

Standard Operating Procedure

Creating a New Song in Ableton

Purpose

Create a standardized Ableton song session with consistent routing, organization, markers, and quality control.

Scope

Applies to every new worship song prepared for Ableton playback.

Required Resources

- Ableton Live
- Planning Center Online
- MultiTracks.com
- Worship Song Template
- Backing tracks from Pastor Micah

Procedure

1. Prepare Source Files

- Retrieve mixed-down backing tracks from Pastor Micah.
- Archive stems in a 'Stems' arrangement in Planning Center.

2. Create the Session

- Open the Worship Song template and Save As using Song Title_Micah Edit.
- Verify BPM on MultiTracks and update the Ableton session tempo.

3. Import and Organize Tracks

- Import all tracks.
- Move Guide and Click to their template channels.
- Arrange tracks: Keys, Vocals, Guitars, Sub-Bass, Percussion, Bass, Drums.
- Align clips to the first Click waveform.
- Group backing tracks, rename the group, set output to Sends Only.
- Route Keys=A, Vocals=B, Guitars=C, Percussion/Bass/Drums=D.

4. Configure Tempo & Markers

- Insert a Tempo Track and switch it to Lead.
- Create Marker MIDI information.
- Match Marker sections to the Guide announcements.

5. Quality Control

- Listen to every track for unwanted audio.

- Review questionable elements with Pastor Micah.
- Save and Collect All and Save.

Best Practices & Notes

- Maintain consistent routing for every song.
- Adjust routing for special event instrumentation when necessary.

Completion Checklist

- ☐ Stems archived
- ☐ Session named
- ☐ Tempo verified
- ☐ Tracks organized
- ☐ Routing complete
- ☐ Markers created
- ☐ Quality control complete
- ☐ Collect All and Save completed