

Lydian Studios eMix[™] is a fantastic way for any producer, artist or engineer to get quality and the work caliber of the staff here at Lydian Studios from anywhere in the world. If you have a session freshly trached and you need someone to mix it at an affordable price, Lydian Studios has a solution.

Process

Step 1: Go to <u>http://www.files2u.com/</u> and upload your mix using the easy-to-use web interface. Before uploading the files, you will need to load the session documents into a .zip or .rar archive. There is a tool built in to do this that is explained later in this document. An account with files2u.com is not required to upload files.. Once the progress bar has reached 100%, you will be taken to a page confirming that an email has been sent. A second email is required with information on your project. Specifications for the email and file are mentioned later in this document. Once the email is ready, send the message to <u>onlineservices@lydianstudios.com</u> with the term "EMIX" in the subject field without the quotes and in all caps as shown.

Step 2: Our Lydian Studios engineers will listen to the track and examine your project thoroughlly and create a report within 48 hours of the mix submission. The report will be sent back to you in an email that will outline what must be done to the mix including a time estimate and a price quote. You now must decide whether to use the Lydian eMix[™] service to mix your piece or whether you wish to send it to another mixing engineer. Please note that the consultation up until this point is completely free.

Step 3: If you decide to proceed, reply to the previous email that you received from Lydian Studios confirming that you would like us to go ahead and mix this project. Once the confirmation has been received, Lydian Studios' top engineering staff will begin to mix your piece. (If you do not wish to proceed, send an email to Lydian Studios indicating you wish to cancel your request.

Step 4: Once the piece is completed, you will receive an email reply containing an MP3 attachment with a copy of the mix that was produced. This mix will be watermarked in ways outlined in the latter part of this document and will be a very low quality MP3 file.

Step 5: If the mix is to your satisfaction, send an email reply to Lydian Studios indicating this. You will then be sent an email message with a link to a webpage where you may pay securely with a PayPal account or a credit card. If the mix that you or your client has heard is not favorable, You must send an email to Lydian Studios indicating that the mix is unsatisfactory and indicate why. Lydian Studios will address the issues, as a priority, towards your full satisfaction.

Step 6: Once your payment has been cleared, You will receive an email containing a files2u link to the final multitrack session and a high quality .WAV file bounce of the session.

Policies

-BETA NOTICE: This version of the eMix[™] system is a test version commonly referred to as a Beta. This means that the following restrictions apply temporarily.

- 1) All mixes submitted must be no larger than 2GB in size. This means that our mixing engineers will not accept the archive file if it is larger than 2 GB in total size.
- 2) Mixes submitted will have a maximum turnaround time of 2 weeks (this means once the mixing process has begun, all mixes will take no longer than 2 weeks or 14 days to be completed by our engineers.

-TECHNICAL: The following are policies that relate to technical aspects of all eMix[™] submissions to Lydian Studios.

- 1) All download links to mixes will be on our servers for 72 hours. If by the end of this period we have not heard from the party responsible for submitting the mix, you will no longer be able to download the files.
- 2) All emails must be responded to within 72 hours of the delivery. This applies to both Lydian Studios and our customers. This is a very long process and in order to have each mix finished in a timely fashion, communication must be prompt.
- 3) All mixes will be completed by our mixing engineers within 2 weeks. An email stating the mix is ready will be sent back to our customers within 14 days (336 hours from the confirmation email being SENT by the customer to start the mixing process.
- 4) After payment has been received from our customer, the subsequent download link posted will be available for one full week after payment is received by Lydian Studios (168 hours). If Lydian Studios has not heard from the customer in one full week, a final email will be sent. If that email is not responded to within 48 hours, the mix will be deleted from our servers.
- 5) All time limits above ONLY apply if the customer responsible for the mix has not responded to our staff within this time. Exceptions may apply upon notice of a conflict.
- 6) Lydian Studios is not responsible for the speed of uploads and downloads from the files2u.com account. Depending on multiple factors including your area, DNS server, Internet service provider, file size, web browser, time of day and many more factors, any upload of a multitrack session could take from a few minutes to as long as several hours. Note that typically home upload speeds are much slower than download speeds. We recommend finding the most effective form of compression for your project such as a .7z or .rar file. It is also recommended that you not attempt to upload or download other files while downloading/uploading a file to files2u as this may inadvertently slow down your upload/download to us through files2u.com.
- 7) Once you have been sent the draft of the final mix, Lydian Studios will tweak the mix with any suggestions that you have, free of charge. Once you receive a satisfying mix, then the payment procedure can begin.
- 8) Please note that Lydian Studios mix engineers will use many plugins that do not come as stock plugins with your DAW. Our engineers will notify you of which plugins were used on your project and you will have the option of requesting the plugins to be rendered or to have the multitrack session delivered with the plugins inserted. Please note that the use of additional effects rendering, will usually increase the mix time and cost..

Email Specifications

FILES2U MESSAGE: files2u.com will ask you to provide the following information with your file...

- 1) Your first name
- 2) Your last name
- 3) Your email address (the same email address throughout this process please. This aids in organization through our email system)
- 4) Recipient email (onlineservices@lydianstudios.com)
- 5) Message (should contain...)
 - i) The Song Title
 - ii) Project Format (Pro Tools 7-9, Pro Tools 10, Nuendo Project , Acid Pro Project, Cubase Project, etc.)
 - iii) Approximate size (in MB or GB)
 - iv) The Artist's name
 - v) Notify when download occurs (yes or no)
 - vi) Agree to terms and conditions (yes)
- 6) NOTE) Java will need to be installed in order for this to function properly
- 7) On next page, use the applet to find your archive on your computer and click upload. When the upload is complete, Lydian Studios will be notified automatically.

INITIAL EMAIL: Your initial email to us following the content email should include the following information.

TO: onlineservices@lydianstudios.com, SUBJECT: EMIX

Email body should contain...

- 1) The name of the piece
- 2) The Artist's name
- 3) The genre/style of the project
- 4) Your name
- 5) Your role in this project (producer, artist, engineer, etc.)
- 6) Are there any other artists/songs that you would like this piece to sound like?
- 7) Are there any special effects that you would like added in during the mixing process.
- 8) Any other relevant points that our engineers should know for the project.

OTHER EMAILS: Please ensure that all other emails that you send are a reply to the most recent email in the "EMIX" subject conversation. Please make sure that your Subject line has EMIX or RE: EMIX in that field.

FILE AND MEDIA SPECIFICATIONS:

Preferred Project Length	Any
Supported project types	Pro Tools 7 – 9 Session (.ptf), Pro Tools 10 – 11
	Session (.ptx), Cubase Project (.cpr), Nuendo
	Project (.npr), ACID Pro 7.0 with embedded media
	(.acd-zip)
Supported media formats (Audio)	BWF (.wav), AIFF (.aif OR .aiff)
Supported media formats (MIDI)	MIDI format 0 (.mid), MIDI format 1 (.mid)
Supported media formats (Archive)	.ZIP (Preferred), .RAR, .7z, .ISO
Supported sample rates (values in kHz)	44.1, 48, 88.2, 96, 176.4 and 192
Supported bit rates/depths (in bits per sample)	16, 24 and 32 (IEEE float)
Maximum cumulative file size	2 Gigabytes

Preparing Your Media

Preparation Notice: We ask that all projects submitted be edited and each instrument be composited (comp'd) prior to the project being sent to Lydian Studios for mixing.

Save Note: When making the changes to your session below, we highly recommend saving this session under a different name than your tracking or editing session. This will assist in organization of your files and ensure that your recording process is sequential. We recommend saving your session as "<song name>_premix" to separate the pre mixing preparation from your master session.

Plug-in notice: we would ask that you NOT print/render/consolidate any plugins on your tracks. If tracks are consolidated with effects or destructive processing of any kind, this will complicate the mixing process and increase its time and cost.

Instrument tracks: we ask that you render or bounce all instrument tracks in your session with the desired sounds that you want rendered in an audio file on a separate parallel audio track that is labeled and commented accordingly.

Audio Tracks: We would ask that you create a new lane/playlist/take in your DAW and consolidate all edits done in the composite takes down to one completely separate BWF (.wav) file in the audio track. There are several ways of doing this. When this is done, there should be a single audio region on that track and all cuts, fades and crossfades should be rendered and thus no longer visible on the timeline/universe.

MIDI Tracks: If you have any outboard MIDI controlled equipment that is used in your project such as modular synthesizers, workstation keyboards or other hardware components, Record the output of the instrument playing back your MIDI performance data on a separate audio track labeled and commented accordingly. Please make sure all of the sound settings are loaded accordingly on your hardware before recording the output to the DAW.

Alternate Takes (lanes/playlists): If your session contains acoustic instruments, live performances and/or vocals; chances are that you may have numerous takes, which are commonly referred to as lanes or playlists depending on the DAW of choice. These takes each contain separate audio files which can add up to a lot of space. If the track was edited prior to submission (requirement [see top]), each track with multiple takes should have a composite take (or a comp). We would ask that you delete all of the alternate takes EXCEPT for the rendered/bounced/consolidated composite tracks as requested earlier in this discussion. Removal of these unneeded audio files will ensure that the session is as small and as straight forward as possible for our mixing engineers to work.

Raw Audio Files: In the root folder of your project/session, you likely have a folder that contains all audio files that are used in your project. Additionally, as In most DAWs, there is a function that allows you to remove all audio files in that folder that do not have a region or file path reference in your session. We would ask that you do this because it is likely to save a lot of time in uploading/downloading the multitrack files.

Labeling and Comments: It is required that all tracks in the session/project be named. According to Industry, The preferred nomenclature is [musical part]_[recorded component]. Examples of this would be "Guitar 2_Mic 1", "Cello 6_ Body", "Guitar 1_DI-doubled" or "Tenor Sax_ Bell". Feel free to use comments to tell our engineers anything extra about the instruments that you feel we should know. Track color coding is not required but is always appreciated.

Archiving: Finally, both Mac and windows operating systems can compress a folder using a built-in archiving tool. To do this...

In Windows:	Open explorer and highlight (click) on your whole session/project folder for the song that is to be submitted. Next, right click on the folder go to the "Send to" list and select the option that reads "Compressed (zipped) folder". Once the compression is complete, a .ZIP file will be created in the same folder next to your project folder. The Format will read a "WINZIP Archive". This is the file that will be submitted through files2u.com to Lydian Studios mixing engineers.
In Mac OS:	Open Finder and highlight (click) on your whole session/project folder for the song that is to be submitted. Next, right click on the folder go to the "Compress " <folder name="">"" option. Once the compression is complete, a .ZIP file will be created in the same folder next to your project folder. This is the file that will be submitted through files2u.com to Lydian Studios mixing engineers.</folder>
Others:	If you are an experienced computer user, you may use a more effective archive/compression tool to create a smaller file to upload to Lydian Studios. If our staff is having problems opening the archive, we will notify you of the problems via email.

NARAS Guidelines: Lydian Studios engineers follow the Digital Audio Workstation Guidelines set out by the National Academy of Recording Arts and Sciences (NARAS) for digital music production. The session returned to you will be a slave session entitled "[Song title]- Mix_SLV" which complies with guidelines stated on page 30 of the P&E "Pro Tools Session Guidelines for Music Production" version 2.2b1. All guidelines and nomenclature for each completed piece will comply with these guidelines to assist in session organization. The session received should be imported into the master session of your project from your DAW.

Compliance: Note that noncompliance with the above preparation instructions may result in price increases due to excess time taken to work with your/your client's piece.

Done!

Congratulations, your session is now ready to be transmitted to Lydian Studios and the mixing process will begin. Please visit <u>http://www.files2u.com</u> and fill out the form as indicated earlier in this document. While the file is uploading, you can send us your initial email with the information as mentioned earlier to <u>onlineservices@lydianstudios.com</u>.

Once the file has uploaded and your initial email has been sent, just wait for us to contact you with your free mixing consultation and quote.

We look forward to working with you

Sincerely,

Lydian Studios production team