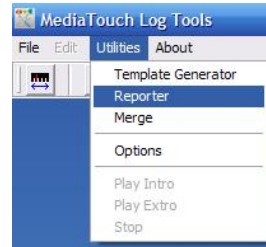


How to output a track list from MediaTouch in Comma Delimited format

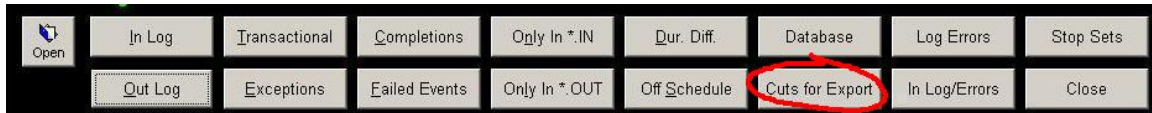
You may want to export a list of the tracks in the audio library. This can be useful for entering data into a music scheduling software. Some users will use this to create a list on paper of the contents of the music in the audio library. It is done using Log Tools.

Steps

1. In Log Tools start Reporter



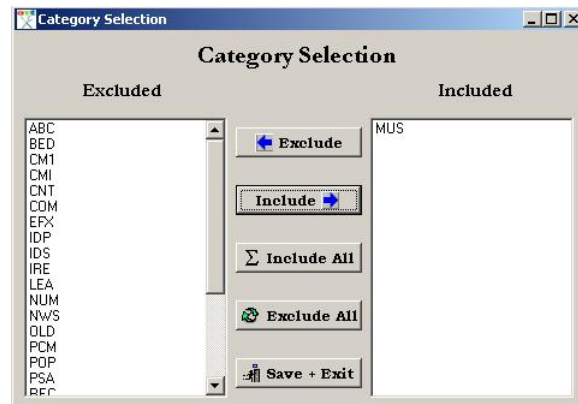
2. Once in Reporter select the Cuts for Export button.



3. This will pop up the Select Categories Button.



4. Because we may not want to export the entire library in one operation, we have the ability to pick the categories that you want. This is the Category Selection window. When this opens, all of your categories will be listed on the right hand side, or the Included section.

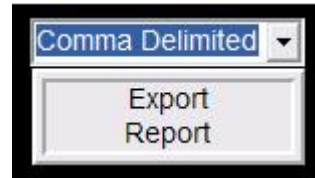


5. Because we will only export one or two categories, we will get rid of all of the items on the right. Click on the button called Exclude All. This will move all of the categories over to the left or the Excluded section.
6. Now click on the category that you want to include
7. Click on the Include button. This will move the category from the Excluded side to the Included side.
8. You can repeat this for as many categories you need for the one report.

9. Click on the Save + Exit button to generate the report

10. You will now have list of the tracks in the Reporter window.

11. On the top left side of the screen you will see this. Click on the Export Report. Make sure that the text reads Comma Delimited.



12. you will now have a Comma Delimited file located in: C:\Program File\iMediaTouch\LogTools. The file will be called database.csv.

13. Your file is now ready for use.