Creating new works

Once your catalog has already been placed in the system, you will maybe want to manually add new works. Several solutions are possible, depending on the diversity of the copyright that you will want to integrate.

From the list of works

content

- Create a new work

The option to create a new work appears directly when opening the list of works. By clicking on **create** a work file will open and you can add your copyright.

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National shares (with statutory shares) and international shares have been indicated. The statutory parts will come out if you edit your contract as original publisher using Le Sage and the international parts if you send your catalog to your foreign sub-publisher (CWR). In order to deposit the works in a blank bulletin, or to take out the contracts to have them signed by the artists, certain information must be added in the detail of the work.

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From an existing work

If you wish to use the copyright of a work already present in the database, after having searched for this work in the list of works, right-click on the work concerned, and click on clone this work or use the "Clone this work" button at the bottom of the screen. You will be able to create one or more works (by putting the titles on the line) having the same characteristics.

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The works will be put in a group.

Be careful with this solution all the data in details will be duplicated in addition to the copyright.

From an Excel file

If you are more comfortable filling out an Excel file and importing it into the system as your catalog of deposited works, we provide a template in **c:\LeSage12\Examples** to import a catalog of new works. Just follow the steps of the catalog import using the "Excel All on one line" filter to import it.

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