CATALOGING MOVIES, TV SHOWS & FAMILY VIDEOS

Movies - TV Shows - Family Videos - Educational Films/Videos

This format is designed for both people who have a few family videos in their home and the professional, as a cataloging tool. ORGANIZE! allows you to catalog, then locate a tape or video sequence by any one of up to 21 characteristics. For example, you can get a list of all the sunset videos taken at the beach; or all the movies starring Robert Redford.

Another nice feature of this format is that it can be used with video tapes, laser disks, specific video sequences, or specific frames. Entries can be made for individual sequences, allowing you to list the unique information about each sequence.

The format name is: VIDEO

Let's look at the kind of information that can be entered on each line:

Title - The name of the movie, program or personal tape.

Star(s) - Who is (are) the star? If this is a family video, you could enter the name of the person who is featured. (Note: you can catalog and locate individual video segments using the counter number on your VCR. However, please be aware that counters count differently on different machines).

Director - The name of the director.

Catalog Number - The identifying number used to find this video in your files.

Note - This line is provided for miscellaneous information. You can enter an abbreviation for the type of movie, describe the movie's quality, or enter any other information you feel is valuable. If you are cataloging video segments or multiple shows on a single tape, you might use this line for the counter number.

Value - Enter the current value of the film or tape. This information is useful for insurance purposes.

Always use the same number of digits when entering values. If the value of items in your collection ranges from $1 to $1000, then the $1 items should have their values entered as 0001, which uses the same number of digits as 1000. If you need to include cents in some entries (such as in $19.95) but not on others, you do not need to type ".00". Digits to the right of the decimal point, while significant in determining the value of an item, do not affect how a computer sorts values.

Co-star(s) - The names of any co-stars.

Producer - The name of the producer and/or the production company. The executive producer could also be entered on this line.

Other - Like the NOTE line, you can enter whatever information you feel is useful. You may enter the name of the family event, or the type of video camera used (for a personal video).

Type - Use this line to classify entries by type. The classifications you use will depend on your requirements. You can classify entries by: type of movie (action, comedy, drama, etc...), type of film (B&W, stereo sound, etc...), by type of family event; or by any other classification. You can put multiple classifications on this line. For example, an entry might be CLR/ST -- this identifies a color movie with stereo sound. If you don't want to use abbreviations, change the length of the line so that it is long enough to accommodate complete words such as: COLOR w/STEREO SOUND.

Year - You can use this line for the year the movie was made or the dates you recorded this video.

Rating - Use this line to indicate whether the movie is PG, PG-13, G, R or X. We've also made the line long enough so that you can add your own personal rating. For example, you could enter "GOOD / PG-13", and a search would find both PG-13 and GOOD.

Review-1 thru 3 - The next three lines are used to enter a description of the movie (or family video). You can describe both the plot and your opinion of the tape.

Studio - The name and location of the studio that made the film.

Soundtrack - Enter the name of the composer or the names of major songs.

Screenplay - The names of the writers.

Comment - Use this line for your comments or other miscellaneous information.

Time - The duration of the movie (HRS:MINUTES).