

### *Adding files to the DataBase*

To add sounds to the DB. Hit the 'SETUP' button and Drag and Drop folders to the Lower Box on the SETUP Page.

If you want scan for BWA V data in the search, select that option after you drop the folders.

### *Using The DataBase*

to find Sounds simply type the words you wish to look for in the Input boxes at the top.  
(Description, Filename, CD/Folder)

If you type more than one word (separated by a space) this will perform an 'AND' search in so much that it will only find entries that match BOTH words.

Prefixing a word with '-' (minus) will tell the search to omit any results with that word.

ex. (impact hollow -metal -small) would return results with the both the words 'impact' and 'hollow' in them as long as 'metal' and 'small' weren't also in the description.

These functions work in all of the search field (Description, Filename, CD/Folder)

Hit 'ENTER' or click the Search Glass to execute.

You can click on the Buttons on the right to do Boolean searches also.



- And Search (the standard search mode)



- Or Search



- Xor Search



- Exact Search - or just surround the words in "quotes"

Next click on one of the results for the waveform to be drawn.

You can Trim the sound down by clicking+dragging+releasing the mouse over the area you want to focus on.

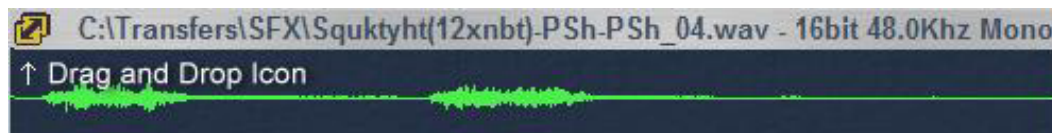
To show ALL the waveform again you can hit 'A or CTRL+A' or to undo one level of zoom you hit 'Z'

When you are happy with your choice you can either toss the file to your main wave editor by clicking on the

Open in Waveform Editor button (W) or by Spotting the sound to a Track in Nuendo (S) or just Drag and Drop the sound to a Track or into the Audio Pool of your Target App or even a Folder on your desktop.

You can also X-fer any selected sound to the Pool in Nuendo (X) or the whole Taglist (ALT+X)

Drag and Drop is done by grabbing the symbol at the Top Left corner of the waveform (*see below*) and dragging it to the desired app or folder on the desktop.



### *Add to TagList (T)*

will add the selected sound to the TagList.

Once a list has been created you can Drag and Drop by Grabbing the DnD symbol in the upper

left corner of the TagList also.

You can also Transfer all the sounds in the Taglist to Nuendo's Pool. (ALT+X)

### *Open Containing Folder (O)*

will pop up an explorer window with the folder where the wav is located.

### *Copy File to set Transfer Path (P)*

if you can't figure this one out. You've got problems.

## *Preferences Page*

### *Database Location*

is where the .mdb file is located. you could pop it on the network to share the same info (usefull when someone in your organisation adds new sfx to the library, you can all have it add straight into your db) note the network db can run a little slower, depending on your network and current db size.

### *Wave Editor*

choose your wave editor by clicking the Folder and find the executable (e.g. wavelab.exe or forge70.exe)

### *Transfer\Project Path*

this is where you Select where BH will copy non-referenced Files. If no Project is running or selected then the Default Transfer path is selected.

### *Reference Audio When Possible*

when checked, a referenced audio file will be transfered to your host app when the whole file is selected to transfer.

### *Non-Destructive Editing*

when you have this checked you can't alter and save a file in a Wave Editor.

### *Add Description to Filename*

will copy the description field to the edited filename (stored in the temp dir you specified)

### *DnD Short Filenames*

when checked BH will shorten the filename down to 8 chars - ex. Metal1~8 (DOS style)

### *Add Bwav MetaData*

when checked BH will add the Bwav Description to the copied file.

### *Spot To Track Setup - For Nuendo and Cubase SX3 users*

Go to the [Product Tour Page](#) and watch the Video at the bottom of the page to see how to run the Auto-Setup

### *Project Name*

this is where you can enter the Nuendo/SX Project name that you want BH to Auto-Listen for when running.

For what ever project that is selected, that user assigned path is used.

You don't have to type the whole name in this field. Leave the -01,-02,-03 off so if you save a new version BH will still reconize the project.

Go to the [Product Tour Page](#) and watch the Video at the bottom of the page to see how to setup

*the Auto-switching Paths.*

*Enter \* (Asterik) in this field to have the BH Project Path Auto-Switch to the Nuendo Project that is on top.*

*The Active Project Window shows what Nuendo/SX Projects are currently running.*

*If you select one while running you can Assign a Path to it to always use.*

*If no Path is Assigned then the Default Transfer Path is used.*

### *Sound Output*

this is where you select the sound card output that you want BaseHead to play out of. Cards with MME drivers are the only ones supported right now. ASIO and Direct Sound coming in a 2.0

### *Session Sample Rate*

this checkbox will make BH Play at the set Rate. No matter what it's set at your sounds will play at the normal Pitch with Resampling.

It more of a Fix for DAW's that switch rates when then see an different Audio Rate.

So If your Session in Nuendo is set to 48Khz, Set BH to 48000.

### *Misc. check boxes*

#### *Auto Switch to Nuendo*

*when you Drag and Drop a Sound from BH, Nuendo goes into focus and when the sound is released it snaps back to BH.*

*Useful when working on one monitor or when you are using Edit mode with a Video Track in Nuendo.*

#### *Select All Text on Focus*

*with this option checked. When you hit the key command to draw focus to the Filename, Description or CD/Folder input boxes, The existing text will be selected. Unchecked will just place the the cursor to the right of your previous search.*

#### *Lines to Scroll in Results Grid*

*this is to set how many lines the results list scrolls per tick when you use your Scroll Wheel on your mouse.*

*If it doesn't work, check the Alternate check BOX.*

#### *Max Filename Length*

when a File is Copied, the filename will be limited to this value.

#### *Reset Windows*

will reset the windows back to the defaults.

### *Setup Page*

#### *Add and Remove Arrows*

hides or shows CD's/Folders when searching. Delete will remove the info from the database but will not touch the files on your HD.

These are used most of the time to easily hide a few CD's that are offline from your searches.

You can then add them when they are back online.

#### *Set Group*

you can assign CD's/Folders to Groups for easier catagory searching.

#### *Import Files*

click this button to add Audio file to the Database.

### *Get BWA V Description*

when on BH will scan in the BEXT Description field.

### *Check for Duplicates*

when on BH will avoid adding duplicate entries in the DB, but scanning will be slower

### *Update Drop boxes*

when on it updates the boxes in realtime

## *TagList*

the TagList is used to collect mutiple sounds to be X-ferd or DnD'd at the at the same time. There is a DnD symbol at the top left corner of the TagList also. It looks the same as the WaveForm Window.

To add sounds to the TagList simply select it in the Results list and hit (T).

From the TagList you can add Pre or Post Description to all the files. So if they are ALL Metal sounds you can tag an extra "MTL" on the front or rear of all the sounds to help reconize them faster later.

Most of the features on this page are self explanatory. Play with it to see.

## *Keycommands:*

Space - Play/Stop

A - Show all of waveform

C - Set focus to Cd/Folder

D - Set focus to Description

E - Edit Description (Taglist)

F - Set focus to Filename

O - Open Containing Folder

P - Copy File to set Transfer Path Dir

R - Edit Stored Description (Results List)

S - Spot to Track in Target App.

T - Add to Tag List

W - Open in Wave Editor

X - X-fer single sound to Audio Pool

Z - Undo one Level of Zoom

ALT+X - X-fer Taglist to Audio Pool

ALT+T - Open Tag List

ALT+P - Open Preference Window

ALT+A - Open About Screen

ALT+S - Open Setup Window

Left/Right arrows-navigate wave by 1 second

Ctrl+Left/Right arrows-Navigate wave by 10 seconds

DEL - Delete Record

Shift+DEL - Delete File

Ctrl+DEL - Delete Record w/o Confirmation

Ctrl+Shift+DEL - Delete File w/o Confirmation

Ctrl+Q - Quit BaseHead