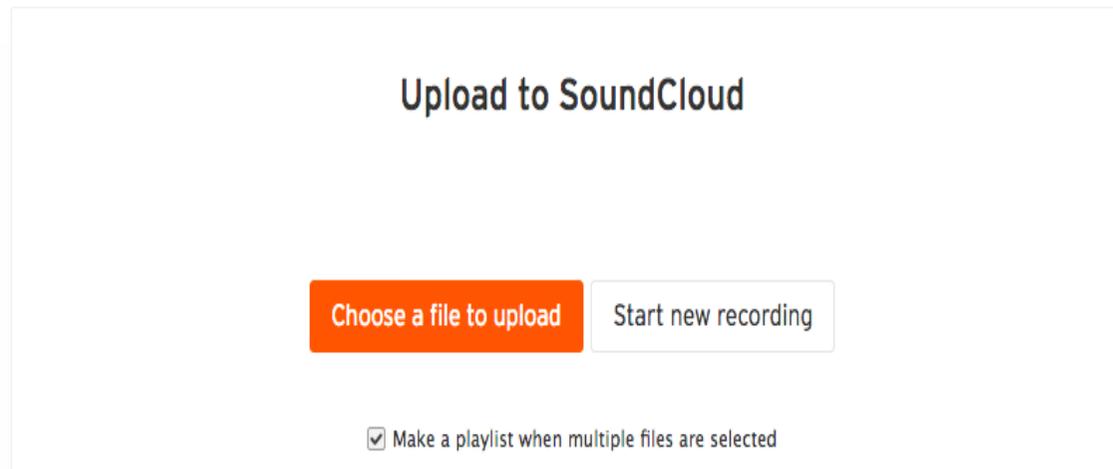


# Soundcloud How-To

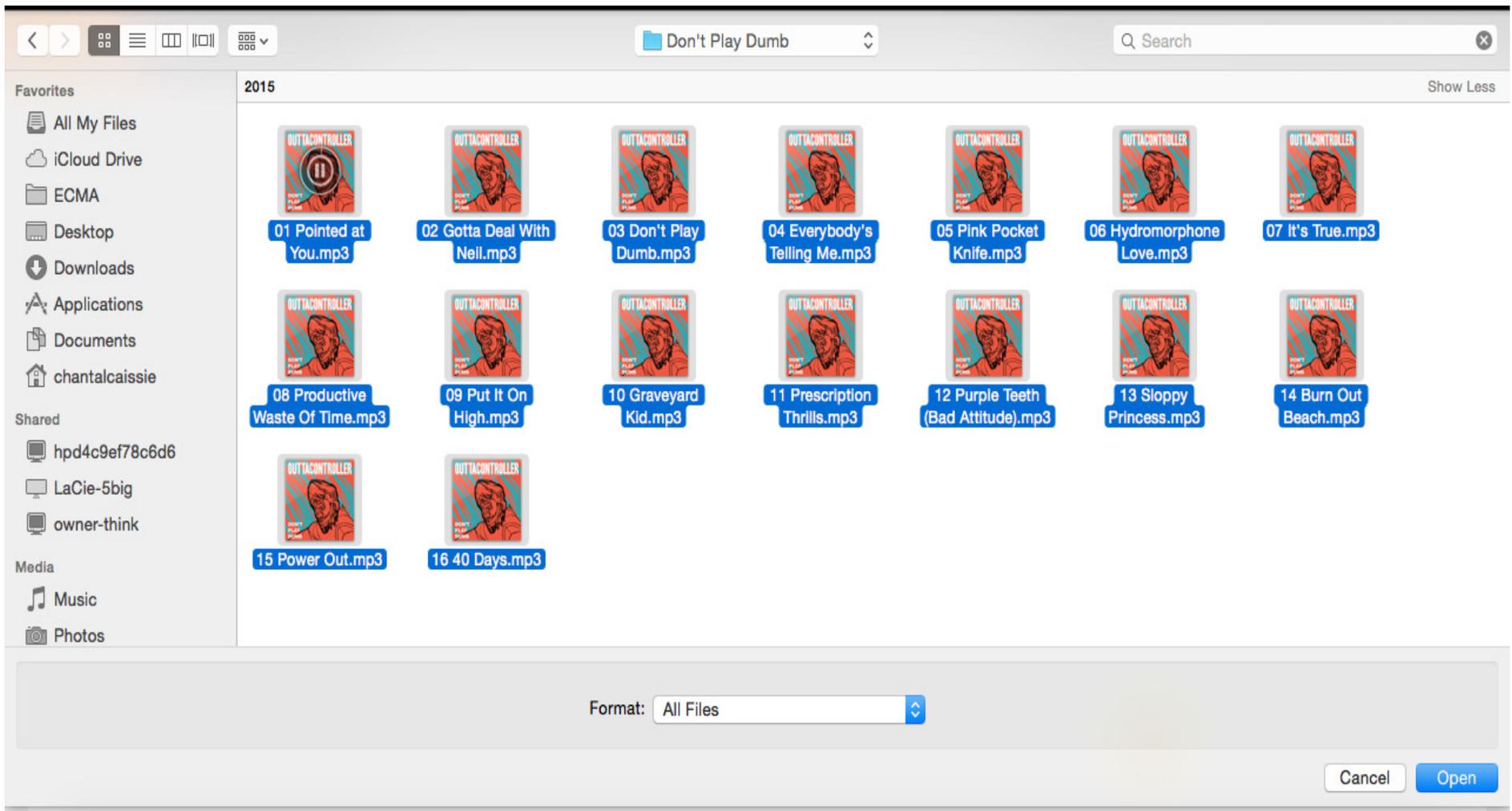
Here's how you can upload and submit your album! Please note that Soundcloud is only one of the ways you can stream your album - another popular option is Bandcamp. We do require a streaming link to the full album for all jurors, along with a download link to the full album (preferably on Dropbox, MediaFire or Hightail). All of the aforementioned sites are **free to use**. Let's get started!

**Step 1:** Visit <http://www.soundcloud.com>. If you have not yet created an account, you can do so now - it's free to sign up. If you already have an account, log in.

**Step 2:** Click on "Upload" at the top of the page next to your account name and the search bar. When on the Upload page, click on the large orange "Choose a file to upload" button in the middle of the page. Make sure to click the box that says "Make a playlist when multiple files are selected" to ensure that the songs load as one single playlist rather than all individual tracks.



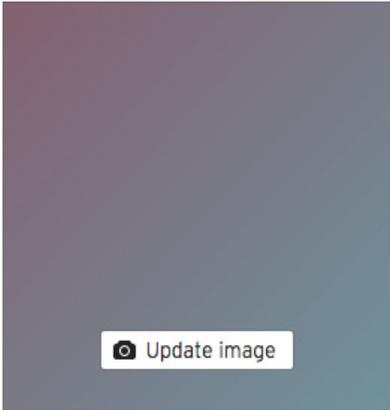
**Step 3:** A box will pop up for you to upload files. Find the proper folder for your album and choose all the files (If you're on a Mac, use command+A to select all files, if you're using Windows, use CTRL+A). Once they're selected, click "Open".



**Step 4:** You will now be at a new page where it will ask you to fill out the basic information for the playlist including Title (put in the album name), genre, release date, etc. Below the description box, you can also choose to make the playlist public or private. Private will mean that only those with the link (ECMA jurors and staff) will have access to the playlist. Make sure that the songs themselves are still public, though, otherwise you will be the only one able to see the songs.

The default is that songs are NOT downloadable; if you'd like to make them available for download, you can click on "Permissions" above "Title" and choose "Enable Downloads"

**Basic info** Metadata **Permissions**



Title\*  
Album Name  
soundcloud.com/chantal-caissie-703838142/sets/ album-name 

Playlist type: Album  Release date\*: 15/09/2016

Genre: Rock

Additional tags

Description

Playlist will be  private  public Share on     

Uploading 16 tracks

**Basic info** Metadata **Permissions**

 Access

<input type="radio"/> Enable downloads No tracks will be downloadable.	<input checked="" type="radio"/> Offline listening All tracks will play on devices without an internet connection.	<input type="radio"/> Include in RSS feed No tracks will be included in your RSS feed.
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**Step 5:** Scroll down to the bottom of the page once all files have been uploaded and click “Save”. You’ll know the files have been uploaded once the blue and orange line has gone all the way to the right.

**Step 6:** Once you've clicked "Save", you can find your playlist by clicking on your account name in the upper right corner and choosing "Profile" from the dropdown menu. From there, you should see the playlist that you've just created. Click on the title of the album to bring you to the playlist page and then copy the URL from the address bar. This is what you'll paste into the submission form.

**Questions?** Contact Chantal Caissie, Artist and Member Relations Manager, at [chantal@ecma.com](mailto:chantal@ecma.com) or 1-800-513-4953 ext. 226.

