

Music Practice Manager

User Manual

Structure your practice. Focus your time. Accelerate your learning.



Version 1.3.0

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1. Overview

Music Practice Manager is a macOS desktop app that helps musicians organise practice materials and work through focused, structured practice sessions.

Instead of searching through folders, browser bookmarks and separate music applications, you can build a single organised library, create timed playlists and recall the workspace you need for each practice item.

At its core, Music Practice Manager provides:

- A **Library** for practice files and URLs, including Guitar Pro files, Transcribe sessions, PDFs, backing tracks, chord charts, online lessons and YouTube videos.
- **Collections** for related materials you want to open together, such as a score, backing track and reference PDF.
- **Playlists** that define the order of a practice session, such as warm-ups, technique, repertoire and songs in progress.
- A floating **Practice Controller** that keeps timer, metronome, playlist navigation, notes and layout controls visible while you practice.
- **Window layout capture and restore**, so each practice item can reopen with its associated apps and windows positioned as you saved them.

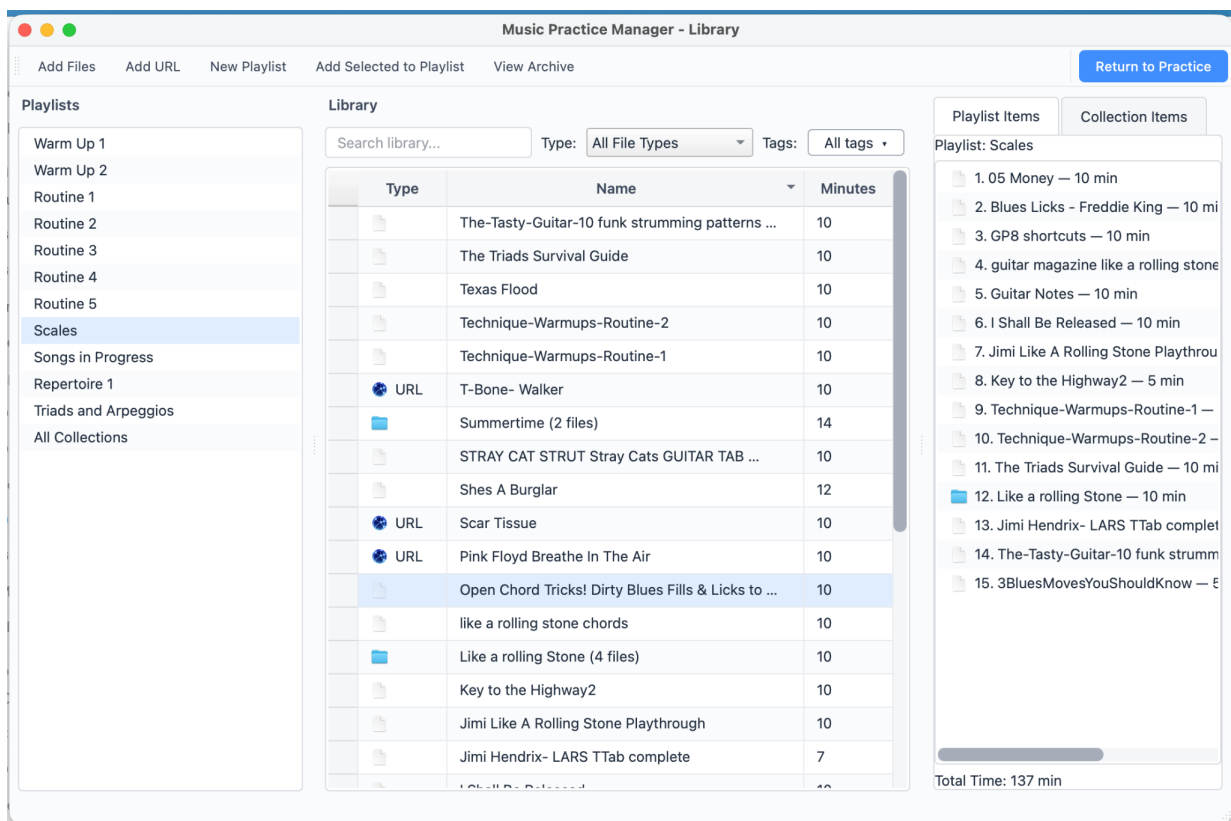


Figure 1 - The Library window with a playlist selected and practice items in the library.

2. Quick Start: Your First Practice Session

This section gives you the fastest route from an empty library to a working practice session.

1. Open Music Practice Manager. On first launch, the app opens the Library window with an empty library.
2. Click Add Files to add local practice materials, or click Add URL to add a web resource such as a YouTube lesson or online score.
3. Create a playlist by clicking New Playlist and giving it a clear name, such as Warm Up, Scales or Songs in Progress.
4. Select one or more library items and click Add Selected to Playlist, or drag items from the Library table into the playlist.
5. Return to the Practice Session view and select the playlist you want to practice.
6. Select an item, check its duration and metronome settings, then click Start Practice or Resume Practice.
7. Arrange the opened windows as you want them and click Save Layout in the Practice Controller to store that layout for next time.
8. Use the Next and Previous buttons in the Practice Controller to move through the playlist without returning to the main app window.

Tip: You do not need to perfect your library before using the app. Start with a small playlist, practice with it, then refine your tags, durations, metronome settings and layouts over time.

3. Key Concepts

Concept	What it means
Library	The central store for all files, URLs and collections you add to Music Practice Manager.
Collection	A named group of related files or URLs that open together as one practice item.
Playlist	An ordered list of practice items used to structure a practice session.
Practice Session	The view used to select, launch and work through a playlist.
Practice Controller	The floating control bar that stays visible while you practice.
Window Layout	A saved arrangement of the windows opened for a practice item or collection.
Duration	The amount of practice time assigned to an item in a playlist.
Metronome settings	The BPM, time signature and subdivision stored for a library item.

Important: Duration and metronome settings are not stored in exactly the same way. Duration can vary by playlist. Metronome settings are stored once per library item and apply everywhere that item is used.

4. Getting Started

System Requirements

- Apple Silicon Mac (M1 or later) — Intel Macs are not supported in this release
- macOS 13 Ventura or later
- Accessibility permission is required for automatic window layout capture and restore

First Launch

When you first open Music Practice Manager, the Library window appears. Your library is initially empty. Add your practice materials using Add Files or Add URL.

Accessibility Permission

Window layout capture and restore require macOS Accessibility permission. The app will prompt you the first time you use a window layout feature.

To grant permission manually:

1. Open System Settings.
2. Go to Privacy & Security > Accessibility.
3. Enable Music Practice Manager in the list.

Without this permission, files and URLs still open normally. Only automatic window positioning is unavailable.

Privacy note: Accessibility permission is used so Music Practice Manager can read and restore window positions. It is not needed to read the contents of your music files.

Trial Period

Music Practice Manager includes a **30-day free trial**. No credit card or account is required to start — just download and run the app.

During the trial:

- All features are fully available with no restrictions.
- A banner in the Practice window shows the number of days remaining.
- When the trial ends, the app will prompt you to activate a licence. You can purchase one at musicpracticemanager.com.

If you purchase a licence before the trial expires, the remaining trial days are not lost — your perpetual licence simply takes over from the moment you activate it.

5. The Library Window

The Library window is where you add, organise, search and edit your practice materials and create your playlists.

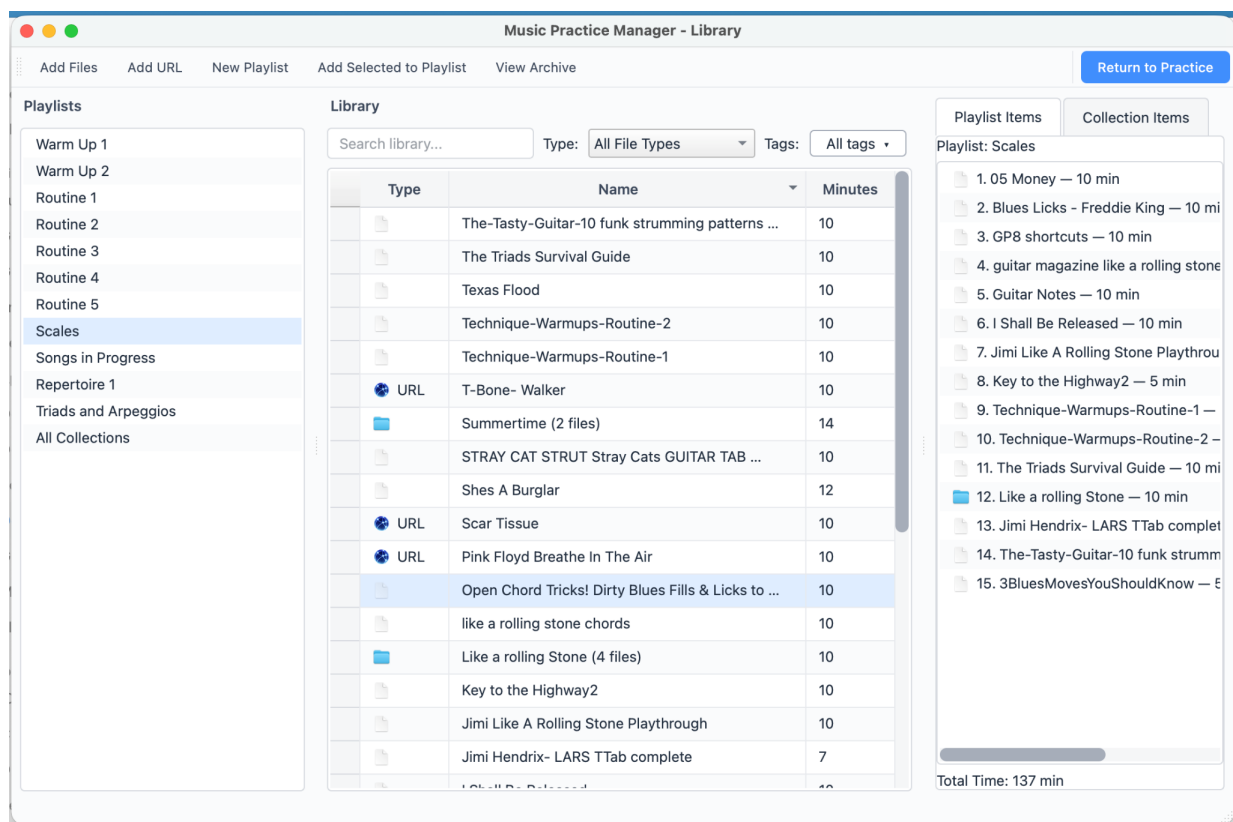


Figure 2 - The Library window, showing playlists, library items and the selected playlist contents.

Layout

- Left panel - your playlists.
- Middle panel - your full library of files, URLs and collections.
- Right panel - the contents of the selected playlist or collection.
- Top toolbar - quick access to common actions such as Add Files, Add URL, New Playlist and Return to Practice.

Adding Files

1. Click Add Files in the toolbar, or drag files from Finder onto the library table.
2. In the Edit Items window, set the item name, tags, practice duration, metronome settings and notes.
3. Click Save Changes to add the item to your library.

Tip: You can drag multiple files from Finder at once. If you drag two or more files together, Music Practice Manager provides the option to create a Collection from the files.

Adding URLs

1. Click Add URL in the toolbar.
2. Paste the URL, such as a YouTube video, online lesson, theory page or web score.
3. Give the URL a clear name and click Add to Library.

URLs open in your default browser.

Deleting Items from the Library

Right-click an item and choose Delete to remove it from the Library. Deleting an item also removes it from any playlists and collections that use it. This action cannot be undone.

Searching and Filtering

Use the search and filter controls above the library table to narrow the items shown.

- Search box - type part of a file name or item name.
- Type filter - show only a selected file type, such as PDFs, Guitar Pro files or URLs.
- Tag filter - show only items with one or more selected tags.

The filters work together. Clear them individually, or restart the app to return to the full library view.

Editing Items

Right-click any item in the Library and choose Edit to change its name, tags, notes, default duration or metronome settings.

Tags

Tags help you group items by practice topic, difficulty, genre, lesson source or any other label that makes sense for your practice routine.

Music Practice Manager includes a starter set of tags. You can edit these or create your own using Manage Tags.

Current limit: The app currently supports up to 10 tags in active use.

6. Collections

What Is a Collection?

A Collection is a named group of related assets. For example, you might group a Guitar Pro score, a Transcribe! session, a backing track and a PDF reference sheet into a single Collection.

When you open a Collection during practice, all its files open together. If a window layout has been saved, Music Practice Manager can also restore each window to its saved position.

Creating a Collection

You can create a Collection in two main ways.

Method 1 - Create from selected library items

1. Select two or more items in the Library. Hold Command to select multiple items.
2. Right-click and choose Create Collection from Selected.
3. Give the Collection a name and confirm.

Method 2 - Drag multiple files from Finder

1. Drag two or more files from Finder onto the Library table.

2. When prompted, choose to create a Collection from the dropped files.

Managing Collection Items

Click a Collection in the Library to view its items in the right panel. From there you can:

- Remove an item by right-clicking it and choosing Remove from Collection.
- Add existing library items to the Collection by right-clicking a Library item and choosing Add to Collection.
- Drag and drop an item from the Library into the Collection

Editing Collection Settings

To edit a Collection, right-click it and choose Edit. You can change its name, tags, practice duration and metronome settings in the same way as an individual item.

7. Playlists

Creating a Playlist

From the Library view, click New Playlist in the toolbar and give the playlist a clear name. You can create as many playlists as you need.

Examples include Warm Up, Technique, Scales, Repertoire, Songs in Progress, or a playlist for each day of the week.

Adding Items to a Playlist

You can add files, URLs and Collections to a playlist.

- Select one or more items in the Library and click Add Selected to Playlist.
- Drag items from the Library table into the playlist panel.

The same Library item can appear in multiple playlists.

Reordering Playlist Items

Drag items up or down within the playlist panel to set the order of your practice session.

Removing Items from a Playlist

Right-click an item in the playlist and choose Remove from Playlist. The item is removed from that playlist only; it remains in your Library.

Archiving and Restoring Playlists

Archive a playlist when it is no longer part of your active practice routine but you may want to use it again later.

- Right-click a playlist and choose Archive Playlist.
- Click View Archive in the toolbar to view archived playlists.
- Restore an archived playlist to make it active again.

8. Practice Sessions

The Practice Session view is the launch pad for running a selected playlist.

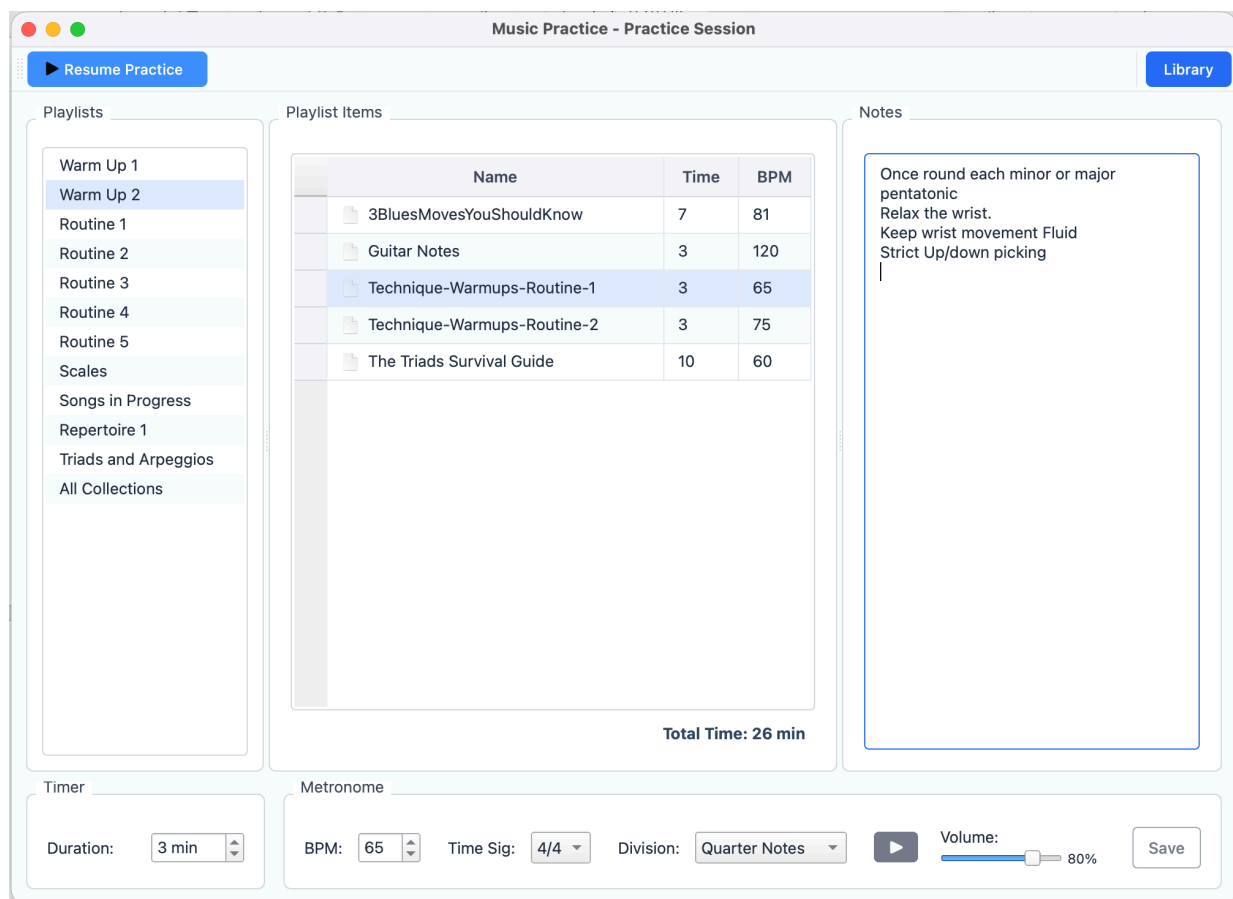


Figure 3 - Practice Session view with playlist items, notes, duration and metronome settings.

Selecting a Playlist

Click a playlist name in the left-hand panel. The items in that playlist appear in the centre panel.

Working Through a Playlist

1. Select your playlist.
2. Click Start Practice, click Resume Practice, or double-click a specific playlist item.
3. The selected item opens. If it is a Collection, all items in the Collection open together.
4. If a saved window layout exists, Music Practice Manager restores the windows automatically.
5. Practice until the alarm sounds, then decide whether to continue or move on.
6. Use the Next button in the Practice Controller to move to the next playlist item.

You are always in control. The timer alerts you when the set duration has elapsed, but it never forces you to move on. You can spend longer on an item, reset the timer, or switch to Stopwatch mode when you want an open-ended practice period.

The Metronome

Control	Description
BPM	Beats per minute. Supported range: 20-300.

Time Signature	Common practice time signatures such as 2/4, 3/4, 4/4, 5/4, 6/8, 7/8 and 12/8.
Subdivision	Quarter notes, eighth notes, sixteenth notes and eighth-note triplets.
Volume	Metronome click volume from 0-100%.

Editing Duration and Metronome Settings

You can edit duration and metronome settings from the Library, Practice Session view and Practice Controller. The rules are slightly different for each type of setting.

Setting	Where it is stored	What happens when you change it
Metronome settings	Stored once per Library item.	Changes apply everywhere that item is used: Library, playlists, collections and Practice Controller.
Library duration	Stored as the default duration for a Library item.	Used as the initial duration when the item is added to a playlist.
Playlist duration	Stored for that item in that specific playlist.	Can be different in different playlists.

Important: If you change the BPM for an item in the Playlist or Practice Controller that new BPM is applied to every instance of the item in the app (Library, Playlists, Collections, etc.).

Using the Metronome Independently

The metronome panel can be used in two ways:

- As a simple standalone metronome.
- As a way to edit the metronome settings for the selected practice item.

When using the metronome to edit an item, click Save after changing the settings. This confirms that the changes should be stored for that Library item.

9. The Practice Controller

The Practice Controller opens automatically when you launch a playlist item. It is a small, always-on-top control bar designed to stay visible while you practice in other apps.

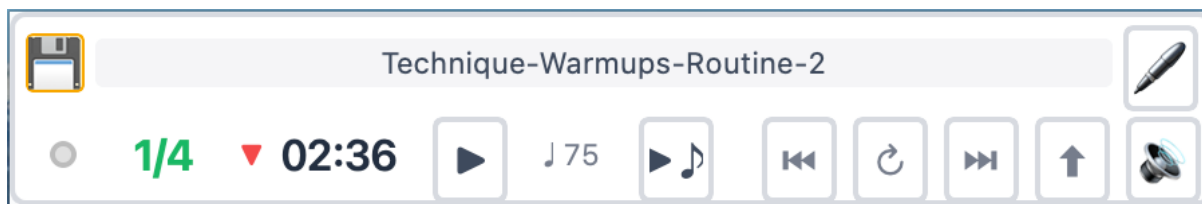


Figure 4 - The Practice Controller, showing layout, timer, metronome and playlist controls.

Practice Controls

Control	Function
Save Layout	Save the current window layout for the selected item or Collection. The button indicates when a layout is already saved.
Beat Indicator	Flashes on each metronome beat.
Time Signature / Beat Position	Shows the current beat position within the selected time signature.
Time Display and Mode	Shows remaining time in Countdown mode, or elapsed time in Stopwatch mode.
Timer Only	Starts or stops the timer without starting the metronome.
Timer and Metronome Start/Stop	Starts or stops the timer and metronome together.
Previous / Next	Moves to the previous or next item in the selected playlist.
Reset	Resets the timer for the current item.
Return to Practice Session	Returns to the full Practice Session view.
Metronome Volume	Adjusts the metronome volume for the current item.
Notes	Opens or edits notes for the current practice item.
Spacebar	Starts or stops the metronome only, or timer plus metronome, depending on your preference setting.

Changing Duration and BPM

The Practice Controller gives quick access to the duration and BPM for the currently loaded playlist item.

- Click the duration field to type a new value. The minimum duration is 1 minute.
- Change the BPM directly from the controller. BPM changes apply to all instances of the item in the app.
- To change time signature or subdivision, return to the Practice Session view.

Timer Modes

Mode	Behaviour
Countdown	Counts down from the set duration to zero, then plays the alarm.
Stopwatch	Counts up from zero indefinitely. Useful when you want to track time without a fixed target.

Navigating the Playlist

Use Previous and Next to move through the playlist without switching back to the full Practice Session view. Hover over either button to see the name of the previous or next item.

When you move to a new item, Music Practice Manager loads that item, resets the timer, updates the metronome and restores the saved window layout when available.

Important: The Practice Controller position is included in the Window Capture and Restore feature so you can optimize its position on the screen for each item

10. Window Layout Capture and Restore

How It Works

Music Practice Manager can remember the screen positions and sizes of the windows you use for a practice item or Collection. When you open that item again, the app can reopen the files and restore the windows to their saved positions.

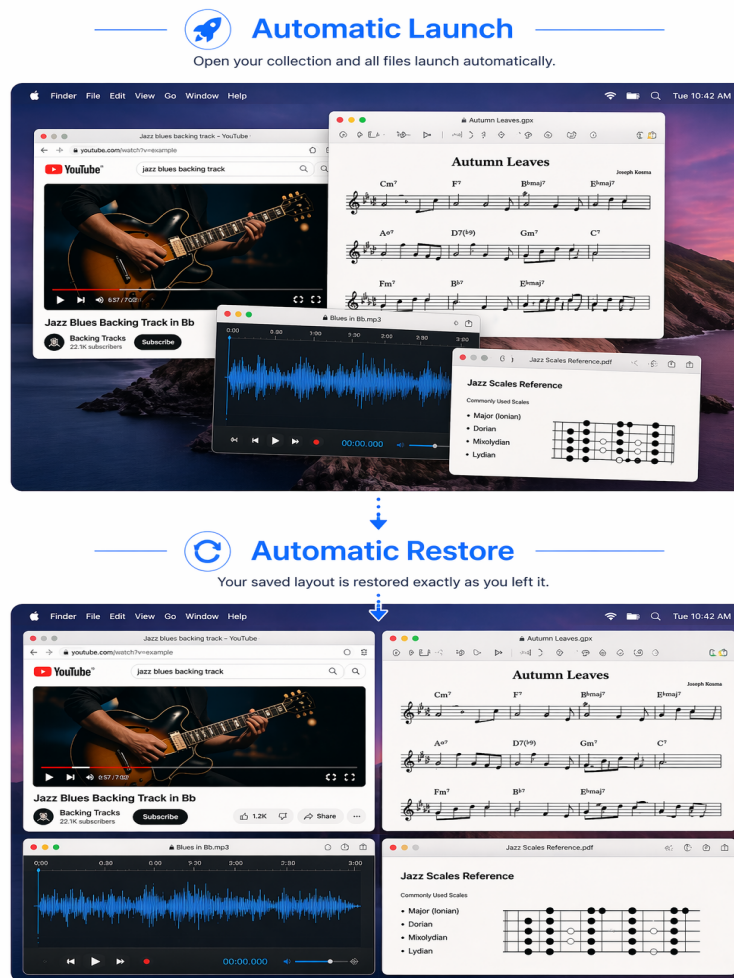


Figure 5 - Automatic launch and restore: related practice materials open and return to the saved layout.

Capturing a Layout

1. Open the playlist item or Collection you want to save a layout for.

2. Arrange all relevant windows exactly as you want them, including position, size and monitor.
3. Click Save Layout in the Practice Controller.

The app confirms that a layout has been saved for that item.

Note: Accessibility permission must be granted before Music Practice Manager can read and restore window positions.

Restoring a Layout

When you launch an item from the Practice Session view or use Next or Previous in the Practice Controller, Music Practice Manager:

1. Opens the associated file or files.
2. Waits for the relevant applications to launch and become ready.
3. Moves each detected window to its saved position.
4. Shows progress while restoration is in progress.

Restoration is automatic; you do not need to click anything else.

Tip: If an app is slow to load and the layout restores too early, increase the restore delay for that app in Manage Default Apps, or adjust the global restore delay in Settings.

11. Settings and Preferences

Open Preferences from the application menu or toolbar to access app behaviour, restore tuning, tag management, licence information and database backup options

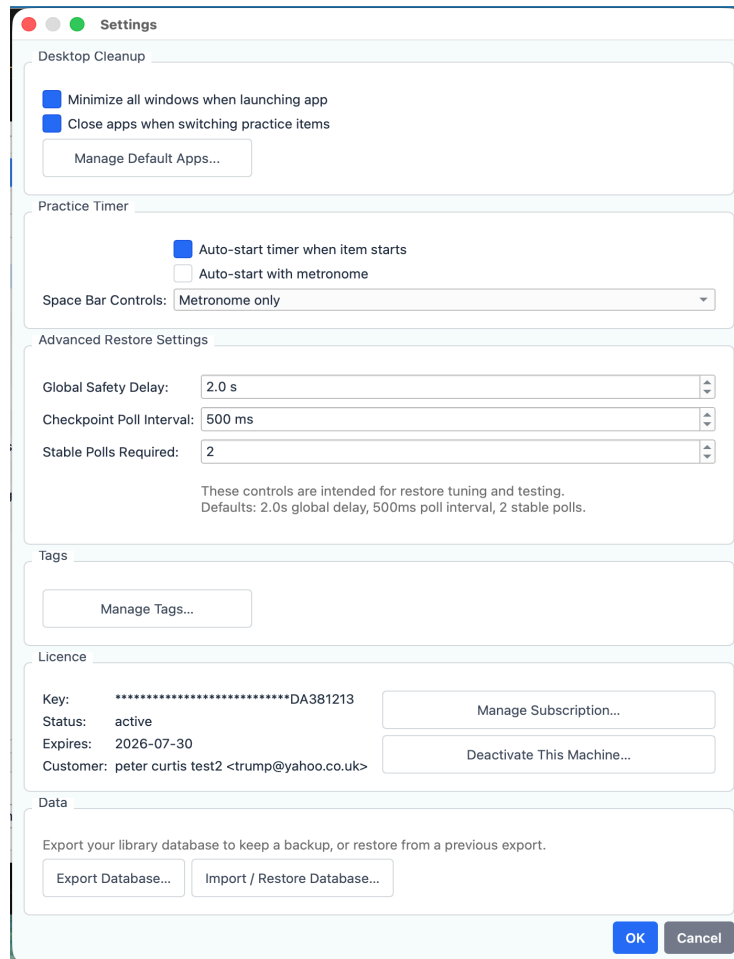


Figure 6 - Settings window. Licence details are masked in this example screenshot.

Desktop Cleanup

- Minimise all windows when launching app - clears the desktop before Music Practice Manager starts.
- Close apps when switching practice items - closes apps opened for the previous item when moving to another item.

Manage Default Applications and Restore Delay

Music Practice Manager opens files using the macOS default application for each file type unless you override the mapping.

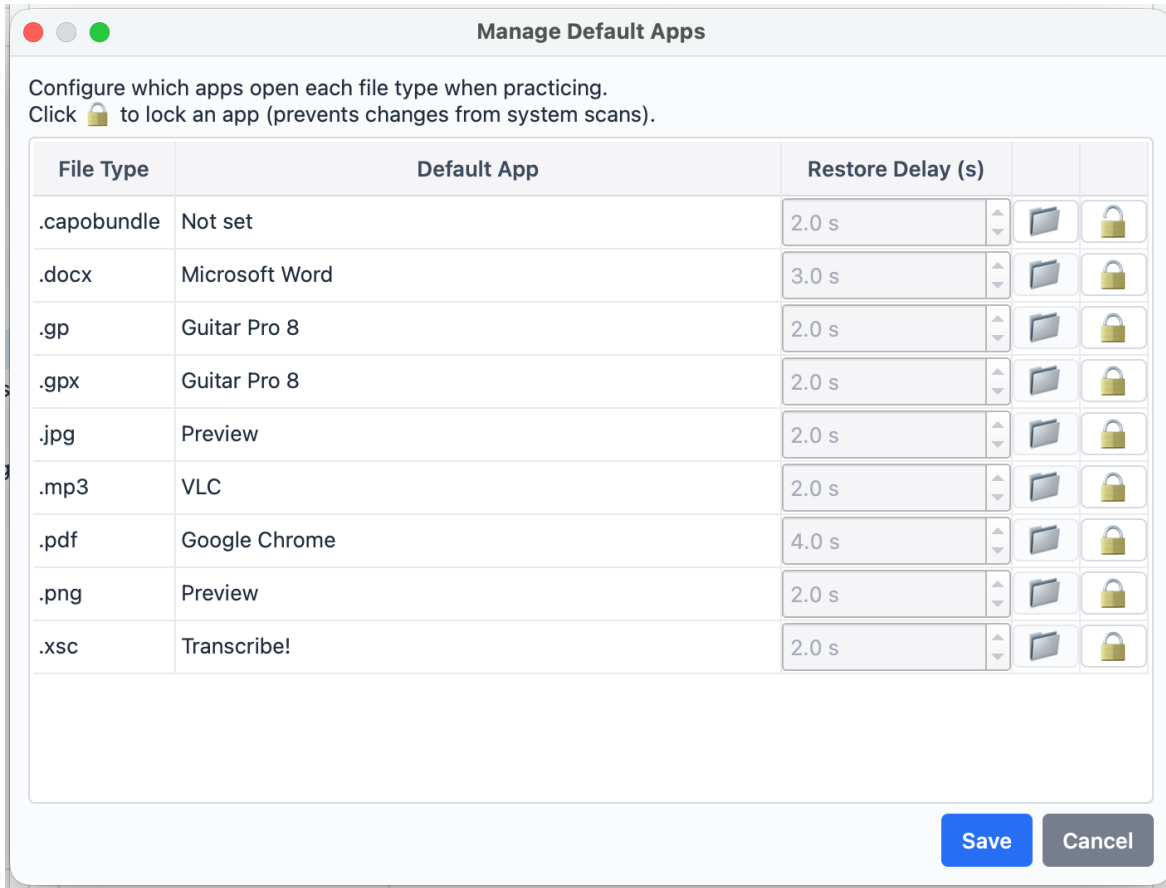


Figure 7 - Manage Default Apps, showing file type mappings and per-app restore delays.

- Click the lock icon for a file type to allow changes.
- Click the folder icon to choose a different application for that file type.
- Adjust the restore delay if an application needs more time to finish opening before its windows are restored.

Restore Behaviour Explained

Setting	Description	Default
Global Safety Delay	Extra wait time after apps are running before window positioning starts.	2.0 seconds
Checkpoint Poll Interval	How often the app checks whether windows appear stable.	500 ms
Stable Polls Required	Number of consecutive stable checks required before restoring.	2
Per-App Restore Delay	Additional wait time for a specific application.	2

Practice Controller Behaviour

- Choose whether the timer starts automatically when an item loads, or whether you start it manually.
- Choose whether the Spacebar starts and stops the metronome only, or starts and stops both the timer and metronome.

Tags

Use Manage Tags to add, rename, reorder or delete tags. Changes take effect after you save them.

Licence Management

The Licence panel shows the current licence key status, expiry information and customer details. It also allows you to deactivate the current machine when moving your licence to another Mac.

Important: If your licence allows a limited number of activations, deactivate a Mac you no longer use before activating Music Practice Manager on a replacement Mac.

Library Export and Import

The Data panel lets you export your library database for backup purposes or restore the database from a previous export. This is useful before moving to a new Mac or making major changes to your library.

12. Licence and Updates

Licence Model

Music Practice Manager uses a **one-time perpetual purchase** model. You buy the app once and own it — there are no subscriptions or recurring fees.

Concept	Detail
Trial	30 days, fully featured, no card required
Purchase	One-time payment — perpetual licence
Licence key	Issued by Lemon Squeezy; stored securely in your macOS Keychain
Offline use	Your licence keeps working offline, indefinitely
Revocation	Only if a charge is reversed or the key is reported fraudulent

Activating Your Licence

1. Purchase a licence at musicpracticemanager.com. You will receive a licence key by email.
2. In Music Practice Manager, open the **Manage Licence** dialog — click **Manage Licence...** in the Practice window or in **Settings → Licence**.
3. Paste your licence key into the field and click **Activate**.
4. The app confirms activation and the licence banner disappears.

You can deactivate and reactivate the key if you move to a new Mac.

What “Perpetual” Means

A perpetual licence entitles you to run the current major version of the app indefinitely. It includes all **minor updates** within that major version for free (for example, if you own v1.0, updates to v1.1, v1.2, and any further v1.x releases are free). It does **not** automatically include a future major version (v2, v3, etc.), which is sold as a separate upgrade.

Updates and Upgrades

Music Practice Manager distinguishes between two kinds of new release:

Type	Example	Cost	Notification
Minor update	v1.2 → v1.4	Free — included in your licence	“Update Available” dialog
Major upgrade	v1.x → v2.0	Separate purchase	“New Version Available” dialog

Update check behaviour

- The app checks for updates **automatically once per day** in the background at startup. If an update is available you will see a notification dialog.
- You can also check manually at any time: choose **Help → Check for Updates...** from the menu bar.
- If no update or upgrade is available, a manual check will tell you that you are up to date.

Free minor update notification

When a free minor update is available, you will see a dialog titled **“Update Available”**:

Music Practice Manager [version] is available.

You are running version [current]. This update is free and included with your licence.

Click **Download Now** to go directly to the download page, or **OK** to dismiss.

Paid major upgrade notification

When a new major version is available, you will see a dialog titled **“New Version Available”**:

Music Practice Manager [version] is now available.

You are running version [current], which continues to work and receive its own fixes. The new version is a separate upgrade with new features.

As an existing customer you’re eligible for a loyalty discount on this upgrade.

Click **Upgrade at a Discount...** to open the upgrade page with a loyalty discount applied, or **Maybe Later** to dismiss. Your current version is never interrupted — this notification is informational only.

[SCREENSHOT: “Update Available” dialog and “New Version Available” dialog side by side]

Manage Licence

Open the Manage Licence dialog from **Settings → Licence** or from the licence status indicator in the Practice window. From here you can:

- **View** your current licence status (Trial / Active / Offline)
- **Activate** a new licence key
- **Deactivate** the key (e.g. before transferring to a new Mac)

13. Recommended Workflow

The following workflow is a practical way to build your library and get value from Music Practice Manager quickly.

Step	Action
1. Build your Library	Add practice files, URLs and other resources. Give each item a clear name and assign useful tags.
2. Create Collections	Group related materials you always use together, such as a score, backing track and lesson notes.
3. Build playlists	Drag items and Collections into playlists that match your practice routine.
4. Practice	Launch the playlist, use the Practice Controller and let the timer keep your session focused.
5. Save layouts	Open each item or Collection, arrange the windows and save the layout.
6. Refine	Adjust durations, metronome settings ,notes, tags and layouts as your practice routine develops.

14. Troubleshooting

Problem	What to try
The app cannot open a file	Check that the application for that file type is installed. Open Preferences > Manage Default Apps and verify the mapping.
A file opens in the wrong application	Use Manage Default Apps to override the detected application for that file type.
A URL opens in the wrong browser	Music Practice Manager uses your macOS default browser. Change the default browser in macOS System Settings if needed.
Window positions are not restored	Check System Settings > Privacy & Security > Accessibility and make sure Music Practice Manager is enabled.
Windows restore before an app is ready	Increase the per-app restore delay for the affected app, or increase the Global Safety Delay.
A secondary window is not restored correctly	Open the item, arrange all windows including secondary windows, then save the layout again.
The metronome does not click	Check the metronome volume in the Practice Controller and make sure system audio is audible.
Metronome settings changed in another playlist	Metronome settings are stored once per Library item. A BPM change applies everywhere that item is used.
The Practice Controller is not visible	Return to the Practice Session view and relaunch the item. Check that it has not been moved off-screen or hidden behind a full-screen app.

Licence activation fails	Check your internet connection and licence details. If the problem continues, contact support.
You need to move your licence to another Mac	Deactivate the licence on the old Mac before activating it on the new one.
You want to back up your library	Use Preferences > Data > Export Database and store the exported file somewhere safe.

15. Frequently Asked Questions

Do I need to move my music files into Music Practice Manager?

No. Music Practice Manager stores references to your files and opens them in their usual apps. Your files remain where they are on your Mac.

Can I use the same item in more than one playlist?

Yes. A library item can appear in multiple playlists.

Can the same item have different practice durations in different playlists?

Yes. Playlist duration is stored per playlist, so the same item can have different durations in different playlists.

Can the same item have different BPM settings in different playlists?

No. Metronome settings are stored once per library item and apply everywhere that item is used.

What is the difference between a Collection and a Playlist?

A Collection groups related files or URLs that open together. A Playlist is an ordered practice session made up of files, URLs and Collections.

Can I use MPM with an online course that has multiple lessons?

Yes. Add the course as a URL item in your Library and give it a general course name. Add that item to your Playlists as normal. When you move to the next lesson, copy the new lesson URL, right-click the item name in the Practice Controller and choose **Update URL**. The new URL is applied everywhere that item is used, including the Library, Playlists and Collections.

Why does Music Practice Manager need Accessibility permission?

It needs Accessibility permission to capture and restore window positions. Files and URLs still open without it, but automatic window positioning is unavailable.

Can I use Music Practice Manager without the window layout feature?

Yes. You can still organise files, URLs, playlists, notes, durations and metronome settings without using automatic layout restore.

What happens if I delete an item from the Library?

Deleting an item removes it from the Library and from any playlists or Collections that use it. This cannot be undone. It **does not** remove the item from your computer.

How should I back up my library?

Use Preferences > Data > Export Database and keep the exported file with your normal backups.

Where should I get help?

Contact support if a file type, application or layout does not behave as expected.