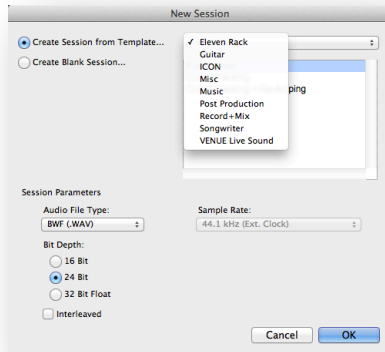# 4: Templates Bussing and Inserts

## Overview

By the end of this chapter you should understand how to build session and track templates as well as import data from other sessions as well as cross platform files.

## Session Templates

Session templates are an excellent way to streamline your workflow. If you find yourself always building the same instruments and tracks for a writing session, or if you have a set of busses you use for mixing you can build a session template that will automatically set up everything from routing to plugins and settings.

Pro Tools comes stock with a large number of templates for you to explore. When creating a new session you can select Create Session from Template…

Once you've selected create from template a new dropdown menu will appear giving you a plethora of categories to choose from. Under each category you will find an equally large number of options to explore.
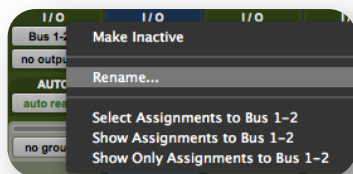
## Bussing & Routing

Busses can be assigned in multiple ways. The simplest ways to assign busses are on the mix page (Use the Quick Key).

Once you are on the Mix page you will see input and output assignments on each individual track.

Once you have assigned a bus you can rename the bus to whatever you desire by right clicking (control + click) on the assignment and selecting rename.

Once you have renamed the bus that name will correlate everwhere else in the session. In this example I have named the input on an AUX track to be labelled MIX. Now bus 1-2 will be labelled MIX everywhere within this session.

You can now send audio to the mix bus simply by selecting the bus labelled MIX as the output on any track.

Pro Tools offers you some quick keys for routing busses more efficiently. You may notice a common pattering when holding certain key modifiers.

Option: Do To All

Option + Shift: Do To All Selected

Option + Shift + Command: Do To All Selected Sequentially

So for example if you were to select an output while holding option. ALL tracks in pro tools would be sent to that output.

If you select any number of tracks and select an output while holding Option + Shift then pro tools will route the selected tracks to the chosen output.

If you have 10 audio tracks selected and you select input 1 on the first track while holding Option + Shift + Command then pro tools will set the inputs on each track sequentially 1 – 10.

## Inserts

Inserts are how we add everything in Pro Tools from Software Instruments to Compression and Equalization processing.

Every track allows for 10 plugins to be inserted on a track. To insert a plugin on a track simply select the desired plugin from the dropdown menu that exists within each insert slot.
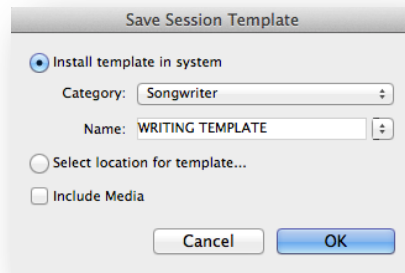
Just as with bussing holding option will drop the plugin on ALL tracks and holding option + shift will drop the plugin on all selected tracks.
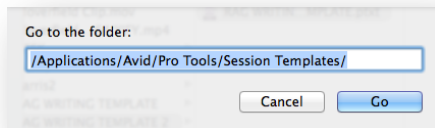
# Making Your Own Session Templates

Once you've built up a session that you want to use as a template in the future you can select File > Save As Template…

In this dialog box pro tools will automatically save as a .ptxt file and save it in the appropriate location to be seen in the future as an available template.

For a more hands on approach we can manually add the template. Simply save the session. Then rename the template.ptx to template.ptxt or template.ptt. Changing the extension will make it recognizable as a pro tools template file.

Within finder select from the dropdown menu Go > Go To Folder or use the quick key.

Enter "/Applications/Avid/Pro Tools/Session Templates/" in the Go to folder window and finder will automatically direct you to where the session templates are stored. Now you can manually re-arrange and modify the session templates as you please. You can even add new categories or rename categories.

## Building Track Templates

You can also build custom track templates. The first step in building custom track templates is to create a new folder in the "/Applications/Avid/Pro Tools/" folder. In finder create a new folder by selecting File > New Folder from the dropdown menu or by using the quick key!

Name the folder "Track Presets" so that pro tools will recognize it.

Within the Track Presets folder you will have to create sub categories. Some suggestions are: Instruments, Busses, Reverbs, Delays.

Now create a new pro tools session with a single track in it that has all of the desired settings you wish to save as a preset.
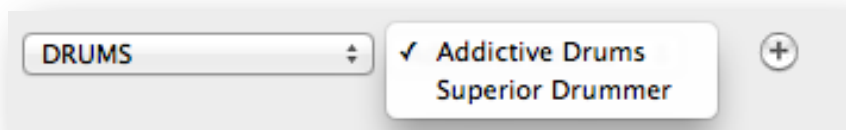
Save the new session as whatever name you desire.

Change the .ptx to a .ptxt or .ptt file. And move it into the desired subcategory within the Track Presets folder.

Now when creating a new track the preset categories should appear automatically in the dropdown menu.



With a category selected you should see each track preset now appear in the right hand dropdown menu.



## Quick Keys:

Finder:

Finder Go To Folder
Command + Shift + G

Finder Create New Folder:
Command + Shift + N

Pro Tools:

Toggle Mix/Edit Page
Command + =

Do To All:
Option + Click

Do To All Selected:
Option + Shift + Click

Do To All Selected Sequentially:
Option + Shift + Command + Click