Uploading to the Live Music Archive

Last Updated: 2006-05-19

1. Head to http://www.archive.org/details/etree

2. On the left side of the page, click the link for the contribution center.

> The Contribution Center (for adding new shows and tracking the progress of your imported shows)

3. Click this link at the top:

> **Your contributions (NEW SYSTEM)**
>
> Create and upload a new movie, audio recording, live concert recording, or book.

4. Use this form in the middle of the page to create your item. Be sure that you fill out the boxes as seen below – this will create a folder called "duo2003-12-31.akg481.flac16".

> Use this section instead if item is a live music recording for the Live Music Archive
> Band abbreviation: duo
> Concert date (YYYY-MM-DD): 2003-12-31
> Rest of identifier ❓ : akg481.flac16
> Before you upload, please make sure that the audio files follow Etree.org's Naming Standards.
>
> Create item!

5. The system will check to see if anything else uses this foldername, if not it will create a folder with this name and give your archive.org login permissions to upload.

> checking for item identifier availability...
> Identifier is free. Setting up FTP upload directory for you...

6. A new window will open with a ton of info. I'll copy and paste it all below in 3 sections so you can refer to it after you leave this page. I will also clarify and

shorten this information below so hopefully this will be a little easier to understand.

Item is ready for FTP

You may now proceed to upload files into your new item!

You have 48 hours to use this FTP directory to upload files into your item or to change files in your item. (After that, it will be automatically checked in. You may, however, check the item back out later to upload or change files.)

Please ensure that an extension is at the end of the name of each file that you upload (eg: ".mpg", ".avi", ".mov").
Generally, we recommend that each file in your item should start with the same name as the identifier (e.g. since your identifier is named duo2003-12-31.akg481.flac16, upload files that are called "duo2003-12-31.akg481.flac16.mpg", "duo2003-12-31.akg481.flac16.asf", or "duo2003-12-31.akg481.flac16_256kb.mov").

See **?** for FAQ about expected extensions for file names (using a movie for an example).

Pick one of these two FTP methods:

1) **Windows Internet Explorer users:**

click ftp://bleblancATarchive.org@ia300102.us.archive.org/duo2003-12-31.akg481.flac16
(*If page comes up blank, hit "refresh"*).
You will be prompted to supply your normal archive account password.
You may then drag-and-drop files into the browser window to upload.
Click on the special:

`"CLICK_HERE_WHEN_FINISHED.htm"`

file in your directory **when you have finished** all your uploads or updates!

2) Other users or users wishing to use FTP password encryption:

Use a standard FTP (File Transfer Protocol) client.
[*Recommended clients include:* _SmartFTP_ *(Windows),* _Transmit_ *(Mac), lftp (Linux).*]
Our servers will accept TLS password encryption so we suggest to use TLS if your client supports it.

connect to FTP host:	ia300102.us.archive.org
use your archive username:	bleblanc@archive.org
use your normal archive password. *[not shown]*	

Change directory to subdir "duo2003-12-31.akg481.flac16" and upload, replace, or delete files. This subdir was already created for you -- if you do not see it upon FTP login, you might have logged into the wrong server.

When you are finished uploading with your FTP client, you can click here.

See 🛈 for FAQ help with FTP.

---

7. Prepare your files for upload to the collection – make sure they are named according to the Etree.org Naming Conventions:

   http://wiki.etree.org/index.php?page=NamingStandards

8. I recommend using FTP to get your files uploaded. If you do, you only need concern yourself with the 3rd section above. Open your FTP client and type in the login info from above. If you use SmartFTP like me, it will look like this:

9. Once you login, you will see the folder you created in step 4. Click on the folder to open it, and inside are 2 files.
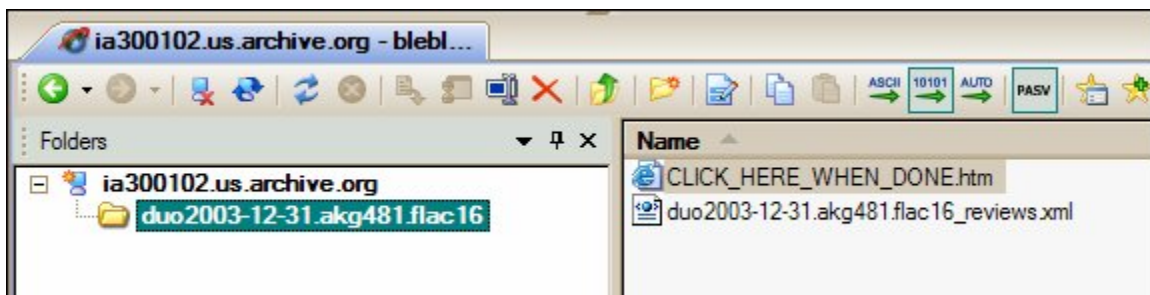
10. We will ignore these files for now and upload the recording so it looks like this when you are complete.
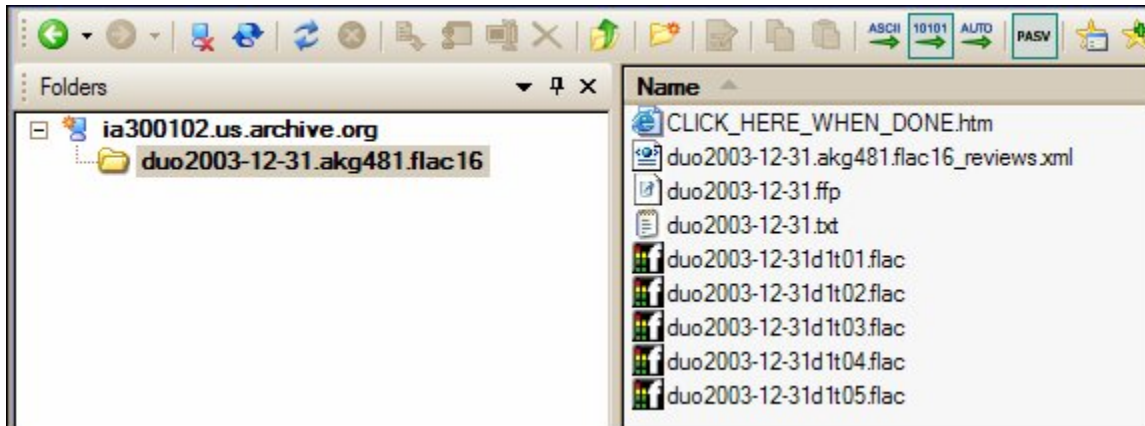
11. When you are sure that all the files are there, download the "CLICK_HERE_WHEN_DONE.htm" file.
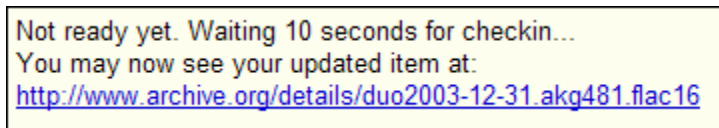
12. Opening it will take you a URL like this:

   http://www.archive.org/checkin/identifier

   Where "identifier" is the folder you created in step 4. In the example above the URL for me is going to be:

   http://www.archive.org/checkin/duo2003-12-31.akg481.flac16

13. The website will now check the completed recording into the collection.

14. Click this new link to your recording, and the system will now ask you to pick where on archive.org this item should file itself.

15. You need to pick "etree", and select the artist from the dropdown list.

16. Once you click on that, you are brought to a form where can now describe the files. This is a process most of you are used to from the old system, except both the details page and File Options have now been combined into a single form page, and there are a ton of new fields. Here are the fields you should always fill out if you can, the rest are optional.

- Description (paste setlist in here)
- Date of the performance (use YYYY-MM-DD format)
- Venue of the performance
- Coverage (City, State)
- Source (your taping equipment)
- Lineage (transfer equipment/software)
- Taped by
- Transferred by
- MD5's (paste the md5 or FFP as text into this)
- Notes (guests, extra notes about the recording – like microphone placement in the venue etc…)

17. In the middle of this page is a section that will allow you to choose a license for the item you are uploading (see below). You should **not** choose one unless you

have directly discussed the options with the band. Your best bet is to leave this field alone – the rights of the artists are still maintained per their taping policies which we have on file at archive.org, and it prevents you from making a choice that the band may not agree with.

18. At the bottom of this page you will now describe each file you have uploaded. Format should look like this:

Where:
- Title = song name
- Creator = artist performing the song
- Album = Date and Venue combination
- Track = number of file, disregarding discs.

19. At the bottom of the page you get to choose from the following:

Where
- The 1st choice allows MP3/Oggs to be created.
- The 2nd choice does not allow them to be created, but allows archive.org to create lossless derivations (for example – if something should replace FLAC as a superior lossless format they might derive and host these too in the future)

- The 3rd choice asks that no files ever be derived from your recording.

20. When you have completed filling out all the information, click submit at the bottom of the page.
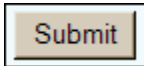
Submit

21. The system will report all the information you typed in and submit the recording into the collection.

File: "duo2003-12-31.ffp" format change from: [not previously set] to: "Flac FingerPrint"
File: "duo2003-12-31.txt" format change from: [not previously set] to: "Text"
File: "duo2003-12-31d1t01.flac" format change from: [not previously set] to: "Flac"
File: "duo2003-12-31d1t01.flac" title change from: [not previously set] to: "Welcome Red"
File: "duo2003-12-31d1t01.flac" creator change from: [not previously set] to: "Duo"
File: "duo2003-12-31d1t01.flac" album change from: [not previously set] to: "2003-12-31 - The Paradise"
File: "duo2003-12-31d1t01.flac" track change from: [not previously set] to: "1"
File: "duo2003-12-31d1t02.flac" format change from: [not previously set] to: "Flac"
File: "duo2003-12-31d1t03.flac" format change from: [not previously set] to: "Flac"
File: "duo2003-12-31d1t04.flac" format change from: [not previously set] to: "Flac"
File: "duo2003-12-31d1t05.flac" format change from: [not previously set] to: "Flac"
duo2003-12-31.akg481.flac16 queued for details edit operation.
Once task is started, it will log here.
duo2003-12-31.akg481.flac16 queued for details edit operation.
Once task is started, it will log here.

Metadata XML created successfully. It will take several minutes before your changes are live.

No change to derivation rules

After a few minutes you should be able to refresh your duo2003-12-31.akg481.flac16 details page and see your changes
Successful!

The lossless files will become available within a few minutes, and if you allowed derivatives they will appear in a few hours when the system finishes creating them.

Any questions about this or recommendations for improvement, please send to etree@archive.org