Catalogue digital and physical media using rich metadata fields. Create & prioritize media orders.

A single catalogue for all your media

The Media Library provides a convenient and powerful way to manage up to 12 libraries of media assets.

- Complete media details can be recorded, including time code information and format type as well as custom fields.
- Catalogue an unlimited number of Media records, Entries, files and clips, with custom fields to manage metadata and check in/out the physical assets.
- The search tool allows multiple users to search the Media Libraries on any field related to a Media or Entry simultaneously.
- From the Media Library you can track the location

of the Media and conveniently check out one or multiple Media through the Dispatch module.
- Barcodes from Media Numbers and Label Printing are complementary features to complete your media asset tracking.

Create Media Orders

- Create and manage different types of Media Orders, such as dub orders, deliverables or other machine room jobs.
- Assign to one or multiple people as well as indicating a due date and tag with "urgent" if needed.
- Track the status of these media orders in the Toolbox, receive notifications on status

changes and keep track of costs and stock usage.
- Media Orders can be invoiced separately as stand-alone items or through the linked projects.

Key features:

- Compile duplication Orders of material in the Media Libraries
- Track, maintain and manage the status of orders
- Dynamic cost analyses
- Track costs and stock usage
- View and print reports including duplication orders.

"The value of having everything in one place where our producers and artists are all seeing the same thing together is huge"

- TBD Post