

# First steps in Le Sage

You have just purchased Le Sage and do not know where to start. Here are some key steps to get you started with the software.

## First settings

### Companies

We will not detail each tab here but mainly the first settings necessary to import your catalog.

The screenshot shows the Le Sage software interface. At the top, there is a navigation bar with several icons and labels: 'Top earnings', 'Analysis', 'Basculer en français', 'Settings' (highlighted with a red box and a red circle with the number 1), 'Backup database', 'Other', '17.9', '12.000.44p', 'SAGE12DEMO', and 'Quit'. Below this, there are several tabs: 'Analysis / tracking', 'Language', 'Utilities', and 'System'. The main content area is titled 'Settings' and contains a list of configuration options on the left, including 'General', 'Numerical parameters', 'Local parameters', 'Companies' (highlighted with a red box and a red circle with the number 2), 'Clients', 'Currencies', 'Third parties', 'Personal preferences', 'Periods', 'Conditions on rights', 'Styles', 'PROs', 'Translations', 'Tags', 'Territory groups', 'Advanced', and 'Rights families'. The 'Companies' section is expanded, showing a table with the following data:

#	Name	City	IPI code	Realm
8	les Noise'R'Us	Tours	123456789	Karyo
12	Let me hear it			

The 'Name' column of the table is highlighted with a red box and a red circle with the number 4. At the bottom of the table, there is a red box with a white plus sign (+) and a red circle with the number 3, indicating the button to add a new company. To the right of the table, there is a vertical list of labels: 'Name', 'Initials', 'City', 'IPI code', 'CWR : 3 letter', 'CWR : Sender', 'SCPP : Party II', 'SCPP : Party n', 'SCPP : License', 'ISRC Prefix', and 'Statements'.

The configuration of the company is necessary to link your works to companies. If you only manage your catalog, and you only have one legal entity, you will only create your company name. To add a company, press the "+" symbol and enter the name of your company. It is not necessary to set

all of the available fields right away. These will be used later on for the statements.

## Third parties

The screenshot shows the 'Settings' application interface. On the left is a sidebar with a 'Settings' header and a list of categories: General, Numerical parameters, Local parameters, Companies, Clients, Currencies, **Third parties** (highlighted with a red box and '1'), Personal preferences, Periods, Conditions on rights, Styles, PROs, Translations, Tags, Territory groups, Advanced, and Rights families. The main area displays a table of third parties with columns for Id, Third party name, Categories, and C. The table contains several entries, with the first row (Id: 35, Name: PRS) highlighted by a red box and a red circle with the number '3'. At the bottom of the table, there is a row of action buttons: a green '+' button (highlighted with a red box and a red circle with the number '2'), a trash icon, a checkmark icon, and a close icon.

Id	Third party name	Categories	C
=	RIC	RIC	=
35	PRS		<input type="checkbox"/>
7	SACEM		<input checked="" type="checkbox"/>
21	SACEM domestique		<input checked="" type="checkbox"/>
14	SCPP		<input checked="" type="checkbox"/>
15	SESAC		<input checked="" type="checkbox"/>
11	SGAE		<input checked="" type="checkbox"/>
3	SOJA		<input type="checkbox"/>
19	SOUS EDITEUR EUROPE		<input checked="" type="checkbox"/>
18	SOUS EDITEUR JAPONAIS		<input checked="" type="checkbox"/>
33	SUISA		<input checked="" type="checkbox"/>

Third Parties are any entity with whom you will exchange data. You are going to want to integrate a first catalog into the database. You must therefore configure the third party that provided you with this catalog. As for the company, press "+" and type the name of the catalog supplier. The configurations on the right will be necessary when exporting your catalogs for this same Third Party.

These two basic settings will get you started.

Revision #4

Created 2025-03-10 08:01:46 UTC by Admin

Updated 2026-04-28 08:31:26 UTC by Admin