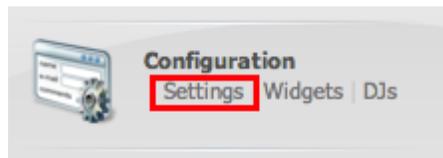# CentovaCast 3 - AutoDJ

In this tutorial we are going to explain how to use the AutoDJ feature in the CentovaCast 3 control panel.
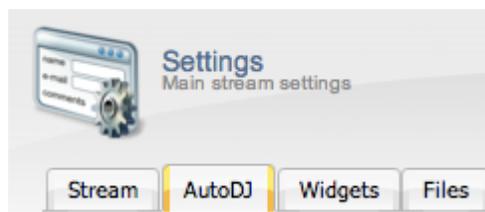
Preparing The Server

First login into CentovaCast. Once you're logged in check if your server is ON, if it is turn it on by going to the menu on the left and click on **Stop** under **Server.**
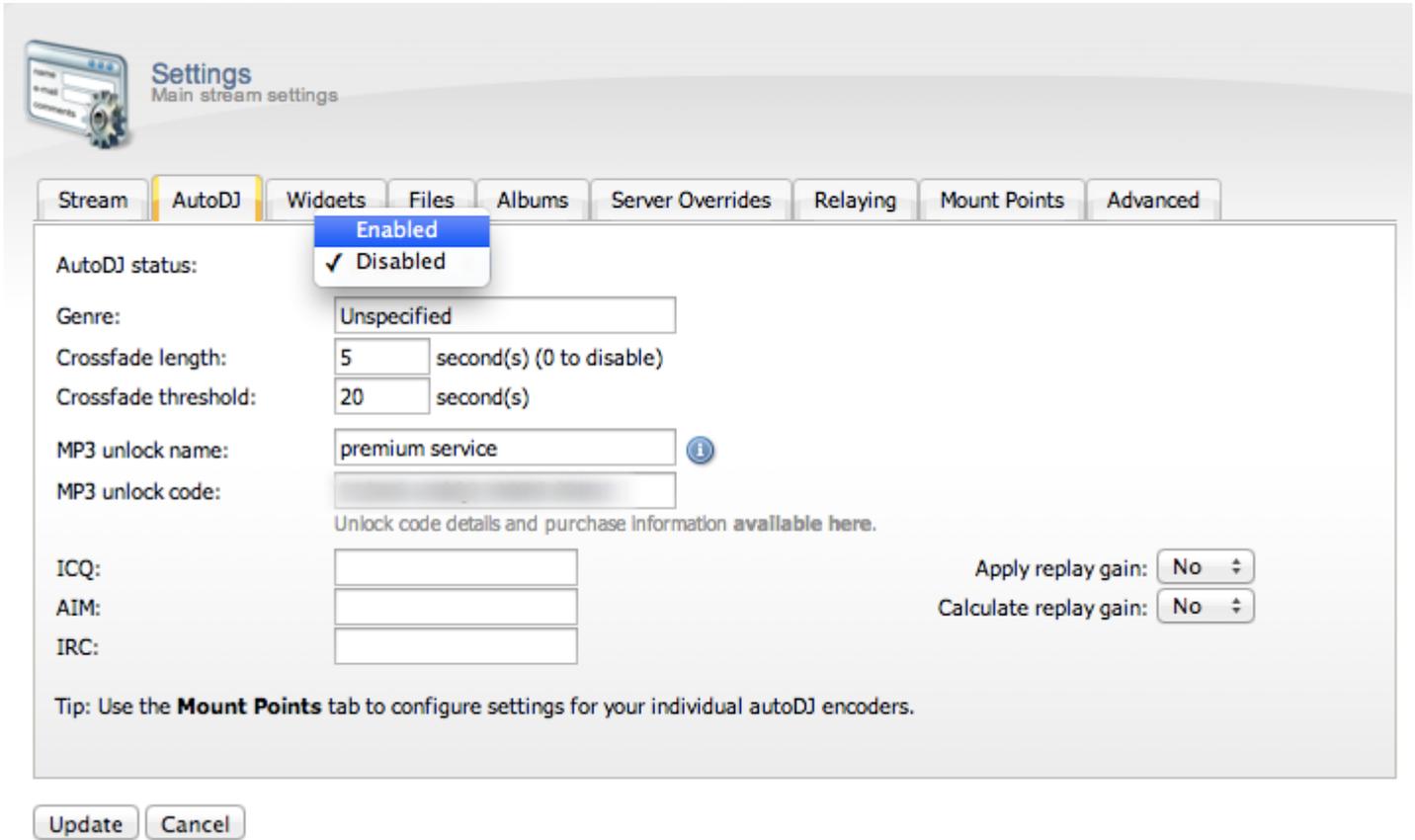
Settings

Once the server is stopped go to **Settings** under **Configuration.**

AutoDJ Settings

Once you are in settings go to the AutoDJ tab.

Configuring AutoDJ

The first thing you need to do is change the **AutoDJ status** from **Disabled to Enabled.** Please note that you can't do this while the server is on which is why we had to turn it off in the first step.

After that you can specify the Genre of music you broadcast on your station, you can leave this at the default as well.

Crossfade length specifies how many seconds of the end of a track are blended into the beginning of the next track. You don't have to change anything here either if you don't' want to.

Crossfade threshold specifies the minimum track length (in seconds) for which crossfading should be enabled. Tracks shorter than this length of time will not be crossfaded. You don't have to change anything here either if you don't' want to.

DO NOT change the mp3 unlock name and code, leave these at the default.

If you have ICQ, AIM or IRC you can enter those in the corresponding fields, if not you can just leave the fields empty. Also leave the Apply Replay Gain and Calculate Replay Gain at default unless you know what you're doing.

After you have configured the settings on this page click on **Update** to save the changes.
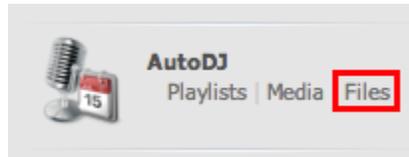
Uploading AutoDJ Files

The next thing we need to do is upload the audio that will be playing on AutoDJ. There are two ways you can do this:
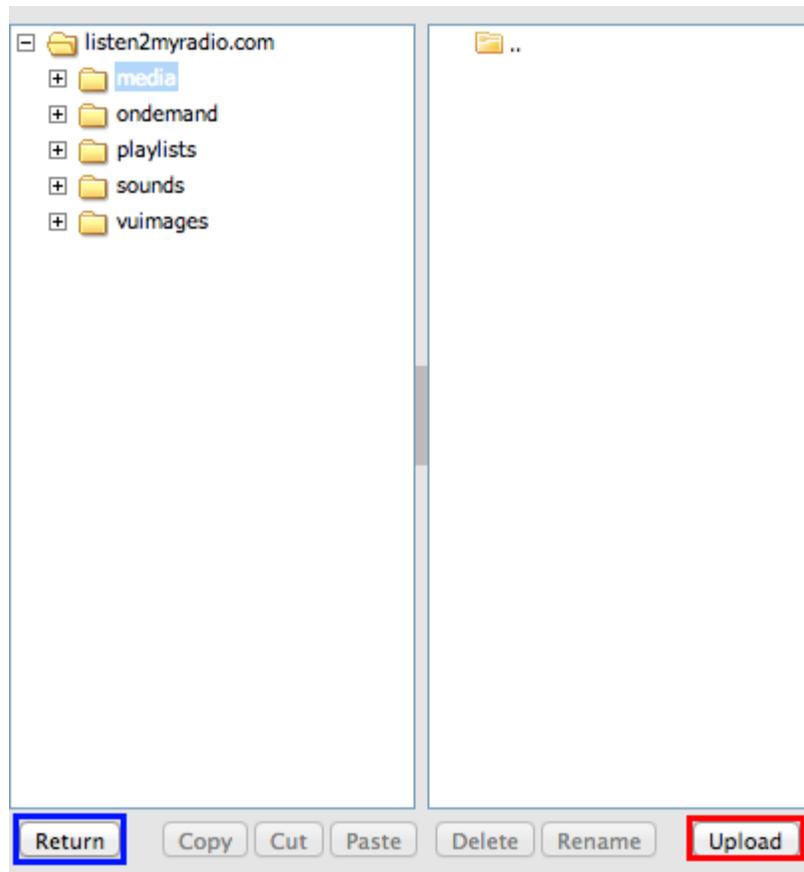- Using the CentovaCast upload feature
- Using FTP

If you are just uploading a few files the easiest way to do that is to use the CentovaCast upload feature but if you are uploading a lot of files at once we recommend that you use FTP. We will explain both in this tutorial.

CentovaCast File Upload

Uploading using CentovaCast's built in upload module is very simple. To upload a file first head over to the menu on the left and under **AutoDJ** click on **Files**
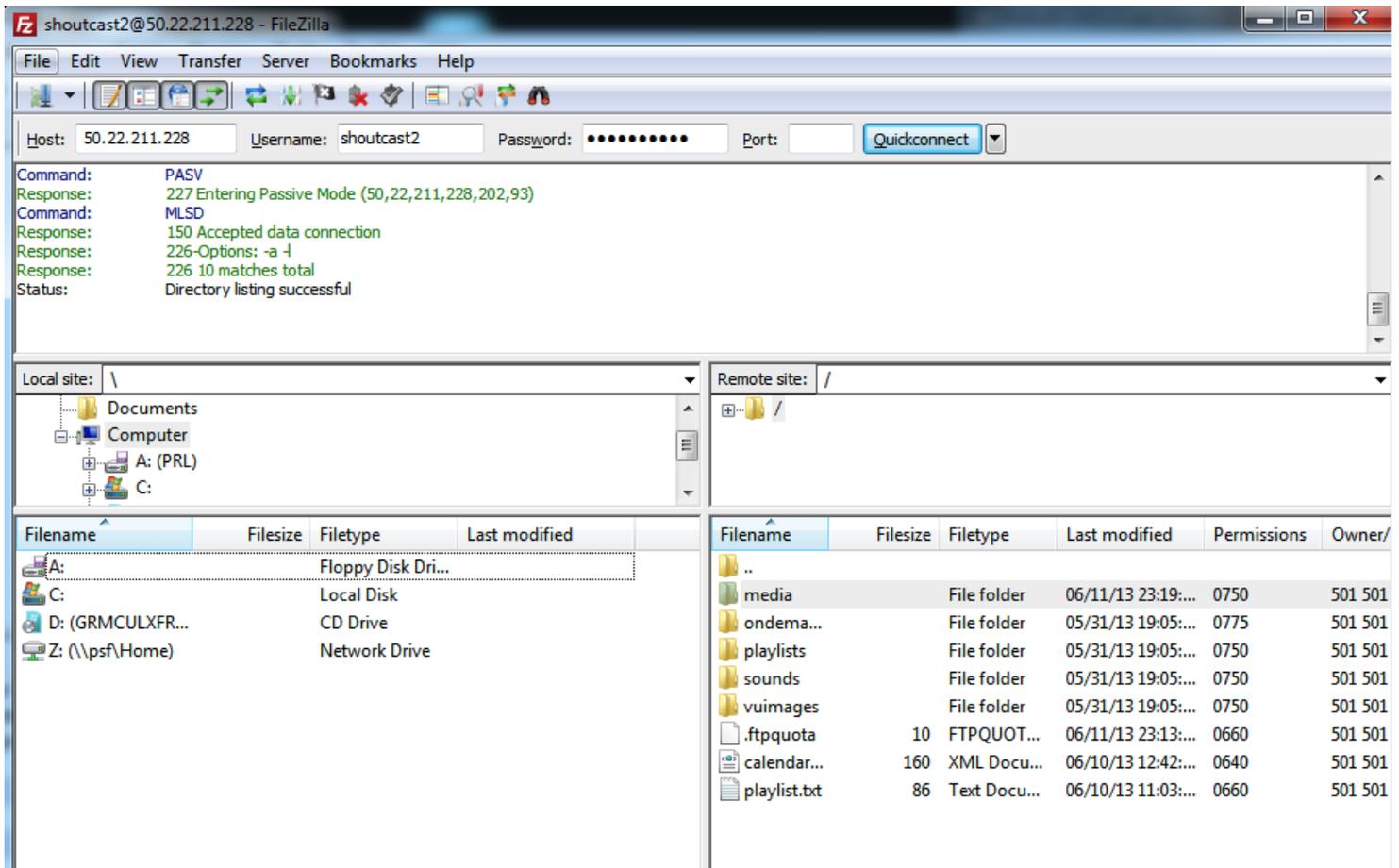
Upload Interface

You should now be in the upload interface. On the left you have a list of the folders on the server, by default the selected folder should be **media** if it isn't click on **media** to select that folder. Once you have the media folder selected click on **upload.** Now a new window should show up with a button called **Select Files,** click on it. Now another window should have opened up through which you need to find the file or files you want to upload. Now simply select the files you want to upload and start the upload. You will see the progress under **File Progress** (which shows the progress of the file currently being uploaded) and **Overall Progress.** After the upload is done you can click on **Close** and once the window is closed you should see the files now located in the media folder.

If you don't want to add any more files you can click on **return** to get back to the control panel and continue with the AutoDJ configuration.

Uploading files with FTP

While you should be able to perform most uploads with the built in CentovaCast upload feature if you want to upload massive amounts of audio at once we recommend that you use FTP.

To upload files with FTP you will first need a FTP client. If you are a Windows user you can use a software like **FileZilla** and Mac users can use a software like CyberDuck.

After you have downloaded and installed the software you will need to enter 3 pieces of data: The host, a username and a password. FTP software also has a Port field but **DO NOT** enter your radio's port there, just leave that field empty, there are some FTP clients that won't let you connect without a port but in that case enter **port 21**.

Host - Into this field you need to enter the IP of your radio. You can get this from Quick Links in CentovaCast (located under **Live Source Connections - Server Hostname**)
Username - Here you need to enter the Username that you use to login into CentovaCast

Password - Into this field you need to enter the password that you use to login into CentovaCast

After you have entered all of these click Connect and you should see a folder list similar to the one above. Once you see the folder list go into the media folder (this is usually done by double clicking on that folder). Once you're in that folder you can just find the songs you want to upload and drag and drop them into that folder and the transfer should start immediately.
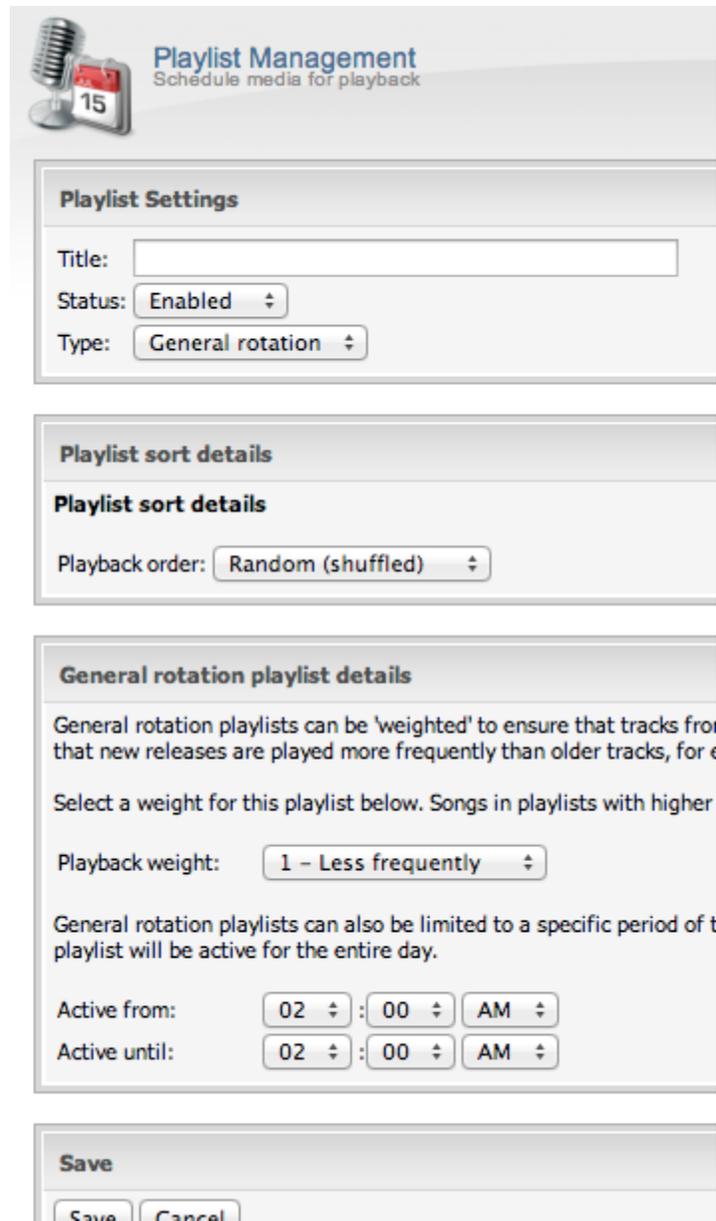
Creating a Playlist

Now that we have uploaded the files we need to create a playlist. CentovaCast does come with several playlists that you could use if you don't want to create your own but we will explain how you can create your own playlists.

To get started with playlist creation first go to the left menu and click on **Playlists.**

There are 4 types of playlists that can be used with AutoDJ:

General Rotation

General rotation playlists are used to play media from your library when no scheduled or interval playlists are due to be played. Most stations spend the majority of their air time playing tracks from general rotation playlists.

Scheduled

Scheduled playlists allow you to schedule a list of tracks to be played at a specific date and time. These playlists can also be setup to repeat on a schedule, making them ideal for daily/weekly countdowns or pre-recorded shows.

Interval

Interval playlists allow you to play tracks at regular intervals of several minutes or several songs. These playlists are useful for playing recurring content, such as station identification or commercial advertisements.

Immediate

Immediate playlists allow you to queue tracks to be played immediately after the end of the current track. These playlists are useful for playing tracks on demand, such as song requests.

VERY IMPORTANT - You must have a general rotation playlist enabled with at least one song in it at all times, if you don't have this enabled you won't be able to start AutoDJ. At least one general rotation playlist enabled with one song in it is mandatory, AutoDJ can't be enabled without it. If you get some kind of error when starting AutoDJ make sure to read it and if it mentions something along these lines make sure to check if you have the general rotation playlist enabled and if it has songs in it.

In this tutorial we will be looking at how to create a general rotation playlist but the others are fairly self-explanatory as well once you know how to create a general rotation playlist.
To get started click on **Create Playlists** on the right in CentovaCast. Now you should be seeing a menu fairly similar to the one in the image above.

Title - In here you should enter a unique name for the playlist so you can tell it apart from the others
Status - For now you should just leave it at **Enabled** but if you ever want to disable this playlist without having to delete it you can do it at this option.
Playlist sort details - This one should be self-explanatory as well, you can select if the songs in the playlist should be played back randomly (shuffled) or as you ordered them.

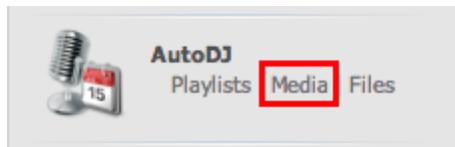## General rotation playlist details

Under **Playback weight** you can select how commonly this playlist will be played among other playlists. If you have only one playlist you can just ignore this. The use of this feature is explained in the control panel as well.

Active from/ Active Until - General rotation playlists can also be limited to a specific period of the day. This can be used to play lighter songs in the morning and heavier songs in the afternoon, for example. If no time period is selected, the playlist will be active for the entire day.

Once you have set all of the settings on this page just click on **Save** to save the changes.

Once you are back in the Playlist overview you need to disable any of the empty playlists, once you start broadcasting if AutoDJ comes to an empty playlist it will stop playing, so to prevent that from happening we need to disable all of the empty playlists. To do that just click on the Disable/Enable playlist button on the right side in the Playlist overview. The disable button is the first of 3, the last being the delete button, if you don't know which is which just hover over each for a few seconds with your mouse pointer and an explanation of what it is will show up.
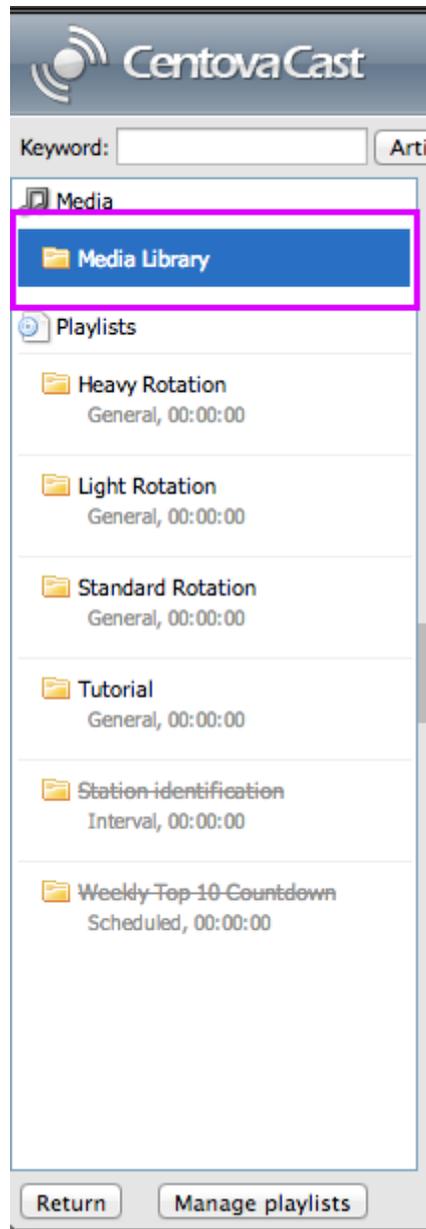
Adding Songs To The Playlist

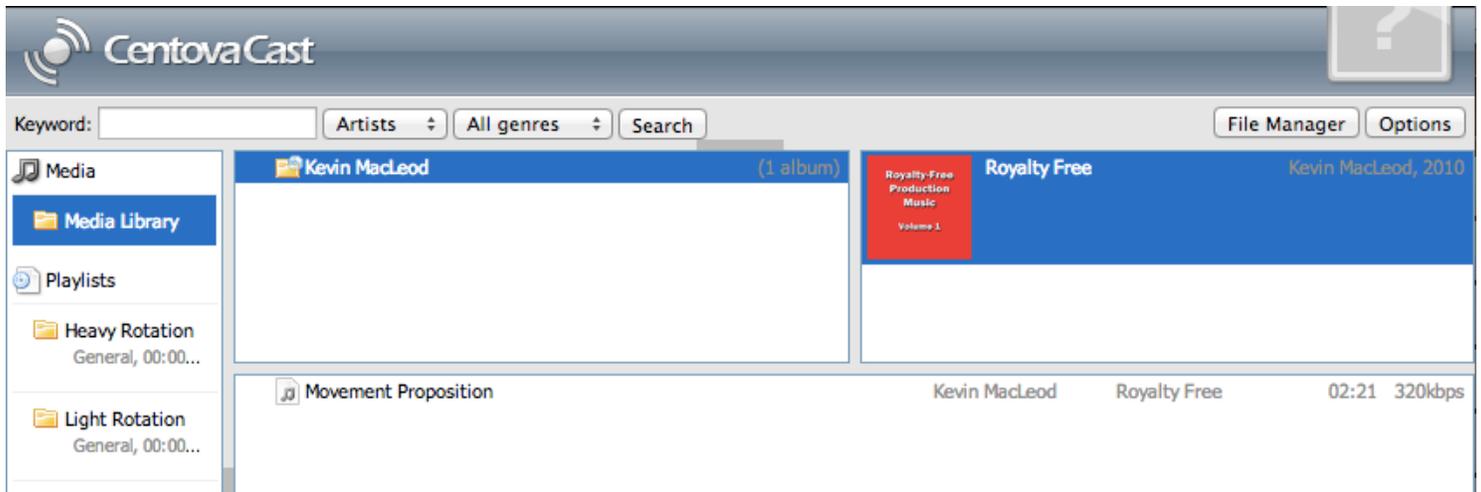Now that we have created a playlist we just need to add files to it.

To do this we first need to go into the Media Manager. To do that go to the left hand menu and click on **Media** under the **AutoDj menu.**

Adding Songs To The Playlist - Media Manager

Once you get into the **Media Manager** by default **Media Library** should be selected. If it isn't, select it.
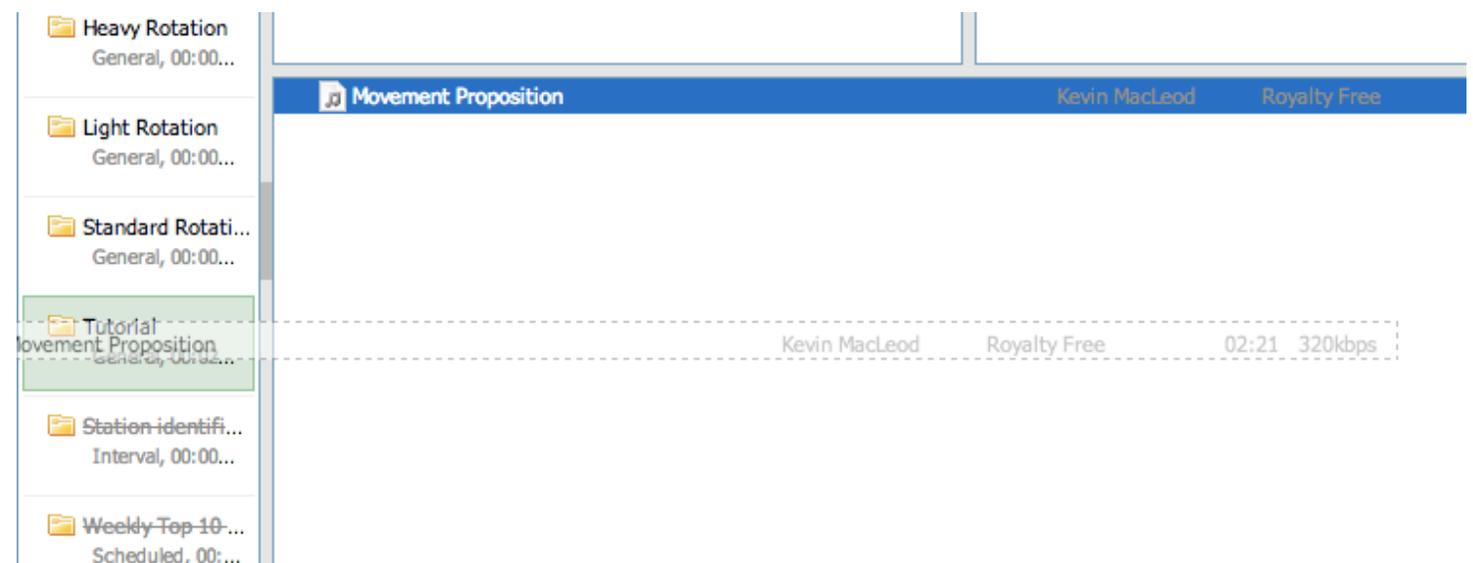
Adding Songs To The Playlist - The Media

Once in the **Media Library** you should see a list of all the artists of the songs you uploaded earlier to the server, in our case this is **Kevin MacLeod.** To the right of the artist box you should see all the albums of the artist you selected, in our case the album name is **Royalty Free**. Underneath you will see all the songs of the album you have selected.

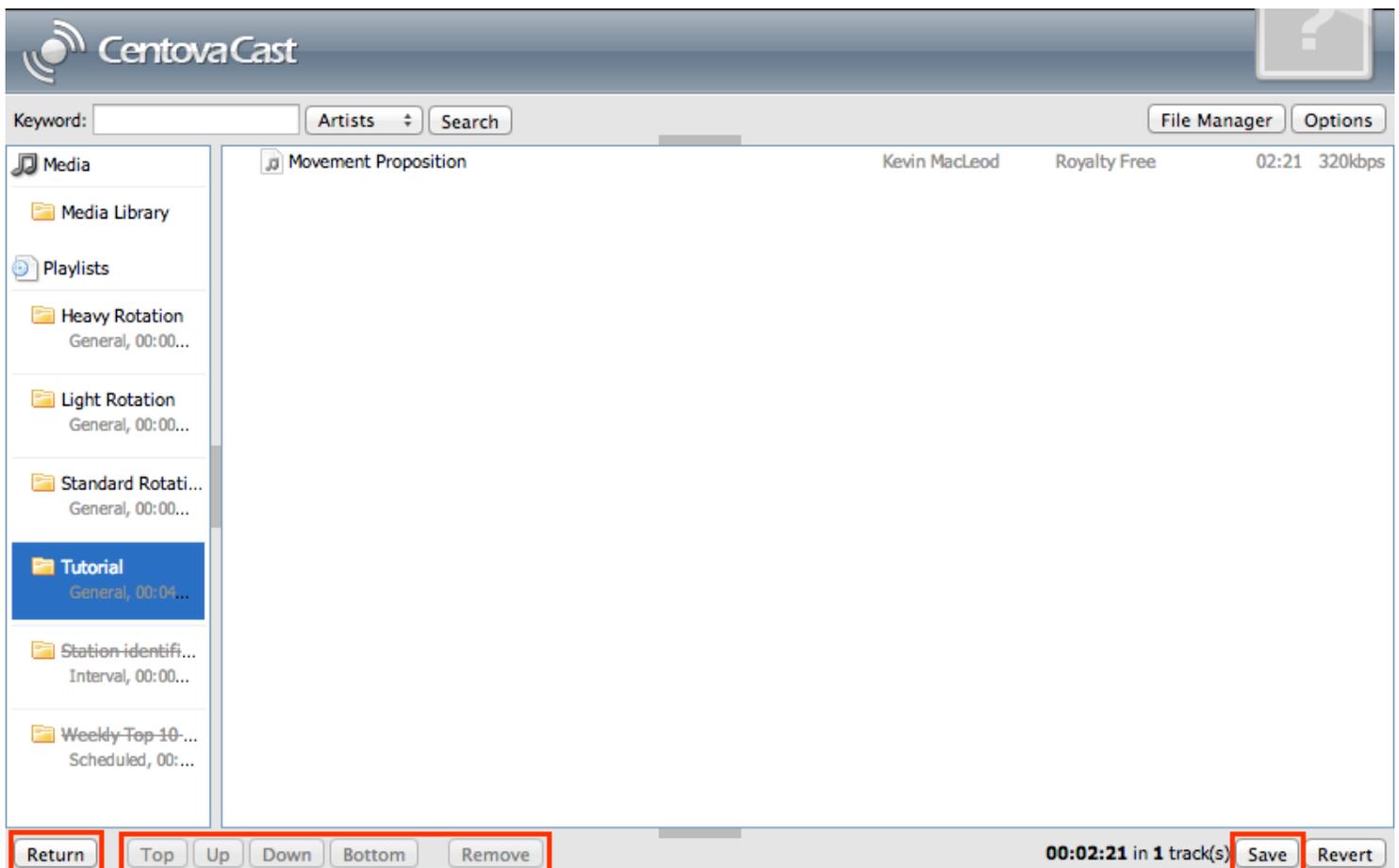## Adding Songs To The Playlist - Moving Songs To The Playlist

Once you have found the songs you want to add to your playlist select the songs, you can do this by holding **SHIFT** and clicking on the first and last song you want to select in a list (in that case all of the in-between but including the first and last will be selected or if you just want to select a few

individual songs you can do that by holding **CTRL (CMD on a Mac)** and clicking on those songs. Once you have those songs selected drag and drop them into the playlist you created earlier on the left side menu, in our case the playlist name is **Tutorial.** When your songs are above the playlist it will become green and when you "let go" of the drag it will put those selected songs into the playlist.

Adding Songs To The Playlist - Checking Songs In Playlist

If you want you can now check what songs you have in what playlist. To do that just click on the playlist name and it will show the songs that are in it.
If you want to change the order of the songs you can select the song you want to move by clicking on it and then use the buttons in the bottom to change it's order. You can move it: **to the top by clicking on Top, Up, Down or Bottom.** If you want to remove a song from this playlist you can use

the **Remove button.** Once you are satisfied with your playlist click on **Save** on the right side of the bottom menu to save the changes and then click on **Return** on the left-bottom side to return to the Account Overview page of CentovaCast.
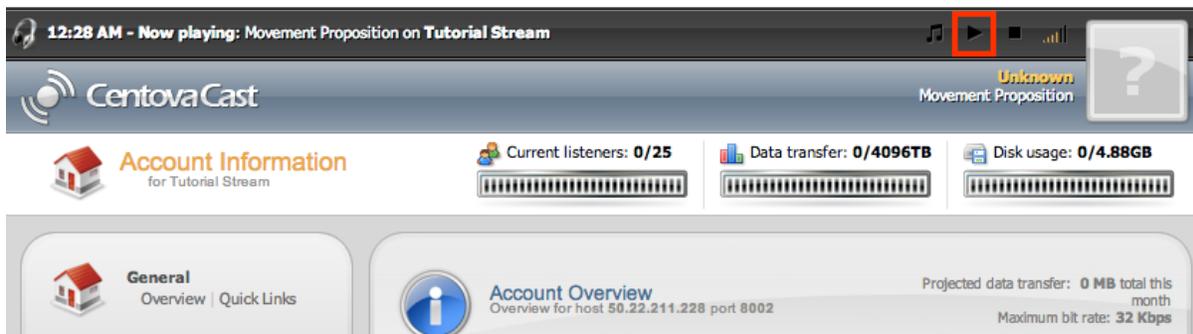
Starting The Server

Now that we have AutoDJ enabled with a general rotation playlist with some media in it we can start the server. To do so go to the left hand menu and under **Server** click on **Start.**

If you did everything correctly you should now have a message saying - Stream started successfully.

Checking If Your Stream Is Working

If you want to check if your stream is working properly there are two fast ways to do this:

1) Use the control panel player

2) Listen in a Desktop player.

The easiest way to check is just to use the built in player in the top of the control panel. Just click on the **Play** button and after a few seconds your AutoDJ stream should start playing.

The other way to listen is using a desktop player, to do this go to **Quick Links under General** and

under **Tune-In Links** click on the link corresponding to the player you want to use to listen to your stream. Once you do that it will prompt you to download a small file, once you have downloaded that open it and it should start playing your stream.