Customizing Playlists

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Playlist Themes

With Playlist **Themes**, you can customize the design of the Playlist Share Pages you send out from your DISCO. Themes are great for promo, such as when sending out an Album release, or if your business has multiple brands, labels, or Catalogs.

At a glance

By default, if you don't select a Theme for your Playlist, the Share Page will show your company logo and the default background:

6		More formats and options	Download	Save to DISCO
My Super Awesome Playl	ist 💝			
20/20 Queen Serene: Queen Serene	eese		Do	wnload WAV 🗸 🗸
Blur Hairpin			(i) Do	wnload WAV 🗸 🗸
Salty Jordan Whitlock			Do	wnload WAV 🗸 🗸
Penelope Fresh Sugar World: Lost & Found	and and a second se		Do	wnload AIFF 🗸 🗸
All The Birds Flew From The Sky (instrumental/digital Memory Spells			Do	value VAV V
Cloud Signs Pink Skies: The Tree That Broke The Cement			Do	valvad WAV
Outside Memory Spells	4mm		Do	wnload WAV 🗸 🗸
Browse Catalog Contact Privacy Policy				DISCO

Themes let you change the background, the logo, or both!

APC-CONTRACTOR		100			
6		More formats and options	Download	Save to DISCO	
My Super Awesome Playli	ist 💝				
20/20 Queen Serene: Queen Serene	eeed		: Do	wnload WAV 🗸 🗸	
Blur Hairpin			() : Do	wnload WAV 🗸 🗸	Ľ
Salty Jordan Whitlock	(b4(b)))))))))))))))))))))))))))))))		() : Do	wnload WAV 🗸 🗸	
Penelope Fresh Sugar World: Lost & Found	melling and a second		() : Do	winload AIFF 🗸 🗸	
All The Birds Flew From The Sky (instrumental/digital Memory Spells	00000000000000000000000000000000000000		: Do	wnload WAV 🗸 🗸	
Cloud Signs Pink Skies: The Tree That Broke The Cement			: Do	wnload WAV 🗸 🗸 🗸	
Outside Memory Spells	amd []][[[[]]]][[]][[]]][[]][[]]][[]]][[]		: Do	wnload WAV 🗸 🗸	
Browse Catalog Contact Privacy Policy				DISCO	

Creating a Theme

There are three ways to create a new theme:

- from your account settings
- from Playlist Settings
- when editing your Playlist

From your account settings

- 1. In the top-left corner of your DISCO, click on your DISCO Business Name to open the menu.
- 2. Select Settings and Account.



3. Under WorkspaceSettings, select Themes.

SETTINGS	Playlist Themes •	Ð
> My Settings		
✓ Workspace Settings	Ccean Blue	
Business Settings		
Users	My New Theme DEFAULT	•••
Billing & Subscriptions	Pink Marbla	
Metadata		
Track Tags	Candy Clouds	•••
Playlist Tags		
Inboxes		
Channels Themes > Data & Sharing		

4. Click the + in the top right corner to create a new Theme.

Playlist Th	nemes o	•
	Ocean Blue	

5. Add a Name, Background Image, and Logo.

Create a theme

Name	
Background Image	Logo
Drag files here, or click to browse	Drag files here, or click to browse
We recommend .jpg files at 1200 \times 675 px. Maximum file size: 2MB	.png file at 200 × 200 px
Set as default	
C	Cancel Create Theme

6. Click the **Create Theme** button.

From Playlist Settings

- 1. Open the **Playlist menu (:)** and select **Playlist Settings**.
- 2. From the **Presentation** tab, under **Playlist Themes**, click the **+** to create a new Theme.

Save Playlist Playlist Info Alias Metadata Presentation Choose a design Default playlist Artist Page Album Page Add Playlist Message BIUG Ð **Playlist Themes** No theme Ocean Blue Pink Marble

3. Add a Name, Background Image, and Logo.

Create a theme

Name	
Background Image	Logo
Drag files here, or click to browse	Drag files here, or click to browse
We recommend .jpg files at 1200 \times 675 px. Maximum file size: 2MB	.png file at 200 × 200 px
Set as default	
	Cancel Create Theme

- 4. Click the **Create Theme** button.
- 5. In the **Save Playlist** menu, click **Save**.

When editing your Playlist

- 1. Open the **Playlist menu (:)** and select **Edit playlist**.
- 2. This will open your Playlist in the **Playlist Creator**. From the Playlist Creator, click **Save**.



3. In the Save Playlist menu, from the Presentation tab, under Playlist Themes, click the +

to create a new Theme.

Save Plavlist

Playlist Info Presentati	on Alias Metadata	
Choose a design		
• Default playlist	Artist Page	Album Page
Add Playlist Message		
B <i>I</i> <u>U</u> ⇔		
Playlist Themes		
No theme		•••••
Ocean Blue		
Pink Marble		

4. Add a Name, Background Image, and Logo.

Create a theme

Name	
Background Image	Logo
Drag files here, or click to browse	Drag files here, or click to browse
We recommend .jpg files at 1200 × 675 px. Maximum file size: 2MB	.png file at 200 × 200 px
Set as default	
С	ancel Create Theme

- 5. Click the **Create Theme** button.
- 6. In the **Save Playlist** menu, click the **Save** button.

Adding Themes to Playlists

There are two ways to add a Theme to your Playlist:

- from Playlist Settings
- when editing your Playlist

From Playlist Settings

- 1. Open the **Playlist menu (:)** and select **Playlist Settings**.
- 2. From the **Presentation** tab, under **Playlist Themes**, choose an existing theme.

Save Playlist

Playlist Info	o Presentation Alias Metadata	
Choose a des	sign	
• Default	playlist Artist Page Album Page	
Add Playlist Me	essage	
в I	<u>U</u> ©	
Playlist The	emes	Ð
	No theme	
	Ocean Blue	۲
6	Pink Marble	

3. Click the **Save** button.

When editing your Playlist

- 1. Open the **Playlist menu (:)** and select **Edit playlist**.
- 2. This will open your Playlist in the **Playlist Creator**. From the Playlist Creator, click **Save**.



3. In the **Save Playlist** menu, from the **Presentation** tab, under **Playlist Themes**, choose an existing theme.

Playlist Info	Presentation	Alias Metadata	
Choose a desig	n		
• Default pla	ylist	Artist Page	Album Page
Add Playlist Messa	age		
в <i>г</i> <u>U</u>	\odot		
B <i>I</i> <u>U</u> Playlist Them	es		
B Z U Playlist Them N	es to theme		
B Z U Playlist Them N	es lo theme		

Setting a default Theme

When a default Theme is set, every new Playlist you create will have that Theme applied by default.

Default Theme		
20/20 Queen Serene: Queen Serene	••••••••••••••••••••••••••••••••••••••	Download MP3 🗸
Salty Jordan Whitlock		 Download MP3
Blur Hairpin		i Download MP3 v
Browse Catalog Contact Privacy Policy		DISC

There are two ways to set a default Theme:

• By checking the **Set as default** box when creating a Theme:

Set as default

• From the ellipses menu (...) next to the Theme in your **Workspace Settings**.

Playlist Th	nemes 😶		Ð
6	Ocean Blue		
6	Pink Marble	Edit theme Make default	
6	Candy Clouds	Delete theme	

Your default Theme will have a **DEFAULT** label:

Playlist Tł	nemes o		\oplus
	Ocean Blue		•••
(Pink Marble		•••
6	Candy Clouds	DEFAULT	•••
		an mart t	

Managing your Themes

You can do this from within your account settings:

- 1. In the top-left corner of your DISCO, click on your DISCO Business Name to open the menu.
- 2. Select Settings and Account.



3. Under Workspace Settings, select Themes.

SETTINGS	Playlist Themes •	\oplus
> My Settings		
✓ Workspace Settings	Ccean Blue	
Business Settings		
Users	My New Theme DEFAULT	•••
Billing & Subscriptions		
Metadata		
Track Tags	Candy Clouds	
Playlist Tags		
Inboxes		
Channels		
Themes		
> Data & Sharing		

From here you can:

- View all your existing Themes
- Create a new Theme (click the +).
- Set a default Theme (open the ellipses menu --- to the right of the Theme).
- Delete a Theme (open the ellipses menu --- to the right of the Theme).

Playlist Th	nemes 😶		\oplus
	Ocean Blue Pink Marble Candy Clouds	Edit theme Make default Delete theme	

Playlist Sections

Sections help you organize and present different types of Tracks in your Playlists.

At a glance

You can add sections when editing Playlists. Sections can be expanded or collapsed to show or hide the Tracks within them:

✓ IN 2 t		 Download section	~
	All The Birds Flew From The Sky (instru Memory Spells	04:07	:
	Screech - (Instrumental) Hairpin	04:00	:
✓ V 2 t	IDEOS racks	 Download section	~
	Stereo Fields (Music Video) Racing: The Bass EP		:
Rolling	Rolling in the Deep (Adele Cover)	04:44	:

Adding Sections to Playlists

- 1. Open the **Playlist menu** (:) and select **Edit playlist**.
- 2. From the **Playlist Creator menu** (:), select **Add section**.



Enter a Section name and select a radio button to choose where it should be inserted:
 Insert at the top of the playlist or Insert at the bottom of the playlist.



- 4. Click the **Create section** button.
- 5. Drag and drop Tracks into the section.



- 6. Click the **Save** button in the Playlist Creator.
- 7. In the Save Playlist menu, click the Save Playlist button.
- 8. In your DISCO, Playlist sections are visible from the Explorer.



9. On your Playlist Share pages, Tracks in each section will appear under collapsible labeled sections.



Editing and removing Sections in Playlists

Rename a section

Double-click on the section name so your cursor appears.



Rearrange sections

Click and drag the sections up or down in the Playlist Creator.

	Playlist	Creator	Ð	
	My Sup 15 tracks	er Awesome Playlist 🤘 00:58:01'	Save	
14		Screech - (Instrumental) Hairpin		
0		UMENTALS		
	VIDEOS	5		1
15		Stereo Fields (Music Video) Racing: The Bass EP		

Reorder Tracks within a section

Click and drag the Tracks up or down in the Playlist Creator to move them within and out of sections.



Remove a section

Hover your cursor over the section. Then click the **X** icon to **Remove from shortlist**. This will remove the section but the Tracks within the section will remain in the Playlist.



Downloading and saving Playlists with Sections

In addition to downloading the entire Playlist or individual Tracks, your recipients can also download

entire sections with one click!



They can also use the **Save to DISCO** button to save the section.



Playlist Messages

Playlist Messages appear at the top of your Playlists and provide your recipients with some additional information.

At a glance

You can use these to call out things like release blurbs, artist bios, or general notes.



Adding a Playlist Message

There are two ways to add a Playlist Message:

- from Playlist Settings
- when editing your Playlist

From Playlist Settings

- 1. Open the **Playlist menu (:)**.
- 2. Select Playlist Settings.
- 3. From the **Presentation** tab, you can **Add Playlist Message**.

Choose a design	Choose a design	Playlist Info	Presentation NEW	Alias Metadata	
Default playlist Artist Page Album Page	Default playlist Artist Page Album Page	Choose a desig	n		
Add Playlist Message	Add Playlist Message New album coming this fall!	Default pla	ylist	tist Page	Album Page
	New album coming this fall!	Add Playlist Messa	ige		
		ви	e		

- 4. Click the **Save** button.
- 5. Click the **Save Playlist** button.
- 6. A confirmation message will appear. To view how the Playlist Message looks, click on the arrow icon to open it in a new tab.

Playlist Saved!		×
https://s.disco.ac/klvufchuygtx		G []
	Close	Share this playlist

When editing your Playlist

- 1. Open the **Playlist menu (:)**.
- 2. Select Edit playlist.
- 3. This will open your Playlist in the **Playlist Creator**. From the Playlist Creator, click **Save**.

	Playlist	Creator 🕀
	Queen S 8 TRACKS	erene 00:29:29'
1	28	20/20 Queen Serene: Queen Serene
2	143	Close to the Ground (Hollywood Take) Queen Serene: Queen Serene

4. In the **Save Playlist** menu, from the **Presentation** tab, you can **Add Playlist Message**.

Playlist Info	Presentation NE	N Alias Metadata	
Choose a desig	ı		
• Default pla	ylist	Artist Page	Album Page
Add Playlist Messa	ge		
New album cor	ning this fall!		
в <i>I</i> <u>U</u>	9		

5. Click the **Save** button.

Save Playlist

- 6. Click the **Save Playlist** button.
- 7. A confirmation message will appear. To view how the Playlist Message looks, click on the arrow icon to open it in a new tab.



Showing lyrics on Playlists

By default, the **Title**, **Album**, and **Artist** metadata for your Tracks will be visible on your Playlist share pages. You can also choose to **Show lyrics**.

At a glance

Once the **Show lyrics** setting is enabled, an "i" symbol will appear next to any Tracks that contain lyrics.



Clicking on this symbol will open a new window with the Track lyrics displayed.



This setting is controlled at the Playlist level.

Showing lyrics on Tracks in Playlists

There are two ways to do this:

- from Playlist Settings
- when **editing** your Playlist

From Playlist Settings

- 1. Open the **Playlist menu (:)**.
- 2. Select Playlist Settings.
- 3. From the **Playlist Info** tab, under **Content Settings**, set the **Show lyrics** toggle to **ON**.

Playlist Settings

Playlist Info	Presentation	Alias Metadata	
Name			
My Super Awe	esome Playlist 🤘		
Content Se	ettings		~
Streaming only			
Include nested t	track versions 🛈		
Share stems 🛈			
Show lyrics			

4. Click the **Save Playlist** button.

When editing your Playlist

- 1. Open the **Playlist menu (:)**.
- 2. Select Edit playlist.
- 3. This will open your Playlist in the **Playlist Creator**. From the Playlist Creator, click **Save**.



4. In the **Save Playlist** menu, from the **Playlist Info** tab, set the **Show lyrics** toggle to **ON**.

Save Playl	ist		
Playlist Info	Presentation	Alias Metadata	
Name			
My Super Awe	esome Playlist 🤘		
Content Se	ettings		~
Streaming only			
Include nested	track versions 🛈		
Share stems 🛈			
Show lyrics			
Click Save Pla	vlist.		

Client Version Playlists

You can label a Playlist as a **Client Version** to keep track of the Playlists you want to send to clients.

At a glance

5.

Client Version Playlists have a '**CLIENT**' label added to the Playlist. *This label is internal to your DISCO and not visible to the recipient.*



This makes it easier for your team to keep track of the final Playlists they send out to clients vs. WIPs, internal ideas, etc.

Labeling a Playlist as a Client Version

There are two ways to do this:

• from Playlist Settings

• when editing your Playlist

From Playlist Settings

- 1. Open the **Playlist menu (:)** and select **Playlist Settings**.
- 2. From the **Playlist Info** tab, under **Browse Settings**, set the **Client Version** toggle to **ON**.

Playlist Settings

Playlist Info	Presentation	Alias Metadata	
Name			
Client Playlist			
Content Se	ettings		>
Security Se	ettings		>
Browse Set	ttings		~
Client Version 🤅			

3. Click the Save Playlist button.

When editing your Playlist

- 1. Open the **Playlist menu (:)** and select **Edit playlist**.
- 2. This will open your Playlist in the **Playlist Creator**. From the Playlist Creator, click

the **Save** button.



3. In the Save Playlist menu, from the Playlist Info tab, under Browse Settings, set the Client Version toggle to ON.

Save Playlist

Playlist Info	Presentation	Alias Metadata	
Name			
Client Playlist			
Content Se	ettings		>
Security Se	ettings		>
Browse Set	ttings		~
Client Version (Ð		

4. Click the **Save Playlist** button.

Reporting on Client Version Playlists

Users on our **Plus** plan and above create **Reports** on Client Playlists:

- 1. On the left sidebar of your DISCO, under **Tools**, select **Insights**.
- 2. Select Reports.



3. Under Filters, set the Client lists only field to Yes.

Filters					
Filter by channel		Filter by tag		Clients lists only	/
Select channels	~	Select tags	~	Yes	~
				<u></u>	

- 4. Add any other information you need, then when you're ready, click the **Download report** button.
- 5. The results will only show Playlists you have actually sent.

Password protecting your Playlists

To make sharing your Playlist more secure, you can protect it with a password.

At a glance

This feature is available to users on our Artist and Pro plans.



Enabling password protection

Note: Once you set a password for a Playlist, all Playlist Share URLs for that Playlist will require that password for access.

There are two ways to set a password for your Playlist:

- from the Share Playlist menu
- from Playlist Settings

From the Share Playlist menu:

- 1. Open the **Playlist menu (:)**.
- 2. Select Share.
- 3. From the Security tab, set the Password protect toggle to ON.

Share Playlist					×
My Super ot 2:50 PM	Awesome Play	list 🤘			
Share	Copy URL	Copy List	Embed	Security	
Watermar	k playlist				
Link expir	ý				
Password	protect				
Input Pas	ssword				Save password

- 4. Input a secure password and click the **Save Password** button.
- 5. Send the password to the recipient using a secure method, as it cannot be sent via DISCO.

- 6. When the recipient accesses the Playlist, they'll be prompted to enter the password.
- 7. Once the recipient enters the password and clicks the **Open playlist** button, they'll be able to access it.

From Playlist Settings:

- 1. Open the **Playlist menu (:)**.
- 2. Select Playlist Settings.
- 3. From the **Playlist Info** tab, under **Security Settings**, set the **Password protect** toggle to **ON**.

Playlist Se	ttings		
Playlist Info	Presentation NEW	Alias Metadata	
Name			
My Super Awe	some Playlist 🤘		
Content Se	ettings		>
Security Se	ettings		~
Watermark play	list		
Link expiry			
Password prote	ct		
Input Password	d		Save password

- 4. Input a secure password and click the **Save Password** button.
- 5. Click the **Save Playlist** button.
- 6. Send the password to the recipient using a secure method, as it cannot be sent via DISCO.
- 7. When the recipient accesses the Playlist, they'll be prompted to enter the password.
- Once the recipient enters the password and clicks the **Open playlist** button, they'll be able to access it.

Disabling password protection

Follow the steps above from either the **Share Playlist menu** or **Playlist Settings**, and set the **Password protect** toggle to **OFF**.