

SyncCatalog Desktop

Help & Quick Start Guide

Version 1.2 | September 24, 2026

SyncCatalog Desktop is the local preparation companion for SyncCatalog. It is designed to let a catalog team load WAV masters, audition music, apply metadata across a working cue, create tagged delivery MP3s, and deliberately upload finished tracks to SyncCatalog.

The current Desktop build supports importing an existing catalog through the Catalog workspace using a CSV export and field mapping.

1. Core workflow

1. Sign in with an entitled SyncCatalog account.
2. Open Prepare and add WAV masters or folders. You can also drag supported WAV files into the app.
3. SyncCatalog analyzes the WAV locally and reads available technical and embedded metadata.
4. Use the working cue to move through tracks. Select a track to make it active.
5. Use the Audition player to listen to the active track directly from the original local WAV.
6. Select multiple tracks and use Batch Metadata to apply shared information such as artist, writers, publisher, PRO, genre, mood, and vocal type.
7. Edit track-specific fields in the Metadata Workspace.
8. Wait for the local status to show Saved locally. The cue and in-progress metadata are stored locally for the organization.
9. Choose Prepare & Write Tags. SyncCatalog creates or updates the prepared MP3 and writes supported metadata to that delivery copy.
10. When the track shows Ready to upload, choose Upload to SyncCatalog. Preparation alone never performs the upload.
11. Open Sync to review queued, uploading, synced, or failed deliveries and retry a failed upload when needed.

2. Original WAV protection

Original WAV masters are treated as read-only source files. SyncCatalog Desktop reads them for technical analysis, metadata discovery, and audition playback. Preparation and metadata writing are performed against the generated MP3 delivery copy, not the original WAV master.

3. Working cue and local persistence

The Preparation Queue functions as the working cue. It is intended for a group of tracks being processed together. Cue contents, batch selections, current metadata, and the active track are stored locally after changes so work can survive closing and reopening the app.

The local cue is not a substitute for backups. If a source WAV is moved, renamed, deleted, or becomes unavailable, the app may be unable to audition or reprocess that track until the file can be found again.

4. Batch Metadata

Batch Metadata is for information shared by multiple selected tracks. Blank batch fields are left unchanged. Use it for common values such as artist, writer, publisher, PRO, genre, mood, and vocal type. After shared values are applied, review individual tracks for titles, ISRCs, lyrics, instrumental status, and any track-specific information.

5. Audition playback

The Audition player uses the active track's original WAV for local playback. Selecting a different track changes the player to that track. Playback does not upload the WAV.

6. Prepare & Write Tags

Prepare & Write Tags is a local action. If a prepared MP3 does not yet exist, SyncCatalog creates one. The app then writes supported metadata to the prepared MP3. When this completes, the track becomes Ready to upload.

If metadata changes after tags were written, prepare/write again so the delivery copy matches the current catalog metadata.

7. Upload to SyncCatalog

Uploading is an explicit user action. Background refreshes may update delivery status, but they do not initiate a new upload. A prepared track stays local until you choose Upload to SyncCatalog.

Status	Meaning
Ready to upload	Local preparation and tag writing are complete. Nothing has been sent yet.
Uploading...	The user initiated upload and the delivery is being processed.
Uploaded to SyncCatalog	The prepared delivery was accepted and synchronized.
Retry Upload / Error	The upload did not complete. Review the error and retry after correcting the cause.

8. Sync screen

The Sync screen is the delivery queue and history view. Tracks appear there after an upload has been initiated. Use it to confirm status, review errors, and retry failed deliveries.

9. Catalog import and local catalog

The Catalog area can import and normalize catalog metadata into the local SyncCatalog database. The persistent working cue is separate from canonical catalog records: the cue is where you work on current local audio, while the catalog is the longer-term metadata store.

10. Common problems

Problem	What to check
A track will not play	Confirm the original WAV still exists at the path where it was

	loaded and that Windows can read the file.
Prepare fails	Confirm the source WAV is readable and that local MP3 preparation is available. Retry after correcting the reported error.
Metadata looks old in the MP3	If metadata was edited after tags were written, run Prepare & Write Tags again.
Upload fails	Open Sync, review the failure message, confirm connectivity and account entitlement, then retry.
Cue is empty after switching organizations	Working cues are organization-specific. Return to the organization where the tracks were loaded.

11. Terms, account, and support

SyncCatalog Desktop requires an entitled SyncCatalog account. Use of the desktop application and hosted Service is governed by the current SyncCatalog Terms of Service and Desktop Software License. The app may require acceptance of a revised Terms version before use.

For support, use the SyncCatalog Support Center at <https://synccatalog.com/support-center>.

12. Product ownership

SyncCatalog Desktop is a software product of Island Lake Ventures LLC. The application may display Fade Effect Software as the software-development brand.

13. Import an existing catalog database

SyncCatalog Desktop includes a catalog-import workflow for bringing an existing catalog into the local SyncCatalog database. In the current Desktop build, the working import interface is CSV-based.

12. Export the existing catalog or database table to CSV from the source system.
13. Open Catalog in SyncCatalog Desktop.
14. Load the CSV into the Catalog Import workspace.
15. Map the source columns to SyncCatalog fields. Title is required; other fields can be mapped where available.
16. Review the normalized preview and resolve any reported import errors.
17. Choose Save to Local Catalog. SyncCatalog writes the normalized records into the local catalog database on this computer.
18. Use the imported local catalog as the metadata source while preparing and uploading audio.

Current support note: the import engine was designed so records from CSV, Excel, Access, SQL, FileMaker exports, and API connectors can be normalized into the same SyncCatalog catalog model. However, the current user interface that has been implemented and verified is the CSV mapping/preview workflow. Do not assume that an .xlsx, .mdb/.accdb, live SQL database, or FileMaker database can be opened directly until a specific connector/importer for that source is implemented.

This distinction matters: exporting an existing database to CSV and importing it is supported now; direct connection to or opening of the original database file is a separate capability.

14. Recommended hardware and performance disclaimer

SyncCatalog Desktop performs audio analysis, audition playback, metadata work, MP3 preparation, local database activity, and uploads from the user's Windows computer. The following is a recommended working configuration for this release, not a guaranteed minimum specification or a promise of performance on every system.

Component	Recommended configuration
Operating system	64-bit Windows 11 recommended. Windows 10 may operate on compatible systems, but Windows 11 is the preferred production target for this release.
Processor	Modern 4-core x64 processor or better. A 6-core or faster processor is preferred for larger batches and repeated audio preparation.
Memory	16 GB RAM recommended. 8 GB may be adequate for smaller catalogs and light batch work.
Storage	SSD strongly recommended. Keep at least 10 GB of free working space in addition to the space needed for WAV masters, prepared MP3 copies, and other catalog files.
Display	1920 x 1080 or higher recommended for the full desktop workspace.
Internet	Reliable broadband connection recommended for sign-in, entitlement checks, uploads, synchronization, and hosted SyncCatalog features.
Audio	A standard Windows-compatible playback device is sufficient. A dedicated audio interface is not required for catalog auditioning.
Graphics	No dedicated GPU is required for normal SyncCatalog Desktop catalog and audio-preparation workflows.

Performance varies with WAV duration and sample rate, number of tracks in the working cue, available RAM, processor speed, drive performance, network conditions, antivirus scanning, and other applications running at the same time. Very large catalogs or high-resolution audio libraries may benefit from additional memory, faster NVMe storage, and a higher-core-count processor.

Hardware disclaimer: These recommendations are operational guidance only. Island Lake Ventures LLC does not warrant that a computer meeting these recommendations will achieve a particular processing speed, upload speed, catalog capacity, or uninterrupted operation. Requirements may change as SyncCatalog Desktop is updated.