A single row is visible with the following data: Title: Canned Heat, Artist: Jamiroquai, Date: 2011-03-22 10:52:38. The 'Complete Uploads' section shows a table with columns for Date, #Tracks, and Status. A 'Help' sidebar is located on the right side of the screen, containing a welcome message and instructions on how to use the 'Add Track' and 'Complete Upload' buttons.

Title	Artist	Date
Canned Heat	Jamiroquai	2011-03-22 10:52:38

Date	#Tracks	Status
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## 2. Upload tracks

### STEP 1

On the Uploads screen select **"Add Track"** to start uploading your song (Fig. 4). Please make sure you have all the tracks you want to upload stored on your computer. The service can only accept files that are **smaller than 20 MB in size** and are in **MP3, M4a (mpeg4) or WMA format**.

Fig. 4



Browse to find the **audio file** for your song and select **"Continue"**. Please wait until the upload is completed (this may take some time, depending on your internet connection speed and the size of the file).

### STEP 2

Once your file has uploaded, you can add track information (Fig. 5). Please add as many details as you can because this will appear on the reports.

Please note that fields marked with "\*" are required and must be completed. ID3 tag information is automatically extracted from the uploaded mp3 audio file, so some fields will already be filled in for you. To ensure as much information is automatically completed, we suggest you use software such as iTunes... right mouse click on the track and select "Get info".

When you have included as much information as you can, select **"Continue"**.

Fig. 5

Uploads vericast

### Add a new track: Step 2 of 3

Auto-extraction of ID3 information from audio file (track name, artist, album)

\* These fields are required

Track name: \*

Artist: \*

Composers / Authors: \* (multiple separated by comma ",")

PRS Tune code:

ISWC:

Help  
Fill in the track information. It will appear on the reports.  
Audio File:  
Your Filename  
JJ\_The End.mp3  
Compare Audio

**STEP 3**

You can now double check the details you have entered. Please make sure all information is correct before selecting **"Finish"**.

Please also note that if you have multiple recordings of the same song, each version will need to be uploaded as the fingerprint system creates a "fingerprint" based on the actual audio delivered.

You will then be redirected to a summary page (Fig. 6)

Fig. 6

Uploads vericast

### Current Upload

Title	Artist	Date				
Carolina	Eddie Avila	2011-03-22 20:49:14	<input type="button" value="🔍"/>	<input type="button" value="✎"/>	<input type="button" value="✕"/>	<input type="button" value="▶"/>
Canned Heat	Jamiroquai	2011-03-22 10:52:38	<input type="button" value="🔍"/>	<input type="button" value="✎"/>	<input type="button" value="✕"/>	<input type="button" value="▶"/>

### Complete Uploads

Date	#Tracks	Status
------	---------	--------

Help  
Welcome to the upload service for Vericast.  
Please select "Add Track" to start uploading your songs. Once you have added up to 30 tracks you can use "Complete Upload" to close the batch and send all tracks to the platform.  
These songs will be then analyzed to extract their fingerprint and later on added to the reference database we use to monitor the broadcasts.

-  Clicking the symbol you will be able to compare the audio.
-  Clicking the symbol you will be able to view all the details submitted.
-  Clicking the symbol you will be able to edit these details.
-  Clicking the symbol you will be able to remove the track from the Current Upload List.

To add more tracks, select **"Add Track"** and repeat **Steps 1, 2 and 3**. You can add up to 30 tracks at a time.

### 3. Final step (most important)

When you have finished uploading tracks and adding information, select **"Complete Upload"**. This will send your tracks to us for analysis. IF YOU DO NOT SELECT THIS, YOUR UPLOADS WILL NOT BE SUBMITTED.

Please note that selecting "Complete Upload" also completes the upload process - you will not be able to go back and change any details after this, so please ensure all information is correct.

You will be sent an email to notify you when the upload is finalised.

All the songs you have uploaded will be then analysed in order to extract their fingerprint, and later added to the reference database we use to monitor the broadcasts.

After completing your current upload you are able to add further tracks following the previously explained steps with a new upload.

### 4. Log off

Please **"Log off"** once you have finished using the BMAT Vericast Upload Service.