

Music Collector for Windows

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Collectorz.com

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Getting Started

Thanks for checking out Music Collector! To get started with Music Collector you'll need to register for a free trial. There is no time limit with the trial desktop software, but you can only add a limited number of albums before the trial will automatically expire.

1. If you haven't already done so, [register for a free trial](#) on our website. A welcome mail will be sent to your email address which includes a download link.
2. Click the download link and save the installation file to your computer.
3. Locate the file on your computer, double click on the installation file and follow the steps in the installation process.
4. Here you can select the installation location for your Collectorz software. We recommend installing to the default location.
Tick the box if you'd like to create a desktop shortcut for quicker access to Music Collector.
5. Click "Finish" to start Music Collector

Now it's time to [add your first albums](#)

Adding your first albums

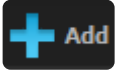
Adding Albums from CLZ Core

There are 4 ways you can add albums to your collection/wish list from CLZ Core:

1. [By letting your CD-Rom drive read the CD ID](#)
2. [By entering an Artist and Title and search it](#)
3. [By typing/scanning barcodes](#)
4. [By searching the Catalog Number.](#)

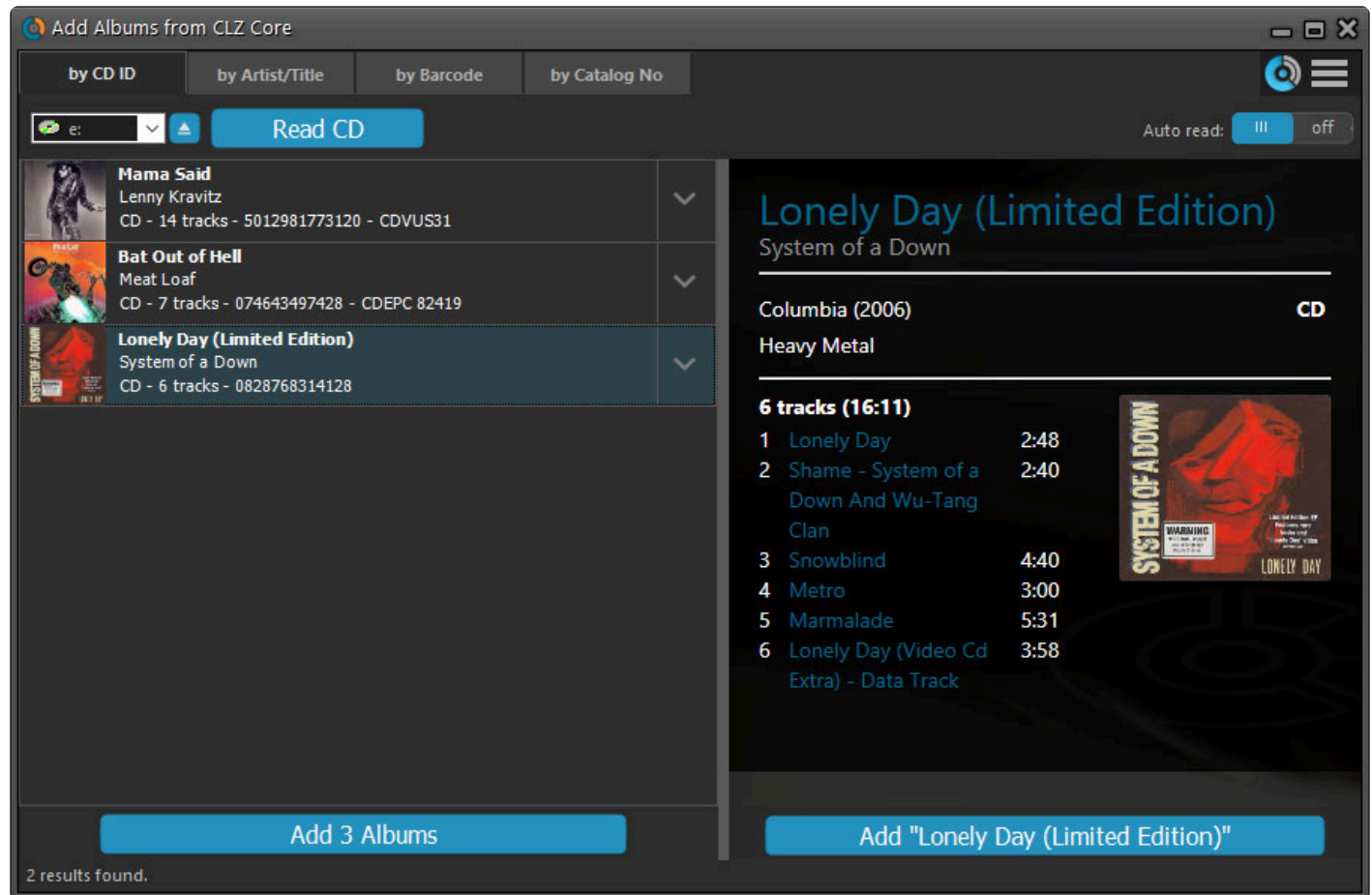
All methods are located in the Add Albums from CLZ Core screen. In this Getting Started we will be covering how to use the “by CDID” tab in the “*Add Albums from CLZ Core*” screen.

Adding an album by letting your CD-Rom drive read the CD disc:

1. To begin, open the “*Add Albums from CLZ Core*” screen 
2. Click the “*by CD ID*” tab.
3. Insert the CD in the CD-Rom drive of your computer.
4. Click “*Read CD*” to read the CD to the add queue and instantly find your album.
5. If needed, use the dropdown arrow next to the result to select a different result.
6. To add your album use “*Add [album title]*” on the bottom right.



You can read multiple CDs and search them. They will all be stored in the left hand panel for you to add in one go with the button bottom left.



Trying to find Vinyl or don't want to read CDs with your CD-Rom drive?

Try using one of the other add methods:

1. [By entering an Artist and Title and search it](#)
2. [By typing/scanning barcodes](#)
3. [By searching the Catalog Number.](#)

Editing your album entries

Here's how you can efficiently edit your album entries, e.g. to add personal information, like purchase info, notes, your own ratings, etc..

Editing a single album

All editing takes place in the "Edit Album" screen, which you can open with the Edit button on the toolbar or by choosing Edit Album from the Edit menu.

In this screen, you can find all the album's properties, on multiple tab pages. Many of the album details will already be filled in, provided by our online database. You can modify it all, to change or to complete the information.

However, the main reason to edit your album entries, is to add information that is specific to you, e.g. when and where you purchased the album, who in your household owns it, your personal notes or ratings, etc... The most important personal fields are in the "fixed" area at the bottom of the screen, the rest can be found on the tab page called "Personal".

After changing some fields, click the *OK* button to save the changes and return to the main screen of Music Collector. If you're unhappy with the changes, click *Cancel*.

Editing Multiple albums

If you need to change the properties of many albums, e.g. to set the Owner field for all your albums, or to set the Purchase Date for all your recently added albums, you can use *Edit Multiple*

1. First of all, you need to make sure that the albums you want to edit are listed in the "list panel". Choose View > Folders > No Folders to have all your albums show up there.
2. Now select the ones you want to edit. You can use the standard Ctrl/CMD+click and Shift+click to select multiple albums.
3. From the menu, choose *Edit > Edit Multiple Albums*. This opens the Edit Multiple Albums screen, which is the same as the normal Edit Album screen, but with all fields shown empty.
 - All values you enter here will be applied to all selected albums.
 - If you leave a box empty, that field will be left untouched for all selected albums.

When you're done making changes, click OK. That's it, you have changed multiple albums in your database in one go.

If you'd like to clear a field for all albums you're editing at the same time, click in the field and press F8.



It's possible to overwrite or wipe out a lot of data with a few button clicks, and once you click "OK" you can not undo this process.

Customizing Music Collector

Tens of thousands of users are using Music Collector and they all use it differently, with their own screen layout, sort settings and display styles.

Here's a quick overview of the customization settings the program offers:

Templates and Styles

Choose your own preferred look for the Details Panel. Right click the album details panel in the bottom right of your screen, and select from multiple layouts, each in several colors and styles.

Screen Layout

Switch between multiple layouts and resize all panels.

Use View / Layout from the menu to choose your preferred layout, then drag the panel dividers to resize all sub-panels.

Column list, Cover Thumbnails or Cover Flow

Decide how you want to browse your albums, as a list with many data columns, as a wall of cover thumbnails or in the cool 3D Cover Flow. To switch, use the tabs (Windows) / buttons (Mac) above the panel.

Columns and Sort Order

For the List View, it is fully up to you which fields are visible as columns, and in which sort order (by title, by year, etc..) your albums will be listed. Both can be changed using the Columns and Sort Orders button above the list.

Font Style and Size

Click menu *View > Change Fonts* to change the screen font to a size and style that you are comfortable with.

Customize your toolbar

When you install Music Collector, the toolbar contains buttons for the features most users use on a regular basis. But your usage of Music Collector may differ, so you may want to add other buttons there, or remove some. You can do all that by right clicking the toolbar and choosing *Customize*. You can drag/drop icons to or away from the toolbar.

Your Wish List

Music Collector can be a great help in keeping track of the albums you plan to buy or watch: your Wish List.

The “Collection Status” field

You control the status of an album in your collection with the Collection Status field. Possible values for this field are “For Sale”, “On Order” and the most important ones: “In Collection” and “On Wish List”.

You can change the value of the Collection Status field in the Edit screen (at the bottom).

Normally, when you add albums to your database, this field is automatically set to “In Collection”, indicating that you actually own the album.

However, the Add Albums Automatically screen also lets you add albums to your wish list directly, using the little “Add to” selector at the bottom (or Quick Fill screen if you have Comic Collector).

Once you have some albums added to both your Collection and your Wish List,

On Windows:

You can use the Quick Filter panel to quickly switch between showing either your Collection, your Wish List or just everything. The Quick Filter panel is located top left, and opened with the blue button with the square and the arrow in it.

On macOS:

Use the tabs at the bottom left of the main screen to quickly switch between showing either your Collection, your Wish List or just everything.

Take your Collection and Wish List with you everywhere you go

You can access your Collection and Wish List on the go. To do this, we’ve created 2 solutions for you:

Free CLZ Cloud

Upload your database to your own free CLZ Cloud, then access your collection and wish list from any online device. PCs, Macs, tablets, smart phones, etc.

CLZ Cloud is completely free for you. Check out our [demo CLZ Cloud page](#) to see what it looks like.

CLZ Music mobile app for iOS and Android

Transfer your collection database and wish list to the mobile app, then use it to browse and search both lists from wherever you are. You can access it from the app, without an internet connection. Check out some screenshots on our [CLZ Music page](#). (requires separate purchase).

Adding

- [Adding Books from CLZ Core](#)
- [Adding Books Manually](#)
- [Add Book Files](#)
- [Barcode Scanner](#)
- [Webcam barcode scanning](#)
- [Default Values for Fields](#)

Add Albums from CLZ Core

The *Add Albums from CLZ Core* screen is the fastest way to add albums to your database. It enables you to connect to our central CLZ Core database and download albums with detailed information to your own collection. You can search by Artist/Title, by Barcode or by LCCN and then add the albums directly to your collection, or to your wish list.

Contents

- [Searching by CD ID](#)
- [Searching by Artist/Title](#)
- [Searching by Barcode](#)
- [Searching by Catalog No](#)
- [Adding Multi-Disc Albums](#)

Searching by CD ID

You can search and add albums to your collection by reading the CD with the CD-Rom drive of your computer. Scanned CD IDs added to the results will instantly show artist, title, format, number of tracks, barcode, catalog number and a cover image.

You can either let your CD-Rom drive read 1 CD ID to add to your collection/wish list, or let it read multiple CDIDs and add them all in one go.

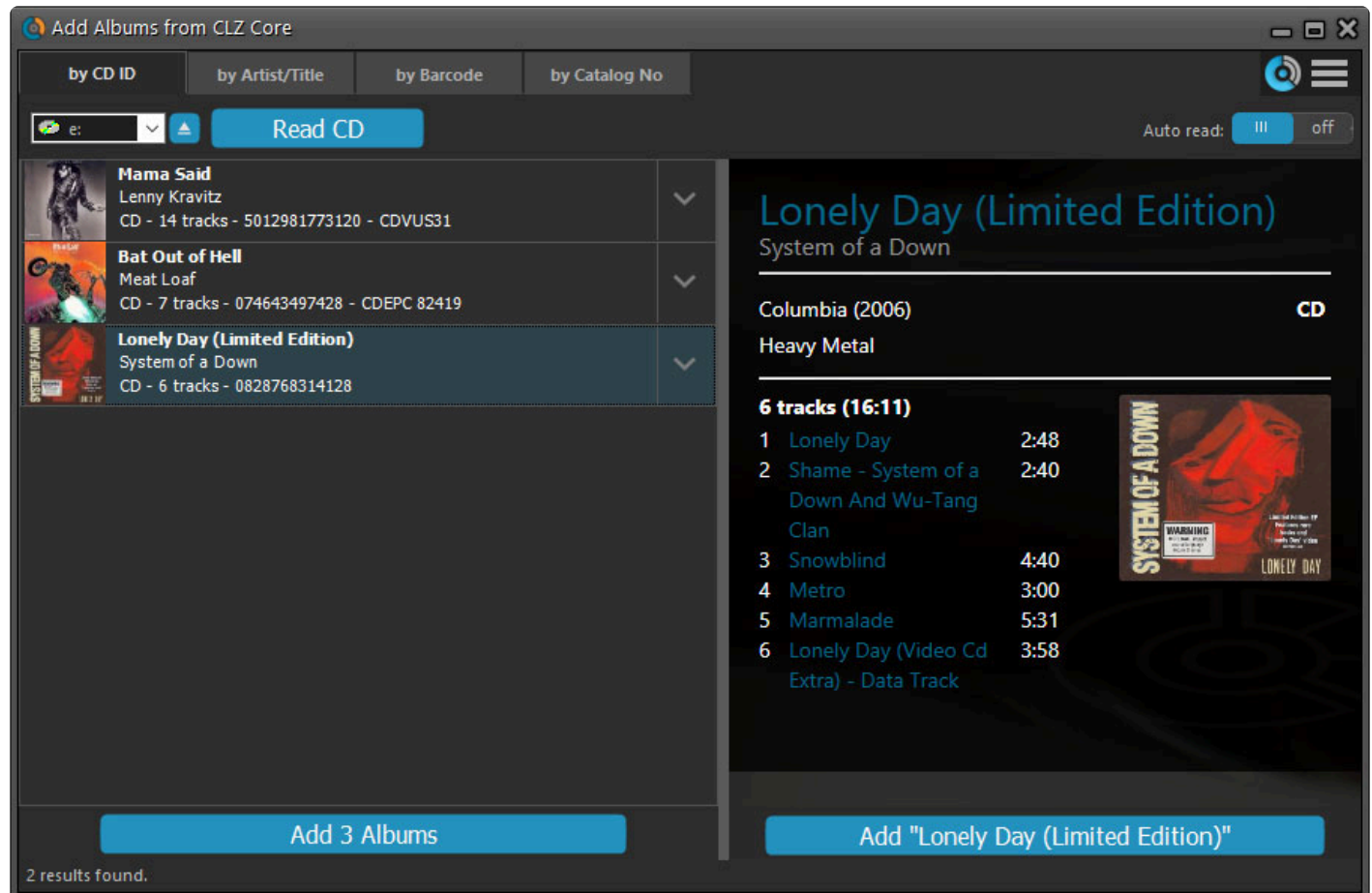
Searching by CD ID



1. Open “*Add Albums from CLZ Core*” and click the “*by CD ID*” tab.
2. Insert the CD in the CD-Rom drive of your computer.
3. Click “*Read CD*” to read the CD to the add queue and instantly find your album.
4. If needed, use the dropdown arrow next to the result to select a different result.
5. To add your album use “*Add [album title]*” on the bottom right.



You can read multiple CDs and search them. They will all be stored in the left hand panel for you to add in one go with the button bottom left.



✿ Use the “Auto read toggle” that you can find top right: it will automatically eject your CD after scanning it.

Delete a result

Accidentally read a wrong CD or decided you don't want to add it? To delete a CD result you can either:

- Right click the results to delete selected entries.
- Hover your mouse over the cover image and click the small “Delete” icon.

Searching by Artist/Title

You can search and add albums to your collection by typing in the Artist/Title of an album. This will yield multiple results from which you can choose your album to add to your collection/wish list.

Searching by Artist/Title



1. Open "Add Albums from CLZ Core" and click the "by Artist/Title" tab.
2. Type the Artist/Title and click "Search CLZ Core".
3. Select the result you wish to add (a preview will be loaded for you too).
4. To add your selected album use "Add [album title]" on the bottom right.



Use the right mouse click on the results list to **filter on format** and **sort the results**.

Add Albums from CLZ Core

by CD ID **by Artist/Title** by Barcode by Catalog No

Alanis Morisette Jagged little pill Search CLZ Core

Jagged Little Pill
Alanis Morisette
CD - 13 tracks - 0093624590125 - 9 45901-2

Jagged Little Pill
Alanis Morisette
CD - 13 tracks

Jagged Little Pill
Alanis Morisette
CD - 14 tracks - 9 45901-2

Jagged Little Pill
Alanis Morisette
CD - 15 tracks - 9362-45901-2

Jagged Little Pill
Alanis Morisette
CD - 13 tracks - WBCD 1832

Jagged Little Pill
Alanis Morisette
CD - 13 tracks - 9362459012

Jagged Little Pill
Alanis Morisette
CD - 13 tracks - CDW 45901

Jagged Little Pill
Alanis Morisette
CD - 13 tracks - 9362-45901 2

Jagged Little Pill
Alanis Morisette

Jagged Little Pill
Alanis Morisette
CD 9 45901-2
Rock, Pop, Acoustic, Ballad, Pop Rock,
Alternative Rock, Alternative Pop/Rock, Female
Vocal, Pop / Rock

13 tracks (57:32)

1	All I Really Want	4:44
2	You Oughta Know	4:09
3	Perfect	3:07
4	Hand in My Pocket	3:41
5	Right Through You	2:55
6	Forgiven	5:00
7	You Learn	3:59
8	Head Over Feet	4:27
9	Mary Jane	4:40
10	Ironic	3:49

Add "Jagged Little Pill"

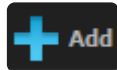
Details retrieved

Searching by Barcode

You can search and add albums to your collection by barcode with the Add Albums from CLZ Core screen. Barcodes added to the queue will instantly show artist, title, barcode, format, number of tracks and a cover image.

You can either search 1 barcode to add to your collection/wish list, or search multiple barcodes and add them all in one go.

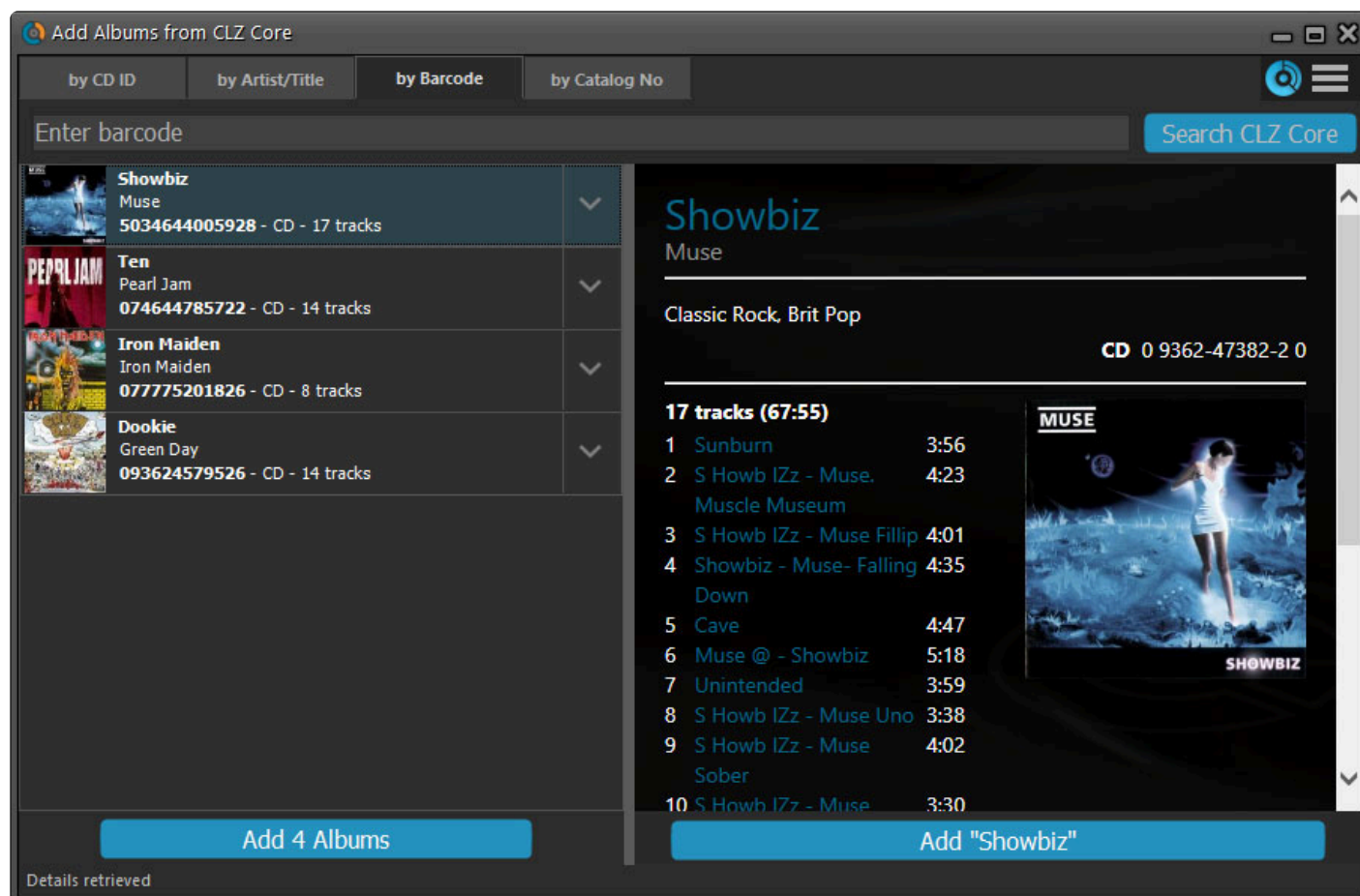
Searching by Barcode



1. Open “Add Albums” and click the “by Barcode” tab.
2. Type/Scan the barcode into the barcode box.
3. Use “Search CLZ Core” to add the barcode to the add queue and instantly find your album.
4. If needed, use the dropdown arrow next to the result to select a different result.
5. To add your album use “Add [album title]” on the bottom right.



You can type/scan multiple barcodes and search them. They will all be stored in the left hand panel for you to add in one go with the button bottom left.



Delete a barcode

Accidentally typed/scanned a wrong barcode or decided you don't want to add it? To delete a barcode you can either:

- Right click the results to delete selected entries.
- Hover your mouse over the cover image and click the small "Delete" icon.

Scanning barcodes

If you have a smartphone, tablet or webcam, you can use it to scan barcodes into the *Add Albums from CLZ Core* screen directly:

- If you have a smartphone or tablet, you can scan and enter barcodes with our free barcode scanning app [CLZ Scanner](#).
- If you have a webcam, you can activate it using the top right hamburger menu.

Scanning barcodes with CLZ Scanner

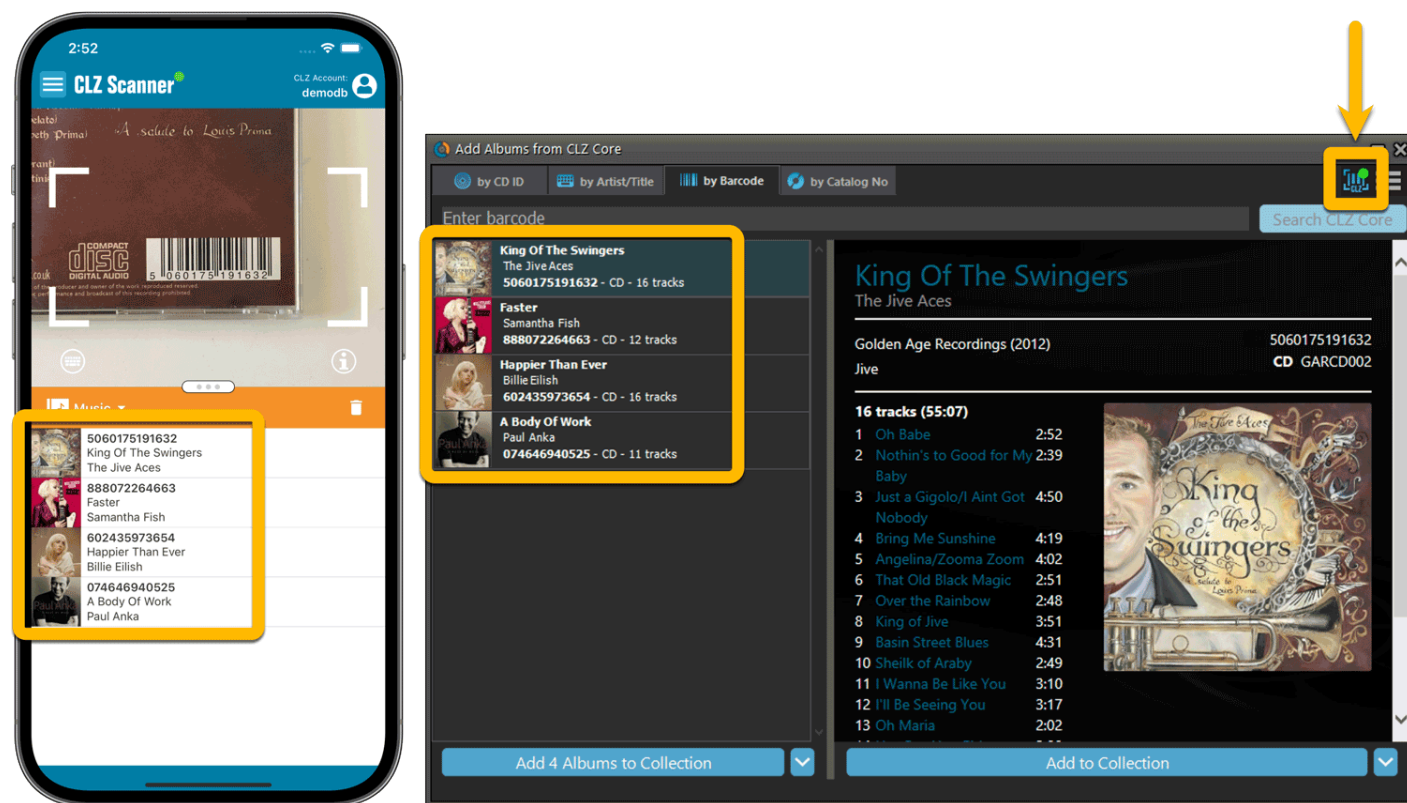
CLZ Scanner is a barcode scanner app. You can use it on your phone to scan barcodes and then instantly send those scanned barcodes to the Add Albums screen of the Music Collector software running on your computer. From there, you can then easily and comfortably add the scanned albums to your computer software.

How to get started with the CLZ Scanner app:

Getting started with CLZ Scanner is super quick and easy. Here's how:

1. In Music Collector, open the Add Albums screen and go to the Barcode tab.
2. Click the CLZ Scanner icon on the top right follow instructions to download the CLZ Scanner app **and** log in to the app.

When set up, just scan barcodes with the app and they will automatically appear in the Barcode queue of Music Collector's Add Albums screen!



Using CLZ Scanner

Next time you want to use CLZ Scanner, you don't have to go through those steps again. CLZ Scanner can sync to your barcode queue even while you do not have Music Collector open:

1. Scan barcodes with CLZ Scanner app.

2. Open the Add Albums screen in Music Collector and the barcodes will automagically show up in your barcode queue!

You don't even have to be online with your phone while scanning. You can still scan to your app's queue while offline. The queue will then sync the first time you are online with the app again.

Or: you do have the Add Albums screen open while scanning and the scanned barcodes will instantly sync to your Barcode queue there. And when you add an album, the barcode will be removed from your queue on both sides automatically.

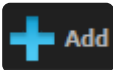
Searching by Catalog No

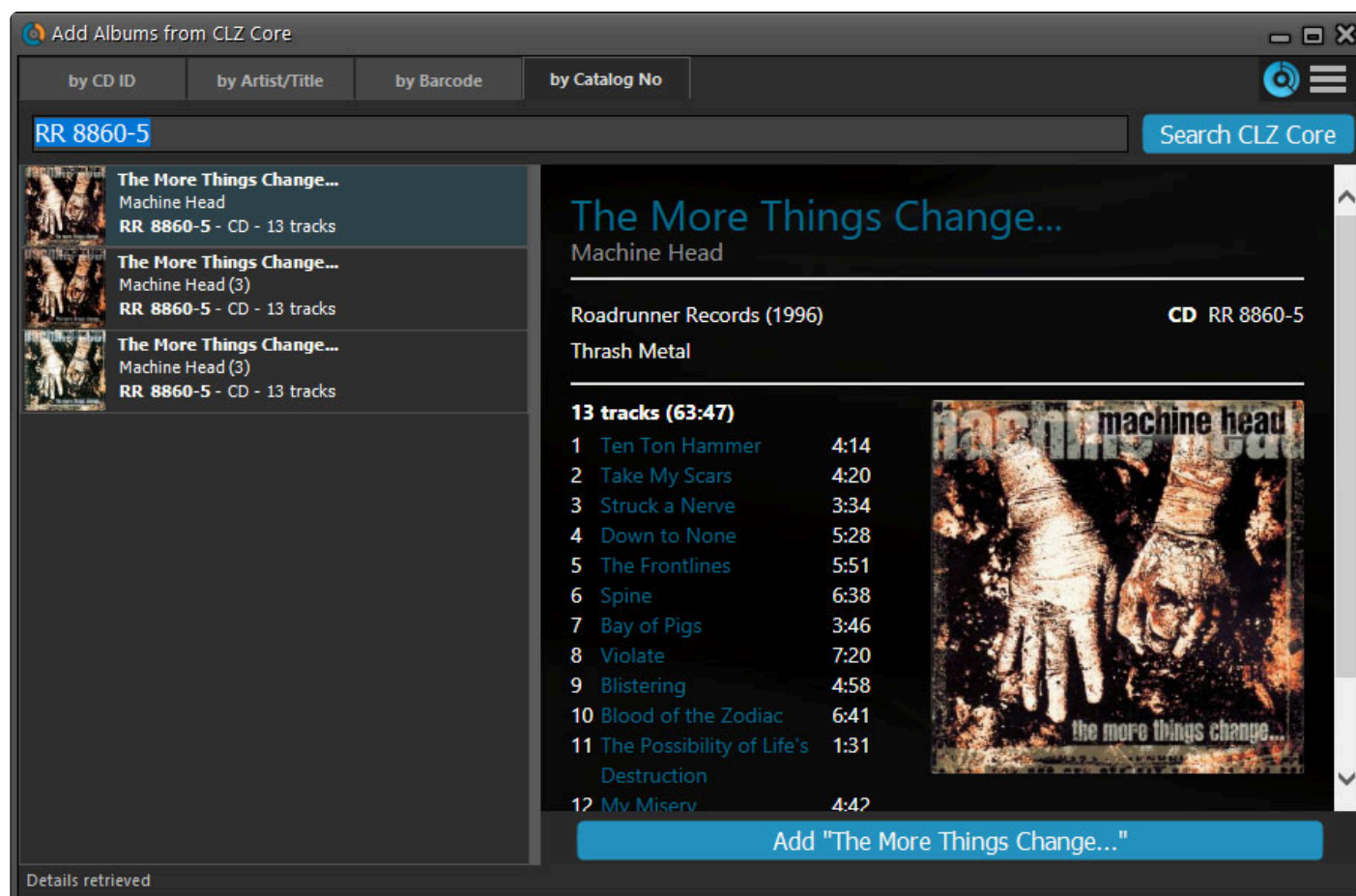
A catalog number is the identification number a record label assigns to a release. It is used for tracking purposes by both the label and the distributor. It is composed of numbers and letters, and sometimes a symbol such as a hyphen. There is no standard length.

Catalog numbers are typically printed on the spine of a CD or DVD and on the back of record sleeves, but you sometimes you'll find them in other places on the artwork. They might also be found on the CD and the info label on the record or inscribed on the disk itself.

Searching by Catalog Number

You can search and add albums to your collection by typing in the catalog number of an album. This will yield one or multiple results from which you can choose your album to add to your collection/wish list.

1. Open "Add Albums from CLZ Core"  and click the "by Catalog No" tab.
2. Type the Catalog Number and click "Search CLZ Core".
3. Select the result you wish to add (a preview will be loaded for you too).
4. To add your selected album use "Add [album title]" on the bottom right.



The screenshot shows a software window titled "Add Albums from CLZ Core". It has a search bar with "RR 8860-5" entered and a "Search CLZ Core" button. Below the search bar, there are four tabs: "by CD ID", "by Artist/Title", "by Barcode", and "by Catalog No", with the last one selected. The search results show three identical entries for "The More Things Change..." by Machine Head, all with catalog number RR 8860-5 and 13 tracks. On the right, a detailed preview of the album is shown, including the title, artist, label (Roadrunner Records), year (1996), genre (Thrash Metal), and a list of 13 tracks with their durations. At the bottom right, there is a blue button that says "Add 'The More Things Change...'".

by CD ID by Artist/Title by Barcode **by Catalog No**

RR 8860-5 Search CLZ Core

The More Things Change...
Machine Head
RR 8860-5 - CD - 13 tracks

The More Things Change...
Machine Head (3)
RR 8860-5 - CD - 13 tracks

The More Things Change...
Machine Head (3)
RR 8860-5 - CD - 13 tracks

The More Things Change...
Machine Head
Roadrunner Records (1996) **CD** RR 8860-5
Thrash Metal

13 tracks (63:47)

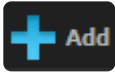
1	Ten Ton Hammer	4:14
2	Take My Scars	4:20
3	Struck a Nerve	3:34
4	Down to None	5:28
5	The Frontlines	5:51
6	Spine	6:38
7	Bay of Pigs	3:46
8	Violate	7:20
9	Blistering	4:58
10	Blood of the Zodiac	6:41
11	The Possibility of Life's Destruction	1:31
12	My Misery	4:42

machine head
the more things change...

Add "The More Things Change..."

Details retrieved

Adding Multi-Disc Albums

Start by opening the “Add Albums from CLZ Core” screen:  and choose your preferred method of adding:

Method 1: by reading CDIDs on the “by CDID” tab

1. Insert Disc 1 in your CD-ROM drive and click the “Read CD” button.
2. Once read and found, repeat this process until you’ve read all CDs of your multi-disc album.
3. Select all search results using CTRL + A (or by holding the Shift button and clicking the first and last disc).
4. Now click the big blue “Add x as Multi-Disc Album to Collection” button, bottom left!



<https://www.youtube.com/embed/WBHDQWrEnNY?rel=0>

Method 2: by searching Artist and Title on the “by Artist/Title” tab

1. Type your artist and title (tip: add the word “Disc” or “CD” to the title) and click the “Search CLZ Core” button
2. Check the boxes for the discs you wish to add as multi-disc album.

3. Now click the big blue **“Add x as Multi-Disc Album to Collection”** button, bottom left!

Method 3: by scanning a barcode on the “by barcode” tab.

1. Type or scan the barcode of the album and click the *“Search CLZ Core”* button
2. In the results panel, expand the result with the expansion arrow to the right of the result.
3. Check the boxes for the discs you wish to add as multi-disc album.
4. Now click the big blue **“Add x as Multi-Disc Album to Collection”** button, bottom right!

Method 4: by searching one Catalog Number the “by Catalog No.” tab.

1. Type your catalog number and click the *“Search CLZ Core”* button
2. Check the boxes for the discs you wish to add as multi-disc album.
3. Now click the big blue **“Add x as Multi-Disc Album to Collection”** button, bottom left!

Adding Albums Manually

Adding an album is done with the [Add Albums Automatically](#) screen. Just let the program download all album details and cover images from the Core for Albums online database.

If we do not have the album you're looking for, you can choose to add your album manually.

Adding albums manually

Click menu "*Edit > Add Album Manually*" to begin.

This screen is just like the Edit Album screen that you may already be familiar with. Only now all entry boxes are empty, ready for you to fill in. There are several different tabs with different Fields to fill out.

Click OK to save your new album to your database.

Barcode Scanner

You can use our free CLZ Scanner barcode scanning app to scan barcodes and add albums to your database.

Find out how to [scan barcodes with CLZ Scanner](#).

Webcam barcode scanning

Use your webcam as a barcode scanner, to add or find albums by barcode. Open the webcam scanner popup by clicking the top right hamburger option menu in the “*Add Albums from CLZ Core*”.

- Scan barcodes with your webcam
Just use the live camera view to point your webcam at a barcode and let our software detect the barcode that is in view.
- Use the webcam scanner to add albums by barcode
Pop-up the scan window and scan albums,
- Or use it in the main screen to find albums by barcode
Scan a album while in the main screen, to quickly search your local database by barcode.

! The barcode scanning works best with auto-focus or manual-focus webcams. Fixed focus cameras will not work well (or at all).

Pre-fill Settings

The Pre-fill settings screen allows you to assign default values to pre-fill fields for albums when adding them to your collection.

For example, If you're adding lots of albums purchased from Amazon, you can define the **Purchase Store** using the Pre-fill settings. Each album you add will then be assigned that store.

Setting Pre-fill fields

1. Go to “**Tools > Pre-fill Settings**”
2. Here you can define default values for albums you're going to add next.

You can click the Fields button to select which fields you want to pre-fill.

Cataloging Music Files

Music Collector enables you to catalog both your physical and digital music collection. You can scan your hard drive for digital music then add it automatically to your Music Collector database. If you've ripped your physical collection to your hard drive, you can link your digital music to the entries within Music Collector then play the tracks using your default media player, direct from your database.

Choose from one of the options below to start adding your digital music:

- Click *Edit > Add Music Files*

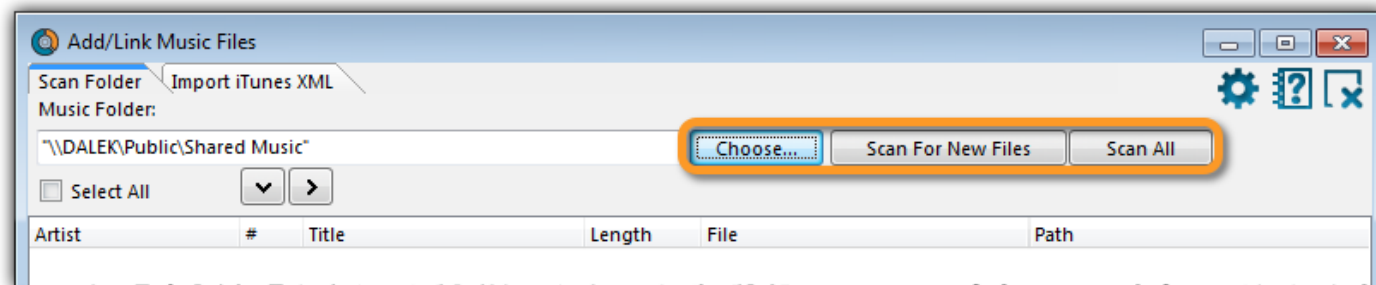
or

- Click the Add Music Files icon from your toolbar

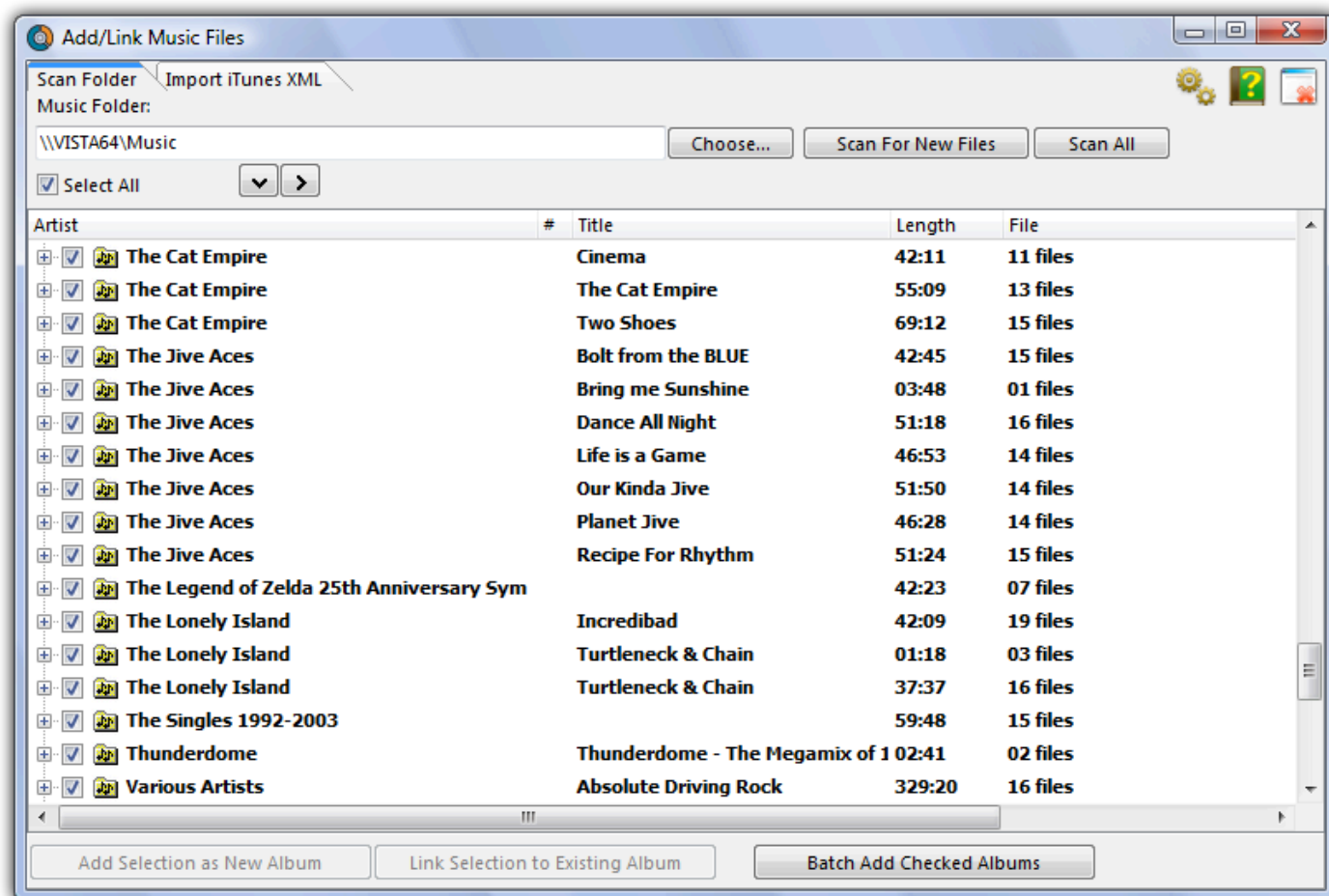


You should now see the Add/Link Music Files screen. To begin adding your digital music, follow the steps below:

- Click *Choose*, select the folder you want to scan then click OK.
- Click *Scan All* to start the process.
- Or click *Scan for New Files* to detect only new files



You should now see a screen containing your music files. You now have three options for adding your music:



Add Selection as New Album:

This option will add the selected (highlighted) album as a new entry to your database.

Link Selection to Existing Album:

This option enables you to link the MP3 album to an existing album in your collection.

Batch add Checked Albums:

This option will add all checked albums to your collection. The checked albums will be added as new entries. To check an album click the box next to the album artist name, a tick will appear showing the album has been checked.

Dealing with Box Sets

Introduction

Music Collector allows you to catalogue your box sets as individual albums then link them together as a box set.

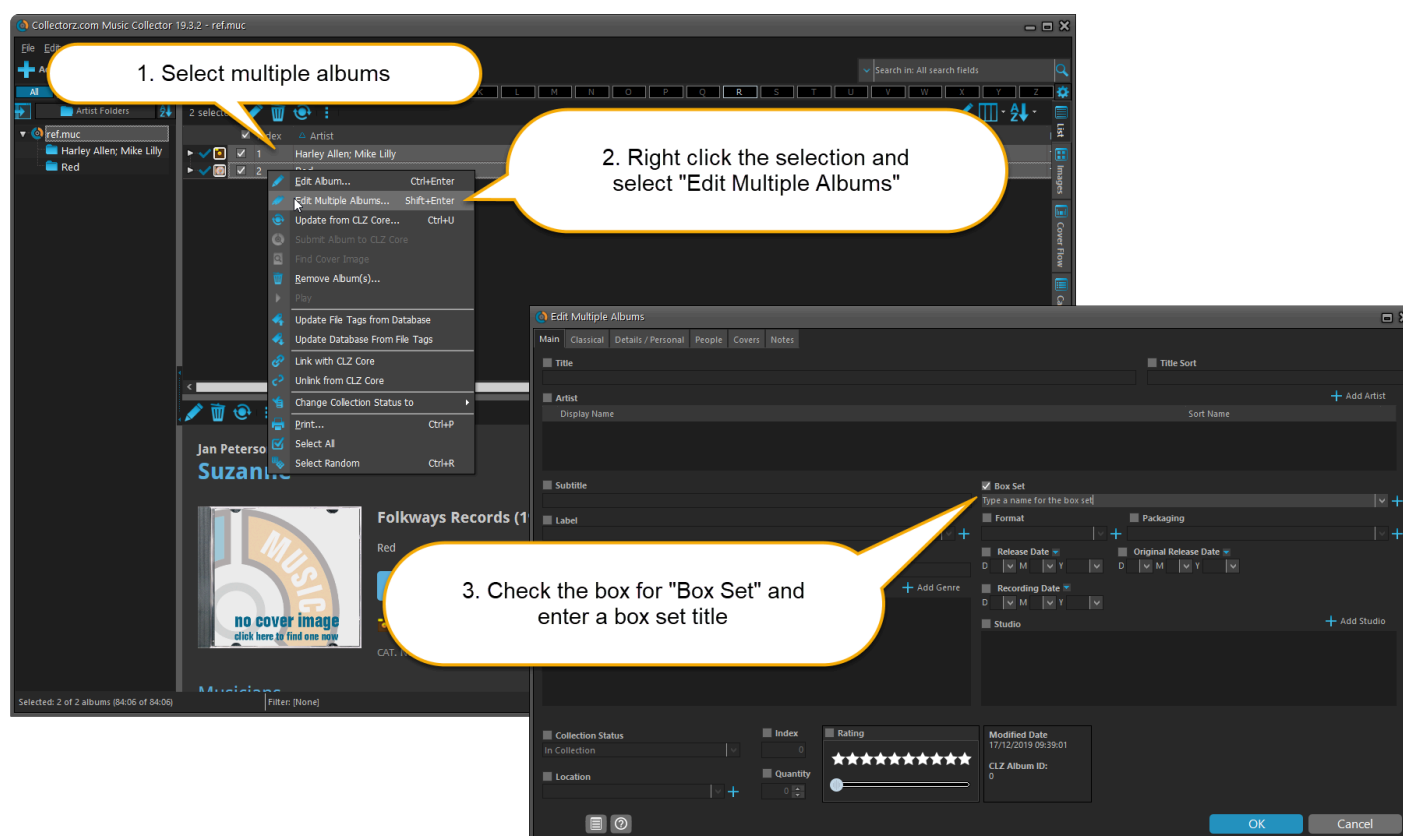
If you're looking to add a box set of multiple albums, we advise to not add them by barcode, but rather add all albums from the box set separately by Artist/Title, and then bind them with the box set feature.

- [Adding a Box Set](#)
- [Editing a Box Set](#)

Adding a Box Set

To create a box set, you must first add the albums from the box set to your collection.

- Use the Add Albums screen to add each individual album by Artist/Title.
- Select all the albums that are part of your box set by holding CTRL and clicking.
- Right click on your selection and click *Edit Multiple Albums*.
- Find the **box set field** on the Main tab and **click in the checkbox** (the field box becomes red)
- Type a name for the box set and hit OK.



Your box set has now been created. When you select one of the albums from the set, more information will be displayed in your Details Panel of that album.

If you want to add more information to the box set, including a picture, then use the EDIT function as explained in the next section.

Editing a Box Set

After creating a box set, you can add additional information to it. Here's how:

- Click *Edit > Manage Pick Lists*
- Click on *Box set* in the left hand panel
- Select the box set you wish to edit, then click the edit button (blue pencil)
- Add the information you want (and a cover if you like) and hit OK when you're done.

The screenshot shows the 'Edit Box Set' dialog box with the 'Main' tab selected. The 'Title' field contains 'Metallica Complete Set'. The 'Release Date' is set to Year 1, Month 1, and Day 1. The 'Sort Title' and 'Title "The"' fields are empty. The 'UPC (Barcode)' field is empty. The 'Purchase / Value' section includes a 'Purchase Date' (Year 1, Month 1, Day 1), a 'Price' of 0.00, a 'Store' dropdown menu, a 'Package/Sleeve Condition' dropdown menu, and a 'Current Value' of 0.00. The 'Notes' section is empty. On the right side, there are buttons for 'OK', 'Cancel', 'Help', 'Next', and 'Previous'.

Information defined here will be shown in your Details Panel of all albums from that box set.



Box Set: Metallica Complete Set

3525235151


Purchased 01/01/2009 @ Amazon

Package/Sleeve Condition Mint

Metallica - Master Of Puppets



(1993) Vertigo
Rock, Heavy Metal
54:00

 CD 8 tracks

Managing your Database

- [Edit Movie Entries](#)
- [User Defined Fields](#)
- [Managing your Wish List](#)
- [Maintenance](#)
- [Loan Manager](#)
- [Multiple collections](#)

Edit Album Entries

- [Edit Album Screen](#)
- [Editing Multiple Albums](#)

Edit Album Screen

All editing takes place in the “Edit Album” screen, which you can open with the Edit button on the toolbar (blue pencil button) or by choosing Edit Album from the Edit menu.



In this screen, you can find all the album’s properties, on multiple tab pages. Many of the album details will already be filled in, provided by our online database. You can modify it all, to change or to complete the information.

However, the main reason to edit your album entries, is to add information that is specific to you, e.g. when and where you purchased the album, who in your household owns it, your personal notes or ratings, etc...

Example of adding a “Storage Box” to one of your albums

1. Select the album in your collection.
2. Click the blue pencil button in the toolbar (the edit button).
3. Bottom left of this tab you should spot the “Storage Box” field for you to enter the location in.
4. Click “OK” to save and close the album entry



If you would like to edit the list of options you have in your “Storage Box” field, check out the [“Add, Edit Merge List Items”](#) topic.

After editing some fields, click the *OK* button to save the changes and return to the main screen of Music Collector. If you’re unhappy with the changes, click *Cancel*.

Editing Multiple Albums

You can edit multiple albums in one go by using the Edit Multiple screen.

! Edit Multiple is the **only** feature in Music Collector that **overwrites existing data**. Use it with great care.

Editing Multiple Albums

1. Select the albums you want to edit by checking the checkboxes or use CTRL / Shift + click.
2. Click the Edit button.
3. Use the **checkboxes** to indicate which field(s) you want to change.
4. Make your changes.

Edit Multiple Comics

Main Creators & Characters Covers **Personal** Plot & Notes

☒ **Owner**
James Master

☒ **Location**

Purchase / Value Info

☐ **Store** ☐ **Purchase Date** D M Y

☐ **Purchase Price** ☐ **Current Value**

☐ **Condition** ☐ **Rare**
☐ Yes ☐ No

☐ **Times Read** ☐ **Reading Date** D M Y

☒ **Read It**
☐ Yes ☒ No

Collection Status

Collection: ☐ In Collection ☐ For Sale ☐ Not In Collection

Wishlist: ☐ On Wish List ☐ On Order

Index 0

Quantity

Rating ★★★★★★★★★★

Last Modified: 13/12/2017 15:42:04

CLZ Comic ID: 0

OK Cancel



To clear a field for all selected albums, just click the checkbox and leave the entry box empty. The box will highlight in red to indicate the CLEAR action.

Edit all albums in one go

If you wish to set a value or clear all values for a particular field for all your albums follow these steps:

1. Choose *View > Folders > No Folders* to have all your albums show up in the Main List.
2. Click menu *Edit > Select All* to select all albums.
3. Click the Edit button.
4. Use the **checkboxes** to indicate which field(s) you want to change.
5. Make your changes.

Editing albums one by one without leaving the Edit screen

- Edit one album,
- Use the *Next* or *Previous* button bottom left to edit the next or previous album in your collection.

Add/Edit Discs, Headers, Tracks, Subtracks

To add discs, headers, tracks, or subtracks, go to the **Edit Album** screen. Click the **tracks tab**.

From left to right you have several buttons. Here they are from left to right:

1. Add Disc

The album you are adding consists of two discs. This is the place where you can add a disc to the album. If your album has only one disc, you don't need to add a disc.

2. Add Header

You can add a Header to your album. This is mostly used for classical pieces that have one title, but several movements. The title can be put in the Header, the tracks will appear under the Header. The header can also be used for archiving vinyl, using it for Side A and Side B.

https://www.youtube.com/embed/0YdPKJQ_ijY?rel=0

3. Add Track

The Add Track button let's you, well, add a track. Adding more tracks is easy: just hit Enter and add the next track. The cursor will automatically be placed in the field you last entered data in. When you add the time to a track, Music Collector automatically adds up the total for the whole album.

4. Add Subtrack

With this button you can add a Subtrack to one (or more, of course) of the tracks on your album. Select the track you want to add a subtrack to and click the Add Subtrack button.

5. Edit

Edit one of the discs/headers/tracks/subtracks in the list.

6. Delete

Deletes a disc/header/track/subtrack in the list.

Be careful with what you delete. When you want to delete a single track, make sure you have the TRACK selected before clicking the delete button.

7. Auto Renumber Tracks

You can order your tracks by draggin up (and or down) in the tracklist. Clicking the Auto Renumber Tracks will renumber your tracks in order.

*8. Restore Original Order *

Not happy with your dragging your tracks around? Let Music Collector restore order. Click the Restore Original Order button, et voilà.

*9. Parse Track Info *

This option let's you Parse Track Info that has double entries in the Title and/or Artist fields. When adding an album manually, you will not need this button. When editing tracks from an existing album that was added automatically, this button could come in handy.

***10. Capitalize All Disc And Track Titles ***

Only one click will do that for you. Pressing F6 will do the same. Extremely useful for those incidental caPS LOCK adventures.

***11. Link Music Files ***

Link music files to your album, using this great feature of Music Collector! Read more about it in the Cataloging Music Files section of our manual.

12. Expand All, Collapse All

Clicking the + or – signs expands or collapses the underlying levels.

Managing your Wish List

Contents

- [Introduction](#)
- [Collection Status Filters](#)
- [Adding to your Wish List](#)
- [Controlling your Wish List](#)

Introduction

Music Collector's Wish List allows you to keep track of albums you desire, but don't yet own. You can add albums directly to your wish list and quickly move them to your collection. You can quickly switch between your wish list and albums you already own using Music Collector's Collection Status tabs at the bottom of the main screen. Sync your collection with CLZ Cloud to have your entire collection (including your wish list) viewable in your free CLZ Cloud or in your CLZ Music iOS / Android app.

Collection Status Filters

You can control the Collection Status of albums within your database using the Collection Status radio buttons, found at the bottom of the Add/Edit Album screen.

Edit Album: My So-Called Life - Venetian Snares (2010)

Main | Classical | Tracks | Details / Personal | User Defined | People | Covers | Notes | Links

Title

My So-Called Life

Title Sort

Subtitle

Label

Cat. Number

UPC (Barcode)

Format

CD

Box Set

Packaging

Jewel Case

Genre

- ☐ 60s
- ☐ 70s
- ☐ 80s
- ☐ 90s
- ☐ Acoustic
- ☐ Alternative
- ☐ Americana
- ☐ Audiobook
- ☐ Baroque

Artist

Venetian Snares

Release Date Y 2010 M D

Original Release Date Y M D

Studio

- ☐ Abbey Road Studios
- ☐ Bearsville Studios
- ☐ Columbia Records 30th Street Studio
- ☐ Compass Point Studios
- ☐ Decca Records Pythian Temple Studio
- ☐ Hanse Studios
- ☐ Mayfair Recording Studios

Recording Date Y M D

Collection Status

Collection

☒ In Collection

☐ For Sale

☐ Not In Collection

Wish List

☐ Wanted

☐ On Order

Index

28

Quantity

1

Rating

Last Modified: 14/08/2014 11:05:03

Buttons: OK, Cancel, Help, Next, Previous, Update..., Submit, Write File Tags, Read File Tags, Clear Clz ID

There are two main distinctions.

1. Collection
2. Wish List

Once you have some albums added to both your Collection and your Wish List,

On Windows:

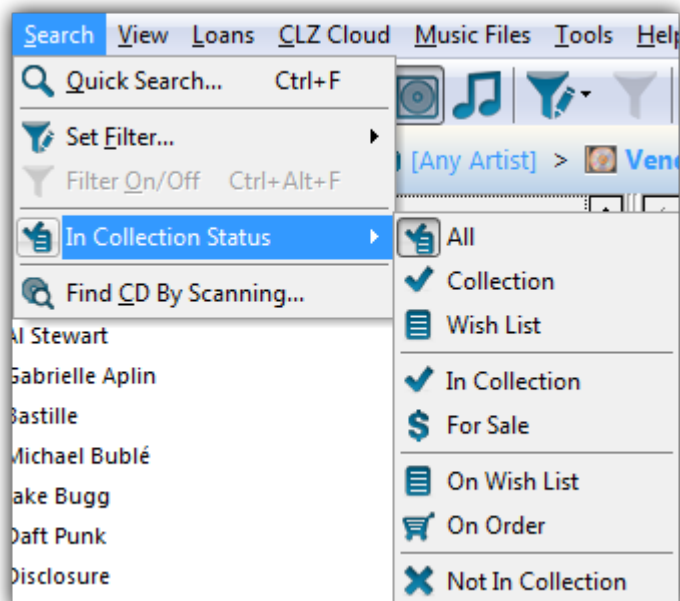
You can use the Quick Filter panel to quickly switch between showing either your Collection, your Wish List or just everything. The Quick Filter panel is located top left, and opened with the blue button with the square and the arrow in it.

On macOS:

Use the tabs at the bottom left of the main screen to quickly switch between showing either your Collection,

your Wish List or just everything.

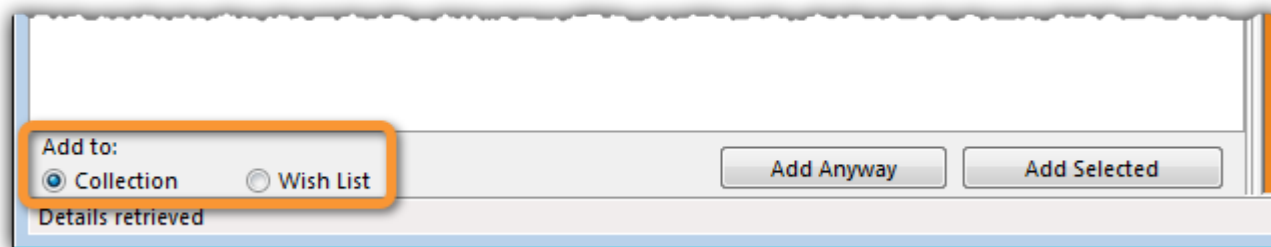
Alternatively, you can click menu *Search > In Collection Status* to view albums with a particular collection status.



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Adding to your Wish List

The easiest way to add albums to your Wish List is via the Add Albums Automatically screen. In the bottom right corner of the Add Automatically screen, you have two radio buttons. Use these to define whether an album will be added to your collection or to your wish list.



When you add an album to your collection and put it on your wish list, an icon will appear next to the album in your Main List as well as in the Details Panel.

Main List:

List		Images
Artist	Title	
<input checked="" type="checkbox"/> Green Day	21st Century Breakdown	
<input checked="" type="checkbox"/> Drive like Maria	Elmwood	
<input checked="" type="checkbox"/> Wolfmother	Cosmic Egg	
<input checked="" type="checkbox"/> Wolfmother	Cosmic Egg	
<input checked="" type="checkbox"/> Silversun Pickups	Carnavas	
<input checked="" type="checkbox"/> Silversun Pickups	Swoon	
<input checked="" type="checkbox"/> A-Trak	Gangsta Breaks	
<input checked="" type="checkbox"/> Armand Van Helden	Sampleslaya - Enter The Meatm...	
<input checked="" type="checkbox"/> Norah Jones	The Fall	
<input checked="" type="checkbox"/>	Rigoletto Highlights	
<input checked="" type="checkbox"/> The Prodigy	Invaders Must Die	
<input checked="" type="checkbox"/> Black Sun Empire	Cruel and Unusual	

Detail Template:



Shutter Island

Paramount (2009)

Crime, Mystery, Thriller

☒ #16

★★★★★

Seen It: **Yes** **IMDb 8.0**

8714865505151

138 mins USA/English

DVD **2**

Leonardo DiCaprio	<i>Teddy Daniels</i>	Director	Martin Scorsese
Mark Ruffalo	<i>Chuck Aule</i>	Producer	Laeta Kalogridis
Ben Kingsley	<i>Dr. Cawley</i>		Martin Scorsese
Max Von Sydow	<i>Dr. Naehring</i>	Writer	Laeta Kalogridis
Michelle Williams	<i>Dolores Chanal</i>		Dennis Lehane
Emily Mortimer	<i>Rachel 1</i>	Cinematography	Robert Richardson
Patricia Clarkson	<i>Rachel 2</i>		

These are known as Collection Status Indicators. You can enable/disable the indicators from appearing in the main list using Music Collector's options.

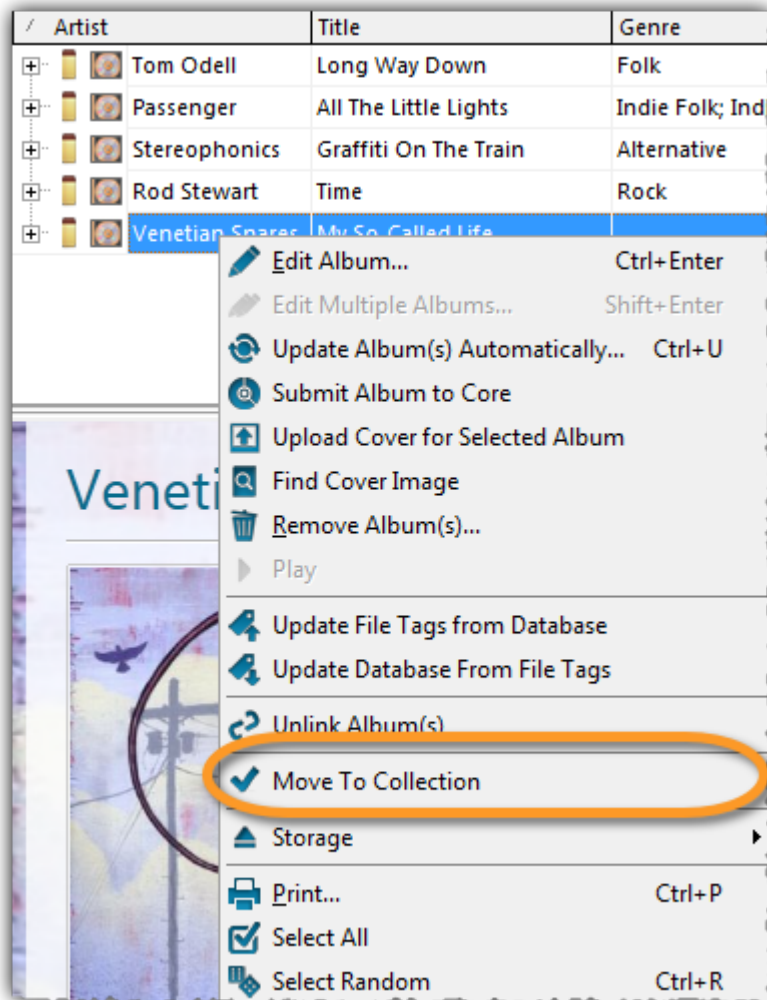
- Click *Tools > Options > Customization*.
- Look for the option "Show 'Collection Status' Indicator in List".
- The indicators are enabled by default, to disable them, uncheck the box.

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Controlling your Wish List

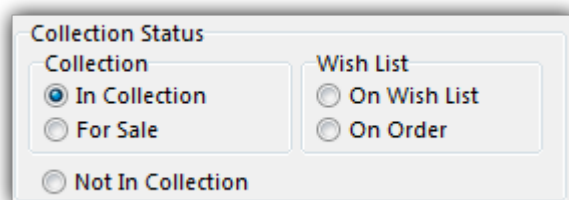
After you buy an album on your Wish List, you'll need to move it to your collection. You can do so in a couple of ways:

- Right click on the album in your Main List and click 'Move to Collection'



Or,

- Open the Edit Album screen and click the In Collection button under the Collection Status heading.



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Merge albums into multi-disc albums

Creating Multi-Disc Albums from your existing albums

If you already have albums in your database that are part of a Multi-Disc album, but they've been added as individual discs, you can still create Multi-Disc albums using the steps below.

1. In the Main List, expand the albums so you see the disc (click the triangle or plus icon in front of an album).
2. Click and drag the disc to the album you wish to add it to.

If this does not work, make sure you drag the text line behind the disc icon, and not the disc icon.

Maintenance

- [Update File Links](#)
- [Add, Edit, Merge List Items](#)
- [Re-assigning Index Numbers](#)

Update File Links

Your albums in Music Collector uses filepaths to show and open actual (image and digital music) files from their original location on your computer. It can only show/open these files if they are in the location that the filepath is telling Music Collector they are.

If you...

- Have switched computers
- Moved certain files and folders from one place to another

....then it could be that the filepath Music Collector has stored for that image/file is now *wrong*, and that the image/file does not exist in that location anymore.

If you wish to move your images or digital files to a new location (or have indeed done so already), you can tell Music Collector where to find them using the built in “Update File Links” screen.

Fixing broken links

Here's how to fix your broken links:

- In Music Collector, click *Tools > Maintenance > Update File Links*
- Use the dropdown menu to filter on specific files, or leave it at “All Types” and then click “*Next Step*”.
- Missing links will now show in the top panel.
- You then have two options, [Automatic](#) or [Manual](#).

Option 1: Automatically fix broken links (search your HDD for new file locations)

The automatic feature makes relinking easier if you don't know the base folder for your files, but the downside is that it can take a while longer, depending on how automatic you'd like it to be. Automatic is useful if you have a very long list of broken links, if you've moved multiple types of data (images, digital music etc) or if your images/files have been moved, but you aren't sure where you moved them to.

- Click the *Automatic* radio button and click “*Next Step*”.
- Browse to the folder on your computer containing your files. Decide if you wish to also search “Subfolders” by checking the box.



Tip: Try to zoom in as deep on the folder containing your files as possible and do not just scan your entire HDD as it can take hours to scan an entire HDD.

- Click “*Next Step*”.

The *New Folder* field is now populated with the new location. For every item. Check and verify that the “New Folder” column is filled in now with the found path.

- To confirm the new path that it found, click *Update File Links*.

Any links that could not be found will remain in the Update File Links screen.

Option 2: Manually fix broken links (use “Find and Replace” on the file path)

- Click the *Manual* radio button and click “*Next Step*”.
- In the top box *type* the part of the file path that you wish to replace with something else.
- In the bottom box *type* what you wish to replace it with.

Alternatively you can *Browse* to the new folder containing your files, and it will just replace the entire path with your new folder path.

The *New Folder* field is now populated with the new location. For every item. Check and verify that the “New Folder” column is filled in now with your new chosen path.

- To confirm the new path that it found, click *Update File Links*.

Any links that could not be found will remain in the Update File Links screen.

Add, Edit, Merge List Items

With every album you add to your collection, Music Collector stores common information in Lists. These lists come in most handy when add, or edit new albums.

All common information, such as Year, Genre, Format, Location, Owner, etc., is stored in Lists that you can easily edit. You can add, edit, delete and merge these List Items. When you do, the results of your changes are immediately visible in the drop down boxes in each Edit Album screen.

Contents

- [Adding New Values to your Lists](#)
- [Managing your Lists in the “Manage Pick Lists” screen](#)
- [Merging List Items](#)
- [The Benefits of Pick Lists](#)

Adding New Values to your Lists

There are 2 kinds of List Fields:

- Pick List fields
- Checkbox List fields.

Adding new values to these List fields can be done from the Edit Album Screen.

1. “Pick List” fields (dropdown boxes in Edit Album Screen)

- Open the Edit Album screen.
- Click on a dropdown field to see what you already have in this Pick List field.
- Type in a new value to add it to the Pick List field.
- Then click OK to save the changes and the new value will be added to the Pick List field for future use in any other album.

2. “Checkbox List” fields (lists of checkboxes in Edit Album Screen)

An example for a multi-value Checkbox List field is “Genre”.

For Checkbox List fields, the process is slightly different. These show up in the Edit Album Screen as a list of checkboxes.

- To add a new value: type it in the box that is below the checklist, then click the blue + icon.
- The value will be added, checked, and saved for future use in any other album.

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Managing your Pick Lists

For full control of your pick lists, you can use the Manage Pick Lists screen.

On Windows: Click *Edit* > *Manage Pick Lists* to get there and choose the list you wish to work on.

On macOS: Click *Tools* > *Manage Pick Lists* to get there and choose the list you wish to work on.

Now you can use the Add Item button (blue “plus” icon) to add your own list items. You can also remove existing entries, edit their names, merge duplicate entries and fix erroneous entries.

You can manage all the program’s “pick lists” here (Formats, Subjects, Studios, Publishers, Platforms, Series, etc...) and of course all people lists (Artists, Authors, Producers, Actors, etc...).

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Merging List Items

If you have “duplicates” in your Pick Lists, you can actually “merge” two list items into one. Select each one of them, then **right click** and select “Merge to:” and then pick one.

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The Benefits of Pick Lists

- They save you a lot of typing. Once a value has been entered in the list, you can just select it from a list instead of retyping it every time.
- The actual item name is stored in the database only once, so if you fix a typo, it automatically fixes that typo for all albums that use that item name.
- They let you control the correct sorting of person names, by entering their first and last names.
- A correctly maintained pick list ensures that your albums are correctly grouped into folders on the main screen.

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Re-assigning Index Numbers

How Index numbers work

Music Collector automatically assigns and increments index numbers. The Index value is assigned when you add an album to the database. The next album you add to your collection will have an index number that is incremented by 1. Each Index number is only used once. When a number is deleted, the next added album will still increment on the last added album.

Example:

- If you have #s 1,2,3,4,5,6,7,8,9,10
- You delete #4
- The next album you add will automatically be #11. #4 will not return.
- If you manually change #11 to #4, the next album you add will be #12 – so you will be missing #11.

Auto Increment Index can be switched off if you want via menu *Tools > Options > Index Field*

Automatically Re-assign Index Numbers

If you automatically want to fill in the gaps, you can re-assign Index numbers:

1. Click menu *Tools > Maintenance > Re-Assign Index fields*
2. Choose which fields the software should sort all albums on, and it will assign index numbers based on that sorting.



Automatically re-assigned Index numbers can not be reverted.

Manually change Index Numbers

1. Select the album
2. Click the Edit button (pencil button on toolbar)
3. Change the number in the INDEX field for that album. (bottom of the edit screen).
4. Click OK.

Delete Orphaned Images

Clean up your hard-disk by deleting all unused cover images and thumbnails.

Open the tool using *Tools > Maintenance > Delete Orphaned Images*

- This tool scans your configured Images Folders to find all images that are not linked to your current database file.
- Browse the list of found orphaned images in List or Images View. Check thoroughly to make sure these can all be deleted.
- Finally, use the red “Delete Selected Images” button, and all “checked” images will be removed from your computer.



Do NOT use this tool if you have multiple databases !!!!
This tool deletes all images that are not linked to the database you have open, so that includes images that are linked to **other** databases!

Find duplicate albums

You can use this tool to find out if you've accidentally added multiple versions of the same album, but perhaps with a different barcode or something else.

Find and remove duplicate albums

1. Click menu *Tools > Maintenance > Find Duplicates*.
2. Select which field to find duplicates on using the dropdown menu
3. Click **"Find Duplicates"** to find your duplicates.
4. Now use the blue **"Keep"** button to keep a group of duplicates, or use the red **"Remove"** button to remove a duplicate!

If you click "Remove all duplicates automatically" the program will remove all duplicate entries and will only keep 1 single entry (the oldest one) in your database.



Use the **columns button**, top right, to set up the columns you'd like to see!

Loan Manager

Introduction

Music Collector's Loan Manager allows you to track albums that you've loaned, who you've loaned them to and when they are due to be returned. The Loan Manager can also warn you when an album on loan is overdue.

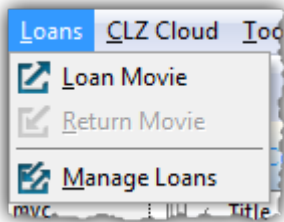
Contents

- [Loaning aalbum](#)
- [The Loan Manager](#)
- [Using a barcode scanner to loan albums](#)
- [Returning albums](#)
- [Managing Loanees](#)
- [Overdue loans](#)

Loaning aalbum

Loaning an album from Music Collector can be done in a few different ways:

1. Via the Loans menu.



- Select the album you wish to loan from your Main List
- Click *Loans* > *Loan Album*

2. Using the icon in your toolbar



- Select the album you wish to loan
- Click the icon with the arrow (shown above)*

After selecting one of the methods above, a new screen will appear.

Loan Album

Album
Metallica - Ride The Lightning

Loaned To

Email

Loan Date **August 2014**

Mo	Tu	We	Th	Fr	Sa	Su
28	29	30	31	1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31
1	2	3	4	5	6	7

Today

Due Date **September 2014**

Mo	Tu	We	Th	Fr	Sa	Su
25	26	27	28	29	30	31
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	1	2	3	4	5

Today

Return Date **August 2014**

Mo	Tu	We	Th	Fr	Sa	Su
28	29	30	31	1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31
1	2	3	4	5	6	7

Today Clear

Loan Notes

OK
Cancel
Help

Here you can define who you are loaning the album to as well as specifying the loan and due date.

If you accidentally set a return date, click *Clear* to remove it.



You can place multiple albums on loan to one person by holding CTRL then clicking on the albums in your Main List. With all the albums selected, use one of the methods above to place all those albums on loan.

Once you've defined the date and the Loanee click OK and the album will be placed into your Loan Manager.

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The Loan Manager

The Loan Manager enables you to quickly see which albums are on loan, who they are on loan to and most importantly, which albums are overdue. You can also loan and return albums directly from here using your barcode scanner.

To access the Loan Manager click *Loans > Manage Loans*.

The screenshot shows the 'Loan Manager' window. At the top, there's a status bar with 'Scanner: none active'. Below it, a section 'I would like to:' has two radio buttons: 'Loan an album' (selected) and 'Return an album'. To the right are buttons for 'CLZ Barry' and 'Other'. A search box is also present. Below this is a form with fields for 'Barcode:', 'Loaned To:' (a dropdown), 'Due Date:' (10/09/2014), 'Loan Period:' (21 Days), and a 'Loan' button. The 'Current Loans:' section contains a table with columns: UPC (Barcode), Album, Loaned To, Due Date, Loan Date, and Loan Notes. The first row is highlighted in red, indicating an overdue loan: Metallica - Master Of Puppets... James, Due Date 02/08/2014, Loan Date 16/07/2014. The second row is: 4988009851... Metallica - Reload (1997) John, Due Date 10/09/2014, Loan Date 20/08/2014. Below this is a 'Loan History: (drag & drop your loans to this list to return them)' section with a similar table. The first row is: Venetian Snares - My So-Calle... Frank, Return D... 20/08/2014, Loan Date 20/08/2014. At the bottom, there's a 'Filter:[None:]' field.

UPC (Barcode)	Album	Loaned To	Due Date	Loan Date	Loan Notes
	Metallica - Master Of Puppets...	James	02/08/2014	16/07/2014	
4988009851...	Metallica - Reload (1997)	John	10/09/2014	20/08/2014	

UPC (Barcode)	Album	Loaned To	Return D...	Loan Date	Loan Notes
	Venetian Snares - My So-Calle...	Frank	20/08/2014	20/08/2014	

At the top you can see albums which are currently on loan.

Entries highlighted in red indicate that the album is overdue.

Below the Current Loans you have your Loan History, this contains the history of all albums you've ever loaned, who to, and when they were returned.

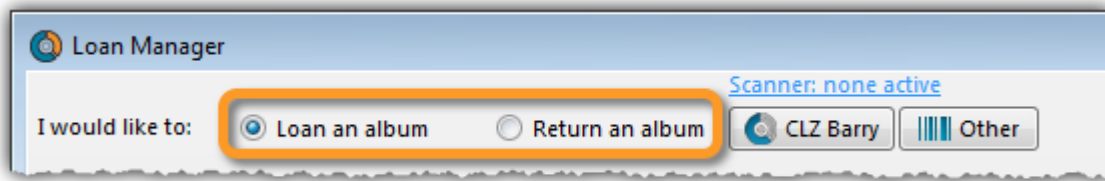
✿ You can sort or filter your list using the columns and search box. Click a column header to change the sort order, or type something, such as the loanee name into the search box. To activate/deactivate a filter, click the funnel icon next to the search field.

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Using a Barcode Scanner To Loan Albums

You can use your barcode scanner to quickly loan and return albums via the Loan Manager screen. Here's how:

- Click *Loans > Loan Manager*
- Select 'Loan aalbum'



- Define a Loanee and due date for the loan
- Click in the barcode field then scan the album's barcode with your scanner
- The album will automatically be added to your current loans
- [Back to Contents](#)

Returning Albums

Returning albums is just as easy as putting them on loan. You can use the same menu or icons you used when loaning the album.

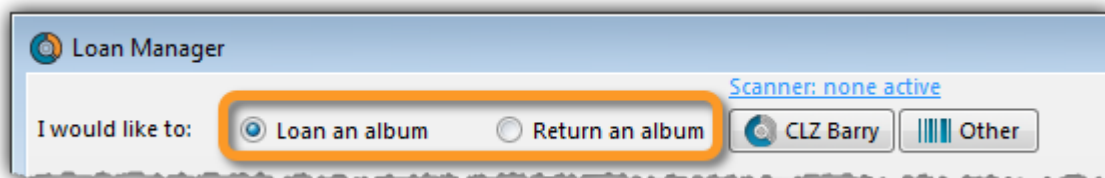
1. Via the Loans menu

- Select the album you wish to return from your Main List
- *Click Loans > Return Album*

2. Using the Loan icon in your toolbar

- Select the album you wish to return from your Main List
- Click the icon shown above to return the album


3. Via the Loan Manager



- Click 'Return an album'
- Scan the barcode into the barcode field
- You can also return albums by dragging them from the Current Loans to the Loan History.

Loan Manager

I would like to: ☒ Loan an album ☐ Return an album

 [No scanner found](#)

Barcode: Loaned To: Due Date: Loan Period: Days

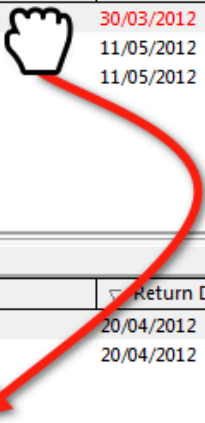
Current Loans:

UPC (Barcode)	Album	Loaned To	Due Date	Loan Notes
711297880151	The Prodigy - Invaders Must Die (2009)	James Brown	30/03/2012	
077774643924	The Beatles - Help ! (1966)	Davey Jones	11/05/2012	
602527140117	Wolfmother - Cosmic Egg (2009)	James Brown	11/05/2012	

Loan History: (drag & drop your loans to this list to return them)

UPC (Barcode)	Album	Loaned To	Return Date	Loan Notes
0602527195148	Rammstein - Liebe Ist Für Alle Da (2009)	James Brown	20/04/2012	
5099748433329	Boston - Greatest Hits (1997)	Davey Jones	20/04/2012	

Filter:[None:]

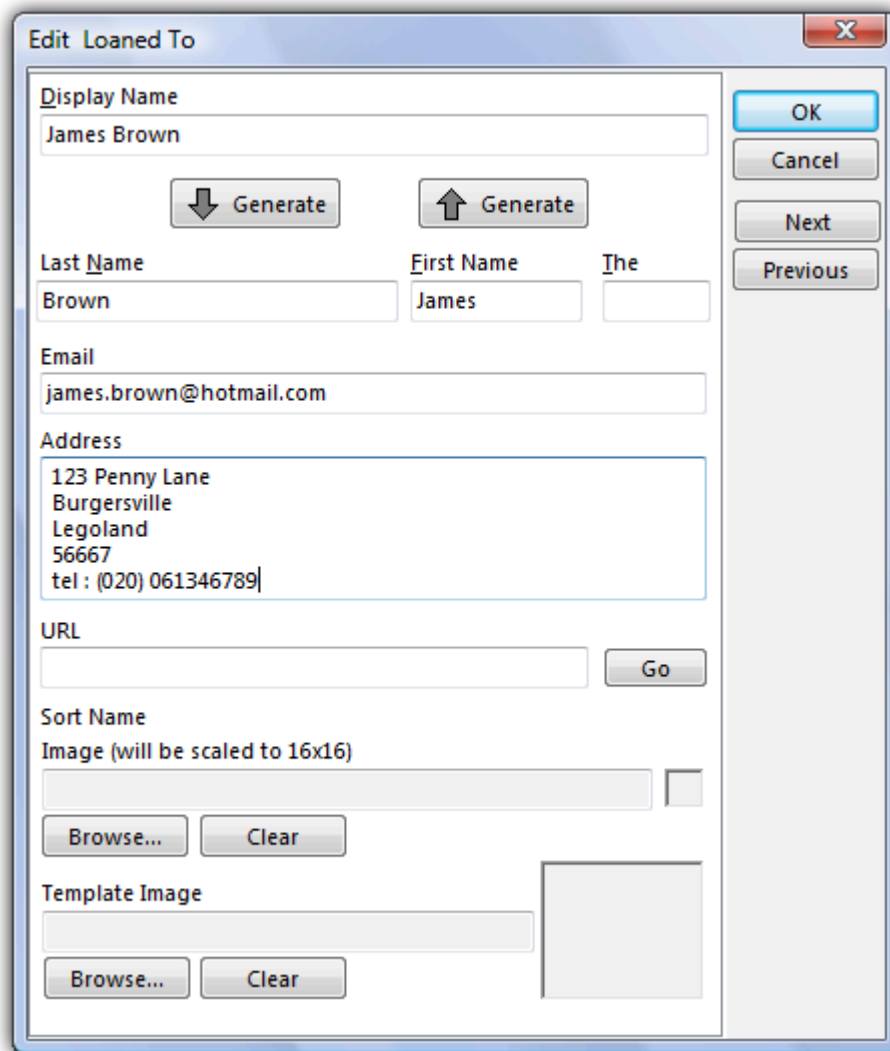


Managing Loanees

During the process of loaning an album you are asked to specify who it will be on loan to. When you do this, the name is automatically added to your 'Loaned To' list.

You can add details such as the loanee's home address, telephone number and e-mail address. Here's how:

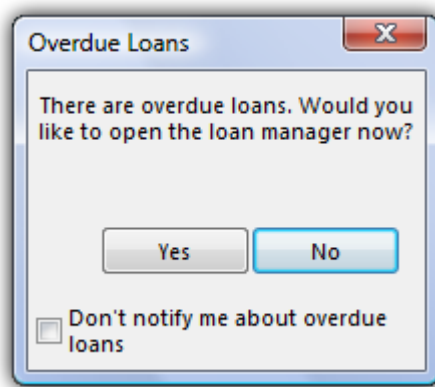
- Click *Tools > Manage Pick Lists*
- Use the blue folder icon in the top left to locate the 'Loaned To' list
- Click the + to create a new entry, or double click an existing one to edit
- Here you can enter additional information about the loanee



The 'Edit Loaned To' dialog box is used to manage loan information. It features a 'Display Name' field with 'James Brown' and 'Generate' buttons with up/down arrows. Below are 'Last Name' (Brown), 'First Name' (James), and 'The' fields. The 'Email' field contains 'james.brown@hotmail.com'. The 'Address' field is a multi-line text area with '123 Penny Lane', 'Burgersville', 'Legoland', '56667', and 'tel : (020) 061346789'. There is an empty 'URL' field with a 'Go' button. The 'Sort Name' field is empty. An 'Image (will be scaled to 16x16)' section has a text input, a 'Browse...' button, and a 'Clear' button. A 'Template Image' section also has a text input, a 'Browse...' button, and a 'Clear' button. On the right side, there are 'OK', 'Cancel', 'Next', and 'Previous' buttons.

Overdue loans

The new Loan Manager now has a built in notification system. If an album on loan becomes overdue, a pop up appears when you start Music Collector.

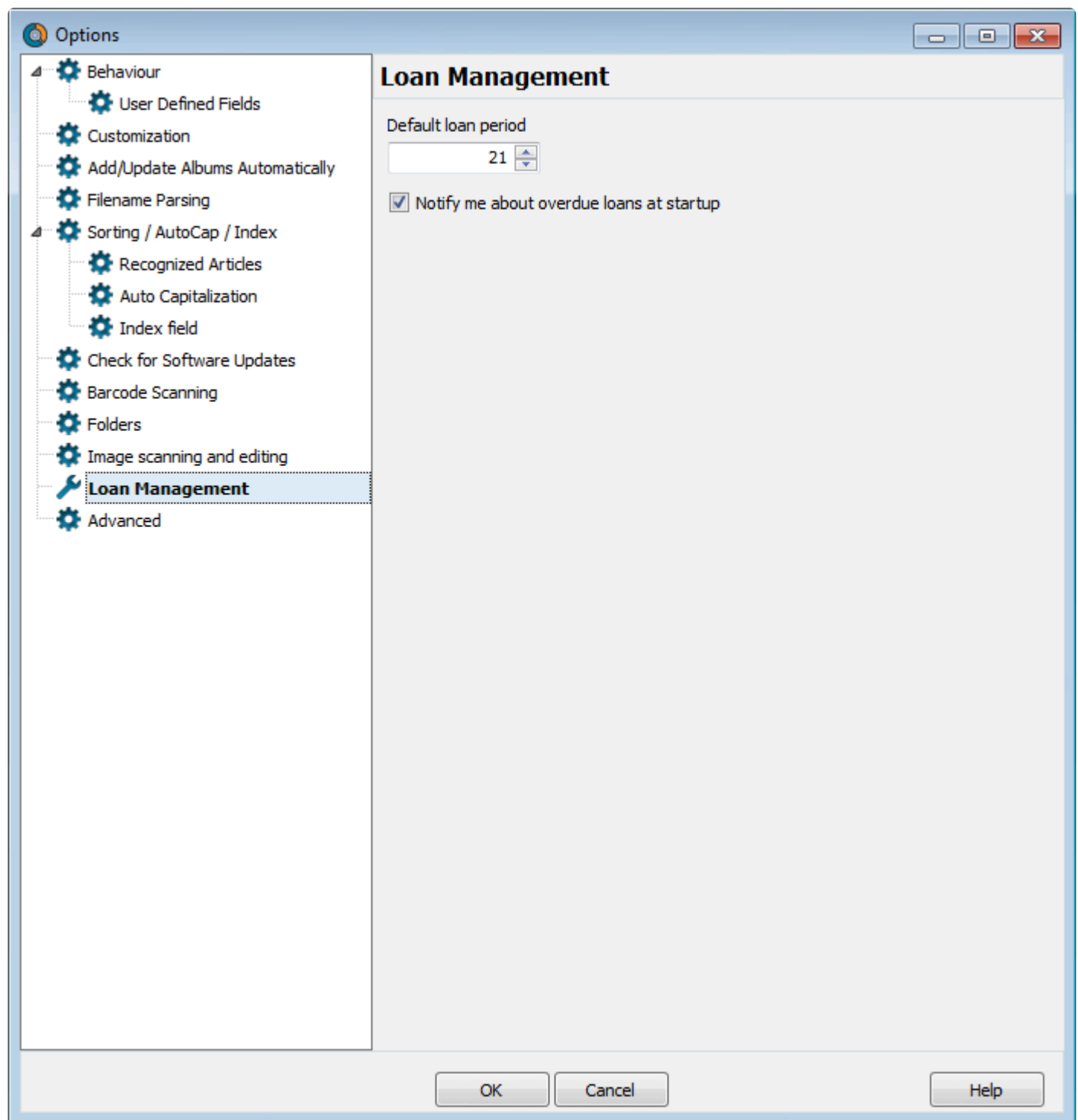


The 'Overdue Loans' notification dialog box asks, 'There are overdue loans. Would you like to open the loan manager now?'. It has 'Yes' and 'No' buttons. At the bottom, there is a checkbox labeled 'Don't notify me about overdue loans'.

This warning will appear each time you start Music Collector and you have an overdue loan. You can

disable the warning by ticking the box 'Don't notify me...'. You can also toggle this warning in the Options.

- Click Tools > Options > Loans *(on macOS click Music Collector > Preferences > Loan Management)*
- Here you can control whether or not you'll be warned about overdue loans



User Defined Fields

If you feel like you're missing a field you really need for your collection, the Manage User Defined Fields screen comes in handy.

Add User Defined Fields to your Album's Edit Screen

You can add User Defined Fields to your own User Tab in the Edit screen. And you can add as many as you need.

Here's how you can add your own fields to the software:

1. Click menu *Tools > User Defined Fields* to start.
2. Click the *blue "+" icon* to add a user defined field, and select the *Field Type* (*see below) you wish to add.
3. Now give your new User Defined Field a name.
4. This name will also appear in your Edit screen and Template.
5. Repeat for as many User Defined Fields you'd like to have.

✿ **Tip:** On the right hand side you can see what your Edit Album screen will look like with your own created fields. Don't like the order? Use the blue arrow buttons on the left to move your fields up or down! Or simply drag the fields inside the list up or down to get them into another order.

Field Types

You get to choose between 7 different field types:

- **Text:** A free form text field.
- **Pick List:** The standard dropdown box where you choose one of the values.
Add values for this field via the Edit Lists screen.
- **Number (whole):** A number field that does not allow decimals.
- **Number (decimals):** A number field that does allow decimals.
- **Checkbox:** A Yes/No checkbox.
- **Date:** A standard date field with a calendar popup.
- **Checkbox List:** A list of entries for you to check or leave unchecked.
Add entries for this field via the Edit Lists screen.

Create your own Header

All your User Defined Fields (including any old ones you've used in the past) will appear under 1 tab in the Edit Album and under one Header in the Templates in the Details Panel.

✿ **Tip:** Give your own collection of fields a Header (Tab Title) by filling in the Header field, top left of the “Manage User Defined Fields” screen. This name will be used in your “Edit Album” screen and in the Template in the Details Panel.

Check your User Defined Fields

Edit any album and go to your User Defined Fields tab to see your fields, and start using them.

If you add your user defined fields as columns to your list, you can also use the program’s “Edit in List” feature to edit those fields.

Your user defined fields can be printed, used for columns, used for sorting, used for statistics, export to CSV/XML etc.

Any user defined field that you can add to/edit via “Edit > Manage Pick Lists” can be folder-grouped on too via menu “View > Folders > Select Folder Fields”.

Use Caution

When you change the field types, in a lot of cases the data will stay put (type “pick list” to type “free text” for instance). In some cases you will lose everything you filled in for your own field types for all movies when you change the type. In this case:

A warning will display when there’s a chance of data loss when you move fields around/change field types.

! Proceed with caution, there is no “undo” button.

Delete a User Defined Field

1. Click menu *Tools > User Defined Fields*
2. Select the field you wish to remove.
3. Click the Recycle Bin button.
4. Click YES on the warning.

Note: this can not be undone.

Export to CLZ Mobile / CLZ Cloud / Connect for Music

Right now, User Defined Fields are limited to our Windows and Mac OS X version **only**.

This means that currently, the User Defined Fields are *not exported* to our other products. So you will not see them on your CLZ Music iOS / Android app, in your CLZ Cloud or in Connect for Music.

Multiple collections

Music Collector allows multiple sub-collections within one database file. The collections will appear as little tabs at the bottom (e.g. like in Excel), so that you can easily switch between them.

Create and manage collections

Go to menu **File > Manage Collections** to create a new collection, rename existing collections, remove a collection or change their order (drag and drop).

Merging existing database files

You can merge existing database files into one single database with multiple collections.

Use **File > Import from > Other Database** to import other database files into one master database, as separate collections. You will get a popup asking you if you wish to import the database as a separate collection.

Moving album(s) to other collections

You can freely move one or multiple albums between collections in your database file.

1. Right click on an album (or multiple) and select **Move to other collection**.
2. Select the collection you wish to move it/them in.

The option to move to other collection only appears if you have multiple collections (so use File > Manage Collections to create an extra collection first).

Browsing

- [Searching](#)
- [Sorting your Collection](#)
- [Grouping into Folders](#)
- [Choosing Columns](#)

Searching

- [Quick Search](#)

Quick Search

The Quick Search box can be found top right of your screen. Type the artist/title or barcode of the album you wish to find and type "Enter" to perform the search.

Music Collector will find your title, but it can also find other entries depending on what you searched as the program also searches quite a few other fields of all albums.

Click on the "X" inside the Quick Search box to cancel the search and return to your list of albums.

Filter

With the filter screen you can filter your albums on all sorts of details. You may be looking for an album with a specific price (or maybe higher than / lower than) or perhaps an album from a certain year. You can create a filter for every field you have added to your albums in your database.

The Filter Screen

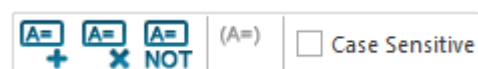
Open the filter screen by clicking menu “*Search > Set Filter > Create/Modify Filters*”. On the right, you can see 4 buttons. From left to right they are:



1. New Filter
2. Duplicate Filter
3. Rename Filter
4. Delete Filter

Underneath those 4 filter buttons you see a white box, this is where your saved filters will be. It should contain a couple of example filter settings.

On the left you see a large white block which is your “*Condition Panel*”, where you set up the filter. At the top of the Condition Panel the buttons from left to right are:



1. Add a condition
2. Remove condition
3. Not: Invert selected conditions
4. Group selected conditions

Creating a new filter

The best way to explain how to add a new filter is to give an example. For this example you’re going to create a filter for:

“Expensive albums released between 2010 and 2016”.

First think of how such a filter would work: expensive albums released between 2010 and 2016. So you need these 3 conditions:

- Purchase Price higher than X (I will choose “90” for this example)

- Released after 2010.
- Released before 2016

This means you need to add 3 conditions to your Condition Panel on the left and set them up:

1. First click the “New Filter” button (the blue plus icon) to create a filter.
2. Give the new filter a name. For example: “Expensive albums released between 2010 and 2016”.
3. Add a condition by clicking the “*Add a condition*” button (top left of the screen) and set up these 3 things:
 - a. Field: From this list select “Purchase Price”
 - b. Comparison: Set it to: “greater than or equal”
4. Value: Set the value it should be greater than or equal to, for instance: “90”.

Add two more conditions the same way, but for “Field” you now choose “*Release Year*”.

1. Set the second condition to: Release Year > Greater than > 2009
2. Set the third condition to: Release Year > Less than > 2017
3. Hit “OK” to activate the filter.

Result: This will give you albums that have a purchase price of “90” or higher, and have been released in either 2010, 2011, 2012, 2013, 2014, 2015 or 2016.

And / Or

When you add a new condition you will see “AND” between them. This is to indicate both conditions are “required” for the results. You can also set it to “OR” to indicate you want either of the 2 conditions (or more) to be used for the results.

NOT: Invert Selected Condition

Select a condition and click on the “NOT” button to invert the selected condition.

Group Selected Conditions

If you wish to create a filter where a certain condition is executed first, you will need to group selected conditions between brackets.

Here’s an example where you would need it:

Say you’d like to show items with purchase price 30 that have the country field in filled in as either France or Spain. For this you would need this filter:

“Purchase Price equals 30 AND (Country equals France OR Spain)”

So you’ve made your filter:

- Purchase Price equals 30

- AND
- Country equals France
- OR
- Country equals Spain

You now need to group the 2 country conditions. Here's how:

1. Click the condition for "Country equals France".
2. Hold SHIFT on your keyboard.
3. Press ARROW DOWN twice until you get to condition "Country equals Spain"
4. Click the button to group selected conditions: **(A=)**

Grouping into Folders

Introduction

Folder grouping allow you to browse your albums grouped into folders. Almost any field in Music Collector can be set as a folder group option.

Music Collector comes with a variety of pre-set folder group sets, but you can also create your [own Saved Folder Presets](#).

Selecting a Folder view

To start viewing your albums grouped in folders:

- Click on menu *View > Folders*, and then pick one of the pre-sets.

Music Collector then automatically groups all your albums into folders based on the information it has on those albums.

If you wish to disable folders, click *View > Folders > No Folders*.

Define your own Folder views

You can define your own folder views via the Folder Field Selection screen.

- Click *_View > Folders > Manage Folder Presets*
- Click *Create new preset* to create a completely new preset.
- Checkbox the fields you wish to folder group on.

In your list of Folder Presets you can also modify or delete existing presets, and you can drag/drop them up/down the list.

The [None] Folder

When selecting certain Folder Sets, you may notice the [None] folder at the top of the list.

The [None] folder contains albums in your collection that have not been assigned a value for the folder set you've selected. For example, if you have selected Genre folders, the [None] Folder will contain albums in your collection that do not have a Genre assigned. If the Subject folders are selected, then the [None] folder contains albums that do not have a subject, etc.

To remove items from the [None] Folder, you will need to specify a value for the album that appears in the [None] Folder. Open the Edit Album screen and enter something for that field, the album will then be moved

out of the [None] Folder.

Important to know:

Q: *How do I create a new folder?*

A: You don't actually "create" folders in your main screen. Folder grouping happens automatically based on what information you have for your albums.

Example: If you are using "Genre" folders right now, and you set "Comedy" as a Genre for an album, that album will appear in the "Comedy" folder.

Q: *How do I move albums to another folder?*

A: Example: Wish to move the album from the "Comedy" genre folder to the "Horror" genre folder?

To do this, Edit the album and uncheck "Comedy" as a genre, and then check "Horror" as genre. Hit OK and it will now be in the "Horror" folder in your main screen.

Q: *Why do I see my album in multiple folders?*

A: Example: If an album has multiple genres, it will appear in multiple genre folders.

Choosing Columns

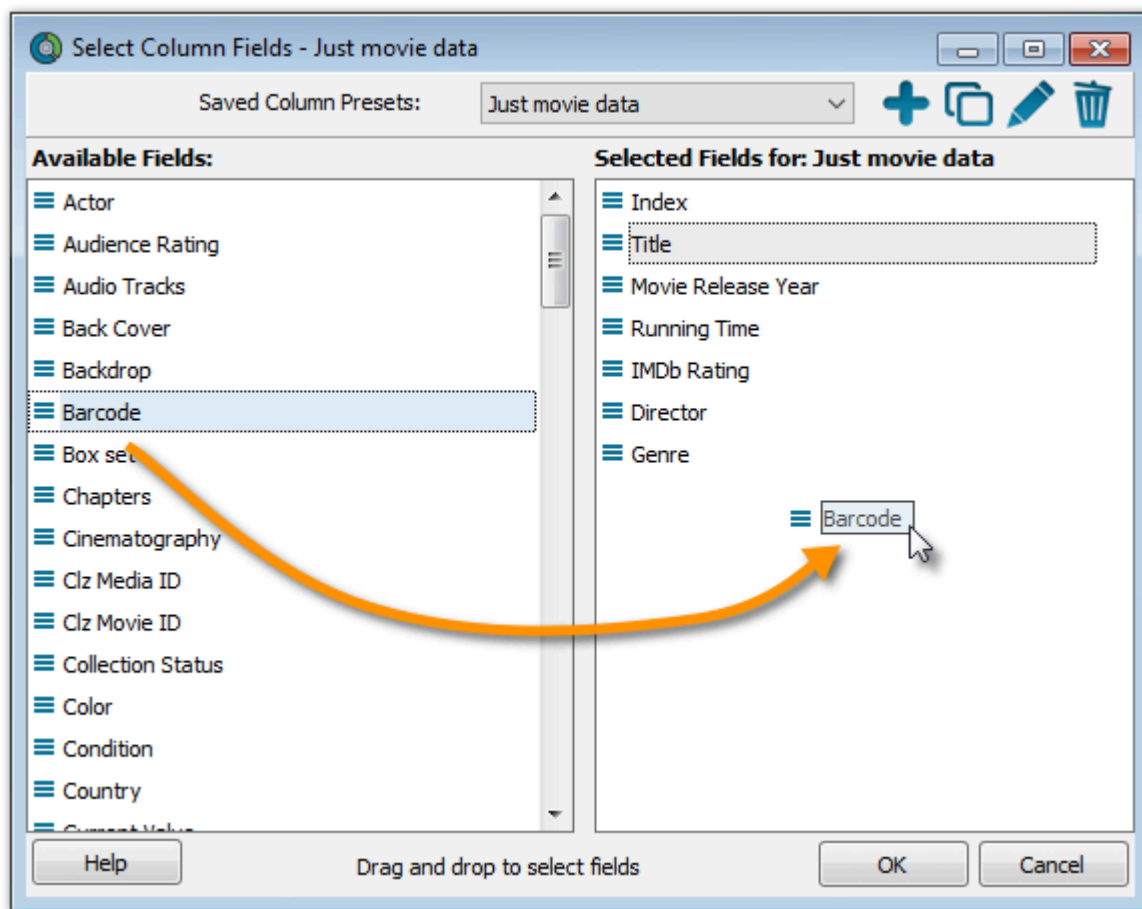
Contents

- [Adding or Removing a Column](#)
- [Change the order of the columns](#)
- [Create/change a Saved Column Preset](#)

Adding or Removing a Column:

To add or remove a column, first access the Column Field Selection screen:

- Windows: Click on menu *View > Columns > Select Column Fields*
- Mac OS X: Click on menu *View > Select Column Fields*



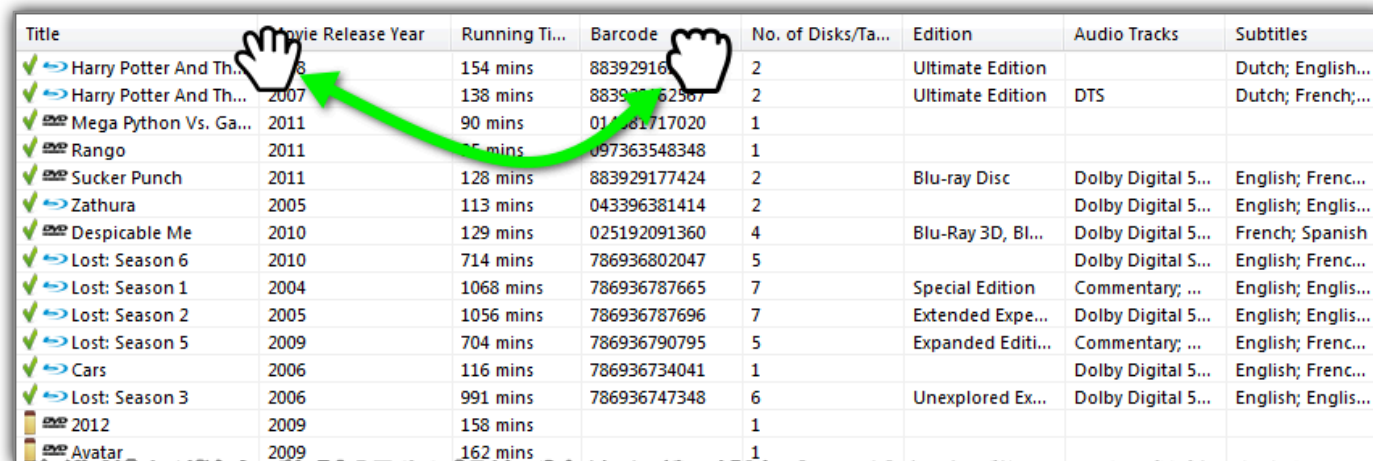
- This is the Select Column Fields screen.
- Fields available for use as Columns are shown on the left.
- Fields currently used as Columns are shown on the right.

You can click and drag from the section on the left to the Selected Columns area on the right. (or drag back fields you don't want).

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Changing the order of the columns

In the main screen in your list, you can change the order of your columns by clicking and dragging them left/right to another position:



Title	Movie Release Year	Running Time	Barcode	No. of Disks/Tapes	Edition	Audio Tracks	Subtitles
✓ Harry Potter And The Chamber of Secrets	2002	154 mins	88392916	2	Ultimate Edition		Dutch; English...
✓ Harry Potter And The Prisoner of Azkaban	2007	138 mins	883929162587	2	Ultimate Edition	DTS	Dutch; French;...
✓ Mega Python Vs. Gator	2011	90 mins	01981717020	1			
✓ Rango	2011	85 mins	097363548348	1			
✓ Sucker Punch	2011	128 mins	883929177424	2	Blu-ray Disc	Dolby Digital 5...	English; French...
✓ Zathura	2005	113 mins	043396381414	2		Dolby Digital 5...	English; English...
✓ Despicable Me	2010	129 mins	025192091360	4	Blu-Ray 3D, Blu...	Dolby Digital 5...	French; Spanish
✓ Lost: Season 6	2010	714 mins	786936802047	5		Dolby Digital 5...	English; French...
✓ Lost: Season 1	2004	1068 mins	786936787665	7	Special Edition	Commentary; ...	English; English...
✓ Lost: Season 2	2005	1056 mins	786936787696	7	Extended Expe...	Dolby Digital 5...	English; English...
✓ Lost: Season 5	2009	704 mins	786936790795	5	Expanded Editi...	Commentary; ...	English; French...
✓ Cars	2006	116 mins	786936734041	1		Dolby Digital 5...	English; French...
✓ Lost: Season 3	2006	991 mins	786936747348	6	Unexplored Ex...	Dolby Digital 5...	English; English...
✓ 2012	2009	158 mins		1			
✓ Avatar	2009	162 mins		1			

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Create/change a Saved Column Preset

You can switch between Saved Column Preset via the “Column” icon top right of your “List” panel in the main screen.

We added a couple you can check out. Click the “Column” icon and see which ones you can try.

You can also create your own:

- Windows: Click on menu *View > Columns > Select Column Fields*
- Mac OS X: Click on menu *View > Select Column Fields*

Create a new Saved Column Preset with the blue plus icon. Give it a name and click OK.

Now drag the fields you wish to use in this Saved Column Preset from the available fields on the left, to the right.

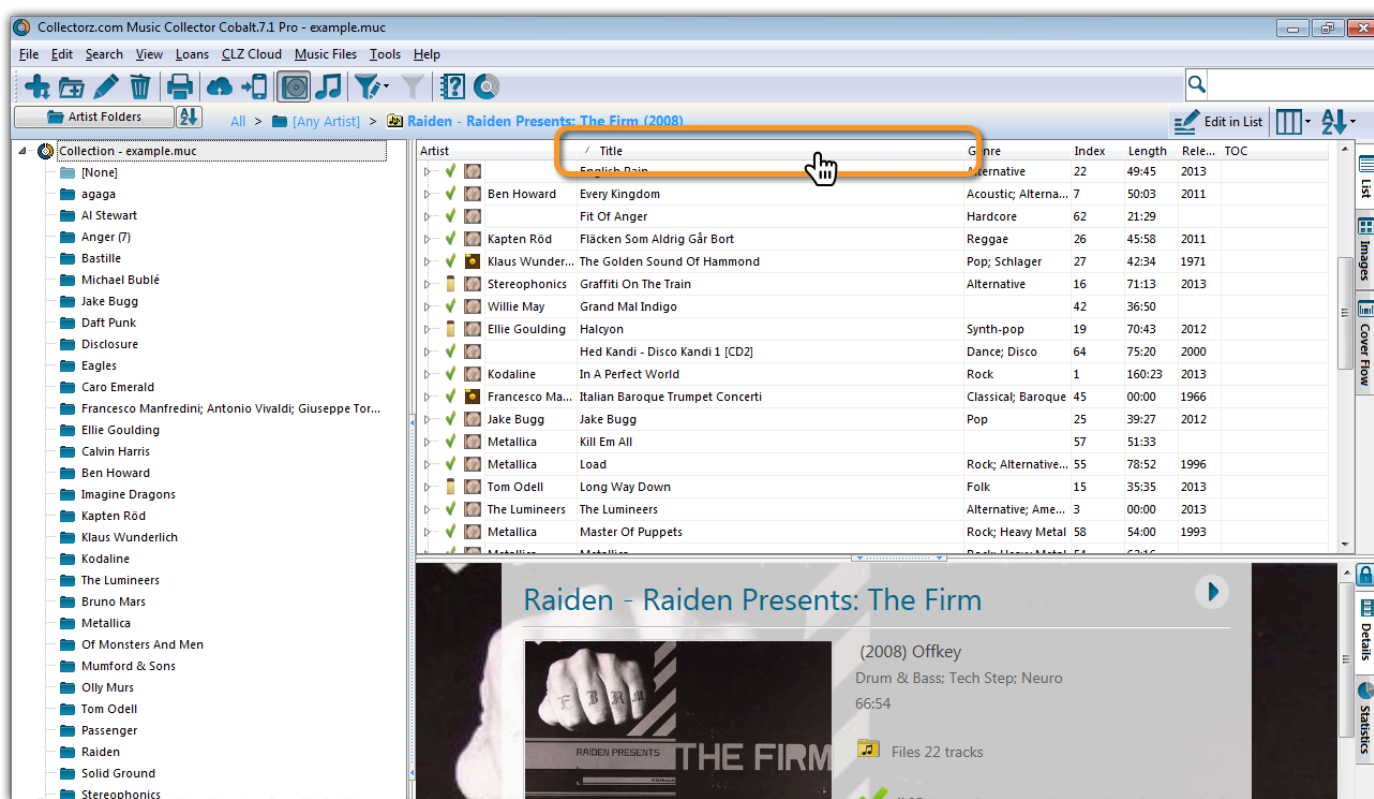
Sorting your collection

With your collection stored digitally on your computer, sorting your list in various different ways can be done in a few clicks:

- [Click a Column Header](#)
- [Sorting on Multiple Fields](#)
- [Sorting by Artist/Title](#)
- [Sorting by Person fields](#)
- [Sorting on Date Added](#)

Click a Column Header

The most basic way to sort your list is to click on the column header of the field that you want to sort on.



For example, if you want to sort by Release Year, click on the header of the Release Year column in the list. Instantly your list will rearrange, oldest items at the top, the newest ones at the bottom. If you wish to have it sorted the other way around, click on the column header again to reverse the order.

Read more about [changing columns](#) in our manual.

Sorting on Multiple Fields

Music Collector also lets you sort on multiple fields:

You can define your own Sorting settings views via the “Select Sort Fields” screen.

- Click `_View > Sort order > Manage Sort Presets`
- Click *Create new preset* to create a completely new preset.
- Checkbox the fields you wish to sort on.
- Make sure you drag the first field you wish to sort on to the top of the list on the right.

In your list of Sort Presets you can also modify or delete existing presets, and you can drag/drop them up/down the list.

Sorting by Title

If you tell the program to sort on the Title field, it actually uses the “Title Sort” field instead (if it is filled in). If the Title Sort field is not filled, the Title field itself is used. You can find and change the Title Sort field in the Edit Album screen. For instance, if the artist/title is “The Scrupulous Album”, you can set the Title Sort field to “Scrupulous Album” to make it appear in the S’s when sorting, while still displaying ‘The Scrupulous Album’.

- ✿ You can use the *Generate* button above the Title Sort field to generate the Title Sort field automatically.
Use *Tools > Options > Title Sort* to tweak the list of recognized articles (we already added a couple for you there).

Sorting by Person field

When sorting on a “person” field, the program automatically sorts on the person’s “Sort Name” which is Last Name, First Name. By default, the program shows the Display Names in lists, while it sorts on the Sort Names. For the name John Doe for example, the program will use “Doe, John” for sorting, making sure the item is sorted in the D (of Doe) range instead of the J (of John) range. This only works if the person’s first and last name are filled in correctly.

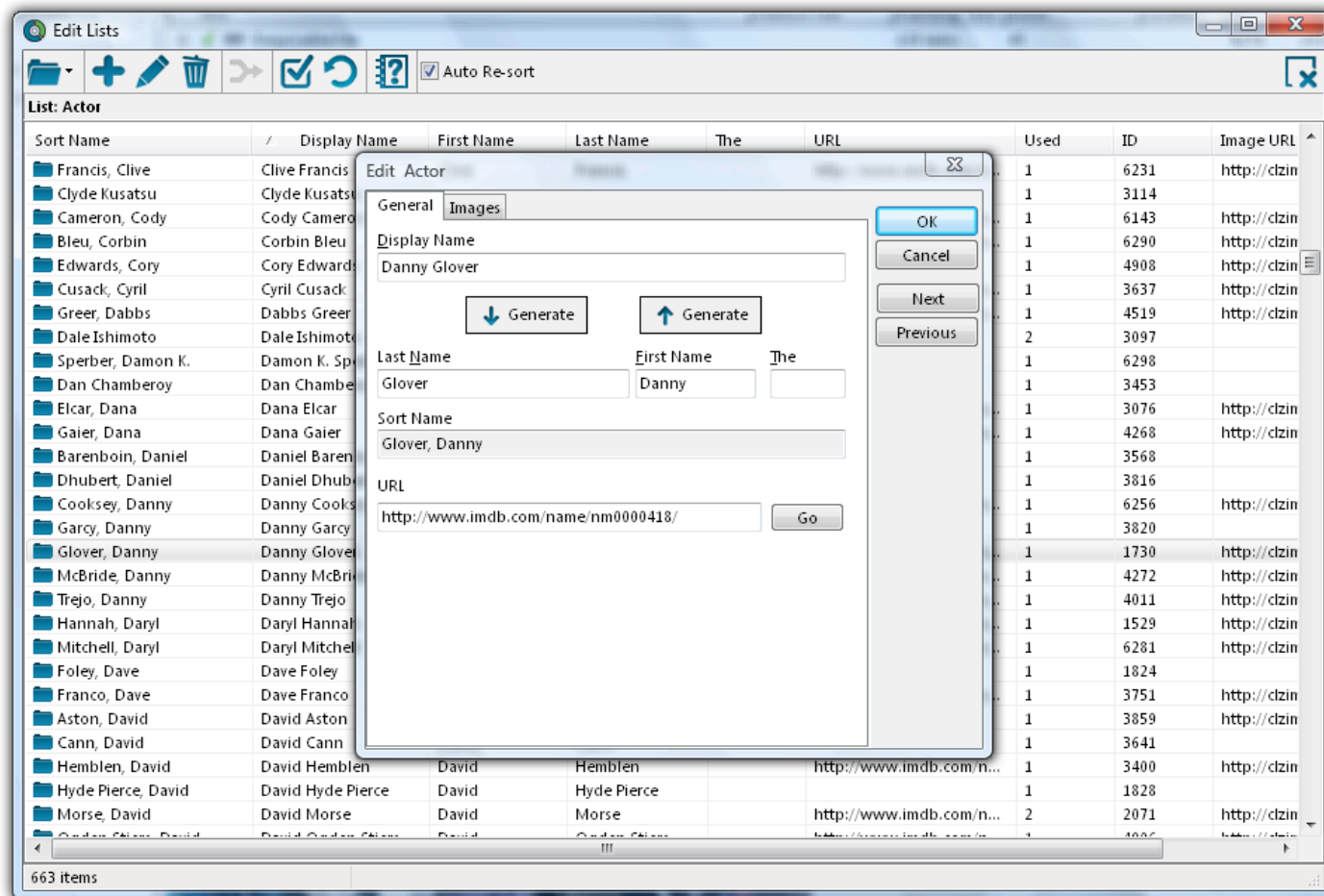
You can change a name by editing the album this person is in, and finding the field this person is in on the various tabs. You can directly modify the first and last name there.

Any other album that is using the same person, will also receive these name changes so you only have to set the name correct once.

- Edit names via the Edit Album screen:

Alternatively, you can go to *Edit > Manage Pick Lists* Select which list you want to edit (e.g. the Artist List). Double click items to modify or fill in First and Last Names.

- Edit names via the Edit Lists screen:



If you want, you can make the program show Sort Names in lists instead by checking the “Show Names as “Last Name, First Name” setting.

This option is found in the menu *Tools > Options > Sorting / AutoCap / Index*.

Sorting on date added

You can choose “Date Added” as a column in your list from the *View > Columns > Edit Current Column Favorite* screen

Then, in the main screen, click the column header to sort by date added.

Importing / Exporting

Text/CSV import:

- [Full import via Connect](#)
- [Limited import](#)

Export to Text/CSV/Excel:

- [Export to Text / CSV](#)
- [Export to Excel](#)

Backup :

- [Creating a Backup](#)

Import from Text / CSV

You can import an existing text or CSV file into Music Collector.

The program has an import screen available with which you can import a limited set of fields:

- [Full import via CLZ Cloud](#)
- [Limited import](#)

Full import via CLZ Cloud

To perform a full import from a text or CSV file you can use the CLZ Cloud Import Tool. The steps consist of first importing all items into CLZ Cloud, and then syncing those items from CLZ Cloud to Music Collector on your computer.

1. Importing your Text/CSV file to CLZ Cloud

1. Go to the [CLZ Cloud](#) website and log in with your CLZ Account.
2. Click the menu icon top left and click “**Import Data**” to enter the import screen.
3. Click “**Import from Text / CSV File**”.
4. Upload your Text / CSV file.
5. Change the data format settings so it looks correct under the preview.
6. Under “Select your Column fields” pick the fields to **match** your fields! Note that you can also skip fields.
7. Click “**Import albums**” to run the import.



It is important that you match your text file to the fields **we have**. You do this **in step 5** where you **select the fields to import**.

Import problems?

If you're having troubles with this, make sure you re-check **step 4** to make sure all columns you're importing **match a field** that we provide.

If you can not match a field to one we have, you can decide to add that column of information to the notes of each album or just skip that column altogether.

2. Syncing from CLZ Cloud to Music Collector on your computer

After you've done the import you now need to get all those imported albums from CLZ Cloud to Music Collector on your computer:

1. Start Music Collector.
2. Click menu *CLZ Cloud > Synchronize*.
3. Log in using the same CLZ Account you created/used on the Music Cloud page.
4. Click *Sync Changes* to sync all albums to your computer.

Done! You should now have all albums in Music Collector on your computer.

Limited import

Contents

- [Preparing for import](#)
- [Importing](#)
- [Updating your data](#)

Preparing for import

With Music Collector you can import a [.csv](#) or text list. Music Collector's text import is limited to these fields: **Artist, Title, UPC (Barcode) and TOC**. It is not possible to import any additional fields.

✿ Your text file must contain only these fields, and must also use the same order: **Artist, Title, UPC (Barcode) and TOC**.

1. Create a *.txt or *.csv file with a text editor program such as Notes or TextEdit with all your "to be imported" albums (you can also export to a *.txt or *.csv file from your Spreadsheet program).
2. Save this text or CSV file (with UTF8 encoding).

Importing

Here's how to import your text / csv file:

1. Start Music Collector
2. Click: *File > Import From > Text*
3. Click *Browse* and locate your txt/csv file
4. Set the text qualifiers and delimiters to match your text file
5. *Check the preview** to ensure everything appears correctly
6. Once complete, click OK to import the list

✿ If you check the preview and nothing shows, at all, it means your Text or CSV file is not saved with "UTF8" Encoding. Open it with your text editor and **re-save it with UTF8 encoding**.

Updating your data

After importing you can retrieve more information from the Core for Music Online Database. Here's how:

1. Click *Edit > Select All*
2. Click *CLZ Core > Update Album(s) from Core*

3. A message will appear asking you if you'd like to link your albums, click Yes.
4. Music Collector will now search our online database
5. Results will be shown at the bottom of the screen
6. Select a result from our database then click *Update*

- [Back to Contents](#)

Import from CATraxx

Here's how to switch from CATraxx to Music Collector.

Step 1: In CATraxx:

1. Click "File > Export > XML".

Step 2: In Music Collector:

1. Click "File > Import from > CATraxx XML".
2. In the "Import from CATraxx XML" screen, "browse" to the XML file.
3. If (some of) your CATraxx items using relative image paths, also indicate the location of your cover images.
4. Click the "Import" button.

You can try this in the trial software with 50 albums first, so you won't run into the trial limit too soon. When you like what you see, purchase your Music Collector Pro license and import your complete CATraxx database.

Import from iTunes

To import your collection from iTunes you must first export it from iTunes into XML, then import that into Music Collector. Follow the steps below to import your collection from iTunes.

Exporting from iTunes

1. Start iTunes
2. Click File > Library > Export Library
3. Define a location for your XML, we recommend using your desktop
4. Importing to Music Collector

Importing in Music Collector

1. Start Music Collector
2. Click Edit > Add/Link Music Files
3. Click the Import iTunes XML tab
4. Click Browse
5. Select the XML generated by iTunes
6. Click Scan All to scan the entire XML
7. Click Scan New to detect new entries
8. Once complete, you'll see a list of albums shown.
9. Click the + to view the album contents before importing. Click Select All to select all albums from the list. You then have 3 options:

Add Selection as New Album:

This will add the Selected album to your database.

Link Selection to Existing Album:

If you already have the album in Music Collector, click this option to link your iTunes entry to the Music Collector entry. [Click here to learn more.](#)

Batch Add Checked Albums:

This will add all checked items to your collection as new entries in your database.

Linking to Existing Entries:

If you already have an album in your collection, you can import your iTunes database and link it to your existing Music Collector database entries.

To link the files to an existing entry , follow the steps below:

1. Select the album you wish to link then click Link Selection to Existing Album

2. A search box will appear with the title of your album entered already
3. Click Search to filter the list
4. Click the correct result from the list, then click Select
5. After selecting the correct match from the list, you will then need to link the tracks
6. In most cases, the order should already be correct, if not, you can click and drag the tracks into the correct order
7. Once you are happy with the order, click Link Files to Album
8. Your iTunes album will then be linked to your Music Collector database, enabling you to play the album from Music Collector.

Import from CD Trustee

Transferring your data from CD Trustee to Music Collector

We don't want you to lose all your hard work on your CD database, so we have created a seamless way to transfer your CD Trustee database to Music Collector. Here's how to do it:

First, export your data from CD Trustee to a CSV file:

1. Download and install [the latest version of CD Trustee](#) (released April 2011)
2. Start CD Trustee and make sure **your** CD database is open.
3. From the menu, choose File / Export To Music Collector
4. Choose a filename and location for the exported CSV file and click Save.
5. The export will now start and will notify you when it's done.

On 64-bit Vista or Windows 7?

Then the above CD Trustee installer won't work for you. Please download and run [this special CD Trustee to Music Collector conversion tool](#) instead, and follow the instructions on screen.

Now import the CSV file into Music Collector:

1. Download and install [the trial edition of Music Collector](#).
2. Start Music Collector and click menu *File > New Database* to create a new, empty database.
3. Click menu *File > Save As* and choose a filename and location for your new Music Collector file.
4. Now click menu *File > Import From > CD Trustee* from the menu.
5. Click *Browse* and navigate to the CSV file you just exported from CD Trustee.
6. Click *Import* to start the import process.
7. A progress bar will show the progress of the import process. This may take a while as this will import all your data and will copy your cover images to the Music Collector.
8. When it's done, you will get a screen showing the number of imported albums.

Export to Text / CSV

Here's how you can export your collection to a text or CSV file:

- Click: *File > Export to > Text...*
- In the Export to Text screen, you can select the Sort Order (or use the Main Screen setting). You can also select the fields you want to export.
- Name your file and give it a location using the BROWSE button
- Click the Export button to export!




On macOS computers, the file will always save as a .txt file. You can change the extension of the file to .csv later if you'd like.

Creating a Backup

Automatic Database Backups

Music Collector automatically keeps multiple time-stamped backups of your database file

- The software keeps multiple time-stamped database backups, saved to your Backups folder as “backup of [yourdatabasename] – [timestamp]”.
- Use the “Number of Days” setting in Tools / Options / Backup to select how many days of backups you want to keep. Older files are automatically pruned.
- Use the Tools / Maintenance / Restore Database submenu to easily restore a backup. Restored backups are copied back to your Data folder as “[yourdatabasename] RESTORED”.

 The automatic database backups do not include your image files, it is just a backup of the database itself.

Creating an External Backup manually

Although Music Collector creates an immediate backup of your database file, it's advisable to create an external backup of your complete collection (including thumbnails and images), in case your computer catches a virus. Or worse.

To do this, copy the complete Music Collector folder (with it's subfolders) to an external hard disk, a USB stick or burn it to a CD-ROM or DVD.

Below are the default locations of the Folder that you need to backup:

Default location of the user folder used in Music Collector

Windows Vista, 7, 8 and 10: Documents/Music Collector



The *.MUC file contains all information on your collection, but not the images.

Printing a Simple List

To print a basic list, follow the steps below.

- Click menu *File* > *Print* to start.
- Top left, you can select which albums to print. If you wish to print all albums, leave it at **All Albums**. If you wish to print a selection you made, set it to **Selected Albums**
- Top right, under **Sort Order** is where you control in which order your albums will be printed, e.g. alphabetically by Title, or in Purchase Date order, you decide. Your choices here:
 - Have your list the same way your main screen is currently sorted by clicking “Use main screen setting”.
 - Or click “Custom setting for printing” and see that the “Sort Fields...” button is enabled. Use this button choose the fields you want your list to sort on (Title, Release Year, anything you want).
- Next, make sure that the selection on the left (under “Layout”) is set to **List**.
- Now you can use the **Columns** button to select the fields that you want to see as columns in your printed list.
This is the most important setting as it determines what your list will look like.
- Under List type, select **Single Long List**.
- Choose a **Report title** for this list (e.g. My Movie List). This title will appear on page one at the top of your list.

Export to Excel

Step 1: In Music Collector:

1. Use the menu *File > Export to > Text*.
2. Choose which fields you would like to export through the **Fields** button.
3. Click 'Browse' to define a location for your export.
4. Choose a filename for the export, and save as either **.txt** or **.csv**.

Step 2: In Excel:

1. Open the .csv or .txt file you saved.
2. Excel will place the fields properly into columns.



Note: You can not import changed data back into our software from Excel.

Warning: "Could not create file"

If you get this warning, please ensure you've specified a location for the export. So: Make sure you click 'Browse' from within the Export to File screen to define a location for the export.

CLZ Cloud / Core

- [Synchronize with CLZ Cloud](#)
- [How the CLZ Cloud works](#)
- [Linking your comics for CLZ Cloud](#)

Synchronize with CLZ Cloud

CLZ Cloud is an online service for storing and backing up your collection database in the cloud. It is also used to sync data between devices, e.g. from your Windows or Mac software to your app, but also between phones and tablets.

If you own multiple devices, e.g. a phone and tablet, you will need a CLZ Account so that you can sync data between your devices.

Syncing your collection with CLZ Cloud

Windows / Mac

1. Click on menu “*CLZ Cloud > Synchronize*” or click this button on the toolbar:
2. The program will now check if there are any changes that need to be synced up or down.
3. Click the “Sync Changes” button to process all changes.



✿ If you cancel the sync at any point, or the connection gets interrupted, you can restart the sync and it will continue where it stopped.

iOS / Android

1. Tap the menu top left and tap “Sync with CLZ Cloud”
2. The app will now check if there are any changes that need to be synced up or down.
3. Tap the “Sync Changes” button to process all changes.

✿ If you cancel the sync at any point, or the connection gets interrupted, you can restart the sync and it will continue where it stopped.

If you're getting any errors, please consult [the troubleshooter](#).

Uploading Images

Music Collector will try to upsync cover images for albums that don't already have a cover in the CLZ Cloud. The images are restricted to 500kb in size, if your images are larger than this, they won't be uploaded.

Images are only automatically upsynced to CLZ Cloud if:

- The image is below 500kb in size
- Your album is not linked
- We don't already have a cover for that album
- The cover we have is of lower quality

If we already have a cover for your album the default image from Core for Albums. That's why" it's important to link your albums":#linking-your-items to the correct album in Core for Albums (only possible on PC/Mac currently).

If you have a cover that you want to upsync to CLZ Cloud even though there's already one in CLZ Cloud you can do this using this method:

Manually Upload a Cover to CLZ Cloud

Windows/Mac

1. Edit the album
2. Click the "Images" tab and check the box for "Custom Image"

iOS/Android Mobile device

1. Select an album
2. Tap the pencil icon to edit the item.
3. Near the cover image check the box for "Custom Image"

How the CLZ Cloud works

CLZ Cloud is a free service for storing and backing up your collection database in the cloud. It is also the recommended way for syncing data between devices, e.g. from your Windows or Mac Music Collector to CLZ Music on iOS / Android, but also to sync between your mobile devices.

If you own multiple devices, e.g. iPad and iPhone, you will need a free CLZ Account with free CLZ Cloud service enabled so that you can sync data between your two devices.

Using the CLZ Cloud service is free for everyone, including desktop software owners, and owners of the mobile apps.

Linking your albums for CLZ Cloud

Linking your albums for syncing with CLZ Cloud

Before uploading your albums to CLZ Cloud from the Windows or Mac software, you can “link your albums”.

Music Collector, CLZ Cloud and Linking

Music Collector is built around our central online database: **Core for Music**. For the online user databases in CLZ Cloud, all factual album details (musicians, label, genre, format) and cover images are used and shown directly from *Core for Music*.

This factual album data is not stored per user. Instead, it is stored only once, inside Core for Music then linked to for every CLZ Cloud user that owns that album.

This factual data is not uploaded to CLZ Cloud when you sync your data from Music Collector. It only uploads your personal data fields like Collection Status, Purchase information, Notes, Rating, etc...), plus the link to the corresponding album entry in Core for Music (basically just the CLZ Music ID of the entry inside Core for Music).

So in order to see full album details and cover images in CLZ Cloud, it is essential that your local album entries are linked to the corresponding entries in Core for Music.

Without linking, your album entries will show up as simple Title entries, with just your personal data. No musicians, label, genre, format.

How to link your albums

If you have been using the Add Albums Automatically screen to catalog your albums, selecting and downloading the data from Core for Music, then most of your albums will already be linked.

You will only need to link the albums that you added manually.

To link your albums, click menu *CLZ Cloud > Link Albums* and let the program search for your albums in the Core for Music. Link whatever you can (no problem if you can't link a couple).

You can search all of them at once, or check the results and focus on each single album before linking it.

The advantages of the Linking with Core for Music and central shared data in Core for Music

*Automatic Updates: * When our content managers or other users update the album information in *Core for Music* (e.g. to add a better cover image, to improve data, or to fix a typo), you will immediately see those

changes in CLZ Cloud.

No need to “Update Albums Automatically”. Your collection in CLZ Cloud always automatically shows the latest version of the data and cover art.

It’s fast: Sharing the factual album data means that its retrieval can be optimized (e.g. by caching), resulting in a smooth experience when browsing your CLZ Cloud album collection. Also, syncing up from your desktop/mobile app v is very fast, because only your personal data and a single ID value needs to be uploaded to your CLZ Cloud.

It’s efficient: Shared factual album data is only stored once, which means our servers are not clogged by duplicate copies of data and images (that are all the same for every user). This also makes it possible for our systems to make daily backups of your album collection data.

What if an album is not in Core for Music?

This shouldn’t happen too often, but here’s what you can do to handle this situation and at the same time help us improve Core for Music:

Good to know: You **can** upload and keep unlinked albums in your CLZ Cloud. Unlinked items will show up online with just some basic information and will include your personal data, including the cover image that you may have added yourself to the unlinked album.

TIP: For albums not available in our central database, make sure to include the barcode in your unlinked entry, so that our Content Team can spot popular “un-linked” albums and add them to the central database. As soon as they do, your entry will automatically become a full entry with all album information.

Also, if you **do** have full information for that album you can right click it in your collection and report it to Core to add/make correction in Core for Music.

Report / Submit to Core

Music Collector is built around the our central online database: **Core for Music**. It's the central online database that is searched when you use the Add Automatically screen in Music Collector, and the central online database that is used to display all kinds of shared information in your CLZ Cloud.

Our content managers work on Core for Music every workday here to keep Core up to date with the latest albums and their musicians, label, genre, format.

Of course, it can and will happen that we're missing some details for your albums here and there. It might also happen we don't have your album at all.

For this we created a Report / Submit to Core option in Music Collector.

Submit an album directly from Music Collector

1. Select any album in your collection and click menu "*CLZ Cloud > Submit Album to Core*".
2. Music Collector will grab your album and upload it to Core for Music.
3. Your webbrowser will open up Core for Music and ask you to login with your CLZ Account
4. You can compare your submitted data to the data that is stored in Core for Music
5. **Important:** After you're done with the repairs you wish to make in Core for Music, click the **green "Submit Changes" button**, bottom left of the page.



The "*Submit to Core*" button can also be found in the right click menu (when you right click an album and also inside the "Edit Album" screen).

Report a missing album

If you try to search an album automatically with the Add Automatically screen, but Core for Music doesn't have it, you will be prompted to report the missing album to core.

Reference

CLZ Music Mobile App

- [Sync with CLZ Cloud](#)
- [Exporting with Wi-Fi / USB](#)
- [CLZ Movies for iOS](#)
- [CLZ Movies for Android](#)

Sync with CLZ Cloud

You can sync your collection from your Windows / Mac computer to CLZ Music for iPhone / iPad / Android via CLZ Cloud.

Instructions can be found in our CLZ Music manual:

- [I have an iPhone / iPad](#)
- [I have an Android mobile device](#)

Exporting with Wi-Fi / USB



We do not recommend using WiFi or USB export from Music Collector, we recommend using [CLZ Cloud syncing](#).

You can sync your collection from your Windows / Mac computer to CLZ Music for iPhone / iPad / Android via your home WiFi network, or by creating a file and putting that file on your mobile device (USB).

Instructions can be found in our CLZ Music manual:

- [I have an iPhone / iPad](#)
- [I have an Android mobile device](#)

CLZ Music for iOS

Please find all instructions on how to export your music collection to your iPhone / iPad (and everything else regarding CLZ Music) on our dedicated manual page:

- [Manual for CLZ Music for iOS](#)

CLZ Music for Android

Please find all instructions on how to export your music collection to your Android device (and everything else regarding CLZ Music) on our dedicated manual page:

- [Manual for CLZ Music for Android](#)

Subscriptions and Updates

- [Subscriptions](#)
- [Unlocking the software](#)
- [Updating your software](#)
- [About Update Plans / Service Plans](#)

Subscriptions

The Collector desktop software is subscription software.

The subscription fee includes:

- all software updates
- 2nd line customer support
- access to the following CLZ online services:
 - the CLZ Core online database (to get automatic details and cover images)
 - the CLZ Cloud storage (for backups, sharing and syncing to other devices)
 - the Find Cover Online service

A subscription can be used on ONE PC or Mac.

(for a multiple computer solution, consider our Connect web-based software)

Subscriptions can be purchased / renewed through the [secure CLZ shop at shop.clz.com](https://shop.clz.com).

Two payment options are available:

- Pay monthly, for US \$2.95 per month (auto-renewing)
- Pay yearly, for US \$29.95 per year

Unlocking the software

Here's how to install and unlock your software:

Installing the software

(if you are already running the trial edition, you can skip these steps)

1. Download the full installer from your account at my.clz.com.
After downloading, run the installer to install the program on your computer.
2. Start the program:
On Windows: Choose Start / Programs / Collectorz.com, then select the program icon.
On macOS: Open your Applications folder and click the program icon.

Unlocking the software

Here's how to unlock the trial edition into the full software:

1. Start your Collectorz.com program.
2. A 'Trial Edition' screen will appear.
3. At the bottom of this screen, click the Unlock Software button.
Alternatively, if you have already clicked Continue, choose Unlock Software from the Buy menu.
4. The My CLZ Account screen will open.
At the top of the screen, enter your CLZ Username (or email address) and your CLZ Password, then click the Login button. Note: you do not need to enter your license key!
5. The program will now connect to the Collectorz.com server to validate your License and Subscription.
6. That's it. Your software has now been unlocked for use and you're all set!



Don't remember the password of your CLZ Account?
You can request a new password on the my.clz.com website.

Can't find the Unlock option?

If you don't get the Trial Edition screen or don't see a Buy menu, that probably means your software is already unlocked. To verify this, click on menu "*Tools > My CLZ Account*".

Does this mean that I always need to be online to use the software?

No, you can still use the software without being online. The program only needs to be online **once**, to let it validate your License and the expiry date of your Subscription.

When that's done and you restart the program later, it will **try** to get the latest License info, Expiry Date and

Latest Version from our server. This way it can automatically detect changes, e.g. if your Subscription was renewed/extended. This is also used to notify you of a newer version being available.

If at startup, your computer is **not online**, the program will stick to the License, Expiry Date and Latest Version Number that was downloaded last time it was able to do an online check. So if you're not online after the initial check, your program will behave as normal.

What data is being sent when the program connects to CLZ servers?

When the program connects to get the License, Expiry Date and Latest Version Number, it only sends the information the server needs to return the correct data:

- Product (which program you're using)
- Platform (Windows or macOS)
- your CLZ Username and Password (both encrypted)
- your current version number.

Updating your software

Our programs for Windows and macOS are under continuous development and new software versions are being released on a regular basis. These new versions bring new features, improvements to existing functionality, bug fixes, compatibility updates and security updates.

We recommend to always use the latest version of your software!

Here's how to update to the latest version:

- for Windows: start your existing software, then from the menu choose "*Help > Check for Update...*"
- for macOS: start your existing software, then from the menu choose "*Music Collector > Check for Updates...*"

Valid Subscription required!

Important: To update your software you need a valid Subscription.

If your Subscription has expired, you need to renew it first, through the [secure CLZ shop at shop.clz.com](https://shop.clz.com).

About Update Plans / Service Plans

Subscriptions for the desktop software were previously called “Update Plans” or “Service Plans”.

On Feb 12, 2019 the desktop software has become subscription software, and the new “Subscriptions” replaced the old “Update Plans” / “Service Plans”

For **new** customers, who purchased **after** Feb 12, 2019, a Subscription is necessary to access the following CLZ services:

- the CLZ Core online database (to get information and images)
- the CLZ Cloud storage (for backups, sharing and syncing to other devices)
- the Find Cover Online service
- software updates (new features, improvements and maintenance builds)
- second line tech support

Grandfathering of the old policy

Don't worry: if your original Update Plan was started **before** Feb 12, 2019, you will be “grandfathered” on the old policy. In that case, your Core, Cloud and Find Cover functionality will always keep working, whether you have an active subscription or not.

Still you **do** need an active Subscription to get access to:

- Software updates
- 2nd line customer support.
- any new “premium” CLZ online services introduced after Feb 12, 2019, for example:
 - Getting IMDb Rating and Votes and Adding Movies from IMDb, in Movie Collector
 - Getting comic pricing from GoCollect, in Comic Collector
 - Adding Hardware from Core and Adding Games by Platform, in Game Collector

Also, by keeping your Subscription active, you are supporting the development and maintenance of the CLZ online services (Core, Cloud, Find Cover, etc..).

Troubleshooting

- [Connection problems](#)
- [Export to CLZ Music: "Device not found"](#)
- [CLZ Cloud Sync problems](#)
- [Warnings and Error Messages](#)
- [Error during installation / updating](#)

Connection problems

If you have any kind of connection problems (e.g. no results in the Add Automatically screen), your best bet is to take a look at your firewall and/or router.

- [Possible issues](#)
- [Things you can try](#)
- [Still having connection issues](#)

Possible issues:

Music Collector can't connect after first install on a new computer:

Please check your firewall/router using the information under "[Things you can try](#)".

Music Collector couldn't connect after I updated it to a new version (it worked before):

Firewalls can not detect program version changes. This means that if a program has changed after updating it to a new version, you may need to tell the firewall to allow it access **again** – even if you had already done so.

Music Collector can't connect, but my other Collectorz.com software can:

Note that Firewalls can block **per program** so it doesn't matter to your Firewall if any Collectorz.com software works, but Music Collector doesn't. Please check your firewall/router using the information under "[Things you can try](#)".

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About Firewalls and Routers in general:

A firewall is software on your computer which can prevent that programs access the Internet. Firewalls can block per program, so even if you can visit websites, Music Collector may still be blocked.

A (wireless) router is a device that gives you a (often wireless) Internet connection for your PC or Mac. They usually have built in Firewalls that can block software from making a connection to the Internet. .

There are many different Firewall programs. Most of Firewalls nowadays come integrated in what is called "Internet Security" software. Such software contains antivirus software, anti spam programs, and firewall software, all-in-one. Well known packages are : Norton Internet Security, McAfee, Zone Alarm, Kaspersky, Etrust and Panda. All of these packages come in different versions (with different features/or they're older/newer versions).

It's important that you change their settings to allow Collectorz.com software onto the Internet.

It's important to know that firewalls can block each program on your computer separately, not just websites

you are trying to access. This means that if you allow Music Collector access but not a different Collectorz.com program, the first will work and the second won't.

It's also possible that your web-browser is allowed Internet access by default, which is why that does work, even when Music Collector does not.

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Things you can try:

- Check that your computer is online. Start your web browser and enter a web address like `www.google.com`
- Music Collector has a built-in button to Check the Connection, you can find it top right of the Add Automatically screen. It's a "signal" icon. When you click on it, the message should read 'Connection OK'. If the message indicates 'No connection is allowed', check your firewall settings.
- Check your firewall, it should not be blocking Music Collector from accessing the Internet. This can occur especially after installing a new version of your Music Collector. In that case, change your firewall configuration to allow Internet access again.
- Get your firewall to ask for new rules for Music Collector by removing its reference in the program list of your firewall. Once done, start up your Music Collector, which should make the firewall prompt you to set a new rule.
- Disable your firewall. If that doesn't help, uninstall it. Some firewalls are known to interfere with Internet access even when they are disabled.
- Check that you have no invalid proxy settings. To check these settings, select Tools | Options on the menu, then select the 'Check for Update' tab, and press the 'Proxy Info' button. Clear all fields in the Proxy Settings screen.

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Still having connection issues:

If none of the above helped you locate and fix the problem, the best thing to try is contact the developer of your Firewall/Router or the company you bought the PC/Mac to see if they can send you instructions on how to allow a program like Music Collector to be allowed full connection to the Internet.

Export to CLZ Music: “Device not found”

If you can't find your mobile device running CLZ Music using the “File > Export to > CLZ Mobile” with WiFi, there's a few possible causes you can check to making it work:

Contents

1. [Make sure you have Bonjour installed](#)
2. [CLZ Music is not on the import page](#)
3. [Your WiFi may be disabled or automatically disconnected](#)
4. [Firewall software is blocking the connection](#)
5. [WiFi Router problems](#)
6. [Device is not on the same “subnet” as your computer](#)
7. [Alternatives to WiFi export](#)

1. Make sure you have Bonjour installed

If you have Windows and you want to export to CLZ Music, you need to have “Bonjour” installed in order for your Windows computer to talk with CLZ Music. The program basically connects CLZ Music to Music Collector

- If you have iTunes installed on your computer, you have Bonjour installed too.
- If you don't know if you have Bonjour installed, please [download Bonjour](#) and install it, then try exporting via WiFi again.

You can also try to restart Bonjour if you're on Windows:

1. Click the “Start” button located at the bottom of the desktop screen and type “Services” in the search field above the Start button.
2. Click the “Services” tab in the Programs section of the pop-up menu to run the Services tool.
3. Right-click on “Bonjour Service” and select “Restart” on the shortcut menu.

If you're on Mac, you don't have to try to restart Bonjour.

2. CLZ Music is not on the import page

Make sure CLZ Music app is actually on the import page. To reach the import page:

- Tap the menu, then “Maintenance”, then “Old Import from Music Collector”

Unstable WiFi connection: Move closer to your WiFi access point.

3. Your WiFi may be disabled or automatically disconnected

After a few minutes your mobile device could become idle and disable its WiFi automatically). To fix this, go to your mobile device preferences screen and in “General” or “Wifi” “Settings” switch off “Auto Lock” – or something similar that locks your device after a few seconds (or even minutes).

4. Firewall software is blocking the connection

Make sure that your Collectorz.com software is allowed to connect “through” your firewall. Any new (updated) version of Music Collector can actually cause your firewall to start blocking the connection.

Try switching off all firewalls, and be sure not to forget the Windows firewall. Also disable Windows Defender if you are on Vista, Windows 7 or Windows 8

5. WiFi Router problems

If the above suggestions didn't do anything for you the problem is most likely caused by your router.

First, try powercycling the router (disconnect it from power, wait 10 seconds, then reconnect).

If that doesn't help, check if the manufacturer has any firmware updates available for your router. Updating the firmware to the latest version could also resolve connection problems.

Please keep in mind that any new (updated) version of Music Collector can actually cause your router (or router's internal firewall) to start blocking the connection.

6. Device is not on the same “subnet” as your computer

The device (iOS/Android) needs to be on the same home network, and the same subnet as your computer. To find out if they are, follow the steps below:

iPhone, iPod touch, iPad

1. On your iPhone or iPod touch go to Settings
2. Choose Wi-Fi
3. There you see your network with a check in front of it, tap on the blue arrow on the right
4. On this screen you see your IP Address and the subnet Mask of your device

Android

1. On your Android go to Settings
2. Choose Wi-Fi Settings
3. There you see your network (where it says “Connected”), tap it once
4. On this popup or screen you will see your IP Address.

Windows:

1. On your computer, press Windows Key + R (Or go to start, choose run)
2. Typ "cmd /k ipconfig /all"
3. On this screen you see your IP Address and the subnet Mask of your computer

Mac OS X:

1. On your Mac, click the Apple logo top left of your screen and select "System Preferences"
2. Click on the Network icon.
3. Select your Internet Connection from the list. You have to be sure which one you are using
4. Click "Advanced"
5. Select the TCP/IP tab
6. On this screen you see your IP Address and the subnet Mask of your Mac

Comparing the address/subnet of iOS/Android versus the address/subnet of Windows/Mac

The IP address of your device and computer should almost be the same. Your IP address will consist of 4 groups of numbers. Example:

Computer IP address: **192.168.1*.102** and mobile device IP address: 192.168.1*.108

As long as the first 3 groups of numbers (in this case "192.168.1") are the same, you can assume you are on the same network. If this is not the case, your mobile device is on a different network than your computer! Fix this and the WiFi export should start working.

7. Alternatives to WiFi export

Alternatively to WiFi export you can use:

- Export to File (it's located in the same screen). Then put the file on your mobile device and import like that.
- Recommended: Sync via CLZ Cloud

When refreshing the device list, I get “Unable to initialize Bonjour”.

We suggest that you use [CLZ Cloud syncing](#) when you want to send your collection to your mobile app.

If you do not want this, then please check out [this troubleshooter for “Direct Export”](#).

CLZ Cloud Sync problems

Pick the item you wish to know more about:

- [Different number of movies in desktop, cloud and app](#)
- [Error: Database synced with different CLZ Account](#)
- [Error: Cleared collection in CLZ Cloud](#)
- [Error: Different database than the one in CLZ Cloud](#)
- [Errors in Sync Report](#)
- [SYNC FAILED: The old CLZ Cloud Sync system has been discontinued](#)

Different number of albums in desktop, cloud and app

In some rare situations, your desktop, cloud and mobile app database can get “out-of-sync”, causing a different number of albums to be listed.

The solution is simple, but may take some time. In short:

1. **Clear** your CLZ Cloud.
2. Upload your most up-to-date database **to** the CLZ Cloud
3. On all OTHER computers and mobile devices: **re-download** the data **from** the CLZ Cloud

Step 1: Clear your CLZ Cloud

1. Go to your [CLZ Cloud page](#) and **log in**.
2. Click the menu button top left and choose Maintenance, then “Clear Database”

Step 2: Upload your most up-to-date database to the CLZ Cloud

Open the desktop program or mobile app that has your **most up-to-date database** and use **Sync with CLZ Cloud** to upload that database to the CLZ Cloud.

For most users, we recommend uploading from the desktop software, as that is most likely to have the most complete copy of your database.

Step 3. On all OTHER computers and mobile devices: re-download the data from the CLZ Cloud

Do the following on all your OTHER devices and computers to download the new CLZ Cloud data:

In the CLZ mobile apps:

- tap the menu top left, and choose “**Clear Database**”.
- tap the menu top left and choose “Sync with CLZ Cloud”

In the desktop software:

- use File / New Database to start a new database, save it under a NEW filename.
- choose Synchronize from the CLZ Cloud menu.

Error: Database synced with different CLZ Account

The database you're trying to sync with CLZ Cloud has been synced before, but to a **different** CLZ Account. This can happen if you have more than one CLZ Account with us.

Solution 1: Login with the correct CLZ Account

Windows / Mac desktop software

1. Close the "Synchronize with CLZ Cloud" screen.
2. Click menu "**Tools > My CLZ Account**".
3. Login with the correct CLZ Account that you previously used to sync this specific database with.

iOS / Android mobile device

1. Close the sync screen.
2. Go to the settings of the mobile app.
3. Open CLZ Account login details and login with the correct CLZ Account that you previously used to sync this specific database with.

Solution 2: Clear your CLZ Cloud data

Alternatively to solution 1, you could also clear the database out of the CLZ Cloud and then perform the sync once again. Here's how:

1. Go to your [CLZ Cloud page](#) and **log in**.
2. Click the menu button top left and choose "Clear Database"
3. Go back to your mobile app and try syncing once again.

Error: Cleared collection in CLZ Cloud

It seems you cleared your collection in CLZ Cloud, meaning you have logged into your CLZ Cloud and used the red button named **“Remove all albums from database”**.

You will be presented with the option to “Upload this database” meaning you are about to upload your entire albums database from your local computer or mobile device up into CLZ Cloud.

If you would like to continue you need to **“Upload this database”**.

Error: Different database than the one in CLZ Cloud

The database you're trying to sync with CLZ Cloud is a completely different one than we have in the CLZ Cloud. Perhaps you have opened a different database file?

Solution 1: Open the correct database

Open the same database that we have in [CLZ Cloud](#) for you. To verify, login to [CLZ Cloud](#) and check which database is in there.

1. Close the "Synchronize with CLZ Cloud" screen.
2. Click menu "**File > Open Database**".
3. Open the database that is the same as the one in the CLZ Cloud.
4. Try syncing again.

Solution 2: Clear your CLZ Cloud data

It could happen that you do not have that same database anymore, or for any reason at all you now wish to sync this database you have in front of you instead of the one in CLZ Cloud.

So, alternatively to solution 1, you could also clear the database out of the CLZ Cloud and then perform the sync once again. Here's how:

1. Go to your [CLZ Cloud page](#) and **log in**.
2. Click the menu button top left and choose "Clear Database"
3. Go back to your the program/app and try syncing once again.

Errors in Sync Report

It can happen that something goes wrong during sync. If that happens, you will be notified, and you can check here what the error means:

- [Error downloading/uploading cover](#)
- [Other Messages](#)
- [Clear database in CLZ Cloud](#)

Error downloading/uploading cover:

A cover (or more than 1 cover) didn't download or upload correctly.
Restart the CLZ Cloud sync to try again!

“Error Uploading cover” keeps coming back

If you keep getting the **error uploading** for the same cover every time you sync, and you have a stable internet connection, it could be that the cover image is corrupt.

Find the actual cover for that album on your PC/Mac or iOS/Android mobile device and see if it's actually there:

- If the image seems bad, remove the image and add a new image to the album
- If it seems fine and it keeps failing, it might be too big or corrupt (but you can't actually see it's corrupt). Try to remove the image and add a new image to the album.

Other messages:

If you get any error messages, restarting the CLZ Cloud sync will usually do the trick, so always try that first!

This database was exported directly from Music Collector and can not be synced with CLZ Cloud.

To enable CLZ Cloud 2.0 syncing please empty your database on your mobile device first using “**Settings > Empty Database**”.

There are no changes to be synchronized with CLZ Cloud.

No changes were found between your local database and your database in CLZ Cloud.

If, however, you are sure it should be syncing, you could opt to clear your DB in CLZ Cloud (this forces an upsync from any device/pc up into the CLZ Cloud).

Clear database in CLZ Cloud

Here's how you can, if you want, clear your database in CLZ Cloud:

1. Go to your [CLZ Cloud page](#) and **log in**.
2. Click the menu button top left and choose “Clear Database”
3. Now try syncing once again. .

SYNC FAILED: The old CLZ Cloud Sync system has been discontinued

Since July 1, 2017, the old CLZ Cloud Syncing system has been discontinued. You now need Music Collector version 15 or later to sync with the CLZ Cloud.

If you are running into the above “SYNC FAILED” error, that means you will have to upgrade your Music Collector software to the latest version.

You can [purchase the upgrade in our CLZ Shop](#).

Why has the old CLZ Cloud syncing been discontinued?

In April 2015, with version 15 of our Music Collector software, we introduced our **new** CLZ Cloud Syncing 2.0 system, which is easier to use, faster, more efficient and better capable of syncing large collections. In the meantime, most users have moved to the new system and are enjoying simpler and faster cloud syncing.

However, a considerable group of pre-v15 users was still using the old-skool syncing. This was causing a disproportionately high load on our servers, causing regular performance problems, also for users who paid to upgrade to the **new** system.

On top of that, it was becoming harder and harder to keep the old syncing system up-and-running, slowing down our development in other areas.

All in all, this has led to the decision to discontinue the **old** CLZ Cloud Syncing method.

CLZ Cloud is here to stay!

Don't worry, the CLZ Cloud itself is not being discontinued. It is the center of all our cataloging tools, so it is here to stay, and still completely free.

It is only the old cloud **Syncing System** that is being discontinued. So to keep syncing with the CLZ Cloud, you need a software version that uses the **new** syncing system. For the desktop version of Music Collector, that means v15 or newer.

Do I also need to update my CLZ Music mobile app?

Yes, for the CLZ Music you also need a version that supports the **new** syncing method, which means CLZ Music version 3 or later. However, since updates for the mobile apps are free, it is likely that you are already running the latest version there.

Warnings and Error Messages

- [“Failed to open database. Your license key is already in use”.](#)

“Failed to open database. Your license key is already in use”.

The most common reason this message can appear is if you have copied your data from one computer to another recently. It can also happen if the program wasn't closed correctly.

Here's what to do:

1. Close down the program.
2. Open the location of your database file (usually Documents > Music Collector)
3. Find the file that has the same name as the database, but with an extension ending in “lck”
4. It is called “YOURDATABASE.muclick
5. Remove that file!
6. Now start up the program again, the warning message should no longer come up.

The other reason the warning can come up is if are trying to open the same database from more than one computer (concurrently) over a network using one and the same license key. This is not allowed, and you will in this case require additional licenses which you can purchase via our online shop.

Error during installation / updating

If you've received an error during a fresh installation or updating Music Collector, you may be able to find a solution below:

- [MoveFile failed; code 183](#)
- [System Error. Code: 2. The system cannot find the file specified](#)
- [System Error. Code: 5. Access is denied](#)
- [Cannot open file: jquery.code.v2.js" The system could not find the path specified](#)
- [After updating I get "Call to OS Function Failed" or "Cannot Create..." error](#)

MoveFile failed; code 183



An error occurred while trying to rename a file in the destination directory: MoveFile failed; code 183. Cannot create a file when that file already exists.

The above error can be caused by **an older version of Malwarebytes** ransomware protection. It is blocking the update and then removes the executable that is needed to run Music Collector.

If you do not have Malwarebytes, you can still try the solution below:

Quick solution:

The quickest solution for now is to download a new installer from [your CLZ Account](#) and reinstall.

For the future:

Make sure you've downloaded the latest version of Malwarebytes. The problem and blockade should not happen in the latest version of Malwarebytes!

Don't have Malwarebytes?

1. Download a new installer from [your CLZ Account](#) and save it to your computer.
2. Right click the installer and click "Run as administrator"

System Error. Code: 2. The system cannot find the file specified

This error usually pops up when Music Collector doesn't have enough rights to access certain files, however it can also happen if you use some kind of data sync program such as Google Drive, OneDrive, iDrive or something similar.

It might be a “rights” problem

To try and fix this problem please reinstall { software with Admin Rights. Here's what to do:

1. Download your Collectorz software again from your [CLZ Account page](#).
2. Click the download button for your platform and download the version you're entitled to, save it to your computer (do not run the installer).
3. Right click on the downloaded installer, and select 'Run as Administrator'.
4. This will install the program with Administrative rights.
5. Now launch the program and see if the problem has been resolved.

Google Drive, OneDrive, Dropbox is in the way

If you use Google Drive, OneDrive, Dropbox or something similar, try and **exclude the Music Collector folder in Documents** from syncing with Google Drive (or similar).

System Error. Code: 5. Access is denied

This error usually indicates the (older version of the) program was still open at some point while installing or downloading. It can also mean Google Drive, OneDrive, Dropbox or other software is currently taking a folder or file that Music Collector uses “hostage”. Here are some things you can try:

Google Drive, OneDrive, Dropbox is in the way

If you use Google Drive, OneDrive, Dropbox or something similar, try and **exclude the Music Collector folder in Documents** from syncing with Google Drive (or similar).

The older version was still open while installing

If this was the case (this may have happened without you noticing), the fix is to uninstall the current version of the software and then re-install using the instructions below.

1. Shut down the computer.
This is essential as it will close any open Music Collector instances.
2. Start the computer again.
3. Uninstall the program by clicking Start (Windows button) > Collectorz.com > Uninstall Music Collector
4. Reinstall the program from your [My CLZ page](#)

The above steps will not affect your database, your database will just open normally after uninstalling and reinstalling the program.

Cannot open file: jquery.code.v2.js” The system could not find the path specified



Cannot open file: “C:\Program Files (x86)\Collectorz.com\Movie Collector\Templates\V18\jquery.code.v2.js”. The system could not find the path specified

If you're getting this error message, it likely means the latest installation or update wasn't able to install the jquery file correctly. Here's what to do:

1. Close the program.
2. Restart the computer (do not skip this step please!!!)
3. Go to this folder:
C:\Program Files (x86)\Collectorz.com\Music Collector\
4. Rename the folder called “Templates” to “Templates OLD”.
5. Reinstall your program by [redownloading it your CLZ Account](#).

After updating I get “Call to OS Function Failed” or “Cannot Create...” error

It sometimes happens that errors like these pop up after updating the software or after upgrading your Windows on your computer.

- Call to an OS Function Failed
- Cannot create “filename.xml” (or something similar)

If this happens to you, there are a couple things you can try:

1. Restart your computer and restart the program

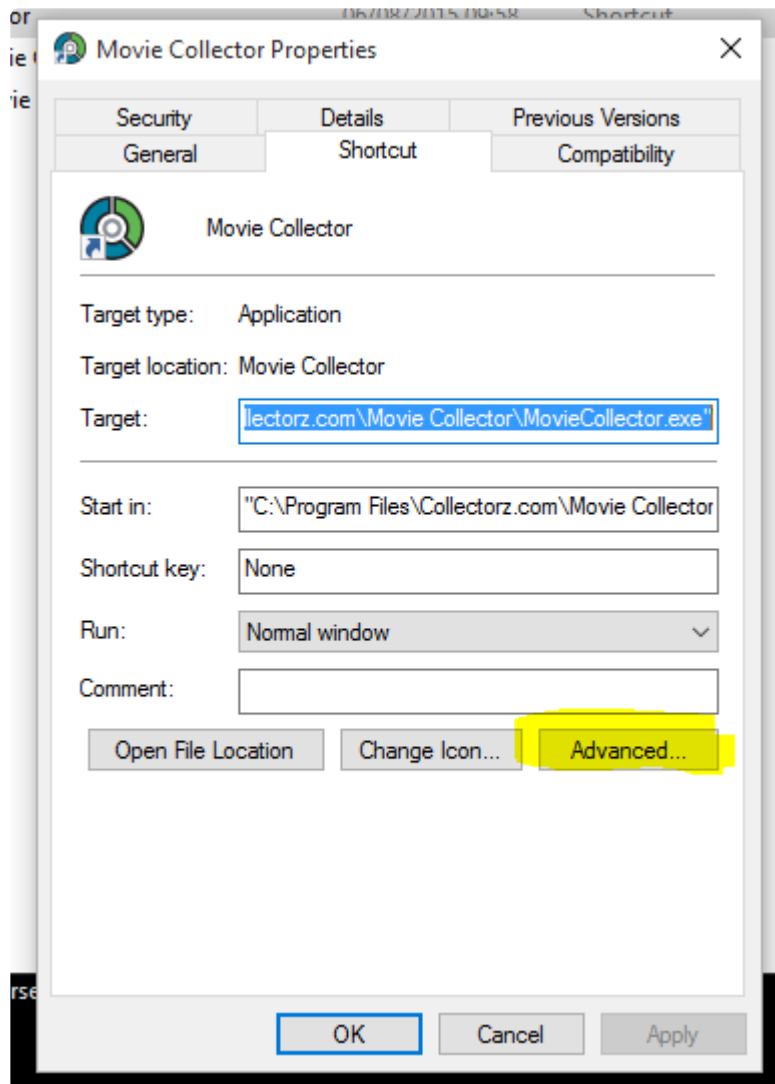
Sounds simple, but does help sometimes.

2. Reinstall the program “As an Administrator”

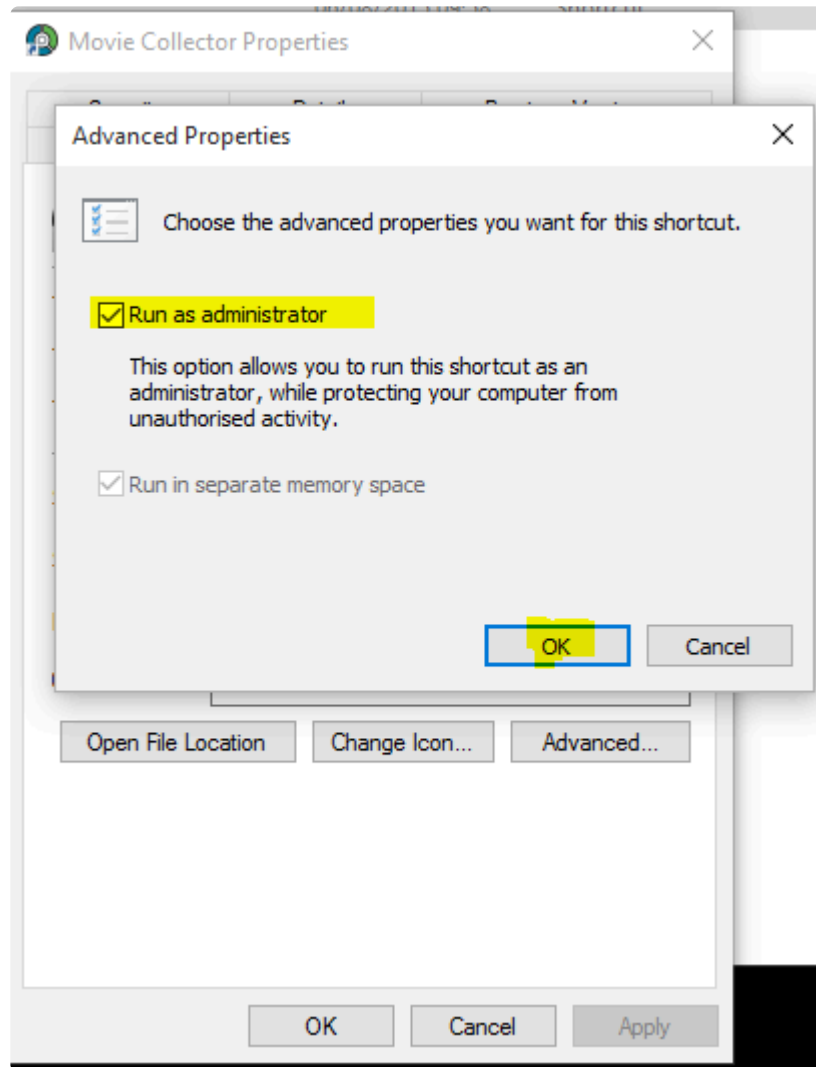
1. Download your Collectorz software again from your [CLZ Account page](#).
2. Click the download button for your platform and download the version you’re entitled to, save it to your computer (do not run the installer).
3. Right click on the downloaded installer, and select ‘Run as Administrator’.
4. This will install the program with Administrative rights.
5. Now launch the program and see if the problem has been resolved.

3. Run the program “As an Administrator”

1. Close the program if it’s open.
2. Right click the shortcut to your Collectorz program and then select “Properties”.
3. Click the Shortcut tab.
4. There, click the Advanced button:



- Tick the “Run as Administrator” box:



- Click OK and you're done.

4. Check the folder mentioned in the error to see if it is “Read Only” or “Hidden”

1. The “Cannot create..” error usually mentions a filepath. Take note of this filepath.
2. Go to the folder of that file, right click it and select “Properties”.
3. Make sure the folder is not “Read Only” – and make sure it is not “Hidden”. (checkboxes can be found there).

Frequently Asked Questions

- [Your database and images](#)
- [License / Service Plan questions](#)
- [Syncing with CLZ Cloud / Connect](#)

Your database and images

- [My artists are not sorted correctly?](#)
- [Some artists are duplicated / split up?](#)
- [Download from CLZ Cloud is disabled: "Upload New Fields First"](#)
- [How do I transfer the program, my database and images to another computer?](#)
- [I do not see my data any more.](#)
- [I do not see my images anymore.](#)
- [Can I change the field value for multiple items in one go?](#)
- [Move all userdata and images to a new location](#)

My artists are not sorted correctly?

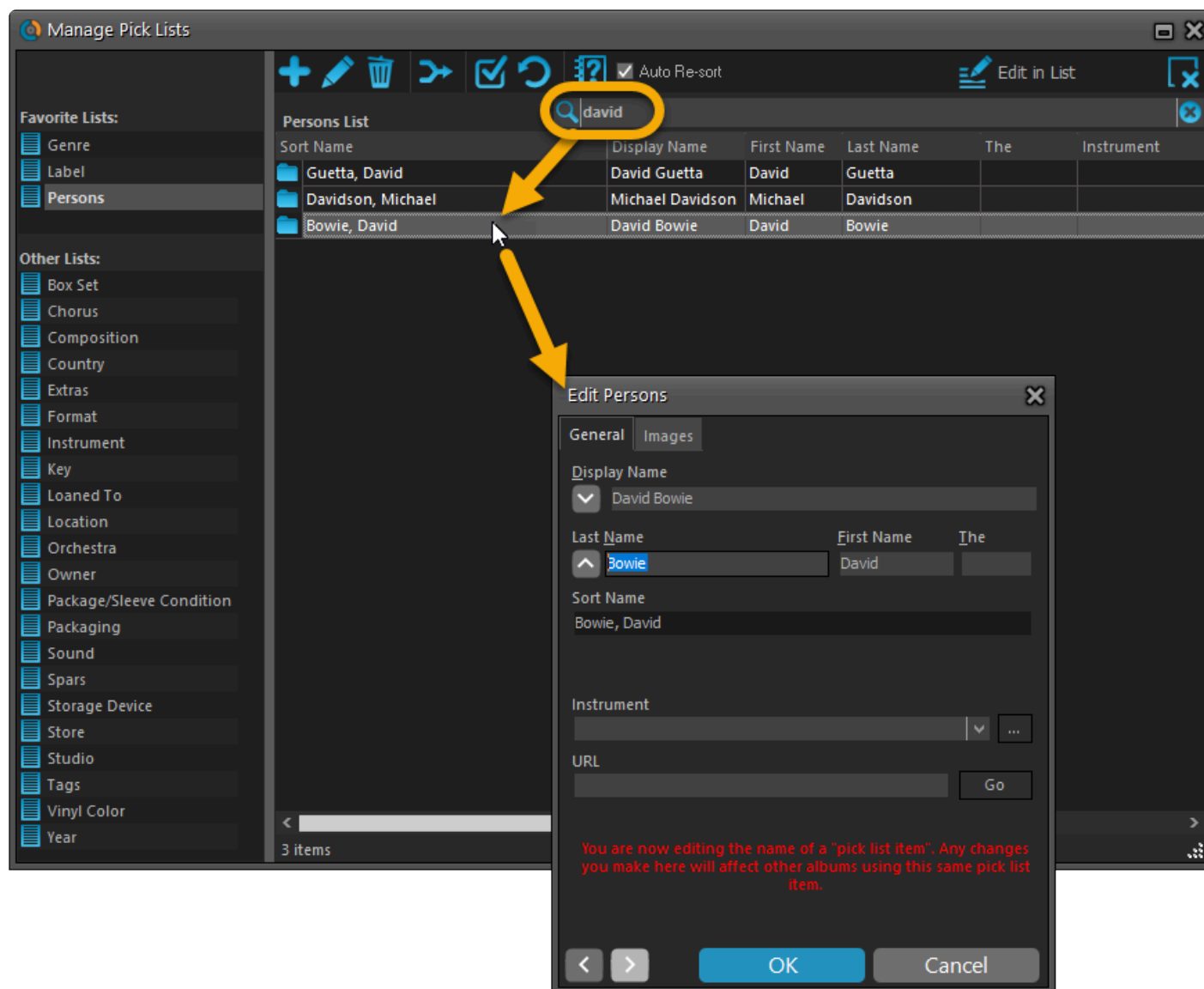
If you find that your artist list is not sorted correctly, that is most likely to be caused by incorrect artist **sort names**.

The easiest way to check and correct artist sort names is through the Manage Pick Lists screen.

To open that screen, click menu *Edit*, then choose *Manage Pick Lists*.

On the left side, click “*Persons*”. That will show you your complete Artist list, with Sort Names, Display Names and more.

1. Double click on an artist to edit it
2. Now fill in the **Last Name** and **First Name** fields accordingly
3. The sort name will be generated automatically based on the Last Name and First Name fields
4. Verify the sort name field is now correctly filled in



✿ Use the special Sort Name options in the “*Tools > Options > Sorting / AutoCap / Index*” screen if you prefer to **show Sort Names** for persons everywhere (makes your sorted list a bit easier on the eye), or if you want to **ignore Sort Names** altogether (that is, you prefer to sort by first names).

If you are having any other sort issues, please find our complete manual on sorting here:

[Sorting your collection](#)

Some artists are duplicated / split up?

Sometimes you may find that some artists folders have duplicated, with their album list split up between two separate folders for the same artist.

This may happen when different albums in our Core had slightly different spellings of the artist name.

Luckily, this duplicate artist problem can be resolved easily by **merging** the entries through the Manage Pick Lists screen.

To open that screen, click menu *Edit*, then choose *Manage Pick Lists*.

On the left side, click "*Persons*". That will show you your complete artist list, with Sort Names, Display Names and more.

Now:

- Find the duplicate artists using the search box top right
- **Select** the duplicate artists (hold CTRL and click them)
- Finally, **right click on the selection** and go to "*Merge Selected To*", and select the artist entry you want to merge to, that is, the one you want to keep.
(in most cases, that would be the one that lists the most albums)

Manage Pick Lists

Favorite Lists:

- Genre
- Label
- Persons

Other Lists:

- Album Lookup1
- Box Set
- Chorus
- Composition
- Country
- Extras
- Format
- Instrument
- Key
- Loaned To
- Location
- Orchestra
- Owner
- Package/Sleeve Condition
- Packaging
- Sound
- Spars
- Storage Device

Persons List

Search: bennett

Sort Name	Display Name	First Name	Last Name	The	In...	URL	Used	ID
Bennett, Tony	Tony Bennett	Tony	Bennett				17	115810
Tony, Bennett	Bennett Tony	Bennett	Tony				0	170818

Actions:

- Add Item
- Edit Item
- Remove Selected Items
- Merge Selected To
 - Bennett Tony (0)
 - Tony Bennett (17)
- Generate Display Name from Name Parts
- Generate Name Parts from Display Name

2 items

Download from CLZ Cloud is disabled: “Upload New Fields First”

To get rid of this message in Music Collector, you need to upload to CLZ Cloud first:

1. Open the CLZ Cloud sync screen in Music Collector via menu “CLZ Cloud > Synchronize”
2. Click “Upload to CLZ Cloud”
3. Uncheck all Removals, Additions and Updates (so you have “0 out of 0” on all three).
4. Click “Upload to CLZ Cloud”

After uploading to CLZ Cloud following the steps above, the “Download From CLZ Cloud” will be enabled again.

How do I transfer the program, my database and images to another computer?

I'm transferring my program, data and images from...

- [Windows to Windows](#)
- [macOS to macOS](#)
- [macOS to Windows](#)

Windows to Windows

Follow the steps below to transfer your program, your database and your images from the old computer to the new computer.

1. Install Music Collector on the new computer

- Download your latest version of Music Collector from your [My CLZ account](#).
- Install Music Collector on the new computer.
- Unlock Music Collector with your My CLZ username and password.

2. Copy the “Music Collector” folder in “Documents” to your new computer

You need to copy the Music Collector folder from your Documents folder on the old computer to the Documents folder on the new computer.

- **Important:** Old computer: Close Music Collector if it's open.
- Old computer: Go to your “Documents” folder and find a folder called “Music Collector”.
- Copy this folder to a USB stick, or burn it to a CD, or transfer it over your Network to your new computer.

! If you have saved your Music Collector database file (*.MUC) somewhere else, you need to find and copy it separately.
You will be looking for a file with the extension: *.MUC

3. Place the “Music Collector” folder in “Documents” on your new computer

- **Important:** New computer: Close Music Collector if it's open.
- Go to your “Documents” folder and place the copied “Music Collector” folder here.
(also place your database file here if it was stored separately on your old computer).
- If you're asked if you would like to replace files, answer with YES.

✿ On your new computer, you should now have one folder called “Music Collector” in your “Documents” folder.
If by accident you now have a folder called “Music Collector – copy”, move all the files into the “Music Collector” folder.

4. Start the program and open your database

- New computer: Start Music Collector
- Use menu “File > Open Database” and open your Music Collector database file.
- If you can't find the file, it should be in your “Documents > Music Collector” folder and it has an *.MUC

extension.

5. Optional: Fix your cover images automatically

If you don't see your cover images right away, it could be that the filepaths to your image/other files are broken. Use the “[Tools > Maintenance > Update File Links](#)” screen to fix this.

macOS to macOS

Follow the steps below to transfer your program, your database and your images from the old computer to the new Mac.

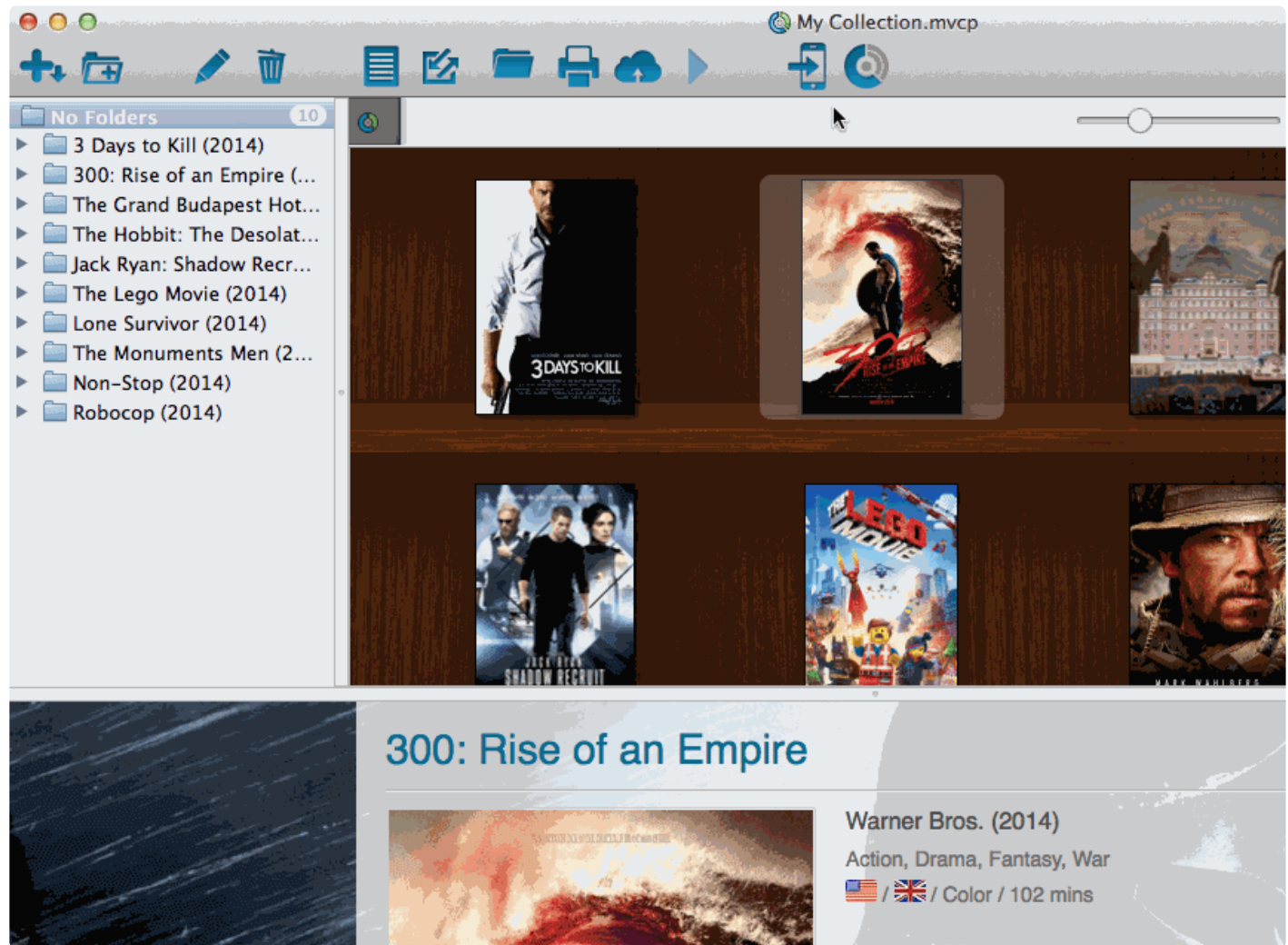
1. Install Music Collector on the new Mac

- Download your latest version of Music Collector from your [My CLZ account](#).
- Load the DMG file and install Music Collector on the new computer.
- Unlock Music Collector with your My CLZ username and password.

2. Find your database file on your old Mac

You need to copy the Music Collector database file from your old Mac to your new Mac.

- Open Music Collector
- Now right-click (or hold CTRL and left-click) on the title of your database.
- Now left-click on the “folder” right below your database name to open the folder where your *.MUCP database file resides.



- Copy the *.MUCP database file to a USB stick, or burn it to a CD, or transfer it over your Network to your new computer.

* By default, images are stored inside this *.MUCP database file.
If you've set the program to store the images "externally", you have to copy your images folder to the new Mac too.

3. Place the "Music Collector" *.MUCP database file on your new Mac

- Place the *.MUCP database file in your Documents folder.
- Start Music Collector
- Click on menu "File > Open Database" and go to your "Documents" folder to open your *.MUCP database file.

That's it, you've successfully moved everything to your new Mac.

4. Optional: Fix your cover images automatically

If you were using external storage for your images, use the “Tools > Maintenance > Update File Links” screen to relink your image files.

macOS to Windows

If you've decided to move from macOS to Windows, you can bring your database with you to your new Windows computer by exporting it to XML, and importing the XML in Music Collector on Windows.

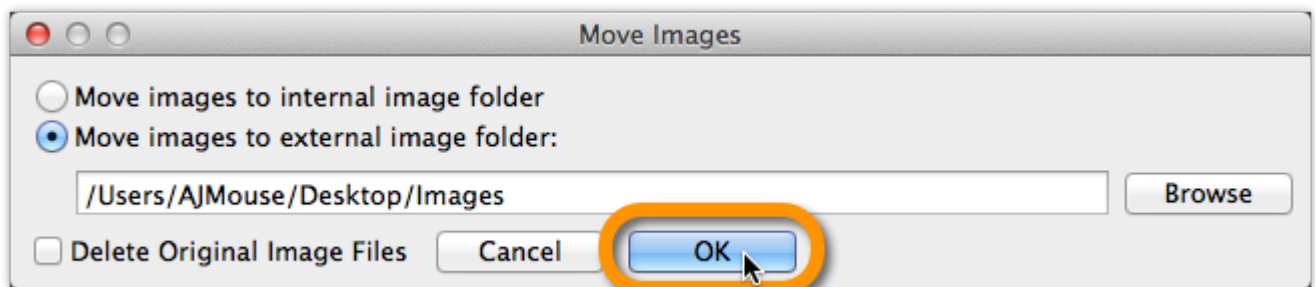
Follow the steps below to transfer your program, your database and your images from the old Mac computer to the new Windows computer.

1. On macOS: Copy your images folder and Export your data to XML

You need to get 2 items copied to your Windows computer. You need the **Images folder** and **XML file**.

A. Export your images to a folder

- Click menu "Tools > Maintenance":
- Select "Move images to external image folder",
- uncheck "Delete Original Image Files",
- then click Browse:
- Click "Create" to create a new folder and give it the name "Images". Then click "Open":
- Everything is now set. Click "OK" to start moving the images to your external "Images" folder on your Desktop:



If you were already using an external images folder, you need to copy that folder to your new Windows computer.

B. Exporting the database to an XML file

- Click menu "File > Export to > XML":
- Click "All Albums"
- Click "Browse":
- Browse to your desktop and give the XML a name (in the "File Name" box):

- Click “Save”
- Click “Export” to generate the XML:
- Copy the **Images folder** and **XML file** to a USB stick, or burn them to a CD, or transfer them over your Network to your new Windows computer.
- Place the **Images folder** and **XML file** on your new Windows computer’s “Desktop”.

2. Install Music Collector on the new Windows computer

- Download your latest version of Music Collector from your [My CLZ account](#).
- Run the downloaded installer and install Music Collector on the new computer.
- Unlock Music Collector with your My CLZ username and password.

3. Import the XML in Music Collector on Windows

- Click File > Import from > XML:
- Click “Browse” behind “Import XML File” and select the XML file from your Desktop:

*Now click “Import”

✿ Depending on the size of your collection, this process can take a while.

4. Import your images in Music Collector on Windows

- Move your “**Images folder**” from your Windows Desktop into your “Documents > Music Collector folder”.
- Use the “[Tools > Maintenance > Update File Links](#)” screen to get your images into Music Collector.

I do not see my data any more.

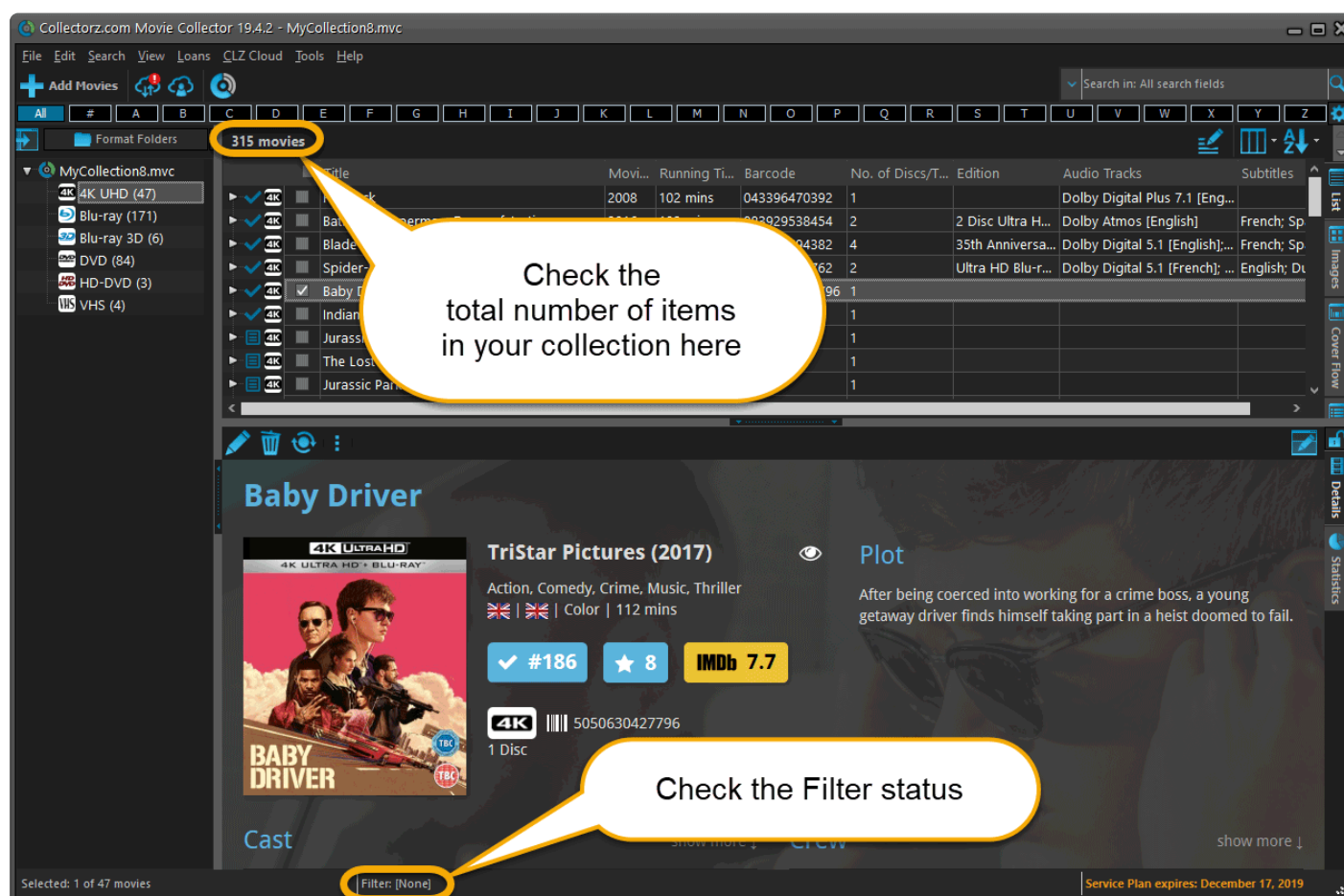
It is highly unlikely that your data is gone.

Upgrading to a newer version never causes you to lose any data. When you start the new version for the first time, your database will be opened as well.

If we have worked on database changes (such as new fields) the new version will also convert your database to the new database format. All of this is seamless, you don't have to do anything.

Find out where your data has gone.

- First, take a look at the screenshot below (Movie Collector Windows, but will also work for your program).
- Just below the alphabet bar, there's a number that indicates the total number of albums that are in the current collection E.g. "Total: 315 Albums".



- **Does this number match the number of items that you had in your database?** If so, your data is all there and you're experiencing a problem with a "view setting" that prevents your items from showing up in the main screen.

To fix this, try the following:

1. Maybe you have an “In Collection Status” filter active? Choose the menu **Search > In Collection Status** from the menu and make sure it is set to “All”.
2. **Windows Only:** You may have a search Filter active. To check, take a look at the bar at the bottom again, somewhere along the bar it should say “Filter: [None]”. If it says something else after “Filter:” then you have a filter active. Switch OFF the Filter by choosing **Search > Filter On/Off** from the menu.
3. If after both of the above suggestions you still don’t see your data, try the **Tools > Maintenance > Reset to Defaults** command from the menu. This command resets all View settings to the initial settings the program has when it is first installed.

The Total listing is indicating 0 items.

In case the “Total:” listing at the bottom indicates there are zero items in the database (or a number that is much lower than it should be), then it sounds like you have inadvertently opened a different database (using File > Open Database) or maybe created a new empty one (using File > New Database). In that case, you have to “Open” your own database file again.

1. Choose File > Open Database.
 2. This opens the Open collection screen, showing the files in the “Data” folder. You should see one or more files having the circular Collectorz.com icon.
 3. Your database file is probably called “my collection” or something similar, unless you named it otherwise.
 4. If you see your database file, select it and click the Open button. You should now see your entered data in the main screen again.
- If you do not see any files with a circular Collectorz.com icon, use the “Look in:” drop down to find your database folder.
 - By default, it is located in a folder like “My Documents\Movie Collector\”, but you may have decided to save your database elsewhere.
 - On the Mac the database files will by default be stored in your Documents folder. “~/Documents”

Not found your file yet?

- Use your Windows Explorer or Mac Finder to search your computer for Collectorz.com database files (see below for the correct extensions).

If you find it, just double click it and your Collectorz.com program will start and will automatically open the database. Use File > Save Database As and save it to a new location after this so you can remember where you’re putting it.

- **Extra tip for Windows users:** You may want to look in your Backup folder, that is where the program automatically saves a backup copy of your database each time it successfully opens it.

Important: if you find a working database file in your Backup folder, we recommend that you use File > Save database As to save your file into the Data folder, where it belongs. Preferably using a

descriptive name and taking care not to overwrite existing database files that may be there already.

- **Extra tip for Mac Users:** To search for your files on Mac, use the built in Spotlight search (the magnifying glass in the top right corner) to search for the database. Use the extensions listed below to search. For example if you want to locate a Music Collector database, use Spotlight to search for “.mucp” (without quotation marks). This should find any and all database files that are stored on your computer.

*Collectorz.com file extensions for Windows: *

Music Collector: search for *.muc files

Movie Collector: search for *.mvc files

Book Collector: search for *.bkc files

Comic Collector: search for *.cmc files

Game Collector: search for *.gmc files

*Collectorz.com file extensions for Mac: *

Music Collector: search for *.mucp files

Movie Collector: search for *.mvcp files

Book Collector: search for *.bkcp files

Comic Collector: search for *.cmcp files

I do not see my images anymore.

Here's how images work in our software:

Images are **not** stored inside the database. The image files are stored separate from your database, in a folder on your computer (most likely in the Data/Images folder under the program's folder in Documents). The entries in your database **refer** to those image file using a full file path.

If your cover images are not shown in the program anymore, there's only **four possible causes**:

- [Cause 1: Corrupted file paths](#)
- [Cause 2: Your images have moved to a different location](#)
- [Cause 3: The program is not allowed to access your images](#)
- [Cause 4: Only the thumbnails are missing](#)

Find out which of the four possible causes made your images disappear.

To get your images visible in the program again, it is important to find out **which** of the 4 causes we are dealing with it.

Here's how:

1. Find an entry in your database that misses its' cover image.
2. Now open that entry in the Edit screen and switch to the Covers tab.
3. Now, on the Front Cover tab, do you see the cover image? If so, you are probably looking at cause #4.
4. If you do **NOT** see the cover image there, then look at the File Path listed.
5. Now use your Windows Explorer to browse to that file path and check if the image file referred to is actually there.
6. If it **IS** there, then we must be looking at cause #3.
7. If it is **NOT** there, we're dealing with either cause #1 or #2, most likely #2.

Solutions to all four possible causes:

Cause 1: The image file paths in the database have gotten corrupted.

This is very unlikely. If this did somehow happen, please contact us.

Cause 2: The images are not in their original location anymore.

Which could be the case if the user has inadvertently moved them, or deleted them.

In any case, this is not something that can be ever caused by the software itself, or even by installing an update.

Solution:

If this is your problem, find [the solution in our manual](#).

Cause 3: The program is not permitted to access your images anymore.

The paths in the database are still correct and the files are still there, but somehow the program does not have sufficient Windows permissions to access them anymore. This can sometimes happen in the first session after updating the software, especially if the images are on a network drive. Closing and restarting the program will fix that.

Other reasons can cause this too, e.g. running the program under a Windows user different from the one it was installed under.

Solution:

1. Download your program again from your [My CLZ Account](#) page.
2. Click the download button for your platform and download the version you're entitled to, save it to your computer (do not run the installer).
3. Right click on the downloaded installer, and select 'Run as Administrator'.
4. This will install the program with Administrative rights.
5. Now launch the program with admin rights (right click > run as administrator).

Cause 4: There are no problems at all, but somehow you lost the generated mini-thumbnail versions of your cover images.

In that situation cover images **do** still show up in the Details Panel, but not in the Images View.

Solution:

1. Click menu *Tools / Maintenance / Repair Thumbnails*

Can I change the field value for multiple items in one go?

Yes you can by using the “Edit Multiple” feature:

[Edit Multiple Albums](#)

Move all userdata and images to a new location

If all settings are default, most album and program data is saved in your *Documents > Music Collector* folder. It could be that you wish to stop using the default Documents location (maybe you have a new HDD/SSD/Network location that you wish to use).

Move all data to the new Drive Location

1. Close the Music Collector if it's open.
2. Go to your Documents folder and find your Music Collector folder there.
3. Select this Music Collector folder and **move it to your new drive location**.



Make sure you **move it, (not copy it)**. If you copy them, the next instructions will not work.

Fix all broken image paths

Now that you've moved all files to the new location, the image links in your Music Collector's database are all broken.

1. Open Music Collector and open your database (because it will not automatically open your database).
2. Use the [Tools > Maintenance > Update File Links](#) screen to fix all broken image links

Prepare Music Collector for all the new albums you will add in the future

Now to make sure new items you add also save all their images in the correct folder, you have to perform these final steps:

1. Click on Tools > Options,
2. Click "Folders"
3. Set all those user folders that are pointing to your *Documents > Music Collector > etc. folder* to their **new corresponding folder** inside the "Music Collector" folder on your new drive location.



If you use an external drive location or a network drive location (like a NAS device), make sure you have set a dedicated drive letter to it.

License / Service Plan questions

- [How do I re-download the software for which I own a license?](#)
- [Can I use 1 license on more than one computer?](#)
- [How do I order as a gift?](#)
- [Do you charge extra for credit card orders?](#)
- [I am having problems ordering, please help?](#)
- [I purchased the wrong software.](#)
- [How can I get a refund?](#)

How do I re-download the software for which I own a license?

If you'd like to re-download the software you own, you can do so via your [CLZ account](#).. This page is your personal access to your licenses and download links, to activate the free CLZ Cloud, to activate Service Plans, etc.

Please select below what you'd like to do, and find the instructions on how to do it there.

I would like to redownload Music Collector for which I own a license...

You can download your latest version of Music Collector from your [CLZ account](#).

Login there, then find the download button for your platform and download the version you're entitled to, save it to your computer and run it.

You need your username and password to unlock the versions 16 (QuickSilver), 15 (AKA the Carbon edition) and the Cobalt desktop software (= version 12).

For older versions, use your license name and key.

I forgot my CLZ Account password...

You can request a new password on the [CLZ account](#) website.

I do not have a CLZ Account..

You can create a free CLZ account on [My.CLZ.com](#)

Can I use 1 license on more than one computer?

You can not use your license on more than one computer.

For use on multiple computers, use our web-app [Music Connect](#).

How do I order as a gift?

When ordering just enter your own name and email address, the license key and CLZ account will be generated with your name and all information will be sent to your email address. [After ordering, simply contact us here](#) and we will manually change the license name and CLZ account to the receiver's name. Don't forget to include this name/email address in your email to us.

We can easily transfer the account to the receiver but this sends out an email to him/her. This may spoil the surprise.

If you want to wait till you have given the present, no problem, there is no expiration date on the download link. Just contact us when it's safe to transfer the account and we will update the info on file.

Note that the software gets delivered electronically only. The software is available for download inside the CLZ account.

Do you charge extra for credit card orders?

We **do not have any hidden or extra charges** if you order by credit card. That said, your card company might still charge you extra.

Collectorz.com is based in Amsterdam, the Netherlands, and some credit card companies charge additional fees for international orders. If you have any concerns we recommend that you check with your credit card company before ordering.

I am having problems ordering, please help?

Entered all details correctly?

The most common reason for not getting through with your credit card payment is that you may have mistyped a digit, mistyped or forgot to enter the safety code on the back of the card or that your card cannot be used for “foreign” or “overseas” transactions (Collectorz.com is based in Amsterdam, the Netherlands).

When you know for sure that your card is valid and that you have entered all information correctly but still your order gets rejected, you may want to contact your credit card company and ask them for the reason.

Cookies and Javascript

All payments are processed by GlobalCollect, our payment processor. Orders can only be processed if your browser allows cookies and supports Java script.

When you receive a blank page or no payment screen at all, please check the security settings of your browser to allow cookies and make sure that Java script is enabled. Security add-ons like NoScript disable Java script. Also check if your browser blocks pop ups, please allow them.

Alternatively try ordering again, using a different browser, for example Firefox, Chrome or Safari.

When you use Internet Explorer it may help to run it in compatibility mode.

We have heard of customers using Firefox that it is not compatible, retry using IE or Chrome.

Still can't get your order through?

Then please [contact us](#) and we'll assist you.

I purchased the wrong software.

If you either:

- Purchased the wrong software
- Purchased a Service Plan, but for the wrong software
- Purchased a subscription to “Connect” while you wanted an “Service Plan” for the Desktop Software,

We can likely trade your wrong purchase in for a good purchase!

Contact us to change your wrong purchase for a good purchase!

To do this, please [contact us directly via the support page](#) and we'll get you sorted out within 24 hours (and that includes weekends and holidays).

How can I get a refund?

Step 1: Ask for help if you need it.

If one of these cases applies to you:

- The software (or part of it) isn't working.
- Something is bugging me in the software.
- I don't understand how to do something in the software.
- I purchased the wrong software

Then your best bet is to contact us directly as we may be able to either fix a bug or help you get started with the software. You can [contact us directly via the support page](#) and ask us anything!

If you purchased the wrong software, please do contact us directly as we can probably “switch your purchase” to reflect the product you did want to purchase!

Step 2: That's not it, I just want a refund.

If you're unhappy with the software, we offer a 90-day money back guarantee on all software sold in our shop. No questions asked.

This includes:

- All Windows and Mac desktop software products
- Update Plans for the Windows and Mac desktop software
- Subscriptions to “Connect”

To obtain a refund we ask that you please [contact us directly via via the support page](#) and include your order ID and email address so we can find your order quickly and start the refund process for you. It usually takes somewhere from 5 to 10 business days to complete a refund.

Syncing with CLZ Cloud / Connect

- [Merge databases](#)
- [Core, Cloud and Connect explained](#)
- [Which fields are synced?](#)
- [I do not see my own cover images after syncing.](#)

Merge databases (before syncing)

CLZ Cloud can only retain 1 single database per account. **A database can contain multiple sub collections**, so the solution is to merge your databases into 1 file, separated inside as multiple sub-collections.

The steps to do this:

1. Open database file 1.
2. Click **File > Import from > Other database**
3. Select database file 2.
4. You will get a popup asking you if you wish to import the database as a separate collection (you probably want this).
5. Repeat for databases file 3 and 4 and so on

After merging, you can sync this DB with CLZ Cloud.

Core, Cloud and Connect explained

What is Core?

Core is the central online database with *our* item data and cover images

In other words, Core is the source of the automatic data and images you get when using the Add Automatically feature in any of our cataloging solutions.

The desktop versions have various Report to Core features for letting us know about missing entries and for reporting and submitting data errors.

What is the CLZ Cloud?

The CLZ Cloud is the cloud storage and syncing system for *your* collection data

The CLZ Cloud is available for FREE for everyone. To start using it, just login to your account at my.clz.com and click the green “Activate” button.

The CLZ Cloud can be used for:

- **Syncing your data between devices**
E.g. to get your collection data from the desktop to your mobile app.
- *Backing up your collection data online *
Just sync up once in while and you’ll always have a backup in case of local database problems.
- *Publishing your collection list online (optional) *
Your cloud data can optionally be made visible on the cloud.collectorz.com site for online browsing.
[Browse our demo online movie collection here.](#)
(You can control your “Cloud visibility” from your [account at my.clz.com](https://account.at.my.clz.com).)

*6-month “keep-alive” policy: *

Usage of the CLZ Cloud is free and for as long as you want. That is, if you actually use it. For performance reasons, we’re using a 6-month “keep-alive” policy. Which basically means that if you sync or login at least once every 6 months, we will keep your data online. After 6 months of inactivity, your data will be removed.

What is Connect?

Connect is our online cataloging software

With Connect, you can manage your collection online, using just your web-browser. It has the familiar look of your public CLZ Cloud pages, but with full adding and editing capabilities.

The benefits of using Connect:

- The Connect software can be used by just logging in to the Connect website.
- No need to download or install software on your computer or mobile device.
- Updates are fully automatic and included in the subscription fees.
- Your data is stored in the CLZ Cloud. Automatically daily backups too.

Connect can be used in two ways:

1. **Stand-alone:** Connect can be a fully stand-alone alternative to using the desktop software or the mobile apps (we have thousand of users who only use Connect!).
2. **As an add-on:** Connect is also perfect companion software to your desktop or mobile edition, that can be used to directly edit your CLZ Cloud data, from anywhere, any computer or mobile device.

Wanna give Connect a try? Great, here's how:

- [Go to the Connect site here](#)
- Choose the app you want (Music, Movie, Book, Comic or Game Connect).
- Click the Login button top right and login with your existing CLZ Account.
- Click the Free Trial button to activate your 30-day trial period.
(After the 30 days, your trial subscription will automatically revert back to the free CLZ Cloud level.)



So to summarize...

1. Core is **our** online data.
2. CLZ Cloud is **your** online data.
3. Connect is online **software**.

Which fields are synced?

When you sync with the CLZ Cloud, the program will only sync a CLZ Album ID and some predefined fields.

For the rest of the data you see in CLZ Cloud it's using data from our Core for Music online database based on the CLZ Album ID. We call these fields that come from the Core for Music database "central fields". (The CLZ Album ID is obtained when you "Add Albums from CLZ Core" and select a result to be added to your collection OR when you "Link" an comic entry to our Core for Music online database).

The idea is that all factual data for an album is the same for all users (because these are "facts"), so that is why the CLZ Cloud does not store this information repeatedly for all users. It just "shares" this data from the Core for Music online database.

Predefined fields

The fields below are completely user editable, and whatever you put in them is synced to your CLZ Cloud:

- Title
- Sort Title

- Artist
- Artist sort name
- Composer
- Composer sort name

- Release Date
- Original Release Date
- Barcode
- Format
- Label
- Cat. No.
- Country

- Genre

- No. of Discs
- Disc Titles
- Track information:
 - Track Title
 - Track Artists
 - Track Length

- Index
- Collection Status

- Owner
- Quantity
- Location
- Rating

- Purchase Date
- Packaging
- Package / Sleeve Condition
- Media Condition
- Purchase Price
- Current Value
- Store

- Vinyl Color
- Vinyl Weight
- Vinyl RPM

- Tags
- Notes

- Loan information

I do not see my own cover images after syncing.

When you sync with CLZ Cloud, the cloud entries will, in general, use the central cover images from *Core for Music*. Only if you've manually modified or added a cover yourself it will be marked as Custom Image and syncs with your CLZ Cloud.

Sync Custom Images

Custom Images sync with CLZ Cloud. A front cover image is marked as "Custom Image" automatically when you:

- Use the "Find Cover" screen
- Browse for a new front cover on your computer
- Drag and drop a new front cover on your album
- Acquire a new front cover using your image scanner


Marking images as "Custom Image"

Marking images as "Custom Image" is done automatically by Music Collector V19 and up.

If you find that you have some custom images that aren't syncing with CLZ Cloud, you can mark them as "Custom Image" yourself:

1. Edit the album and go to the covers tab
2. Check the box for "Custom Image"

That's all, the custom image will now be synced the next time you sync with CLZ Cloud.

 You can use [Tools > Maintenance > Auto Mark Custom Images](#) to check your entire collection for custom images, you only have to do this once. This feature is not available on Music Collector.

To sync your own cover with older versions (pre-v19) of Music Collector you have to right click the album and select "Upload Cover".

Force upload a cover with the mobile app

In the mobile app you can force upload your cover by editing the album and then tap the checkbox for "Custom Image", and then sync.

Cannot create file “sorttitle.TXT” – Access Denied

This problem can be caused by Avast or AVG anti-virus software.

Instructions below are for Music Collector but will also work for Movie/Music/Book/Game Collector.

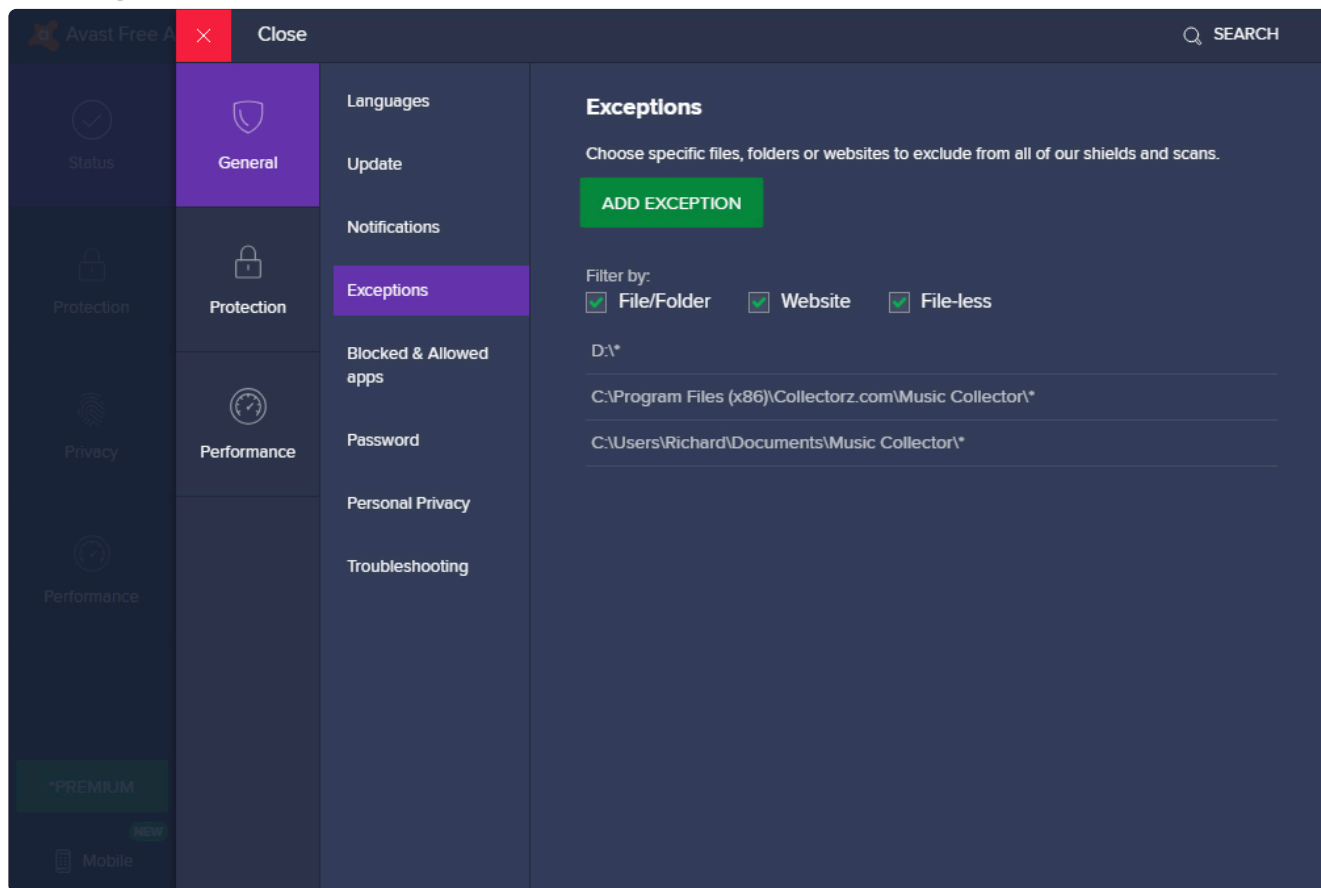
Avast:

1. Open Avast Anti-virus and choose **Menu** and then **Settings**.
2. Under General select **Exceptions**.
3. Click **Add Exception**.
4. Click **Browse**.
5. Navigate to the appropriate Music Collector folder:

`C:\Users\YOURNAME\Documents\Music Collector*`

Optionally also add this folder:

`C:\Program Files (x86)\Collectorz.com\Music Collector*`



6. Make sure the boxes are now ticked for those folders.
7. Close the menu and exit Avast.
8. Restart the computer.

Since AVG falls under Avast, the instructions above should be nearly the same for AVG.