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# The Manual

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1/1/13 v4

by: Vincent Cirilli  
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Made with FileMaker Pro.

# Introduction

Welcome to CueChronicle Film and TV Scoring database. From spotting notes to cue sheets, CueChronicle is designed to keep all your scoring information organized and easy to reference.

CueChronicle v4 is built using FileMaker Pro v12. The program can be run using FileMaker Pro v12 or by using the Runtime version.

Filemaker allows developer to distribute their products via a Runtime app.

This app is essentially a stripped down version of FMP that allows users to open developers databases without having to also purchase FMP. A common misconception is that the Runtime has limited functionality, but that is not true.

CueChronicle Runtime (RT) and Filemaker Solution (FS) have the same functionality except when it comes to networking.

A great feature of FileMaker databases is the ability to network, this entails hosting a database on a server connected to the internet that is running FileMaker Pro or FileMaker Server. Other users; (clients) can log onto this hosted file and retrieve and input information. To be able to log onto a hosted file the clients need to own a licensed copy of FMP. So again except for networking the FS and RT versions of CueChronicle are the same.

The manual does not need to be read in a specific order, although I do recommend that you read the first two chapters, Sections & Layouts and Navigation before jumping in. If you are viewing this manual in the default Mac Preview app, use the View menu > Table of Contents to open the sidebar that displays the chapter indexes.

Some feedback I get from new users is that the program is pretty deep, there's a lot of functionality that seems beyond their needs. Unlike the way I was brought up, you don't have to eat everything on your plate before you can go out to play. Use what you need at first, then after you get comfortable you'll find yourself with a new situation in your lap and you'll think, can I do that in CC, and most likely you'll start using a new Section that you thought you would never need.

Another source of information you might find helpful is on the CC website's FAQ page. <http://www.cuechronicle.com/FAQ>

Feel free to [email me](#) with questions or if you are experiencing problems with CC.

Special thanks to Christine Sirois for her time and patience in helping me put this manual together.

Thanks Vincent.

# Sections & Layouts

## Sections

**Sections Menu** - CueChronicle is broken up into 9 Sections. Each Section is basically a group of layouts designed for a specific workflow. A layout displays records with its many fields in a list or form fashion.

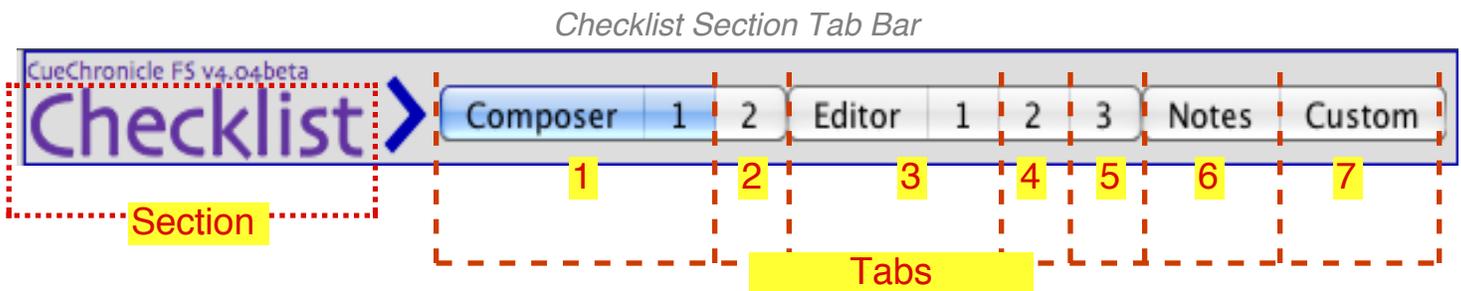
The Checklist, Cues and TakeLog Sections all deal with cue records.

The other 6 Sections deal with other types of records. For instance, the Orchestra Section would be used to log the different size orchestras needed for scoring. The Tasks Section keeps track of things to do and so on.

Sections	Records	Tools
Checklist		⌘1
Cues		⌘2
TakeLog		⌘3
Sessions		⌘4
TrackSheets		⌘5
Orchestra		⌘6
Tasks		⌘7
Project		⌘8
Prints		⌘9

## Layouts

**Layout Tabs** - The different Layouts in a Section are navigated to by using the Section tab bar located in the top left corner of the window. Selecting a tab switches to a different layout in the Section (highlighted blue).



There are 7 different Layouts in the Checklist Section.

The picture below shows the tab bar for the Orchestra Section, there are 2 different layouts in this Section. The Breakdown Layout is selected.

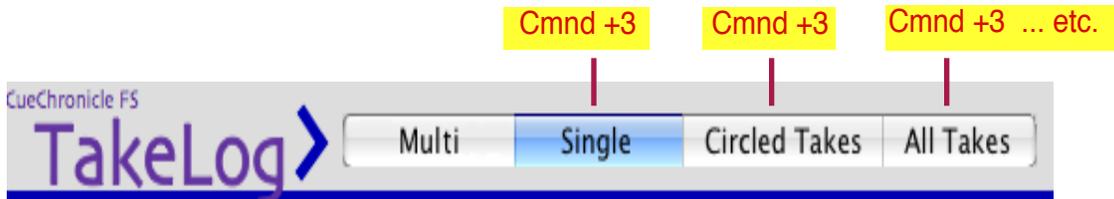


# Shortcuts

Sections	Records	Tools
Checklist		⌘1
Cues		⌘2
TakeLog		⌘3

The keyboard shortcuts are the way to go for navigating between Sections.

Multiple presses on the same shortcut increments through the Layouts in that section.

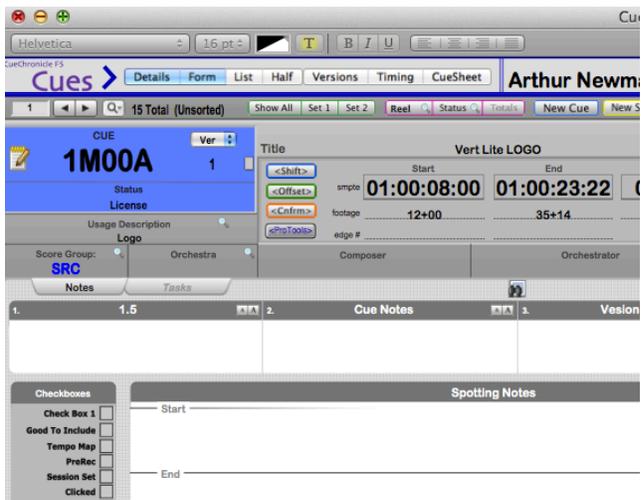
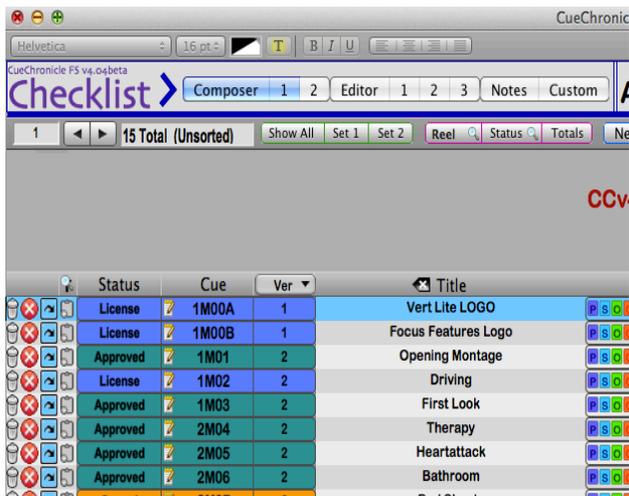


# Navigation

There are two types of layout designs used to display records; List and Form. Form layouts display one record at a time while List layouts display a list of records.

*List Layout*

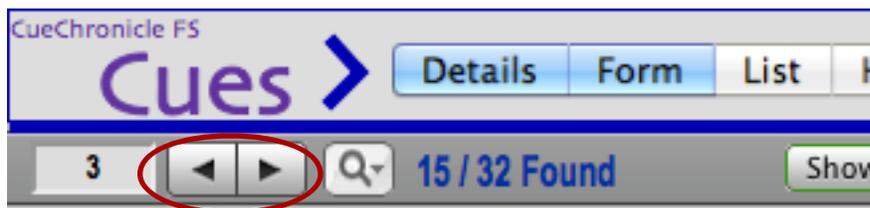
*Form Layout*



## Form Layout Navigation

**Option 1:** Use the Previous / Next buttons

*Cues Section, Details Form Layout snippet*



Click the Previous / Next buttons on the top button bar to move through the records. The current Section determines the type of records that are being displayed. For instance the Cues Section Layouts display Cue records, click the Next button to view the next Cue. The next cue to be displayed would be determined by the current sort order.

**\*\*Option+Click** to move to the first or last record.

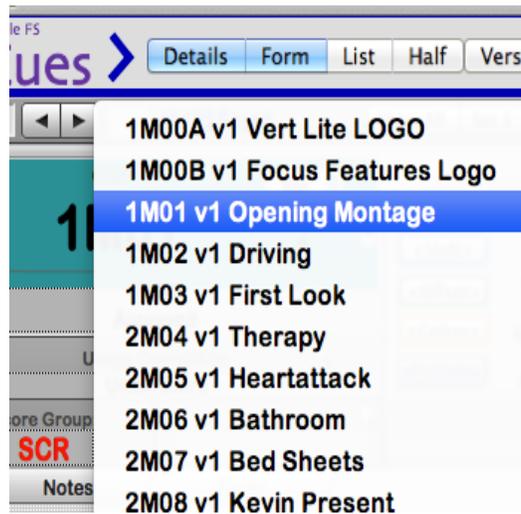
**Option 2:** Select from the GoTo Cue drop down menu



The GoTo Cue drop drop menu

To go directly to a Cue, select the Cue from the drop down menu shown above. Click on the icon above to open the drop down populated with cue records, shown below. Select from the list to navigate directly to that cue.

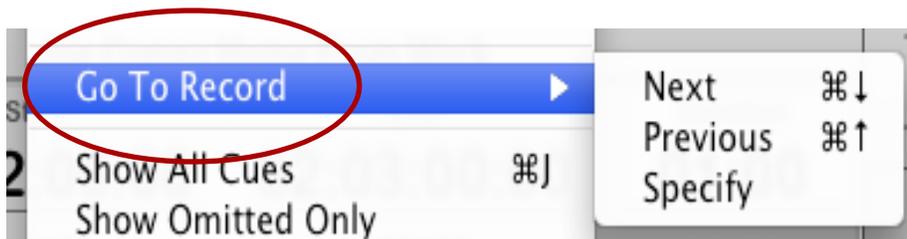
*GoTo Cue Drop Down*



This is the most efficient way to move to cues on form type layouts.



**Option 3:** Select Records menu > Go To Record



**Option 4:** Use the keyboard shortcuts.

Command+Up Arrow = Previous Record

Command+Down Arrow = Next Record

## List Layout Navigation

On list type layouts, the idea of navigating to a record seems pointless since many records are displayed. But only one record is the currently selected record as shown below.

*Checklist layout snippet*

	Status	Cue	Ver	Title
		1M01	6	Main Title
	Scored	1M03	9	Car Chase
	Approved	1M04	2	Run For You Lives

This black line is the standard FileMaker selected record marker

In CueChronicle the blue highlight also marks the currently selected record

**Option 1:** Click on a row

Clicking on a field in a row will put the cursor in the field ready for data entry and also make that record the selected record.

Approved	1M01	2	Opening Montage
	1M02	2	Driving
Approved	1M03	2	First Look

selected record marker

Blue highlight

Data entry

**Option 2:** Use the Previous / Next buttons



The Previous / Next buttons can also be used to move sequentially up or down the list.



Tip



To select a record without actually entering a field, click on the Cue ID field.

	Status	Cue	Ver	Title
		1M01	6	Main Title
	Scored	1M03	9	Car Chase
	Approved	1M04	2	Run For You Lives

## Jump Menu Navigation

To see more details about a cue record, sometimes it's necessary to view it in a different layout. The Jump menu is designed for this purpose.

*Checklist layout snippet*

The Jump menu

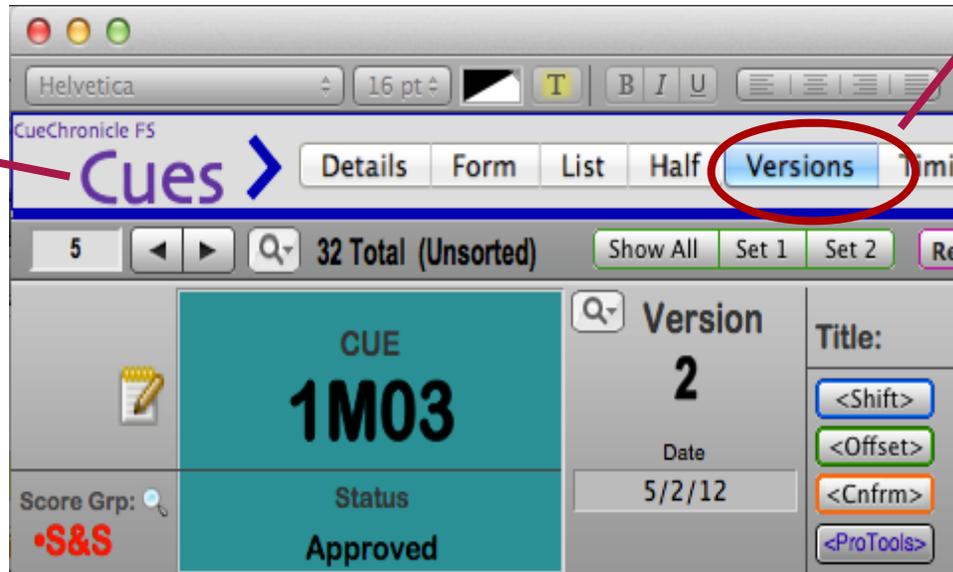
	Status	Cue
		1M01
	Scored	1M03
	Approved	1M04

Click the Jump menu icon to open a drop down list populated with available layouts to jump to. Shown below.

This example shows the Versions layout being selected for Cue 1M03. After making the selection the window will jump to display 1M03 on the Versions Layout. Shown below.

	License	Cue
		1M02
		1M03
		2M04
		2M05
		2M06
		2M07
		2M08
		3M09
		3M10

Cues Section



Tip



The Status area displays important info. Keep an eye on the Found and Total count. You may not be viewing all the records. Notice in this example only 5 of 32 records will be displayed. Use Show All to view all records. More on this in Help Menu > Filters & Finds.

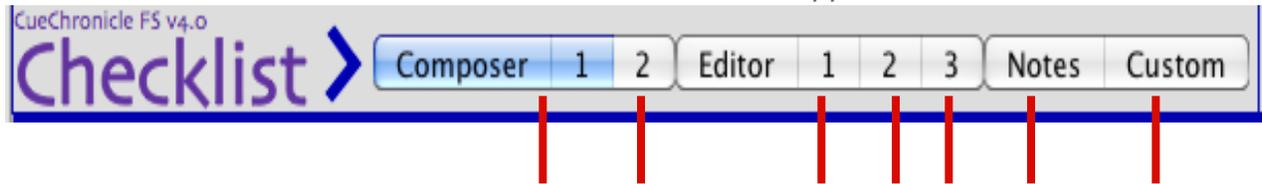


Click Show All to view all records.

# The Checklist Section

The Checklist Section is made up of 7 different layouts. All of the layouts use a list type view to display the Cue records in a project.

*Checklist Button Bar Snippet*



7 different Checklist layouts.

To move to a different layout click a tab in the Checklist button bar. The example above shows the Composers 1 layout selected.

## Found Set & Found Count

A CueChronicle project is a collection of records. The records displayed in the Checklist Section are Cue records. Sometimes you'll work with all of the Cues in the database, often, however, you'll work with a subset of your Cue records, for instance only viewing the Cues in Reel 2.

The term Found Set refers to the set of records that are currently being displayed. The total number of records in the Found Set are referred to as the Found Count. On all layouts in CueChronicle the Found Count is displayed in the upper left corner of the layout as shown below.

*Checklist Found Count Display*



The Found Count 6, 6 Cues found out of the total 16. the Found Count text color is blue when all Cues are not being displayed in the Found Set.



Black text color - all Cues found. The layout will display all the Cue records.



Click the Show All button ( Command +J) to to show all records on any layout..



## Overview

Similar to a spread sheet, each row on the Checklist is a Cue record. The Cue record's fields organized into columns. Click in most of the fields to edit the data. Some fields are edited using an associated button, details to follow.

Cues

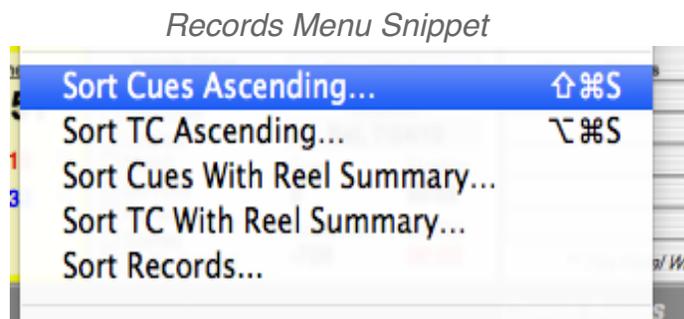
Reel 2 Sub-Summary

Status	Cue	Ver	Title	Start	End	Duration	Picture	Use
1 - 5 Cues = 8:31								
License	1M00A	1	Vert Lite LOGO	01:00:08:00	01:00:23:22	0:16	R1-v0430-4/30 L	
In Progress	1M00B	1	Focus Features Logo	01:00:24:00	01:00:49:20	0:26	R1-v0430-4/30 L	M
Approved	1M01	2	Opening Montage	01:00:49:20	01:07:39:07	6:49	R1-v0430-4/30 L	Un
	1M02	2	Driving	01:09:44:13	01:10:18:06	0:34	R1-v0430-4/30 L	Non
Approved	1M03	2	First Look	01:12:10:14	01:12:36:07	0:26	R1-v0430-4/30 L	Un
12 - 6 Cues = 12:21								
Approved	2M04A	2	Therapy	02:03:34:15	02:04:34:00	0:59	R2-v0430-4/30 L	Un
Approved	2M04B	2	Therapy	02:04:34:00	02:05:54:13	1:21	R2-v0430-4/30 L	Un
Approved	2M05	2	Heartattack	02:05:54:13	02:11:22:07	5:28	R2-v0430-4/30 L	Un
Approved	2M06	2	Bathroom	02:11:22:07	02:13:26:07	2:04	R2-v0430-4/30 L	Un
Scored	2M07	2	Bed Sheets	02:14:02:12	02:14:42:12	0:40	R2-v0430-4/30 L	Un
Approved	2M08	2	Kevin Present	02:19:10:22	03:01:07:15	1:49	R2-v0430-4/30 L	Un
13 - 5 Cues = 5:50								

Notice in the above picture, Cues are divided into sub summaries. Sub summaries will only appear when the found set is sorted by time code. The most common sort order on a Checklist layout is by time code, but there may be situations where a different sort order is needed.

## Sort Order

The Records menu includes menu items for some of the common sorts.



Most of the column labels act as sort buttons.



Click the column label to sort by that column.  
 The most common sort order on a Checklist is by time code, click the Start column label to sort by time code.

### Cue Record Buttons & Fields

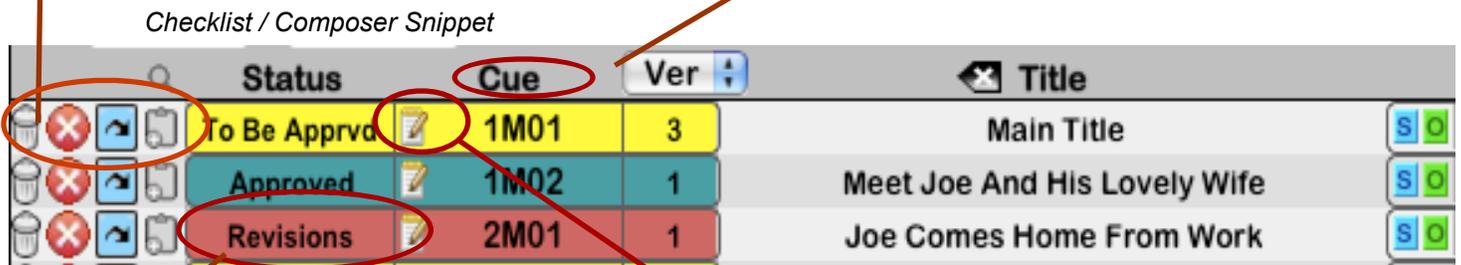
Trash Can: Delete Cue and all related records.

Red X: Omit Cue from found set.

Blue Arrow: Jump to selected layout

Clip Board - Create a Task for this cue. (See Tasks)

Clicking or shift clicking the bold column titles sorts in ascending or descending order.



Status Field: 8 User defined cue statuses can be defined on the Prefs layout. Each status can have a color assigned to it.

Renumber Cue Button:  
 After a Cue is created use this Button to edit the Cue #.

	Start	End	Duration	Picture	UseDesc	Wild	pic
<b>P</b> <b>S</b> <b>O</b> <b>C</b>	01:01:01:23	01:02:07:05	1:05	R1-v2-7/17	Main Title	User	SCR
<b>P</b> <b>S</b> <b>O</b> <b>C</b>	01:04:31:09	01:05:21:01	0:50	R1-v2-7/17	Underscore	Defined	SCR

**Picture Field:**

Select from a user created list that references the Reels layout.

Orange text is displayed if the Cue's reel is not set to the most current.

**Usage Description:**

Presents a drop down list of 8 values.

Customizable via the Prefs Layout.

**Wild Field:** Presents a user defined drop down list. Select the EDIT menu item in the drop down to edit the list. Edit the column label on the Prefs layout.

**Score Group:**

3 and 4 letter abbreviations are used to mark Cues for scoring and other Cues.

SCR or any entry that includes a bullet ( option 8 ) will be considered Score cues.

All other entries are considered Other cues.

Score & Other totals are maintained throughout the database and included on many of the printouts.

**P** Start/End from PT: Set the Cue's Start / End from the Pro Tools selection Start / End.

**S** Shift Cue: Moves a cue to a new start time while maintaining the duration, the end time is recalculated.

**O** Offset Cue: Moves a cue to a new start time by entering the amount as an +/- offset.

**C** Conform Cue: Set a start offset and duration difference for the Cue.

Totals		
	Starts	Time
<b>Cues</b>	15	20:28
Score	12	16:24
Other	3	04:04

The Other group's label, referred to above, can be renamed by clicking it here in the Totals area.

Score Group	Orchestra	DEMO DONE	SESS TO ORCH	CLICKED	PREREC	TO COPYEST	SCORE CHECKED	Checkbox 7	Demo Bounce 1	Fixed Logic Sess	Checkbox 10	Cue	Status	Sun/29 Orch: Full Orch 10 AM	Mon/30 Orch: Choir 10 AM
SCR	A					X	X	✓				1M01 v1	Scored	✓ Done	ToDo
SCR	B					✓	X	X	X			1M02 v1	Approved	ToDo	[+]
SCR	B							X	✓			1M03 v1	Approved	ToDo	ToDo

**Orchestra:** The Cue's Orchestra field. The drop down that appears is populated with the Orchestras ID's from the Orchestra layout.

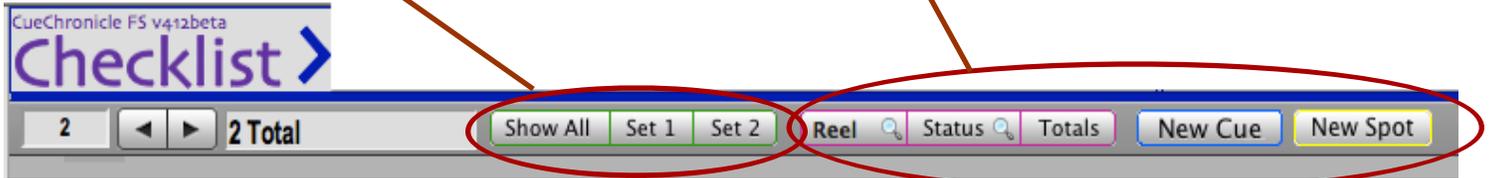
**Check boxes:** As of CC v4 all 10 check boxes are version specific. Details below. ( See The Check Boxes)

**Sessions:** Cues can be assigned to sessions here. Multiple clicks in the field toggles through ToDo, ✓Done and empty.

## Checklist Button Bar

Show All: Show all cues in the project.  
 Set 1 & 2: Store / recall user defined sets,  
 (Cmd Click to Store / Click to Recall ).

Reel & Status Filter drop down: Narrow the list to a  
 specific Reel or Status.  
 New Cue: Create a new Cue. (see Creating Cues).  
 New Spot: Create new Cues during spotting  
 sessions using a specialized layout.

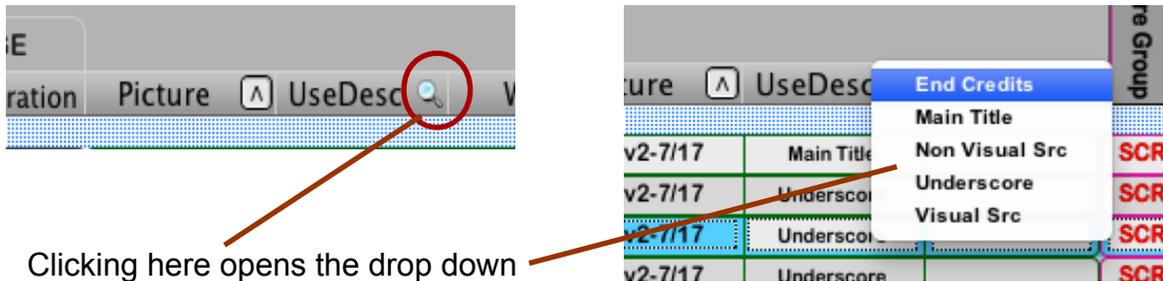


## Checklist Layout Icons & Buttons



Magnifying Glass: This is the ubiquitous filter icon. Clicking it can display a drop down populated with filter options as shown below. Select an item from the list to filter the found set to show Cues that contain your selection.

*Checklist / Composer Snippet*



Clicking here opens the drop down populated with different Usage Descriptions. Make a selection to filter your found set to show only those Cues.

Sometimes the magnifying glass icon performs the filter directly as shown below.

Totals		
	Starts	Time
<b>Cues</b>	<b>16</b>	<b>31:20</b>
Score	14	27:20
Source	2	04:00

Clicking here filters the found set to show only Cues in the score group.  
 Clicking here filters the found set to show only Cues in the source group.

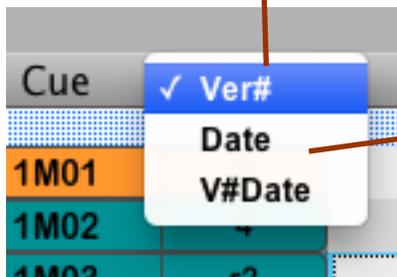
SMPTE/FOOTAGE: Select from the radio button to display the Cue's start, end and duration as as SMPTE or FOOTAGE.



The column labels are also buttons. Click the label to change the sort order. Clicking the Cue label sorts the list by Cue numbers. Clicking the Start label sorts the list by start time.

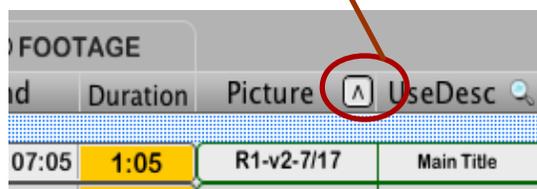


The Cue's version field ,( not picture version), can be displayed in 3 different ways. Use the drop down to select your preference.



Ver#: The version number.  
Date: The version date.  
V#Date: The version number and date.

Update Picture: This button will display a dialog asking if you want to update the found Cues to the most current picture version, determined by the reels entered on the Reels layout.



Sessions Columns: 8 Sessions can be setup to be displayed on the Checklist.

Select a session here from a drop down that refers to the Sessions created on the Sessions layout.

Cue	Status	Sun/29 Orch: Full Orch 10 AM	Mon/30 Orch: Choir 10 AM	Click To Select a Session	Click To Select a Session
1M01 v1	Scored	√ Done	ToDo	[+]	[+]
1M02 v4	Approved	ToDo	[+]	[+]	[+]
1M03 vr2	Approved	ToDo	ToDo	[+]	[+]
1M04 v1	Approved	[+]	ToDo	[+]	[+]

Cues can be assigned to sessions here. Multiple clicks in the field toggles through ToDo, √Done and empty.

Jump to Session on Sessions layout.

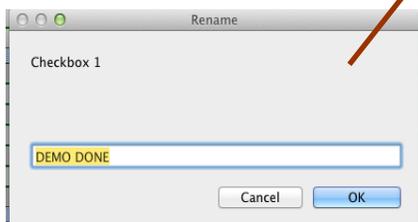
Clear Session.

Filter icon.

### Check Box Details

Check boxes: 10 user editable check box columns. These Check Boxes have three states; empty, X and √. Each click in the check box increments it to the next state. Running totals are kept for each column displayed in the totals area in the lower section of the layout.

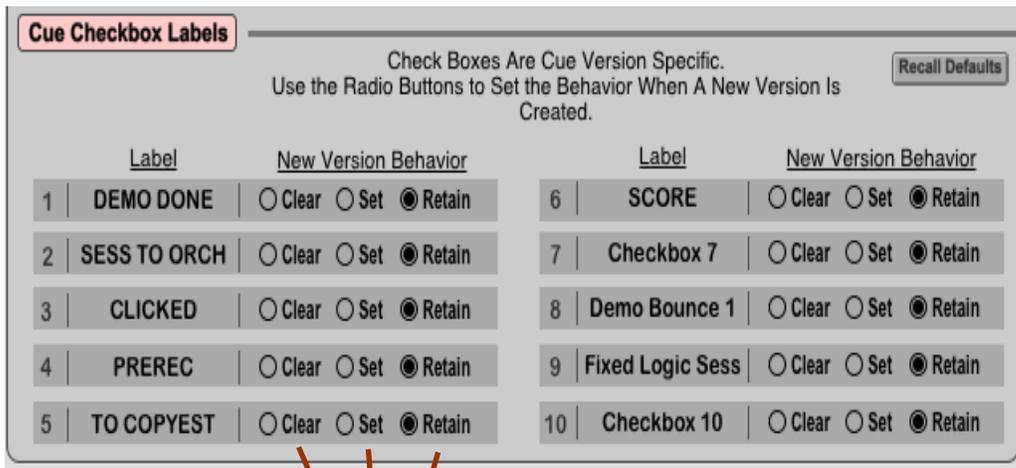
Command clicking the Check Box label presents a dialog that allows you to edit the label to your preference. The labels can also be edited via the Prefs layout.



Check Box Filter: Clicking the icon  presents a drop down menu. Select one of the 4 items to filter the list to show Cues with that setting.

As of CC v4 all Check Boxes are now version specific. Use the New Version Behavior settings on the Prefs to determine what happens to a Check Box setting when a new Cue version is created.

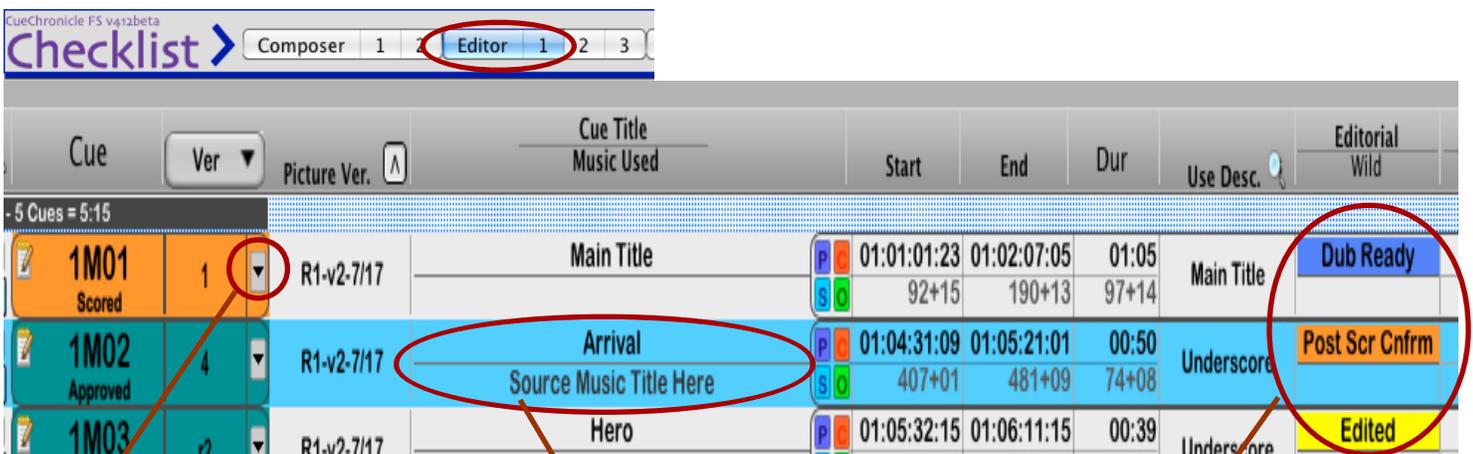
Prefs Layout Snippet



When a new version is created for a Cue - Clear sets it to empty, Set- sets it to X and Retain leaves it set as it was.

### Checklist Section - Editors Layout

A two line list view designed for music editors.



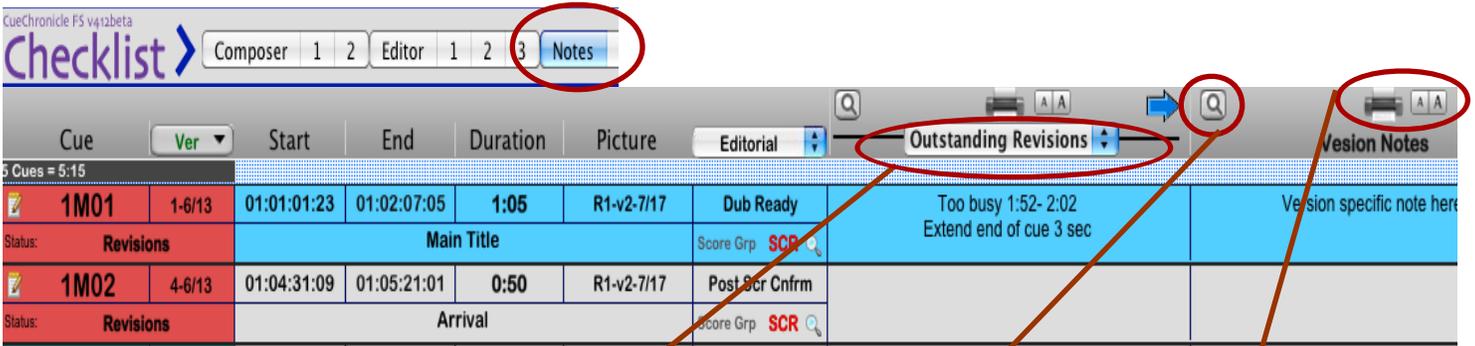
Version Drop Down:  
If multiple versions exist for the cue, use this drop down to change the Cues version.

Both the Cue Title and Source Music Title are displayed for the specified Cue version.

Editorial Status Field:  
Values and Colors specified via the Prefs Layout

## Checklist Section - Notes Layout

The Checklist section Notes layout is a two line list that displays the Cue's notes fields and also a user customizable field.



Use the drop down menu to choose the data to be display in the first column. Outstanding Revisions, Outstanding Overdubs or Outstanding Tasks.

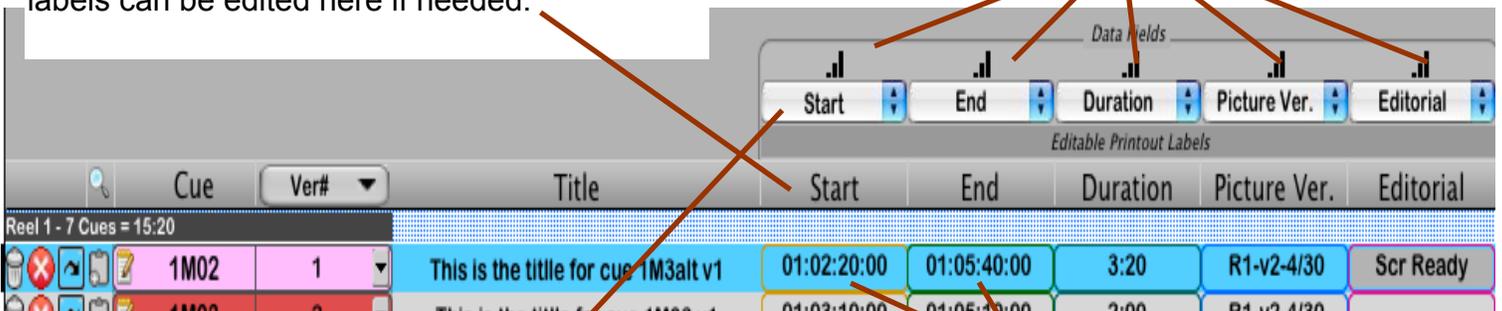
Notes Filter:  
Filter the list to only Cues that contain notes in that field.

Print a Cue list with the specific note field included.  
Enlarge/Reduce font icon.

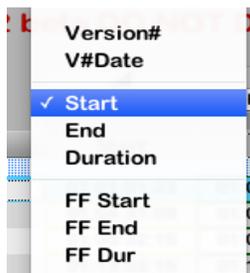
## Checklist Section - Custom Layout

A Cue list layout with 5 customizable columns. Setting the column header drop down menus determines the field contents for the 5 columns.

After selecting the fields to view. The column labels can be edited here if needed.



Drop down selections.



The field contents on this layout **can not** be edited. Use this layout for custom viewing and printing.

## Minutes Per Day Calculator

Keep track of how many minutes per day needs to be complete to meet a deadline.

Check the cues statuses that are to be included in the calculation.  
Only **SCORE** Cues set to these statuses are calculated.

Minutes Per Day	
<b>Include Status</b>	<b>Filter MPD Cues</b>
<input checked="" type="checkbox"/>	
<input type="checkbox"/> Approved	
<input type="checkbox"/> License	
<input type="checkbox"/> Mixed	
<input type="checkbox"/> On Hold	
<input checked="" type="checkbox"/> Revisions	
<input type="checkbox"/> Scored	
<input type="checkbox"/> To Be Apprvd	
<b>Deadline</b>	
<b>Mon, 7/19/10</b>	
<b>Cues</b>	<b>Duration</b>
<b>4</b>	<b>06:33</b>
<b>Countdown</b>	<b>Min/Day</b>
<b>3 Days</b>	<b>02:11</b>

Click to filter the cue list to show only the Cues referred to by this calculation.

Presents a pop up calendar to set the deadline.

In this example 4 cues left to do. 2:11 per day needs to be completed each day to make the deadline.



Only Cues that have their Score Group field set to **SCR** are included in the Min Per Day Calculation.

## Keyboard Shortcuts for the Checklist

*Control + number = Find all score cues for reel number*

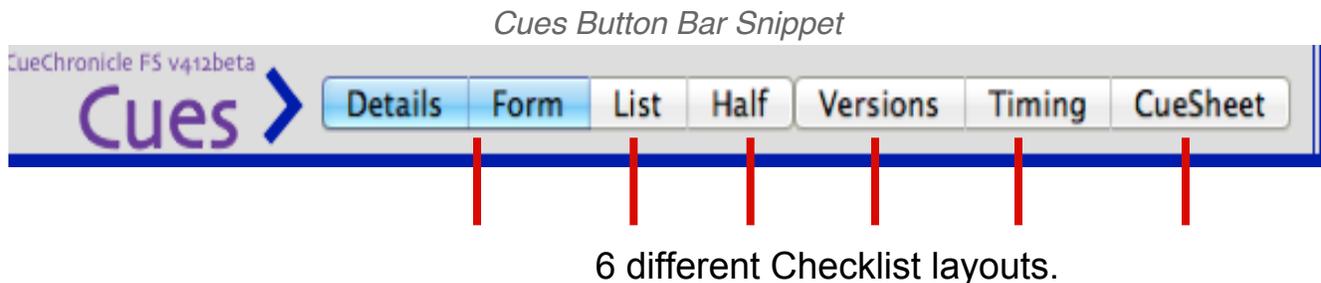
*Control + 1 = Find all score cues for reel 1*

*Control + 2 = Find all score cues for reel 2*

**\*\* Control + 0 = Find ALL score cues**

# The Cues Section

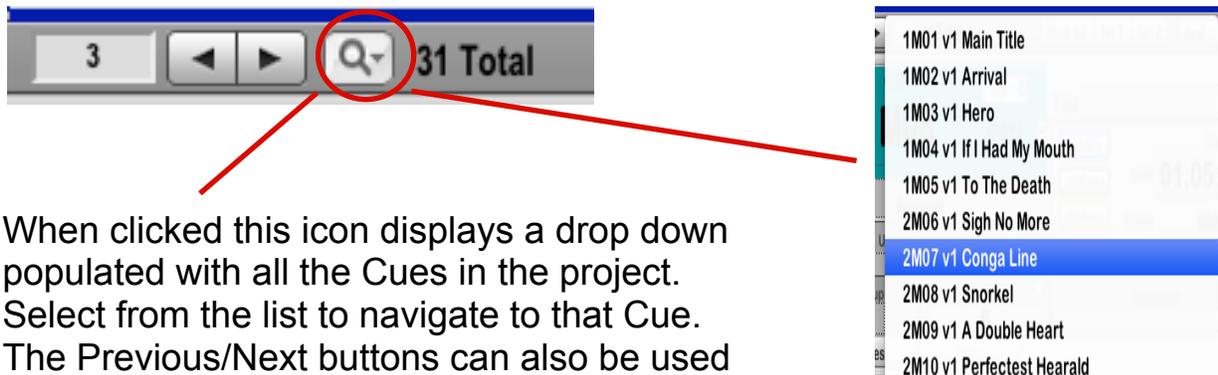
The Cues section has 6 different layouts. Like the Checklist section, the Cues section also deals with Cue records.



To move to a different layout, click a tab in the Cues Section's tab bar. The example above shows the Details Form layout selected.

## Cues Button Bar

The Cues Button Bar includes the same buttons as the Checklist section with one addition, the GoTo Cue drop down.



## Cues Section Details Form Layout

Details Form is a form style layout which includes all the fields that can be entered for a Cue, excluding some fields available on the Cue Sheet layout. As the name states, the Cues details are found on this layout.

Renumber Cue: Click this icon to edit the Cue #.

Frequently used print options. Select from the drop down and click the printer icon. More options are available in the File Menu, on the main menu bar.

Status Field: 8 User defined Cue statuses can be defined on the Prefs layout. Each status can have a color assigned to it.

Update Picture Icon: If this icon is present, the Cue's picture is not set to the most current reel. Click it to set the picture to the most current reel specified on the Reels Layout. Orange text is displayed if the Cue's picture is not set to the most current reel.

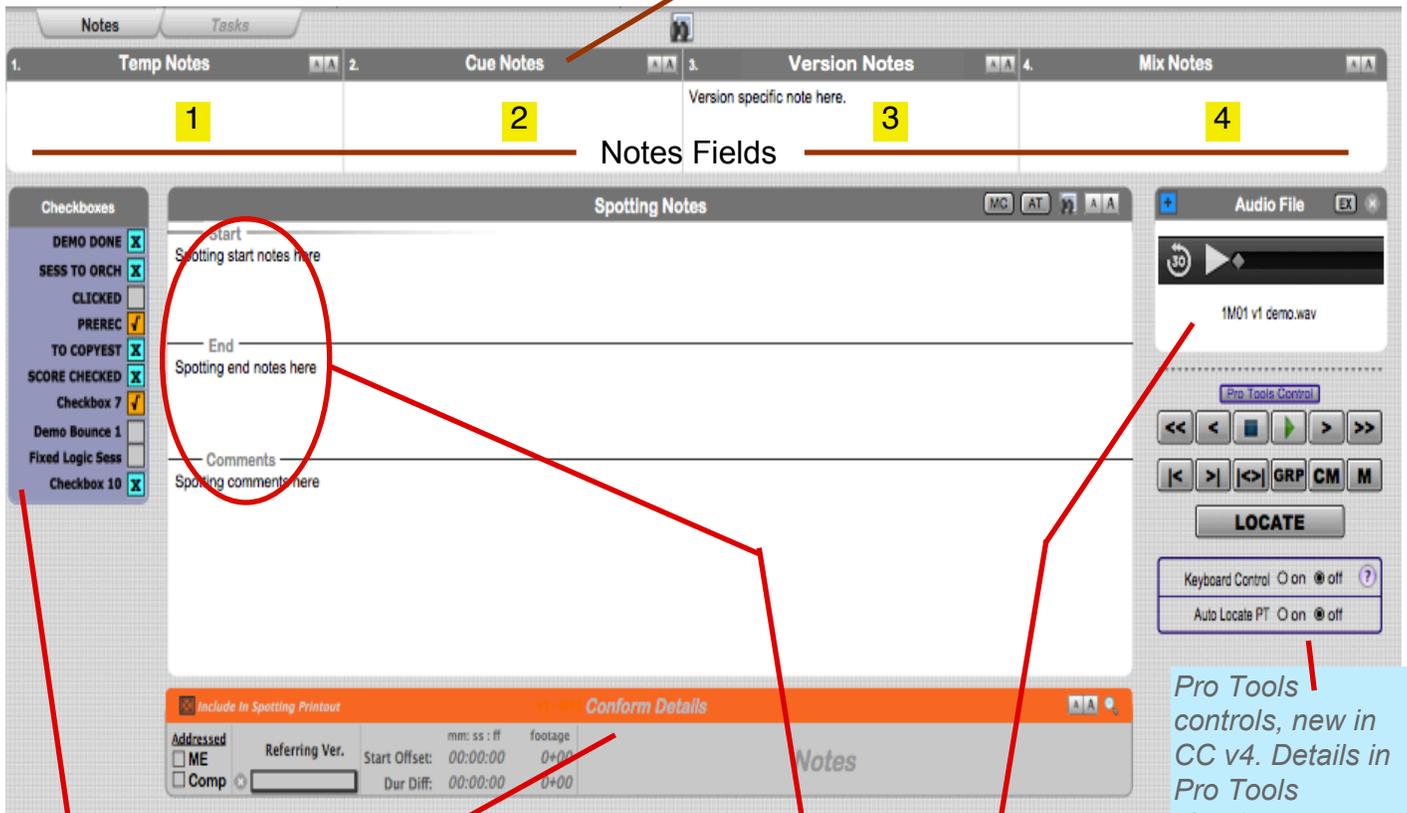
-  Delete Cue.
-  Omit Cue from found set.
-  Create Task.

## Cues Details Form - Notes Tab

The lower half of the layout can display Notes or Tasks determined by which tab is selected.

Four generic notes fields are available. The #3 Notes field (labeled Version Notes in this example) is Cue Version specific. The other three are Cue specific. The field labels can be customized by clicking on the label. ( Versions and Version specific, explained in detail later).

Click to customize the notes field labels.



Check Box area. All version specific as of CC v4.

Conform Details description to follow.

Dedicated fields for spotting notes. The spotting notes printout displays this information.

Audio File Container: Audio Files can be stored and played from here. As of CC v4 network clients accessing a hosted CC project can download these audio files using the EX button.

Pro Tools controls, new in CC v4. Details in Pro Tools chapter.

### Spotting Notes Buttons



MC: Opens a dialog with options to move Spotting Comments to the other Cue notes fields.

AT: Opens a dialog with options to append Timing Notes from the Cue's Timing Notes layout to Spotting Notes.

Open Spotting Notes in report window.

Change Spotting Notes font size.

### The Cue's Time Position Fields

Shift Cue  
Offset Cue  
Conform Cue  
buttons.  
Hold Option to  
enter footage  
instead of smpte.

	Start	End	Duration
 smpte	<b>01:01:01:23</b>	01:02:07:05	01:05
 footage	92+15	190+13	97+14
 edge #	16-0455-7471	16-1911-9204	

Click field to edit.



Footage calculations accuracy is determined by the TC & Feet+Frame Rate settings on the Prefs layout.



Move the Cue to a new start while maintaining the duration.



Same as above only using a +/- offset.



Conform button (Details below).



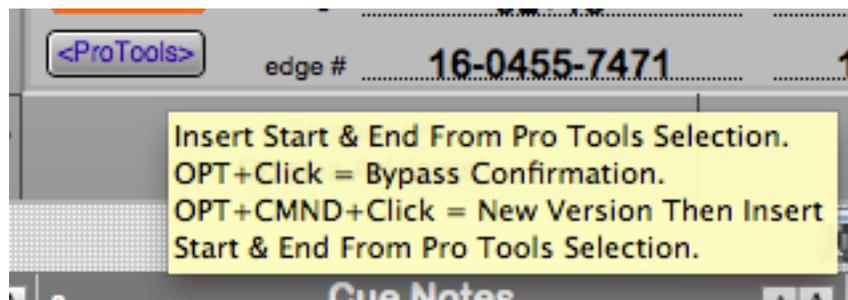
Grab Start & End times from Pro Tools Session.



Hovering the mouse over many of the icons in CC will display helpful Tool Tips. The buttons above have many options when adding keyboard modifiers.



### Pro Tools Button Tool Tips



 edge # 16-0455-7471 1

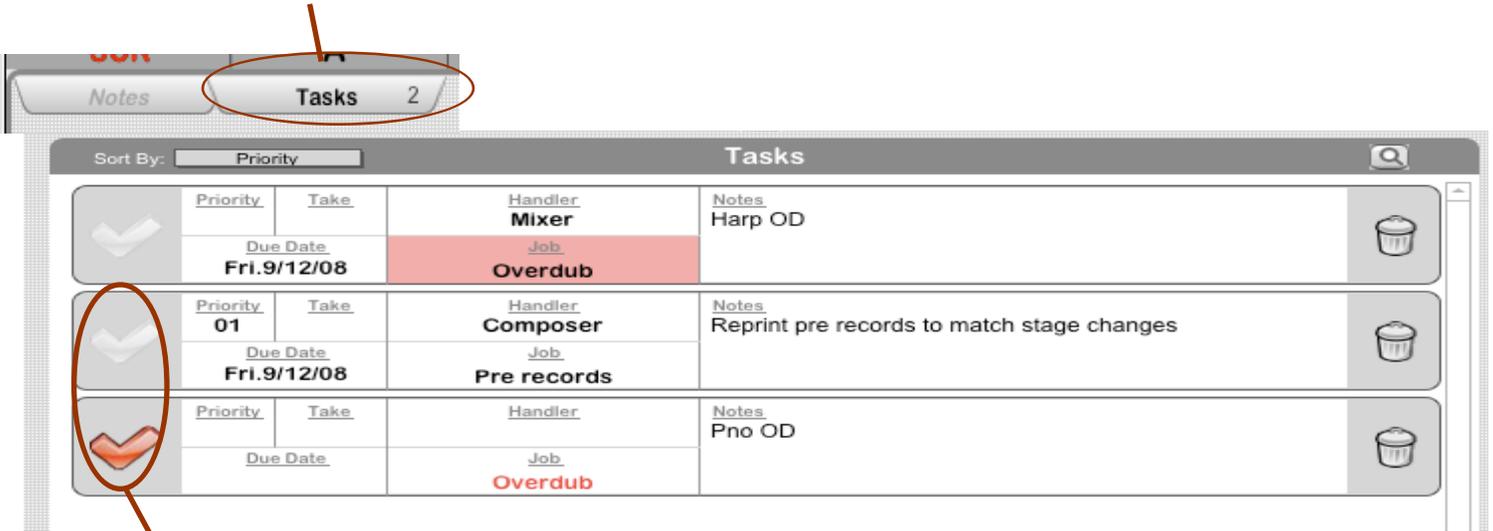
Insert Start & End From Pro Tools Selection.  
OPT+Click = Bypass Confirmation.  
OPT+CMND+Click = New Version Then Insert Start & End From Pro Tools Selection.

Cue Notes

## Cues Details Form - Tasks Tab

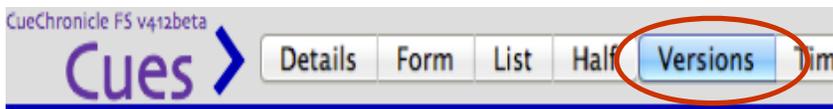
Tasks are described in more detail in the Tasks Section chapter.

Clicking the Tasks tab displays a portal with the Cue's related Tasks.

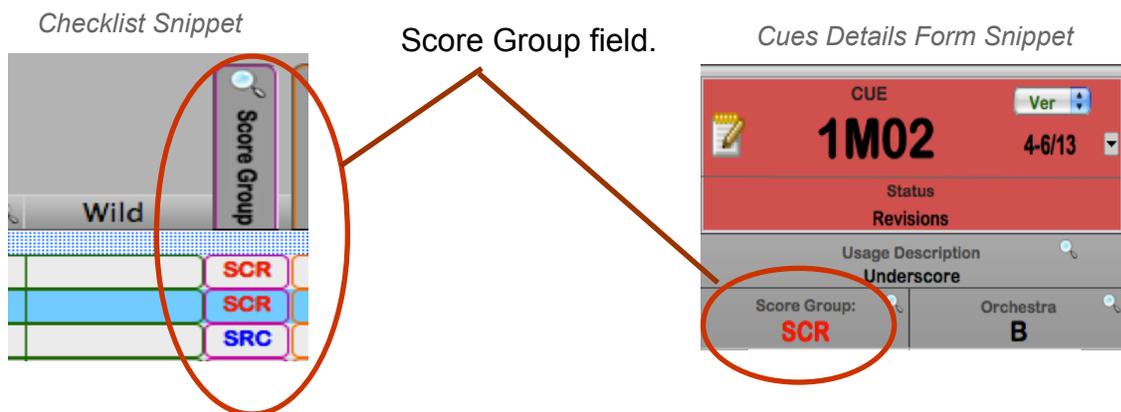


Clicking the check mark toggles the status between "to do" and "complete". Red marks completed Tasks.

## Cues Section Versions Layout



This layout works in two different ways depending on what Score Group a Cue is in. Cues are either Score Cues: Cues handled by the Composer, or Other Cues: Cues handled by Editorial. Cues are designated to a group by using the Score Group field.



Score Group Field Abbreviations: Enter "SCR" or your choice of characters including a bullet character to mark a Cue as a Score Cue. Leaving the field empty or entering text that doesn't match the Score text specification described will mark the Cue as an Other Cue. Font color for Score Cues is always red; Other Cues font color is always blue.

\* Type Option 8 to create the bullet character.

As mentioned previously, this layout displays the Cue's versions differently depending on what Score Group the Cue is in. Score Cues use the Score Tab while Other Cues use the Source Tab. When entering this layout, the appropriate tab will automatically be set.



Score and Source tab automatically set when entering this layout depending on the Cue's Score Group setting.

### Cues Section Versions Layout - Score Tab

This is the most involved layout in CueChronicle. Before getting into the details of each area, here is a general overview.

The top area displays the info for the Cue and it's selected Version.

Version History Portal.

Conform Details Portal.

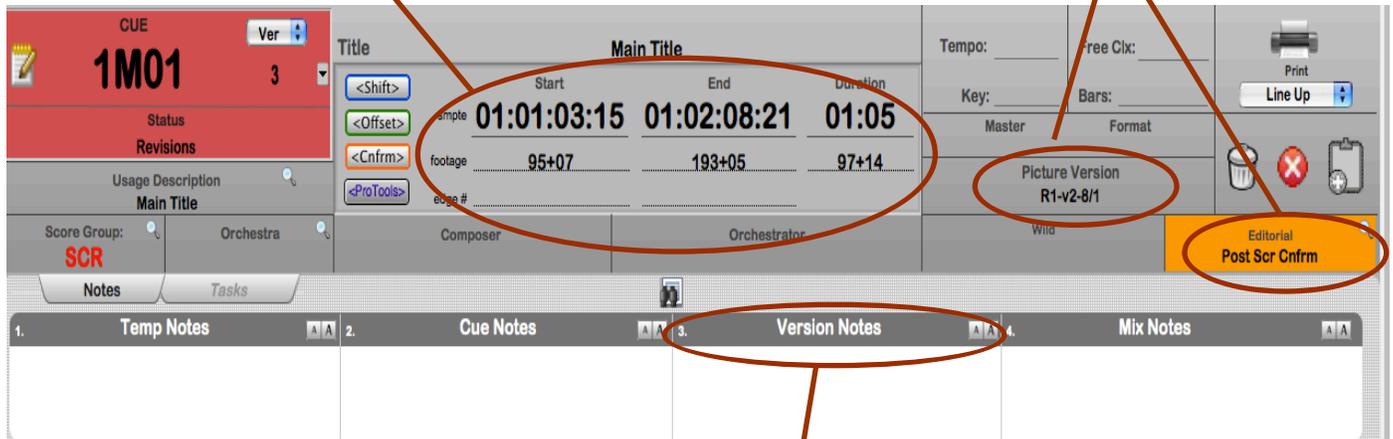
Revision Records Portal.

VERSION	DATE	START	DUR	PICT. VER.
3	8/1/12	01:01:03:15	01:05	R1-v2-8/1
2	8/1/12	01:01:01:20	01:05	R1-v1-7/23
1	6/13/12	01:01:01:23	01:05	R1-v1-7/23

For Score Cues, the Cue's Version records are designed to store a history of the changes made to a Cue. These changes can be due to picture conforms or composer related changes. The Cue fields that are Version specific are shown below. You might create a new version when you have to conform the cue to new picture, allowing you to enter new time code but leave the old ones for reference in the previous version.

All the time fields are version specific.

Picture and Editorial fields are version specific.



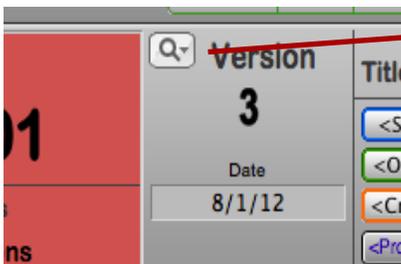
Notes field #3, labeled Version Notes by default, are version specific.



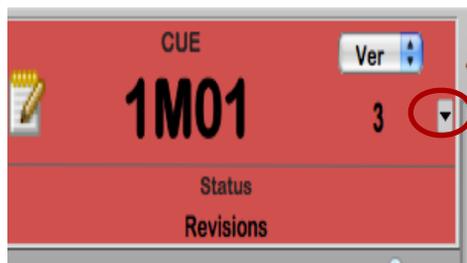
As of CC v4, all the Check Boxes are version specific.

### Setting the Cue's Version

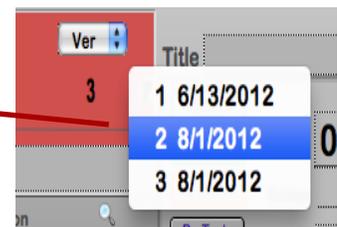
On the Cues Versions layout, the Cue's version can be selected from this drop down, or by clicking a row in the Version History.



VERSION	DATE	START	DUR	PICT. VER.
3	8/1/12	01:01:03:15	01:05	R1-v2-8/1
2	8/1/12	01:01:01:20	01:05	R1-v1-7/23
1	6/13/12	01:01:01:23	01:05	R1-v1-7/23



On other Cue's Section layouts, the Cue's Version can be set with this drop down.



## Cues Section Versions Layout - Version History Portal

Open Version History Report window.

Clicking a row in the portal, highlighted gray, sets the current Version for the Cue. This Cue's version specific fields will reference this Version records data throughout the database.

Print Version History for all found Cues.

Create a new Version for the Cue.

Delete Version.

VERSION	DATE	START	DUR	PICT. VER.
3	8/1/12	01:01:03:15	01:05	R1-v2-8/1
2	8/1/12	01:01:01:20	01:05	R1-v1-7/23
1	6/13/12	01:01:01:23	01:05	R1-v1-7/23

## Cues Section Versions Layout - Revision Records Portal

Revision records are designed to keep track of version specific notes. Each Cue Version gets a separate set of Revision records.

Version 3 is selected so its related revision notes records are displayed in the Revisions portal.

Version 2 is selected so its related revision notes records are displayed in the Revisions portal.

**Version 3 Selected:**

VERSION	DATE	START	DUR	PICT. VER.
3	8/1/12	01:01:03:15	01:05	R1-v2-8/1
2	8/1/12	01:01:01:20	01:05	R1-v1-7/23
1	6/13/12	01:01:01:23	01:05	R1-v1-7/23

**Revisions (Version 3):**

Status	By	Est. Time	Notes
<input type="checkbox"/>		00:00	Too busy around 1:32, maybe less perc in this section.
<input type="checkbox"/>		00:00	make space for dialing @ 2:01

**Version 2 Selected:**

VERSION	DATE	START	DUR	PICT. VER.
3	8/1/12	01:01:03:15	01:05	R1-v2-8/1
2	8/1/12	01:01:01:20	01:05	R1-v1-7/23
1	6/13/12	01:01:01:23	01:05	R1-v1-7/23

**Revisions (Version 2):**

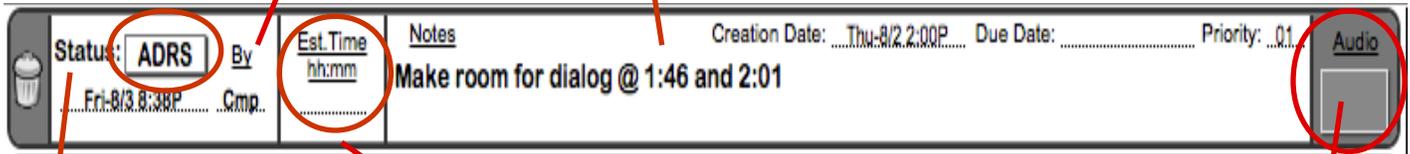
Status	By	Est. Time	Notes
<input type="checkbox"/>		00:00	version 2 notes here .... yada yada...
<input type="checkbox"/>		00:00	

## Revisions Record

This record is designed to keep track of modifications that are to be made to a Cue.

Who addressed the note.

The requested notes.



Revision Status:  
Set the revision status from the drop menu.

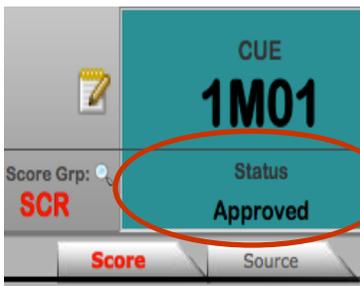
The estimated time needed for making the revision. Total revision time displayed above.

Audio notes can be recorded here. Double click to start recording.



Revision Statuses Drop Down:

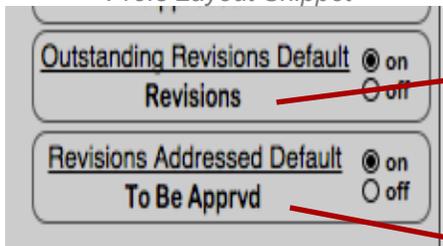
POST - the note will be addressed post scoring.  
REC - the note will be addressed during recording.  
ADRS - note has been addressed.  
IGN - ignore note.



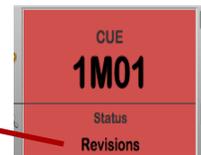
Outstanding Revisions:

The Cue's status can be set to automatically change when there are outstanding Revisions and when the Revisions are all addressed. This is set on the Prefs layout. Example below.

*Prefs Layout Snippet*



Using these settings, Outstanding Revisions will cause the Cue's status to change to Revisions.



When all the Revisions are addressed, the Cue's status will switch to To Be Approved.



## Conform Details Portal

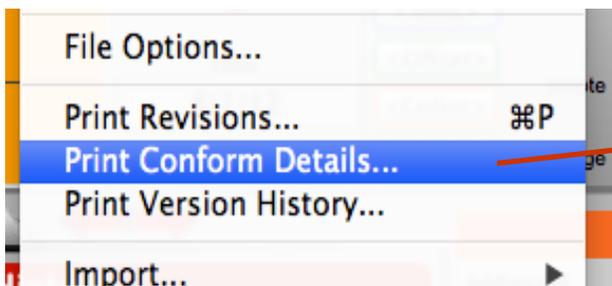


The Version that is referenced for the offset and difference calculations.

When a new Cue Version is created and the start time or duration of the Version is changed, the start offset and duration difference are calculated and displayed in the Conform Details portal.

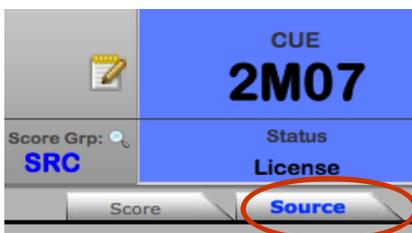
Details about the conform.

File Menu Snippet



Conform notes can be printed by selecting - Print Conform Details from the File menu.

## Cues Section Versions Layout - Source Tab



When a Cue is marked as Source, Versions are used to maintain a list of the different music options that are being considered.

**Source Options**

Select Print Type

Source Options Editorial (This Cue)

Master      Format  
Received      2 Track

Use this drop down to choose different Source Cue printing options.

**New Version**

Choice	Ver	Editorial	Title	Artist	Sync	
★	3	Cut In	<b>Kung Fu Fighting</b>	<b>Carl Douglas and Vivian Hawke</b>		☒
Notes:			Album	<b>Single</b>	Master	Total Cost
Notes:			Album	<b>Life and Times</b>	Master	Total Cost
★	2	Cut In	<b>Bad Bad Leroy Brown</b>	<b>Jim Croce</b>		☒
Notes:			Album	<b>Life and Times</b>	Master	Total Cost
★	1	On Hold	<b>Saturday Night's Alright</b>	<b>Elton John</b>		☒
Notes:			Album	<b>Goodbye Yellow Brick Road</b>	Master	Total Cost

Clicking the Choice Icon sets that version as the Cue's current version. The current version of the Cue will be displayed throughout the database.

Editorial Field: Values and Colors specified via the Prefs Layout. This field is version specific. See the New Version Behavior on the Prefs Layout.

Delete Version.

### Cues Section Cue Sheet Layout

CueChronicle FS v4

**Cues** > Details Form List Half Versions Timing **CueSheet**

This is the layout to use when it's time to hand in your Cue Sheet. Each Cue has 12 fields to hold multiple Entitled Parties. The start, end and duration times on this layout are independent of the Cue's times that are displayed throughout the database. Usage summary printouts are available from this layout also.

Top area holds the Cue Sheet Header Info for the printout.

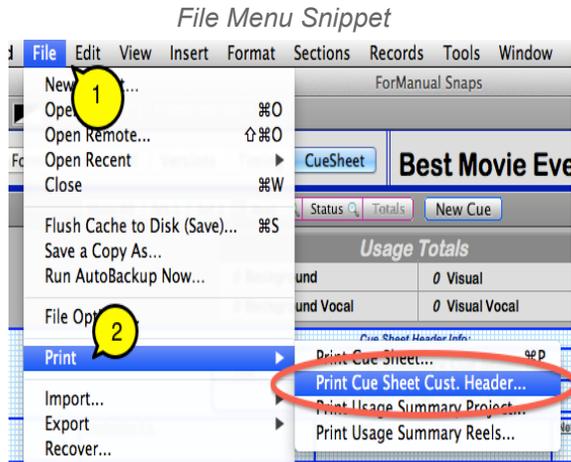
Cue Sheet Header Info:

Cue Sheet Title: **PRELIMINARY CUE SHEET**

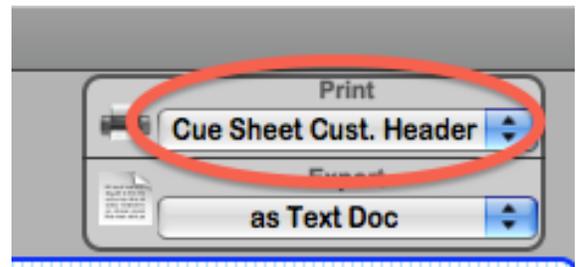
Total Music: 23:28    15 - Cues

Film/Show Title <b>The Best Movie Ever Made</b>	Production Co. <b>Warner Brothers</b>	Distributor <b>Best Dist Co Ever</b>	Network <b>Best Network Ever</b>	Prepared By: Name: _____ Vincent Cirilli _____ Co: _____ Vin/Vision LTD _____ Ph: _____ 818.986.0598 _____ EMail: _____ VCirilli@Mac.com _____
Program Type <b>Feature Film</b>	Program Length <b>120 min</b>	Release Version <b>Domestic</b>	Episode Title/ # <b>Episode # 1 - The Best Episode Ever</b>	Est. Air date <b>10/28/2007</b>

To customize the Header for your printout, use the “Cue Sheet Cust. Header” print option.



*Upper Right CueSheet Layout Snippet*



or

Below the Header Info are the Cue records. On the left side of the record are 4 tabs. The first tab displays the Cue’s info. The Cue Sheet Times tab maintains a separate set of times for the Cue. These are the times used on the Cue Sheet printouts. The remaining two tabs are there for convenience in referring to the Cue’s Details times and Checkboxes.

Tab: Use the Tabs to refer to other cue fields.

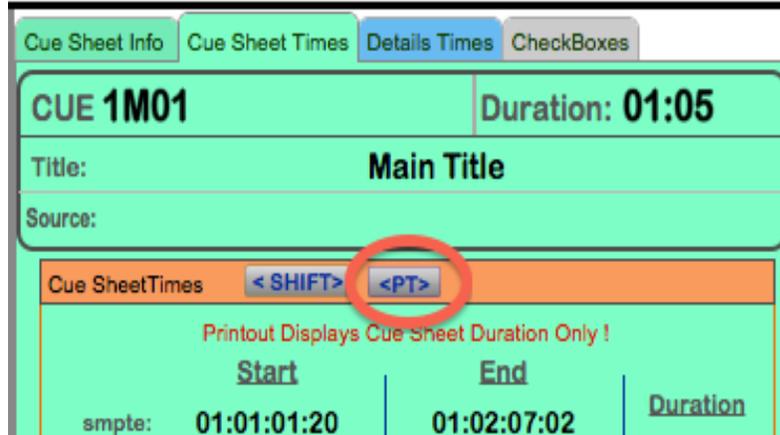
Copy / Paste: The cue’s entire Entitled Parties data can be copied and pasted using these buttons

Role	Name / Co.	Affiliation	%
Composer	Samanta Stevens	ASCAP	50
Composer	Herman Munster	BMI	50
Publisher	Best Publishing Co. Ever	ASCAP	100

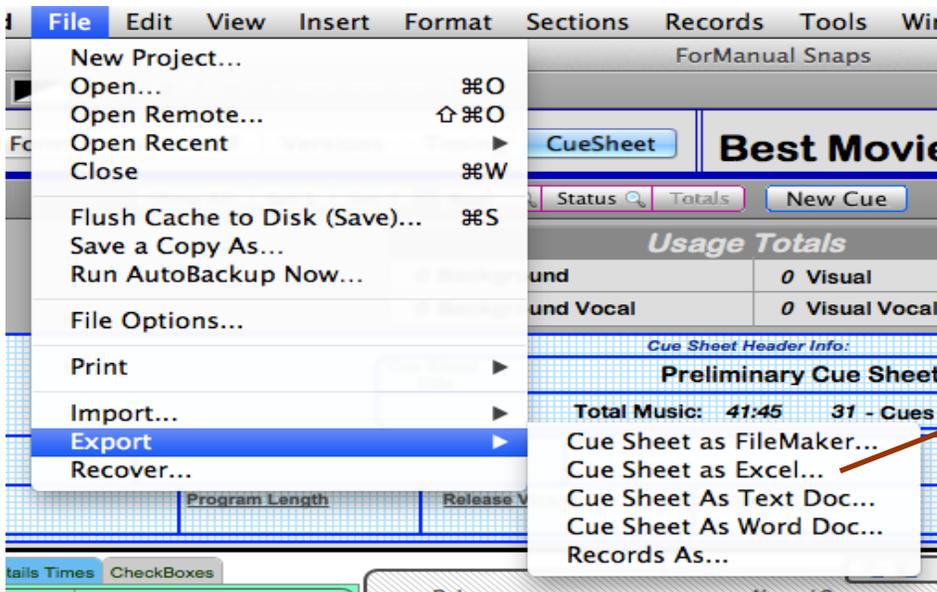
Up to 12 Entitled Parties can be entered per cue.

Source music title if applicable.

A new feature in CCv4. The button shown below will grab the current start and end times from the Pro Tools session that is running on the same machine, and enter them into the Cue Sheet start and end times.

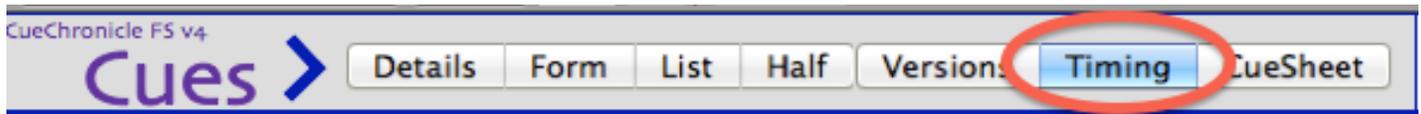


There are other options for delivering your Cue Sheet under File Menu > Export.



The most common request is to output your info as an Excel document.  
 \* FileMaker does not retain any text formatting when exporting to Excel. Use the tools in Excel to format your export.

### Cues Section Timing Layout

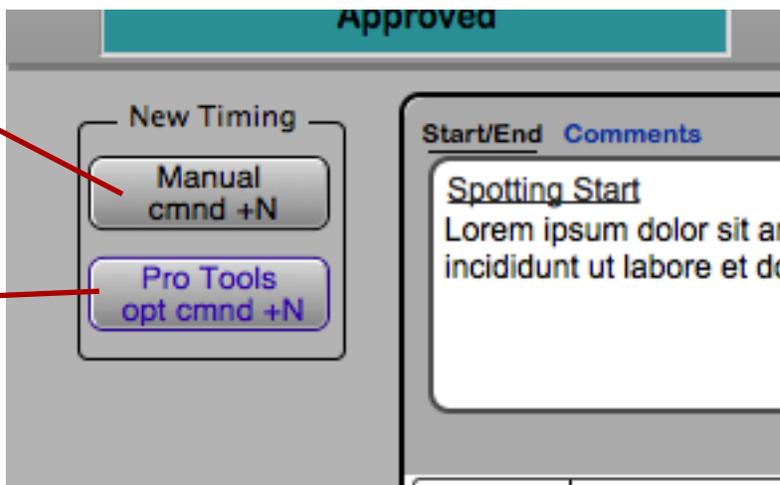


The Cues Timing layout is used to create and display timing notes for each cue. Timing notes are used to give the composed details notes at specific timings.

Use the buttons or keyboard shortcuts to create new Timing Notes. The Pro Tools button is new in CCv4. If a Pro Tools session is open on the same machine, using this option will grab the current PT timeline location and use it for the Timing Notes time.

Manual Timings can be created using this Button or the keyboard equivalent Command + N.

Timings created using the current PT position can be created using this Button or the keyboard equivalent Option Command + N.



The time relative to the Cue start time. Set the check box to display hundredths.

User Defined popup menus for Transition Type & Streamers.

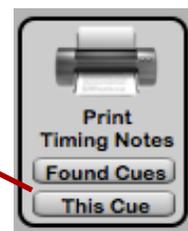
Timing Records Portal Snippet

		<input checked="" type="checkbox"/> 100ths				
Loc PT	S O	Smpte 01:11:54:05	Relative 00:00.00	Trans. Cut	Streamer Punch	Coppter liftoff
Loc PT	S O	Smpte 01:11:57:14	Relative 00:03.37	Trans. Cut	Streamer White	up angle
Loc PT	S O	Smpte 01:12:04:08	Relative 00:10.12	Trans. WS	Streamer	landing strip wide shot

Shift Timings Button:  
Opens a dialog prompting for a smpte time to shift the timing record to. All subsequent timings get shifted also.  
Offset Timing Button:  
Opens a dialog prompting for +/- mm:ss:ff to offset the timing record to. All subsequent timings get offset also.

New in CCv4: The Locate PT button. Click the button to locate your Pro Tools session to the selected timing record.

Print Timing notes options.



# The ProjectInfo Section

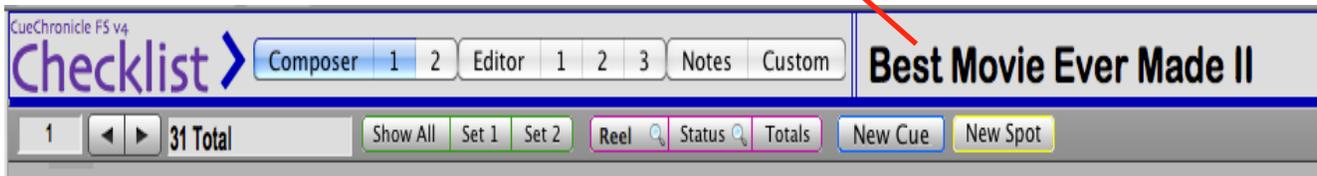
This section has 6 layouts. The Rigs, Drives and Contacts layouts are not really used that often and are pretty much self explanatory so they will not be covered here.

## ProjectInfo > Crew

Other than logging the people involved in the project, the important fields here are Film/Show Title and Episode Title/#. The information in these fields can only be entered on this layout and are displayed in all Sections as shown in the Checklist snippet below.



Checklist Layout Snippet



## ProjectInfo > Reels

This layout is designed to log the ever changing Reels delivered by the picture department. The layout is split into two portals: In Use and Outdated. The top portal, In Use, holds the Reels that are currently being used in the project. When multiple versions of a Reel are kept in this portal, the most current version will be highlighted green.

2 versions of Reel 2 are in use, v2 is the most current highlighted green.

The screenshot shows the 'ProjectInfo' interface for the 'Reels' section of the project. The 'Date Format Pref' is set to mm/dd/year. The 'In Use' portal is active, displaying a table of reels. The table has columns for Reel#, Version #, Version Date, Type, Frame Rate, TC, FFOA, FF, LFOA, FF, LOCKED, and Nickname. Two versions of Reel 2 are highlighted in green: v2 (11/30/2012) and v2 (11/10/2012). A red circle highlights the two v2 rows, and a red arrow points from the text above to the v2 row with the later date.

Reel#	Version #	Version Date	Type	Frame Rate	TC	FFOA	FF	TC	LFOA	FF	LOCKED	Nickname
1	v2	11/30/2012	QTime	23.976	01:00:08:00	12+00	01:20:00:00	1800+00	<input type="checkbox"/>	R1-v2-11/30		
2	v2	11/10/2012	QTime	23.976	02:00:08:00	12+00	02:20:00:00	1800+00	<input checked="" type="checkbox"/>	R2-v2-11/10 L		
2	v1	6/14/2012	QTime	23.976	02:00:08:00	12+00	02:20:00:00	1800+00	<input type="checkbox"/>	R2-v1-6/14		
3	v1	6/14/2012	QTime	23.976	03:00:08:00	12+00	03:20:00:00	1800+00	<input checked="" type="checkbox"/>	R3-v614		
4	v1	6/14/2012	QTime	23.976	04:00:08:00	12+00	04:20:00:00	1800+00	<input checked="" type="checkbox"/>	R4-v614		

To create a new Reel, place your cursor in the last empty row in the In Use portal and enter the information.

When a Reel is created, a nickname for it will be auto created. This nickname will populate the Cue's picture version field as shown below.

In Use						
A	FF	TC	LFOA	FF	LOCKED	Nickname
12+00		01:20:00:00	1800+00		<input type="checkbox"/>	R1-v2-11/30
12+00		02:20:00:00	1800+00		<input checked="" type="checkbox"/>	R2-v2-11/10 L
12+00		02:20:00:00	1800+00		<input type="checkbox"/>	R2-v1-6/14
12+00		03:20:00:00	1800+00		<input checked="" type="checkbox"/>	R3-v6/14

Cues Layout Snippet

Picture Version	
R2-v2-11/10	
R2-v1-6/14	
R2-v2-11/10 L	

The auto generated Reel nickname is created from the Reel #, Date and Version number. Click in the Nickname field to edit it to your preference.

Reel 1 Nickname.

Enter The Reel Nickname.  
\*\* Leave Empty For Auto Created! \*\*

User Nickname:  
My Nickname

Clear OK

Outdated Reels can be stored in the lower portal by clicking the gray arrow icons.

Use the gray arrow icons to move Reels from the In Use portal to the Outdated portal.

ProjectInfo									
Date Format Pref: <input checked="" type="radio"/> mm/dd/year <input type="radio"/> dd/mm/year									
In Use									
Reel#	Version #	Version Date	Type	Frame Rate	TC	FFOA	FF	TC	
1	v2	11/30/2012	QTime	23.976	01:00:08:00	12+00		01:20:00:00	
2	v2	11/10/2012	QTime	23.976	02:00:08:00	12+00		02:20:00:00	
3	v1	6/14/2012	QTime	23.976	03:00:08:00	12+00		03:20:00:00	
4	v1	6/14/2012	QTime	23.976	04:00:08:00	12+00		04:20:00:00	
5	v1	6/14/2012	QTime	23.976	05:00:08:00	12+00		05:20:00:00	
6	v3	11/10/2012	QTime	23.976	06:00:08:00	12+00		06:20:00:00	
6	v2	11/8/2012	QTime	23.976	06:00:08:00	12+00		06:20:00:00	
6	v1	6/19/2012	QTime	23.976	06:00:08:00	12+00		06:20:00:00	
Outdated									
Nickname	Reel#	Version #	Version Date	Type	Frame Rate	FFOA			
R1-v1-11/10	1	11/10/201	11/10/12	QTime	23.976	12+00			
R2-v1-6/14	2	6/14/2012	6/14/12	QTime	23.976	12+00			

## Reels/Picture Version Guidelines

When a Cue's picture version field is empty or data is entered manually, without using a Reel from the In Use portal on the Reels layout, the text **NO REEL REL** will appear in red as shown below. This is only a reminder to let you know that CueChronicle can not calculate changeovers in this mode.

CueChronicle F5 v4

Cues > Details Form List Half

8 31 Total Show All

Cues Details Form Snippet

Snorkel			Tempo:	Free Clk: 8
Start	End	Duration	Key:	Bars:
smpte 02:06:13:00	02:06:29:00	00:16	Master	Format
footage 559+08	583+08	24+00	Picture Version	
edge #	NO REEL REL			

Empty Picture Version field. NO REEL REL warning text appears.

Snorkel			Tempo:	Free Clk: 8
Start	End	Duration	Key:	Bars:
smpte 02:06:13:00	02:06:29:00	00:16	Master	Format
footage 559+08	583+08	24+00	Picture Version	
edge #	R2-v2-11/10 L			

A reel relationship is established here. No warning text.

When a Cue's picture version field is assigned to a Reel that is not the most current, the Picture Version text will be colored orange.

Checklist Snippet

SMPT E FOOTAGE

Status	Cue	Ver	Start	Duration	Picture	UseD
Approved	1M01	3	01:01:03:15	1:05	R1-v1-11/10	Main
In Progress	1M05	1	01:02:47:00	0:40	R1-v2-8/1	Unde
Revisions	1M02	1	01:04:31:09	0:50	R1-v1-11/10	Unde

When a Cue is set to the most current Reel, the Picture Version text is colored **black**.

When a Cue is set to a Reel that is not the most current, the Picture Version text is colored **orange**.

Cues Details Form Snippet

Master	Format
Picture Version	
R1-v1-11/10	
Theme	

This button updates the Picture Version to the most current. It only appears when the Picture Version is not set to the most current.

Cues Details Form Snippet

Title				Main Title		Tempo: 117 var	Free Clx: _____
<Shift>	Start	End	Duration	Key: _____	Bars: _____	Master Format	
<Offset>	smpte 01:00:02:00	01:01:07:06	01:05	Picture Version			
<Cnfrm>	footage 3+00	100+14	97+14	R1-v2-11/30			
<ProTools>	edge #	REEL BOUNDS					

The Cue's start is before the FFOA of the related Reel.

If a Reel relationship is established and the Cue's start or end time is set beyond the FFOA / LFOA for that Reel, then **REEL BOUNDS** is displayed as a warning.

Reels Layout Snippet

Reel#	Version #	Version Date	Type	Frame Rate	TC	FFOA	FF
1	v2	11/30/2012	QTime	23.976	01:00:08:00	12+00	

If a Reel relationship is established and the Cue's start or end hour do not correspond with the Picture Version, then **REEL MISMATCH** is displayed and the Picture Version text is italicized as a warning.

Cue is set to hour 2, Picture Version is set to Reel 1. REEL MISMATCH is displayed.

Title				Main Title		Tempo: 117 var	Free Clx: 4
<Shift>	Start	End	Duration	Key: _____	Bars: 148	Master Format	
<Offset>	smpte 02:00:15:05	02:01:20:11	01:05	Picture Version			
<Cnfrm>	footage 22+13	120+11	97+14	R1-v2-11/30			
<ProTools>	edge #	REEL MISMATCH					

## Changeover Mode

Reels Layout Snippet

Cue's end time is beyond the LFOA

In Use					
FFOA	FF	TC	LFOA	FF	LOC
00	0+00	01:17:21:03	0+00		

Title	Main Title			Tempo: 117 var	Free Clx:
<input type="button" value="&lt;Shift&gt;"/>	Start	End	Duration	Key:	Bars: 14
<input type="button" value="&lt;Offset&gt;"/>	smpte 01:17:00:00	01:18:05:06	01:05	Master	Format
<input type="button" value="&lt;Cnfrm&gt;"/>	footage 1530+00	1627+14	97+14	Picture Version R1-v2-11/30	
<input type="button" value="&lt;ProTools&gt;"/>	edge #		<input type="checkbox"/> Changeover		

If a Reel relationship is established and the Cue's end time is beyond the Picture Version's LFOA, then the Changeover check box is displayed. Clicking the check box recalculates the end time into the next Reel as shown below.

The Cue times displayed in Changeover mode. Purple text color is used.

Title	Main Title			Tempo: 117 var	Free Clx: 4
<input type="button" value="&lt;Shift&gt;"/>	Start	End	Duration	Key:	Bars: 148
<input type="button" value="&lt;Offset&gt;"/>	smpte 01:17:00:00	02:00:52:03	01:05	Master	Format
<input type="button" value="&lt;Cnfrm&gt;"/>	footage 1530+00	78+03	97+14	Picture Version R1-v2-11/30	
<input type="button" value="&lt;ProTools&gt;"/>	edge #		<input checked="" type="checkbox"/> Changeover		

End time recalculated into next Reel.

## ProjectInfo > Journal List View

This layout is designed to keep track of meetings and correspondence. Each record can also store documents.

The screenshot shows the ProjectInfo interface with the 'Journal List' tab selected. The title bar reads 'Best Movie Ever Made II'. The main area displays a list of two records:

Date	Status	Type	Notes	Attendees	Time
Mon, Nov 12, 2012	1. Open	Meeting	Looking at cues in reel 3 and 4		Start: 2:00 P End: Duration:
Thu, Nov 1, 2012	2. Closed	Meeting	Looking at cues in reel 1 and 2		Start: 10:00 A End: 1:00 P Duration: 3:00

Annotations include a red circle around the 'Journal List' tab, a red circle around a '+' icon in the first record's 'Form' column, and a red arrow pointing from this icon to the text 'Duplicate record.' below. Another red arrow points from the 'Email' icon in the second record to the text 'Create an e-mail from the record.' below.

Form view button.

Create an e-mail from the record.

## ProjectInfo > Journal Form View

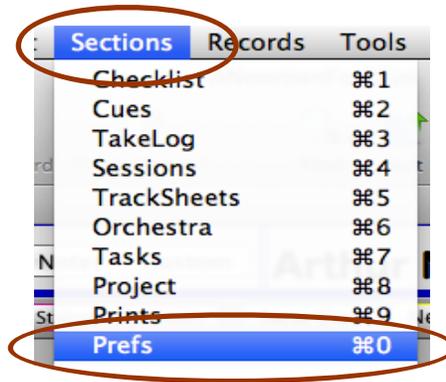
5 Container fields for storing files, pictures and pdfs are available.

The screenshot shows the ProjectInfo interface with the 'Journal Form' tab selected. The main area displays a musical score for 'IMAGINE' by John Lennon. The score includes the title 'IMAGINE', the words and music by John Lennon, and the lyrics: 'Im - ag - ine there's no heav -', 'Im - ag - ine there's no coun -', 'Im - ag - ine no pos - ses -'. The score is displayed in a container field, with a red arrow pointing from the text 'Conatiner fields.' below to the container field.

Conatiner fields.

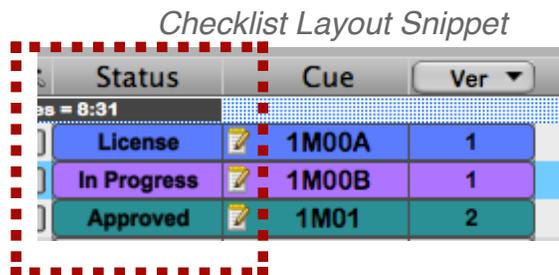
# Preferences

The place to set the global settings for the project.

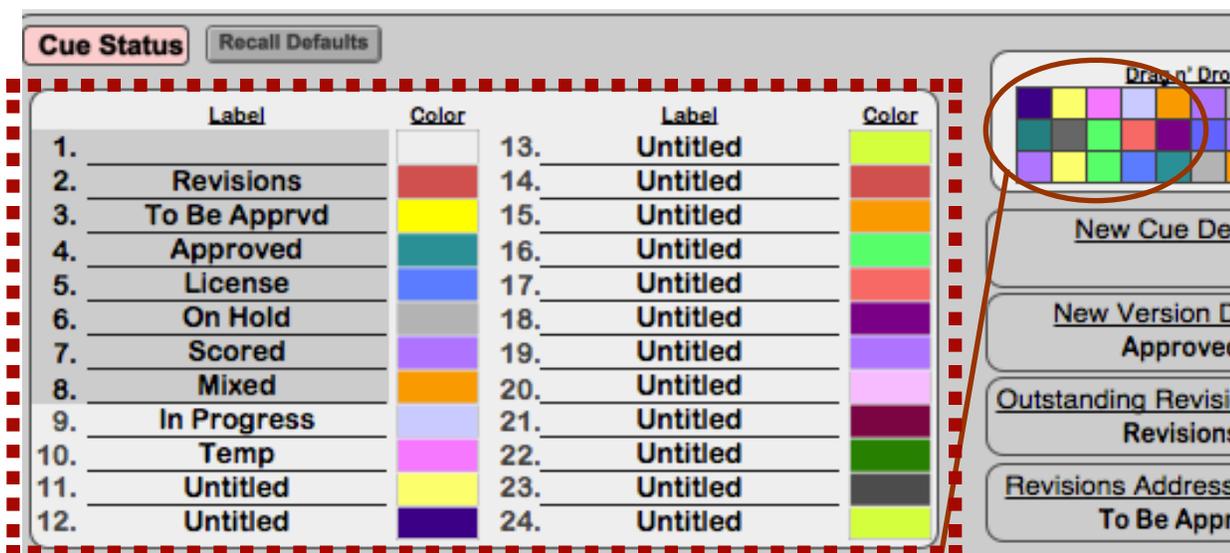


## Cue Status Labels

The cue record has a field labeled Status. Shown below.



The cue status field above, refers to the 24 customizable cue status labels on the Prefs layout, shown below. These can be customized to your needs.



User customizable status labels with colors.

Drag and drop from this palette to the status color to customize.

## Cue Auto Status Defaults

There are 4 different operations that trigger the cue status to change, determined by these settings.

1. When a new cue is created, currently blank.
2. When a new cue version is created.
3. If there are outstanding revisions.
4. When all revisions are addressed.

<u>New Cue Default</u>	<input checked="" type="radio"/> on <input type="radio"/> off
<u>New Version Default</u> Approved	<input checked="" type="radio"/> on <input type="radio"/> off
<u>Outstanding Revisions Default</u> Revisions	<input checked="" type="radio"/> on <input type="radio"/> off
<u>Revisions Addressed Default</u> To Be Apprvd	<input checked="" type="radio"/> on <input type="radio"/> off

Don't care about all this jazz? Turn it off.

## New Take Defaults

When creating a new take in the TakeLog some of the takes fields are auto filled to minimize entering redundant information. This is where the defaults are set.

**New Take Defaults**

Take Numbering Format:  Sequential  Each Cue Starts with Take 1

Set the default data entered when a cue's first take is created.

<u>Pass</u> Full Orch	<u>Bars</u> All	<u>Session</u> 8/21 Full Orch ~ 10 AM	<u>Drive Set</u>
--------------------------	--------------------	--	------------------

Playlist Numbering ————— When Creating a New Take —————

PlayList = Take #  First Take = Default Playlist  First Take = Playlist 1

Pass - a user editable menu.  
Bars - the bars being recorded.  
Session - refers to the sessions created in the Sessions layout.  
Drive Set - a menu that refers to the drive sets created in the Drives layout.

These 3 radio buttons are ProTools specific and depend on how the operator works. If the PT playlists are set to match the take number, then PlayList = Take # is used. If the blank playlist is used for the first take then First Take = Default Playlist is used, if Playlist .01 is used for the first take then First Take = Playlist 1 is selected. Using the appropriate setting will allow the take records playlist field to match the PT session playlist number.

## Check Box Labels

There are 10 user defined check boxes that can be set on a cue record. 1-7 are cue record specific, 8-10 are cue version specific.

Customize the labels here.

Cue Checkbox Labels				Recall Defaults
1 To Orchestartor	2 Pre Rec Ready	3 To Copyist	4 Check Box 4	
5 Check Box 5		6 Check Box 6	7 Check Box 7	

Version Checkbox Labels		New Version Behavior		Check Boxes 8-10 are Cue Version Specific. Use the Radio Buttons to Dictate the Check Box State Upon Creating a New Version	
8	Checkbox 8	<input type="radio"/> Clear	<input type="radio"/> Set		<input checked="" type="radio"/> Retain
9	Checkbox 9	<input type="radio"/> Clear	<input type="radio"/> Set		<input checked="" type="radio"/> Retain
10	Checkbox 10	<input type="radio"/> Clear	<input type="radio"/> Set		<input checked="" type="radio"/> Retain

When a new version is created the check boxes follow their assigned behavior. Clear - clear the box, Set - set the box to X, Retain - retain the previous version's setting.

## Time Code & Reel/Act Filter

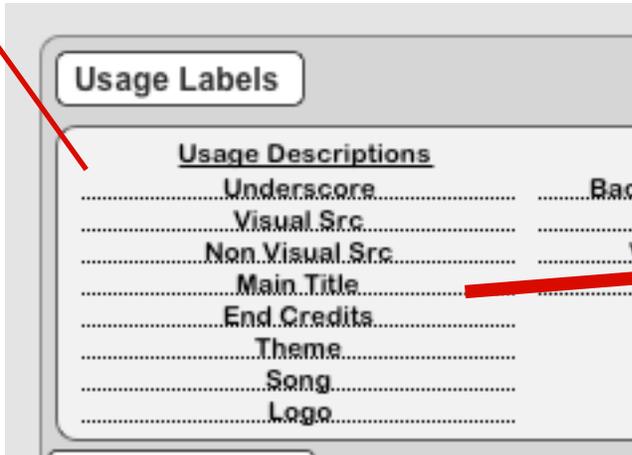
The SMPTE and Feet & Frame calculations throughout the database refer to these settings. Set them to the project's specs.

TC & Feet+Frame Rate	Reel / Act Filter & Prinout Display
<p><u>Time Code Rate</u></p> <input type="text" value="29.97"/> Used for SMPTE Entry Validation & Footage Calculations Footage Accuracy +/- 2 Frames	<p><input checked="" type="radio"/> Reel <input type="radio"/> Act</p>
<p><u>Feet+Frames Rate</u></p> <input type="text" value="23.976"/>	

In Reel mode the cue start hour is used to determine what reel a cue is in. In Acts mode the left digit of the cue ID ( 2m08) is used to determine what Act a cue is in, the start hour is ignored. Use Act mode for TV shows, Reel mode for films.

## Usage Description Labels

These 8 user defined labels are referred to by the cue record's Usage Description drop down menu.



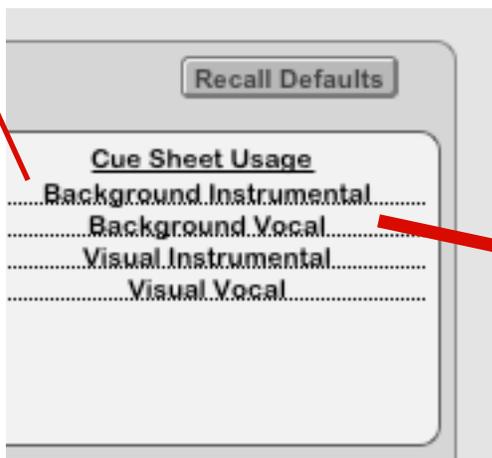
*Snippet from Checklist*

A snippet from a checklist showing a dropdown menu for the 'Usage Description' field. The menu is open, displaying a list of labels: Underscore, End Credits, Logo, Main Title, Non Visual Src, Song, Theme, Underscore, and Visual Src. A red arrow points from the 'Main Title' label in the left window to the 'Main Title' option in the dropdown menu.

Structure	UseDesc	Wild
/0430-4/30	Logo	
/0430-4/30	Main Title	
/0430-4/30	Underscore	5/4
/0430-4/30	End Credits	ALTS CUT IN
/0430-4/30	Logo	SS 5m24
/0430-4/30	Main Title	
/0430-4/30	Non Visual Src	v2
/0430-4/30	Song	v2
/0430-4/30	Theme	v2
/0430-4/30	Underscore	v2
/0430-4/30	Visual Src	v1

## Cue Sheet Usage

These 4 labels are referred to by the cue's Usage field on the cue sheet layout.



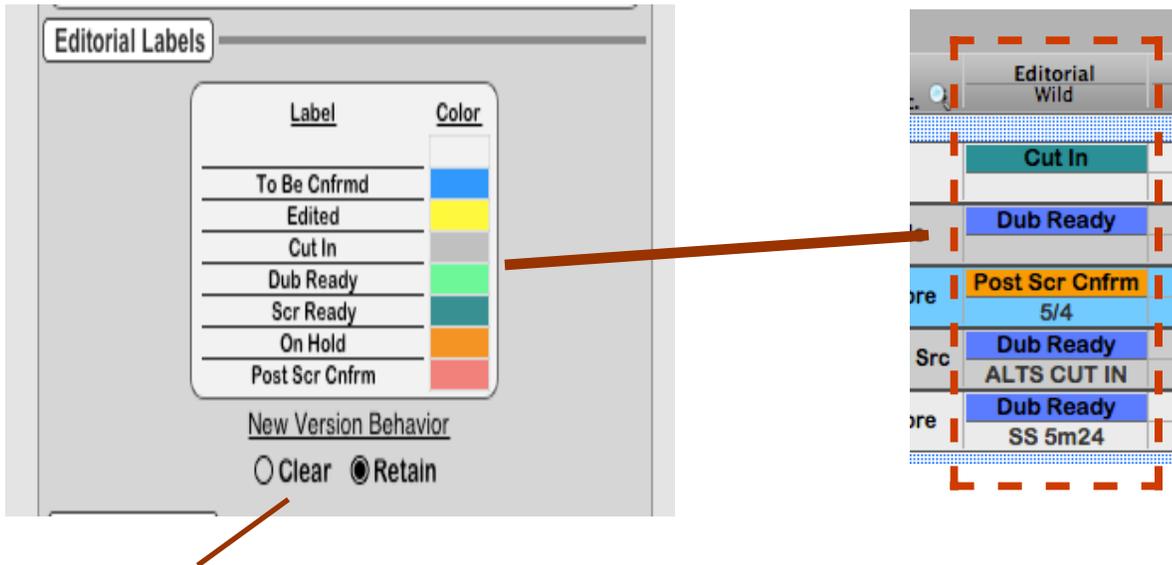
*Snippet from Cue Sheet Layout*

A snippet from a cue sheet layout showing a cue record. The 'Title' field is 'Main Title'. The 'Src' field is 'Background Instrumental'. The 'Usage' field is 'Background Instrumental' and the 'Usage Abrv.' field is 'BI'. The 'Usage Description' field is 'Main Title'. A red arrow points from the 'Background Instrumental' label in the left window to the 'Background Instrumental' value in the 'Usage' field.

Title:	<b>Main Title</b>	
Src:	<b>Background Instrumental</b>	
Usage	<b>Background Instrumental</b>	Usage Abrv. <b>BI</b>
Usage Description	<b>Main Title</b>	

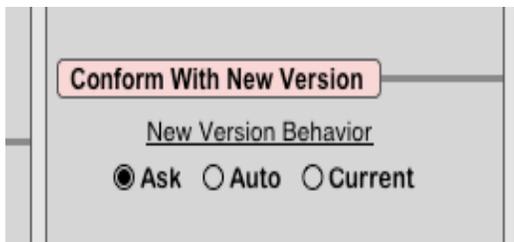
## Editorial Labels

These 8 labels are referred to by the cue's Editorial drop down menu. This field is cue version specific.



When a new version is created, the field follows its assigned behavior.

## Conform With New Version



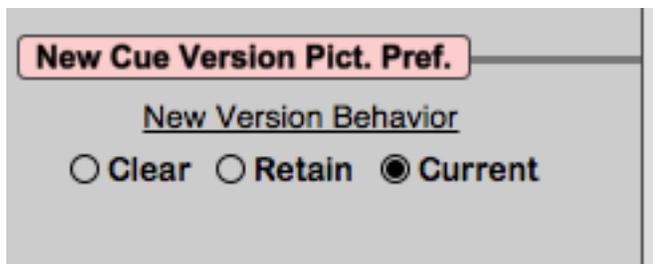
When using the Conform Cue function, this setting determines if a new cue version is created prior to entering the conform changes.

Auto - automatically create a new version.

Ask - ask before creating a new version.

Current - use the cue's current version for the conform.

## New Cue Version Picture Preference



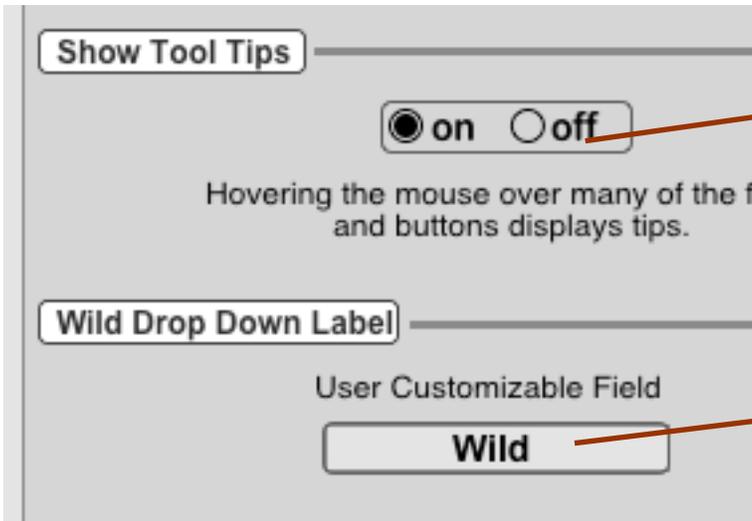
When a new cue is created, this setting determines how the picture field is handled.

Clear - clear the field.

Retain - retain the picture version from the previous version.

Current - set to the most current picture for the reel as specified in the Reels layout.

## Tool Tips & Wild Field Label



Getting tired of the Tool Tips appearing when hovering over many of the buttons and fields. Suppress them here!

The Cue record has a user defined field. Customize the column label here.

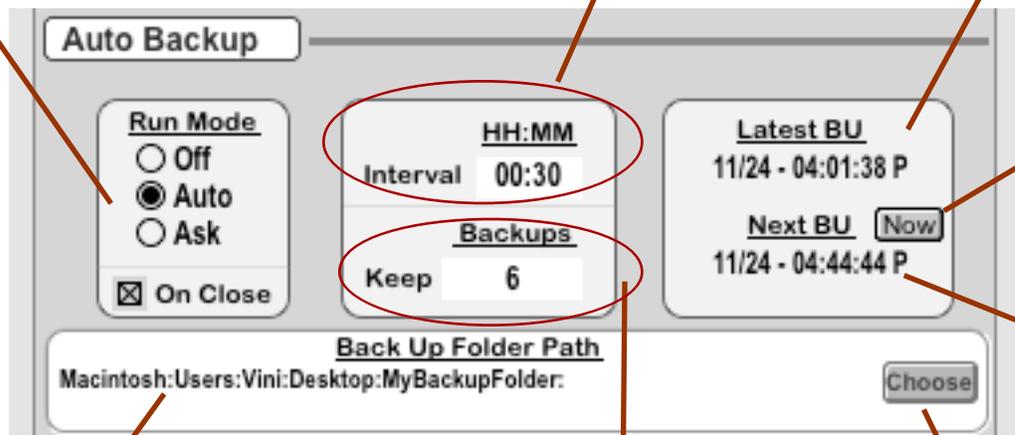
## Auto Backup

Makes incremental backup copies of your project in the background (Auto) or with confirmation first (Ask). Can also be set to remind on close.

Off - stop auto backup.  
Auto - run in background.  
Ask - ask before performing.  
On Close - ask when closing.

Interval between backups.

The last time auto backup was performed.



Perform backup now.

Next backup scheduled time.

The location chosen to store the backup copies. This folder should be reserved for the project's backup files only. Putting other files in this folder is not recommended as they can be deleted.

How many backups to keep in the backup folder.

Set the folder to use for backup storage.



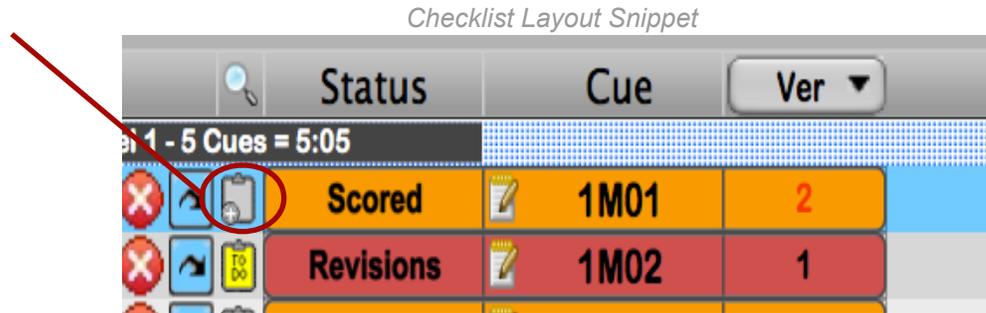
When more than one project is open, only one project can be set to run auto backup. Manual auto backup can be used to back up the other open projects. Auto Backup can be run manually by selecting the File>Auto Backup Now menu item.

# The Tasks Section

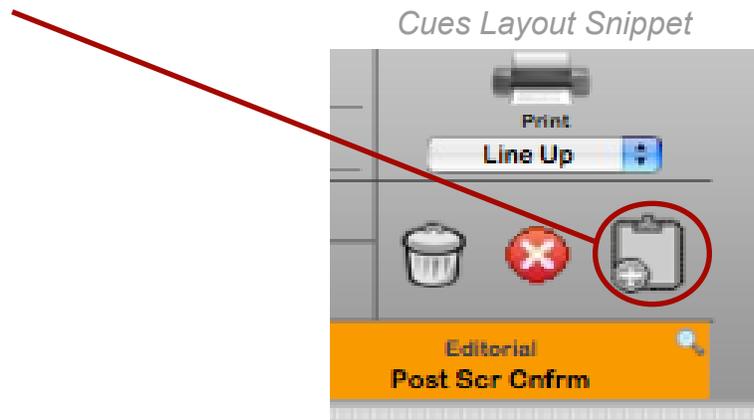
**Tasks** - are used to keep track of things that need to get done in general or specifically to a Cue. In CCv4 a new Task type was created to keep track of Playback Notes described later on.

Tasks can be created by clicking the clipboard icon found on many different layouts.

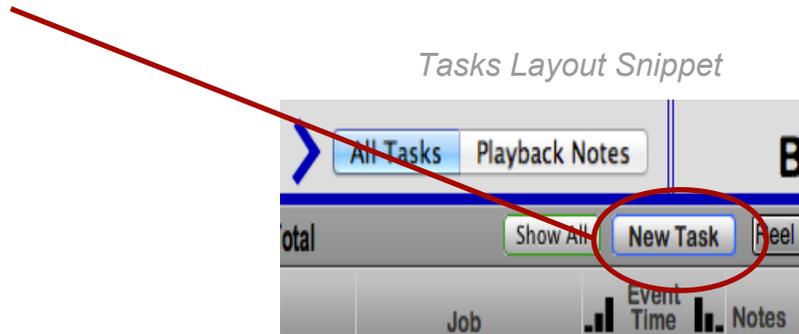
Click to create new Task for Cue 1M01.



Click to create new Task.



On the All Tasks layout, click the New Task button to create a new Task.



## Task icon color definitions



Gray - The Cue has no outstanding Tasks.



Yellow - The Cue has at least 1 outstanding Task.



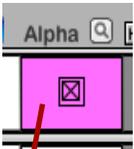
Red - The Cue has at least 1 outstanding overdub Task.

An Overdub Task - the job field is set to Overdub.

*Task Record Snippet*

Priority	Take	Handler	Notes
1		Mixer	Brass OD
Due Date		Job	
		Overdub	

## Alpha Tasks



Alpha Tasks are reserved for very important jobs. They are displayed in the Alpha Tasks portal on the Checklist layout shown below. Alpha Tasks are created by setting the Alpha check box on the Task record.

Click to mark a Task as Alpha.

*Checklist Layout Alpha Task Portal*

Cue	Job	Handler	DueDate	Pri
	honey do's		11/9/12	1
<input checked="" type="checkbox"/>	Alpha get milk and pick up dry cleaning.			

## Tasks > All Tasks

This layout shows all the Tasks created in a project.

The screenshot displays the 'Tasks' interface for the project 'Best Movie Ever Made II'. The interface includes a header with 'CueChronicle F5 v4', 'Tasks', and 'All Tasks' (circled in red). Below the header, there are navigation buttons: '4', '4 Total', 'Show All', 'New Task', 'Reel', and 'Show In Checklist'. The main area is a table with columns: Cue#, Job, Event Time, Notes, and Handler. The table contains several tasks, with the '2M06 v2' task highlighted in red and marked with a red checkmark. The '1M01 v2' task is marked with a red circle around the 'Get Approval' job. The '1M05 v1' task is marked with a red circle around the 'Overdub' job. The '1M01 v2' task is also marked with a red circle around the 'Get Approval' job.

Cue#	Job	Event Time	Notes	Handler
	honey do's		get milk and pick up dry cleaning.	
1M01 v2	Get Approval		Get this cue approved before Mondays session.	Composer
1M05 v1	Overdub		Brass OD - record separate	Mixer
2M06 v2	Check Sync		Looked off at scoring session	ME

RED ✓ = complete Task.

Omit completed tasks from the found list.

Job Filter - constrains the list to show Tasks with that specific job.

## Ways To View Tasks

Select the Tasks tab on the Cues Details Form layout to see Tasks created for that Cue.

Cue: 1M01, Ver: 3, Status: Approved

Score Group: SCR, Orchestra: A

Composer: Gomez Addams, Orchestrator: Uncle Fester

Tempo: 117 var, Free Cix: 4, Key: \_\_\_\_\_, Bars: 148

Picture Version: R1-v2-8/1

Editorial: Post Scr Cnfrm

Tasks: 2

Tasks List:

Priority	Take	Job	Handler	Notes	Task Icon
1		Pre records		Get PT sessions set up for session.	Yellow
1		Bar Beat		Check if re-bared by orchestrator	Yellow
1		Get Approval	Composer	Get this cue approved before Mondays session.	Red

Checkboxes:

- TO ORCH
- TO COPYIST
- CLICKED
- PREREC
- TO COPYIST
- SCORE CHECKED
- Checkbox 7
- Demo Bounce 1
- Fixed Logic Sess

Clicking the ✓ icon toggles the task's complete status.

In this example, Cue 1M01 has 3 related Tasks. 2 are outstanding, 1 is complete.

Yellow Tasks icon marks Cues that have outstanding Tasks.

Select the Tasks tab on the Cues Details List layout to see Tasks created for that Cue.

CUE: 1M01, v: 2, Status: To Be Apprvd

Start/End, Comments / Checkboxes, Source, Revision & Version Notes, Cue & Mix Notes, Tasks 2, Sessions

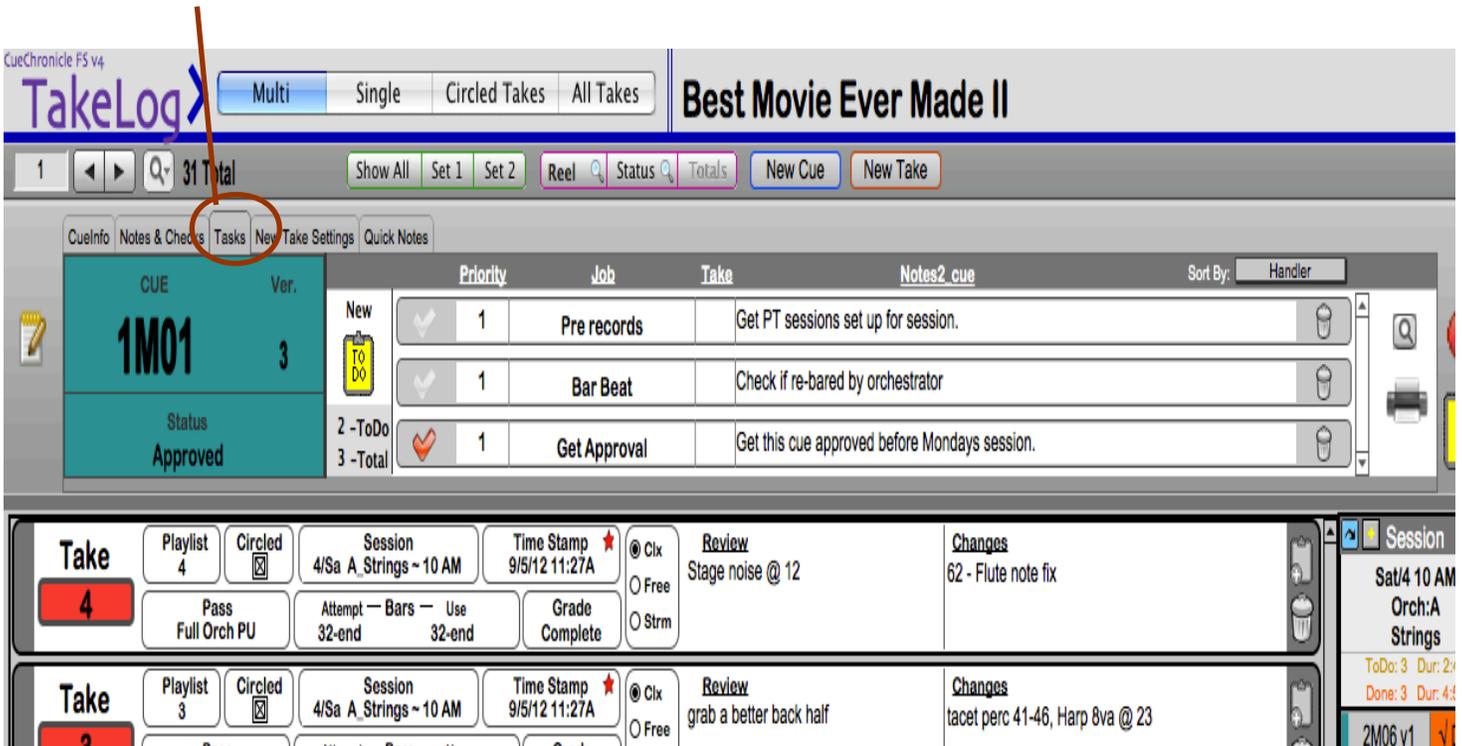
Sort By: Priority

Tasks List:

Priority	Take	Job	Handler	Due Date	Task Icon
		Overdub	Mixer	Fri/9/12	Red
	01	Pre records	Assistant	Fri/9/12	Yellow
		Overdub	Mixer		Red

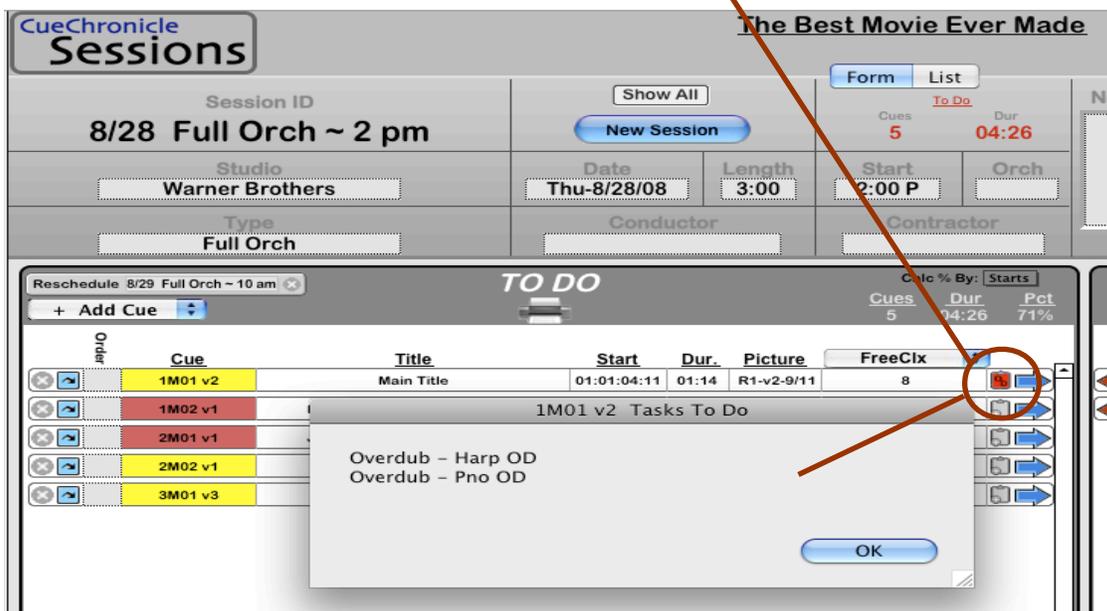
Red Tasks icon marks the Cues that have at least 1 outstanding Overdub Task.

Select the Tasks tab on the TakeLog Multi layout to see Tasks created for that Cue.



On the Sessions layout, option click the Task icon to display a quick preview of the Cue's related Tasks.

Option click.



On the Checklist Notes layout, the first notes field contents can be customized. The drop down menu at the top of the column determines its contents. Select Outstanding Tasks and the notes field will display the Cue's outstanding Tasks. Outstanding overdubs Tasks can also be displayed.

Cue	Ver	Start	End	Duration	Picture	Usage Desc.	Notes
<b>Reel 1 - 2 Cues = 1:45</b>							
1M01	3	01:01:03:15	01:02:08:21	1:05	R1-v2-8/1	Main Title	Get PT sessions set up for session Check if re-bared by orchestrator
Status: Approved		Main Title				Score Grp SCR	
1M05	1	01:16:06:18	01:16:46:23	0:40	R1-v2-8/1	Underscore	Brass OD - record separate
Status: In Progress		To The Death				Score Grp SCR	
<b>Reel 2 - 7 Cues = 8:37</b>							
2M06	2	02:01:45:00	02:04:42:00	2:57	R2-v614	Underscore	

This drop down menu determines what data is displayed in the first column's notes field. 4 options are available shown below.

Outstanding Tasks currently being displayed.

- Outstanding Revisions
- Outstanding Overdubs
- ✓ Outstanding Tasks
- Conform Details

Get PT sessions set up for session  
Check if re-bared by orchestrator

## Tasks > Playback Notes

This layout is used to create time referenced notes during playbacks. The counter is set to the playback start time and the run button is pressed when playback begins. 12 default quick notes can be stored and recalled by hitting the corresponding buttons or keyboard function keys during playback.

12 fields for user defined notes.

Run/Pause button.

Running time.

Cue#	Job	Event Time	Notes	Handler	Orchestra
1M05 v1 To The Death	Playback Note	01:02:49:19	254+12 Too quiet		A
1M01 v3 Main Title	Playback Note	01:02:11:20	197+13 Bad stem balance		A

The Event Time of the note.

Task record set to a Playback note.

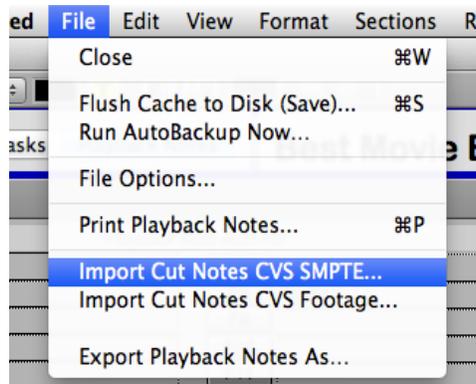
The Cue corresponding to the notes  
Event Time.



If you use the iPad app called Cut Notes, you can export .csv files and import the information into CueChronicle using the File Menu > Import Cut Notes menu item.



### Tasks > Playback Notes Snippet



# The Orchestra Section

The Orchestra Section has two layouts.

## Orchestra > Orchestras

This layout is designed to log the different size orchestras that will be hired for scoring.

CueChronicle FS v4

Orchestra > Orchestras Breakdown **Best Movie Ever Made II**

1 Total (Unsorted) Show All New Orchestra

ID A +

The Orchestra IDs are referenced in the Cue's orchestra field drop down menu.

Doubles/Notes		
Flute	2	
Oboe	1	Alto. Pic
Clarinet	2	Eng Horn
Bassoon	2	Bass Clar

Doubles/Notes		
Harp	1	
Piano	1	Celeste
Celeste	x	

Doubles/Notes		
Cors	4	
Trumpet	3	
Trombone	3	2 TBn, 1 Bass TBn
Tuba	1	

Doubles/Notes		
Guitar		
Kit		
Bass		

Doubles/Notes		Notes
Tymp	1	
Perc	4	Xylo, Marimba, Sus, Congas, Djembe, Ass Toys.

Notes	
Violins	20
Violas	10
Celli	8
Bass	4

Other	#	Doubles/Notes
Accordion	1	

Notes	

Cues can be assigned to this Orchestra using this button.

A portal showing the Cues assigned to the Orchestra.

*Right side of the Orchestra layout.*

Players: 34 Starts: 7 Time: 12:52

+ CU	TITLE	DUR
1M01 v6	Main Title	01:25
2M03 v1	Joe Comes Home From Work	01:00
2M04 v1	Joe's Wife Is Missing	02:55
3M10 v1	The Bar Fight	01:18
3M11 v1	Joe gets Stiches	00:34
4M12 v1	Joe finds wife at hospital	01:07
5M18 v1	I'm Free Montage	04:33

## Orchestra > Breakdown

This layout is used to document the instrumentation for each cue.

Orch Filter - Narrow the found list to a show only Cues assigned to the selected Orchestra.

CueChronicle F5 v4

Orchestra > Orchestras Breakdown Best Movie Ever Made II

1 31 Total Show All Set 1 Set 2 Orch Reel Status Totals

Column Headings are User Editable.

Starts Cue Orchestral  
Cues 31 44:26 39:03

Cue	Cue Dur	Orch Dur	Bars	Orch	Vin	Vla	Vcl	CB	Fit	Ob	Cl	Bsn	Tpt	Tb	Tuba	FH	Harp	Pno	Perc	
1M01 v2	02:20	01:45	148	A	20	10	8		1								1	1	Sus, Tymp	
Scored	Main Title																			

Orch Duration:  
Use this field to log the precise amount of orchestra scoring needed for each Cue.  
The Orch duration can be used on the Sessions layout to calculate more accurate scoring time estimates.

Find Icon:  
Narrow the list to find Cues that include the instrument in that column.

The Cues and Orchestral duration totals.

Totals				
	Starts	Cue	Orchestral	Bars
Cues	15	30:20	29:12	175

# The Sessions Section

The Sessions layout is designed for creating a workload or for keeping track of what was done at a session. The top section displays the current Session with its details, the bottom is split into two portals. The left portal holds a list of the Cues to do and the right portal holds the completed Cues.

The Session ID: auto created from the Date/Orch/Time fields.

Use this button to quickly add all the found Checklist Cues to the Session.

The To Do and Complete percentages can be calculated by duration or starts, determined by this setting.

The screenshot shows the CueChronicle F5 v4 Sessions interface. At the top, the session name is "Best Movie Ever Made II". Below the session name, there are buttons for "Form", "List", "Show All", "New Session", and "Add Found Checklist Cues To Session". The session details table shows:

Session ID	To Do	Complete	Notes
Cues	Dur	Cues	Dur
Sa/4 A Strings ~ 10 AM	3 02:46	3 04:52	

Below the session details, there are fields for Studio (Warner Brothers), Min To Do Per Hour (00:55), Conductor, Type (Strings), Date (Sat, Aug 4, 2012), Start (10:00 A), Dur In Hrs (3), and Orch (A). There is also a "Contractor" field and a "User Duration Pref" section with radio buttons for "Cue" (selected) and "Orch", and a "Reset Dont Ask" button.

The bottom section is split into two portals: "TO DO" and "Complete". The "TO DO" portal has a "Reschedule" dropdown, a "+ Add Cue" dropdown, and a "Clear All" button. It contains a table of cues:

Order	Cue	Title	Start	Dur.	Picture	FreeCix
2	2M07 v1	Conga Line	02:04:43:00	01:30	R2-v614	4
5	1M04 v1	Take Off	01:11:54:15	00:36	R1-v28/1	
6	1M05 v1	To The Death	01:16:06:18	00:40	R1-v28/1	

The "Complete" portal has a table of completed cues:

Cue	Title	Dur	Time Stamp
2M06 v1	Sigh No More	02:57	
1M02 v1	Arrival	00:50	9/5, 8:08 P
1M01 v2	Main Title	01:05	9/5, 11:27 A

Cues are added to this session using the Add Cue Drop Down.

New in CCv4, the Cue's duration can be changed without affecting the Cue's details duration. The update button resets all durations back to the Cues' details durations.

Click the blue arrow to move the Cue into the complete portal.

## The User Duration Pref

As of v3b, an additional orch duration field has been added to the Cue record. This duration is used to log the amount of orchestra scoring needed for each cue. Using the orch duration rather than the Cue's details duration can help in calculating more accurate scoring session ToDo times. The orch duration is set on the Orchestra Breakdown Layout.

User Duration Pref:  
This setting determines which duration is used on the Sessions layout.  
Cue = the Cue's details duration.  
Orch = the orchestral duration as specified on the Orchestra Breakdown layout.

ToDo		Complete	
Cues	Dur	Cues	Dur
3	02:46	3	04:52
Min To Do Per Hour 00:55		Conductor	
Date	Start	Dur In Hrs	Orch
Sat, Aug 4, 2012	10:00 A	3	A

Contractor

User Duration Pref:  Cue  Orch

### TO DO

Calc % By: Time

Cues	Dur	Per
3	02:46	36%

List

Update

Start	Dur.	Picture	FreeClx
02:04:43:00	01:30	R2-v614	4
01:11:54:05	00:36	R1-v2-8/1	
01:16:06:18	00:40	R1-v2-8/1	

### Complete

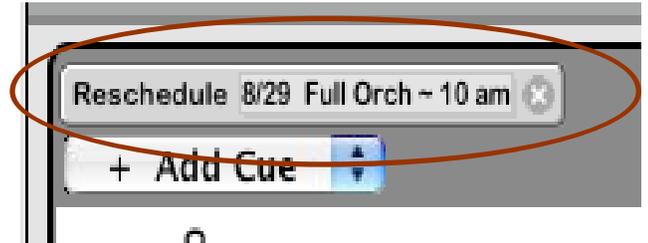
Cue	Title
2M06 v1	Sigh No More
1M02 v1	Arrival
1M01 v2	Main Title

Find this Sessions Cues in the Checklist > Composers layout button.

Dur.	Picture	FreeClx	
00:00	R2-v1-9/10	6	
01:00	R2-v1-9/10	4	
01:20	R3-v1-9/8	4	
01:00	R4-v1-9/7	4	

A custom user field allows any of the Cues' fields to be displayed. Also reflected in the Session printout.

Reschedule: If the session's workload is not complete. Set the reschedule drop down to the next Session and press the Reschedule button. The remaining Cues are moved to that Session.



### Sessions Section > List Layout

Displays the Sessions in a list view. The sum of the found Sessions ToDo and Complete fields are displayed below in the Totals area.

CueChronicle FS v4

# Sessions > Form List Best Movie Ever Made II

1 2 Total (Unsorted) Show All New Session

Session ID	Date	Start	Duration	Orch	Cond:
Sa/4 A_Strings ~ 10 AM	Sat, Aug 4, 2012	10:00 A	3	A	Contr:
<u>Studio</u> Warner Brothers	<u>Type</u> Strings	<u>Cues To Do</u> 3	<u>Dur</u> 02:46	<u>Cues Complete</u> 3	<u>Dur</u> 04:52
<u>Minutes To Do Per Hour</u> 00:55					
Su/5 A_Brass ~ 10 AM	Sun, Aug 5, 2012	10:00 A	3	A	Contr:
<u>Studio</u> Warner Brothers	<u>Type</u> Brass	<u>Cues To Do</u> 4	<u>Dur</u> 02:36	<u>Cues Complete</u> 0	<u>Dur</u> 04:52
<u>Minutes To Do Per Hour</u> 00:52					

**Totals**

<u>Cues To Do</u>	<u>Dur</u>	<u>Cues Complete</u>	<u>Dur</u>
7	05:22	3	04:52

Click to view Session in Form view.

# The TakeLog Section

This is the layout to use during scoring to keep track of each Cue's Takes. There are four different layouts in the TakeLog section, details to follow.

## TakeLog Section > Multi Layout

The top section of the layout shows the familiar info for the Cue that is selected. The large portal below and to the left holds the Cue's Takes. The small portal to the right allows the user to display the Cues assigned to the selected Session.

Cue navigation using the previous /next buttons or GoTo Cue drop down.

Create new Takes with this button or keyboard shortcut Command + N.

The screenshot shows the TakeLog Multi Layout interface. At the top, there's a title bar with 'Best Movie Ever Made II' and navigation buttons: 'Multi', 'Single', 'Circled Takes', and 'All Takes'. Below this is a control bar with '1', navigation arrows, '31 Total', 'Show All', 'Set 1', 'Set 2', 'Reel', 'Status', 'Totals', 'New Cue', and 'New Take'. The main area is divided into sections: 'CueInfo', 'Notes & Checks', 'Tasks', 'New Take Settings', and 'Quick Notes'. The cue details for '1M01' (Scored) are shown, including 'Picture Version R1-v2-8/1', 'Start 01:01:01:20', 'End 01:02:07:02', 'Duration 01:05', 'Tempo: 117 var', 'Free Clx: 4', 'Status Scored', 'Score Grp: SCR', 'Orch: A', 'Theme: Action', 'Drive Set', and 'Editorial Post Scr Cnfrm'. Below this is a list of four takes, each with its own details: Take 4 (Full Orch PU, Grade Complete), Take 3 (Full Orch, Grade Complete), Take 2 (Full Orch, Grade INC-23), and Take 1 (Full Orch, Grade Rehearsal). On the right, a 'Session' portal shows 'Sat/4 10 AM Orch:A Strings' with a list of cues: 2M06 v1 (Done), 2M07 v1 (ToDo), 1M02 v1 (Done), 1M04 v1 (ToDo), 1M05 v1 (ToDo), and 1M01 v2 (Done).

Take record details below.

Session portal.

★ Take numbering can be set to increment in two ways: sequentially with no duplicates or restarting at 1 for each Cue, by using the New Take Settings tab or the Prefs layout. ★

The image shows a close-up of the 'Take Numbering Format' dialog box. It has two radio button options: 'Sequential' (selected) and 'Each Cue Starts with Take 1'.

## Take Record Details

The Pro Tools playlist - follows the "New Take Defaults" located on the Prefs layout.

Circled Take Check Box. Take # background sets red.

A screenshot of a 'Take Record Details' form. The form is divided into several sections. On the left, there is a 'Take' field with the number '3' in a red box. Next to it is a 'Playlist' field with the value '3'. A 'Circled' checkbox is checked. The 'Session' field contains '4/Sa A Strings ~ 10 AM'. The 'Time Stamp' field shows '9/5/12 11:27A'. There are three radio buttons: 'Clx' (selected), 'Free', and 'Strm'. A 'Review' field contains the text 'grab a better back half'. On the right, a 'Changes' field contains 'tacet perc 41-46, Harp 8va @ 23'. Below these fields are several other controls: 'Pass Full Orch', 'Attempt Bars Use All 1-32', and 'Grade Complete'. A trash can icon is visible on the far right.

Conducted via - Clicks, Streamers or Free.

Session - Auto entered using the "New Take Defaults" located on the Prefs layout or manually from a drop list referencing the user created records from the Sessions layout.

Time Stamp created when the Take record is created. Clicking the Time Stamp label will update the time.

A screenshot of a 'Take Record Details' form, similar to the one above. Annotations with lines pointing to various fields are present. The 'Time Stamp' field is circled. The 'Review' field is annotated with 'Review Notes, what happened.'. The 'Changes' field is annotated with 'Changes field, what's supposed to change on this take.'. The trash can icon on the right is also annotated.

Choose a grade from a user editable list.

Changes field, what's supposed to change on this take.

The bars of music to use when editing.

The attempted bars of music, follows the "New Take Defaults".

Pass - Auto entered using the "New Take Defaults" located on the Prefs layout or manually from a user editable drop down.

Trash Can - delete take.

Clipboard - create a Task record for this Take.



When a new Take is created many of the fields are auto filled. The default settings are made by selecting the New Take Settings tab shown below. Details to follow.



A screenshot of the 'New Take Settings' dialog box. It has tabs for 'Multi', 'Single', 'Circled Takes', and 'All Takes'. The 'Multi' tab is selected. Below the tabs are several settings sections: 'Take Numbering Format' with 'Sequential' selected, 'Playlist Numbering' with 'Playlist = Take #' selected, and 'First Take' with 'Pass Full Orch' selected. There is also a 'Conducted By:' field.

## Sessions Portal

The TakeLog Session portal is new in CCv4. It provides quick referencing to one specific user selected Session. Normally it will be set to the current Session in progress.

Click here to add the Cue that is currently being viewed to the Session.

Click here to select the Session you want to view.

Clicking the Cue number navigates the layout to that Cue.

Clicking here toggles the Cue's session complete status.

*TakeLog Sessions Portal*

## TakeLog Section > Single Layout

When a Cue has many Takes or is recorded using multiple passes, this view is helpful as it displays Takes in a more organized manner using three portals.

The large Take displayed below the Cue info is the selected take, highlighted yellow below. Editing Take data can only be done in this area. Clicking on a row in one of the three portals below determines the selected take. In this example, take 4 is the selected take. Notice the blue highlight in the portals.

Below the selected Take are 3 portals. The Pass View portal displays Takes set to the selected pass, the Circled Takes portal displays circled Takes and the All Takes portal displays all Takes for the Cue.

CueChronicle FS v4

**TakeLog** Multi **Single** Circled Takes All Takes **Best Movie Ever Made II**

1 31 Total Show All Set 1 Set 2 Reel Status Totals New Cue New Take

CueInfo Notes & Checks Tasks New Take Settings Quick Notes

**CUE** 1M01 Ver. 2 Title: Main Title  
Picture Version R1-v2-8/1 Start 01:01:01:20 End 01:02:07:02 Duration 01:05  
Take Count: 4  
Tempo: 117 var Free Clx: 4  
Status Scored Score Grp: SCR Orch: A Theme: Action Drive Set: Editorial Post Scr Cnfrm

**Take** 4  
Playlist 4 Circled 4 Session 4/Sa A Strings ~ 10 AM Time Stamp 9/5/12 11:27A  
Pass Full Orch PU Attempt 32-end Bars 32-end Use 32-end Grade Complete  
Review Changes 62 - Flute note fix

Pass View: Full Orch PU					Circled Takes				All Takes					
TAKE	PASS	Attempt	Bars	Use	GRADE	TAKE	PASS	ATTEMPT	USE	TAKE	PASS	ATTEMPT	USE	GRADE
4	Full Orch PU	32-end	32-end	32-end	Complete	4	Full Orch PU	32-end	32-end	4	Full Orch PU	32-end	32-end	Complete
						3	Full Orch	All	1-32	3	Full Orch	All	1-32	Complete
						2	Full Orch	All		2	Full Orch	All		INC- 23
						1	Full Orch	All		1	Full Orch	All		Rehersal

Pass View: Brass Pass

TAKE	PASS	Attempt	Bars	Use	GRADE
7	Brass Pass	All	All	All	Complete
6	Brass Pass	All			Complete

TAKE	PASS	ATTEMPT	USE
7	Brass Pass	All	All
5	Strg Pass	All	All
2	Full Orch	All	All

TAKE	PASS	ATTEMPT	GRADE
7	Brass Pass	All	Complete
6	Brass Pass	All	Complete
5	Strg Pass	All	Complete
4	Strg Pass	All	INC-
3	Strg Pass	All	Rehersal
2	Full Orch	All	Complete
1	Full Orch	All	Rehersal

Setting the Pass View Pop Up determines which pass is displayed in the Pass View portal.

Clicking a Take in any portal sets it as the selected take. This Take's data is now shown in the selected Take area above where it can be edited.

## New Take Prefs

As mentioned earlier, when a new Take is created many of the fields are auto filled. The default settings are made by selecting the New Take Settings tab shown below.

New Take Settings Tab - these defaults are also available on the Prefs Layout.

TakeLog Multi Single Circled Takes All Takes Best Movie Ever Made II

1 31 Total Show All Set 1 Set 2 Reel Status Totals New Cue New Take

CueInfo Notes & Checks Tasks **New Take Settings** Quick Notes

Take Numbering Format

Sequential  
 Each Cue Starts with Take 1

Playlist Numbering

Playlist = Take #  
 First Take = Default Playlist  
 First Take = Playlist 1

First Take Default Data

Pass	Bars	Session
Full Orch	All	4/Sa A Strings ~ 10 AM

Conducted By:  Clx  Free  Strm Drive Set:

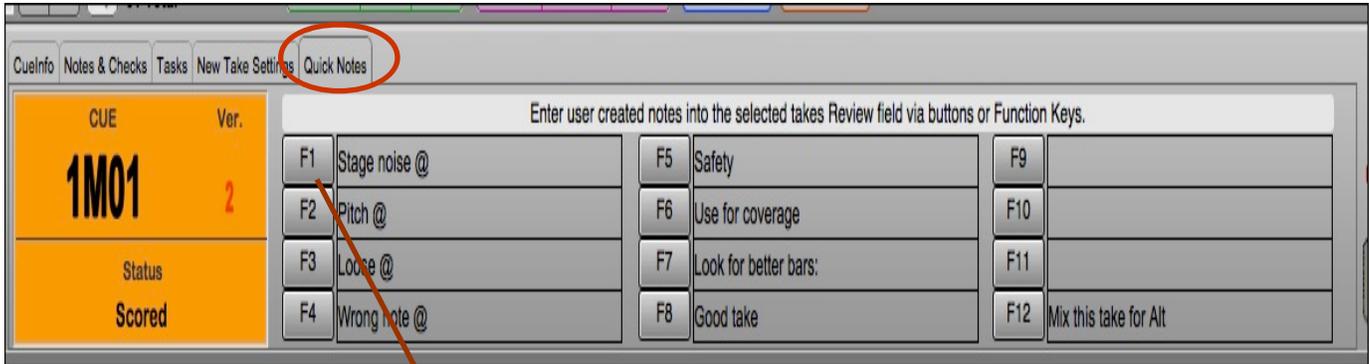
Set the numbering format being used.  
 Sequential - Take numbers keep incrementing or Each Cue's Takes restart at 1.

Set to match how the Pro Tools playlists are being handled.

This info is auto entered into the corresponding Take record fields when a new Take is created.

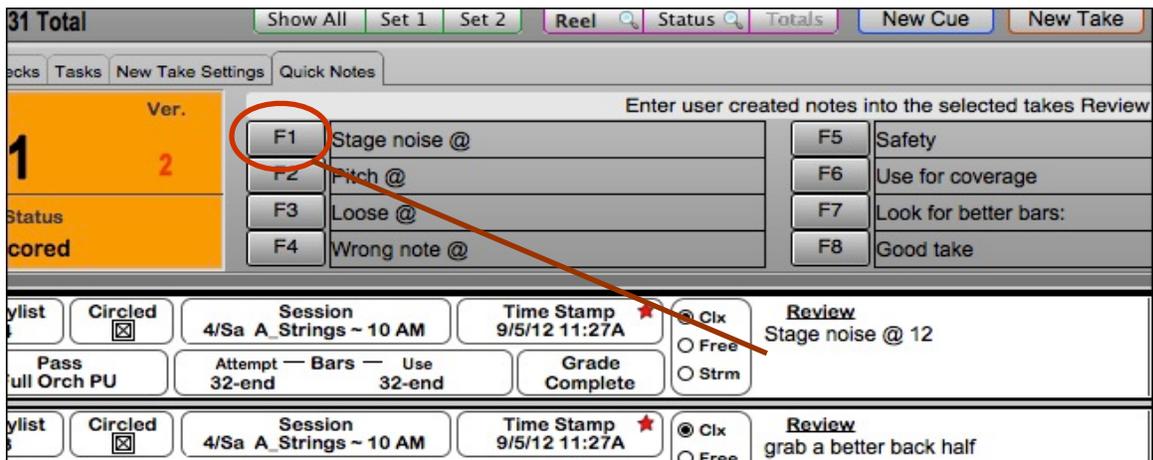
## Quick Notes Tab

Using the Quick Notes tab, 12 user defined notes can be pre set for quick entry later. Click the F# buttons or corresponding keyboard function keys to enter the note into the selected Takes Review field.



Click the F# buttons or corresponding keyboard function key to enter the note.

In the example below, F1 was clicked which enters “Stage Noise” into the Review field.



## TakeLog Section > All Takes Layout

This layout displays Takes in a list view. When the list is sorted by Cue #, the sub-summary rows will appear. Most of the column labels act as sort buttons when clicked.

Click to sort by Cue.

The screenshot shows the TakeLog interface for 'Best Movie Ever Made II'. At the top, there are tabs for 'Multi', 'Single', 'Circled Takes', and 'All Takes' (which is selected). Below the tabs are navigation controls including 'Show All', 'Cue', and 'Move Found Takes To: Cue? GO'. The main table has columns: CIRCLED, TAKE, CUE, PASS, PLAYLIST, GRADE, TIME STAMP, ATTEMPT, BARS, USE, SESSION, REVIEW, and CHANGES. The table is divided into sections: '1M01 v2' (Scored), '1M02 v1' (Revisions), and '1M03 v2' (License). Below the table is a detailed view for 'Take 10' with 'CUE 1M03 v2'. This view includes a 'Review' and 'Changes' section, and two 'Print Found Take List' buttons. A red bracket highlights the detailed view area, and another red bracket highlights the print buttons.

The Take info shown here corresponds to the Take selected in the list above.

Takes printout options.

Omit Cues set to the corresponding status from the found set.

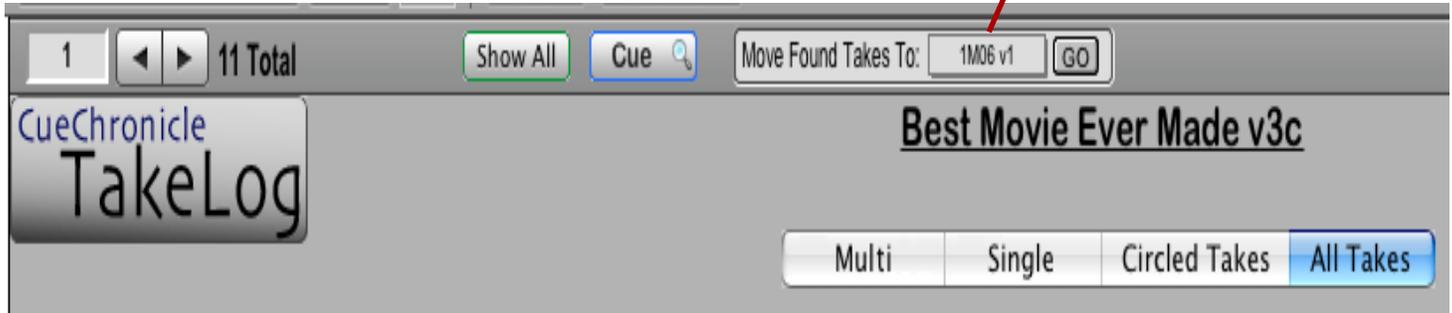
Cue Sub-Summary Row Snippet

CUE	PASS	PLAYLIST
Scored		
1M01 v2	Full Orch	1
1M01 v2	Full Orch	

Show only Cues set to the corresponding status.

## Move Found Takes

This function is designed to move incorrectly created Takes to the proper Cue.  
Perform a Find to show only the Takes that are incorrect. Set the drop down to the target Cue. Click the GO button.



The screenshot shows the CueChronicle TakeLog interface. At the top left, there is a page indicator showing '1' and '11 Total'. To the right are buttons for 'Show All' and 'Cue' with a magnifying glass icon. Further right is a 'Move Found Takes To:' field containing '1M06 v1' and a 'GO' button. A red arrow points from the text above to the 'GO' button. Below this is the project title 'Best Movie Ever Made v3c'. At the bottom right, there are four buttons: 'Multi', 'Single', 'Circled Takes', and 'All Takes', with 'All Takes' being the active button. The 'CueChronicle TakeLog' logo is visible on the left side.

# The TrackSheet Section

There are 5 different types of Track Sheets in this Section.

## TrackSheet > MultiTrack

The MultiTrack layout is pretty much antiquated since Pro Tools became the preferred multitrack recording device. This layout can still be used to submit mic setup info to studios and stages.

The screenshot shows the TrackSheet software interface. At the top, there's a menu bar with 'MultiTrack' selected. Below it, a title bar reads 'Best Movie Ever Made II'. The main area is a grid of 40 tracks, numbered 1 to 40. Track 3 is circled in red and contains 'Via' and 'mkh 800'. Track 4 contains 'Basses' and 'u47'. On the left, there's a 'Copy From Previous' panel with 'From 1 To 8' for both Tracks and Notes. Below it is a 'Make Selected Field' panel with buttons for Stereo, LCR, and LCR Ls Rs. On the right, there's a printer icon and a 'Found Cues' button.

Copy the tracks from the previously edited track sheet by entering the TO and FROM track #'s and click the copy button. Same routine for notes.

The track info field is split in two. The top field presents a user editable drop down of instruments. The bottom field is used for notes.

A shortcut for entering multi channel tracks. Enter the first track name with no suffix. Leave the cursor in the field and click the appropriate button to create the multi channel tracks.  
Ex. Room.L, Room.C, Room.R, Room.Ls, Room.Rs

★ When using Copy from Previous, the previous target is defined by the last cue that was edited. If you don't get the paste results you expect, move to the target sheet, enter and exit a field to define the previous target. ★

## TrackSheet > PercSheet

A TrackSheet used to document the percussion mic setup for each Cue. Used by the mixer, recordist and stage crew at scoring sessions.

Find Cues with Perc Sheet data.

Mic #	Instrument(s)	Track #
1.	Triangle, Shaker	40
2.	Snare	41
3.	Piatti	42
4.	Xylo	43
5.		44
6.	Sus	45
7.		46
8.		47
9.		48
10.	GC	49
11.		50
12.		51
13.		52
Tymp	✓	53
15.		
16.		

By entering the track assignments for the mics, this button can be used to transfer the data to the appropriate tracks on the MultiTrack Track Sheet.

Copy the info from a Cue that used a similar mic setup.

## TrackSheet >PreRecords

A TrackSheet for film scoring pre recorded playback tracks.

Container fields used to store or reference music programming files associated with the Cue.

Get - Import the file into the container. A reference or a copy of the file can be stored.  
Export - Export the file to a location of your choice.

Ch	Instrument	Description	Use
01/02	Ref Strings		Ref
03/04	Ref Brass		Ref
05/06	Synth Pads		Mix *
07/08	FX Loop		Mix *
09/10	Elec. Perc		Support
11/12			
13/14			
15/16			

Find Cues With Pre Records

Sort By: Ch

Clear All Tracks

Set As Default

Add From Default

Auto Create Tracks

Mono

Stereo

Select what field to sort the Pre Record tracks by.

Clear All Tracks: Clear all tracks for this Cue.  
Set As Default: Sets the current Cues Pre Rec Tracks as the default to recall later.  
Add From Default: Add Tracks to a Cue from the user set default.

Auto Create Tracks:  
Creates a user specified number of tracks that are pre numbered as Mono or Stereo.

# TrackSheet > MixStems

Designed to log info about how the MixStems were printed. If you're handing a bunch of files to a music editor to prep for dubbing, this documentation will come in handy.

The screenshot shows the TrackSheet software interface. The 'MixStems' tab is selected in the top navigation bar. The main area displays a list of stem tracks with columns for stem number, name, and tracks. A 'Default Stems List' is visible on the left, and a 'Mix Stems' portal is on the right. Annotations with red arrows point to the 'U' button in the Default Stems List and the blue arrows in the Mix Stems portal.

Each record represents a mix stem track. Add stems to the portal by clicking the blue arrows on the Default Stem List located to the left. Details below.

Sets the current stems notes as the default when similar stems are created.

The close-up screenshot shows the 'Default Stems List' table. The table has columns for a check box, stem number, name, and tracks. Red circles highlight the 'U' button in the 'Name' column and the check boxes in the first column. A red arrow points from the text 'Color Code Stems' to the color-coded stem numbers.

### Default Stem List:

A list of up to 16 default stem tracks are created here. A stem # or letter plus a name is mandatory before the Add >> button appears. Use the button to add individual stems to the Cues Mix Stems portal. Use the check boxes to create a set of stems that can be added using the Add Check Box Set button.

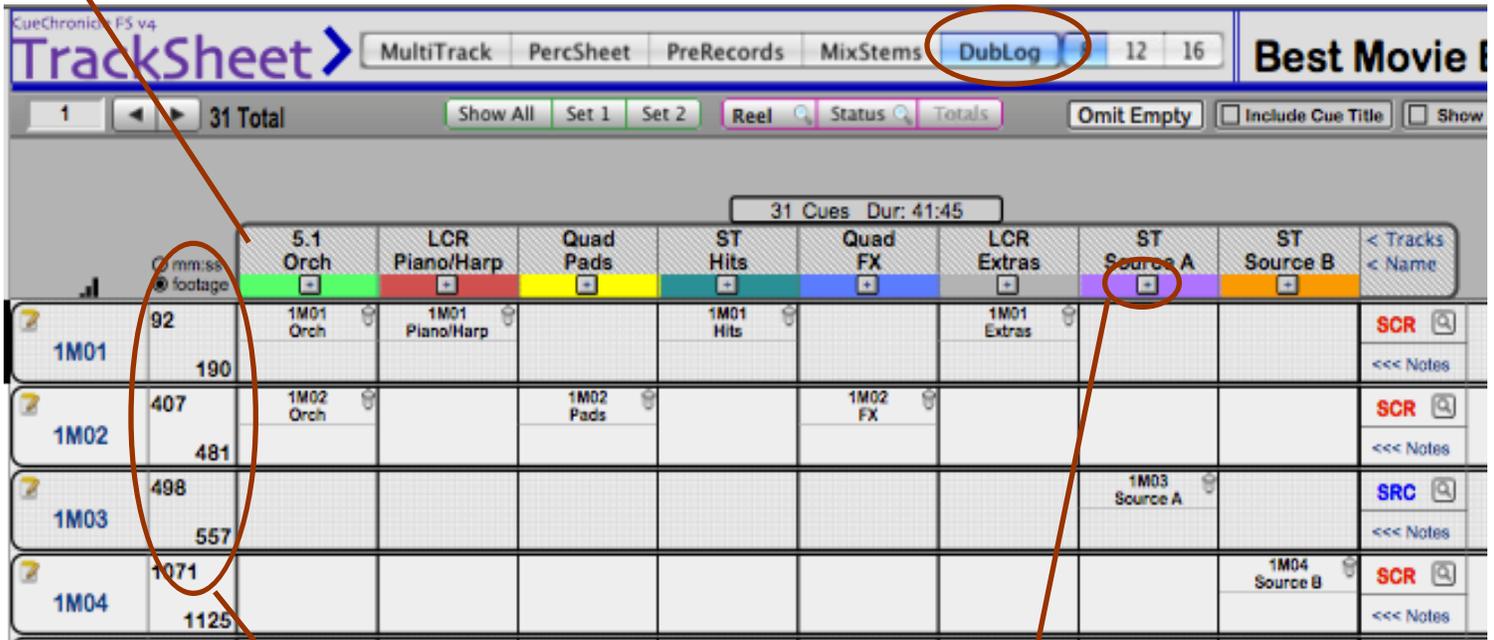
Use the U button to update previously created stems names to match the default, if a name change is needed.

Check boxes used to create a set.

## TrackSheet > DubLog

The DubLog corresponds with the MixStems that were created. This layout is designed to create a DubLog to hand out to your dubbing mixer. There are three sizes 8, 12, 16 columns wide. Each column corresponds with a MixStem record.

The column headings correspond with the Default Stem List on the MixStems layout as shown above.



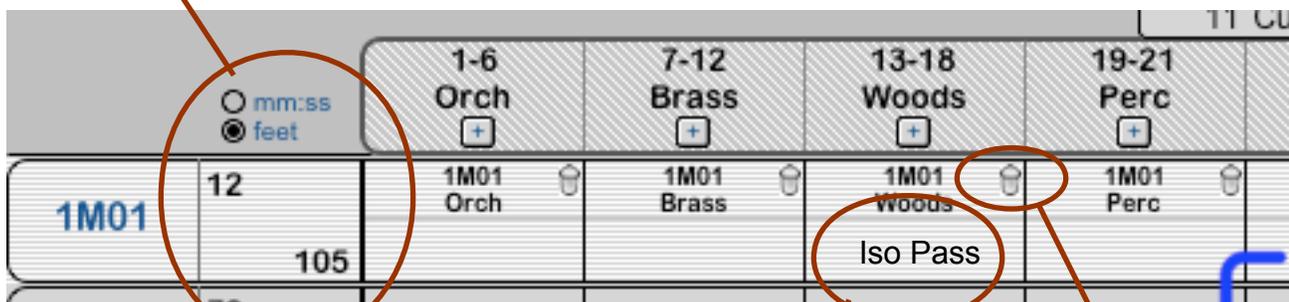
The screenshot shows the TrackSheet software interface with the 'DubLog' tab selected. The interface includes a top navigation bar with tabs for MultiTrack, PercSheet, PreRecords, MixStems, and DubLog. Below the navigation bar, there are controls for '31 Total' cues, 'Show All', 'Set 1', 'Set 2', 'Reel', 'Status', 'Totals', 'Omit Empty', 'Include Cue Title', and 'Show'. The main table displays 31 cues with columns for stems: 5.1 Orch, LCR Piano/Harp, Quad Pads, ST Hits, Quad FX, LCR Extras, ST Source A, and ST Source B. The table has columns for cue ID, start/end time, and notes. A radio button in the top left of the table area allows switching between 'mm:ss' and 'footage'.

	5.1 Orch	LCR Piano/Harp	Quad Pads	ST Hits	Quad FX	LCR Extras	ST Source A	ST Source B	< Tracks < Name
1M01	1M01 Orch	1M01 Piano/Harp		1M01 Hits		1M01 Extras			SCR
1M02	1M02 Orch		1M02 Pads		1M02 FX				SCR
1M03							1M03 Source A		SRC
1M04								1M04 Source B	SCR

The Cue start/end displayed in mm:ss or footage.

+ Button: Adds a Stem from that column to the selected Cue.

The left column of the DubLog displays either footage or mm:ss depending on this radio button setting.



This close-up shows the radio button controls for the left column, with 'mm:ss' selected. Below it, a row for cue 1M01 shows stems: 1-6 Orch, 7-12 Brass, 13-18 Woods, and 19-21 Perc. The '13-18 Woods' stem is highlighted with a trash icon, and the text 'Iso Pass' is visible in the notes field for that stem.

	1-6 Orch	7-12 Brass	13-18 Woods	19-21 Perc
1M01	1M01 Orch	1M01 Brass	1M01 Woods	1M01 Perc

A field for notes.

Use the Trash Icon to delete a stem from a Cue.

8 eA	29/30 SourceB +	31/32 Song +	< Tracks < Stems		
	1M03 SourceB		Omit <<< Notes	1M03	Start: 03:02:51:20 End: 03:03:39:20 Underscore
	2M01 Song 2nd Choice	2M01 Song 1st Choice	Omit <<< Notes	2M01	Start: 03:04:31:00 End: 03:05:05:00 Underscore

The Stem Label can be edited here if needed.

Notes: Auto enters the notes from the corresponding Stems on the MixStems layout into the notes fields on the DubLog.



**The text that is colored blue on this layout is not included on the DubLog Print Out.**



# The Prints Section

The 3 layouts in this Section are designed for printing CD inserts, CD labels and hard drive labels.

## Prints > CD Insert

CueChronicle FS v4

Prints > CD Insert CD Label Drive Label Best Movie Ever Made II

Insert ID	Back	Front
21.		1. 2M06 v2 - Sigh No More 2:57
22.		2. 2M11 v1 - The Only Love Gods 0:34
23.		3. 3M12A v1 - The Gulling 5:08
24.		4. 3M14 v1 - Love On 0:47
25.		5. 5M24AB v1 - How Innocent She Died - Heavily 3:37
26.		6.
27.		7.
28.		8.
29.		9.
30.		10.
31.		11.
32.		12.
33.		13.
34.		14.
35.		15.
36.		16.
37.		17.
38.		18.
39.		19.
40.		20.

Drag n' Drop

1M01 v3 - Main Title 1:05
1M02 v1 - Arrival 0:50
1M03 v2 - Bar Room Fight Source 0:39
1M04 v1 - Take Off 0:36
1M05 v1 - To The Death 0:40
2M06 v2 - Sigh No More 2:57
2M07 v1 - Conga Line 1:30
2M08 v1 - Snorkel 0:16
2M09 v1 - A Double Heart 0:32
2M10 v1 - Perfectest Herald 0:58
2M11 v1 - The Only Love Gods 0:34
2M12 v1 - Borachio 1:50
3M12A v1 - The Gulling 5:08
3M13 v1 - iPod Source TBD 1:00
3M14 v1 - Love On 0:47
3M15 v1 - Disloyal 2:44
4M16 v1 - A Thousand Ducats 2:10
4M17 v1 - Wedding Day 0:27
4M18 v1 - Madam Withdraw 0:29
4M19 v1 - Wedding March 2:20
4M20 v1 - Left For Dead 2:09

### Auto Enter From Found Cues:

The currently found Cues on the Checklist are entered into the fields automatically in the order that they are sorted.

Ex. Suppose a CD needs to be made of all the Cues that have an approved status.

In the Checklist layout, do a status filter for approved Cues.

Come back to the CD insert layout and hit the GO button.

The insert fields are set with the found Cues.

Drag n' Drop Cues from this portal to the insert cover to add titles.



Multiple CD labels can be created and stored. By entering significant ID names, the labels make a nice record of what's been delivered.



## Prints > CD Label

Set to correct label type before printing.

Container Field for Logos.

Drag n' Drop Cues from this portal to the available fields.

## Prints > Drive Label

This layout is designed to create labels for the hard drives used on the project.

# Accounts

*Accounts does not apply to the RT version.*

Accounts are used to allow FileMaker clients network access to a hosted CueChronicle project file.

Four accounts are available; **Super**, **Crew**, **Support**, **Guest**. Each has a different level of access privileges. If you intend on hosting a project with FileMaker Pro or FileMaker Server, at least one account must be enabled.



The Super account should be reserved for persons who need to administer passwords and accounts.

Network Account Names	Network Access	Password	Accounts Control	Cue, Version, Reel and Sessions Records
Super	<input checked="" type="checkbox"/>	<input type="button" value="Set"/>	Full Access	All Access
Crew	<input type="checkbox"/>	<input type="button" value="Set"/>	No Access	All Access
Support	<input type="checkbox"/>	<input type="button" value="Set"/>	No Access	Create /Delete - No Field Editing - Limite
Guest	<input type="checkbox"/>	<input type="button" value="Set"/>	No Access	View Only

Enable / Disable network access with these check boxes.

Set passwords for each account. Super password mandatory. Others optional.



The Super account should only be enabled if you intend on managing accounts and passwords via network access. Using the Crew account allows sufficient privileges for normal project operations.

## Crew Account

The Crew account allows access to almost everything. Managing accounts and passwords is not allowed. Allowing the deletion of Cues and Version records can be specified with this radio button.

Crew  Set No Access Delete Cues/Versions  Yes  No Others All Access

## Support Account

Network Account Names	Description
Super	Reserve for host level account and password management. Recommended to leave Super disabled unless account management via network is required. Password protection mandatory.
Crew	Access to everything except accounts. Assign to clients allowed to create / delete / edit all records.
Support	Limited Access. Limits clients from creating, deleting and editing critical records. Non critical access allowed.
Guest	View Only Access. Assign to clients not intended for record modification.

User cannot delete or create **Cues**, **Versions**, **Revisions** and **Reels**.

Critical field access is also not allowed.

**Cues** - Edge Code, Version, Status, Title = No Access

**Versions** - Time codes, Shift, Offset, Picture Version = No Access

**Revisions** - All fields = No Access.

**Reels** - All fields except notes = No Access.

**Sessions** - Create Ok, Delete No.

# Creating Cues

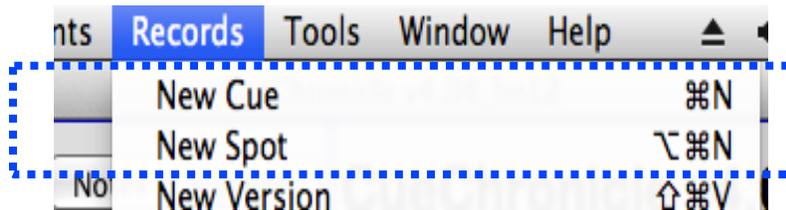
Cues can be created on any layout where Cue records are maintained. Look for the New Cue and New Spot buttons on the button bar at the top of the layout. There are 3 ways to create a new cue.

**Option 1:** Use the New Cue or New Spot button



\*\*\* New Spot is designed to streamline data entry during spotting sessions

**Option 2:** Select New Cue or New Spot from the Records menu.



**Option 3:** Use a keyboard shortcut

Command +N = New Cue

Option +Command +N = New Spot

Depending on which function you use (New Cue or New Spot), the corresponding data entry form will appear.

## **New Cue / New Spot Dialogs:**

The cue # is made up of a reel #, an alphabet delimiter and the sequential position #. Use the suffix field for additional data such as Alt, AB ... etc.

**New Cue**  
Enter The New Cue Data

*Standard Convention*

Reel#	Cue#	Suffix
3	M	12 Alt

**Primary Fields**

Reel#	Cue#	Suffix	cueVersion#	Score Group	Usage Description
2	M	01	1	SCR	Underscore

Title

**New Spot**  
Enter The New Spot Data

**Primary Fields**

Reel#	Cue#	Suffix	Cue Version#	Score Group	Usage Description
1	M	02	1		

\*Use Tilde (-) to Jump to Start Field

Start  SMPTE  FOOTAGE **Pro Tools**

Start Description

End    **Duration**

End Description

Comments

Cancel OK

After closing the New Cue dialog, the Enter Time Code dialog will appear.

The Enter Time Code dialog box.

3M01 v

Enter Time Code

\*\* Separators Optional \*\*

Start SMPTE: ( 1-8 Digits )

End SMPTE: ( 1-8 Digits )

Dur Min/Sec: ( 1-4 Digits )

Cancel OK

Title

Cancel Done Next Spot

\*Escape \*Enter \*Right Arrow

The New Spot dialog includes more fields to expedite data entry while spotting.

Use the Next Spot button to continue adding cues.

## Timecode Tips

The SMPTE fields accept 1-8 digits, separators optional.

8 digits - 01020304 = 01:02:03:04

7 digits - 1020304 = 01:02:03:04

6 digits - 020304 = 01:02:03:04 hour assumed from reel #

5 digits - 20304 = 01:02:03:04 hour assumed from reel #

4 digits - 0120 = 01:00:01:20 hour assumed from reel #

3 digits - 120 = 01:00:01:20 hour assumed from reel #

2 digits - 24 = 01:00:00:24 hour assumed from reel #

1 digit - 6 = 01:00:00:06 hour assumed from reel #

The duration accept 1-4 digits and works as above.

### Rules:

Only Start or End entered - Start / End set the same, Duration = 0:00.

Only Duration entered - Start set to Reel Hour, End calculated.

Start or End and Duration entered - the empty field is calculated.



Time & Footage accuracy is determined by the TC & Feet Frame Rate settings on the Prefs layout.

# Entering Time Code

**SMPTE** - Lets take a look at how time code entry is handled.

**The 3 Field Time Code dialog box** - will open when creating new cues or editing cues where times have not been entered.

if only a **start** or **end** time is entered - start and end get the same value, duration = 00:00

if **start** and **end** time are entered - duration is calculated

if **start** and **duration** are entered - end time is calculated

if **end** and **duration** are entered - start time is calculated

if only the duration is entered - the cue reel# is used for the hour, end is calculated

The footage times are calculated

*3 field - enter time code dialog*

3M01 v

Enter Time Code

**\*\* Separators Optional \*\***

Start SMPTE: ( 1-8 Digits )

End SMPTE: ( 1-8 Digits )

Dur Min/Sec: ( 1-4 Digits )

Cancel OK

Minimum Entry Needed

The SMPTE fields accept 1-8 digits, separators optional.

8 digits - 01020304 = 01:02:03:04

7 digits - 1020304 = 01:02:03:04

6 digits - 020304 = 01:02:03:04 hour assumed from reel #

5 digits - 20304 = 01:02:03:04 hour assumed from reel #

4 digits - 0120 = 01:00:01:20 hour assumed from reel #

3 digits - 120 = 01:00:01:20 hour assumed from reel #

2 digits - 24 = 01:00:00:24 hour assumed from reel #

1 digit - 6 = 01:00:00:06 hour assumed from reel #

The duration accept 1-4 digits and works as above

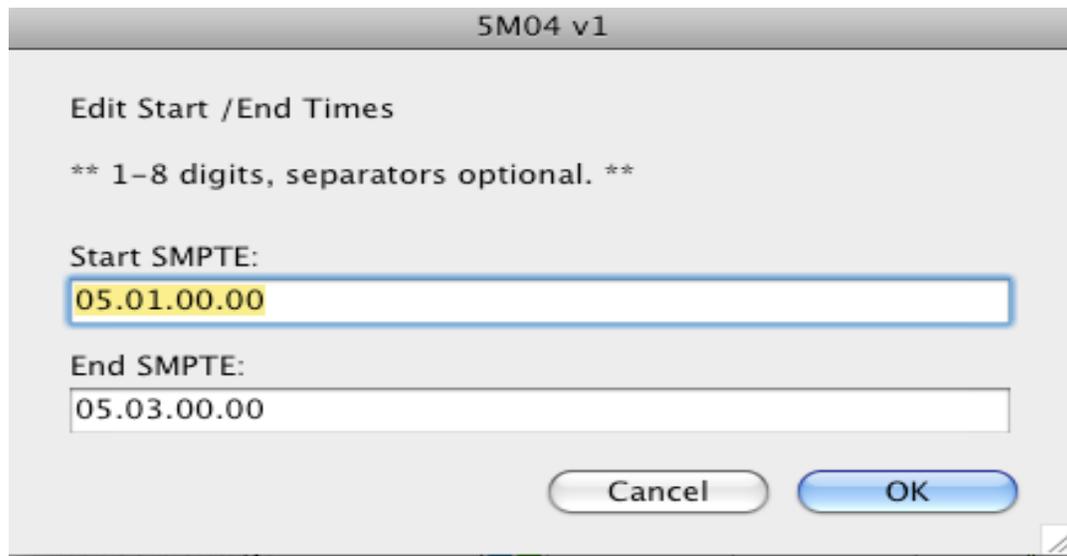


Time & Footage accuracy is determined by the TC & Feet Frame Rate settings on the Prefs layout.

**The 2 Field Time Code dialog box** - will open when editing start times.

The current times will be displayed for editing. The duration and footage will be recalculated.

**\*\* 1-8 Digits separators optional \*\***



5M04 v1

Edit Start /End Times

**\*\* 1-8 digits, separators optional. \*\***

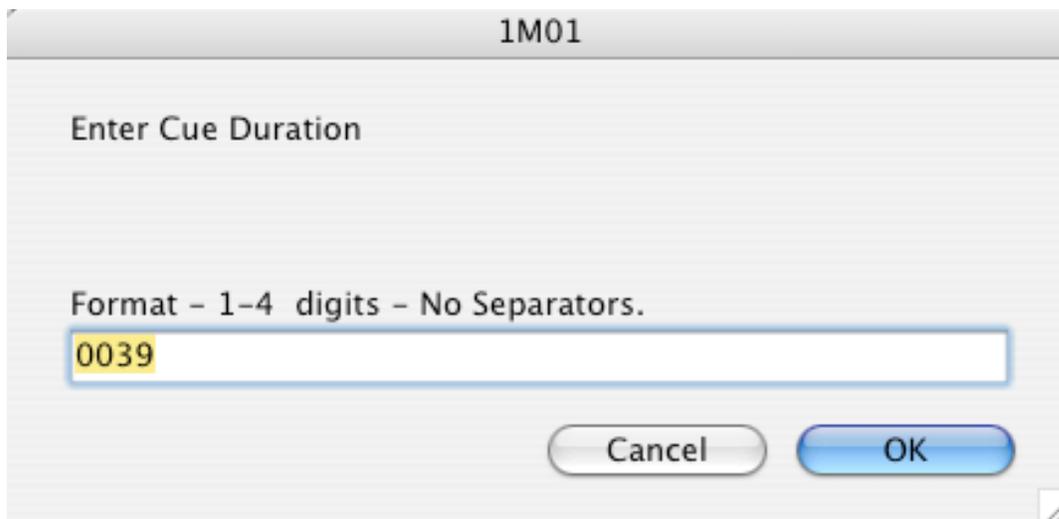
Start SMPTE:  
05.01.00.00

End SMPTE:  
05.03.00.00

Cancel OK

**Edit Duration Dialog Box** - will open when editing cue duration.

The current duration will be displayed for editing. The cue start time is maintained while the end time and footage are recalculated.



1M01

Enter Cue Duration

Format - 1-4 digits - No Separators.

0039

Cancel OK

The duration field allows 1 to 4 digits.

4 digits - 0120 = 1:20

3 digits - 120 = 1:20

2 digits - 33 = :33

1 digit - 6 = :06



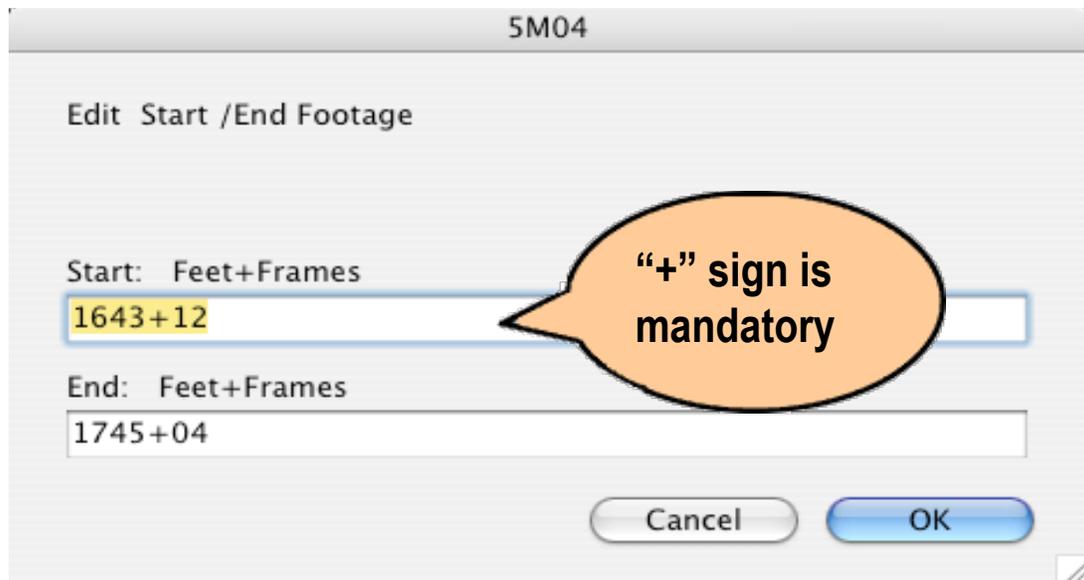
Time & Footage accuracy is determined by the TC & Feet Frame Rate settings on the Prefs layout.

# Entering Footage

**Footage** - Lets take a look at how footage entry is handled.

**The 2 Field Footage dialog box** - will open when editing the cue's footage.

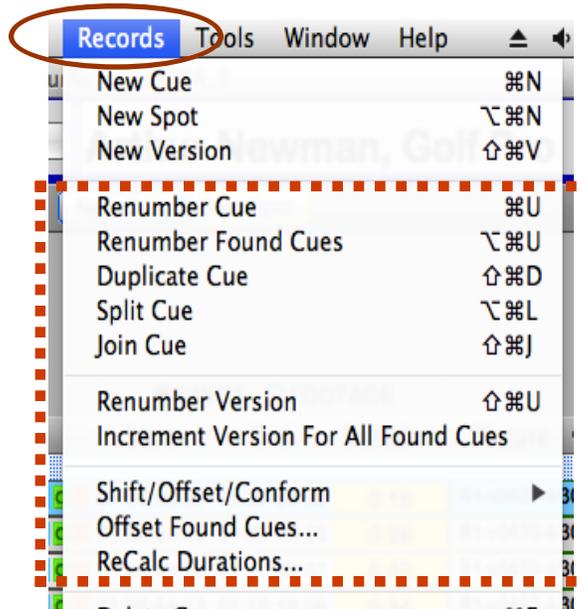
The SMPTE times are recalculated. All footage calculations refer to the cue's reel number for SMPTE calculations.



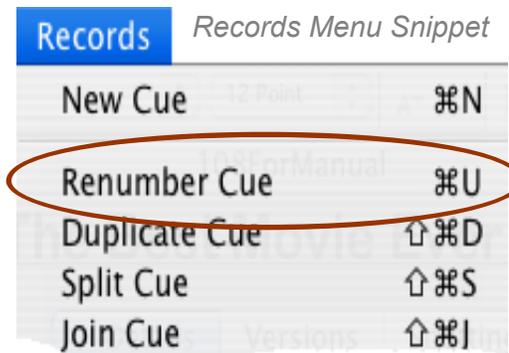
Time & Footage accuracy is determined by the TC & Feet Frame Rate settings on the Prefs layout.

# Cue Functions

Specific functions have been created that help in manipulating cue records. On Checklist and Cues Sections layouts, these functions are found under the Records Menu.



## Renumber Cue



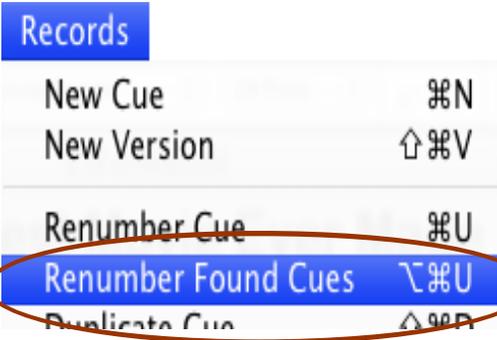
After a cue has been created, use the Renumber Cue function to change the cue's number.

Go to a layout that deals with the cue records.  
Go to the cue that needs changing.  
Select Renumber Cue or press the button shown below.  
A dialog opens requesting the new cue number.

Renumber button



**Renumber Found Cues** \*\* Only available in the Checklist Section. \*\*



This function is used when a group of cue numbers need to be incremented up or down in.

Manipulate your found set of cues to contain only the cues that need to be renumbered.

Select Records > Renumber Found Cues.

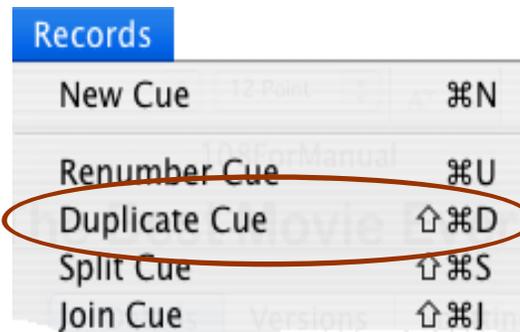
A dialog opens prompting the user to enter the amount to increment the found cues. ( negative numbers allowed)

Enter the number and click OK.

Example increment by 1

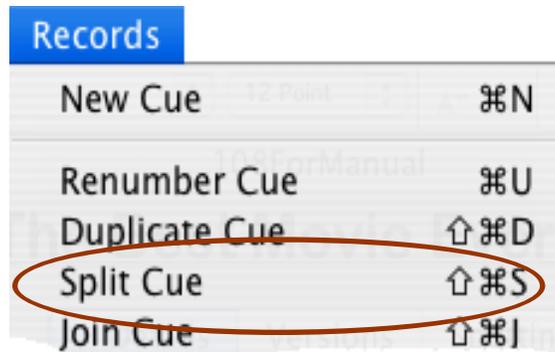
<u>before renumber</u>	<u>after renumber</u>
5M01	5M02
5M02	5M03
5M03	5M04

**Duplicate Cue**



Makes a duplicate of the selected cue. The cue's related records are not duplicated.

**Split Cue**



In the event that a cue was originally spotted as one long cue and then decided it would be best to break it up. This function creates a new cue and adds A & B suffixes to the cue numbers.

Go to the Checklist or Cues Section.

Go to the cue that needs splitting.

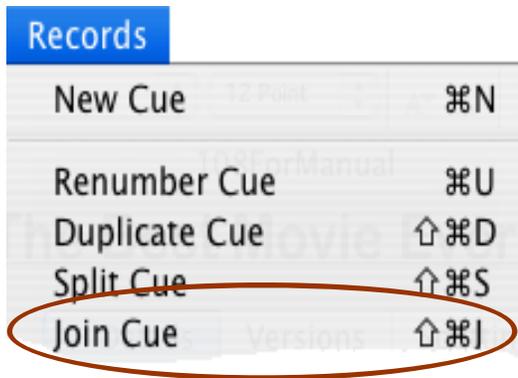
Select Split Cue from the Records menu.

A dialog opens requesting the smpte split point.

Enter the time code.

The related timing records will be divided at the split point.

## Join Cue



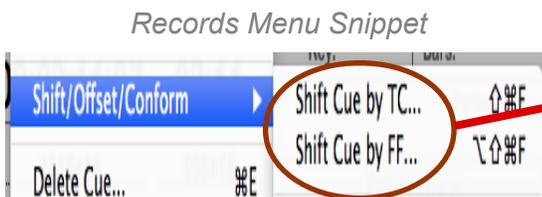
In the event that a cue was originally spotted as two cues and then decided it would be best to make them into one. This function takes the currently selected cue and the one next in the sort order and joins them into one cue.

Go to the Checklist or Cues Section.  
*The Checklist is a better choice for this operation.*  
Go to the first cue of the two that you want to join.  
Select Join Cue from the Records Menu.  
A dialog opens requesting confirmation.  
The two cues become one with the AB suffix attached.

## Shift Cue

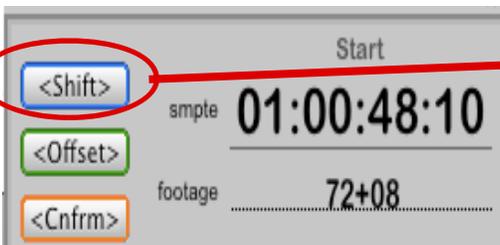
Move a cue to a new start time while maintaining the duration, the end time is recalculated.

Select the menu item or use the Shift button.  
A dialog opens requesting a smpte or footage start time.  
Enter the new start for the cue.  
The cue is shifted to the new start.  
Add the Option key modifier when clicking the button to shift by footage instead of smpte.



Records menu Shift options.

Cues > DetailsForm Layout Snippet



Shift button.  
Option Click to shift by footage.

Checklist > Composer Layout Snippet



Shift button.  
Option Click to shift by footage.

## Offset Cue

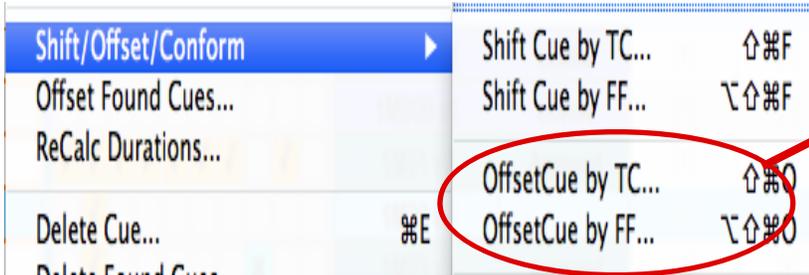
Shifting a cue to a new start time by entering the amount as a +/- offset.

A dialog opens requesting a smpte or footage offset time.

Enter the amount of +/- offset.

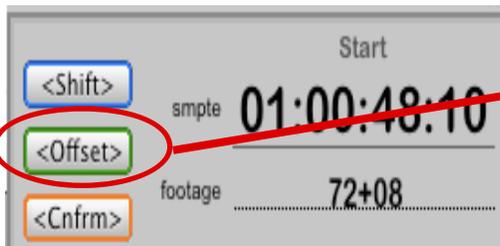
The cue is shifted to the new start.

Records Menu Snippet



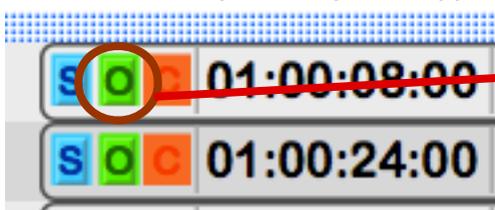
Records menu Offset options.

Cues > DetailsForm Layout Snippet



Offset button.  
Option Click to offset by footage.

Checklist > Composer Layout Snippet



Offset button.  
Option Click to offset by footage.

## Conform Cue

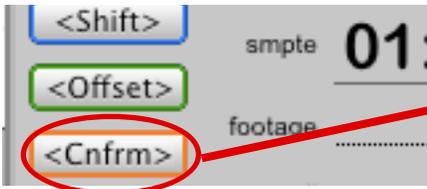
Move a cue to a new location and enter a duration change if needed. Setting the Conform With New Version pref determines if a new cue version is created before the conform is made.

Records Menu Snippet



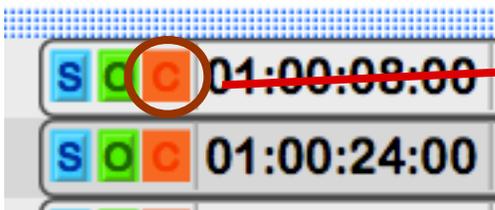
Records menu Conform options.

Cues > DetailsForm Layout Snippet



Conform button.  
Option Click to conform by footage.

Checklist > Composer Layout Snippet

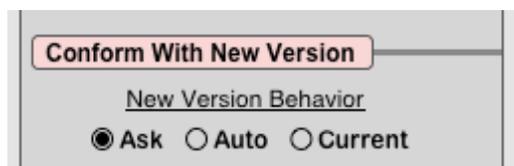


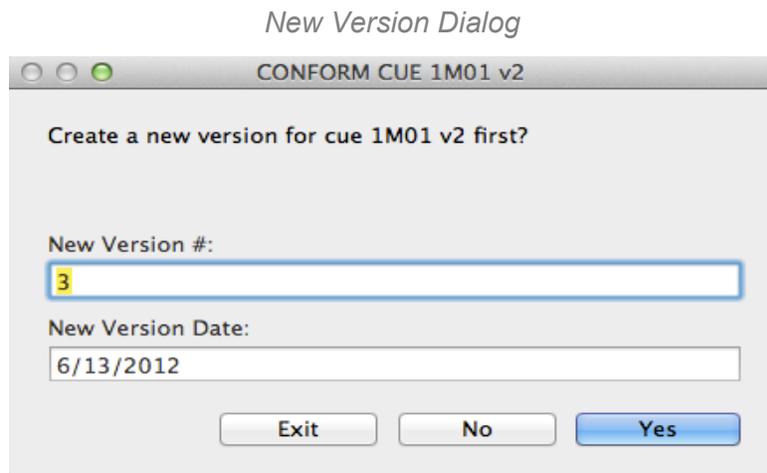
Conform button.  
Option Click to conform by footage.

### Conform Steps:

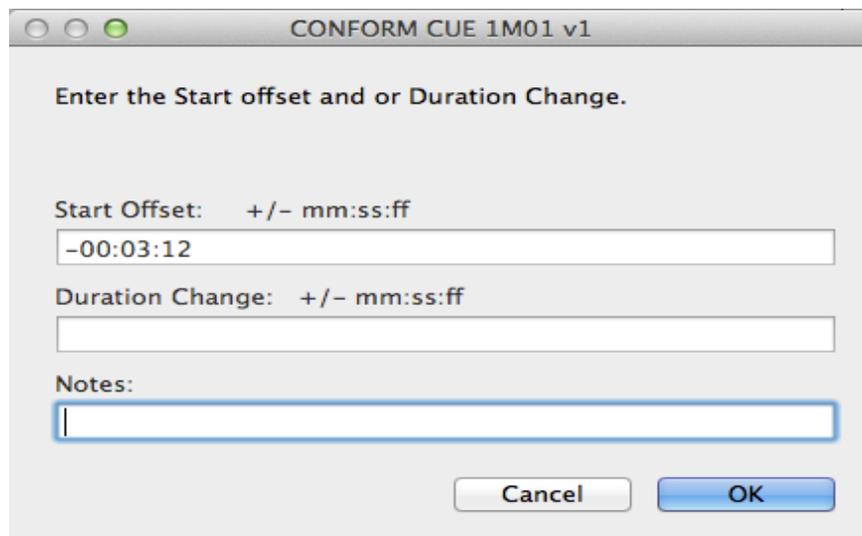
Use the reel filter to show the reel that you will conform. Sort and move to the first cue in the list, use one of the options discussed above to perform conform. A new version dialog will open if the pref shown below is set to ask.

Prefs Layout Snippet

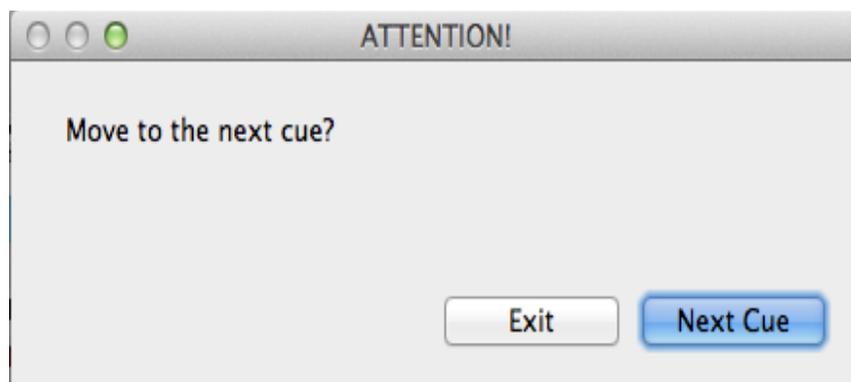




Enter the new version info and hit Yes. A second dialog opens, it accepts the timing changes and notes for the conform.



Hit OK. The next dialog allows you to move to the next cue or exit.



## Offset Found Cues

Offsets all Cues in the found set by +/- mm:ss:ff

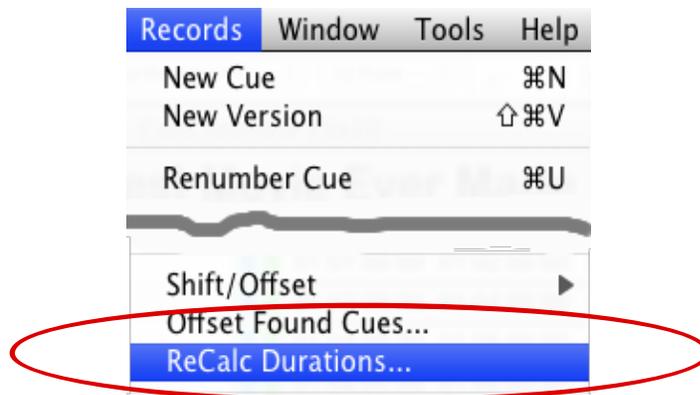
Manipulate your found set of cues to contain only the cues that need to be offset. Select Records > Offset Found Cues. A dialog opens prompting the user to enter the amount to offset the found cues. Enter the amount and click OK.

*Records Menu Snippet*



## ReCalc Durations

Re-calculates the durations and footages for all found cues. This function is usually only needed after importing data.



## Edit Start Time Continued \*\* smpte input accepted only \*\*

Shift clicking a cue's start time opens the two field time code dialog with an additional feature. After editing a cue, hitting OK or Skip moves directly to the next cue. When editing time code is complete, hit Exit. The previous cue's end time is stored in the paste clipboard for convenience.

1M01/2

Edit Start /End Times  
Format: 8 digits mandatory, separators optional.  
\* Paste Clipboard holds Previous Cue's End Time. \*

Start SMPTE:

End SMPTE:

Exit editing.

Move to next cue  
without changing  
anything.

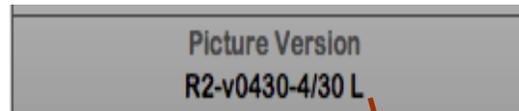
Commit change and  
move to next cue.

# Changeover

When a Cue crosses over a Reel, the Changeover function is used to calculate the Cue's end time and duration correctly.

Use the Changeover check box to set the Cue into Changeover. The Changeover check box will only appear when a Cue's Picture Version is set to a Reel from the Reels layout and the Cue's end time is past the LFOA (last frame of action) of that reel.

*The Cue's Picture Version Field*



The Cue-Reel relationship.

*Reels Layout Snippet*



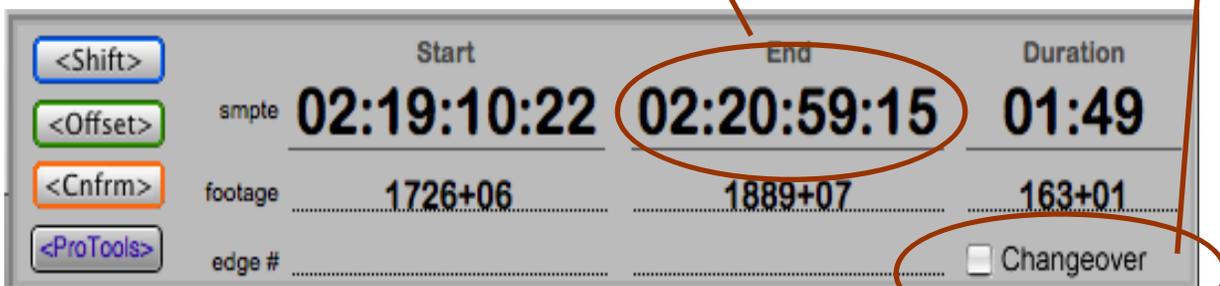
ProjectInfo > Crew Rigs Drives **Reels**

Reel#	Version #	Version Date	Type	Frame Rate	TC	FFOA	FF	TC	LFOA	FF	LOCKED	Nickname
2	v0430	4/30/2012	Quicktime	23.976	02:00:08:00	12+00	02:20:00:00	1800+00	<input checked="" type="checkbox"/>	R2-v0430-4/30 L		

Reel 2's LFOA

The Cue extends past the LFOA. The Changeover check box appears.

*Cues Details Form Snippet Before Changeover Set*



<Shift> Start End Duration  
<Offset> smpte 02:19:10:22 02:20:59:15 01:49  
<Cnfrm> footage 1726+06 1889+07 163+01  
<ProTools> edge #  Changeover

With the Changeover check box set, the Cue's end time is recalculated into the next Reel.

*Cues Details Form Snippet After Changeover Set*

	Start	End	Duration
smpte	02:19:10:22	03:01:07:15	01:49
footage	1726+06	101+07	163+01
edge #			<input checked="" type="checkbox"/> Changeover

### Establishing FFOA & LFOA times

The FFOA and LFOA times are set for each Reel on the Reels layout.

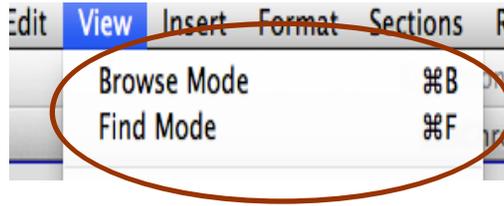
*Reels Layout Snippet*

Reel	TC	FFOA	FF	TC	LFOA	FF	LOC
6	02:00:08:00	12+00		02:20:00:00	1800+00		<input checked="" type="checkbox"/>
6	02:00:08:00	12+00		02:20:00:00	1800+00		<input type="checkbox"/>
6	03:00:08:00	12+00		03:20:00:00	1800+00		<input checked="" type="checkbox"/>

The Changeover function uses the Cue's related Reel's LFOA and the next Reel's FFOA to calculate the correct end time.

# Finds & Filters

Under the View menu, there are two modes; Browse and Find. Notice the keyboard shortcuts.



Browse Mode is the mode to use for viewing records and entering data. Find Mode is used to find records with data that matches a find request. To make finds quick and simple, many of the common find requests are already supplied in CueChronicle via Filter buttons and Filter menus.

## Helpful Terminology:

Find Request - data entered in a field or fields to search for when performing a find.

Found Set - the records currently being viewed after performing a filter or find.

Omit - hide a record from being viewed, this does not delete the record.

Condense - make the found set smaller.

Constrain - start from the current found set and remove specific records.

Extend - start from the current found set and add specific records.

Show All - show all the records.

Show Omitted - show the hidden records.

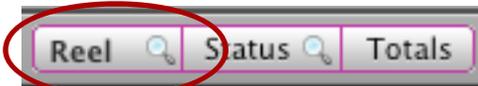
## Filters



Filters in CueChronicle are designated with a magnifying glass icon.

### Reel Filter

*Top Button Bar Snippet*



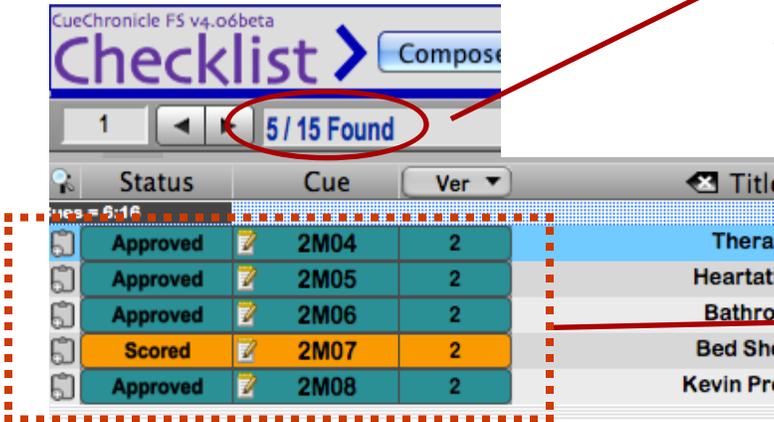
The Reel Filter is used to condense the found cue list by reels. Selecting a reel number from the drop down menu will find all the cues that start with that reel number.

Shift select to constrain the found set.

Command select to extend the found set.

Option select to omit the reel.

Checklist Layout Snippet



The Found count: 5 of 15 cues in the current found set. 10 cues omitted. The found count font color is black when all records are found, blue otherwise.

The found set after performing a reel 2 filter. Only cues in reel 2 cue showing.

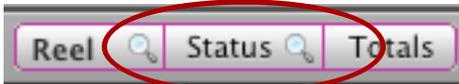


Click the Show All button to view all records again.

All records found, none omitted.

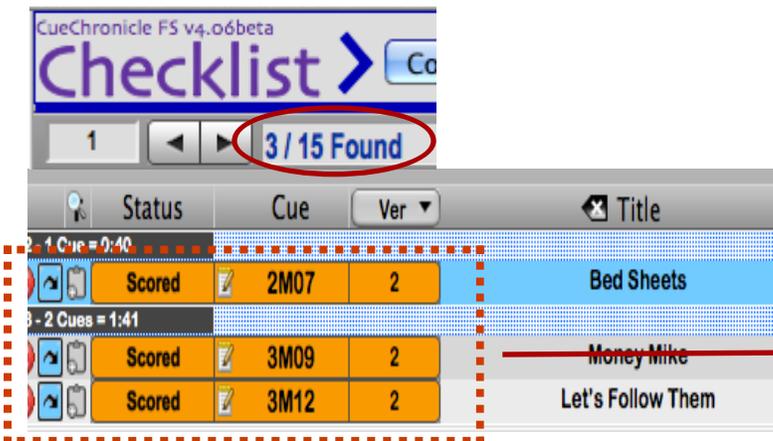
### Status Filter

Top Button Bar Snippet



The Status Filter is used to condense the found cue list by status. Selecting a status from the drop down menu will find all the cues with that status.

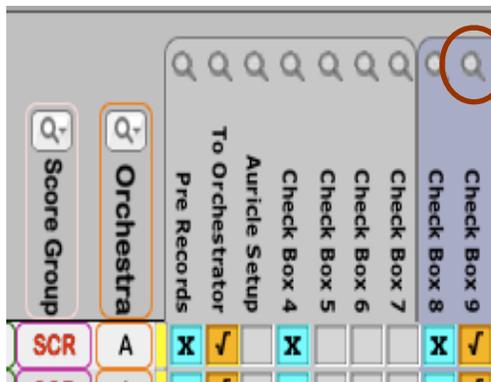
Shift select to constrain the found set.  
Command select to extend the found set.  
Option select to omit the status.



The found set after performing a status filter for "Scored" cues . Of the 15 total cues, 3 are marked "Scored" as shown in the Found count.

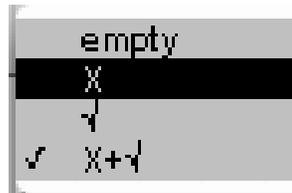
## Check Boxes Filter

Checklist Layout Snippet



This Filter icon presents a drop down populated with the 4 possible entries available for a check box. Select one to perform the filter. Shown below.

Check box filter menu items

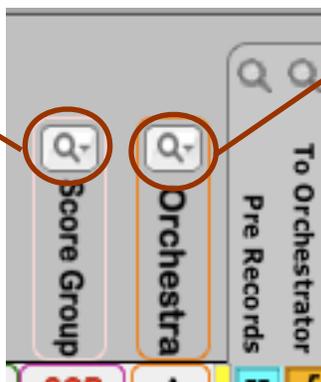


## Score Group & Orchestra Filters

Find cues in a specific Score Group.

Find cues assigned to an Orchestra.

Checklist Layout Snippet

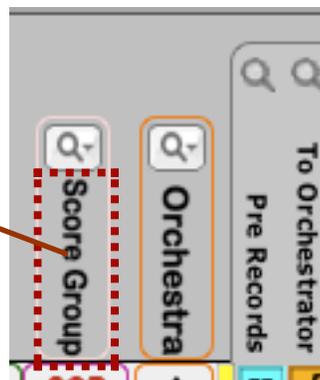


Tip



Checklist Layout Snippet

Quick way to find Score cues;  
Click the Score Group label.





## Tip



The Totals displayed at the bottom of all the Checklist layouts will always correspond to the found set.

*Checklist Layout Totals Area Snippet*

<i>Totals</i>		
	<u>Starts</u>	<u>Time</u>
Cues	15	20:46
Score	11	19:13
Source	4	01:33

## Find

For instances where a filter will not meet the needs of a find request, use Find Mode. Enter Find Mode by selecting it from the View menu or use the keyboard shortcut Command + F. In Find Mode the window will change showing an empty record waiting for the find data.

*Checklist Layout In Find Mode Snippet*

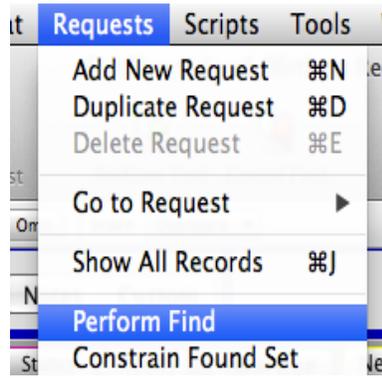
Status	Cue	Ver	Title	Start	End	Duration	Picture	UseDesc	Wild	Score Group	Orchestra
	<input type="text"/>										

The find request in this example will be for cues with “Approved” Status that are also marked as “Score” cues in the Score Group. In the picture below, the Status and Score Group fields have been set with the request data.

*Checklist Layout In Find Mode Snippet*

Status	Cue	Ver	Title	Start	End	Duration	Picture	UseDesc	Wild	Score Group	Orchestra
Approved	<input type="text"/>	SCR	<input type="text"/>								

To perform the find, hit Enter on the keyboard or select Perform Find from the Requests menu.



The found set will condense to show only the cues that meet the find criteria. Shown below.

*Checklist Layout Snippet*

Status	Cue	Ver	Title	Start	End	Duration	Picture	UseDesc	Wild	Info
Approved	1M01	2	Opening Montage	01:00:49:20	01:07:39:07	6:49	R1-v0430-4/30 L	Underscore	5/4	SCR
Approved	2M04	2	Therapy	02:03:34:15	02:05:54:13	2:20	R2-v0430-4/30 L	Underscore	v2	SCR
Approved	2M05	2	Heartattack	02:09:57:02	02:11:22:07	1:25	R2-v0430-4/30 L	Underscore	v2	SCR
Approved	2M06	2	Bathroom	02:12:27:07	02:13:26:07	0:59	R2-v0430-4/30 L	Underscore	v1	SCR
Approved	2M08	2	Kevin Present	02:16:11:07	02:17:03:04	0:52	R2-v0430-4/30 L	Underscore	CROSSES	SCR
Approved	3M11	2	Picnic	03:04:38:15	03:05:44:22	1:06	R3-v0430-4/30 L	Underscore		SCR
Approved	3M13	2	Wedding Day	03:13:56:02	03:16:51:06	2:55	R3-v0430-4/30 L	Underscore	0503v9	SCR

Totals		
	Starts	Time
<b>Cues</b>	<b>7</b>	<b>16:26</b>
<b>Score</b>	<b>7</b>	<b>16:26</b>
<b>Source</b>	<b>0</b>	<b>00:00</b>



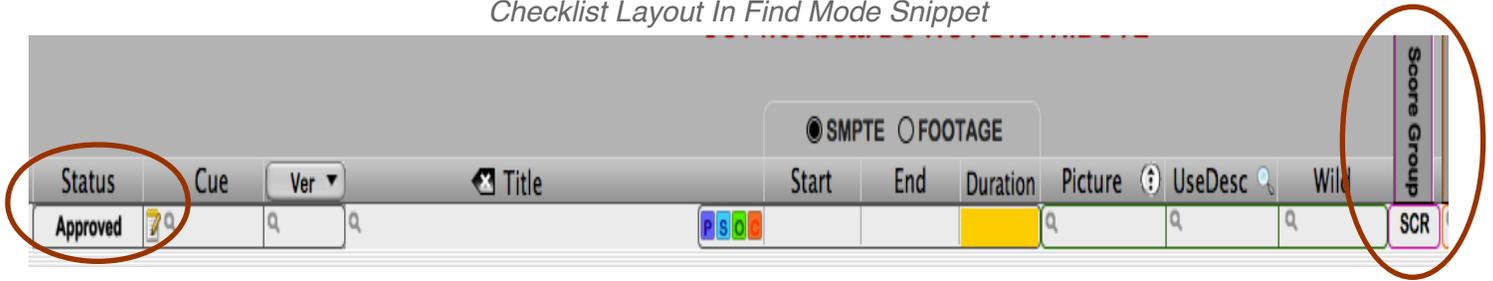
## Storing Found Sets

There are two options available for storing frequently used found sets.

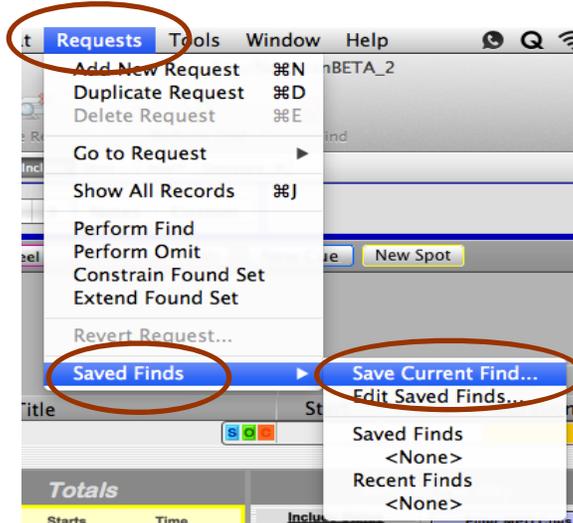
### Option 1: Saved Finds

Enter Find Mode and enter the find request data. Shown below.

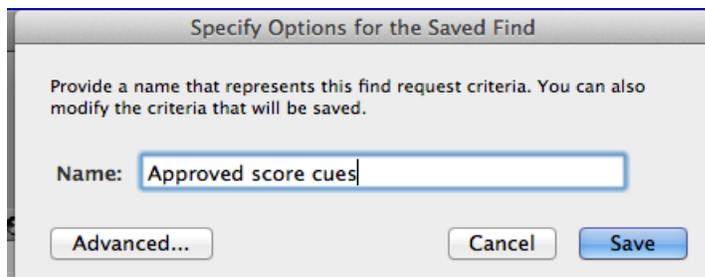
## Checklist Layout In Find Mode Snippet



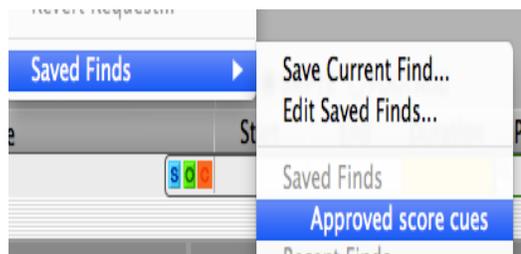
Select from the Requests Menu - Save Current Find. Shown below.



A dialog will open. Name the find and save. This find will now be available for recall later.



To recall a saved find, enter Find Mode and select from the list in the Saved Finds menu then press Enter. Shown below.



## Option 2: Use the Set 1 & 2 buttons

Use the Set buttons found on the top button bar. Two different sets can be saved.

*Top button bar snippet*



Command Click a Set button to store the current found set.  
Click it to recall the saved set.

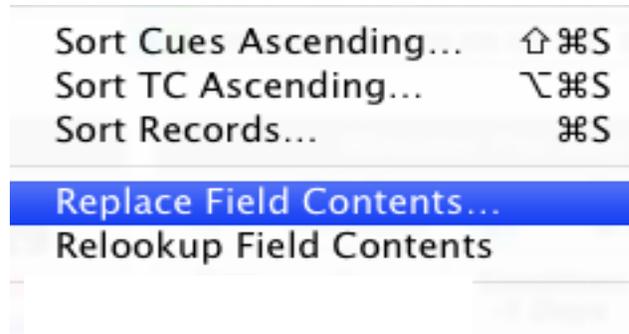
Control Click to clear the set.

Option Click to add the currently selected cue to the set.

# Replace Field Contents

Use Replace Field Contents to replace the contents of a field in all records of a found set with a new value, a calculation, or a serialized number.

*Records Menu Snippet*

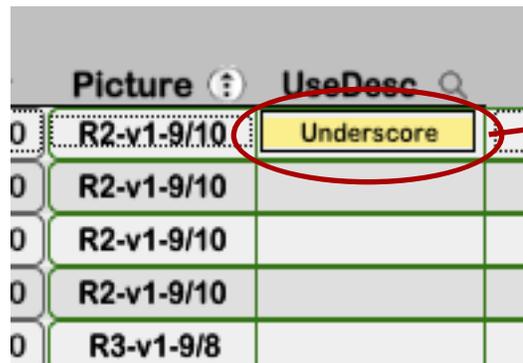


**To replace field data in every record in the found set:**

1. If necessary, find, omit, or sort the records in the database file.
2. In the current record, select the contents of the field you want to replace.
3. If replacing data with a constant value (instead of serialized numbers or a calculated result), type the value.

This example enters “Underscore” in the Usage Description field for all found cues.

*Checklist Layout Snippet*



	Picture ⓘ	UseDesc 🔍
0	R2-v1-9/10	Underscore
0	R2-v1-9/10	
0	R2-v1-9/10	
0	R2-v1-9/10	
0	R3-v1-9/8	

The replace text.

4. Leave the cursor in the field and select Records menu > Replace Field Contents. The Replace Field Contents dialog will open.

The dialog opens with the default "Replace with" setting option. The text to be used for the replace is shown in quotes as a confirmation.

Replace Field Contents

Permanently replace the contents of the field "UsageDesc" in the 9 records of the current found set?

Replace with: "Underscore"

Replace with serial numbers:

Initial value: 1

Increment by: 1

Update serial number in Entry Options?

Replace with calculated result: Specify...

Replace Cancel

Click the Replace button.

Picture	UseDesc	Wi
R2-v1-9/10	Underscore	Lo
R2-v1-9/10	Underscore	Vill
R2-v1-9/10	Underscore	Ro
R2-v1-9/10	Underscore	Vill
R3-v1-9/8	Underscore	
R4-v1-9/7	Underscore	
R4-v1-9/7	Underscore	
R5-v1-9/8	Underscore	
R5-v1-9/8	Underscore	

"Underscore" is entered in all found cues.

## Using a Calculation

In this example, the text entered in the Temp Notes field will be moved to the Cue Notes field for all found cues.

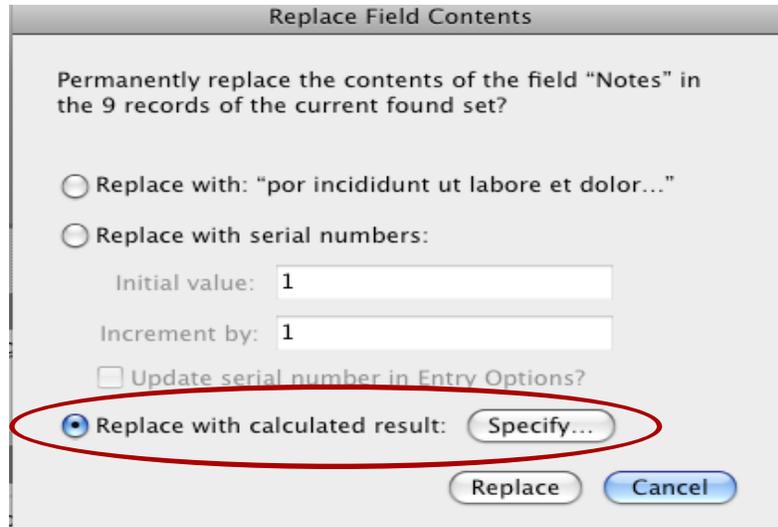
1. Temp Notes

Oops! I should have put these notes in the Cue Notes field.

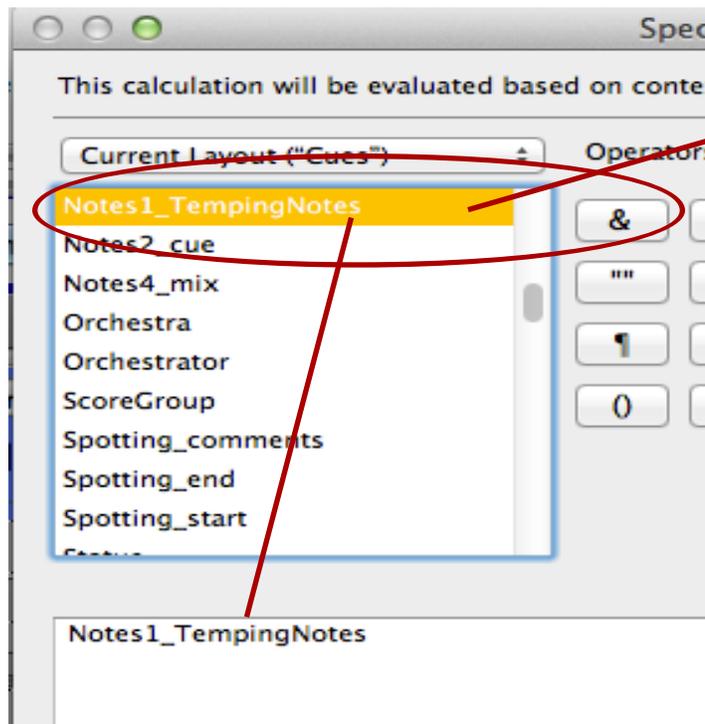
2. Cue Notes

To here

1. If necessary, find, omit, or sort the records in the database file.  
(Remember this will affect all cues in the found set!)
2. In the current record, enter the Cue Notes field.
3. Leave the cursor there and choose Records menu > Replace Field Contents.
4. The Replace Field Contents Dialog opens.

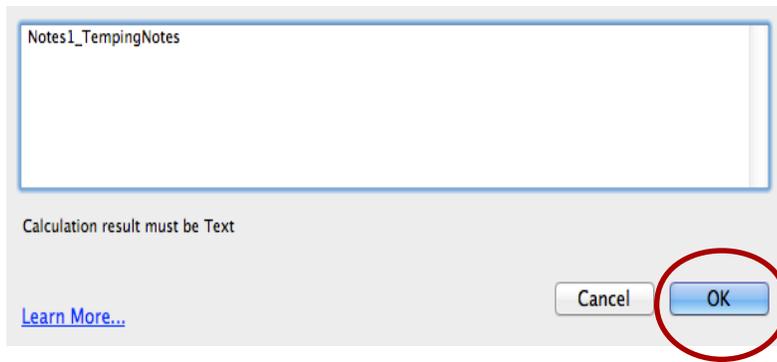


5. Choose the Replace with calculated results option.  
The Specify Calculation dialog opens. Scroll down to find the Temp Notes field.  
Double click it to enter it in the calculation area.

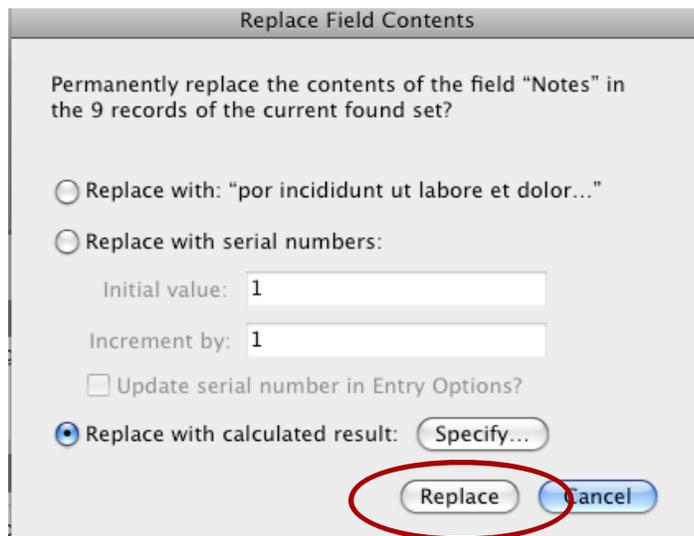


The field label  
for Temp Notes.

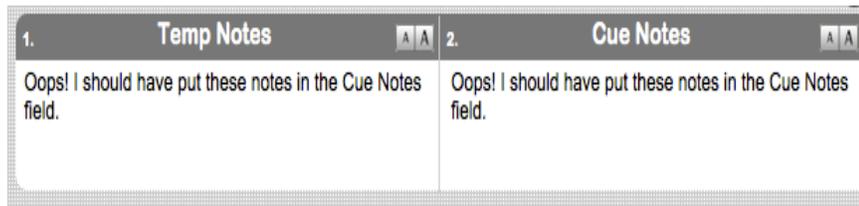
Click OK.



Back in the Replace Field Contents dialog, click Replace.



The Temp Notes field contents are copied to the Cue Notes field for all found cues.



To clear the Cue Notes field.

1. Select all text in the Cue Notes field.
2. Press delete - leave the cursor in the field.
3. Choose Records menu > Replace Field Contents.
4. The Replace Field Contents Dialog opens.
5. Choose option 1 Replace with “ ”
6. Click Replace, the Cue Notes field is cleared for all found cues.