

## Organising your music on the Flash Drive

### Introduction

One way to organise your music on your Flash Drive is to create Folders and Sub-folders in the same way that files appear in the Windows Explorer with each Sub-folder containing a particular genre of music (Quicksteps, Foxtrots, Waltzes, OldTyme, Singalongs etc., etc).

This may seem a sensible way to do it and was the method I used when I first got my MPP. Since then I have found it is much more efficient to keep all the music in one folder on the Flash Drive and use the inbuilt Search and Quickfind functions of the MPP.

It is this method which I will describe here.

### Preparation

In Windows Explorer create a Folder called "MyMusic" or "Index" (or anything else you prefer to call it.)

Transfer all your files into that Folder and delete the now unused Folders.

### Categorising your music

One of the prime essentials for an efficient system is to categorise each of your music files. This will then make Searches and Quickfinds easy and fast. With 700 plus files on my MPP the results of a Search or Quickfind are displayed instantaneously. Whether this would still be true when you have 10,000 plus files on your system I cannot say of course, but [a] how many of us are likely to end up with that many files and [b] if you do end up with that many files then surely that's all the more reason for categorising your music?

The first thing to do is draw up a list of categories that your particular brand of music falls into (or is likely to.)

As a guide line these are the categories I use:

Barndance, Ceilidh, Classical, Duet, Finale, Foxtrot, French, German, Irish, Italian, March, MyComps, Novelty, OldTyme, Polka, Quickstep, Religious, Rhumba, Scottish, Singalongs, Spanish, Special, Tango, Tarantella, Tyrolean, Waltz, Xmas.

*[In case your wondering - the "Finale" category I use for those "finishing off" tunes at the end of the night such as The National Anthem(s) (English & Foreign), Auld Lang Syne, Now is the hour, The Last Waltz, Land of Hope & Glory, Rule Britannia, We'll Meet Again etc.*

*The "Special" category is for tunes such as Happy Birthday, TwentyOne Today, The Anniversary Waltz, The Wedding March etc.*

*The "Novelty" category is for what I call the silly dances such as The Birdy Song, Obla-di Obla-da, The Hokey Cokey and so on and the "MyComps" category is simply tunes I have written or had published.)*

You, of course will need to add/subtract from the above list. The more categories you can think of for your music the more efficient it becomes.

## Inserting your categories

Categorising your music is as simple as using one of the “information” fields whenever you save a tune to the MPP.

I use the “Instrument” field but you could use the “Composer” or “Copyright” fields instead if you wish. It would be nice if we could rename these fields to “Category” or “Genre” but unfortunately this isn’t possible in the current software.

For this tune I have categorised it as:

a Waltz, which it is.

a Duet, which it is.

as MyComps as it’s one I wrote

and Tyrolean, which it is.

**Import Options**

Convert to grayscale  
 Automatically crop pages  
 Detect staff lines  
 Detect systems  
 Deskew (WARNING! Could take a LONG time)  
 Use smooth scaling

PDF rendering resolution (DPI): 92

Prepare music for: Don't Scale Image

Append to current FreeHand file  
 Create new FreeHand file

Enter the new FreeHand file name:  
H:\\_INDEX\AlpineSwallowsDuet.fh

Title: Alpine Swallows Duet  
Composer:  
Copyright:  
Instrument: **Waltz Duet MyComps Tyrolean**

Whilst this one is categorised as:

Classical, as it’s a classical tune

a Waltz

and Italian as it comes from an Italian opera.

**Import Options**

Convert to grayscale  
 Automatically crop pages  
 Detect staff lines  
 Detect systems  
 Deskew (WARNING! Could take a LONG time)  
 Use smooth scaling

PDF rendering resolution (DPI): 92

Prepare music for: Don't Scale Image

Append to current FreeHand file  
 Create new FreeHand file

Enter the new FreeHand file name:  
H:\\_INDEX\ChorusOfTheHebrewSlaves.fh

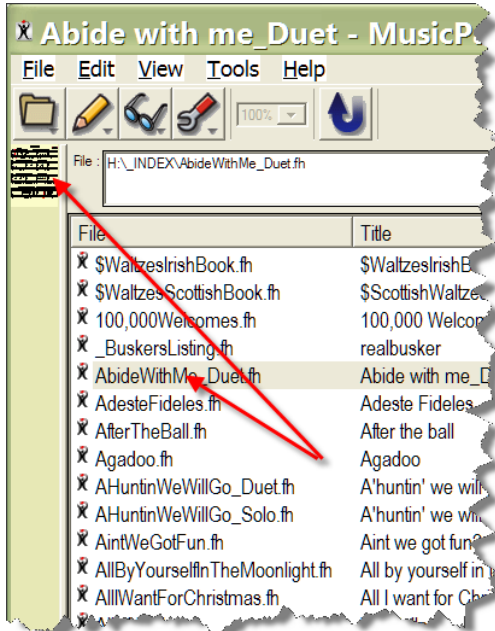
Title: Chorus of the Hebrew Slaves  
Composer:  
Copyright:  
Instrument: **Classical Waltz Italian**

These tunes will therefore be locatable under any of the categories listed.

## Categorising existing files

This is fine for new tunes but what about the ones already on your MPP?

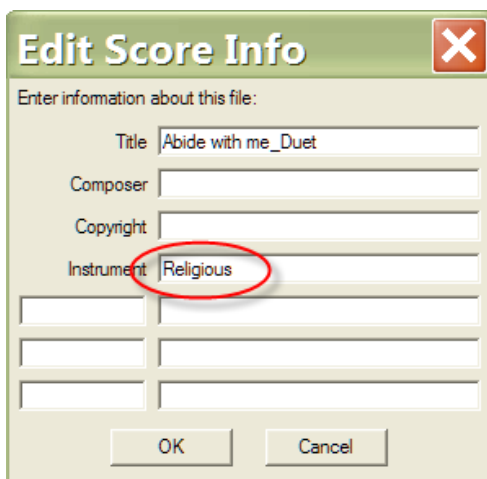
Well fortunately FreeHand have thought of that and it's very easy and quick to do.



[a] Open the MPP and click on “File/Browse Collection” to display your files.

[b] Doubleclick on the first file you wish to amend and an iconic representation of the file appears at the top left of the screen.

[c] Click on “Edit” and select “Score Info”.



[d] In the “Edit Score Info” box type in your category or categories then click on OK. Remember, the more genres you can categorise a tune under the better.

[e] Finally, click on “File/Save”.

Now doubleclick on the next file and repeat [a] to [e] for all your other files.

Of course, this will take some time but because the above procedure is quick and easy not as long as you might think.

When you've finished I would recommend going to “Tools/MusicPad Manager Options” and ticking only “Title” and “Instrument”. You don't really need any of the others!

## Using the Search facility

I really love the Search and Quickfind facilities of the MPP. They are so useful in many ways!

How many times have you thought of a tune you'd like to play then suddenly realise you can't remember it's proper title?

*(All you young 'uns can stop laughing because believe me it will happen to you too eventually!)*

Well, with the Search facility, if you can remember just one word from the title then you've cracked it!

Click on "Search", set the boxes to show "Title" and "Contains" and type in the one word you can remember and click the "Search" button. (The Search and Quickfind facilities are both totally case insensitive so you can type it any way you like.) Instantly ALL the tunes in your system containing that one word will be displayed.

For example, on my system if I type in "moon" I get "All by yourself in the moonlight, Blue moon, Moonlight and Roses, Moonlight serenade and Moon river".

Now, with your music categorised it doesn't matter if you can't remember **any** words in the title as long as you can remember what type of tune it was. Suppose you know it was a Tango, then, set the Search boxes to "Instrument" and "Contains" and type in Tango. Click the "Search" button and every Tango in your system will be displayed instantly. This can be done even easier by using the Quickfind facility as we shall now see.

## Setting up the Quickfinds

[a] Set the Search boxes to show "Instrument" and "Contains" then type in the name of your first category.

**Most important.** Type the Category name in the Singular tense NOT Plural. (I.e., "Waltz" not "Waltzes", "Tango" not "Tangos" etc.) This is because you may have inadvertently used the plural when categorising your music but if you use the singular for searching it will still get found.

Click the "Search" button. All tunes in that category are displayed.

[b] Click the "Save" button and give it the same Category name, again using the singular.

Repeat the above with each and every one of your categories until all done.

If you now click on the “Quickfinds” button you will see all the Quickfinds you have created listed alphabetically.

Clicking on one will bring up all tunes in the relevant category.

Normally you can not tick more than one Quickfind at a time. You have to untick the one you’ve just been looking at before ticking the next one otherwise you just get a blank list.

However, under some circumstances and providing you have chosen the appropriate categories you **can** tick more than one Quickfind.

For instance, I have dozens of Waltzes on my system. These are further categorised as being German, French, Italian, OldTyme, Modern and Tyrolean. I can therefore tick “Waltz” which shows them all, then tick say “Tyrolean” which shows only the Tyrolean. Untick “Tyrolean” and tick “French” and only the French ones are shown and so on.

You’ll have to play around with yours to see what you can do.

## Summary

That’s how my system is set up now and I like it.

It enables me to quickly find a particular tune or a particular genre.

Of course you may have your own system and prefer it.

However, will your system still be as good when you double the number of files in it? Perhaps you could adopt some of the ideas presented here to modify your system?

Worth thinking about!

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