



SETLIST

Artist outreach, organized.

BETA TESTER USER MANUAL

Turn one release into a verified shortlist, a reusable submission pack, guided platform handoffs, follow-ups, and measurable outcomes - without paying an outreach agency to do basic research for you.

BETA 1 | OCTOBER 2026

MANUAL MAP

Everything you need for a useful beta test

Use this guide in order for your first session, then return to individual sections when you need a specific workflow or answer.

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FASTEST ROUTE

If you have only 30 minutes, follow Quick setup and the Beta test path. Do not mark a submission as sent unless you actually completed it on the external platform.

01 - GETTING STARTED

Quick setup

Setlist is invitation-only. You do not need Spotify, YouTube, Apple, MusicBrainz, or SoundCloud developer keys. ACAS Tools operates the shared research connections for the beta.

01 Accept your invitation

Open the invitation email from Setlist and choose your own password. The next page walks through it step by step.

02 Prepare one release

Have the track name, artist name, listening link, release status/date, genre, moods, audience, and 1-3 reference artists ready.

03 Sign in

Open setlist.acasintelligence.com and enter your invited email and password. Passwords are case-sensitive. The User manual button at the top of Setlist opens this guide.

04 Save the release brief

Choose Edit release, complete the fields, and save. Comma-separate moods and reference artists.

05 Find the cover

Choose Find cover + Apple. Setlist checks the Spotify release link first and Apple catalog metadata when a match is available.

06 Confirm the workspace

Check that the active release, cover, genre, date, and link refer to the intended recording before researching routes.

Bring to your first session

- A released or upcoming track link
- A short artist bio
- A one-sentence positioning idea
- 30-45 focused minutes

You do not need

- API or developer keys
- A paid playlist service
- A finished press release
- Permission to mass-email curators

LOGIN PROBLEM

If the page says the email or password is incorrect, confirm the invited email spelling and password, or choose Set or reset password for a fresh link. Do not create a second account. Contact hello@acasintelligence.com with the invited email only - never send your password.

01 - GETTING STARTED

Accept your invitation

Setlist accounts are created by invitation only. There is no public sign-up page, and you choose your own password - the operator never sends you one.

01

Find the email

Look for You've been invited from Setlist <setlist@acasintelligence.com>. Check your spam or promotions folder - early invitations have landed there. If it is in spam, mark it Not spam so later emails arrive normally.

02

Open the link

Select the link in the email on the device you plan to use. It opens Setlist directly on the New password form.

03

Choose a password

Enter a password of at least 12 characters in both New password and Confirm password, then choose Save password. Use a password you do not use anywhere else; a password manager is ideal.

04

Sign in

Setlist returns you to the sign-in form. Enter your invited email and the password you just chose. Your workspace starts empty and is visible only to you.

Forgot your password?

On the sign-in form, enter your invited email and choose Set or reset password. Setlist emails you a new link that opens the same New password form. Allow a minute between requests.

Link invalid or expired?

Invitation and reset links work once and expire. If Setlist says This link is invalid or expired, or you reloaded the password page, choose Set or reset password to get a fresh link. Do not forward links to anyone.

USE ONLY THE INVITED ADDRESS

Setlist only accepts the exact email address that was invited. Signing in with a different address, or asking for a reset on one, will not work. Contact hello@acasintelligence.com from your invited address if you need help - never include your password or a link from a Setlist email.

02 - TEST PLAN

The 30-45 minute beta path

This path tests whether Setlist produces genuine outreach value. The goal is not to generate the most leads; it is to reach one or more routes you would honestly use.

TIME	ACTION	PASS SIGNAL
0-5 min	Sign in, enter one release, and verify the cover.	The active release card is accurate.
5-12 min	Complete and save the submission pack.	Core fields ready is shown.
12-25 min	Review at least five candidates: listen, verify the route, rate, and decide.	At least one genuine fit is approved or a clear rejection reason emerges.
25-33 min	Open one platform route and search one official source in Research Lab.	You identify one useful route or learn why the result is not actionable.
33-40 min	Copy a personalized draft. If you actually submit, mark Submitted and confirm the follow-up date.	The exact pitch and next step are recorded.
40-45 min	Record a 1-5 usefulness score, write what was missing, and export CSV.	Your feedback names a real saved step or friction point.

FULL BETA MILESTONE

The workspace progress gate is 5 approved, 5 actionable, and 3 genuinely submitted. It is acceptable not to reach the gate in one session. Never create false submissions just to complete the meter.

What to notice while testing

Value signals - Time to first actionable route - Better fit decisions - Less repeated typing - Clear follow-up and outcome history	Friction signals - Missing or stale routes - Research with no contact path - Confusing labels or buttons - Work you still had to track elsewhere
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One release, five campaign stages

Each release is its own campaign workspace. Use the numbered navigation bar to move through the core path; Research Lab, beta feedback, and Account sit below the five stages.

● SETLIST

PRIVATE BETA | EXPORT CSV

01 RELEASE BRIEF

Your next audience
starts with a real route.

One release. Verified routes. Reusable outreach.

ACTIVE RELEASE

Night Signal
by Example Artist

SPOTIFY ARTWORK MATCH

RELEASED | ELECTRONIC | U.S.

01 BRIEF

02 SHORTLIST

03 ROUTES

04 PACK

05 OUTCOMES

CANDIDATES0/10

APPROVED0/5

ACTIONABLE0/5

SUBMITTED0/3

01	Release brief	The facts and listening link for the active track.
02	Shortlist	Candidates that must be listened to, verified, rated, and accepted or rejected.
03	Platform routes	Guided handoffs to artist opportunity services such as LabelRadar, DailyPlaylists, Soundplate, SubmitHub, Groover, Musosoup, and Trackstack.
04	Submission pack	Reusable release facts, pitch, links, artwork, and bio.
05	Outcomes	Submission status, follow-up date, response notes, and learning.

Progress counts are evidence, not a score

Candidates show the research pool. Approved means you chose the fit. Actionable means the record has a usable submission route. Submitted means you actually completed a submission outside Setlist. Follower count is deliberately not the success measure.

Several releases and your account

Each release gets its own brief, shortlist, submission pack, and outcomes. Your account settings and data controls sit in the Account section at the bottom of the page.

Work on more than one release

01

Switch release

Use the Working on menu above the progress panel. Everything below it - shortlist, platform routes, pack, outcomes, and Export CSV - follows the release you choose.

02

Start a new release

Choose + New release. Your artist name, audience, and bio carry over; the track, shortlist, and outcomes start empty. Fill in the brief that opens.

03

Archive a finished release

Choose Archive this release to move it out of the way. Nothing is deleted. Pick it from the Archived part of the menu to restore it.

04

Releases from CADENCE

If you use the CADENCE desktop app, releases it sends appear in the menu marked from CADENCE. CADENCE keeps the release facts current; your shortlist and outcomes stay yours.

Your account

Follow-up reminders

On Mondays Setlist emails you a short list of submissions due a follow-up that week, across all your active releases. It never contacts curators. Turn reminders off under Account.

Your data

Export all data (JSON) downloads every release, opportunity, note, and feedback entry. Delete my data (type DELETE to confirm) removes them permanently; the operator then removes your sign-in.

CONNECT CADENCE (OPTIONAL)

Under Account, choose Create CADENCE token, copy the token, and paste it into CADENCE's Setlist settings. The token is shown once and only lets CADENCE send releases and read outcomes. Disconnect CADENCE stops it immediately.

Build the active release brief

Good outreach starts with an accurate track identity. This record feeds the release card, submission pack, platform handoffs, research queries, and personalized drafts.

FIELD	HOW TO USE IT
Track + artist	Use the public release spelling. Include collaborators in the artist field when they are credited.
Genre + moods	Use specific language a curator can evaluate: for example, melodic drum and bass; deep, meditative, energetic.
Listening link	A Spotify track link works best for artwork lookup. A private link can be used for upcoming music if the recipient accepts it.
Release status/date	Choose Released or Upcoming and enter the real date. Eligibility often depends on timing.
Audience	Name the intended market, not an unsupported claim about where fans already live.
Reference artists	Use 1-3 sonic reference points. They guide research but do not prove fit.

Find cover + Apple

Setlist first tries the Spotify track's public artwork, then looks for an Apple catalog match. A successful Spotify artwork match is useful even when no exact Apple record is found.

When the cover is wrong

Confirm the link is a track link rather than an album or playlist. Recheck the track and artist spelling, save the release brief, then choose Refresh artwork.

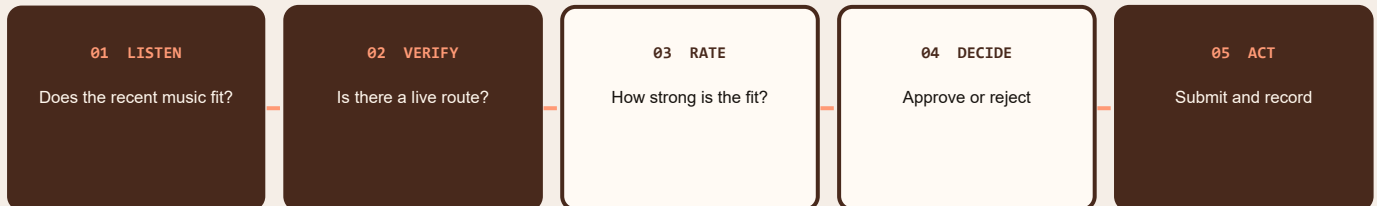
CATALOG EVIDENCE IS NOT OUTREACH

Spotify and Apple help identify the recording and artwork. They usually do not provide a curator email or an open submission route. Contactability is evaluated separately in the shortlist and Research Lab.

05 - STAGE 02

Turn candidates into decisions

A search result is not a match. Every candidate must survive five checks before it becomes part of the campaign.



Read each opportunity card

Evidence fields

Why it may fit explains the hypothesis.
 Eligibility records who and what the route accepts.
 Bring with you lists the materials required.
 Uncertainty states what could make the lead unusable.

Route badges

Verified free: public free route.
 Free - limited: credits or limits may apply.
 Direct - price unknown: live email/form; fee not confirmed.
 Paid: consideration costs money.
 Social/unverified: not submission-ready.

01

Listen first

Open the playlist, channel, label, or destination. Sample recent selections, not only the title or description.

02

Open the route

Confirm the submission page, email, or profile still belongs to the destination and is currently accepting music.

03

Rate the fit

Use 1-5 stars as your own judgment. A route can be open and still be a poor musical fit.

04

Approve or reject

Approve only when the fit and route are credible. Rejecting keeps the record in the Rejected filter; it does not erase it.

NO ROUTE, NO SUBMISSION

A social handle or owner name is a clue, not proof that submissions are accepted. Verify a direct path before calling the opportunity actionable.

Use the Opportunity Hub

The hub prepares a tracked handoff to established artist opportunity platforms. Setlist does not log in, spend credits, accept terms, or submit on your behalf.

PLATFORM	BEST USE	COST MODEL
LabelRadar	Label demos, contests, and industry opportunities.	Free Lite credits; optional paid upgrades.
DailyPlaylists	Released Spotify tracks and independent curator routes.	Free-limited Standard submissions; paid credits available.
Soundplate	Free playlist directory for Spotify and Deezer.	Free; daily or playlist-specific limits may apply.
SubmitHub	Curators, blogs, labels, radio, and creators.	Standard credits may be free; Premium is paid.
Groover	International media, radio, playlists, labels, and professionals.	Paid per selected professional.
Musosoup	Press, playlists, radio, and social coverage.	Initial submission free; accepted campaigns require payment.
Trackstack	Label demos and DJ promos, especially electronic music.	Free submissions within plan limits; paid plans add allowance.

01

Review the pack

Before leaving Setlist, confirm the active release, artwork, link, pitch, and short bio.

02

Open platform

Sign in to your own account and review current pricing, credits, rights, and eligibility.

03

Track this route

Add the platform to your campaign so the attempt and outcome are not lost.

04

Personalize

Choose recipients whose editorial line fits. Do not paste the same unedited opening everywhere.

PAYMENT IS NOT PLACEMENT

A paid platform usually sells consideration, workflow, or feedback - not a guaranteed response, playlist addition, stream count, or press result.

Prepare the reusable submission pack

The pack reduces repetitive typing while keeping each pitch honest and personal. Save the core facts once, then tailor the destination-specific opening.

FIELD	PURPOSE	QUALITY CHECK
One-line positioning	Track + sound + artist in one sentence.	Specific enough to judge; no hype claims.
Core pitch	Reusable middle of the outreach note.	Short, factual, and clear about why you are writing.
Track/private link	The listening destination the recipient should use.	Opens without unexpected access friction.
Artwork link	Public cover URL for forms that request it.	Correct release and loads in a private browser window.
Short artist bio	Two or three useful sentences about the artist.	Current, relevant, and not a life story.

A reliable pitch shape

PERSONAL OPENING	Show that you listened and name one relevant reason for choosing this destination.
CORE RELEASE FACTS	Track name, artist, concise sound description, release timing, and the listening link.
RESPECTFUL CLOSE	Thank the recipient. Do not demand a reply or imply that payment guarantees coverage.

IMPORTANT WORDING

Never write 'I listened and this fits' unless you actually listened. Setlist's personalized draft is a starting point; review and edit it before sending.

Record submissions, follow-ups, and outcomes

Approved opportunities become work items in the outcome board. This is where Setlist becomes more useful than a spreadsheet of names.

01	Open route Use the route link and complete the submission in your own account.	02	Copy personalized draft Paste it into the destination only after checking the greeting, fit evidence, links, and tone.
03	Update progress Choose Prepared, Submitted, Responded, Placed, or Passed. Mark Submitted only after the external action succeeds.	04	Use the follow-up date Marking Submitted stores the exact pitch and sets a follow-up date seven days out. Change the date when a platform states a different window; Monday reminder emails use it.
05	Mark follow-up sent Tick Sent only after you follow up. One respectful follow-up is usually enough unless the recipient states otherwise.	06	Write the learning Record the response, rejection reason, placement, cost, timing, or what you would change next time.

Progress status guide

STATUS	USE WHEN
Not started	Approved, but no submission preparation has begun.
Prepared	The route and pitch are ready, but nothing has been sent.
Submitted	The external platform or email submission completed successfully.
Responded / Placed	A reply arrived or coverage/placement was confirmed.
Passed	You deliberately stopped pursuing the route after approval.

THE PITCH SNAPSHOT MATTERS

When you choose Submitted, Setlist saves the draft used at that moment. That preserves what was actually sent even if you later edit the general submission pack.

Expand beyond Spotify

Research Lab queries official data sources and adds results as unverified candidates. It is a secondary workflow: discovery helps build the shortlist, but it does not replace human verification.

SOURCE	GOOD FOR	DOES NOT PROVE
Spotify	Public playlists, owners, descriptions, and route clues.	That an owner accepts submissions or is a strong fit.
YouTube	Music channels/playlists and public description links or emails.	That the public route is current or intended for your release type.
MusicBrainz	Label identity, territory, aliases, tags, and stable records.	That a label accepts demos.
Apple catalog	U.S. availability, release metadata, artwork, preview, and listening link.	Curator contact or an open submission route.
SoundCloud	Creators, repost accounts, and playlists when the operator connection is enabled.	Availability when the connector says Setup needed.

01

Choose a source

Start from the source whose evidence matches the question you are trying to answer.

02

Write a narrow query

Use genre, mood, opportunity type, and territory. Example: melodic drum and bass playlist submissions U.S.

03

Inspect the result

Open the source, listen or review the roster, and verify any contact path and rules.

04

Add as candidate

The result enters the shortlist as unverified. Complete the evidence fields before approving it.

SEARCH LIMITS

Shared provider quotas and pacing rules apply. Prefer a few targeted searches over repeated broad queries. If a source is unavailable, continue with another source and report the exact message in beta feedback.

Add routes, export work, and report what matters

Setlist is designed to preserve judgment and outcomes, including opportunities found outside its built-in sources.

Add a verified opportunity

Choose + Add verified opportunity when you already know a playlist, label, channel, or submission form worth tracking. Enter the destination name, curator, route status, playlist/source link, submission URL or public email, cost model, eligibility, fit evidence, requirements, uncertainty, and the date last verified.

Use the route status honestly

If you have only an Instagram handle, choose Social only. If the page exists but acceptance is unclear, choose Unverified. Use Verified free, Free - limited, or Direct - price unknown only when the submission path is real.

Export CSV

The top-right Export CSV button downloads the current release's opportunity ledger. For everything at once, use Export all data under Account. Store exports securely.

Send useful beta feedback

At the bottom of the workspace, choose a 1-5 usefulness score and describe the moment Setlist saved time, reduced uncertainty, or failed to help. Name the stage, source, action, and expected result. Avoid passwords, private API keys, or confidential third-party messages.

WEAK	STRONG
It was confusing.	In Stage 02 I could not tell whether Social clue only could be approved. I expected a clearer explanation beside the disabled action.
Search was bad.	YouTube search for 'deep house submissions U.S.' returned three channels, but none showed when the contact detail was last verified.

SUPPORT REQUEST

Include the page/stage, approximate time, action, browser/device, and exact message. A screenshot is useful, but remove passwords, account tokens, private links, and other sensitive information.

Safety, privacy, and honest outreach

Setlist organizes research and artist decisions. It is not a placement service, bulk outreach engine, rights advisor, or substitute for reading the destination's current terms.

Setlist does

- Store your release brief and campaign records
- Use shared server-side research credentials
- Keep each beta user's workspace separated
- Prepare reusable drafts and track outcomes
- Export or delete all your data on request

Setlist does not

- Guarantee streams, replies, or placement
- Submit forms or send email for you
- Spend credits or accept platform terms
- Require testers to paste API keys
- Treat a social profile as an open route

What is stored

During the private beta, Setlist stores your release briefs, submission packs, opportunity decisions and ratings, route evidence, submission progress, follow-up dates, response notes, and private beta feedback. Authentication is handled through the beta login service; application records are stored in the dedicated Setlist database and scoped to the signed-in user. Your email address is used to sign you in and, if reminders are on, to send the Monday follow-up email. Export or delete everything under Account.

When you leave Setlist

Opening Spotify, YouTube, Apple Music, LabelRadar, DailyPlaylists, Soundplate, SubmitHub, Groover, Musosoup, Trackstack, email, or another route moves you to that service. Its privacy policy, pricing, account rules, submission terms, and rights language then apply. Review them before sending or paying.

Your practical safeguards

01

Keep secrets out

Never paste passwords, API keys, access tokens, or unreleased private-link passwords into notes or feedback.

02

Verify before paying

Confirm who receives the money, what consideration includes, and whether rights or exclusivity language is involved.

03

Avoid mass outreach

A small set of researched destinations protects your reputation and produces better campaign learning.

04

Keep uncertainty visible

If contact, cost, fit, or eligibility is unclear, leave it unverified and record the missing fact.

Troubleshooting

Most beta issues can be resolved by checking the account, the release identity, or the difference between discovery evidence and an actionable route.

PROBLEM	WHAT TO DO
Email or password is incorrect	Use the exact invited email; re-enter the case-sensitive password; avoid autofill for a different account, or choose Set or reset password. Contact support if it persists.
My invitation never arrived	Check spam and promotions for an email from setlist@acasintelligence.com . If it is not there, ask the operator to resend it - do not request a reset on a different address.
This link is invalid or expired	Links work once and expire. Choose Set or reset password on the sign-in form to receive a fresh link.
The page asks me to sign in again	Sessions refresh automatically when possible. Sign in again if the saved session expired or browser storage was cleared.
No artwork / wrong artwork	Use a Spotify track link, confirm the track and artist spelling, save the brief, then choose Find cover or Refresh artwork.
A candidate has no contact information	That is normal for many Spotify, Apple, and MusicBrainz records. Use the identity as a research lead, then verify an official website, description link, email, or submission form before approval.
Approve fit is unavailable or inappropriate	The route is social-only, unverified, closed, or absent. Verify a direct route or reject the candidate.
A source says Setup needed	The operator has not enabled that shared connector. Test another available source; testers should not provide personal developer keys.
Search returns no useful results	Narrow the query by genre, mood, territory, and opportunity type. Try another source. Record that no actionable route emerged.
I changed progress by mistake	Return to the outcome card and choose the correct status. Adjust the follow-up date and notes as needed.
I can't find my other release	Use the Working on menu above the progress panel. Archived releases are listed at the bottom of that menu; choosing one restores it.
I didn't get a reminder email	Reminders go out on Mondays only when a submitted item has a follow-up date that week and is not marked Sent. Check spam and that reminders are on under Account.
Export does not download	Allow downloads for the Setlist site, retry once, and report the browser, time, and message if it continues.

STILL BLOCKED?

Email hello@acasintelligence.com. Include the page/stage, action, approximate time, browser/device, and a sanitized screenshot. Never include your password.

13 - MAJOR QUESTIONS

Beta tester FAQ

These answers describe the current Setlist private beta, not a promise of future features or platform availability.

Do I need my own API keys?	No. Setlist uses operator-managed server credentials for shared sources. Testers should not paste developer keys into the app.
Does Setlist contact curators or submit for me?	No. You review and send every message or form submission yourself.
Does a result mean my track fits?	No. It is a candidate until you listen, verify eligibility and contactability, rate it, and approve it.
Why do Spotify or Apple results lack contact details?	Their public catalog data is useful for identity, artwork, playlists, and context, but usually not direct curator contact. Setlist keeps that limitation visible.
What counts as actionable?	A current public form, email, or platform route that accepts music, with enough eligibility and cost information for you to make an informed decision.
Does paying guarantee placement?	No. Paid services typically sell consideration, workflow, or feedback. Placement, coverage, streams, and replies are not guaranteed.
Can I use Setlist for an unreleased song?	Yes when the destination accepts private or upcoming music. Use a working private listening link and confirm release-timing rules.
Can I undo a rejection?	Yes. Open the Rejected filter, review the record again, and approve it only after the evidence changes or your decision changes.
Why does Setlist save a pitch when I mark Submitted?	It preserves the exact outreach text used, so later edits to the general pack do not erase campaign history.
Can I use Setlist on a phone?	The site is responsive, but a laptop or desktop is recommended for the first full review and side-by-side listening.
How do I keep a copy of my work?	Export CSV saves the current release. Export all data under Account saves everything. Delete my data under Account removes it all.
Can I track more than one release?	Yes. Use + New release and switch with the Working on menu. Archived releases can be restored any time.
What feedback is most useful?	Name the decision you were trying to make, the stage and source involved, what happened, and what would have made the next action clearer.

14 - FINISH WELL

What a successful test looks like

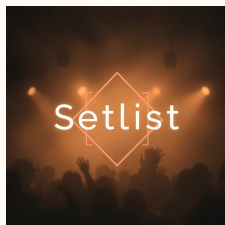
Setlist succeeds when it helps an artist move from vague exposure goals to a small number of credible, documented actions - and learn from what happens next.

Your completion checklist

01	Release is accurate The active release card, artwork, listening link, and campaign details refer to the intended track.	02	Pack is reusable The one-line position, core pitch, link, artwork, and bio are current and honest.
03	Candidates were judged You listened, verified routes, rated fit, and rejected weak or unclear leads.	04	Actionable routes exist Approved records have a real form, email, or platform workflow - not only an identity clue.
05	Real actions are recorded Prepared and submitted statuses reflect what actually happened outside Setlist.	06	Learning is captured Follow-ups, responses, placement, costs, and reasons to repeat or stop are written down.
07	Feedback is specific Your beta note names the saved time, missing evidence, confusing step, or highest-value improvement.	08	Your records are portable You exported your data and stored it securely when you wanted an offline copy.

FINAL REMINDER

Setlist is not a promise of exposure. It is a disciplined way to research, choose, act, and learn. A shorter list of real routes is more valuable than hundreds of names with no credible path to submission.



ABOUT ACAS TOOLS

Focused software for clearer decisions

Setlist is built by ACAS Tools. For beta support, access questions, feature requests, or security reports, email hello@acasintelligence.com.

Private beta: setlist.acasintelligence.com