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Asset Naming: Sound Mastering and Music Archival

- It is essential that mix versions and stem file names include all relevant information and be easily understood at a glance.

- All 5.1 surround (6-channel) elements must be delivered as discrete files.

- For detailed instructions on Dolby Atmos archive asset preparation, see GEM Dolby Atmos Home Mix Archive Specs.

File Naming Components

Item	Naming Convention	Example
Project Title	project_title	chefs_table
Episode/Reel/Long play	s[season##]e[episode##] or r[reel##], or lp[longplay]	s01e01, r01, lp
Version or Date	v[##]	v05, v041319
Asset Type (see legend)	asset_type	PM, ME, FXStem, FXPD, ADR

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Soundfield Type (if any)	soundfield_type	Nearfield, Theatrical
Mono, Stereo, or 5.1	mono, 2ch, 6ch	mono, 2ch, 6ch
Sample Rate	[##]k	48k
Bit Depth	[##]b	24b
Time Code Rate	without period	23976, 24, 25, 2997, 30
Channel/Track Mapping	channel/track designation	.L, .R, .C, .LFE, .Ls, .Rs

Asset Type Abbreviations

Asset Type	Abbreviation
Master	PM, ME

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Audio Stem	FXStem, MXStem, DIAStem, FFFXStem
Pre-Dubs	FXPD, MXPD, DIAPD...
Optional Tracks	OPT, OPTA, OPTB, GRP
Dialog Guide Track	GUIDE
ADR Recordings	ADR

File Naming Examples

- Final Discrete Stereo Mix Example:
  chefs_table_s02e02_v04_PM_Nearfield_2ch_48k_24b_23976.L.wav
  chefs_table_s02e02_v04_PM_Nearfield_2ch_48k_24b_23976.R.wav
- Discrete 5.1 Stem Unit Example:
  chefs_table_s02e02_v03_FXSTEM_6ch_48k_24b_23976.L.wav
  chefs_table_s02e02_v03_FXSTEM_6ch_48k_24b_23976.R.wav
  chefs_table_s02e02_v03_FXSTEM_6ch_48k_24b_23976.C.wav
  chefs_table_s02e02_v03_FXSTEM_6ch_48k_24b_23976.LFE.wav
  chefs_table_s02e02_v03_FXSTEM_6ch_48k_24b_23976.Ls.wav
  chefs_table_s02e02_v03_FXSTEM_6ch_48k_24b_23976.Rs.wav
- Discrete 5.1 Pre-Dub Unit Example:
  chefs_table_s02e02_v09_fxpd_6ch_48k_24b_23976.L.wav
  chefs_table_s02e02_v09_fxpd_6ch_48k_24b_23976.R.wav
  chefs_table_s02e02_v09_fxpd_6ch_48k_24b_23976.C.wav
  chefs_table_s02e02_v09_fxpd_6ch_48k_24b_23976.LFE.wav

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chefs_table_s02e02_v09_fxpd_6ch_48k_24b_23976.Ls.wav
chefs_table_s02e02_v09_fxpd_6ch_48k_24b_23976.Rs.wav
- Discrete 5.1 Music & Effects Example:
peewee_lp_v02_ME_Nearfield_6ch_48k_24b_23976.L.wav
peewee_lp_v02_ME_Nearfield_6ch_48k_24b_23976.R.wav
peewee_lp_v02_ME_Nearfield_6ch_48k_24b_23976.C.wav
peewee_lp_v02_ME_Nearfield_6ch_48k_24b_23976.LFE.wav
peewee_lp_v02_ME_Nearfield_6ch_48k_24b_23976.Ls.wav
peewee_lp_v02_ME_Nearfield_6ch_48k_24b_23976.Rs.wav

Pro Tools Sessions

- Premix and stage mix sessions should consolidate all linked media.
- Frozen or rendered tracks acceptable if preferred.
- Use "File >> Save Copy In…" and select Audio Files to consolidate.

Music Archival Assets

- Mix Versions and Stem file names must be clear and include all relevant info.
- Mono or 5.1 surround (6-ch) elements delivered as discrete files.

Item	Naming	Example
Composer Identifier	XX	LH
Song Title	SongTitle	BodyAndSoul
Mix Version or Stem Type	MASTER, STEM_group	MASTER, STEM_keys

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Sample Rate	[sample rate]k	96k
Bit Depth	# bit rate	24b
Mono, Stereo, or 5.1	mono, 2ch, 6ch	6ch
Channel/Track Mapping	channel/track designation	mono or L, R, C, LFE...
Version # (Mixes/Stems)	R[0-9][0-9]	R02
File Extension	wav, aif	wav

Asset Type Abbreviations

Asset Type	Abbreviation
Mix Masters of Original Score, Songs, Licensed Cues Used	MASTER
Multi-track of Original Score - Stems	STEM_group

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File Naming Examples for Archival

- Discrete Stereo Master Mix Example:
  LH_BodyAndSoul_MASTER_48k_24b_2ch_LT_v04.wav
  LH_BodyAndSoul_MASTER_48k_24b_2ch_RT_v04.wav

or

LH_BodyAndSoul_MASTER_48k_24b_2ch_L_v04.wav
LH_BodyAndSoul_MASTER_48k_24b_2ch_R_v04.wav

- Discrete 5.1 Master Mix Example:
  LH_BodyAndSoul_MASTER_48k_24b_6ch_L_v04.wav
  LH_BodyAndSoul_MASTER_48k_24b_6ch_R_v04.wav
  LH_BodyAndSoul_MASTER_48k_24b_6ch_C_v04.wav
  LH_BodyAndSoul_MASTER_48k_24b_6ch_LFE_v04.wav
  LH_BodyAndSoul_MASTER_48k_24b_6ch_LS_v04.wav
  LH_BodyAndSoul_MASTER_48k_24b_6ch_RS_v04.wav
- Mono Stem Example:
  LH_BodyAndSoul_STEM_vocals_48k_24b_mono_v04.wav
- Discrete 5.1 Stem Example:
  LH_BodyAndSoul_STEM_keys_48k_24b_6ch_L_v04.wav
  LH_BodyAndSoul_STEM_keys_48k_24b_6ch_R_v04.wav
  LH_BodyAndSoul_STEM_keys_48k_24b_6ch_C_v04.wav
  LH_BodyAndSoul_STEM_keys_48k_24b_6ch_LFE_v04.wav
  LH_BodyAndSoul_STEM_keys_48k_24b_6ch_LS_v04.wav
  LH_BodyAndSoul_STEM_keys_48k_24b_6ch_RS_v04.wav

Asset Organization & Uploading

- For sound assets under 100 files: upload nested in a folder or non-nested outside a folder.
- For over 100 files: upload nested within a folder.
- For M&E, optional tracks can be nested in a folder, in separate folders, or non-nested outside a folder.
- Do not nest folders deeper than one directory.