



Counterpoint
SYSTEMS

Music Maestro

Product Guide

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Music Maestro Base Package

Music Maestro is the most comprehensive administration software package for music publishers. It allows publishers to spend more time promoting their songs, and less time administering them. More than a simple royalty package, Music Maestro has evolved into a business tool which will save you time, enhance your reputation as a music publisher and fundamentally improve the way you do business.

Music Maestro's song database allows you to store all your copyright and royalty information in one safe place. Its intuitive and highly evolved interface lets you navigate the database with ease, allowing quick access to any related details, like publishers, rates and composers. For example, song registration is an almost entirely automated process, meaning you can now provide societies with all the information they need (and in the format they want) in a few easy steps.

While an on-screen wizard greatly speeds up and simplifies the inputting of new songs, royalty statements are able to be imported with ease from virtually all copyright societies and music publishers. This not only saves time, but also eliminates the risk of human error which inevitably occurs when entering page after page of royalty information.

Additional Modules

In order to further expand the range of tasks Music Maestro can carry out, Counterpoint Systems has created a number of additional modules. These extensions to the base product will allow you to tailor the system exactly to meet your needs, and to ensure you only pay for the parts you feel you require.

Archive Module

The Archive Module gives the user access to all stored income and client royalty statements. It enables the production of extensive audit information dating back to any period processed using Music Maestro. Also, a comprehensive set of inquiry screens are available to extract all the historic data you need, whenever you need it.

Attachments Module

Music Maestro now supports file attachments within the main areas of the system (e.g. songs, publishers etc.). Files and internet links can be linked to specific records within these areas, and are accessible at the click of a mouse. For example, an MP3 clip can be linked to a specific song for promotional purposes. Similarly, a word-processed document of a client's contract could be linked directly to the client.

Bulk Amendments Module

The Bulk Amendments Module can be used to make changes to your copyright and royalty configuration across a wide range of songs according to the criteria you set up. This module will be invaluable when slight changes occur to copyright or payout shares as you will not have to edit each song individually. This is particularly useful when administering a particularly large catalog.

Catalog Shipment Module

The Catalog Shipment Module enables you to notify affiliate offices and other sub-publishers of additions and changes to your publishing catalog. Catalog information can be electronically exchanged with other Music Maestro and Maestro 400 users quickly and easily, irrespective of local variations in song code or title.

CMRRA License Load Module

This module provides the licensing department with a mechanism for importing mechanical licenses from CMRRA directly into Music Maestro electronically. This greatly facilitates the input of mechanical licenses into the Licensing database. Please note that the Mechanical Licensing Module is a prerequisite for this module.

Custom Fields Module

Music Maestro now allows users to create Custom Fields within the main areas of the system (e.g. songs, publishers etc.). Users can then maintain bespoke information using the property forms. The extra information can also be displayed in a grid and be searched through like any other data. If the user chooses to make the fields visible in the grid, the manager listing is able to include them in a report.

CWR v2 Electronic Registration Module

CWR v2 Electronic Registration Module enables you to register works electronically (for example, via email) and receive notification in the same way detailing the status of those registrations. A single file generated using the CWR format can be sent to multiple collection societies. The CWR v2 Module also enables you to build a database of agreement information which is re-used for all your registrations as well as various inquiries.

Dual Currency Reporting

When you have to process royalties in a number of different currencies, and then report them to your clients in a separate currency, the Dual Currency Reporting Module is invaluable. With this module you are able to specify the exchange rates between currencies within your system, allowing Music Maestro accurately to calculate royalties in any currency.

Enhanced Statement Delivery

The Enhanced Statement Delivery Module allows you to generate and submit Royalty Statements in batch. Music Maestro can now either print statements or send them as email attachments. The emailing functionality will save you time and effort by allowing you to create a re-usable email template, which can be sent as a PDF.

Harry Fox License Load Module

This module provides the licensing department with a mechanism for importing mechanical licenses from the Harry Fox Agency directly into Music Maestro electronically. This greatly facilitates the input of mechanical licenses into the Licensing database. Please note that the Mechanical Licensing Module is a prerequisite for this module.

Heirs Module

The Heirs module allows heirs of a particular composer to collect royalties based upon a simple distribution of the deceased composer's royalty within Music Maestro. Significant changes to the payment process are now easier than ever to make, without disrupting the audit trail in any way. The Heirs module is also extremely useful for administration deals involving complex flows of royalties, making the whole process considerably easier and less prone to error.

Licensing Module (Mechanical)

The Mechanical Licensing module enables the user to grant mechanical licenses for songs within his or her own catalog to third parties. Mechanical licenses are created using a comprehensive 'wizard', which guides the user through the entire process. The module also allows you to manage statutory rates against relevant territories.

Licensing Module (Permissions and Print)

The Permissions & Print Licensing module enables you to grant permissions and prints licenses to third parties, for songs in your catalog. The module includes powerful workflow management features to support the entire process, from initial contact, through to the execution of a permissions license.

Licensing Module (Synchronization)

The Synchronization Licensing Module enables you to grant synchronization licenses to third parties for songs within your own catalog. This module includes powerful workflow management features, which support the entire process, from initial contact, through the issuing of quotes, to the execution of a synchronization license.

Monthly royalty Runs Module

This module enables a monthly payment frequency for Clients thus allowing you to perform a Monthly Interim and Monthly Final Run.

What happens if there is a 3 or 6 monthly client also linked to the same song as a monthly client ?

There is a multi-stage accrual process, similar to the one in place with Quarterly and Half-Yearly Clients. Royalties are held for any Clients that do not fall under the payment frequency of the royalty run performed, until their payment frequency-run is performed. Simply stated, these are held back until you do a Half-Yearly (or Quarterly as well if you're processing Monthly)..

Production Module

The Productions Module enables users to manage Productions, Episodes and Cues, all within their Music Maestro system. Electronic royalty files and manually posted income can now be allocated against Productions or Episodes in much the same way as Songs can. This allows the user to produce statements grouped by Productions and Episodes, and detailing the Cue information. Royalties for Cues are automatically calculated from Productions and Episodes using the timing information provided by the system. Cue-sheets can also be imported electronically from applications such as Excel.

PLR Load Module

This module provides the licensing department with a mechanism for importing the MCPS Product Licensing Reports directly into Music Maestro electronically. This greatly facilitates the input of mechanical licenses into the Licensing database. Please note that the Mechanical Licensing Module is a prerequisite for this module..

Rates Variation Module

In the Rates Variations Module, Rate Models can be created for clients to allow the system to be able to accommodate complicated and dynamic royalty scenarios. It allows you to handle changes in contracts, escalations, royalties paid in error, and much more. This gives you greater flexibility over the management of your contractual rate information, all available within one easy-to-use screen.

Receipts Validation Module

The Receipts Validation Module allows you to set up product information for your songs. When income is received from collection societies or sub-publishers you can produce reports which will highlight any discrepancies between income and units received. This applies to any songs on products you have licensed, whether this was done using Music Maestro or not.

Reminders Module

This module allows the user to receive automatic notification of the approach of important events such as contract option dates. This information will prove invaluable as the year progresses and significant opportunities for promotion, sales and recoupment come and go.

Source of Income Grouping for Rates Module

This module allows you to group together any sources of income with similar royalty rates. An example of a source group is 'GAS' (Germany, Austria and Switzerland). You can set up a single set of royalty rates for income received in these territories only. This allows the user to manage royalty rates for a number of sources with maximum efficiency and speed ociety Registrations

Society Registration Module

The Society Registration Module can be used to notify local societies of any new or amended copyrights. Notification details can then be entered into the system and sent directly to collection societies either electronically or on paper. Any confirmation files returned by the societies can be loaded into the system and compared with those submitted. The Society Registrations module has powerful validation functionality for each available society to ensure the information you send will conform to the society's requirements.

Sub-coded Songs Module

The Sub-coded Songs Module implements functionality that will already be familiar to users of Music Maestro's bigger brother, Maestro 400. It enables you to create multiple versions of a song with different payees. This allows for complex royalty processing scenarios (like a song having two writers, each affiliated to a different society) without the need to create duplicate songs in the system.

Add-on Products

Counterpoint have also created a number of add-on products which can work alongside Music Maestro, further expanding the number of tasks you can carry out with even greater efficiency.

Maestro Data Gateway

With the Maestro Data Gateway Module, you can create dynamic links between Music Maestro and other third party systems. By providing users with views of the data required for export, files can be created to take any information into a general ledger. Import and validation routines also provide a secure route for the automatic loading of data into Music Maestro.

Maestro Report Writer

Also available as an add-on product for Music Maestro is Maestro Report Writer. This has been implemented as a separate solution to empower users to create their own reports. By publishing the entire Music Maestro database and including user-friendly definitions of tables and fields, you can build a suite of reports that suit your requirements exactly without having to commission custom work.

Customer Relationship Management (CRM)

CRM allows you to provide your clients with a web-based information service, giving much more up-to-date information and greatly increasing their quality of customer care. Your clients will now be able to access royalty and summary statements, financial balances, copyright and licensing information for themselves without having to contact you directly.

Maintenance

There is a 90 day warranty period following the installation of any Counterpoint software. After this, an annual maintenance fee is due which entitles the company to support under the terms of the maintenance agreement, and to free upgrades of future releases of the software.

The annual fee is calculated as 15% of the list price of the licensed software package. It is due in November each year, to cover the following year from January to December. The first annual fee will be pro-rated to cover the number of months remaining from the end of the 90 day warranty period to the end of the year.

The maintenance charge is subject to annual increases of 5% or the increase in the R.P.I., whichever is greater.

Implementation

Counterpoint Systems has a standard hourly rate for all our consultants.

All charges relating to work in this section will be invoiced for at the end of the month in which the work was undertaken.

It is understood that quotations for work charged at the hourly rate in this quotation are estimates, and any work undertaken in excess of the agreed amount will be chargeable.

The company accepts that the amount included for training in this section represents a minimum commitment which will be due within 30 days of installation.