

The Radiohost manual

Heavy Rotation

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Change history

The list shows changes made to this document.

Date	Updated chapter name	Description for the update
2006-01-12	Short cuts or hot keys in the main window	Chapter added.
2006-01-08	Adding Loop-record	A negative relative time can be scheduled.
2006-01-08	Timer	A negative relative time can be scheduled.
2006-01-07	Play from here	Added overlap and negative relative schedule times.
2005-12-22	Export/import of Radiohost files	Documentation transferred to the Communicator manual.
2005-12-22	Importing BSI files	Feature transferred to Communicator.
2005-12-21	Timers	Remove timer if empty block.
2005-12-01	Scheme circulation	Feature and chapter removed.
2005-12-01	Controlling scheme duration	New feature.

How to read this manual

This manual is intended for first time users of the Radiohost system and will guide you through the setup and use of the system.

Due to the close integration of Heavy Rotation to the other modules in the Radiohost system, especially to the Broadcast module, the manual is using Radiohost specific terms and it require the reader to understand those terms. Please refer to the Broadcast manual for a description of Radiohost specific terms.

The Radiohost system is a comprehensive system and this manual and the system itself might seem overwhelming for first time users of the system. We hope you will take the time to read this manual carefully to understand the many extra features a mature radio automation system, can offer compared to smaller and simpler systems.

Before reading this manual you should read the information pages on www.radiohost.com, where the modules are explained shortly. The reader of this manual are expected to know the different modules in the Radiohost system briefly.

In this manual we use the following format conventions:

Named keys on the keyboard are simply capitalized, e.g., Enter, Shift, Ctrl. The space bar key is shown as `\{space\}`. When we wish you to use a letter, symbol or number key, they are shown in parens, e.g. (s)(+), or (2). All letter keys used as commands are lower case.

When a sequence of keys must be pressed at the same time, we represent this sequence by the key name and the plus (+) symbol. For example:Ctrl+Alt+Delete, Shift+(n)

Particular names of files are listed in upper case italic type, e.g. *FILENAME*

The names of Windows\\ file folders, are shown in lower case in brackets, e.g. [file], [window], while various file folders and commands appearing on pop-up menus in the Radiohost, Broadcast, Communicator, and Heavy Rotation software applications are shown by means of upper case names in brackets, e.g. [PREFERENCES-SETUP], [GET FROM FILE].

Named icons and buttons are simply shown in bold capitals, e.g. OK, START

When you are asked to type something without pressing the Enter key, you are directed to "type" the information.

When you are directed to type the information and press the Enter key, you will be directed to "enter" the information.

"Highlight" or Highlighting a file, means to move the cursor to a file shown in a list, and left-clicking on the mouse. The display will change, "highlighting" the file you select.

When you need to make a selection of a particular command shown on the screen, you will be directed to "select" or "click" on that information by moving the cursor to an icon or "button" and clicking the left mouse button (left-click).

When asked to select an item from the mouse menu, it means right clicking the mouse to bring up a menu and select the item requested.

Windows, Windows95, Windows98, Windows NT, Windows 2000 and Windows XP are \\\ Microsoft Corp.

Radiohost, Broadcast, Communicator, Heavy Rotation, Easy Spot, and Data Server are \\\ Radiohost ApS

Introduction

Heavy Rotation is the module for music scheduling and automatic management of the playlists.

Music files will be scheduled for each hour and placements of news and commercial blocks can be fixed or not for a best time fit.

You will probably use the melodies in the database Card file for making the schedule and you should have the music intended for scheduling entered into Card file before defining Heavy Rotation for scheduling.

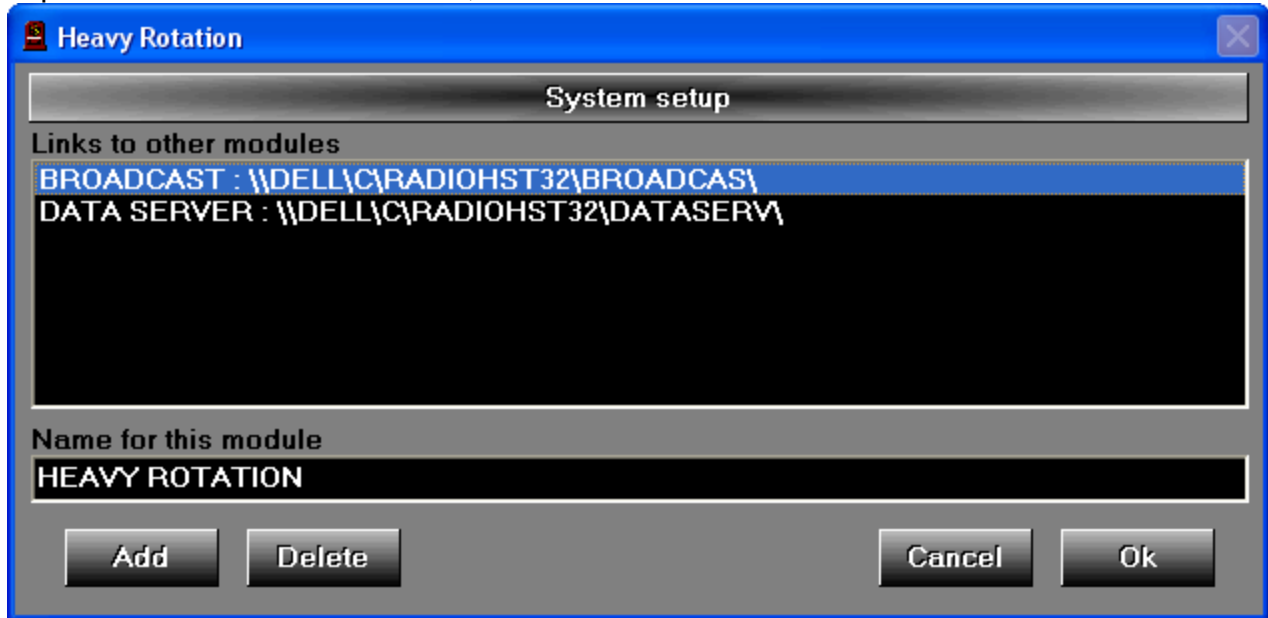
The document is written for user who is familiar with the basics of the Radiohost system. For more information on the basics of the Radiohost system, please refer to the manuals found at www.radiohost.com.

Setup

This chapter will shortly show you the basic setup. Please refer to the manual for the Setup for more details.

System setup

Setup a link to the DATA SERVER, a link to the File server and name the module.



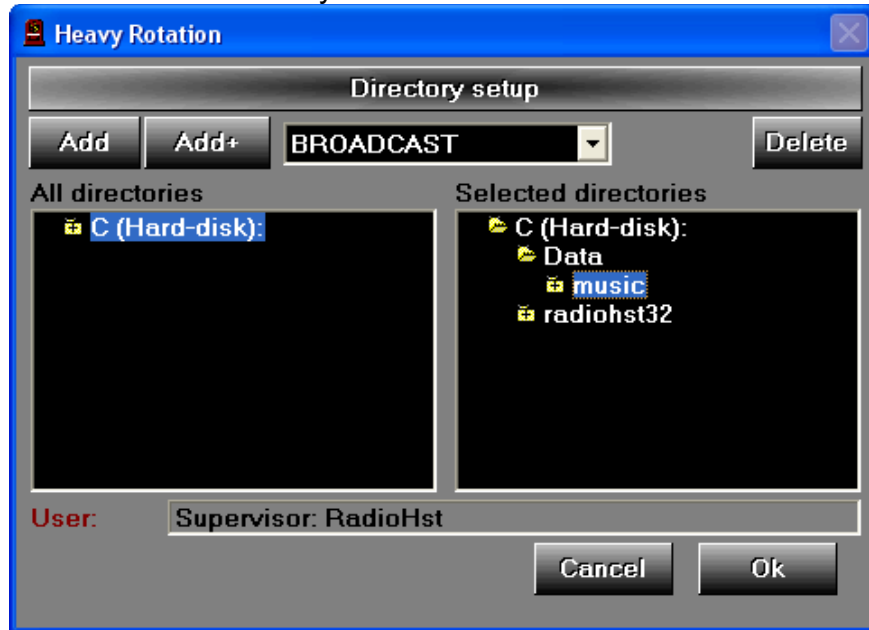
Please notice that when running Data Server on a network PC the link to Data Server should be a direct link and not through a mounted drive.

Correct : \\server\...\dataserv\

Not correct: \\local_computer\mountdrive\dataserv\...

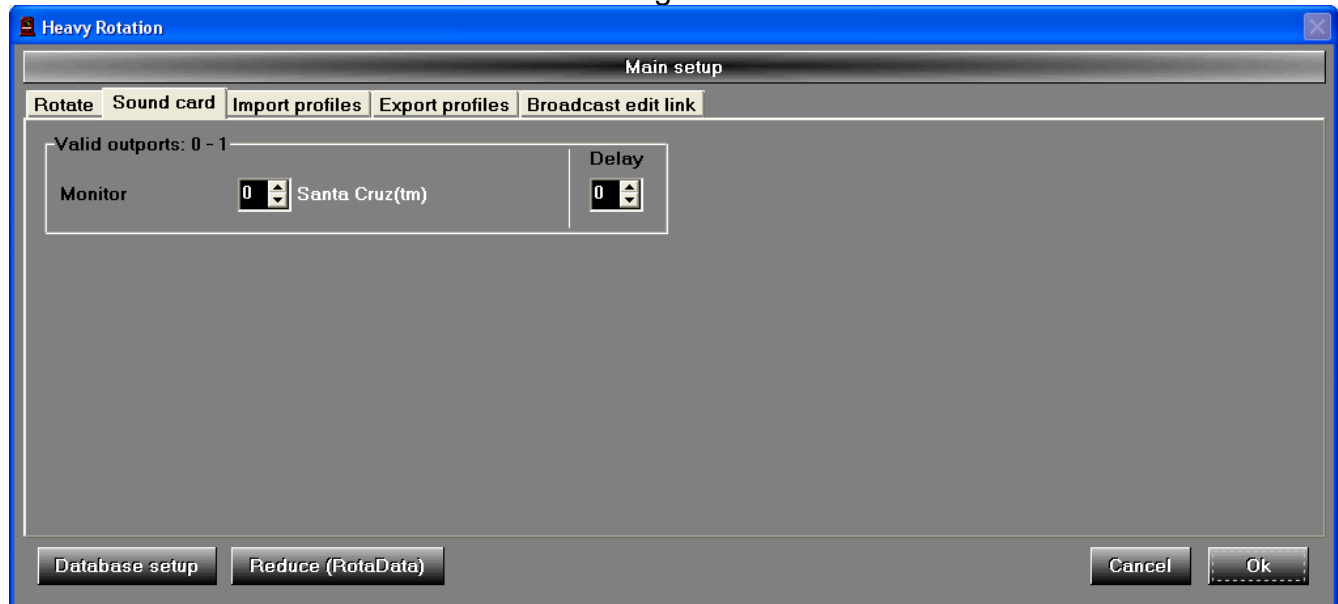
User setup

Setup the users and establish directory access for each user.



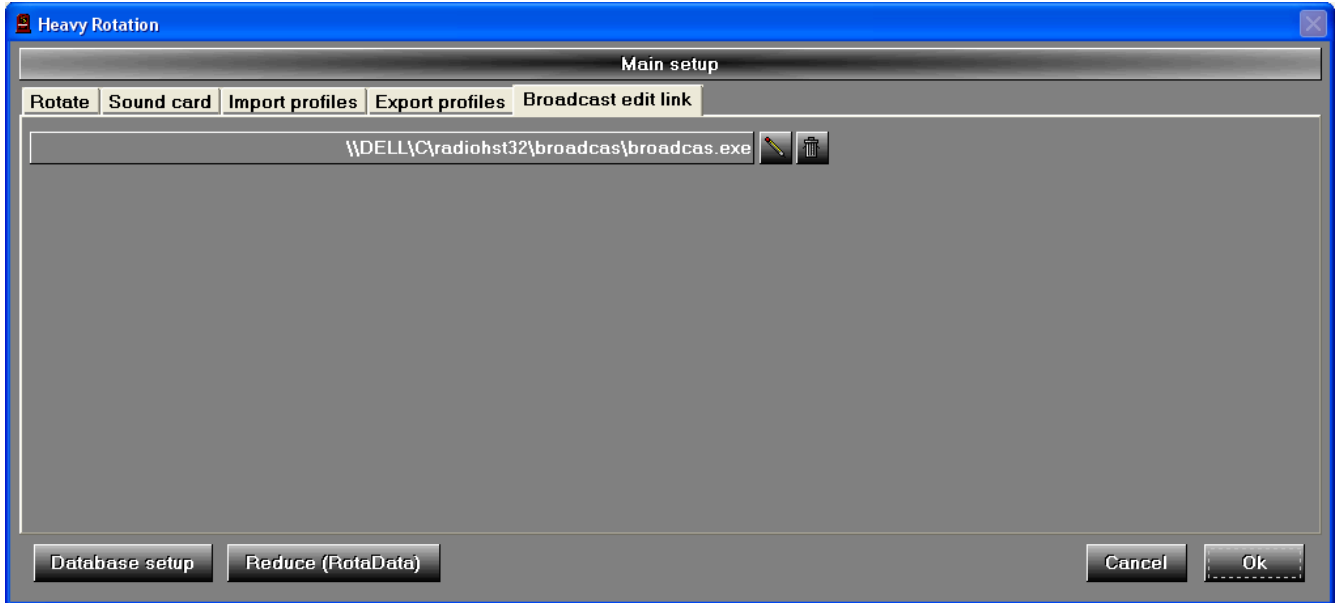
Sound card setup

Enter the sound card to be used for monitoring the sound files.



Broadcast edit link

A play list scheduled by Heavy Rotation can be open directly in a Broadcast module for editing of the play list. The Broadcast entered should be installed on the same PC as Heavy Rotation.



Basic principles of scheduling

Before explaining the details on how to use Heavy Rotation a short introduction to the principles of scheduling in Heavy Rotation will be useful.

Scheduling is made by the hour so Heavy Rotation will schedule minimum one hour. The template for scheduling is called a SCHEME. The scheme is a placement plan where you define what should be at the 1. position in the playlist. Next the 2. position and so on.

At each position in the SCHEME you will define a ROTATION. The rotation contains the music files. The scheduling definition is:

Hour

 Scheme

 Rotation 1

 Music files

 Rotation 2

 Music files

When scheduling is made for an hour, Heavy Rotation looks in the scheme attached to the hour for the first rotation. A music file is selected from the first rotation. Then Heavy Rotation select a music file from the second rotation and so on until the hour is scheduled.

As most stations want to apply some rules for the scheduling, rules can be applied on various levels for the scheduling. The criterias can be applied to a melody, a rotation, a scheme and for the station.

As the scheduling need all information to make the schedule you need to define the following before a schedule can be made by Heavy Rotation:

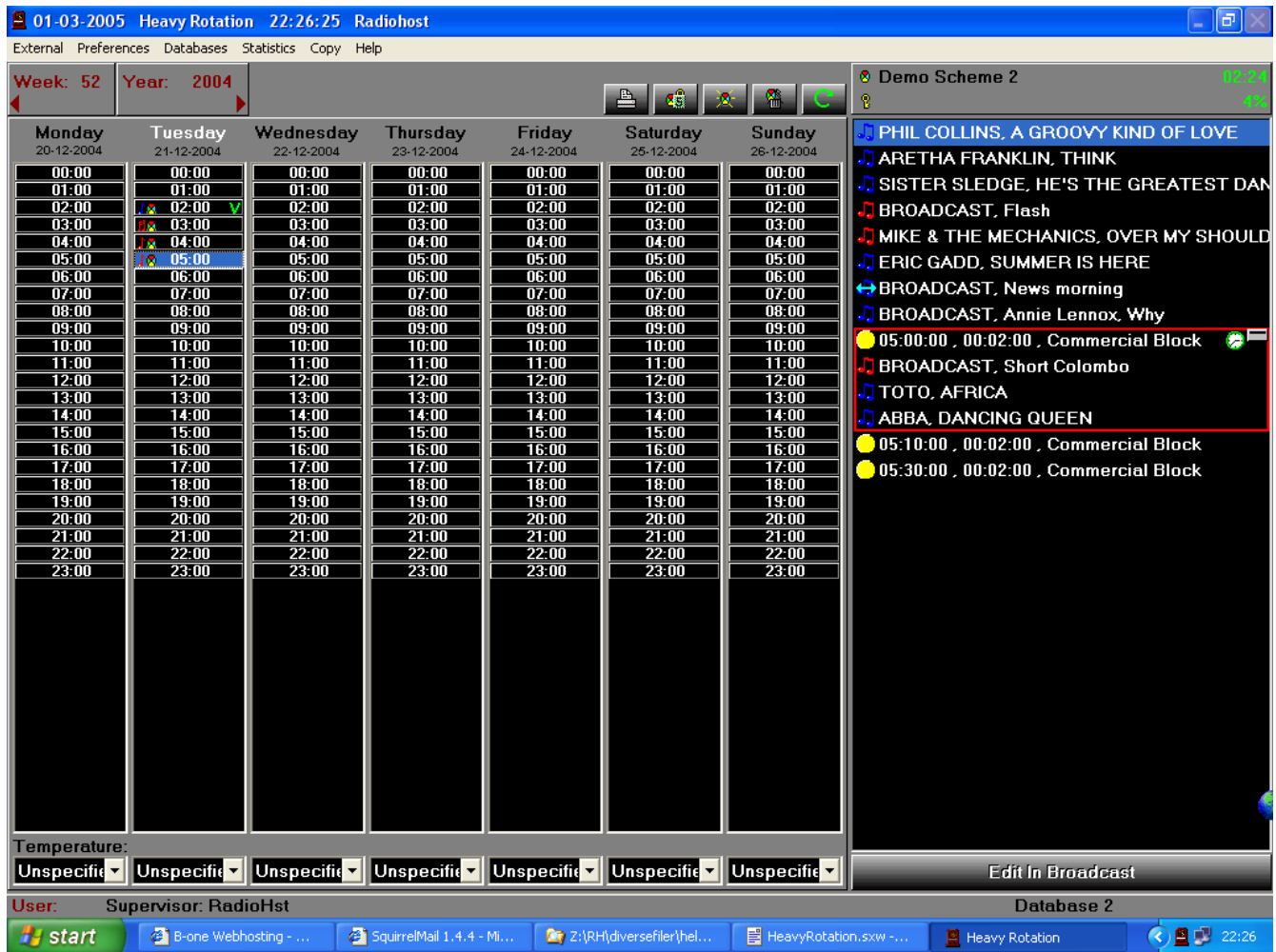
1. Music files have to be entered into the database Card File. Including melody properties such as tempo, genre, etc.
2. The music files should be attached to a rotation
3. A scheme has to be defined including rotations.
4. The scheme has to be attached to an hour in the week view.
5. Criterias have to be defined and associated (optional)

It might seem a little overwhelming for first time users but if you follow this manual you will be guided through the setup and use of Heavy Rotation and soon you will understand how powerful a tool Heavy Rotation is for making and managing your schedule.

Entering Heavy Rotation

At log in, the main window is shown. The center of the window is the week view. Here all the (music) blocks for the selected week is shown.

The right of the window is the playlist for the selected hour. When no music has been scheduled you will see only the COMMERCIAL BLOCKS and the NEWS BLOCKS if any.



If there is more than one station in the network you should always make sure the correct station is selected. The name of the station is displayed at the right bottom (Database 1) and can be changed using the DATABASES – DATABASE SETUP – DATABASE SETUP.

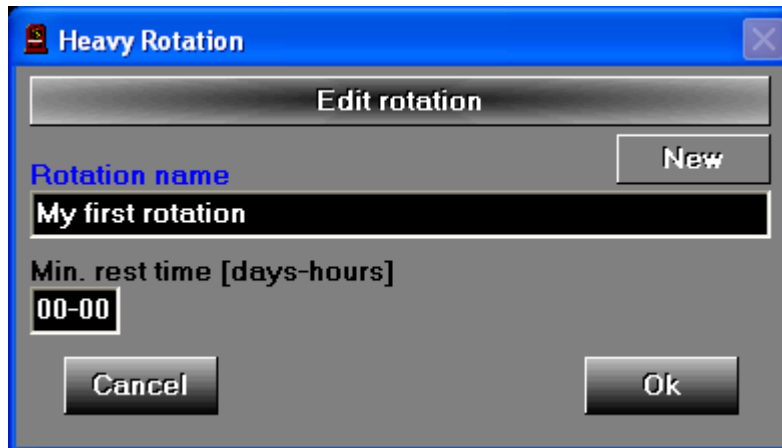
Please refer to the document Radiohost setup for information on how to setup the WEEK VIEW.

A scheduling example

The basic functionality of Heavy Rotation will be explained by an example. Let's try to schedule one hour with music using Heavy Rotation.

First you need to define the ROTATIONS assuming some melodies have been entered into Card file.

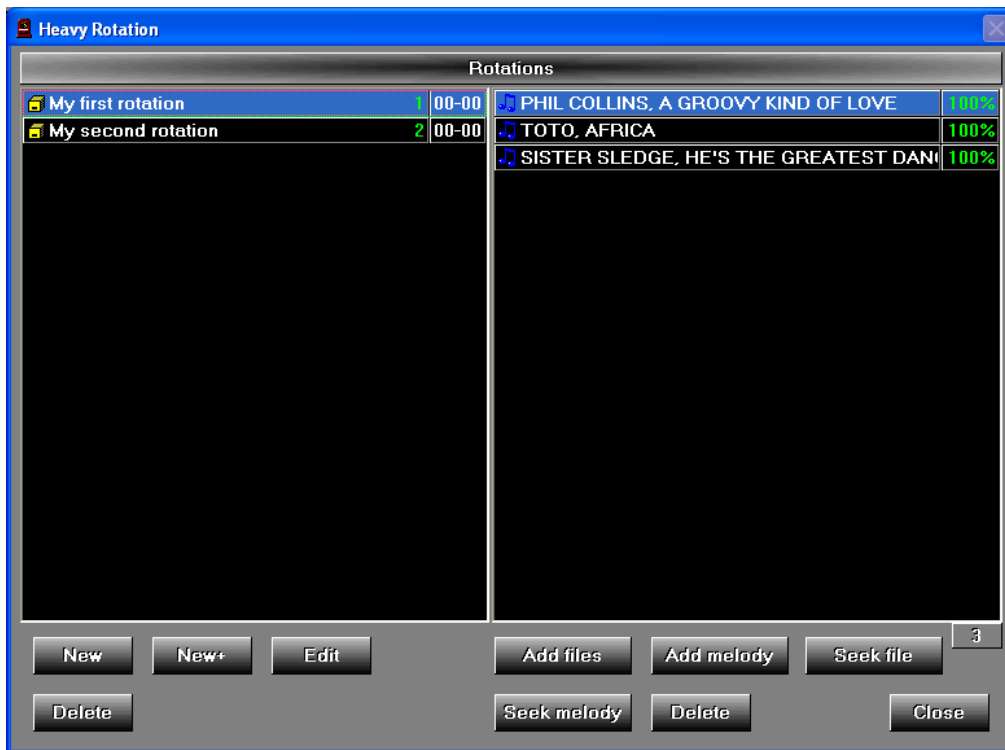
Select the menu DATABASES – ROTATIONS to bring up the ROTATIONS window. Enter “My first rotation”.



The rotation will appear in the left column in the window. Now we need to attach some melodies to the rotation.

Select the button ADD MELODY to bring up the Card file window. Select a melody and click ADD to attach the melody to the “My first rotation”. Repeat this 2 more times for a total of 3 melodies in the rotation.

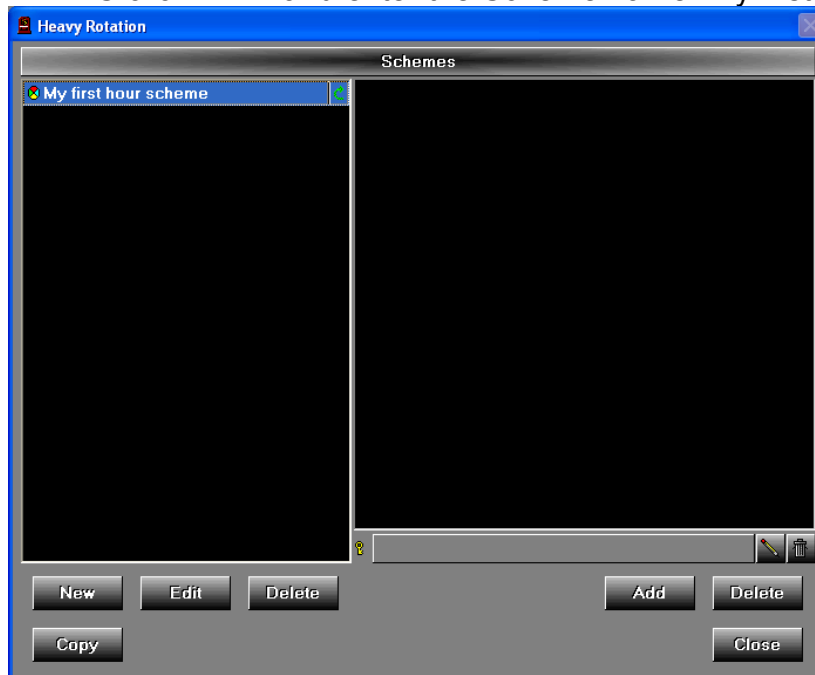
Now make a new rotation named “My second rotation” with 2 melodies attached. The rotations and their content is shown in the window.



Click CLOSE to close the window.

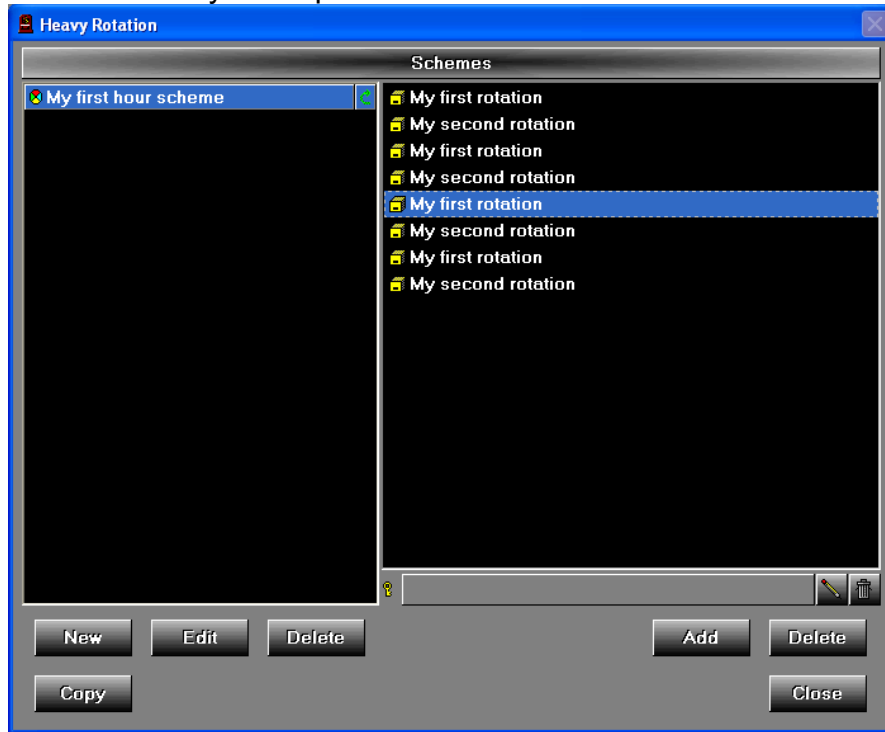
The next thing to do is to make a SCHEME. Select the menu DATABASES – SCHEMES.

In the window SCHEMES click NEW and enter the Scheme name “My first hour scheme”.



Click ADD to open the ROTATIONS window. Select the “My first rotation” and click OK. Next add the “My second rotation”. Repeat this step 4 times to get the rotations added 4 times

where each rotation is at every other position. Click CLOSE to close the window.



In the WEEK VIEW select an hour and click the icon SCHEMES at the top of the window. Select the "My first hour scheme".

28-12-2004 Heavy Rotation 11:07:55 Radiohost

External Preferences Databases Statistics Copy Help

Week: 53 Year: 2004

My first hour scheme

Monday 27-12-2004	Tuesday 28-12-2004	Wednesday 29-12-2004	Thursday 30-12-2004	Friday 31-12-2004	Saturday 01-01-2005	Sunday 02-01-2005
00:00	00:00	00:00	00:00	00:00	00:00	00:00
01:00	01:00	01:00	01:00	01:00	01:00	01:00
02:00	02:00	02:00	02:00	02:00	02:00	02:00
03:00	03:00	03:00	03:00	03:00	03:00	03:00
04:00	04:00	04:00	04:00	04:00	04:00	04:00
05:00	05:00	05:00	05:00	05:00	05:00	05:00
06:00	06:00	06:00	06:00	06:00	06:00	06:00
07:00	07:00	07:00	07:00	07:00	07:00	07:00
08:00	08:00	08:00	08:00	08:00	08:00	08:00
09:00	09:00	09:00	09:00	09:00	09:00	09:00
10:00	10:00	10:00	10:00	10:00	10:00	10:00
11:00	11:00	11:00	11:00	11:00	11:00	11:00
12:00	12:00	12:00	12:00	12:00	12:00	12:00
13:00	13:00	13:00	13:00	13:00	13:00	13:00
14:00	14:00	14:00	14:00	14:00	14:00	14:00
15:00	15:00	15:00	15:00	15:00	15:00	15:00
16:00	16:00	16:00	16:00	16:00	16:00	16:00
17:00	17:00	17:00	17:00	17:00	17:00	17:00
18:00	18:00	18:00	18:00	18:00	18:00	18:00
19:00	19:00	19:00	19:00	19:00	19:00	19:00
20:00	20:00	20:00	20:00	20:00	20:00	20:00
21:00	21:00	21:00	21:00	21:00	21:00	21:00
22:00	22:00	22:00	22:00	22:00	22:00	22:00
23:00	23:00	23:00	23:00	23:00	23:00	23:00

Temperature: Unspecific Unspecific Unspecific Unspecific Unspecific Unspecific Unspecific

User: Supervisor: RadioHst station 4

01:10:00 , 00:02:00 , Commercial Block
01:30:00 , 00:02:00 , Commercial Block

The scheme "My first hour scheme" is now associated with the selected hour. You see there is an association at the hour as a small scheme icon is shown in the hour. The name of the scheme is shown at the top of the playlist. Until now no scheduling has been made yet. The playlist in the left window pane has still the two commercial blocks only.

28-12-2004 Heavy Rotation 11:42:40 Radiohost

External Preferences Databases Statistics Copy Help

Week: 53 Year: 2004

My first hour scheme 73%

Monday 27-12-2004	Tuesday 28-12-2004	Wednesday 29-12-2004	Thursday 30-12-2004	Friday 31-12-2004	Saturday 01-01-2005	Sunday 02-01-2005
00:00	00:00	00:00	00:00	00:00	00:00	00:00
01:00	01:00	01:00	01:00	01:00	01:00	01:00
02:00	02:00	02:00	02:00	02:00	02:00	02:00
03:00	03:00	03:00	03:00	03:00	03:00	03:00
04:00	04:00	04:00	04:00	04:00	04:00	04:00
05:00	05:00	05:00	05:00	05:00	05:00	05:00
06:00	06:00	06:00	06:00	06:00	06:00	06:00
07:00	07:00	07:00	07:00	07:00	07:00	07:00
08:00	08:00	08:00	08:00	08:00	08:00	08:00
09:00	09:00	09:00	09:00	09:00	09:00	09:00
10:00	10:00	10:00	10:00	10:00	10:00	10:00
11:00	11:00	11:00	11:00	11:00	11:00	11:00
12:00	12:00	12:00	12:00	12:00	12:00	12:00
13:00	13:00	13:00	13:00	13:00	13:00	13:00
14:00	14:00	14:00	14:00	14:00	14:00	14:00
15:00	15:00	15:00	15:00	15:00	15:00	15:00
16:00	16:00	16:00	16:00	16:00	16:00	16:00
17:00	17:00	17:00	17:00	17:00	17:00	17:00
18:00	18:00	18:00	18:00	18:00	18:00	18:00
19:00	19:00	19:00	19:00	19:00	19:00	19:00
20:00	20:00	20:00	20:00	20:00	20:00	20:00
21:00	21:00	21:00	21:00	21:00	21:00	21:00
22:00	22:00	22:00	22:00	22:00	22:00	22:00
23:00	23:00	23:00	23:00	23:00	23:00	23:00

Temperature: Unspecified Unspecified Unspecified Unspecified Unspecified Unspecified Unspecified

User: Supervisor: RadioHst station 4

PHIL COLLINS, A GROOVY KIND OF LOVE
 MIKE & THE MECHANICS, OVER MY SHOULDER
 TOTO, AFRICA
 SIMPLY RED, SAY YOU LOVE ME
 SISTER SLEDGE, HE'S THE GREATEST DANCER
 MIKE & THE MECHANICS, OVER MY SHOULDER
 PHIL COLLINS, A GROOVY KIND OF LOVE
 SIMPLY RED, SAY YOU LOVE ME
 01:10:00 , 00:02:00 , Commercial Block
 01:30:00 , 00:02:00 , Commercial Block

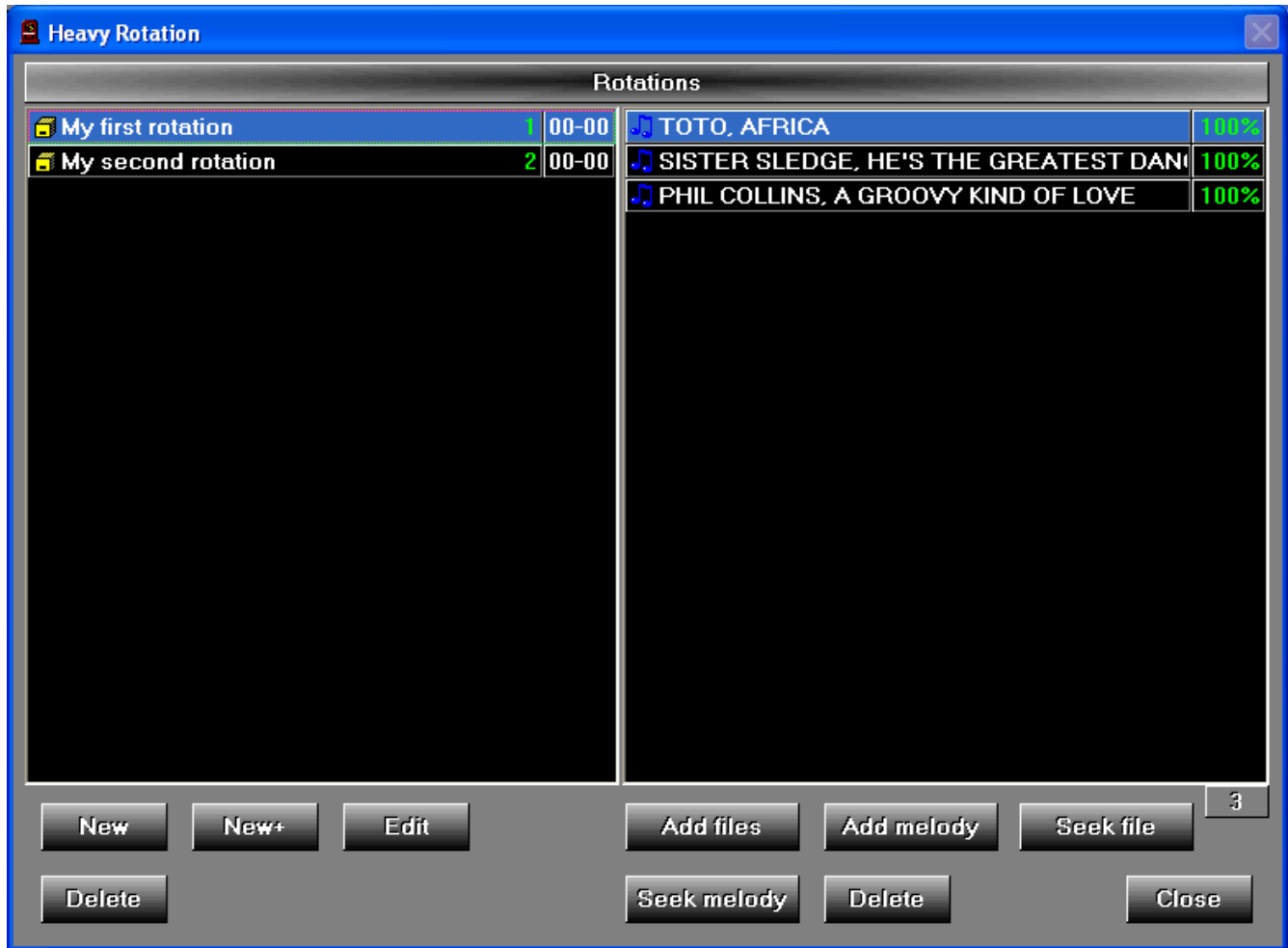
Leaving the hour highlighted you now click the icon ROTATE. A progress bar is shown shortly and so is a ROTATION STATUS window. Close the status window by clicking OK.

The hour has now been scheduled using your setup. You see the scheduled files in the playlist. The files in this example is:

1. PHIL COLLINS, A GROOVY KIND OF LOVE ("My first rotation")
2. MIKE & THE MECHANICS, OVER MY SHOULDER ("My second rotation")
3. TOTO, AFRICA ("My first rotation")
4. SIMPLY RED, SAY YOU LOVE ME ("My second rotation")
5. SISTER SLEDGE, HE'S THE GREATEST DANCER ("My first rotation")
6. MIKE & THE MECHANICS, OVER MY SHOULDER ("My second rotation")
7. PHIL COLLINS, A GROOVY KIND OF LOVE ("My first rotation")
8. SIMPLY RED, SAY YOU LOVE ME ("My second rotation")

If you look at the rotation definitions earlier in this chapter you see that the first melody selected from the "My first rotation" was the melody at the top of the rotation (PHIL COLLINS, A GROOVY KIND OF LOVE), the next melody selected was the second melody in the rotation and so on. When all melodies was selected the rotation simply starts over again.

Now, with a rotation of 3 melodies being used 4 times one melody (PHIL COLLINS, A GROOVY KIND OF LOVE) will be selected twice. Looking at the “My first rotation” after the scheduling will show that PHIL COLLINS, A GROOVY KIND OF LOVE is now at the bottom of the rotation. This means that the first melody to be picked at a coming scheduling will be TOTO, AFRICA.

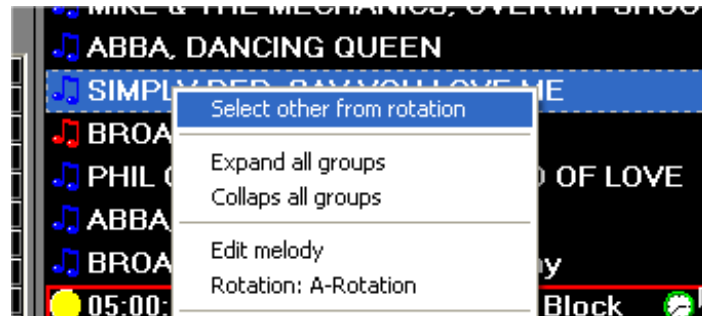


This example explains how rotations work. Imagine the rotation as a box of CDs. First you play the CD at the front of the box. After it has been played you put it at the back of the box and then take the new front CD from the box. In this way you have a rotation of the melodies in the “rotation”.

When doing the rotating, the SCHEME will get a melody from the first rotation in the scheme, then it will get a melody from the second rotation in the scheme and so on.

SELECT OTHER FROM ROTATION

When Heavy Rotation has made the schedule you are able to reschedule a position in the play list. To do this select a melody in the play list and select SELECT OTHER FROM ROTATION to make Heavy Rotation schedule another melody from the same rotation at the same position.



Integration to Broadcast

Now when a schedule is made how do you use it then. Open Broadcast and Click the GET FROM WEEK VIEW icon. Select an hour to load the hour into the playlist. Another way is to click the button EDIT IN BROADCAST at the bottom of the play list in Heavy Rotation. This will open the selected hour from Heavy Rotation in a play list in Broadcast.

If a play list has been edited and save from Broadcast a green v-sign is show in the week view in Heavy Rotation.

Also, Broadcast can load the playlists automatically using the AUTOLOAD function. Please referee to the manual for Broadcast for more information on how to load the playlists.

Scheduling more than one hour

We have seen how to make a schedule in one hour by creating rotations and associating them to a scheme. As a rotation can be used in several schemes and a scheme can be associated to several hours, the programming of Heavy Rotation is a modular approach.

You should therefor plan the definitions of rotations and schemes.

To schedule more hours in one step simply highlight the hours to schedule and click the ROTATE button(icon). The rotating is made for all highlighted blocks so be careful to select only the blocks you want to schedule. The melodies in a block will be removed and replaced by new melodies if rotating the block a second time.

Copying the week programming to other weeks

After a week has been programmed by associating schemes to all blocks you probably want to reuse this programming in other weeks too. To copy the programming for the week click the COPY THIS WEEK TO OTHER WEEKS button. In the FROM WEEK window enter the first week to copy to. In the TO WEEK enter the last week to copy the programming to. If you select Week 1 Year 2005 in the FROM WEEK and you select Week 10 Year 2005 in the TO WEEK all weeks from 1 to 10 in 2005 will get the same programming as the week from where you made the copy.

Please notice that it is only the association of schemes to the blocks that will be copied. The scheduled melodies will not be copied and you have to run a new rotating for each week to make a schedule.

Managing rotations

In this chapter you will learn some more advanced features for managing the rotations.

Using files (jingles and other) in a rotation

In the example we used melodies from Card file to define the rotations. Rotations is also able to used straight files. Files in a rotation is often used for jingles, station ids, liners, stingers, etc. All these files is not melodies and do not belong in Card file.

Files is associated to a rotation by the ADD FILES button in the ROTATIONS window.

If a file is entered into Card file, Heavy Rotation will use the Card file information when associating the file to a rotation. Just as if the file was added using ADD MELODY.

Some stations do not have the capacity to maintain Card file and runs the Radiohost system on file basis, including melodies. Doing so Heavy Rotation can still be used for scheduling the melodies just as files.

Rearranging melodies inside a Rotation

If a Criteria does not stop a melody from being selected, the melodies will be selected in scceding order. Some times you maybe want to change the position where the melody or file is placed in a Rotation.

Drag & drop

To move a melody inside the Rotation simply drag & drop the melody in a new location.

Right mouse click

1. Select a melody
2. Right click the mouse at the location you want to drop the melody
3. Choose "Insert at: (melody)" to move the melody

Shuffle

If you simply want to rearrange all items in a rotation, use the shuffle function. Select the files you want to shuffle, right click the mouse an choose SHUFFLE. To rearrange all files in a rotation select all files in a rotation using [ctrl+a] and use the shuffle function.

Copy or moving a melody to another rotation

You can copy a melody from one rotation to another by drag & drop.

Drag & drop a melody to another rotation

1. Select one or more melodies
2. Drag & drop the selected melodies to another rotation

Note: If you are holding down the [Ctrl] key when dragging & dropping you will perform a file move. That is the destination file will be removed from the rotation.

Locating melodies and files in rotations

A fully programmed Heavy Rotation might include 20-50 rotations and a similar number of schemes. You can locate a certain file or melody by using the SEEK MELODY and SEEK FILE.

SEEK MELODY

1. Click the SEEK MELODY button
2. Search and highlight the file to locate within the rotation
3. Click OK

This will bring up a list of all rotations wherein the melody is associated. If you double click at a rotation in the list, the rotation and melody will be located and highlighted in the ROTATIONS window. Click CLOSE to reenter the ROTATIONS window.

NOTE: If a file is NOT linked in Card file it will not be found using the Seek melody. In this case you will have to use the Seek file function.

The SEEK FILE work in a similar way as the SEEK MELODY.

Edit melody properties

From the Rotations window you can edit the properties of a melody. See the Communicator help file for detailed description of the properties.

1. Select a melody
2. Right click the mouse

3. Choose Edit melody
4. Edit the properties
5. Click Ok to save the properties

Printing rotations

You can make a print of one or more files in a rotation.

1. Select one or more files in a rotation (CTRL+A will select all files)
2. Select PRINT FILES OF ROTATION, SORTED BY from the mouse menu
3. Select a way of sorting
4. Select the printer to use

Sort rotations

The list of rotations in the ROTATION window is shown is sorted in one of the following ways.

1. By creation time
2. By name
3. By rotation order (see the chapter for rotation order)

To change sort order select one of the listed ways in the mouse menu.

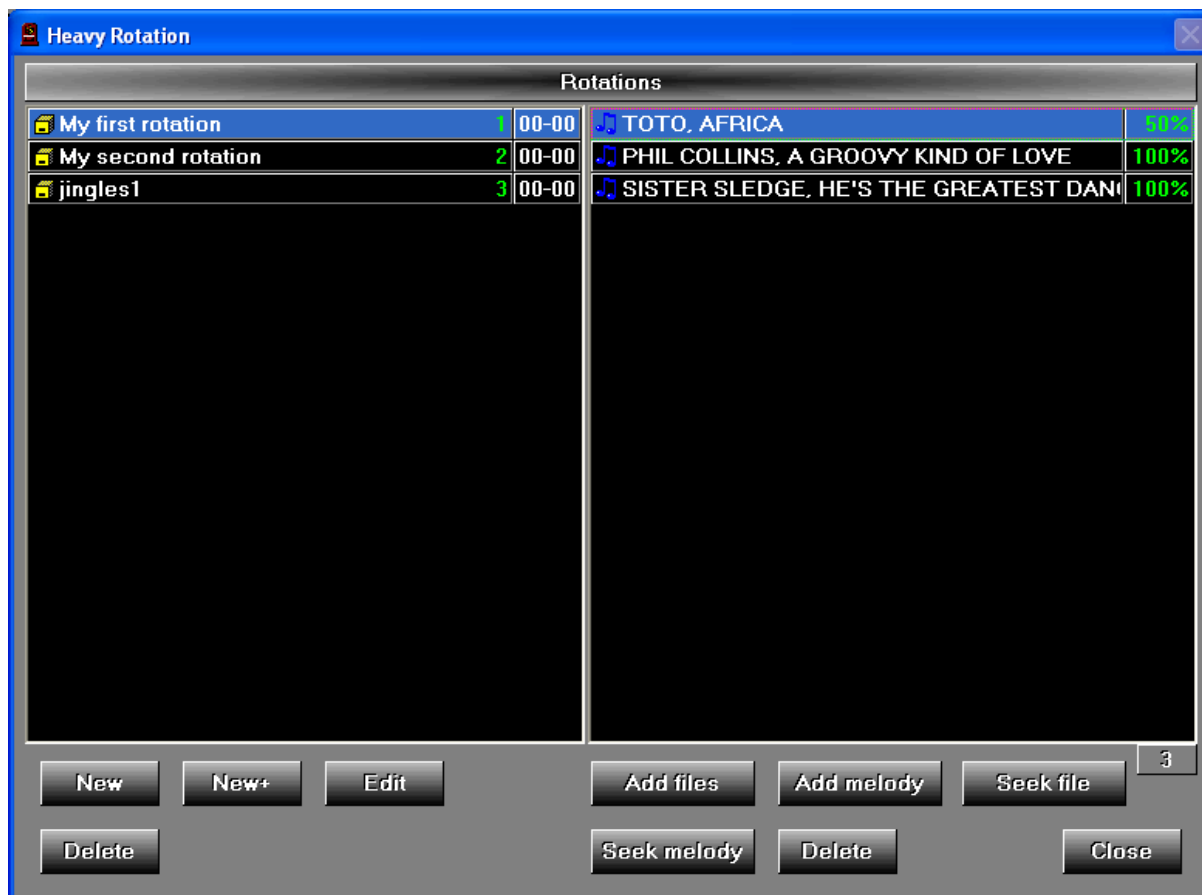
More rotation features

When understanding the basics of rotations the special features listed here will be easy to comprehend.

Back percent

As explained a file will be placed at the back of a rotation when it has been selected for scheduling. However some times a files is wanted to have a higher frequency of selection than other files in the same rotation. This is when you use the back percent.

Select EDIT BACK-PERCENT from the mouse menu over a file in the rotation. Enter the back-percent. In the file list you see the back-percent as a percent number to the right of the file.



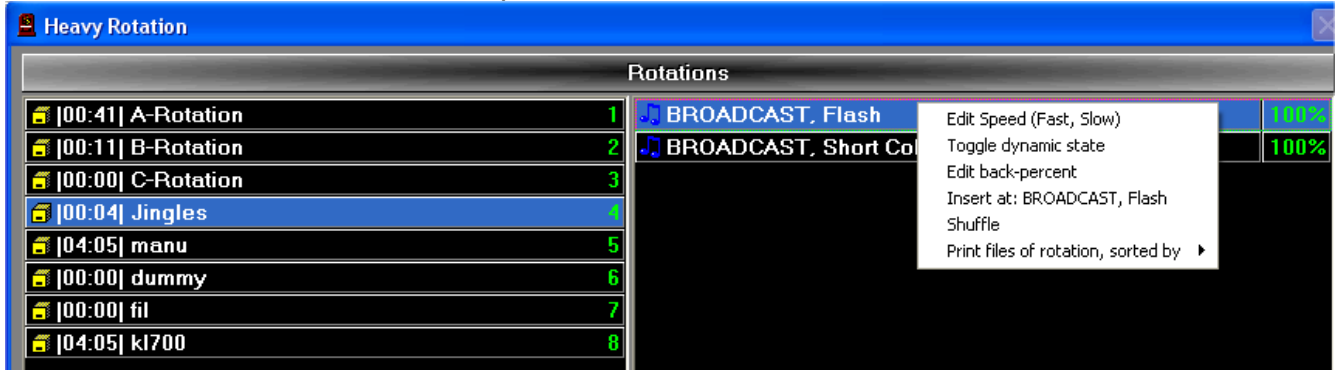
In the example the melody TOTO, AFRICA will be placed in the middle (50%) of the rotation list after it has been scheduled hence it will be played twice as often as other melodies in the rotation. A back percent of 25% will result in a selection 4 times as often as other files in the rotation.

Transition tempo for files

As Heavy Rotation can schedule both melodies and files, the scheduling of files is often used to schedule jingles. To make a smooth transition from a melody with a high end tempo to a

melody with a slow start tempo a jingle with a fast start tempo and a slow end tempo will make the best transition.

To define the start and end tempo for a file right click the mouse at a file in a rotation and select EDIT SPEED. Enter the tempo for the file.



Please notice that it is not possible to enter start and end tempo for melodies the same way. To edit parameters for a melody select EDIT MELODY from the mouse.

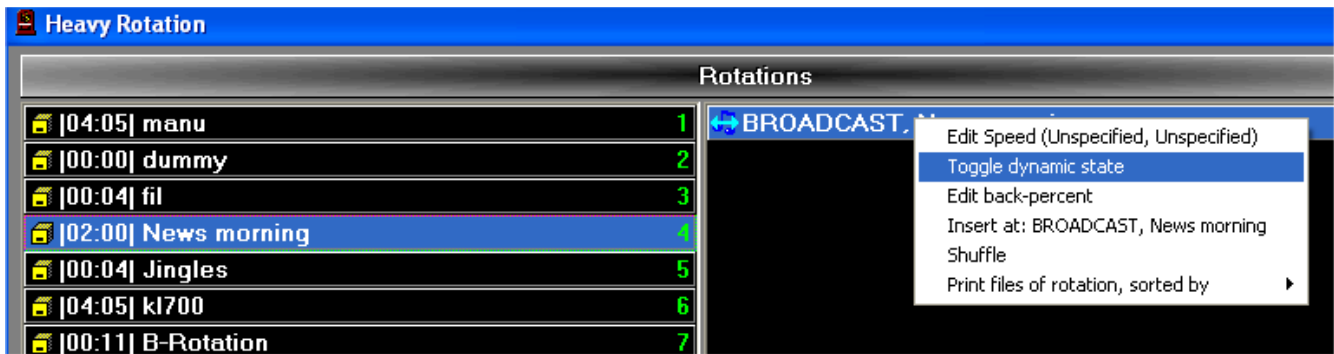
The difference between a melody and a file is that a melody is a file entered into the database CARD FILE and a file is not.

If the SPEED for a file is set to UNSPECIFIED, UNSPECIFIED Heavy Rotation will simply schedule the files as they appear in the rotation.

Dynamic files

Some times you want to schedule a file that is not jet recorded. A good example is news files that will usually be recorded shortly before they will be broadcasted. However, the scheduling in Heavy Rotation is maybe done a week before the hour is played. As the schedule is made including the parameters for the file (overlap, talktime, etc.) these parameters are saved independently from the file. If the file is latter replaced by another file of different durration using Windows explorer, the parameters does not the new file. Using DYNAMIC FILES it is possible to make the Radiohost system ajust the OVERLAP and END (time durration) to the new file for a best fit.

A file is set to dynamic in the ROTATIONS window. Select the file and change dynamic state from the mouse menu's TOGGLE DYNAMIC STATE.



A dynamic file is shown with a bidirectional arrow.

When the file in the example is scheduled it will have a duration of 2:00 minutes and an overlap set at 00:02 from the end of the file.

Now, if the file is overwritten by another file of a duration of only 45 seconds, the overlap will still be at 00:02 from the end of the 45 sec file and the FILE END parameter is changed to 45 seconds.

In this way you can schedule a dummy news file of 02:00 minutes and overwrite the file with the actual news file no matter what duration the news file have.

Please notice that the original parameters from the schedule is shown in both Heavy Rotation and in the play list in Broadcast. The OVERLAP and END parameters will be changed at the time the dynamic file is played in Broadcast and not before that.

Rotation order

When Heavy Rotation is making a schedule it will select the files and melodies from the rotations. However, if you are using criterias (see other chapter), some songs can be excluded from selection due to a criteria. For example you can have an artist criteria to make a distance of 4 hours between songs with the same artist. Of course this is what you want the criterias to do, but think of a situation where you have the melody MICHAEL JACKSON, BAD in the rotation POP1980s and you have the melody MICHAEL JACKSON, NEW HIT in the NEWEST HITS rotation (A-rotation). Then you like the NEW HIT to be played and the BAD to wait.

To make this happen you define the ROTATION ORDER to have Heavy Rotation pick a melody from the NEWEST HITS rotation before picking a melody from the 1980s rotation.

The rotation order is the number to the right of the rotations. Every rotation have a rotation

order and the rotation order numbers are succeeding and unique.

If you look at the rotation order in the picture in the chapter Back percent, you see that if all rotations here is used twice in the same scheme, the 2 first items scheduled is from the MY FIRST ROTATION, the next 2 items scheduled is from the MY SECOND ROTATION and the last 2 items scheduled is from the JINGLES1. Please notice that the position of the scheduled items in the playlist are not affected by the rotation order. The rotation order is only to define the internal scheduling procedure of Heavy Rotation.

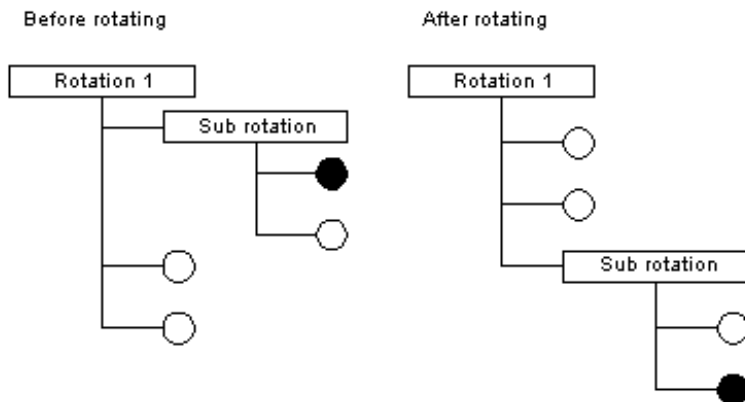
To change the rotation order simply drag & drop the rotation at another position. The rotation order numbers will reflect the change immediately.

Note: The rotations must be sorted by rotation order to enable drag & drop. You can sort the rotations using the mouse menu's SORT BY ROTATION ORDER.

Most likely you want to have rotations including a small number of melodies to have a low rotation order to be selected first. You can reorder all rotations by the number of items in the rotation from the mouse menu SET ROTATION ORDER BY ITEMS COUNT. Please be aware that all rotations can be reordered using this feature.

Sub rotations

Besides melodies a rotation can contain other rotations called sub rotations. When a melody is selected from a sub rotation, the sub rotation is placed last in the rotation. Melodies in a sub rotation will be selected less frequently than melodies in a "super" rotation.



Add a sub rotation

1. Select a rotation
2. Click the New+ button to add a sub rotation
3. Name the sub rotation and add files to the sub rotation

Managing Schemes

A Scheme is a template from where Heavy Rotation selects music, fillers, etc. to fill an hour. A Scheme contains rotations and works by choosing a melody from the first rotation, next choosing a melody from the second rotation and so on. In this way you can control what melodies are allowed to be selected as the first melody of an hour, the second melody and so on.

The structure is: Schemes - Rotations - Melodies.

Creating a new scheme

Choose the menu: Databases - Schemes. First create a scheme by clicking the NEW button. Enter a scheme name and click OK.

The scheme itself is only a container for rotations and other items to use in the scheduling. Therefore you need to add some content to make the scheme work.

Adding rotations

Click the ADD button to open the ROTATIONS window. Select a rotation from the list and click OK. The rotations are shown in the list to the right of the schemes.

A scheme usually have several objects in the list to fill the hour with files from different rotations, commercial blocks, etc.

Adding speaks

An unrecorded speak can be scheduled by placing the cursor at the correct position in the content list, right click the mouse and select ADD SPEAK. An unrecorded speak will now be scheduled at the position in the scheme. You have to record the speak from Broadcast as you can not record the speak in Heavy Rotation.

Adding news block/commercial block

When defining the week view using music blocks and commercial blocks the definition is made by a time schedule. That is, the commercial blocks are placed a number of minutes and seconds from the beginning of the hour. Using News/commercial blocks in Heavy Rotation gives you better control of where the commercial blocks are placed. Adding a News block/commercial block item in the scheme forces the news and commercial blocks to be placed at the position in the scheme regardless of the defined week view.

Add a News block/commercial block by right clicking the mouse in the scheme content list and choose ADD NEWS BLOCK/COMMERCIAL BLOCK.

Make sure there is a News block/commercial block for every news/commercial block in the week view or the scheduled placement of the commercial blocks can give unexpected results. Heavy Rotation will place a news block or a commercial block, whichever comes first, at the position of the NEWS BLOCK/COMMERCIAL BLOCK item. Check the week view setup to see how your news and commercial blocks are defined.

Adding Loop-record

When using the loop-record function to retransmit a signal, very often the retransmitted signal will be broadcasted on the same time every day. Heavy Rotation can schedule a loop-record by adding it to the scheme content list.

Please refer to the help file for Broadcast to read about the details of the loop-record function.

In Heavy Rotation negative relative times can be entered in the Timer property, meaning the timer will work in the hour previous to the scheduled hour. If you add a timer in the hour 22:00-23:00 using a Timer Time of -0:05:00 the timer will react at 21:55:00.

Link/Unlink

By default all items in a SCHEME is linked. If you want the play list to be unlinked at certain positions you can select the position and select UNLINK from the mouse menu. Relinking is done by LINK from the same menu.

Scheduling groups

In Broadcast you can group files together in a group to control the group as one single file. Heavy Rotation can schedule a group by adding a group to some of the items in the scheme content list. Select some files, right click the mouse and choose CREATE GROUP. After creating the group right click the mouse to EDIT GROUP NAME. Please refer to the help file for Broadcast to read about the details of the group function.

Timers

A timer is used to force start any item in the playlist at a specific time. To add a timer right click an item in the scheme and choose TIMER. Enter the time when you want the timer to act and enter the properties for the timer. To remove the timer from the scheme item right click the item and choose DELETE TIMER.

The Timer will in Heavy Rotation be set relative to the block start. If the block start at 11.00.00 and you add a Timer to act 00.15.00 the Timer will bet set to act at 11.15.00 (11.00.00 + 00.15.00) when the rotating is processed.

A Timer can be set on a block as well. Often a timer is used on the commercial blocks. A timer used on a commercial block have an additional parameter called REMOVE TIMER IF EMPTY BLOCK. When this parameter is set, the timer will be removed from the block if there is no content in the block. This means if there is no commercials in the block when the play list is loaded into Broadcast the Timer is removed from the block.

A Timer can in Heavy Rotation be set to a negative relative time, meaning the timer will work in the hour previous to the scheduled hour. If you add a timer in the hour 22:00-23:00 using a Timer Time of -0:05:00 the timer will react at 21:55:00.

Please referee to the help file for Broadcast to read more about the details of the timer function.

Play from here

The PLAY FROM HERE can also be added automatically when using Heavy Rotation for music scheduling.

The feature is added in the SCHEME definition in Heavy rotation. Select a position in the play list definition window and add the PLAY FROM HERE using the mouse menu.

The properties are the same as in the setup in Broadcast except that the time definitions is entered as a relative time to the start of the play list. In this way the SCHEME can be used in more than one hour per day.

The screen shot shows the time window is within 10 minutes from the start of the play list until 12 minutes past the start of the play list. If this scheme is supplied to the hour beginning 6.00 o'clock, the PLAY FROM HERE time window will be the same as described in the setup for Broadcast (6.10 to 6.12). If the scheme is supplied to the hour beginning 21.00 o'clock the time window of the PLAY FROM HERE will be from 21.10 to 21.12.



The time window can be set to negative relative times, meaning the time window will work in hour previous to the scheduled hour. If you in the hour 22:00-23:00 add a Start Listen time of -0:05:00 and and End Listen time of 00:05:00 the PLAY FROM HERE will react in the time window 21:55:00 – 22:05:00.

Copy a scheme

If you build a scheme similar to one you have, you can create a new scheme based on a copy of an existing scheme. Select the scheme you want to copy. Then, click the COPY button, name the scheme and click OK.

Controlling scheme duration

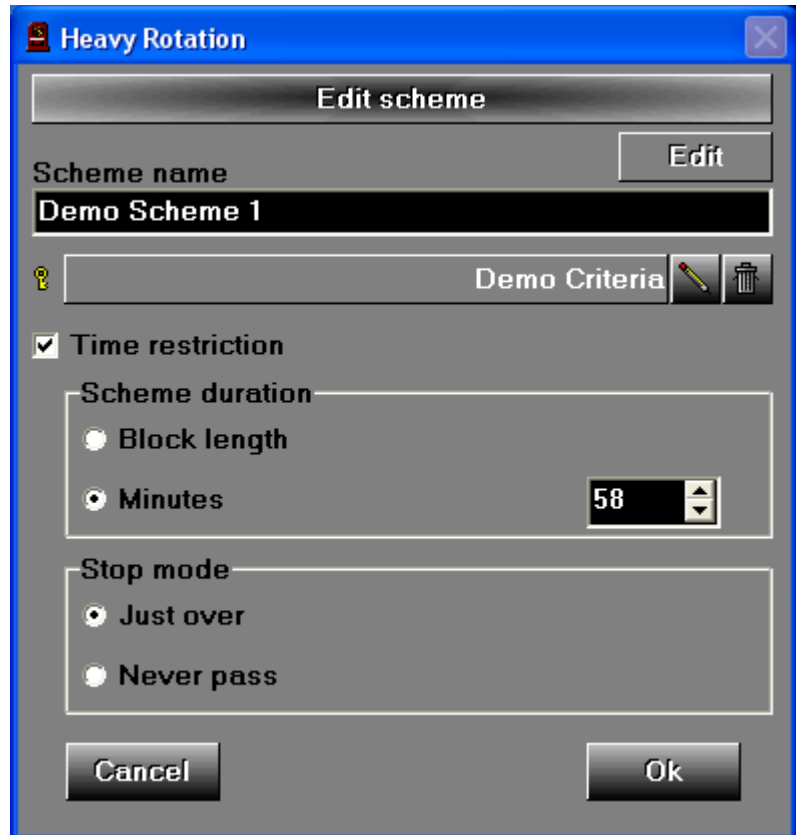
Schemes will normally schedule a file from each rotation to make a play list of as many files as there are rotations in the SCHEME. However, sometimes you like to schedule a certain number of minutes in the play list to make a play list with a total duration of for example 60 minutes.

To control the duration of the SCHEME enter the EDIT SCHEME window and activate the TIME RESTRICTION check box.

Next you will select if the SCHEME DURATION should be controlled by the length of the block in the Week view or by a number of minutes you enter in the Scheme.

The last parameter to enter is the STOP MODE where you decide if scheduling should stop before or after the SCHEME DURATION has been reached.

In the example the Scheme will schedule the file passing 58 minutes. If STOP MODE had been Never pass the scheme will stop scheduling before 58 minutes is reached. Take a look at the list to see how files will be scheduled.



54.12' File1

56.54' File2 (NEVER PASS)

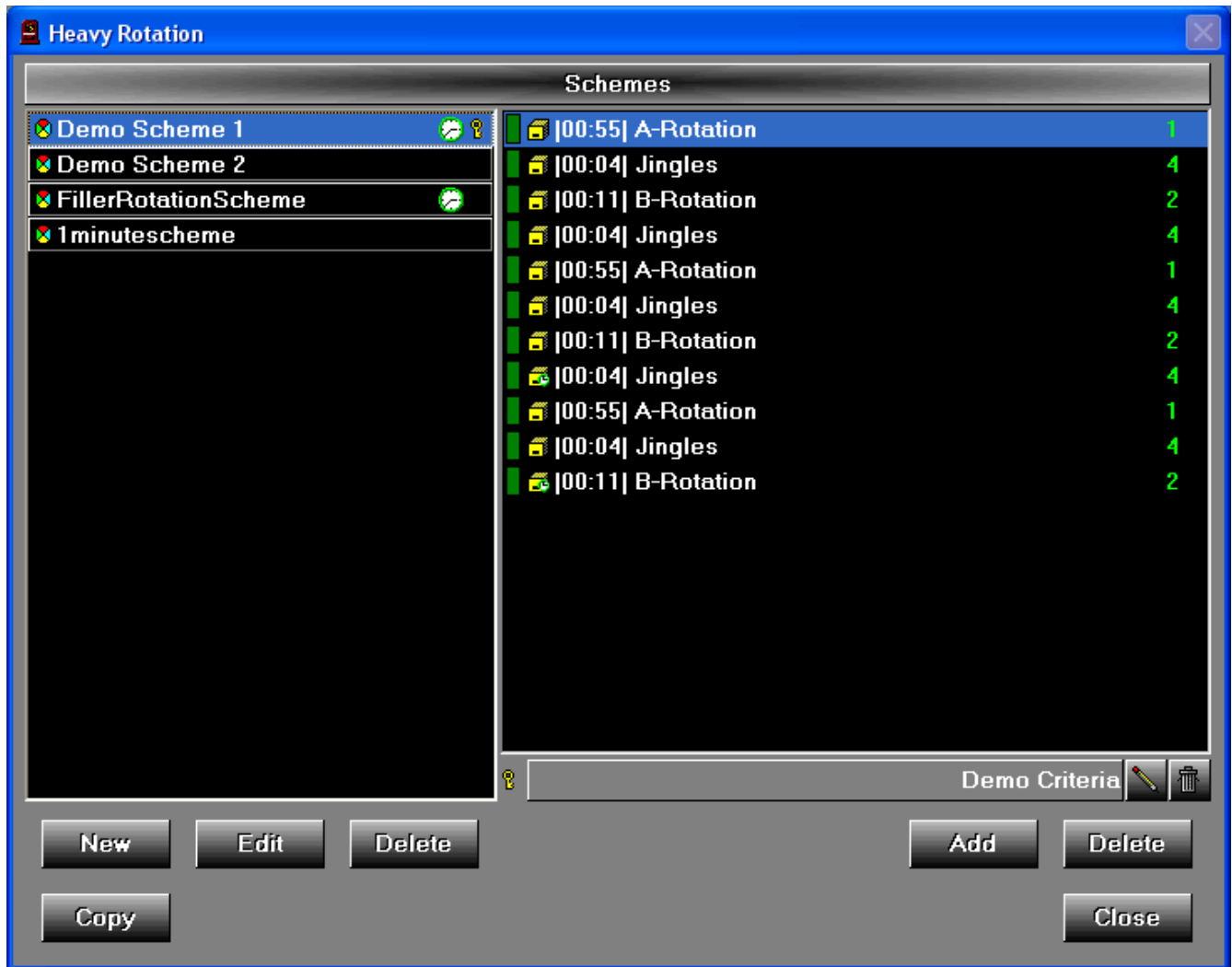
59.02' File3 (JUST OVER)

63.16' File4 (Only without time restriction)

When the Time restriction parameters is set you have to decide which rotations that should be included in the TIME RESTRICTION. Some rotations are obligatory when scheduling and scheduling from those should always happen even when breaking a Time restriction. Other rotations are optional and they should be scheduled only if Time restriction is not met.

In the SCHEMES window right click a ROTATION and select TOGGLE TIME RESTRICTION STATE. The rotation icon will get a clock in front of it to indicate the Rotation as time restricted. A time restricted rotation is an optional rotation to be used only when Time

restriction is not met.



The example shows two filler rotations where the Jingles at position 8 have a rotation order of 4, where the B-Rotation at position 11 have a rotation order of 2. This means the B-Rotation(11) is scheduled before the Jingles(8) but as both are fillers the Jingles(10) will be scheduled before both B-Rotation(11) and Jingles(8).

In this way you can control exactly which rotations that is optional to the Time restriction.

Criteria

A scheme limits the melodies that can be selected at a given position in an hour. However, it does not control the flow of music in an hour but is a simple "random" selection. For example you don't want the same melody two times in an hour. To control the flow, you need to set up a set of criterias.

Criteria works like a rule or a filter for the schemes. A scheme can propose a melody, but the criteria can stop the melody from being selected.

A criteria in the Radiohost system is really a collection of many different types of rules.

Criteria is defined on different levels of scheduling depending on what the criteria does. It can be defined for a MELODY, a ROTATION and for a SCHEME.

Melody criterias

These criterias are rules for scheduling the melody no matter what else is defined in other types of criterias. To activate the criteria you only need to make sure to set a violation point higher than zero (0) and to make sure a parameter value has been assigned to the melody. Read more about violation points in the chapter regarding violation points.

Daypart

The DAY PART parameter is used for schedule a melody at certain parts of the day.

In the example the melody DANCING QUEEN is to be scheduled at 00-18 only. Hours from 18-24 is restricted. The DAY PART parameter is entered in Card file.

The screenshot shows the 'Heavy Rotation' application window with the 'Edit melody' dialog open. The melody title is 'DANCING QUEEN'. Below the title are tabs for 'What', 'Who', 'Where', 'Speed', 'Description', 'Notes', and 'Day part'. The 'Day part' tab is active, showing a dropdown menu with 'Evening' selected. To the right is a grid for scheduling by daypart (00-01 to 23-24) and day of the week (Mon, Tue, Wed, Thu, Fri, Sat, Sun). The cells for dayparts 18-19, 19-20, 20-21, 21-22, 22-23, and 23-24 are highlighted in red, indicating they are restricted. At the bottom are buttons for 'Delete', 'Advanced monitor', 'Cancel', and 'Ok'.

Season

The SEASON parameter is used for scheduling a melody a certain part of the year.

An example could be to assign the value Xmas to the melody WHAM - LAST CHRISTMAS to schedule this melody for Xmas only.

Temperature

The TEMPERATURE parameter can be programmed as a permanent criteria as all other criterias but you can also used it as a temporary criteria as a feature to use if you at scheduling time know the weather report for the scheduling period.

For example the melody Lovin' Spoonful – SUMMER IN THE CITY could have the value 25C – 40C assigned as temperature parameter.

If you at scheduling time know the coming weekend is going to be hot, you can set the TEMPERATURE parameter below the Saturday and Sunday column in the week view to 25C-40C. This will emphasize scheduling of melodies having the 25C-40C value.

To prevent scheduling of 25C-40C melodies only, you should set the parameter SCHEME – MELODY DIST – 25C-40C to a number for example 3. At the same time you should set VIOLATION POINTS – MELODY DIST – TEMPERATURE – 25C-40C to a higher value than VIOALTION POINTS - TEMPERATURE.

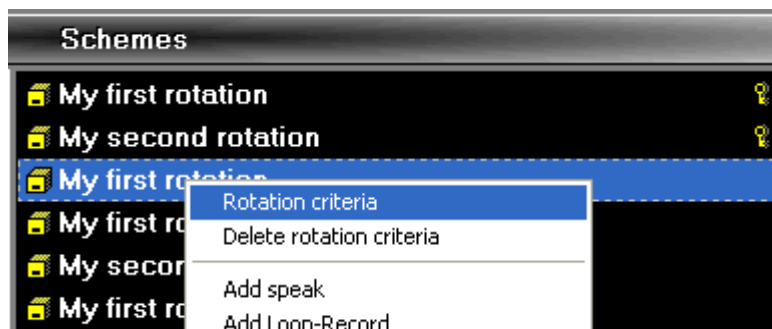
Rotation criterias

The Rotation criteria is a collection or a template of rules you can assign to a rotation within a scheme. If the same rotation is assigned to more than one scheme you can assign a different rotation criteria for each appearance the rotation has in a scheme.

If a rotation has a rotation criteria assigned, all scheduling from this rotation will follow the rules as close as possible.

Assigning a rotation criteria

In the SCHEMES window highlight a rotation and select ROTATION CRITERIA from the mouse menu. This will open the ROTATION CRITERIA window.



If a criteria has already been defined select the criteria from the list and click OK to assign the criteria to the rotation.

If no criterias have been defined or if you want to define a new criteria, click the NEW button to open the EDIT CRITERIA window. There are 3 parameter types available. TIME DIST., BLOCKING and OTHER. These are explained individually in the following chapters.

As rotation criterias are assigned to a rotation in a scheme, the rules in the criteria works at a specific position (the rotations) in the playlist. Please notice that a rotation used twice in the same scheme can be assigned two different rotation criterias to have Heavy Rotation pick melodies from the rotation by two different set of criterias.

Rotation criteria - Time distance (Time dist.)

You can define a time distance for both a MELODY and an ARTIST. The melody parameters work on a single melody where the artist parameters Time distance prohibit the same melody to be played within a short time span.

The following example will be used to explain the parameters.

The screenshot shows a dialog box titled "Heavy Rotation" with a sub-header "Edit Rotation Criteria". The "Criteria name" field contains "test crit" and an "Edit" button is to its right. Below this are three tabs: "Time dist.", "Blocking", and "Other", with "Time dist." being the active tab. The dialog is divided into two sections: "Melody" and "Artist". Each section contains three parameters, each with a corresponding input field:

- Melody section:**
 - Minimum rest time [days-hours]: 00-08
 - Offset from play [hours]: 2
 - Offset from play [days]: 2
- Artist section:**
 - Minimum rest time [days-hours]: 00-05
 - Offset from play [hours]: 2
 - Offset from play [days]: 2

At the bottom of the dialog are "Cancel" and "Ok" buttons.

MELODY – MINIMUM REST TIME [DAYS-HOURS]: 00-08

The melody will not be scheduled within +/- 8 hours from the melody. This is indicated by the blue hours in the figure.

MELODY – OFFSET FROM PLAY [HOURS]: 2

The melody will not be scheduled within a time span of 2 hours in both directions indicated by the red hours in the figure.

MELODY – OFFSET FROM PLAY [DAYS]: 2

The number of surrounding days are 2.

The time distance parameters for melody will work as shown in the figure.

The blue hours are protected by the MELODY – MINIMUM REST TIME parameter, the red hours are protected by the MELODY – OFFSET FROM PLAY parameters. Please refer to the chapter of Violation points for more information.

	Mon	Tue	Wed	Thu	Fri	Sat
00:00						
01:00						
02:00						
03:00			Blue			
04:00			Blue			
05:00			Blue			
06:00			Blue			
07:00			Blue			
08:00			Blue			
09:00	Red	Red	Blue	Red	Red	
10:00	Red	Red	Melody	Red	Red	
11:00	Red	Red	Blue	Red	Red	
12:00			Blue			
13:00			Blue			
14:00			Blue			
15:00			Blue			
16:00			Blue			
17:00			Blue			
18:00						
19:00						

ARTIST – MINIMUM REST TIME [DAYS-HOURS]: 00-05

A melody with same artist or artist relation will not be scheduled within a time span of 5 hours.

ARTIST – OFFSET FROM PLAY [HOURS]: 2

A melody with same artist or artist relation will not be scheduled at surrounding days within a time span of 2 hours.

ARTIST – OFFSET FROM PLAY [DAYS]: 2

The number of surrounding days are 2.

Rotation criteria – Blocking

The criteria is used when certain parameter types is not to be scheduled. In the example the criteria is assigned to the first rotation in the scheme. We like the first melody to be an opener and the parameter is set to block opener types of UNSPECIFIED and NO, leaving the only possible selection to a melody with an opener type of YES.

Time dist.	Blocking	Other
Nationality	Opener	Blocking
Speed	Unspecified	<input checked="" type="checkbox"/>
Start speed	No	<input checked="" type="checkbox"/>
End speed	Yes	<input type="checkbox"/>
Genre		
Mood		
Energy		
Opener		

Rotation criteria - Other

The criterias under OTHER are some parameters which does not logically fit into a group of rules. These criterias are BMP, RECORDING YEAR and PROTECTED.

BMP (Beats per minute)

The BMP criteria is defined as an allowable window with a FROM and a TO value. In the example only melodies having a BMP within 50 to 90 will be scheduled.

Recording year

Like BMP the RECORDING YEAR criteria is defined as an allowable window with a FROM and a TO value. In the example only melodies recorded between 1985 and 1995 will be scheduled.

Time dist.	Blocking	Other
BPM		
From	50	
To	90	
Recording year		
From	1985	
To	1995	
Protected		
Unprotected music		<input checked="" type="checkbox"/>

Protected

The protected criteria is for scheduling music where no royalties have to be payed. Whether or not the royalties have to be payed is decided from the recording year. You can setup the royalty agreements for the different countries in Card file setup in the Radiohost module Communicator.

Scheme criterias

Scheme criterias are rules that will apply to a full hour where rotation criterias are working at a specific position in the playlist.

Scheme criteria - Melody dist. (Melody distance)

Melody distance or Melody dist. controls the track to track flow. The distance is the number of melodies between two property types. For example, if you set up the value 2 in the Energy - poor and Energy - Aggressive, you will have two melodies between a "poor" melody and an "aggressive" melody. The value 0 allow the property types to succeed each other.

Note: Use other values than 0 with caution. For example if you set all fields to 1 the selection will lock.

Criteria name			
my new scheme criteria			
Melody dist.	Max pr block	Exceptions	
Nationality	Energy	Unspec	Poor
Speed	Unspecified	0	
Start speed	Poor	0	0
End speed	Little	0	0
Genre	Average	0	0
Mood	A lot	0	0
Energy	Agressive	0	2
Opener			
Start			
End			
Hit			
Role			

Scheme criteria - Max Pr Block

With Max pr block you can limit the selected number of melodies with a certain property in a block.

Criteria name		
my new scheme criteria		
Melody dist.	Max pr block	Exceptions
Nationality	Genre	Max pr Block
Speed	Unspecified	100
Start speed	Alternativ	100
End speed	Alternativ +	100
Genre	ClassicRock	100
Mood	Rock	2
Energy	Mainstream	100
Opener		
Start		
End		

In the example there will be scheduled up to 2 melodies of GENRE – ROCK.

Scheme criteria - Exceptions

Criterias is used for controlling the flow of music in a block by filtering the melodies selected from the rotations. However, in some cases you might want a selection from a rotation regardless of the criterias. For example you might want the A-rotation to select the next

melody even if it violates the criteria.

In exceptions you can exclude a rotation from the criteria. All melodies selected from this rotation will not be filtered by the criterias.

Please notice that if the ROTATION ORDER and VIOLATION POINTS has been properly defined the A-rotation will always be scheduled. Use this criteria with care.

Violation points for criterias

As criterias is defined for restricting melodies with specific parameters it will sometimes not be possible to find a melody in the rotation that does not violate any criteria. Heavy Rotation will then schedule a melody from the rotation violating one or more criterias. So how does Heavy Rotation decide which melody to schedule? It uses a classification system based on violation points.

All parameters in Heavy Rotation can be assigned a specific violation point. For example can TIME DIST – MELODY - SAME DAY be set to 500 points, where MELODY DIST – ROLE – FEMAIL can be set to 300 points and MAX PR BLOCK – NATIONALITY – SPAIN can be set to 250 points.

At scheduling time Heavy Rotation will select a melody with the lowest possible sum of violation point. If the above violation points are generated for 3 separate files the file violating the MAX PR BLOCK – NATIONALITY – SPAIN with 250 points in total will be selected. However if there are two melodies where the first is violating the TIME DIST with 500 points in total, but the second file is both violating the MELODY DIST and the MAX PR BLOCK with 550 points in total, the file violating the TIME DIST will be selected.

As the example shows the melody with the lowest sum of violation points will be selected.

The idea is to use different violation points for the criterias to make a priority of which criterias to violate if all melodies in the rotation is violating a criteria. Of cause Heavy Rotation will schedule a melody where no criteria is violated before scheduling a melody that is violating one or more criterias. You can think of the melodies that is not violating and criteria as having a total of 0 (zero) violation points.

Deflation of violation points (MAX POINT & MIN POINT)

There are two types of criterias. One type is for restricting a special type of melodies from the hour or for allow a specific type of melodies. The other type is for ensuring the separation of melodies of a certain kind.

Examples of the first type of criterias are :

SCHEME CRITERIA - MAX PR BLOCK – GENRE – ROCK and

ROTATION CRITERIA – OTHER - BMP

The first criteria ensure there will be only a certain number of rock melodies in an hour, but not at which positions in the playlists they will be at. The second criteria allow only melodies within a specific BMP range.

Examples of the second type of criterias are:

ROTATION CRITERIA – TIME DIST – MELODY – SAME DAY and

SCHEME CRITERIA – MELODY DIST – GENRE

The first criteria ensures the same melody is not played until a certain period of time has passed which is practically the same as ensuring a certain number of positions in the playlist between the same melody. The second criteria ensures a certain number of positions in the playlist between for example positions a ROCK melody and a COUNTRY melody.

As the first type of criterias is clear in their definitions (max. 3 rock melodies per hour or BMP must be between 60 and 90) the second type of criteria are more negotiable. Even if you want 2 hours and 30 minutes between the same melody it is still better to play the same melody 2 hours and 15 minutes apart than plying the same melody 30 minutes apart. Likewise if you want 4 positions between a rock melody and a country melody it is still better to play these melodies 3 positions apart than to play them following each other. For these criterias you can enter two values of violation points. The MAX POINT and the MIN POINT. The MAX POINT defines the violation point to calculate when the criteria is violated at no position separation where the MIN POINT is calculated for the position with the highest position separation.

Take a look at the SCHEME CRITERIA – MELODY DIST – GENRE criteria. Let's say you like 4 positions between a rock melody and a country melody. The violation points is defined as MELODY DIST – GENRE – ROCK – MAX POINT 100 and MELODY DIST – GENRE – ROCK – MIN POINT 25.

If the playlist was made like this, the shown violation points will be calculated for the different positions.

Pos. in playlist	Genre of melody	Calculated violation points
0	ROCK	0
1	COUNTRY	100
2	COUNTRY	75
3	COUNTRY	50
4	COUNTRY	25
5	COUNTRY	0
6	COUNTRY	0

As seen in the table the number of calculated violation points will decrease with the number of positions between the ROCK and the COUNTRY melodies.

Editing violation points

You can manage the violation points for all criterias at DATABASES – VIOLATION POINTS. This will bring up the VIOALTION POINTS window.

Criteria	Param. Type	Value	Max. point <	Min. point
Time dist.	Melody	Min. rest time	9000	200
Time dist.	Melody	Offset from play	8000	200
Time dist.	Artist	Min. rest time	7000	200
Time dist.	Artist	Offset from play	6000	200
Protected			1000	
Day part			1000	
Blocking	Season	Xmas	1000	
Blocking	Season	Vinter	1000	
Blocking	Season	Fall	1000	
Blocking	Season	Summer	1000	
Blocking	Season	Spring	1000	
Blocking	Season	Unspecified	1000	
Blocking	Start	Fade in	800	
Blocking	Start	Pure Vocal	800	
Blocking	Start	Breaker	800	
Blocking	Start	Unspecified	800	
Max pr block	Season	Xmas	700	
Max pr block	Season	Vinter	700	
Max pr block	Season	Fall	700	

Violation points is categorized in the Crieria, the Parameter type and the value for the parameter type. Violation points is entered as a maximum value and for some types a minimum value. Minimum values are for the parameter types with deflating violation points as described in another chapter.

To edit the violation points simply select one and enter the new value. All entered values will be saved on OK. Using Esc on the keyboard will close the window and nothing will be saved.

The table of violation points can be ordered by clicking the column names. If you click on PARAM. TYPE the table is ordered by the column and if you click at MAX. POINT the table is ordered by MAX. POINT.

You should give more important crierias higher values than less important criterias.

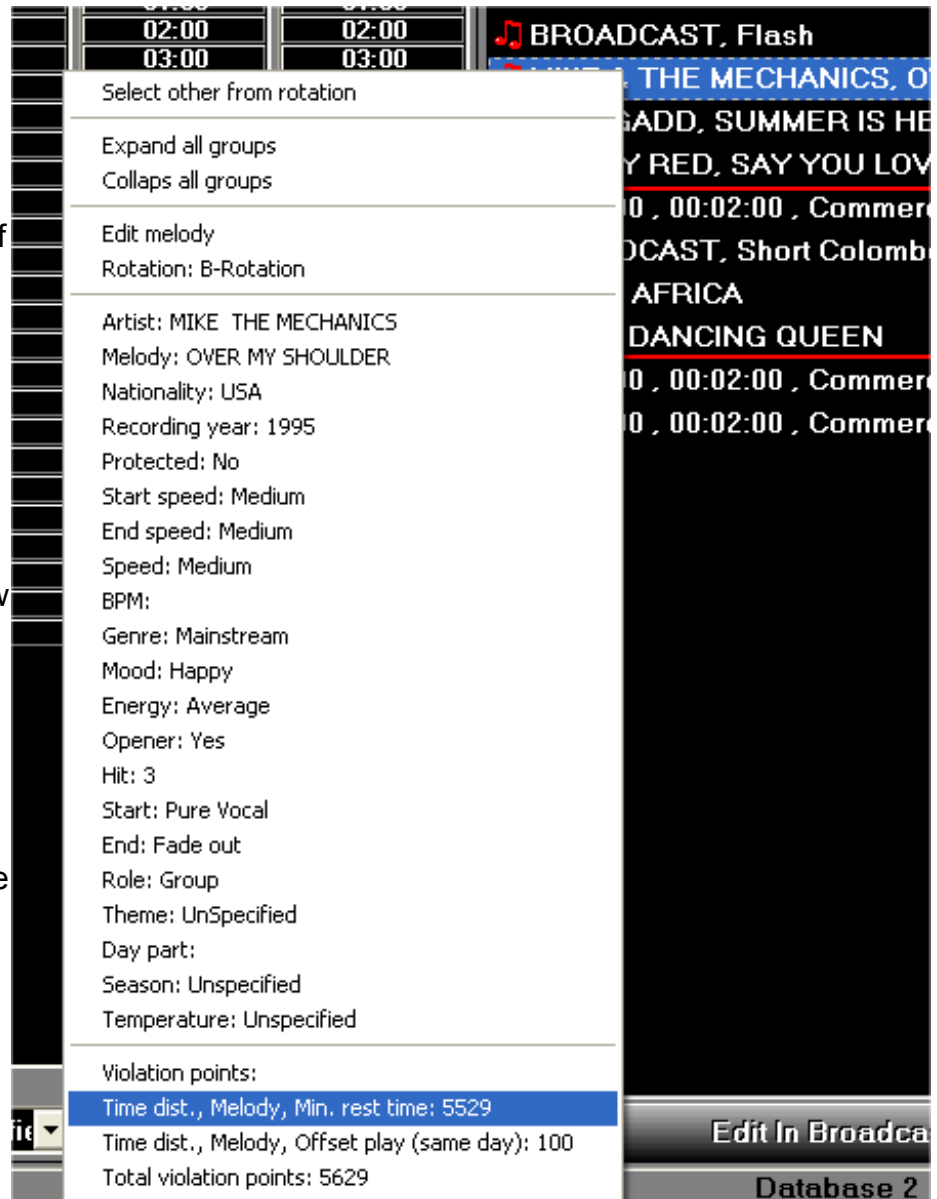
Scheduling using criterias and violation points

When a schedule is made using criterias and violation points the note in the week view indication content in an hour will be green if no criterias has been violated and red if one or more criterias has been violated.

Likewise the note in front of the melodies in the play list will be green or red depending on violation status.

To get information on a melody that has violated a criteria, select the melody in the play list and right click the mouse. At the bottom of the information list you see the criterias being violated and the number of violation points involved. With this information you could add more melodies in the rotation to prevent violation or you could reconsider the use of criterias and violation points. At least you will know why the melody is violating the rules.

Please notice that Heavy Rotation will schedule the melody in a rotation of lowest violation points by the time the scheduling takes place. Therefore you also know that if a melody is violating the criterias all other melodies in the rotation will be violating the criterias.



The screenshot shows a software interface with a playlist on the right and a context menu open over it. The playlist has columns for time slots (02:00, 03:00) and a 'BROADCAST, Flash' column. The context menu lists various actions and metadata for the selected melody.

Time Slot	Time Slot	Content
02:00	02:00	BROADCAST, Flash
03:00	03:00	THE MECHANICS, O
		ADD, SUMMER IS HE
		Y RED, SAY YOU LOV
		0 , 00:02:00 , Commer
		DCAST, Short Colomb
		AFRICA
		DANCING QUEEN
		0 , 00:02:00 , Commer
		0 , 00:02:00 , Commer

Context Menu Items:

- Select other from rotation
- Expand all groups
- Collaps all groups
- Edit melody
- Rotation: B-Rotation
- Artist: MIKE THE MECHANICS
- Melody: OVER MY SHOULDER
- Nationality: USA
- Recording year: 1995
- Protected: No
- Start speed: Medium
- End speed: Medium
- Speed: Medium
- BPM:
- Genre: Mainstream
- Mood: Happy
- Energy: Average
- Opener: Yes
- Hit: 3
- Start: Pure Vocal
- End: Fade out
- Role: Group
- Theme: UnSpecified
- Day part:
- Season: Unspecified
- Temperature: Unspecified
- Violation points:
 - Time dist., Melody, Min. rest time: 5529
 - Time dist., Melody, Offset play (same day): 100
 - Total violation points: 5629

If a criteria is violated more than once every occurrence of violation will appear in the list of violation points.

Take the example where melody A is scheduled at 12:13 and again at 15:43. The criteria Min. rest time is set to 8 hours.

If you schedule the same melody in the 13:00 hour there will be generated two violation points, one for each time the melody is violating the criteria.

Violation points:
Time dist., Melody, Min. rest time: 7902
Time dist., Melody, Min. rest time: 6811
Total violation points: 14713

The violation points is different as the scheduled melody A at 12:13 is generating a higher number of violation points because the melody is “closer” to the new schedule in the 13:00 hour.

Statistics

Statistics is a collection of analyzing tools to show different statistics of the scheduled melodies.

Hit list

Hit list will make a list of the number of occurrences for a specified parameter. Select the menu STATISTICS – HITLIST. Enter which weeks that should be included in the statistics. Then select a parameter, for example MELODY, and click the HITLIST button. This will generate a list of all melodies in the selected week(s). The number of occurrences for the melodies are shown as a green number and the list is ordered by this number.

To see more details of a specific item (in the example MELODY) in the list, double click an item to open the FREQUENCY window. Please refer to the Frequency chapter for more details.

Frequency

Frequency will show what hours include a melody of a certain parameter. Frequency can be explained using the following example.



Select the menu STATISTICS – FREQUENCY. Enter which weeks that should be included in the statistics. Then select a parameter, for example MELODY. Enter a melody in the parameter value field and click the STATISTICS button.

The number of occurrences for the parameter value is shown in the NUMBERS IN WEEK(S) field. At the same time the hours in the week view containing the melody will be highlighted in green.

Close the Frequency window and you can now select an hour in the week view. If the hour is green, the melodies of the parameter value will in the playlist be green too.

Another way of entering the Statistics window is to select a file in the playlist, then from the mouse menu, select a parameter. This will open the Frequency window having the selected parameter preselected.

Importing and exporting

Heavy Rotation can import playlists and files from a few other systems and it can export and import Radiohost playlists and files.

Importing Power Gold logs

If you use the Power Gold music scheduler, you can import the log into Heavy Rotation. Heavy Rotation will save the log in the Radiohost log and you can access this log from Broadcast.

Importing the log will also update Card file - the music database in the Radiohost system. After importing a song you are able to locate the song from all Radiohost applications with access to Card file. For example if you use Broadcast as a live assist, you can query Card file for a specific song and place it directly in the playlist.

Importing from Power Gold

1. Menu [External] - [Import] - [Power Gold]
2. Select the log from Power Gold (The file name has the format *.asc)
3. Click open

Heavy Rotation will now import the songs into Card file one by one. You are asked to setup a link to the hard drive for every file. If you don't make a link the file can not be imported directly into the playlist in Broadcast and you will have to play the song from a CD or another external media.

4. The file to be linked is shown at the bar in the top of the window. The format is Link to Artist, Song
5. Select the file from the list. Be sure to setup access to all directories with song files. Find more information in the Setup section.
6. Click the Ok button.
7. Repeat step 4 - 6 until all files are linked or skip a file with the No button

If you want to import the log to Card file and the Radiohost log, but you don't want to setup any link, you can click the "No to all" button. You can always import the log again to setup missing links.

Checking the imported log

1. Locate the imported day in the Week view in Heavy Rotation

2. Select a block and see the songs in the song list box.
3. Select the menu [Databases] - [Card file]
4. Locate an imported song

NOTE: The file PowerGold.txt found in the Heavy Rotation installation directory describes the file structure of the Standard Automation Output created by Powergold 98 and Powergold DOS. The Power Gold log file must be in this format to get a successful import.

Importing Dalet database and files

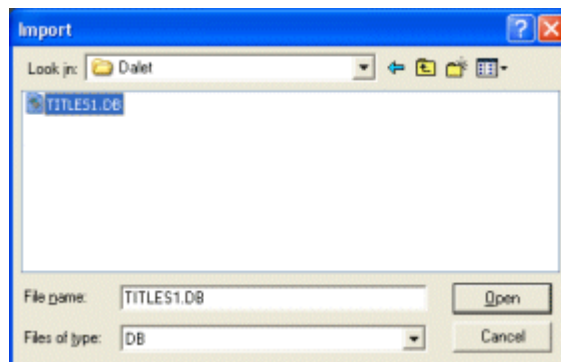
When migrating from the Dalet system to the Radiohost system, you can import the Dalet database and the Dalet files into the Radiohost database.

When importing a Dalet database the music database in the Radiohost system - Card File - will be updated with Artist, song title and album information. Also, the files are updated with graphics and talktime information.

To import the Dalet files the files have to be located in one and only one directory. If the files are located in more than one directory the import will fail.

How to import from Dalet

To make an import from Dalet select the menu EXTERNAL - IMPORT - DALET. This will bring up an IMPORT dialog from where you have to select the Dalet database file. Select the Dalet database file and click OPEN.



A SELECT DIRECTORY dialog is shown from where you have to select the directory where the Dalet files are located.



Select the directory containing the Dalet files and click OK to start the import. The import

process can take a while (more than 10 minutes depending on the size of the database).

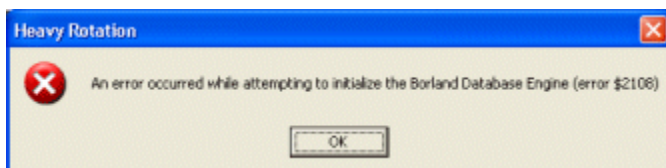
When the import is completed the Dalet database information is now in the Radiohost database.

Files not in the database will be placed in a sub directory called "NotUsed".

Note!: The Dalet files will be converted to Radiohost files. If the files afterwards are used in the Dalet system they might not work properly. It is therefor an idea to make a backup of your Dalet files prior to making the import.

BDE error

If you have no BDE (Borland database engine) installed you will get an error message. To make the import work properly make sure a BDE is installed and running at your PC.



Radiohost import and export

The Radiohost import and export features includes:

1. Export of full playlists from one Radiohost system to another.
2. Export of part of the playlist to other systems. Eg. export full playlist but no commercials.
3. Export of music files.
4. All exports includes database informations.
5. Exports and imports can be made across different databases, even if they do not have the same music files available.

The typical use of the import and export feature is to export the playlist to an ad hoc studio out side the regular studio. For example when the studio for one week is run from an OB-wagon located at a festival. Another use is when a local station is making the commercial and news but the music is voice tracked at the master studio. If there is no brad band connection between the two stations an export can be made containing the playlist but news and commercials. Export of music files only is used when setting up a new station, where some part of the music port folio will be the same. Here an export of some of the music files can be made to get things up and running in short time.

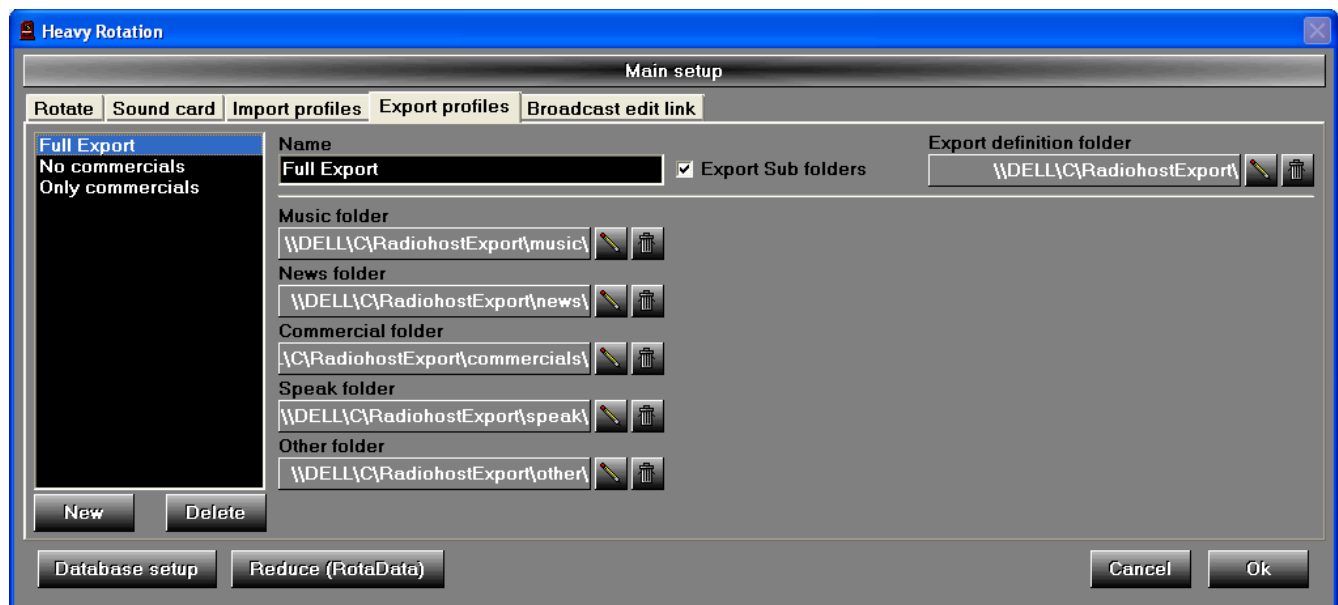
The definitions of what should be exported and imported are managed in used defined profiles to insure consistent exporting and importing.

Export profile

The profile is defined in SETUP - EXPORT PROFILES. Click NEW and enter a name for the profile.

An export includes the files and an export definition file containing the database and playlist informations. The EXPORT DEFINITION FOLDER will hold the export definition file of an export.

A playlist includes music files, commercials, speaks, news and other files. For a full export a FOLDER for each type will have to be entered. If commercials are not to be included in the export, simply leave the COMMERCIAL FOLDER blank. An export will be made for the file types with a defined folder.



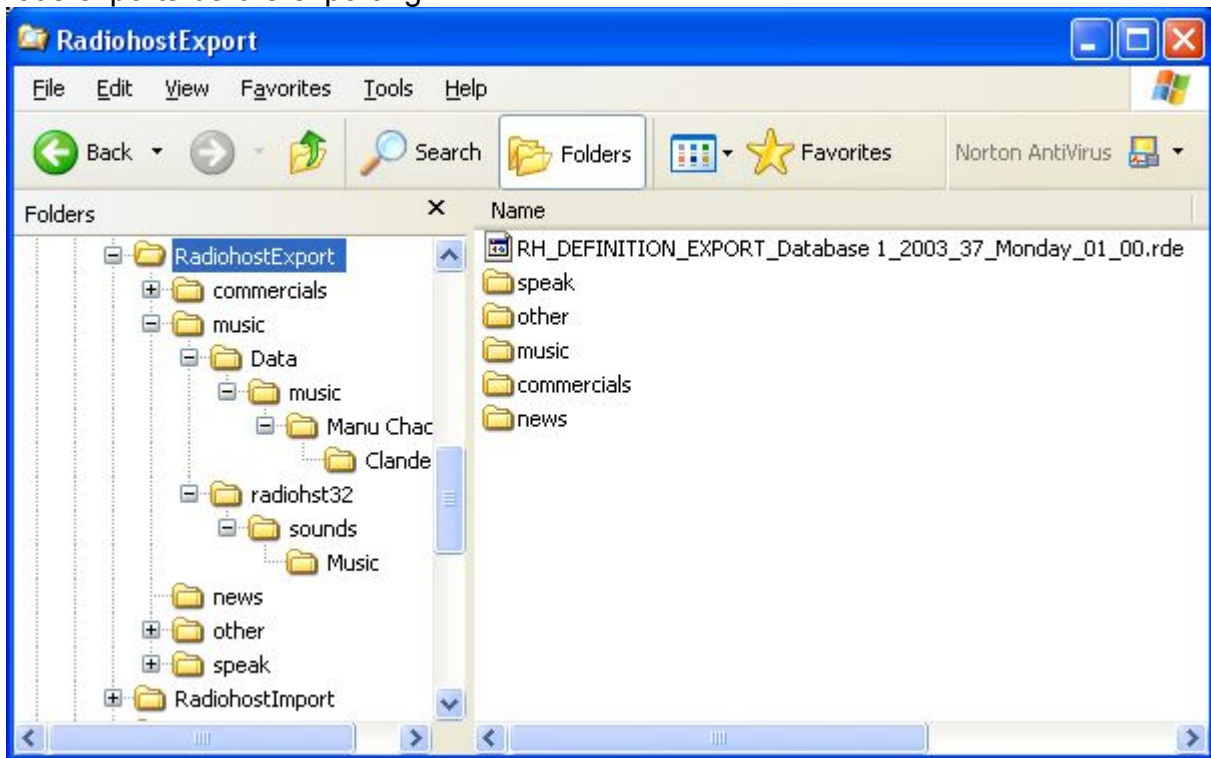
When making an export the files included in the export will be copied from several locations (probably many directories) in the PC network. If the directory structure for storing the files at the exporting station should be exported at the importing station, check the EXPORT SUB FOLDERS.

For example a file located at //DELL/C/Music/Rock/1970s/ will be exported to //DELL/C/RadiohostExport/Music/Rock/1970s/. If there was no check in the EXPORT SUB FOLDERS the export will be made to //DELL/C/RadiohostExport/Music/. This directory structure can be imported at the importing station if needed.

Export playlist

After defining the EXPORT PROFILE you are ready to make an export. Log in to the main screen of Heavy Rotation. Select one or more blocks (hours) and select the menu EXTERNAL - EXPORT - RADIOHOST EXPORT. Select the EXPORT PROFILE you will use from the pane in the left side of the window and click EXPORT.

When prompted click NO to keep previous exports in the export folder or click YES to delete previous exports before exporting.



In the EXPORT DEFINITION FOLDER the export definition file is found as the .rde file. The files are placed at the subdirectories under the EXPORT DEFINITION FOLDER.

To move the export simply copy the EXPORT DEFINITION FOLDER to a CD media or any other media and bring this to the importing station.

Import profile

The profile is defined in SETUP - IMPORT PROFILES. Click NEW and enter a name for the profile.

An IMPORT PROFILE defines where to find the export definition file and where to place the imported files.

First enter the IMPORT DEFINITION FOLDER. This is the directory where you will put the export definition file. Normally you would copy the EXPORT DEFINITION FOLDER from the export and all its sub folders to a directory on the importing PC or on a CD Rom, and use this as the IMPORT DEFINITION FOLDER.

Next enter the folders where the files are to be placed when imported. A FOLDER for each file type to be imported must be entered. If for example the NEWS FOLDER is left blank, the news files will not be imported. Sometimes the importing station will book local commercials, but reuse all music, news, speaks, etc. from the exporting station. Here you should just leave the COMMERCIAL FOLDER blank. Please notice that such "commercial filter" can also be supplied at the export process, by not exporting the commercials.



The FOLDERS can be the final destination directories. This is where the files will be for future use at the import station. The FOLDERS can also be temporary folders to keep the imported files apart from the regular files on the importing station. From Communicator the imported files can be moved to the final destination directories.

The IMPORT SUB FOLDERS will copy both the directories and the files into the folder for each file type. For example the MUSIC FOLDER will hold a file at \\DELL\C\RadiohostImport\music\radiohst32\sounds\music if the export file was at \\DELL\C\RadiohostExport\music\radiohst32\sounds\music.

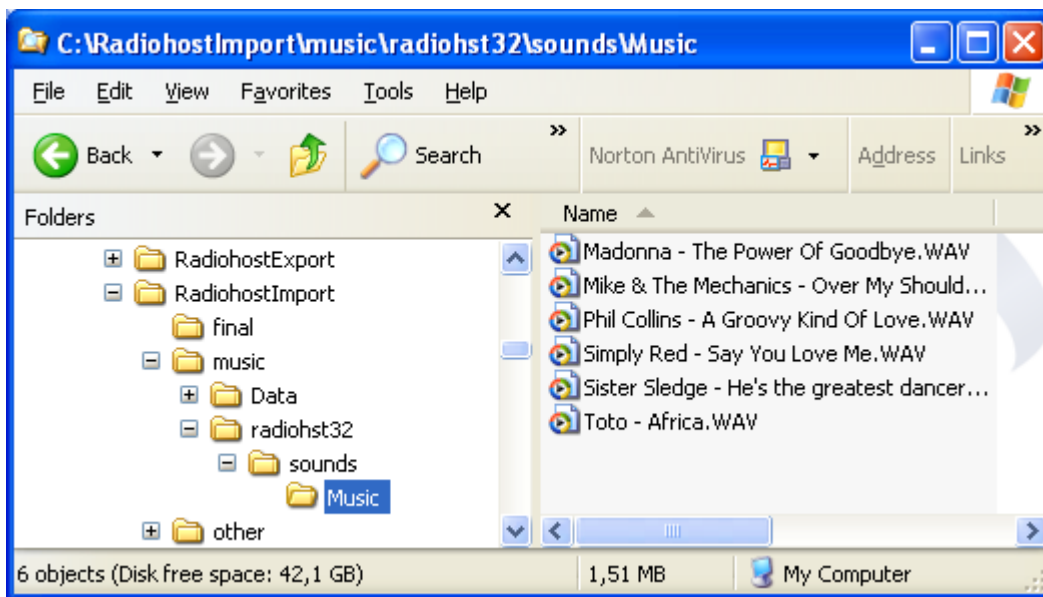
If making a very large import, for example a full week import, it will take a lot of storage place. In such situations you might want to copy some part of the export to a different location than under the IMPORT DEFINITION FOLDER. For example you can copy the MUSIC FOLDER to one CD Rom and the EXPORT DEFINITION FOLDER and other sub folders to another CD

Rom. In this situation you can enter an ALTERNATICE SOURCE MUSIC FOLDER to let Heavy Rotation look in another folder for the music files. Most stations will probably not need to enter an alternative music folder as they will plan to have enough storage place for the IMPORT DEFINITION FOLDER and all it's subdirectories.

Import playlist

With a defined import profile you can make an import in Heavy Rotation. Select the menu EXTERNAL - IMPORT - RADIOHOST IMPORT. Select the IMPORT PROFILE for use and click the button IMPORT.

The files are copied to the folders defined in the import profile. If the IMPORT SUB FOLDERS where checked in the import profile, the files are copied including the directory structure.



Also, database information for music files and commercials are copied into the Radiohost system.

The imported files and playlists can be seen and used from Heavy Rotation, Broadcast, Communicator and Easy Spot.

Exporting and importing Radiohost files

When no play list need to be imported or exported the files can be imported and exported as Radiohost files. Please refer to the manual of Communicator for more information.

Short cuts or hot keys in the main window

Key	Function
d	Open window "Card file".
Ctrl A	Selects all items in a day.
Ctrl D	Deselects all items in a day.
Ctrl Shift A	Selects all items in a week.
Ctrl Shift D	Deselects all items in a week.