

Mixing Project Prep List

The following prep list will help you get your project ready for submission. Following these guidelines will help ensure that good results, as well as avoid unnecessary problems and potential additional expenses if you need us to try to clean things up.

1. Naming Channels

Please make sure to name all tracks as otherwise it will be difficult to identify each track and will incur an hourly fee if I have to clean up.

Here is a basic naming convention you can use:

[Source]_(Dry/Wet) (Notes)

For example:

Kick	VoxLd	EGtr_W et	EGtr_Ld _3m20s
Snr_To p	Bass	EGtr	
Snr_Bt m	Vox_Ha rm	OH_L	OH_R

Naming convention breakdown:

[Source] - The source name identifies what the content of the audio file contains, allowing them to be imported to the respective channels and groups within the mix.

[Additional Notes] – Ideally bounce your tracks all the same length to ensure all parts line up correctly. If this is not possible the tracks should contain their time location relative to the beginning of the mix to ensure all elements line up correctly.

Position of microphones relative to the source of your sound. If stereo, specify the type of microphone configuration - XY, ORTF, MS, etc.

How the material was created/recorded or the key/relative key of a particular sample

The intent of the given source whether it's a topline, background pads, etc.

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2. Edits/ Fades

Please make sure all edits contain fades/crossfades. This can make a huge difference in the quality of the mix. A sound that may not be heard without a fade in a rough mix can become quite noticeable later in production especially after compression is applied.

3. Artifacts

Before bouncing your tracks you should solo each channel and listen to the entire track to ensure no artifacts are plaguing your tracks before you print. While you might not hear them when all your elements are playing together in a production session, when present, artifacts can impact the quality of the final mix.

4. Levels

We typically recommend an average peak level of approximately -18dBFS.

5. Clipping

Make sure that the output of every channel and their respective plug-ins are not clipping!

6. Stripping Silence

Stripping silence pertains mostly to live recorded material. Where there are breaks in performance remove the silence and clean up your noise floor.

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7. Effects

In regards to if you should print with the effects or not. If it is a specific effect you want in your final mix than you should print with the effect (Wet). If the effect is more a direction of what you envision the final mix sounding like then print a reference track and a dry track.

Make sure to label appropriately so it is clear which ones are reference tracks. If you are unsure you can always print both just name so it is clear. When providing a reference it will give us an idea of what you're looking for and we can try to match it assuming it fits into the mix.

8. Bit depth, sample rate

Make sure to export your track in the sample rate it was produced and recorded in. Doing so is critical, as you don't want to be down/up sample unnecessarily when exporting the track. As for bit depth either 24bit or 32bit 8-bit float are completely ideal.

Important: Make sure the files are lossless .wav/aiff.

9. What and How to deliver your files

Please provide both a reference stereo of your mix along with the exported tracks.

Once you have exported your tracks, create a folder for each song and compress all into a .zip file. Or you may create a zip file for each song folder to reduce overall size.

The zip file should be named as such [Name]_[Project]_[BPM]_[Key].zip

You will receive a link to our DropBox site for uploading the files.

If you have any questions please reach out to me.

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I look forward to working on your project.

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Here are some instructions for common applications regarding exporting your tracks for mixing.

Note: These are just guides to point you in the right direction, for more information, or for other applications you can Google for instructions on your application and specific version.

Creating Stems from Protools.

1. Be sure your session is cleaned up and all your tracks are named.
2. Go to the file menu and select save session to new folder. Make a new folder on your drive and name it accordingly. Near the bottom of this dialogue box you will see an area named items to copy make sure you choose the all audio files option.
3. After this has completed close this session and open the copy you just made.
4. Make sure that all virtual instrument and midi sound sources have been recorded or bounced into the session as audio files and are placed in the proper locations so they will be included in the procedure you are about to do.
5. Turn on the all group option from the groups menu.
6. Choose the selector tool and highlight from the end of the session all the way to the left most position at the beginning of the tracks.
7. Now with all the audio tracks still highlighted go to the edit menu and select consolidate selection. This will make all the selected files the same length start to finish.
8. Click on the audio menu located above the regions bin and choose the select > unused regions. Now click on the audio menu and choose clear selected. When prompted delete these unused files.
9. Go to the audio menu again and choose select all.
10. Go to the audio menu again and choose export selected as files.
11. Change any attributes if needed and where this window shows "destination directory" click choose. Make a new folder on your hard drive and open it with the provided button so you are looking inside of the folder that was created and press the "use current folder" button.
12. Press export and when it is done save and close.
13. The folder you exported to is now the folder for delivery and contains all the single length audio files.
14. Repeat this process for each song.
15. Zip the folders and submit following the instructions you received.

Creating Stems from Logic.

1. Be sure your session is cleaned up and all your tracks are named.

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2. Select File>Export>All Tracks as Audio Files (located in the file menu)
3. Don't change the bit depth. Use whatever depth you recorded at.
4. Wave or AIF formats are fine.
5. The folder you saved to is now the folder for delivery and contains all the single length audio files.
6. Repeat this process for each song.
7. Zip the folders and submit following the instructions you received.

Creating Stems from Cubase:

1. Be sure your session is cleaned up and all your tracks are named.
2. Set the left and right locators to your project length. Remember to leave a bit of time at the end of the song to for the reverb and delays to tail off
3. Go to File and select "Export > Audio Mixdown"
4. Under the Channel Selection field tick "Channel Batch Export"
5. Then check the boxes of all the tracks you wish to export.
6. Add the name of your track in the "Name" field.
7. Then click on the little arrow in the "path" field underneath.
8. Click "Choose" and create new folder where Cubase will save the exported files.
9. Click the naming scheme button and make sure that channel name and counter fields are specified. If they are not you can add them by clicking on the +(Plus) symbol.
10. Under file format select Wave.
11. Sample rate and bit depth should always be the same as the original recording. 44.100 Khz, and 24 bit are standard. All other boxes can be left unchecked.
12. Leave "Pool", "Audio track" and "Create New" Project boxes unchecked.
13. Set Post Process to "None" and leave "Deactivate external Midi Inputs" checked
14. Hit Export.
15. Repeat this process for each song.
16. Zip the folders and submit following the instructions you received.

Stems from Ableton

1. Be sure your session is cleaned up and all your tracks are named.
2. SAVE AS' BEFORE YOU STEM to create a copy. Select File -> 'Save As'
3. File -> Export Audio/Video
4. Select the "Rendered Tracks" dropdown and select "All Tracks".
5. Don't change the bit depth. Use whatever depth you recorded at.
6. Wave or AIF formats are fine.
7. Repeat this process for each song.
8. Zip the folders and submit following the instructions you received.