

## Preparing You Files For CleanWorkMedia Mixing Service

There are a few organization steps you need to take clean up session before sending off your files to CleanWorkMedia@gmail.com for mixing.

1. You'll need to hind all muted, inactive midi or any other track that you don't intend to play during the final mix. Set up the files as clearly as you can by making sure the files are clearly labeled.
2. If you do have midi tracks, you must record midi sounds to an audio track.
3. If you have special effects that are part of your audio track, bounce the track to a new channel by clicking: file > Bounce To > Disk.
4. Please Note: We will not be able to take off any processing for you within the mix. Please be sure to mention the sounds you have in mind in the description of your order. You may also include reference tracks from similar artist to clarify the mix sound you have in mind.



### Cleaning up your session

Make sure to double check all edit points throughout you song and make sure there aren't any noticeable click or clips that would make your edit obvious in the final mix. Remove all plug ins and automation you may have applied to your song within your own session. This will ensure that all of the files will transfer over to us correctly, and well use our own plug ins and automation techniques in our mix.

### Consolidating your tracks within your session

When you have all your track lined up and ready to send to mixing. Its important to listen to your project from start to finish. Double check for errors in your song before consolidating your tracks.

1. Then, select all the tracks, first by clicking on the first channel, holding the shift button and clicking the last tracks, and then by clicking Apple (or control) A, and consolidated them by clicking: Edit > Consolidate.
2. Now you should see your track from the same starting point in your project from beginning to end.

### Exporting your track as wav files

1. To finally exporting your tracks as wav files, select all of your tracks like in step 2, and export your tracks by clicking: apple+shift+k. That should open the export dialog window.
2. Make sure to select a destination that you'll remember at a later point, and click the export button.
3. To check that you've got everything right, create a new Protools project, drop the exported files to the new project and play to make sure everything sounds ok.

### Zip and up load your wav files

1. Congrats! Now you have the files exported and ready to be sent to CleanWorkMedia@gmail.com mix engineer. Zip the folder of the exported files by holding control+click the folder and then > add to archive (on a PC its right click on the folder and > add to archive)
2. Upload the zip file to We Transfer

### You're Done

\*\*\*If you have any questions contact cleanworkmedia@gmail.com.\*\*\*