

Organize Your Video Clips in the RealPlayer Library

In addition to the default media categories (such as Music or Videos) in the RealPlayer **Library**, custom categories can be created and named to help you organize your clips. You can also define custom categories in the Clip Info that comes with a clip that you download. When you import a file with a category already assigned to it, if that category isn't already in your Library, it will be added to the existing categories.

To create, remove, or edit custom categories at any time, use the following procedures.

Create a New Custom Category

- 1. Open the Library.*
- 2. Select the clip or clips you want to add to the new custom category.*
- 3. Right-click, then select Edit Clip Info to open the "Edit Clip Info" dialog.*
- 4. If necessary, select General from the Clip Info View menu to display the Category data field.*
- 5. Instead of selecting a category from the Category drop-down list, type a custom name into the Category field.*
- 6. Click OK to save your changes and close the "Edit Clip Info" dialog.*

OR

- 1. When in the Library, right-click any category.*
- 2. Select Add/Remove Categories... to open the "Manage Content Categories" dialog.*
- 3. Click New. The "Add New Category" dialog opens.*
- 4. Enter a custom name.*
- 5. Click OK to save your changes and close the "Add New Category" dialog.*

Add Clips to a Custom Category

- 1. Open the Library.*
- 2. Select the clip or clips you want to add to a custom category.*
- 3. Right-click, then select Edit Clip Info to open the "Edit Clip Info" dialog.*
- 4. If necessary, select General from the Clip Info View menu to display the Category data field.*

5. *Select the custom category (such as "Party Favorites") from the Category dropdown list.*
6. *Click OK to save your changes and close the "Edit Clip Info" dialog.*

Clips added to a custom category are automatically sorted by artist and genre.

Delete a Custom Category

You cannot delete default categories such as Music or Videos.

1. *Open the Library.*
2. *Right-click any custom category in the Library.*
3. *Select Delete Category. Click Yes to confirm.*

Or, to delete multiple custom categories:

1. *After selecting any category in the Library, click Add/Remove Categories... to open the "Manage Content Categories" dialog.*
2. *Select a custom category and click Delete. Click Yes to confirm.*
3. *Repeat step 2 as many times as you wish.*

When you delete a custom category, any clips assigned to it are not deleted. They will remain in the All Media category.

Rename a Custom Category

You cannot rename default categories such as Music or Videos.

1. *Open the Library.*
2. *Right-click any custom category in the Library.*
3. *Select Rename Category.*
4. *Enter a new category name over the previous one.*

To rename multiple custom categories:

1. *Right-click any custom category in the Library and select Add/Remove Categories... to open the "Manage Content Categories" dialog.*
2. *Select an existing category and click Rename.*
3. *Enter the category's new name over its previous one. Click OK to confirm.*
4. *Repeat steps 2 and 3 as many times as you wish.*