

# HiredGunRMS<sup>tm</sup>

Repertoire Management System for Musicians

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## Step 1 - Download and Install HiredGunRMS<sup>tm</sup>

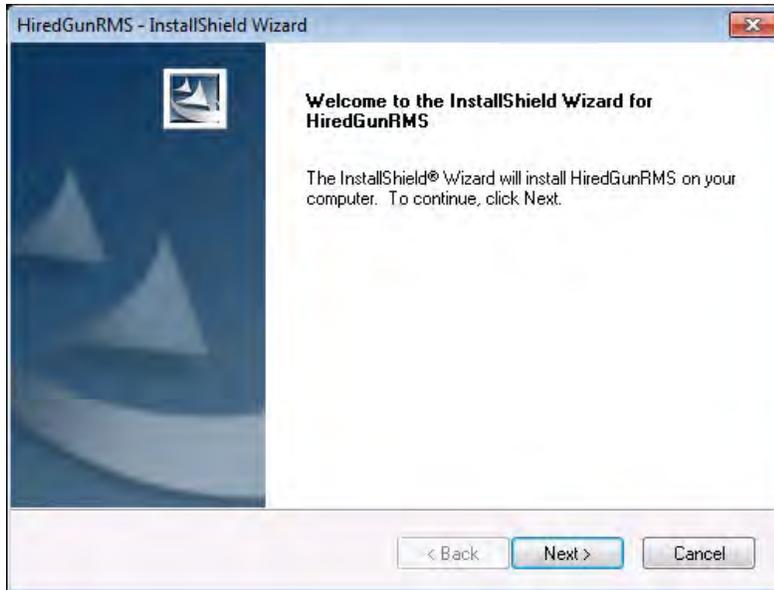
[Download the program](#) (<<click here) from this web site. For convenience, save the installer file, "HiredGun-Setup.exe" on your desktop, or any other convenient location on your computer. When the download has completed, start the installation by double clicking this "HiredGun-Setup" icon:



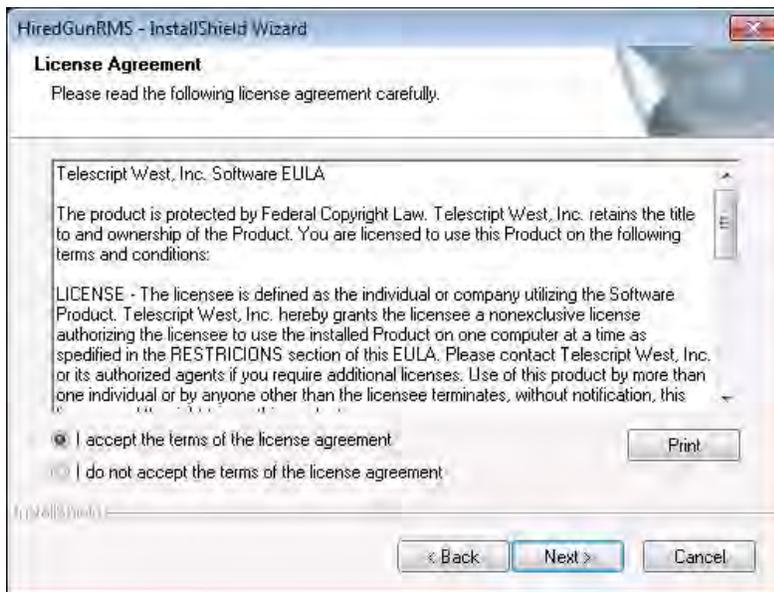
When the installer starts, you may see this security warning on your computer:



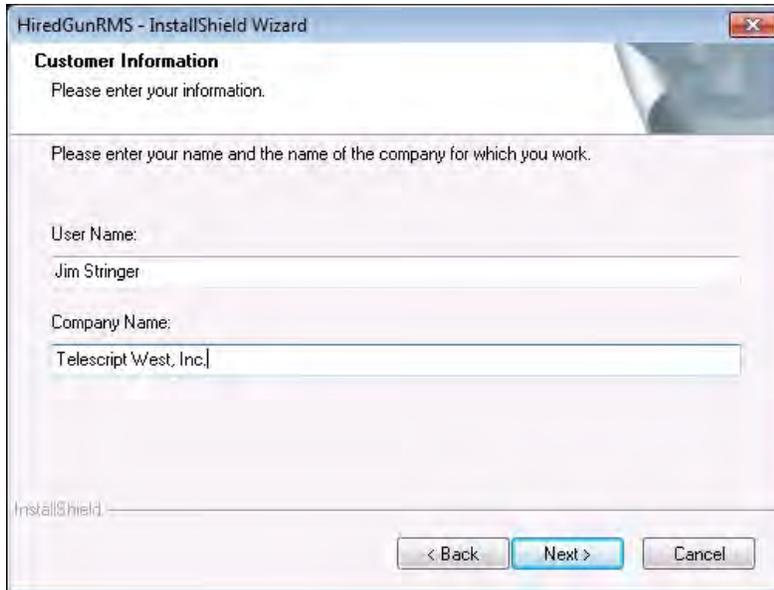
Click "Run" to continue the installation. You'll see this dialog as the InstallShield Wizard begins guiding you through the installation:



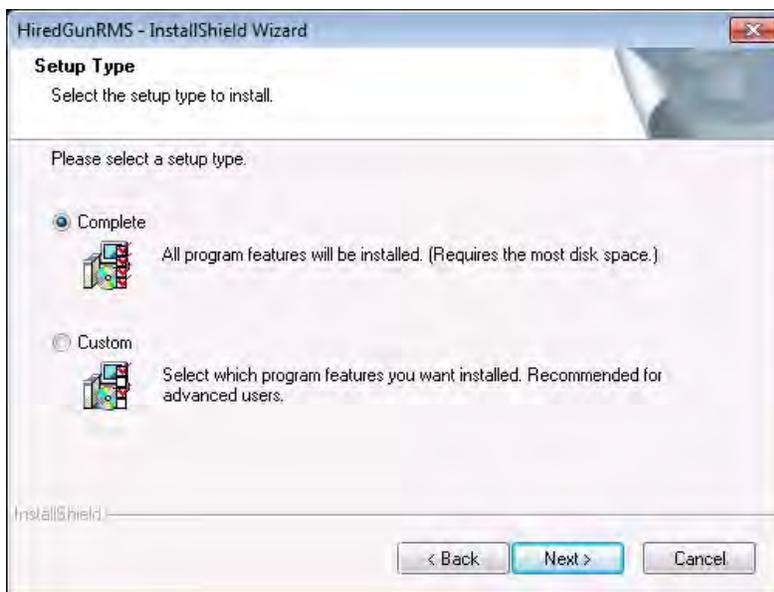
Click "Next" to continue. The Wizard will now display the "EULA" (End User License Agreement).



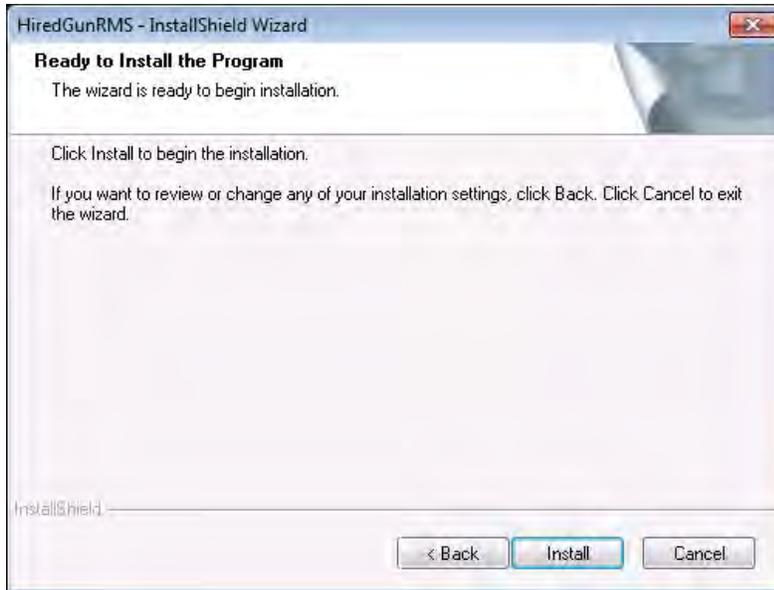
After you've read the agreement, indicate your acceptance and click "Next" (or click "Cancel" if you wish.) The Wizard will now display the Customer Information dialog box. Enter the user name and organization name, then click "Next". This information is not vital -- if you like, just leave the spaces blank and click "Next".



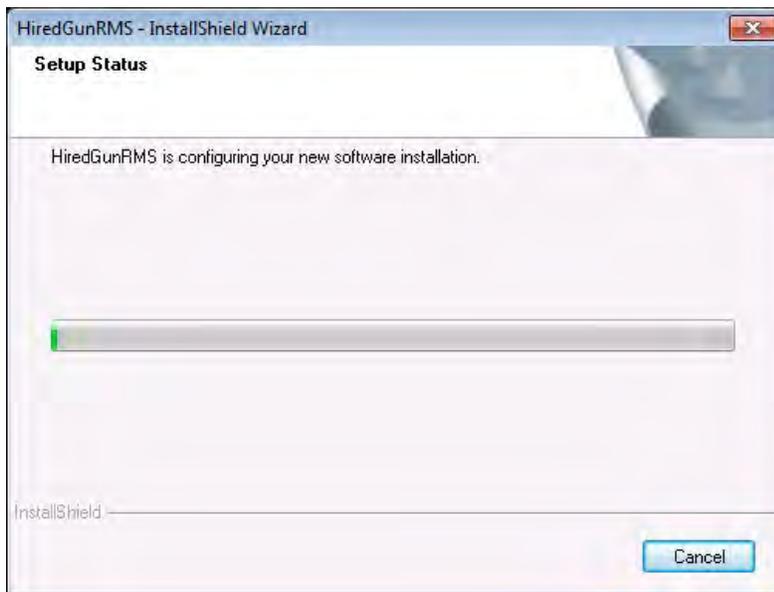
The Wizard will display the "Setup Type" dialog. We recommend that you select "Complete" unless you are certain that you don't want to install some features. Click "Next" to continue.



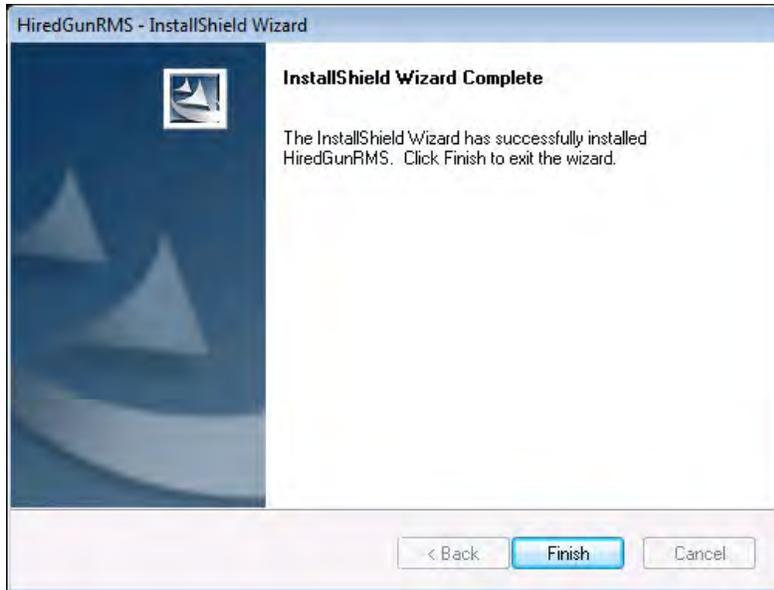
The Wizard now displays this dialog. Click "Install" to complete the installation of HiredGunRMS.



As the installation progresses, the Wizard will display this dialog box indicating the degree of completion...



... and when the Wizard is finished, the "InstallShield Wizard Complete" dialog will be displayed. Click "Finish".

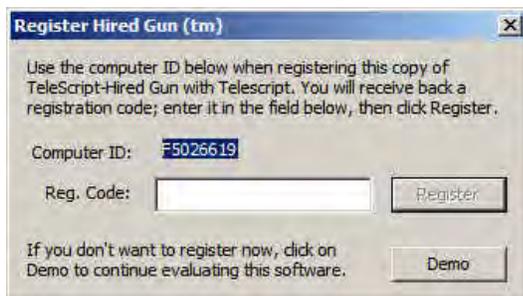


## Step 2 - Run HiredGunRMS

After completing Step 1, HiredGunRMS is now installed on your computer. The installer placed an icon on your desktop and you may start the program by double clicking that icon.



If you have not yet purchased a registration code, you will be presented with the Registration Dialog.



If you have not yet purchased a HiredGunRMS license, go to this page: [PURCHASE HIREDGUNRMS](#). Click the "Add to Cart" button, then follow the PayPal checkout instructions. This Telescript West, Inc. web site, [PAYPAL CHECKOUT](#), will provide complete instructions for PayPal. When you receive your registration code, enter it into the "Reg. Code" edit box, and click "Register". Your registration code will be stored on your computer -- you don't have to re-enter it on future uses of HiredGunRMS.

If you're not ready to purchase HiredGunRMS, just click "Demo". HiredGunRMS will limited to five (5) runlist items and certain other advanced features will be disabled until you've entered a registration code. You may run HiredGunRMS in demo mode indefinitely -- there are no time limits.

HiredGunRMS will continue through the initialization process. Among the tasks performed as you first run the program will be the creation of the data folders. These will be found in your "My Documents" folder under "HiredGun". The data folder structure will be as follows:

**HiredGun** -- the "parent" folder, for storing all **Item Files** and **Runlist Files**;

...and these sub-folders:

**Clips** -- for storing the .WAV files created by the integrated recorder (Vista and Windows 7 only).

**Doc** -- for lyrics, lesson instructions, performance notes or other documents you want to display in HiredGunRMS.

**Images** -- for storing the images of your charts, sheet music or any other image you want to display in HiredGun;

**Media** -- for storing the audio or other media files of all types that may be used by your selected media player;

**RtfTemp** -- for storing interim files created by the Chart Tool.

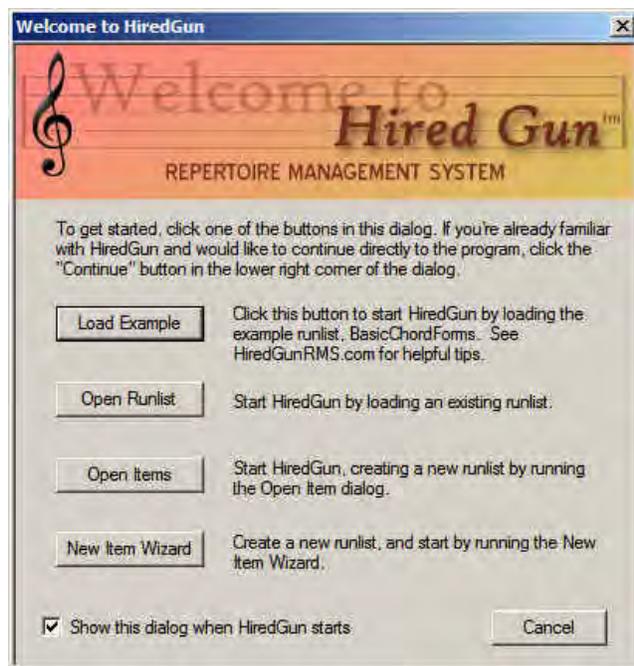
In addition, other sub-folders may be created when you used certain features of HiredGunRMS:

**Playlist** -- when you create Windows Media Player compatible playlists with HiredGunRMS;

**hgHtmlExport** - when you create HTML web pages using HiredGunRMS integrated web page creator.

Most "defaults" are set when you first run HiredGunRMS. The program is highly configurable, though, and you will probably want to adjust some of the defaults using Tools/Preferences. This will be explained later in the tutorials.

Now, HiredGunRMS will display a welcome screen. You may disable the display of this dialog box when you're comfortable with the operation of HiredGunRMS. However, most users find it a help and opt to continue the display of the dialog at startup. If you want to do something other than the tasks presented, just click "Cancel" and HiredGunRMS will continue to the HiredGunRMS desktop.



## Step 3 - Getting Acquainted with HiredGunRMS

In this section, there are some suggestions for learning about HiredGunRMS. To learn the basics may take a couple of hours... to explore all the advanced features will take much longer -- however, the reward for exploration of these features will be immeasurable greater!

### Overview

The basic workspace of HiredGunRMS is the "Desktop". Below is an example of an open Runlist in the HiredGun Desktop. The labeled areas in the Desktop will be referred to throughout this tutorial.



**Create charts, documents and media files.** HireGunRMS is primarily an organizational/display tool for previously existing content, though it does provide a **document editor**, an **audio recorder** and a **Texas Tabs<sup>tm</sup> chart tool** which may be used to create content. It's probably best to experiment with existing content until you are more familiar with the basic operator of HireGunRMS.

Users have reported creating images by scanning hard copy, taking pictures with a digital camera, using the Vista "snipping" tool, using an image editor... any method that will produce an image in one of the supported formats: jpg, tif, gif, etc.

Media files supported depend upon whether you use the internal player -- this supports WAV files only -- or whether you configure HireGunRMS to use an external player, such as Windows Media Player. In the latter case, HireGunRMS can organize and play any format file that can be used with the external player.

Documents may be created with the internal RTF editor, or may be created by your favorite word processing program. HireGunRMS will read any document format supported by your computer system. This generally includes DOC, DOCX, RTF, TXT, Unicode Text, Word Perfect, HTML, etc. HireGunRMS automatically detects the file type. The internal RTF editor will read any format but will write ONLY in RTF format.

You don't have to collect the files into folders... HireGunRMS will allow you to find the files wherever they are on your computer system and will automatically "consolidate" the files into your HireGunRMS folders where they will be easily found for future use.

## Runlist XML Files

HireGunRMS uses a concept borrowed from television newsrooms -- **the Runlist**. In a newsroom, reporters create stories and a producer gathers these stories in to one or more Runlists. A single story may appear in several Runlists. For example, a story may be run in the Morning, Noon and Evening news presentation.

Likewise, **HireGunRMS Runlists are collections of HireGun Items**. For the majority of HireGunRMS users, Items will be songs. For teachers or students, an Item may be a lesson. The content of the Item is dependent on the creativity of the user -- the term Item is used generally to refer to the building blocks of Runlists. Like the newsroom "stories", a HireGun Item may appear in multiple HireGun Runlists.

A HireGun Runlist may be created for a band setlist, a band leader's repertoire, a student's lesson plan, a casting agent's talent registry.

HireGunRMS runlists are stored in your HireGun folder with the file extension, **.hgRunlist**. If you examine a Runlist file using a text viewer, it will look like this:

```
<hgRunlist>
  <fileId>HGRL2</fileId>
  <showName>July Mirande Festival</showName>
  <showProducer>Jim Stringer</showProducer>
<hgRunlistItem>
  <itemPath>Smartest Man Alive.TsItem</itemPath>
  <itemCheck>FALSE</itemCheck>
  <itemSet>1</itemSet>
  <itemSet>1</itemSet>
</hgRunlistItem>
...
(other hgRunlistItems)
....
</hgRunlist>
```

You don't need to remember this, but it might help you to visualize and understand how HireGunRMS works. **This form is called XML**. The

XML Runlist starts with some general information about the Runlist, followed by one or more <hgRunlistItems>.

**HiredGun Items are also stored as XML files.** Here's what the Item referred to in the above example, "Smartest Man Alive.tsItem", would look like in your text viewer:

```
<tsItem>
  <fileId>TNR02</fileId>
  <itemTitle>Smartest Man Alive</itemTitle>
  <previewImage>Images\Smartest Man Alive-Img0001__Pg01.JPG</previewImage>
  <previewImage>Images\Smartest Man Alive-Img0001__Pg02.JPG</previewImage>
  <auditionFile>Media\09-Smartest Man Alive.mp3</auditionFile>
  <lyricsFile>Docs\Smartest Man Alive.txt</lyricsFile>
  <helpLine>Medium walking shuffle</helpLine>
  <songWriter>Jim Stringer</songWriter>
  <leadVocal>Jim Stringer</leadVocal>
  <itemStyle>Shuffle</itemStyle>
  <playingTime>210</playingTime>
  <tempoBPM>100</tempoBPM>
  <keyNdx>20</keyNdx>
  <itemGenre>Country</itemGenre>
  <orgArtist>Jim Stringer</orgArtist>
</tsItem>
```

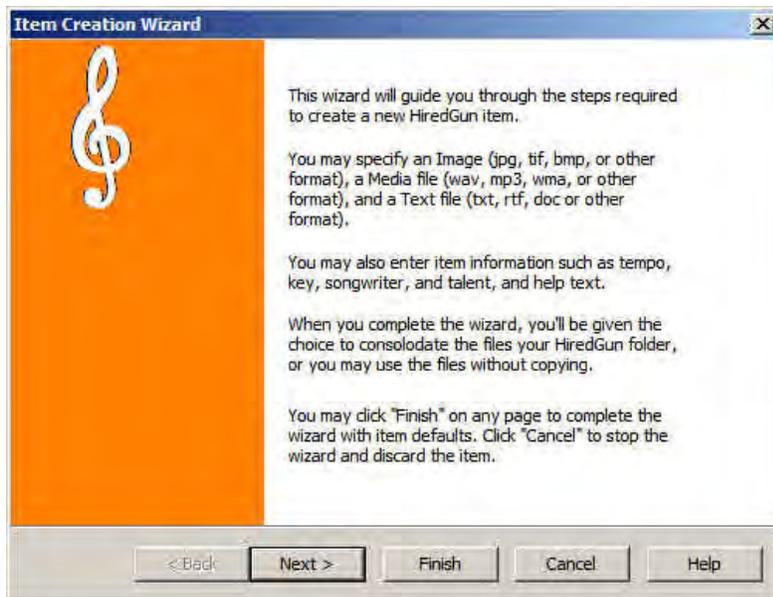
Again.... you don't need to remember this... it just might help you understand and visualize how HiredGunRMS works. Notice that a <tsItem> includes a Title, some links to files on your computer, and some information about the item: key, songwriter, style, etc. This is data that is displayed in a runlist which includes this Item.

**For learning, create a new HiredGun Runlist.** From the top level menu, select File/New Runlist. Technically, this is not necessary because if you have not previously created a runlist, HiredGunRMS will always create a new runlist by default.

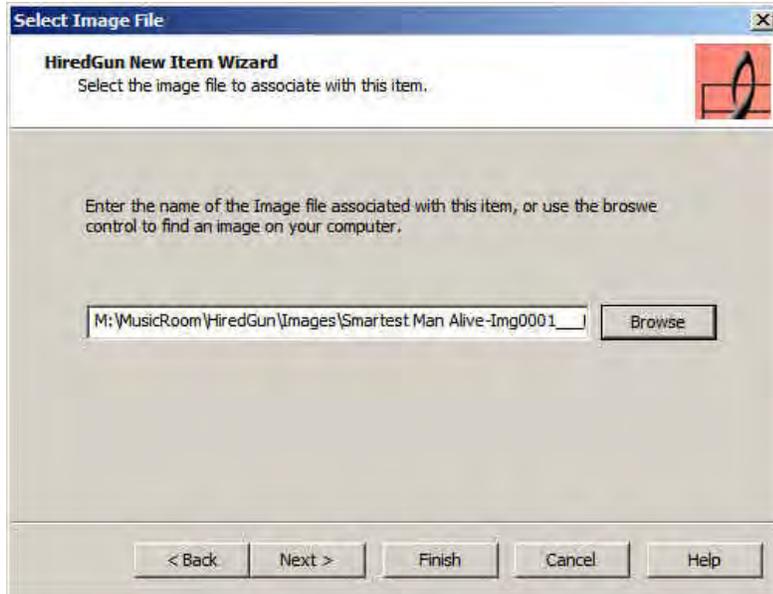
The new runlist will be empty. The next step is to create Items for your Runlist.

## Create a new HiredGunRMS Item File

From the top level menu, select File/Create/Item/New Item Wizard. When you are more familiar with HiredGunRMS, you'll probably want to use the Expert Mode -- it's much faster, but may be less intuitive for beginners.



The Wizard is self explanatory. To paraphrase, the Wizard provides a convenient form for entering the data that will be store in the .tsItem XML file.



First, select an Image to be displayed for this Item. Generally, the Image is used for a chart or sheet music. The image may be any image type supported by your computer. Generally, acceptable types are JPG, BMP, GIF, TIF, PNG. JPG images are generally the most compact and will load most quickly. You can use the browse button to search your computer for the appropriate image file. If you don't have an image yet for this Item, then just click "Next". HiredGunRMS will use a "default" image for the Item. **You can change the Image item at any time using the "Edit/Item Info" on the HiredGunRMS menu.** In the example above, we used the Browse button to locate an existing chart for "Smartest Man Alive" which was stored on a local area network drive, M:\MusicRoom\HiredGun\Images. **Note that this file, and all other files which you associate with this Item, will be copied into your local HiredGun folder.** This original file will NOT be affected.

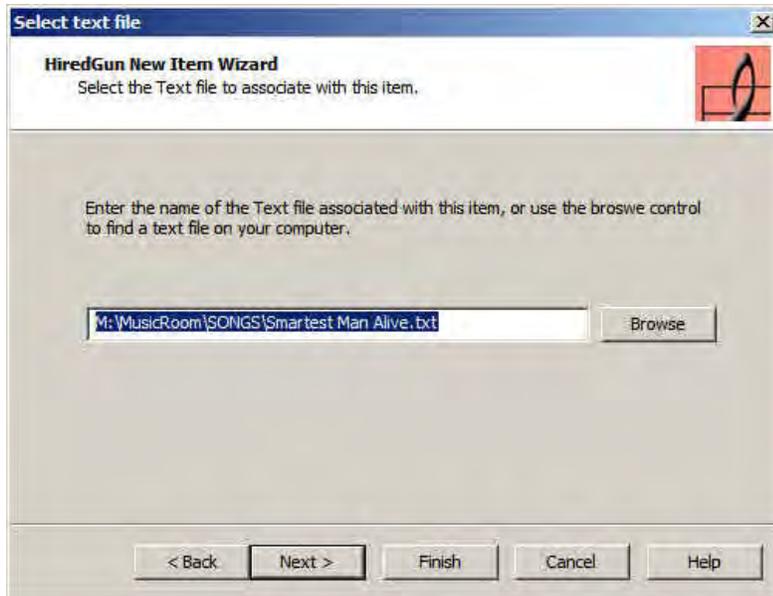
Next, select the Media file to be associate with this Item.



In this example, we used the Browse button to locate an existing .MP3 on a local area network drive: "N:\The Music Room\InMyHand=192K\09-Smartest Man Alive.mp3"

As noted with the image file above, this file will be copied into your local HiredGun\Media folder. The original copy will not be affected.

Next, select the Document (text) to associate with the Item.

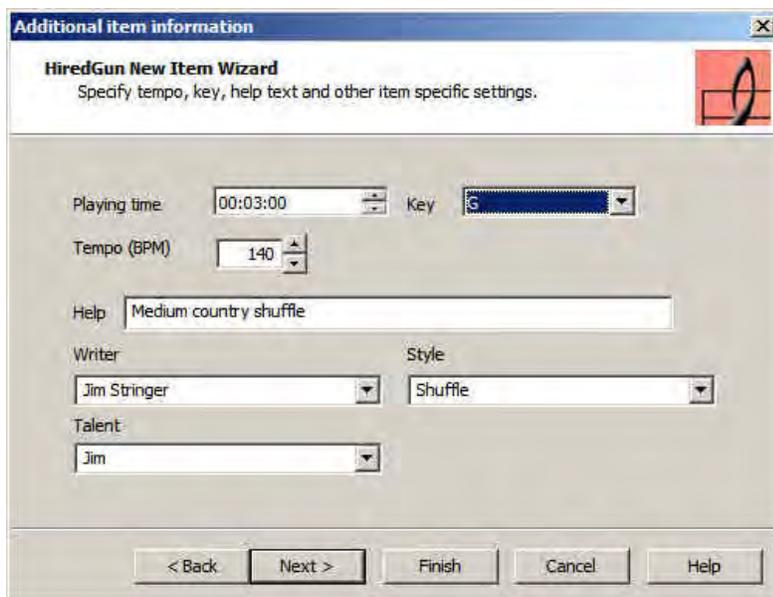


In this example, we used the Browse button to locate a file:

M:\MusicRoom\SONGS\Smartest Man Alive.txt

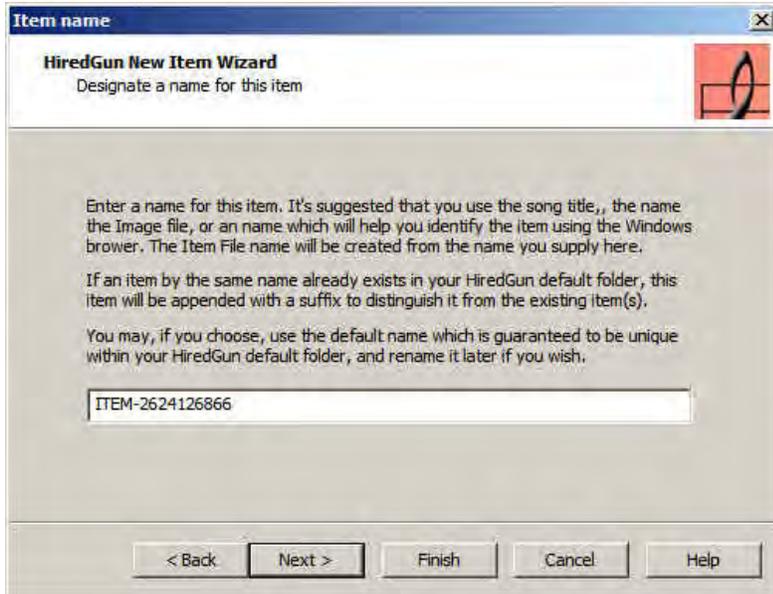
stored on a local area network drive. Like the other associated files, this file will be copied into your local HiredGun\Doc folder and the original file will not be affected.

The next Wizard page is for entry of Item data such as key, tempo, style, help, etc. You don't need to fill this in now -- you can alter this data using "Edit/Item Info" from the HiredGunRMS menu.

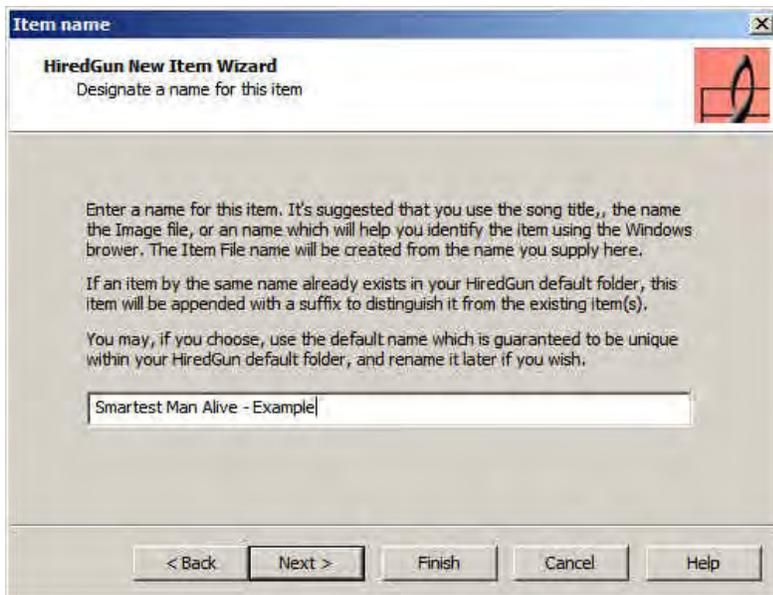


We chose to enter the data as shown above. Note that if you're using the Metronome tool and have opted to automatically set tempo, then the Tempo (BPM) which you've entered will be used to set the Metronome when this Item is selected. Click "Next".

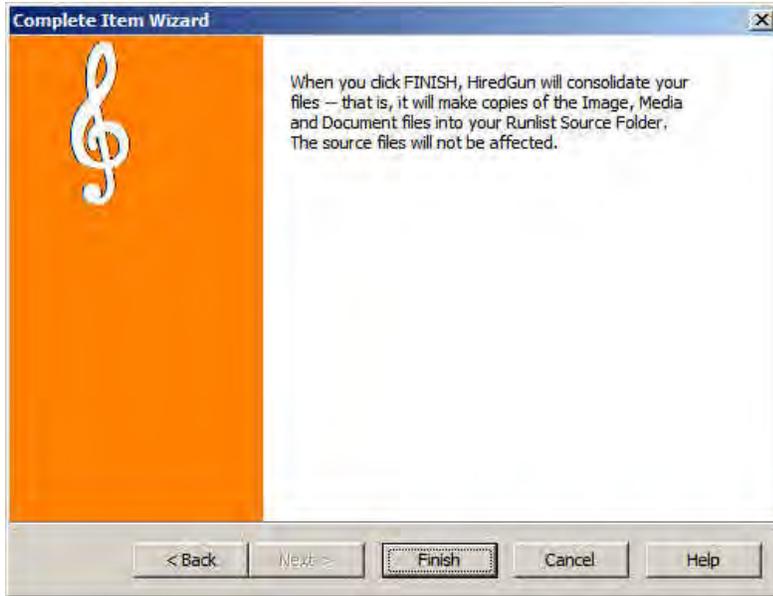
The Wizard now asks for the Item name.



This is the name that will be used for the Item XML file and for the Title of the Item as displayed by HiredGunRMS. Because a file name is essential to storing the Item, a default is filled in. However we strongly suggest that you enter a more descriptive name -- in this case, "Smartest Man Alive - Example".

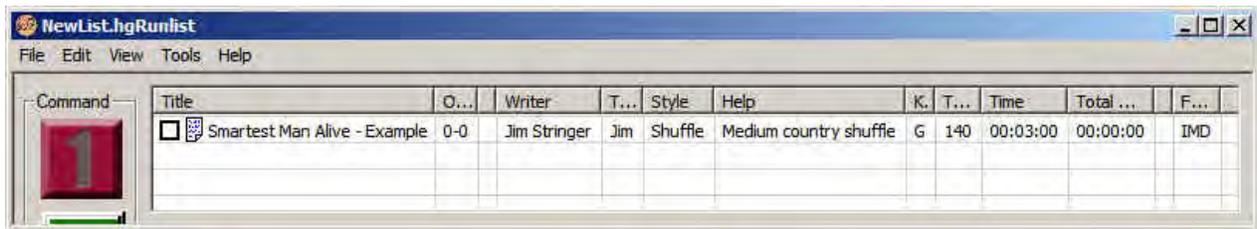


Click "Next".

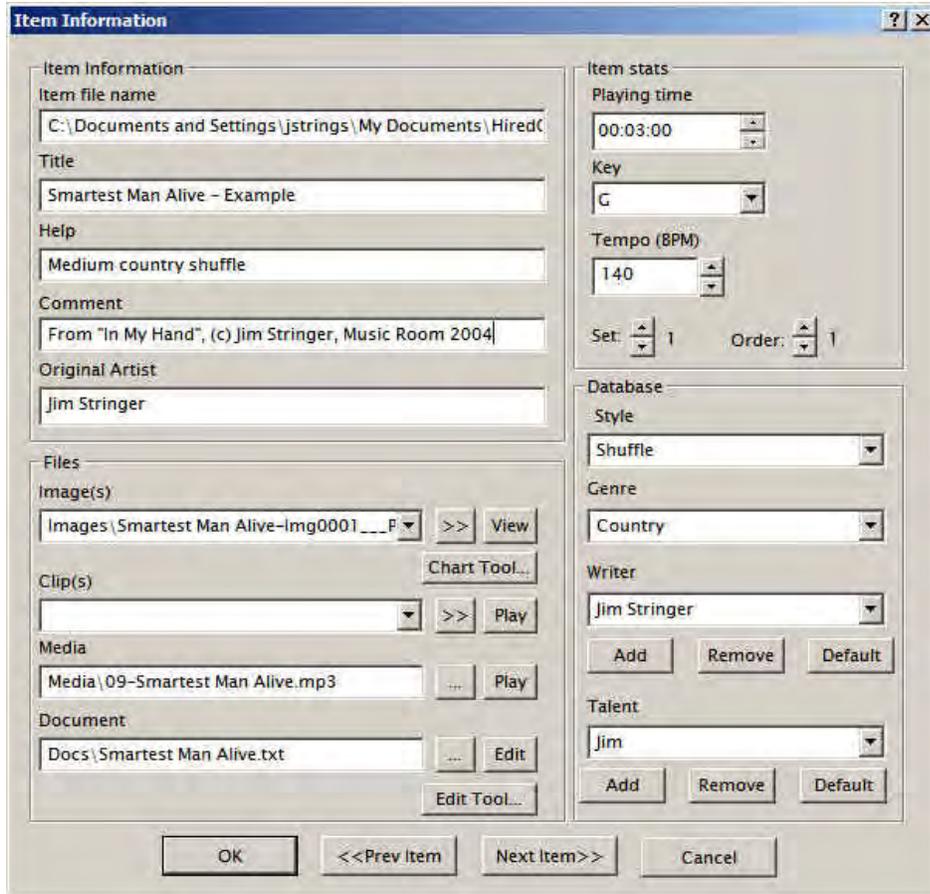


HiredGunRMS now displays the "completion" page. As written in the instructions, when you click "Finish", the files which you've specified will be copied (consolidated) into your local HiredGun folder.

When you click "Finish", you'll see the newly created item displayed in your example Runlist. (This image shows a HIGHLY minimized view of the Runlist. Most often, you'll want to display the Runlist as MAXIMIZED on your computer.)



As mentioned, you can edit the information stored in the Item using "Edit/Item Info" from the HiredGunRMS menu. Here's an image of the Item Info dialog. This will be covered in detail in a later tutorial.



Be sure to Save the Runlist periodically -- HiredGunRMS will ask by default to save the runlist before exiting the program, but it DOES NOT automatically save runlist changes by design. The first time you save the Runlist, HiredGunRMS will automatically ask for a Runlist Name. We suggest selecting names for Runlists that will help remind you of their content. For example, here's an effective Runlist name:

2011Apr21-HiredGunExampleRunlist.HgRunlist

**Your Items may be included in any number of Runlist and are not destroyed when you delete a runlist.** You should NOT directly delete Item Files from your HiredGunRMS setup. A planned "Archiving" feature will search for unused Item Files... keep checking this web site for information.

## Step 4 - View an Item in "Preview Mode"

"Preview" is another term borrowed from television and editing technology. It could be called "Display" or "View" or any other descriptive term. When you select "Preview Mode" for an Item in your Runlist, the Images and Docs which you've specified in your Runlist will be displayed in the main window, instead of the Runlist itself. You can toggle between the Runlist and Preview by clicking the buttons on the control panel.

When you have "populated" your Runlist with Items, select the first Item in your Runlist -- that is, just click on it with the mouse. **To display this Item in Preview Mode**, you may 1) double click the Item in the Runlist; 2) click the "Preview" button on the Command Bar; 3) press <F3>, or 4) from the Main Menu, select View/Preview. The default behavior of HiredGunRMS is to display your selected **Image file alone** on the primary monitor. HiredGunRMS adjusts the image to fit on the screen. Since HiredGunRMS is constructed as a "page" viewer, the program attempts to display the images in a proportion similar to an 8.5x11 sheet of paper. Below in the tutorial, you'll learn how to change HiredGunRMS' behavior to display Images side by side, Images with Document side by side, etc. There are many possibilities for preview mode.

**To return to the Runlist**, you may 1) click the Runlist button on the control bar, 2) press <F2>, or 3) select View/Runlist on the top level menu.

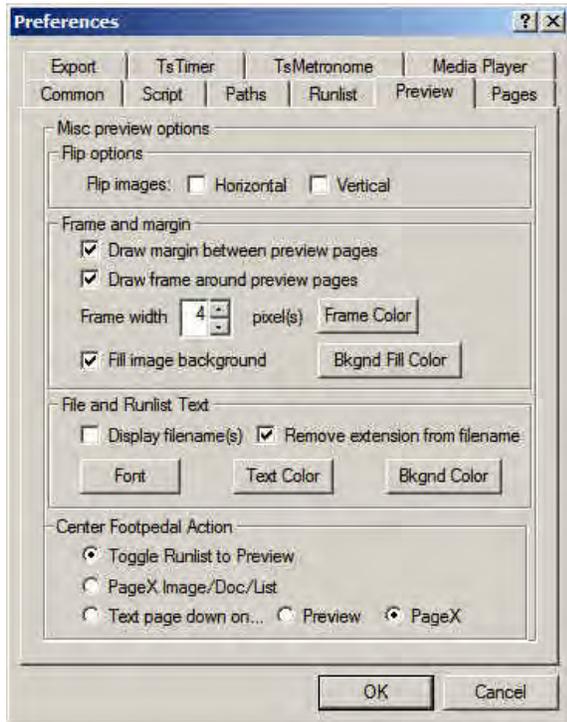
**You can reorder the Items in your Runlist simply by dragging and dropping.** Be sure to save the Runlist if you want your changes to be

permanent. If you want the changed runlist to be an alternative to the original runlist, use Save As... instead of Save.

## Step 5 - Change your preferences to alter how HiredGunRMS displays Items.

Click Tools/Preference on the top level menu. This will display the Preferences Dialog.

Click the "Preview" tab.



### Flip Options

Designed for use with teleprompter displays which require a reversed image.

### Frame and Margin

- "Draw Margin between pages" displays a small blank region between Preview panes for ease of reading.
- "Draw frame around preview pages" is self explanatory. This option also helps readability.
- You may also select the size of the frame (Frame width) and;
- The color of the Frame.
- "Fill image background" will use the "Bkgnd Fill Color" to create a backdrop for your images.

Experiment and select what works well for your application.

### File and Runlist Text

- "Display filename(s)" will cause the name of each Runlist Item to be displayed in the upper margin in Preview Mode.
- "Remove extension from filename" suppresses writing the file extension: ".JPG", ".DOC", etc. This applies only to the Preview display and doesn't change your Items.
- Font, Text Color and Bkgnd Color apply to the names written in the top margin and to the text display in the dynamic Runlist (see next section).

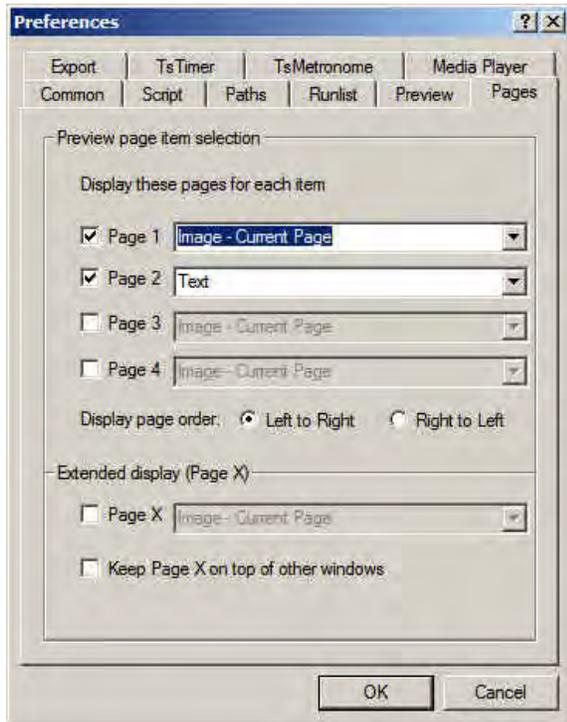
### Center Footpedal Action

The **right pedal** ALWAYS changes to the next Image page, if displaying Images, or next Item if there are no more Image pages, or if you're not displaying Images, but rather Dynamic Runlist or Documents. The **left pedal**, conversely, changes to the previous Item (last image page if there are multiple pages.)

The **center pedal is configurable**. You may use the center pedal as follows:

- Toggle between Runlist and Preview;
- Toggle between Image/Document/Runlist in PageX;
- Page Down in the displayed Document file.
- Specify whether the page down command is sent to the main preview window, to PageX window, or both. Note that you should select Both only if Preview and PageX are identical size.

Click the "Pages" tab of the Preferences Dialog.



### Preview page item selection

HiredGunRMS can display up to four panes side by side on the primary monitor. In addition, PageX can display a single pane. **PageX is primarily intended to be displayed on an external monitor**, but can be placed anywhere on the user's Windows desktop.

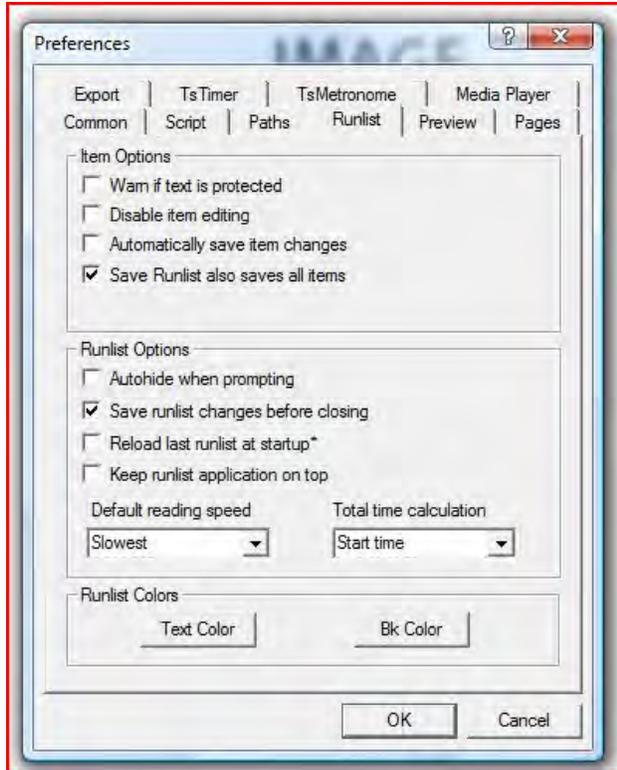
Use this dialog page to select what files should be previewed in each pane. The choices are:

- Image - Current Page
- Image-Next Page (the next item page for current item, or the first item page for the next item)
- Image-Prev Page (the previous item page for this item, or the last item page for the previous item.)
- Text (contents of your specified Document file.)
- Runlist - a graphics image of runlist titles (with Key) automatically generated by HiredGunRMS. This takes the place of a paper set list.

## Step 6 - Other important preferences.

### Click the Runlist tab

There are several items that are important to set for your specific application:



### **Item Options**

Automatically save item changes. This is selected by default and will insure that as you edit Items (using the Item Information Dialog), your changes will be automatically saved.

Save Runlist also saves items. This option is selected by default. If you uncheck this option, saving the Runlist will NOT save each individual Item as well. This may speed up saving, but you must remember to save all your item changes or they will be lost when you exit from HiredGunRMS.

### **Runlist Options**

Save runlist changes before closing. This is enabled by default for your protection. If you prefer, you may disable the option. You will NOT be reminded to save as you exit.

Reload last runlist at startup. This is disabled by default, but it is often convenient to reload the last runlist. Enable this option if you prefer this type of operation.

Total time calculation. This preference determines how the Runlist column, "Total Time" is calculated. The choices are

- a.) Start Time: the time in Total Time is the cumulative estimated time at the beginning of this item;
- b.) End Time: the estimated total time at the completion of this item;
- c.) Back Time: time, at beginning of each item, till the end of the Runlist, very helpful for timing sets.

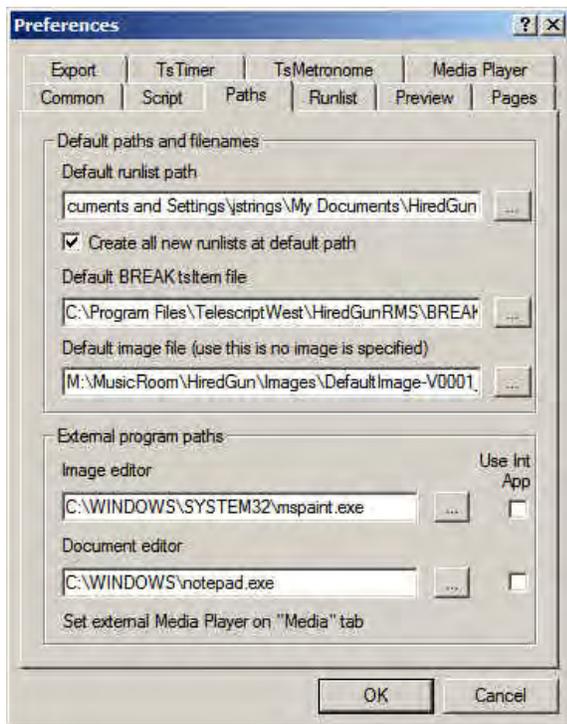
### **Runlist Colors**

Self explanatory... click these buttons to select the color of text and background for the Runlist.

## **Click the Path Tab**

By default, HiredGunRMS sets up a folder structure for your HiredGunRMS files. However, there are some other decisions that can

only be made depending upon the location of existing files on your individual computer.



### **Default item and runlist path**

This path is set by default when you first start HiredGunRMS. Also, the checkbox, "Create all new runlists and items at default item path" is set by default. Experienced users may want to redirect this path to a network drive, flash drive or other computer location.

### **Default BREAK.tsItem file**

This specifies a TsItem file which will be inserted in the Runlist when you select "File/Insert/Insert Break" from the Main Menu, or Context Menu (right click). If you have not specified a Break.TsItem file, then this menu choice does nothing.

### **Default Image (use this if no image is specified.)**

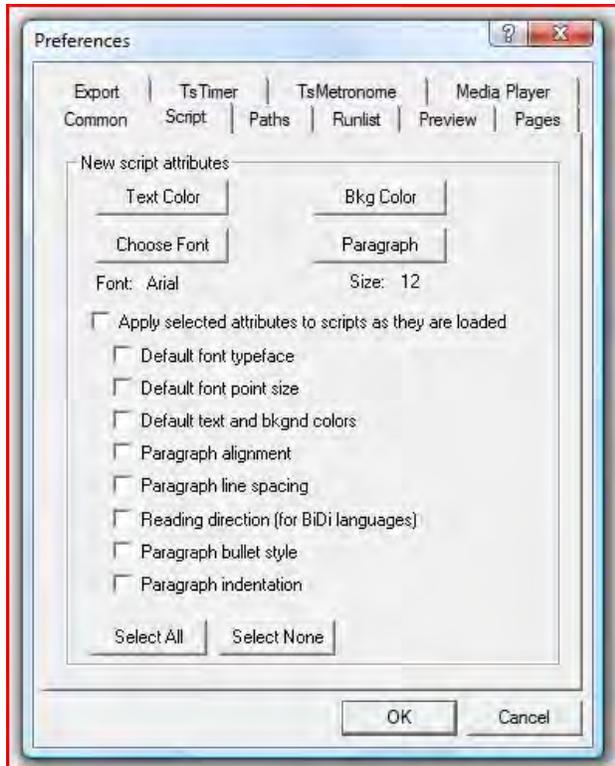
If you have not specified an image file for the item, this is the image that will be displayed. We have provided a standard image, but you may specify ANY supported image as your default. For example, if you have a band logo, this might be an appropriate default image. We suggest you specify a LOCAL file (that is, not something that resides on a network or removable drive), and preferably a file stored in your HiredGun/Images folder.

## **External program paths**

HiredGunRMS is intended to work with other tools. In this section of the preferences dialog, you can specify what programs will be called when you press the "Image edit" or "Text Edit" buttons on the Command Bar.

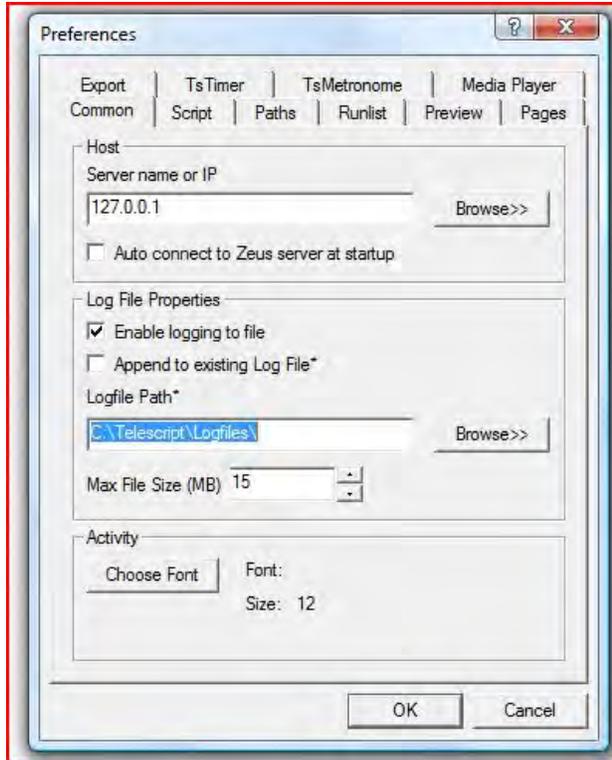
### **11. Script Preferences**

Named as a holdover from HiredGunRMS's roots in teleprompting, this set of preferences determines how documents are formatted as they're loaded.



The documents you associate with HiredGunRMS items may be formatted with wildly differing type faces, point size, and colors. To avoid unpredictable appearance, you can specify that certain text "attributes" be applied to documents as they are loaded. If the box, "Apply selected attributes to scripts as they are loaded" is unchecked, then each document will be loaded and displayed using the information stored with document itself. Otherwise, the attributes you set and select will be applied... each document will appear uniformly.

## 12. Common Preferences



HiredGunRMS is intended to be a Professional product, targeted to users who required high performance and reliable operation. In advanced situations, HiredGunRMS can communicate across LANs (local area networks), or even WANs (wide area networks such as the internet). Also, HiredGunRMS can create Activity logs so that you can determine how the program was used, and in the rare instance of operation errors, a forensic examination may be performed.

The logfile path is automatically set by HiredGunRMS when you first start the program. You can redirect the logfiles to any path you like. We suggest you use a LOCAL path as opposed to a folder on a network or removable drive.

You can also, on this page, select the Font used to display the Activity log on your HiredGunRMS desktop. (To quickly examine the Activity Log, click the "Activity" button on the HiredGunRMS control bar.)

### 13. TsMetronome Setup

Click the TsMetronome tab on the Preferences Dialog.

### 14. Media Player Setup

### 15. Export Settings