

English Instruction Manual

1 Using Hey DJ Play My Song

Dear Customer,

Thank you for using Hey DJ Play My Song system.

Hey DJ Play My Song (HDJPMS) is a 21st century solution of requesting songs. The system is an online tool that consists of playlist created by your host, DJs and anyone looking to give their company a great time.

2 Getting Started

Every playlist available on HDJPMS was imported using comma-separated values (CSV) document. A CSV is document format that can be made from a numerous applications.

2.1 Getting/creating the CSV document

A template is available for download on the swebsite **About** page and should be followed accordingly for the songs to be uploaded correctly.

Figure 1 below is how the document should look like.

	A	B	C	D	E
1	Name	Artist	This row will be removed		
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					
13					
14					
15					
16					
17					
18					
19					
20					
21					
22					

Figure 1

2.2 Getting the music

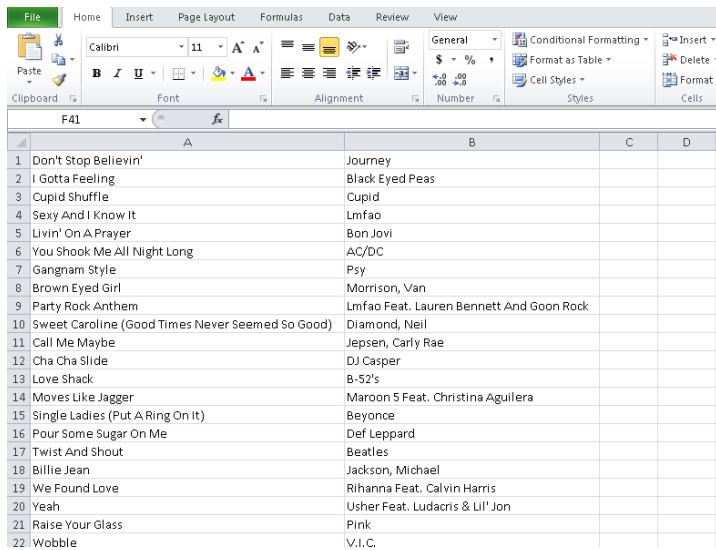
Populate the field with data as it is visually shown on Figure 2.

	A	B	C	D	E
1	Name	Artist	This row will be removed		
2	Don't Stop Believin'	Journey			
3	I Gotta Feeling	Black Eyed Peas			
4	Cupid Shuffle	Cupid			
5	Sexy And I Know It	Lmfao			
6	Livin' On A Prayer	Bon Jovi			
7	You Shook Me All Night Long	AC/DC			
8	Gangnam Style	Psy			
9	Brown Eyed Girl	Morrison, Van			
10	Party Rock Anthem	Lmfao Feat. Lauren Bennett And Goon Rock			
11	Sweet Caroline (Good Times Never Seemed So Good)	Diamond, Neil			
12	Call Me Maybe	Jepsen, Carly Rae			
13	Cha Cha Slide	DJ Casper			
14	Love Shack	B-52's			
15	Moves Like Jagger	Maroon 5 Feat. Christina Aguilera			
16	Single Ladies (Put A Ring On It)	Beyonce			
17	Pour Some Sugar On Me	Def Leppard			
18	Twist And Shout	Beatles			
19	Billie Jean	Jackson, Michael			
20	We Found Love	Rihanna Feat. Calvin Harris			
21	Yeah	Usher Feat. Ludacris & Lil' Jon			

Figure 2

2.3 Formatting the CSV for HDJPMS system

Remove the first row and save the file as it is visually shown on Figure 3 & 4.



	A	B	C	D
1	Don't Stop Believin'	Journey		
2	I Gotta Feeling	Black Eyed Peas		
3	Cupid Shuffle	Cupid		
4	Sexy And I Know It	Lmfao		
5	Livin' On A Prayer	Bon Jovi		
6	You Shook Me All Night Long	AC/DC		
7	Gangnam Style	Psy		
8	Brown Eyed Girl	Morrison, Van		
9	Party Rock Anthem	Lmfao Feat. Lauren Bennett And Goon Rock		
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14	Moves Like Jagger	Maroon 5 Feat. Christina Aguilera		
15	Single Ladies (Put A Ring On It)	Beyonce		
16	Pour Some Sugar On Me	Def Leppard		
17	Twist And Shout	Beatles		
18	Billie Jean	Jackson, Michael		
19	We Found Love	Rihanna Feat. Calvin Harris		
20	Yeah	Usher Feat. Ludacris & Lil' Jon		
21	Raise Your Glass	Pink		
22	Wobble	V.I.C.		

Figure 3

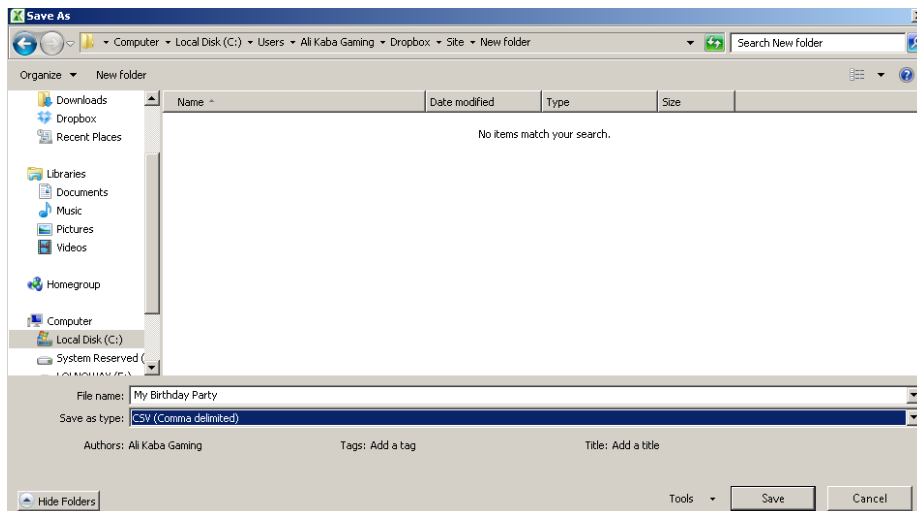


Figure 4

3 Setting up an account

An account is required to be able to create a playlist.

3.1 Visiting HeyDJPlayMySong.com

HDJPMS website as it is visually shown on Figure 5.

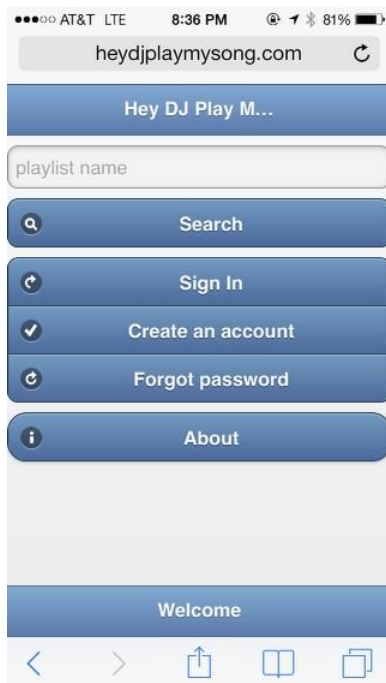


Figure 5

3.2 Creating an account

Click on **Create an account** and enter your email and password as it is visually shown on Figure Password must be between 6 to 12 characters long.

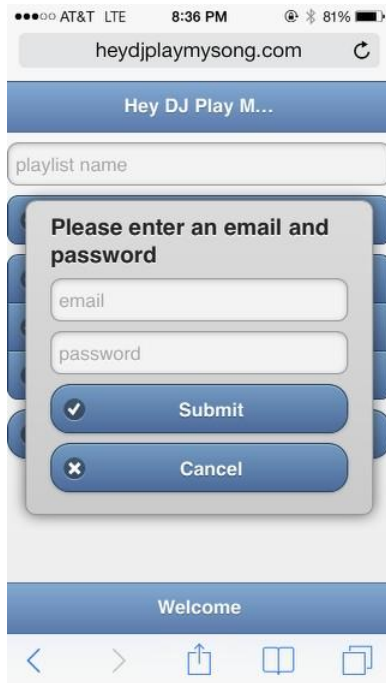


Figure 6

3.3 Verifying your account

After creating your account, you will be prompted a message to activate your account. Not activating your account will not permit you of using the manage playlist features which allows you to create a playlist as it is visually shown on Figure 7. To activate your account you either have to click on the link that was emailed to the email used to create the account or use the code listed on that same email and go to Activate account and enter it there as it is visually shown on Figure Hit reset passcode to have a new one emailed again. Once your account is verified, you will access Manage playlist as it is visually shown on Figure 9.

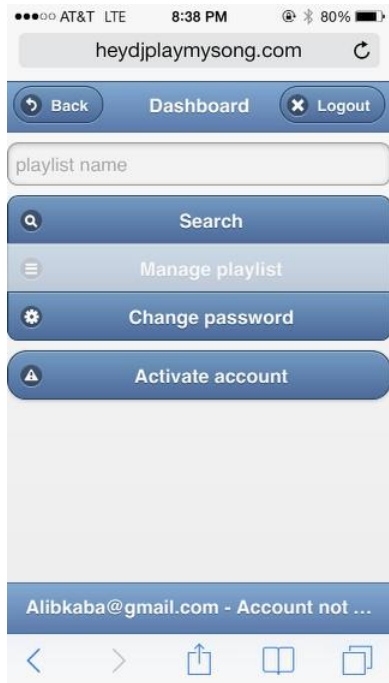


Figure 7

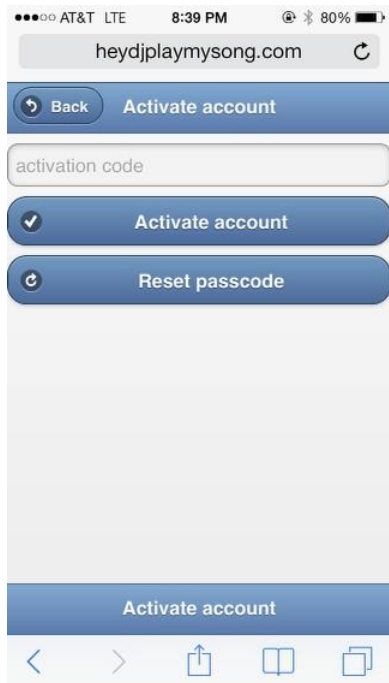


Figure 8

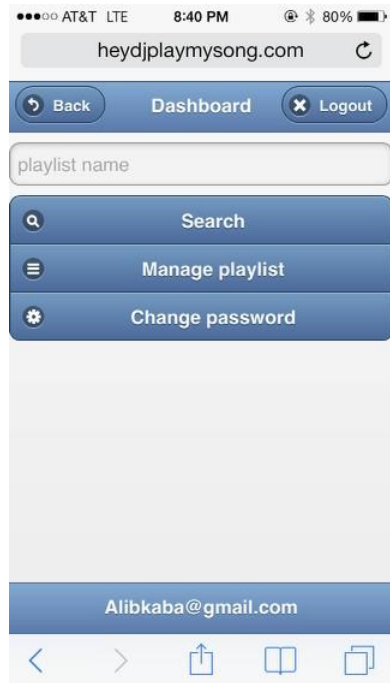


Figure 9

4 Dashboard

Here you can change your password, manage your playlist and search a playlist to vote on.

4.1 Change password

Requirements are the email, current password and typing your new password in both fields as it is visually shown on Figure 10.

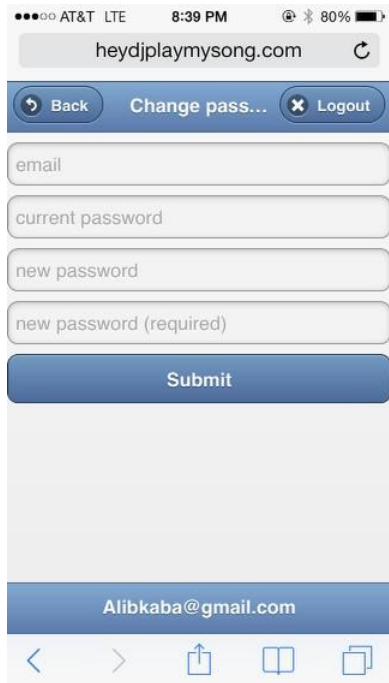


Figure 10

4.2 Manage playlist

HDJPMS values playlist and understands the pain of accidents. In order to prevent an accidental reset or delete, we require that you type in your playlist name. Figure 11 doesn't have any playlist listed however skip to Figure 14 to see one playlist that is listed.

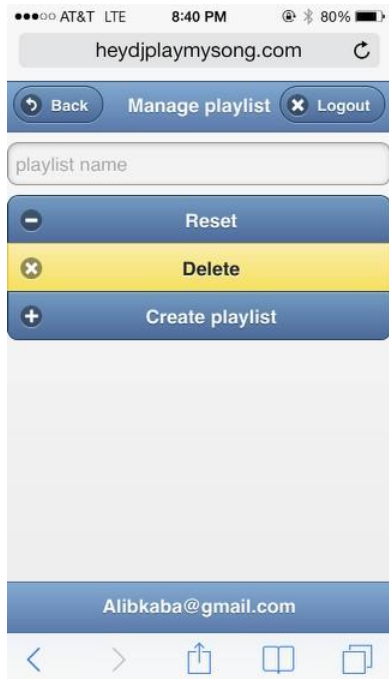


Figure 11

4.3 Create playlist

Once Create playlist is selected on Figure 11, you will be required to enter a playlist name as it is visually shown on Figure 12. If the playlist name is available, you will proceed to Figure 13 to finalize the upload process where you will click on browse, select your .CSV file and click upload where you will be re-directed back Figure 14.

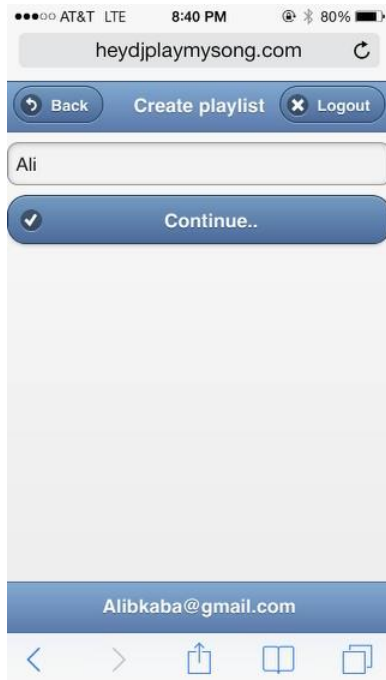


Figure 12

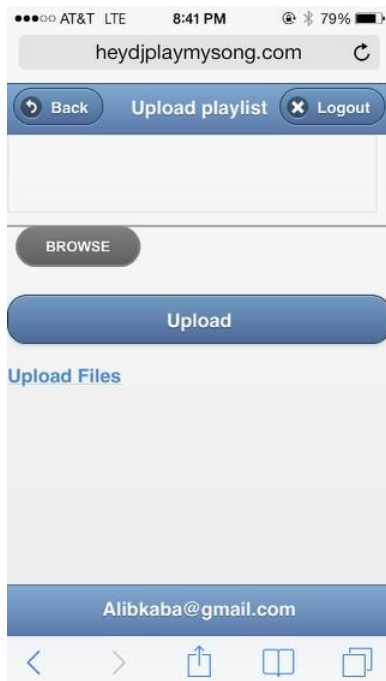


Figure 13

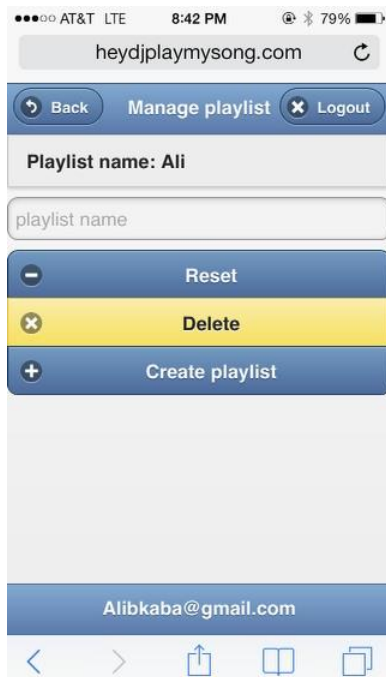


Figure 14

5 Search

Here you can perform a search from Figure 1 or Figure 15.

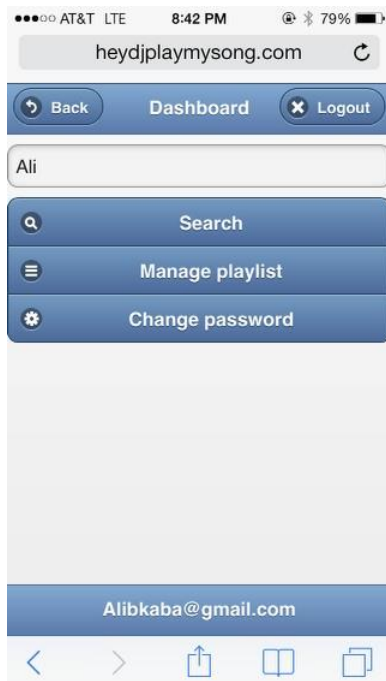


Figure 15

5.1 Music

The music page consists of Top Requested 20 Songs and All songs as it is visually shown on Figure 1

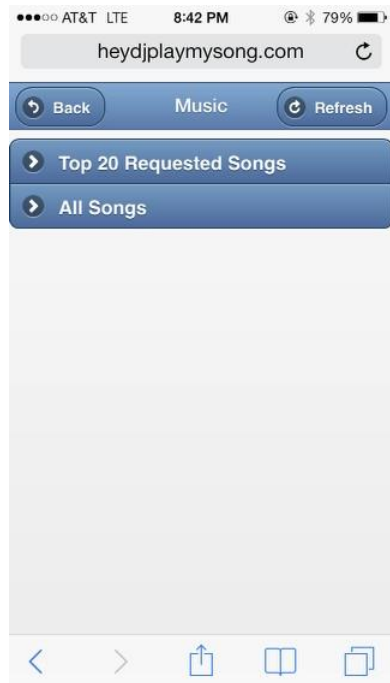


Figure 16

5.2 Voting

On Figure 17 and 18 you can vote for the song with the up or down arrow. If you are the owner of the playlist, you will be able to reset or delete individual songs as it is visually shown on Figure 19.

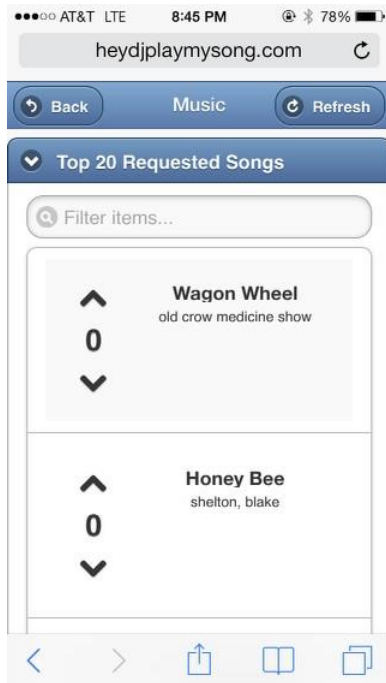


Figure 17

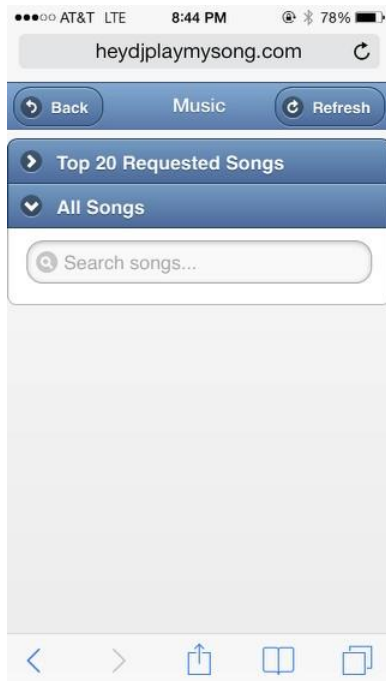


Figure 18

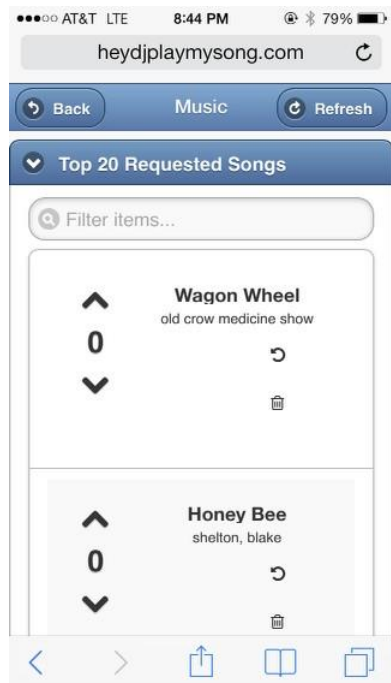


Figure 19

6 Homepage

One you are logged, the homepage will change from Figure 1 to Figure 20.

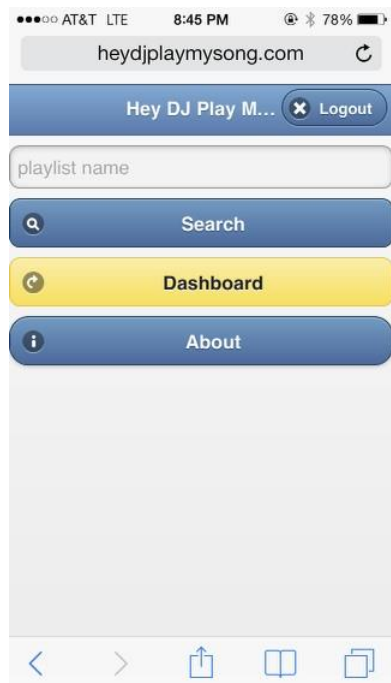


Figure 20