

## Uploading to the Live Music Archive

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First off, if you haven't read the full Live Music Archive FAQ, please do so here:

[http://www.archive.org/about/faqs.php#Live\\_Music\\_Archive](http://www.archive.org/about/faqs.php#Live_Music_Archive)

Many of your initial questions will be answered there. After you have given that the once over click the following link: <http://www.archive.org/details/etree>

Before you upload your show, you should check the particular band's "Policy" / "Rights" section. Many bands on the Live Music Archive (LMA) have restrictions on what fans can upload. Some bands only allow a few designated people to upload shows. Other bands want only audience (AUD) recordings uploaded and no soundboards (SBD). It is very important to check the policy first so that your show isn't later frozen for violating the band's policy.

To check your particular band's policy page, start at the link above and then click "[Browse All Artists' Collection Pages in the Live Music Archive](#)". Then click the name of the band you want. A page will come up with the band as the only link. Click the band name again.

After clicking the band's name you will be linked to their main 'Band Collection Page'. The band's policy is 'hidden' by default so you have to click the link that says 'Show Policy Notes'. This will toggle the 'Rights' field (the band's policy box) open for you to read. After you learn what limitations, if any, the band has on uploads, you are ready to upload the show!

1. After you log in, you should see an Upload button to the left of your name in the upper right corner of your browser. Go ahead and click it.



2. On the next page, **don't fill out the form yet!!** You need to click the Link that says "[Live Music Archive concerts](#)" to ensure that your recording goes to the right place.



3. Use this form to create your item. Be sure that you fill out the boxes as seen below – this will create a folder called "**tdb2006-08-25.akg481.flac24**".

**First, Let us help you create a name (or identifier) for your live music recording:**

Please fill out (at least) the first two boxes:

[Band abbreviation:](#)

Concert date (YYYY-MM-DD):

Rest of identifier [?](#) :

Use your cursor to ‘hover’ over the blue (?) to the right of “Rest of identifier”. It will help you understand how to create an identifier.

If you mess up at this stage (put in an extra period or the wrong year) this is okay; it can be changed easily by an administrator later. You do not need to re-upload your files just because you messed up at this stage of your upload. Many common uploading errors can be addressed on the LMA forums after you finish making the show public.

4. The system will check to see if any other item in the collection uses this identifier. If your proposed identifier is available, the system will find a server with free space, create a folder and give you permission to upload to it.

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

5. A new window will open with a ton of information. It is included and explained in the below in the next five steps.

### Your item is now checked out and ready for FTP

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

When you're done uploading your files, please remember to **check your file back in** (or you won't see it for 48 hours).

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

Uploading tips:

- ◆ Upload the highest quality file you have (for many formats the Archive will automatically create smaller files).
- ◆ Upload your files directly into the directory: please do not put them in folders.
- ◆ Please do not upload zip files, add your files individually!

See  for FAQ help about movie file extensions.

See  for FAQ help about audio file extensions.

### Choose an upload method:

#### Using Windows Internet Explorer

1. Click to open a FTP window in your IE browser:  
<ftp://bleblancATarchive.org@ia340936.us.archive.org/tdb2006-08-25.akg481.flac24>  
*(You may need to hold <ctrl> key down as you click to disable any pop-up blockers)*

[ **Instructions for Internet Explorer version 7 users:**

- ◇ click "cancel" -- browser will error
- ◇ find the "Page" menu item
- ◇ click "Open FTP Site in Windows Explorer" -- new window will error
- ◇ find the "File" menu item
- ◇ click "Login as..." ]

2. Enter your Archive password and then drag-and-drop your files into the browser window.
3. When you are finished uploading your files, remember to **check your item in** by clicking on this file in your directory:


"CLICK\_HERE\_WHEN\_FINISHED.htm"

### Using an FTP Client

1. Connect to FTP Host: **ia340936.us.archive.org**
2. Use your Archive username, bleblanc@archive.org, and password to connect to the server. You should see a subdirectory named "tdb2006-08-25.akg481.flac24" (if you don't see this subdirectory, you may have logged into the wrong server!).
3. Put your files into this directory. (You may also delete or replace files).
4. When you are finished uploading your files, **check your item in** by clicking on [this link](#).

We recommend the following FTP clients:

- ◆ [SmartFTP](#) for Windows
- ◆ [Fetch](#) for Mac
- ◆ [qFTP](#) for Linux

See  for FAQ help with FTP.

6. You now have 48 hours to get your recording into the collection. If you don't finish your upload within 48 hours, the system will check your folder in. But don't worry, it's not lost! You can check it back out to finish uploading by going to <http://www.archive.org/checkout/youridentifier>.
7. Prepare your files for upload to the collection – make sure they are named according to etree naming conventions:

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

For example:

**tdb2006-08-25d1t01.flac**  
**tdb2006-08-25d1t02.flac**  
**tdb2006-08-25d1t03.flac**

etc...

It is important to remember that your files **MUST** use two-digit track numbering (i.e. tdb2006-08-25d1t01.flac NOT tdb2006-08-25d1t1.flac. This ensures that the files sort properly and the auto-fill of song names goes to the right song.

**Please Note:** If the files are not named appropriately, your recording will get **frozen** by a curator and you will be asked to fix this before your upload will be allowed into the collection. All recordings must be approved by a Live Music curator in order to remain public.

8. We recommend using FTP to transfer your files to the collection. If you do, you only need concern yourself with the 3<sup>rd</sup> section above entitled:

## Using an FTP Client

9. Open your FTP client and type in the connection information as instructed. Here is Smart FTP as an example:



10. Once you log in, you will see the folder you created in step 4. Click on the folder to open it, and you will see two files inside.



11. You can ignore these files for now and upload all the files for your recording. This must contain

- Legal Live Audio Files (Lossless .shn or .flac files ONLY)
- An Info File in Plain Text Format (no RTF's! only .txt files allowed)
- An MD5 checksum (.md5) and/or a FLAC Fingerprint File (FFP)

12. When you are sure that all the files are there, you can download the "CLICK\_HERE\_WHEN\_DONE.htm" file.

13. Opening it will take you to a URL like this:

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

Where "identifier" is the folder you created in step 3. In the example above the URL for is going to be:

<http://www.archive.org/checkin/tdb2006-08-25.akg481.flac24>

Note that if you do not want to download / click the 'CLICK\_HERE\_WHEN\_DONE.htm' file, you can instead leave open the main 'upload information' page you see at Step 6 above, and when you are fully uploaded click the link in line 4 of the "Using an FTP client" section. This will then route you to <http://www.archive.org/checkin/identifier> and you will also see the message displayed below in step 15.

14. The web site will now check the completed recording into the collection.

Not ready yet. Waiting 10 seconds for checkin...  
You may now see your updated item at:  
<http://www.archive.org/details/tdb2006-08-25.akg481.flac24>

15. Click this new link to your recording, and the system will now ask you to pick where this item belongs on archive.org.

Your item is not yet public.  
You must pick a collection (and kind of item) now.  
Pick one collection below and then hit the submit to the right of it.

Put my **movie** item into collection:

---

Put my **audio** item into collection:

---

Put my **text** item into collection:

---

Put my **software** item into collection:

---

Put my **etree** item into collection:

---

You are an administrator.  
If item is to be a **collection**, use this submit:  
Put my **collection** item into collection:

16. You need to pick "**etree**", and select the artist you are uploading from the dropdown list.

Put my **etree** item into collection:

17. Once you click on "Submit etree", you are brought to a form where you can now describe the files. It is **very important** that you fill everything out correctly the first time!

- Description (paste setlist in here, preferably without track numbers or notes)
- 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...)

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

tdb2006-08-25s1t01.flac	Format:	24bit Flac
	Title	Set 1 Intro
	Creator	Disco Biscuits
	Album	2006-08-25 - Camp Bisco V
	Track	1 (track number)

Where:

- Title = song name
- Creator = artist performing the song
- Album = Date and Venue combination (YYYY-MM-DD – Venue; this can be auto-populated at the end of the form)
- Track = number of file, disregarding discs.

It is very important that you fill this out completely before submitting the form. The information in these fields is used to tag the MP3/Ogg files. Filling it out later does *\*not\** re-tag those files, so you should make sure this information is correct the first time through.

Helpful Tip: There are two ‘auto-fill’ buttons at the bottom of this metadata editing screen. “Populate Album in File Metadata” and “Populate Creator in File Metadata”. These are tools you can use to help make it easier to ensure that EVERY field is filled in uniformly before you move on. Even if you have to do the filling in by hand on each track, it is essential that you do this before submitting the info on the bottom of the page.

**\*\*24-bit FLAC tapers, take note!\*\***

The LMA auto-detect system cannot auto-differentiate 24-bit Flac files from the normal 16-bit Flac files during the metadata editing page step. When you import your 24-bit show, the above screen will probably have in the “Format:” dropdown menu box “Flac” (meaning 16-bit flac). You need to manually change each file to “24bit Flac”. This will allow your show to show up in 24-bit flac searches, as well as ensuring that there are no derivatives made from it (see below).

19. Below this, you get to choose from the following:

Derivation options:

- Allow derivatives for files in this item **[recommended]**
- Allow only non-lossy derivatives for files in this item (lossy derivations apply to audio files only)
- Allow no derivations for files in this item [not recommended]

Where

- The 1<sup>st</sup> choice allows MP3/Oggs to be created if the recording is 16bit (files described as “24bit FLAC” will not get MP3’s/Oggs). Besides the mp3 / ogg derivatives, this 1<sup>st</sup> choice will create ‘streaming’ links for the show to be streamed via an .m3u file or via a Flash player. The 2<sup>nd</sup> choice does not allow any derivatives 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 that format to FLAC and host these too in the future). This option is the optimal choice if you want to ONLY offer your original seed lossless files. If you are uploading a 24-bit Flac fileset, this is the derivation option you should pick.
- The 3<sup>rd</sup> 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.

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



File: "tdb2006-08-25s1t01.flac" title change from: [not previously set] to: "Set 1 Intro"  
File: "tdb2006-08-25s1t01.flac" creator change from: [not previously set] to: "Disco Biscuits"  
File: "tdb2006-08-25s1t01.flac" album change from: [not previously set] to: "2006-08-25 - Camp Bisco V"  
File: "tdb2006-08-25s1t01.flac" track change from: [not previously set] to: "1"  
File: "tdb2006-08-25s1t02.flac" title change from: [not previously set] to: "Cyclone Tease >"  
File: "tdb2006-08-25s1t02.flac" creator change from: [not previously set] to: "Disco Biscuits"  
File: "tdb2006-08-25s1t02.flac" album change from: [not previously set] to: "2006-08-25 - Camp Bisco V"  
File: "tdb2006-08-25s1t02.flac" track change from: [not previously set] to: "2"  
File: "tdb2006-08-25s1t03.flac" title change from: [not previously set] to: "Mindless Dribble \* >"  
File: "tdb2006-08-25s1t03.flac" creator change from: [not previously set] to: "Disco Biscuits"  
File: "tdb2006-08-25s1t03.flac" album change from: [not previously set] to: "2006-08-25 - Camp Bisco V"  
File: "tdb2006-08-25s1t03.flac" track change from: [not previously set] to: "3"  
No change to derivation rules.

tdb2006-08-25.akg481.flac24 queued for details edit operation.  
Once task is started, it will [log here](#).

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

However, if you allowed derivatives and they have not shown up after a few hours, there may be a problem with your fileset. If the files fail an md5 / ffp check, or if you failed to include a .txt info / setlist file, your show's 'derive' task (the process that checks the integrity of the files and if they pass, then makes the mp3's and oggs) will fail and it will show as a 'red-lined' task in the show's 'Item History' page. You should also receive an auto-generated e-mail from archive.org telling you what failed and why, as well as how to fix it. If your task fails and you cannot figure out how to fix it, simply drop the administrators a line and we will help you fix the problem. You do NOT need to re-upload / import the entire file set again. Most problems can be fixed with just re-uploading one file or a simple text fix.

Any questions about this or recommendations for improvement: please send to [etree@archive.org](mailto:etree@archive.org) or post to the Live Music Archive forums at <http://www.archive.org/details/etree#forum>

Thanks for your upload! Keep the live recordings coming and tell your favorite band about the Live Music Archive project and ask them if they would grant their permission to be included in the LMA.