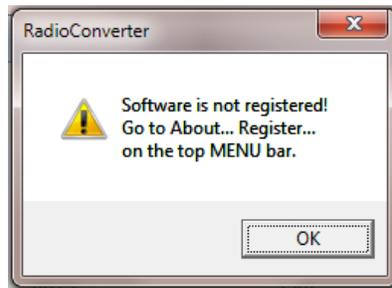


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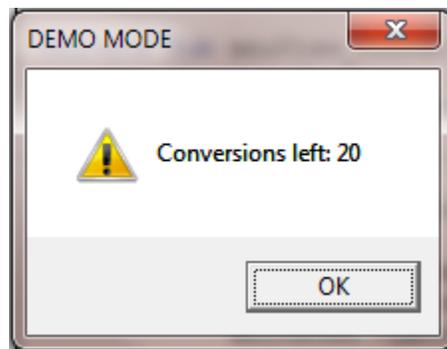
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Thank you for purchasing a license to RadioConverter.

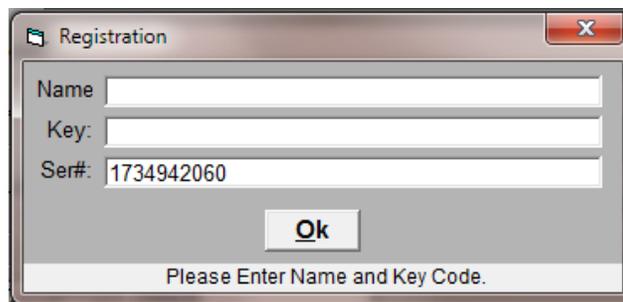
To use RadioConverter you must first register the software. To register it, you install the software and run it. The first screen you will see will be the warning that the software is not yet registered:



At this point you can click OK. The software will be in DEMO mode | and will tell you that you have 20 more conversions.



Click OK to dismiss the screen. Next you will see the RadioConverter main screen. On the top left menu bar select ABOUT and then REGISTER. The registration screen will appear:



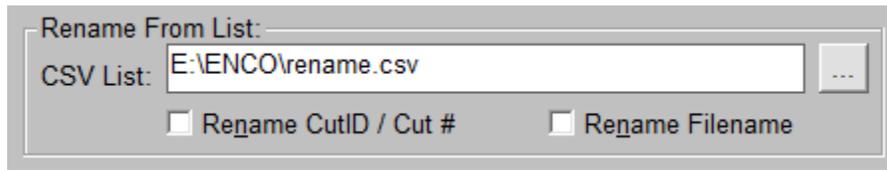
To register the product you must send the serial number to us and we will send you a KEY to unlock the software, or you can run the software in DEMO mode and do a few test conversions. The serial number is a number unique to your PC that the software is being installed on. You may contact us in the USA at 844-SCOTT-STudios (844-726-8878) or email the serial number to us at [support@radioconverter.com](mailto:support@radioconverter.com). In your email include the license name you would like on the software (the owner) and the serial number. You will receive a code that looks something like this: **4CXN-5DF5-RXK8-2ZMD-A9H4-ZY**. Once you click OK, the line under the OK will say "Key Validated". Click the RED [X] and close the screen. Then restart the software for the registration to take effect. (See UNINSTALLATION at the end of this manual for moving the software from one computer to another).



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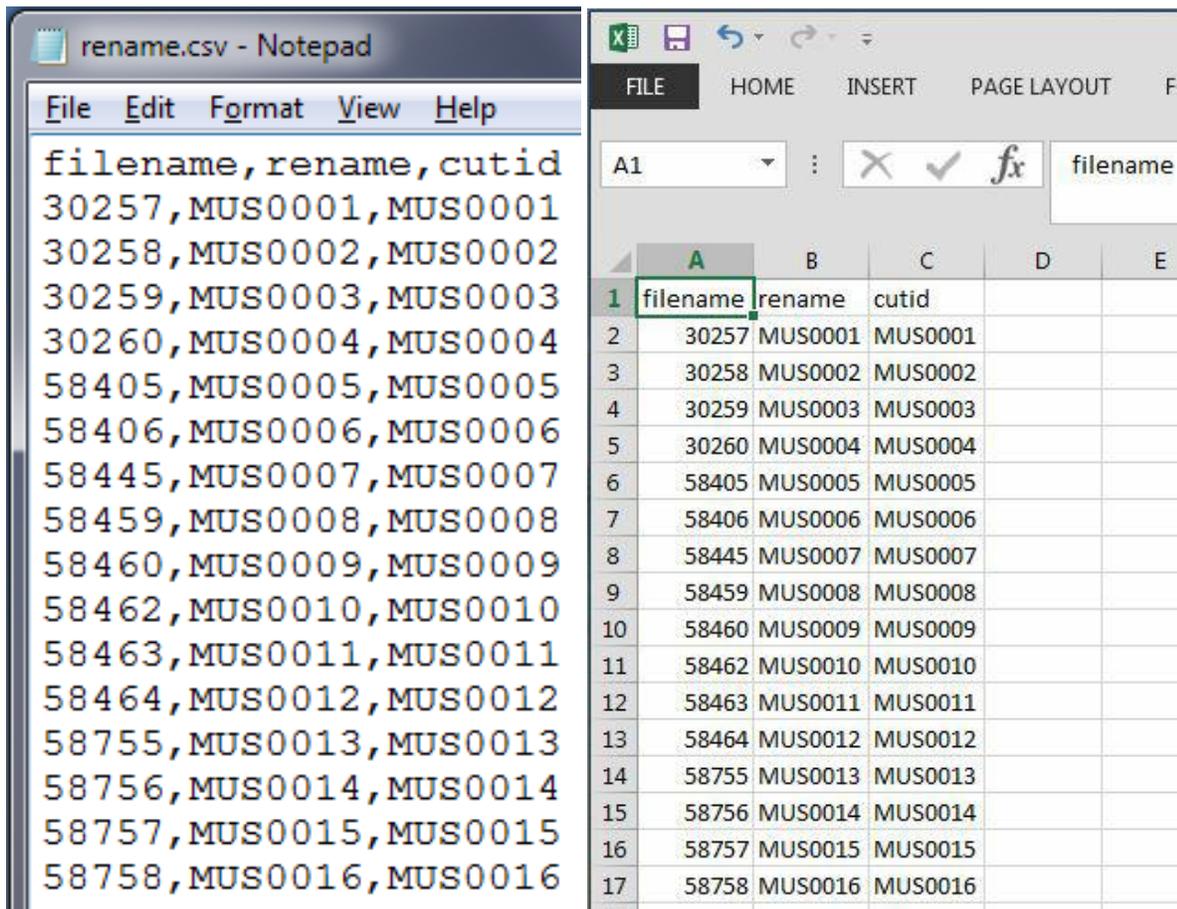
The “Rename From List:” options allow you to have a list that can be used to rename your audio files both internally and externally. You may create a list from a text editor or from Excel and export it or name it with the “.csv” extension.



The CSV list is a comma separated text file with three entries on each line in the file. Each line includes:

- A). The original filename without the .WAV extension
- B). The filename you want the audio file to be renamed without the .WAV extension
- C). The internal CUTID to be placed within the meta-data.

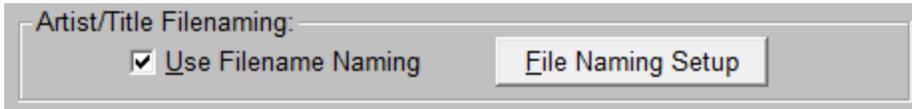
Here’s a couple of screen shots to show how it might look in both NOTEPAD and/or EXCEL. Include the column titles “filename, rename, cutid” on the first line. Then have one line for each audio file. During conversions, if a filename is not found in the lookup table, it will not be renamed, but it will be converted. If you want the filename to be the same, but just want to rename the CUTID, then just check the “Rename CutID/Cut#” checkbox. If you want to just rename the file then just check the “Rename Filename” checkbox. You may also check both checkboxes to do both naming options. If neither boxes are checked, then the renaming list will not be used and no renaming will be done according to the list.



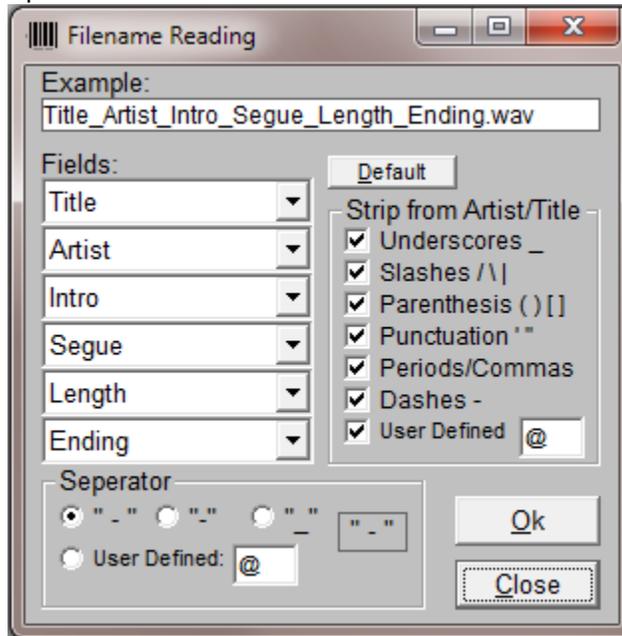
Once the CSV file (also known as a “lookup table”) is created, you need to point to it by using the file browser button [...] next to the CSV List filename textbox.

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Another file naming option is the “Artist/Title” renaming option. If for instance you select WAV as the CONVERT TO option, the audio file will not contain any Meta information such as Title, Artist, Intro, Segue, Year, Ending, etc. However, you can use this feature by clicking the “File Naming Setup” button and select the elements you would like the “audio filename to include”. Choices are Artist, Title, Intro, Segue, Ending, Length and None. You may arrange the elements in any order you want and leave elements out by not selecting an element by selecting NONE instead. You must then select the “Use File Naming” checkbox for the option to work.



The Filename Naming options can be used on the source files, destination files, or both. You can also strip unnecessary characters from the source or destination names too. See screenshot above.

Using the sample shown in the above screen, the audio file would be renamed:

“The Cars Just What I Needed\_17\_317\_C\_324.wav”

When using TIMES in songs do not put “:” colons, periods, or other characters in them.

Another RENAMING option is the “Auto Increment” feature. By selecting “Auto Increment” and putting characters and/or number in the textbox next to the checkbox, you can allow the software to rename the audio files based on your auto increment template or scheme.



You are allowed up to 12 characters and numbers. The scheme may begin with ALPHA characters, but it must end in NUMBERS. Here’s a few examples:

- MUS001
- MUSIC0001
- 80001
- SPOT30523
- ...etc....

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In each example here, the first file will be named what is shown. The next one will be incremented, such as MUS002, MUS003, MUS004, MUS005, or SPOT30523, SPOT30524, SPOT30525.

If you are converting from ENCO which uses a database, you must select the database location, such as E:\ENCO\CUTS.DBF. That option becomes available with various conversions are selected. The software doesn't convert TO ENCO, only FROM ENCO. If you want to import your data into an ENCO system, convert to CART format and then import it into ENCO using their import.



The screenshot shows the RadioConverter software interface with the following settings:

- Convert From: BSI/Simian
- Database: E:\ENCO\CUTS.DBF
- Convert To: Rivendell
- Keep Original File Dates

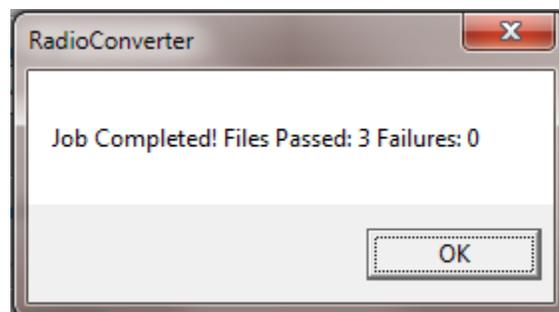
Once all the information required to make the conversions is set, you can press the CONVERT button. It will take about 3 seconds per audio song file and less for commercials and other smaller files. You will see a blue progress bar for each file and for the entire job progress. To convert 600 audio files it should take about 30 minutes or less. This estimate is also based on an average speed computer CPU.

NOTE: Make sure you create the destination folder before you start the software, if it is a nested folder. That is to say if it is several folders deep. Also, make sure you have enough hard drive space.



NOTE: It is suggested that you backup your source files. Do not delete them until long after you have tested the resulting files completely with your new system, or just keep them as backup.

During the conversions, you will note that all input boxes are will be disabled, so that one cannot accidentally change the conversion type or settings during the process. This is handy in case you leave your PC unattended during the process. Also, the CONVERT button will change to ABORT, should you need to abort the operation. Files converted will be in the log file.

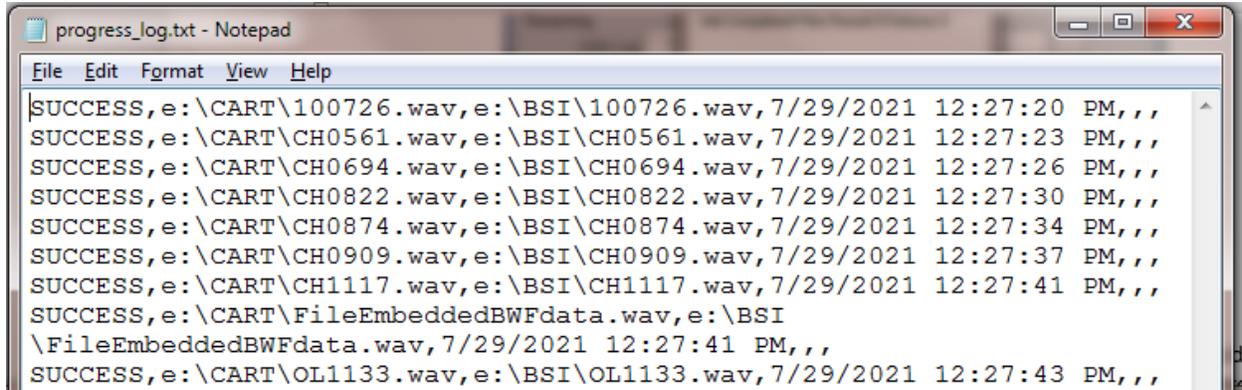


When the conversions are completed on the selected folder, a pop-up message will notify you of the progress, as shown in the above screenshot. The log file will also notate success/failure, the time, and filename for each conversion of each audio file.

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Sample conversion log file:



```
progress_log.txt - Notepad
File Edit Format View Help
SUCCESS,e:\CART\100726.wav,e:\BSI\100726.wav,7/29/2021 12:27:20 PM,,,
SUCCESS,e:\CART\CH0561.wav,e:\BSI\CH0561.wav,7/29/2021 12:27:23 PM,,,
SUCCESS,e:\CART\CH0694.wav,e:\BSI\CH0694.wav,7/29/2021 12:27:26 PM,,,
SUCCESS,e:\CART\CH0822.wav,e:\BSI\CH0822.wav,7/29/2021 12:27:30 PM,,,
SUCCESS,e:\CART\CH0874.wav,e:\BSI\CH0874.wav,7/29/2021 12:27:34 PM,,,
SUCCESS,e:\CART\CH0909.wav,e:\BSI\CH0909.wav,7/29/2021 12:27:37 PM,,,
SUCCESS,e:\CART\CH1117.wav,e:\BSI\CH1117.wav,7/29/2021 12:27:41 PM,,,
SUCCESS,e:\CART\FileEmbeddedBWFdata.wav,e:\BSI
\FileEmbeddedBWFdata.wav,7/29/2021 12:27:41 PM,,,
SUCCESS,e:\CART\OL1133.wav,e:\BSI\OL1133.wav,7/29/2021 12:27:43 PM,,,
```

The conversions should be made to different folder so that it is a non-destructive conversion. Your source files will not be changed.

## Some important notes:

Files that do not have the selected input file type may fail. For instance, when converting from BSI/Simian files to another format, if the source file is set for ENCO, the conversion would fail.

When converting files to Wide Orbit you would select "WideOrbit/Scot. Both CART and SCOT chunks will be written to the file. Wide Orbit software is capable of using both and is happier with both.

All conversions should play on the resulting automation software, Windows Media player or any common media player. Most professional radio automation software can "ingest" or import files that have the "CART" chunk.

RadioConverter does not convert or write to any radio automation software databases nor does it alter the original source files. You must convert the audio file to a format that that software can "ingest" or "import". Usually that is the CART Chunk.

## DISCLAIMER:

RadioConverter does not change the source files at all, it only reads them. That said, one should always backup their source material before working with it. Wintek Software Inc. is not responsible for bad or failed conversions. One should run spot checks on test conversions. The conversions are placed into a different folder so that the original audio files are not changed in any way. It is recommended that you notify us immediately if there is any issue with resulting files that might require changes to the software. It has been noted that sometimes artist and titles have extra or junk characters in them that can show up oddly in the conversions. Underscores ("\_") are removed from titles and artists as they affect various automation software differently. This software is registered to one computer only. No refund after registration. Use this software at your own risk. As stated several times in this document, always be sure you have backups before you delete files.

**RADIOCONVERTER v1.83**  
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**AUTO-CONVERT SCHEDULER**

RadioConverter can be setup to process files in a source folder in a chose format then convert and move them to the destination folder. This could come in handy for syndicated programs that come into your Dropbox or Goggle Drive that need to be converted and moved to be able to air.

The Auto-Convert Schedule allows up to 20 schedules to be set. The event can be set to be active or inactive with a set time to run on specific days. Day choices are None, Everyday, Daily (M-F), Weekdays (M-F), Weekends (S-S), and specific days (Monday, Tuesday, etc.). If the event is active, then at the given time on the given day, the software will trigger the process button as if someone pressed it. The RadioConverter software must be running (minimized or maximized) for the scheduler to work.



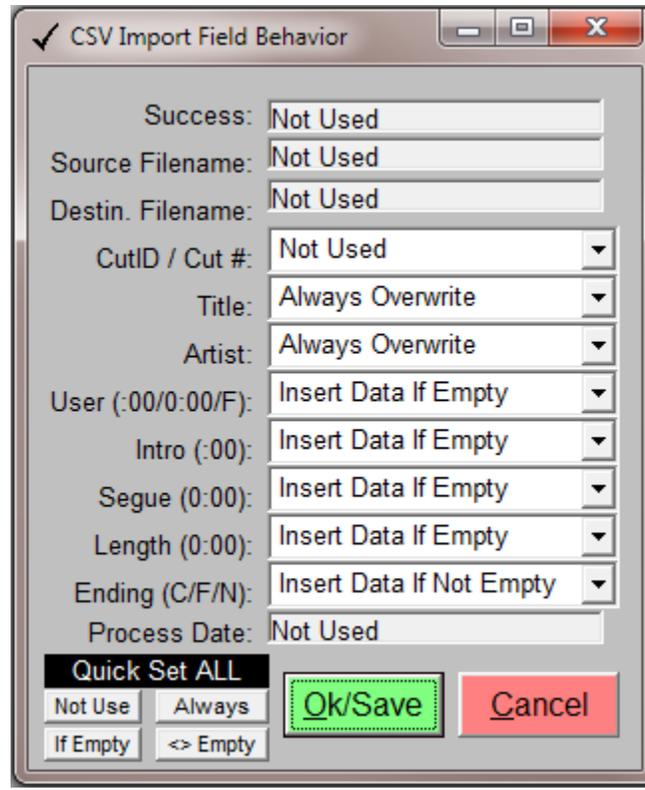
**USE CSV TO POPULATE META-DATA**

One of the Convert From choices is: "Use CSV file to populate Meta-Data". This feature can be used to populate chunk/meta-data from a spreadsheet saved in CSV format (Comma-Separated Values)". Each line in the CSV file must have twelve (12) fields separated by commas. A header row (row one) may be included or not. It is not used by the converter software however.

**STATUS, SOURCE, DESTINATION, CUTID, TITLE, ARTIST, USERDEF, INTRO, SEGUE, LENGTH, ENDING, PROCESS\_DATE**  
 SUCCESS,SP1001.wav,SP1001.wav,SP1001,Dancing Queen,Abba,:19/03:52/F,:19,3:39,3:52,F,9/13/2022 12:42:14 PM  
 SUCCESS,SP1002.wav,SP1002.wav,SP1002,Kodachrome,Paul Simon,:13/03:34/F,:13,3:23,3:34,F,9/13/2022 12:42:14 PM  
 SUCCESS,SP1003.wav,SP1003.wav,SP1003,Lay Down Sally,Eric Clapton,:20/03:57/F,:20,3:44,3:57,F,9/13/2022 12:42:14 PM  
 SUCCESS,SP1004.wav,SP1004.wav,SP1004,Love Potion Number Nine,Searchers The.:00/02:04/C,:00,1:59,2:04,C,9/13/2022 12:42:14 PM  
 SUCCESS,SP1005.wav,SP1005.wav,SP1005,Nights In White Satin [Short],Moody Blues The,:11/04:37/C,:11,4:22,4:37,C,9/13/2022 12:42:14 PM  
 SUCCESS,SP1006.wav,SP1006.wav,SP1006,Love Is Like A Heat Wave,Martha & The Vandellas,:28/02:41/F,:28,2:36,2:41,F,9/13/2022 12:42:14 PM  
 SUCCESS,SP1007.wav,SP1007.wav,SP1007,Everybody Plays The Fool,Main Ingredient,:14/03:22/F,:14,3:14,3:22,F,9/13/2022 12:42:14 PM  
 SUCCESS,SP1008.wav,SP1008.wav,SP1008,Green Tambourine,Lemon Pipers,:19/02:31/F,:19,2:18,2:31,F,9/13/2022 12:42:14 PM  
 SUCCESS,SP1009.wav,SP1009.wav,SP1009,I Feel The Earth Move,Carole King,:07/03:04/C,:07,2:56,3:04,C,9/13/2022 12:42:14 PM  
 SUCCESS,SP1010.wav,SP1010.wav,SP1010,Shout (Parts 1 & 2),Isley Brothers The.:00/04:39/C,:00,4:37,4:39,C,9/13/2022 12:42:14 PM

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The first three fields (Status, Source, and Destination) are never used. Also the last field (Process\_Date) is never used. All the other fields may be used based on your choice. However, what fields are used depends on settings that you will encounter the screen above (CSV Import Field Behavior) when you press the PROCESS button on RadioConverter.

You may choose to use the data in each field in these ways:

Not Used = the field data in the CSV file is ignored.

Always Overwrite = the data in the CSV file will always overwrite the data in the audio file meta-data.

Insert Data If Empty = the data in the CSV file will only be used if the data in the audio file is empty.

Insert Data If Not Empty = the data in the CSV file will only.

The USERDEF field must be formatted with intro seconds, total length till segue, and ending C or F (Cold or Fade). Example: :15/3:38/C

No commas should be in any fields. If you must have commas in the title or artist field, put quote marks around the entire title or artist name: Example: "Title, with comma" or "Doors, The".

The format of the file is as shown on page 7. This is the same format that is output in the RadioConverter Log and / or the RadioConverter Convert To "Generate Report Only" selection.

As a matter of fact, you can run the Generate Report Only choice to build the file. Then you could edit the file, then rename it to be use to IMPORT to correct song data. You can also run it on a converted library to generate an inventory or output for your music scheduling software.

The CSV file must be named RC.CSV and must be in the SOURCE folder where the source audio to be

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modified is stored. The other four buttons on this screen will quickly change ALL the field selections to any of the four choices of field behavior.

### **UNINSTALLATION**

This software, as mentioned before is licensed to one user/one computer. However you may remove the software from one PC and place it on another, in cases where your library might reside on several PCs. To do so, your PC must be connected to the Internet. Go to the Windows Control Panel. Then select Programs and Features. Then find RadioConverter in the installed programs list and uninstall it. Once it is uninstalled, it will remove the “installed” token from our servers. You may then install it on another PC that is in your control.

In the event that the PC cannot be connected to the Internet it will leave behind an uninstall token on the PC. Contact our support to receive a new token and to proceed with installation on another PC.

### **UPDATES**

Version updates to fix bugs or add formats are free, but you must be licensed for the formats you are using. When installing updates, you do not need to remove the previous version UNLESS the INSTALL recommends you do so.

### **FORMATS SUPPORTED**

MP3 – source only. RC doesn't convert to MP3 but convert from MP3 to WAV.  
WAV/PCM – Standard Audio Format – No Titles/Artists/Times/etc. (unless on filename).  
WAV w/ID3  
TM Century  
CART – Radio Cart Standard chunk  
DJB – Radio Cart Standard chunk  
WO/SCOT – Scott Studios & WideOrbit  
ENCO – Enco Systems  
RCS – NexGen/Zetta (XML)  
Arrakis  
PlayItLive  
PlayoutOne/PRO  
AV10 - AudioVault  
OMT - MediaTouch  
RVXL - Rivendell  
StationPlaylist  
BSI/Simian  
Myriad  
Maestro  
RadioDJ

\*Not all format exchanges are supported yet on this release.

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## ADDITIONAL NOTES

### **CSV to META-DATA:**

On the “Convert From” selection, there is “Use CSV to populate Meta-Data”. To import data into meta-tags or chunks, your input file must contain these fields below. DO NOT use any commas in the data except for the field separator. The filename must be “log.csv” and must reside in the audio source folder indicated in the Source Folder text box on the main form. Do not include the field names in row 1 of your CSV file.

**EXAMPLE: (filename is: c:\audio\rock\log.csv)**

```
SUCCESS,TNR1B.WAV,TNR1B.WAV,TNR1B,R.O.C.K In The U.S.A.,John Mellencamp,:00/3:08/F,:00,3:05,3:08,F,7/8/2022 5:15:42 PM
SUCCESS,TNR1D.WAV,TNR1D.WAV,TNR1D,Throwback Nation Radio,Call 877-909-1989,:00/8:46/F,:00,8:46,8:46,F,7/8/2022 5:15:47 PM
SUCCESS,TNR1I.WAV,TNR1I.WAV,TNR1I,Word Up,Cameo,:00/4:08/4:10/F,:00,4:08,4:10,F,7/8/2022 5:15:49 PM
SUCCESS,TNR1K.WAV,TNR1K.WAV,TNR1K,Throwback Nation Radio,Call 877-909-1989,:00/7:20/7:24/F,:00,7:20,7:24,F,7/8/2022 5:15:53 PM
```

### **Fields:**

Success – (Anything. Not used)  
SourceFile – 000000.WAV  
DestinationFile – 000000.WAV  
CutID – 000000  
Title – Kerosene Circuit  
Artist – Andy Owens Project  
UserDef – :00/0:00/C <INTRO/LENGTH/ENDING>  
Intro – :00  
Segue – 0:00  
Length – 0:00  
Ending – F or C  
ProcessDate – 7/22/2022 10:00:01 AM (Anything - Not used)

### **Generate Report Only:**

Will read meta-data from audio files and write it to a CSV (comma-separated-value) file in the format listed above in the file named in the “Results Log” textbox. You can use this feature to export the song information from your audio library. You can also edit this data and re-import it back into the meta-data / chunks.

**EXAMPLE: (filename is: c:\audio\rock\log.csv)**

```
SUCCESS,TNR1B.WAV,TNR1B.WAV,TNR1B,R.O.C.K In The U.S.A.,John Mellencamp,:00/3:08/F,:00,3:05,3:08,F,7/8/2022 5:15:42 PM
SUCCESS,TNR1D.WAV,TNR1D.WAV,TNR1D,Throwback Nation Radio,Call 877-909-1989,:00/8:46/F,:00,8:46,8:46,F,7/8/2022 5:15:47 PM
SUCCESS,TNR1I.WAV,TNR1I.WAV,TNR1I,Word Up,Cameo,:00/4:08/4:10/F,:00,4:08,4:10,F,7/8/2022 5:15:49 PM
SUCCESS,TNR1K.WAV,TNR1K.WAV,TNR1K,Throwback Nation Radio,Call 877-909-1989,:00/7:20/7:24/F,:00,7:20,7:24,F,7/8/2022 5:15:53 PM
```

### **Fields:**

Success – (Not used)  
SourceFile – (Not used)  
DestinationFile – (Not used)  
CutID – A00001  
Title – Kerosene Circuit  
Artist – Andy Owens Project  
UserDef – :00/0:00/C (INTRO/LENGTH/ENDING)  
Intro – :00 (intro time from start of audio)  
Segue – 0:00 (length of song played until segue mark)  
Length – 0:00 (length of song)  
Ending – F or C (fade or cold)  
ProcessDate – 7/22/2022 10:00:01 AM (Not used)

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**RENAME AUDIO FILES WITH MACRO**

You can create a macro to mass rename files

<Drive:Source Folder>\Macro.TXT

[macro]

macro1=replace ? with s (space)

macro2=replace ? with a (alpha)

macro3=replace ? with n (numeric)

macro4=remove ?

'macroname = Macro.txt

'macro1=replace [\_ with s-s

'macro2=replace \_ with s-s

'macro3=remove ]

'macro4=replace [ with aEDIT 'with substitute [ with EDIT

'macro4=replace [ with n1011 'with substitute ] with 1011