Coby Media Manager user guide

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Coby Media Manager is designed for users who want to listen to music or watch video.
In a few clicks, you can play your favorite files or transfer them to your Coby mobile device to listen to them later (automatic file conversion into a format compatible with your device).

With Coby Media Manager, you can also directly access the Coby web site and the online music store.

Coby Media Manager supports the following data sources:

- Movies and other video files
- Music and other audio files
- Photos and other image files

Coby Media Manager supports the following devices:

Supported Coby devices:

- MP-200
- MP-300
- MP-305
- MP-345
- MP-550
- MP-565
- MP-705
- MP-715
- MP-735
- MP-805
- MP-C7085
- MP-835

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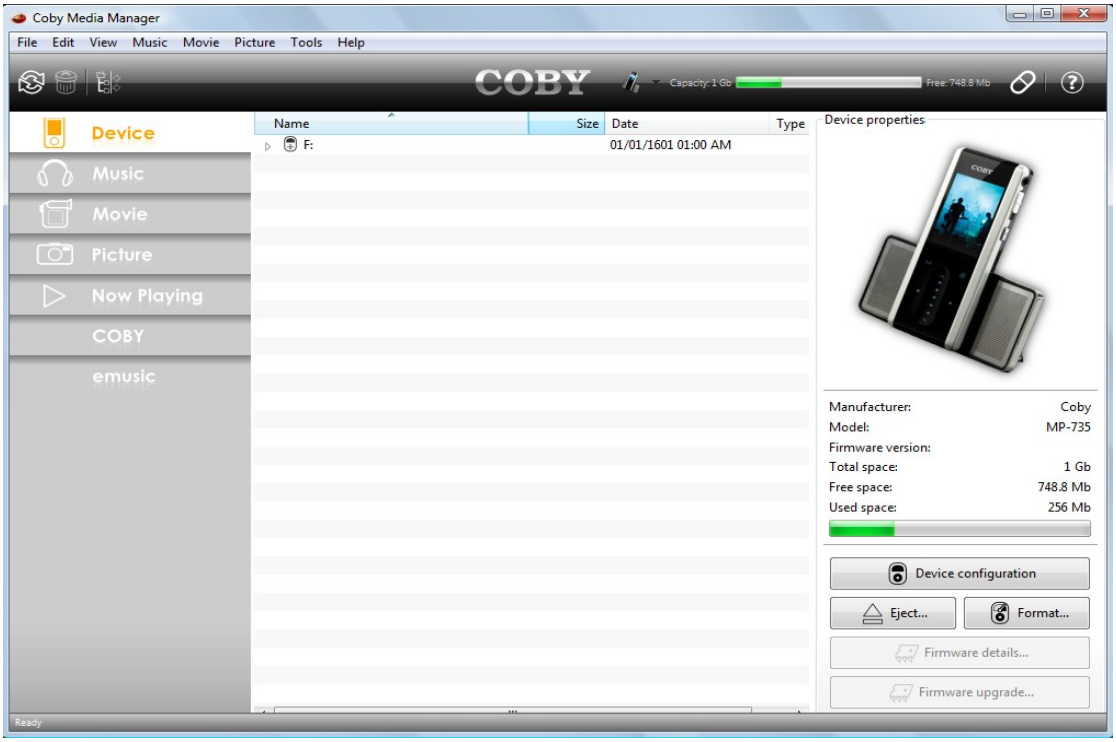
I. Device content

Open the player tab to display its contents (the device must be plugged into your computer).



1. Device properties

When your device is plugged in, you can see its name and picture as well as its available, used and total storage space.
The **Eject..**. button allows you to safely unplug the device from the computer (available only for USB Mass Storage). It is highly recommended to use it before unplugging the USB cable.
The **Format**... button lets you erase all the files on your device. Be careful: this operation can't be reversed. You will have to copy all of the files back to the device from your computer.
The **Device Configuration** button allows you to configure your device:
you can choose its location (the automatic device detection is set by default) and specify an output file format (wma for example). For more information, refer to the chapter Configuring your mobile device.
Two firmware options are available:
Firmware upgrade lets you download the latest version of the firmware (only if you have registered Coby Media Manager).
Firmware details gives you information about your player's firmware; this information may be asked for by support in the case of a problem.

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Note: In the top right corner of Coby Media Manager, the following pieces of information are displayed:

- *the device you are using;*
- *the available storage space on your device (if the indicator is full, no free space is left. You will have to delete files before adding new ones);*
- *the connection state of your device: connected* *or disconnected* .

2. Device explorer

When your device is plugged in, you can see its content in the **Device Explorer**.

You can execute the following actions on your player files:

Rename
You can change the file or folder name. Select the file or folder you want to rename, then right click and select **Rename**. You can also press the F2 keyboard key.

Move
You can drag and drop files from one folder to another. Select the file(s) and move it (them) holding the mouse left button, then release it when you are on the destination folder.

Copy
Select the files you want to copy, then right click and select **Copy**. Go to the destination folder, then right click and select **Paste**.

Delete
You can delete files from the player. Select the files you want to delete, then right click and select **Delete**.
This action deletes files from your player only and not from your computer.

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II. The music library

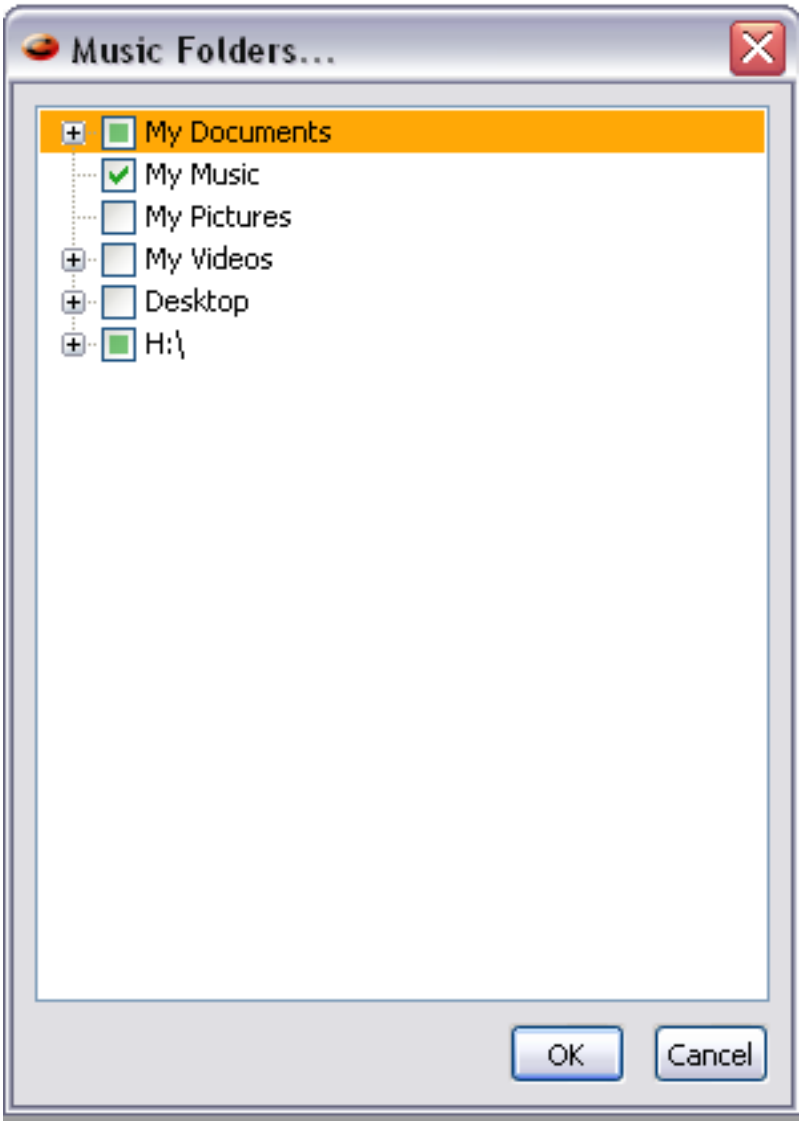
You can access the music library by clicking the **Music** tab.

1. Importing files

You can import files already on your computer to your music library.

1.1 Importing all files

To import all audio files to a folder, select the **Music - Music folders** menu and check the folders containing your audio files.



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1.2 Importing individual files

To import individual files, go to **Music - Add an audio file** and select the file on your computer.
You can also drag and drop files from your windows explorer to your music library.

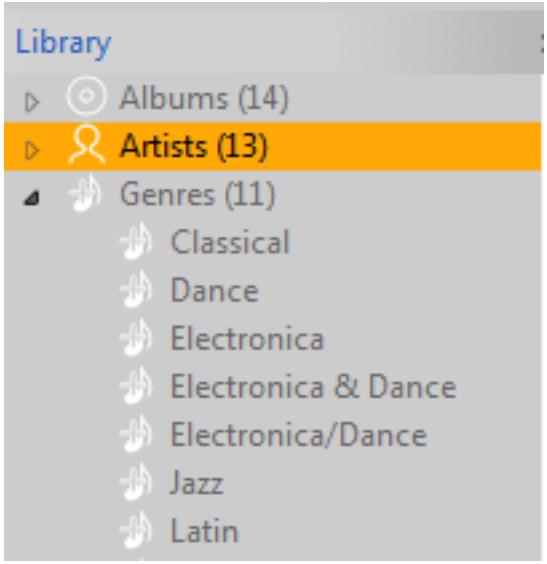
2. Displaying files

The files you have selected are displayed in the music library.
The meaning of the different file icons are described below:

- indicates a file with no protection. You can directly synchronize this file to your player.
- indicates a file protected with DRM (Digital Right Management). To synchronize this file, you need to have a DRM player and a valid licence.
- indicates a file with no licence. You will have to acquire the licence before you can synchonize this file to your player.

2.1 Displaying files by category

To facilitate browsing, you can use the tree located on the left side of your Coby Media Manager window
You can display all songs from an artist, an album or a musical genre. It also allows you to display all audio files from a sub-folder of your library.



2.2 Sorting your music files

Coby Media Manager displays the following information (when available) for each music file:

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- Title
- Status
- Artist
- Album
- Genre
- Track
- Size
- Date
- Type

To sort the files, select the column header by which to sort the list. For example, if you want to sort your files by artist, click the **Artist** column header.
Click the column header again to reverse the sort order.

2.3 Hiding/showing files in your library

To hide items in your library, select them, right click and choose **Hide**.
To display them again, click the **Show hidden files** button on the toolbar .
Hidden files appear grayed out. Select the ones you want to display again, right click and choose **Show**.

2.4 Displaying files as thumbnails or a list

You can display files as a list or thumbnails. To display files as thumbnails, click the **Display thumbnails/list** icon on the toolbar.

The album art will be displayed. Coby Media Manager searches for the album art from the Amazon website. The search is based on the title and artist name.
If the album art is not available, you can search for it (specifying a new artist and/or album name) from the Amazon website, or you can import it from your local hard drive. To do so, right click the file, choose **Properties**, click the album art, and then **Import from Internet** or **Browse file**.
To display the files as a list, click the **Display thumbnails/list** icon again.

Note: the album art set-up is available for MP3 files only.

3. Playing a music file

Select the music file and then double-click it (or click the **Play** button on the toolbar).
If the file is protected with DRM (Digital Rights Management) and has no licence, you will be asked to acquire the licence.
Note: Your media file is played in the now playing tab. To change the media player (if you want to use VLC or another media player), select Tools - Options from the menu bar.

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4. Managing playlists

You can create playlists to group songs (example “My favorite songs”).
To create a playlist, right click in the **Playlists** section (located on the left side of your Coby Media Manager window), and choose **Add**. A playlist is created. You can rename it using the F2 keyboard key.

To add songs to your playlists, select the songs in your library, right click and choose **Add to playlist**. You can also drag and drop files from your library to your playlist.

Playlist can be synchronized to your device. To do so, select the playlist, then right click and choose **Synchronize**.
To play all songs of a playlist, select the playlist, then right click and choose **Play**.

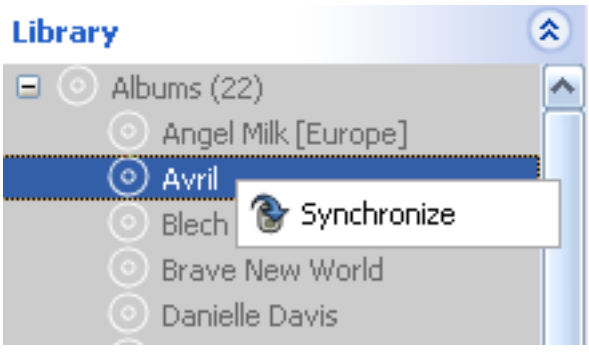
5. Synchronizing music files to your player

5.1 Synchronizing individual files

To synchronize individual files, select them, then right click and choose **Synchronize**.
You can also click the **Synchronize selection** button on the toolbar .

5.2 Synchronizing an album

Select the album in the **Library** section located to the left of your Coby Media Manager window, then right click and choose **Synchronize**.



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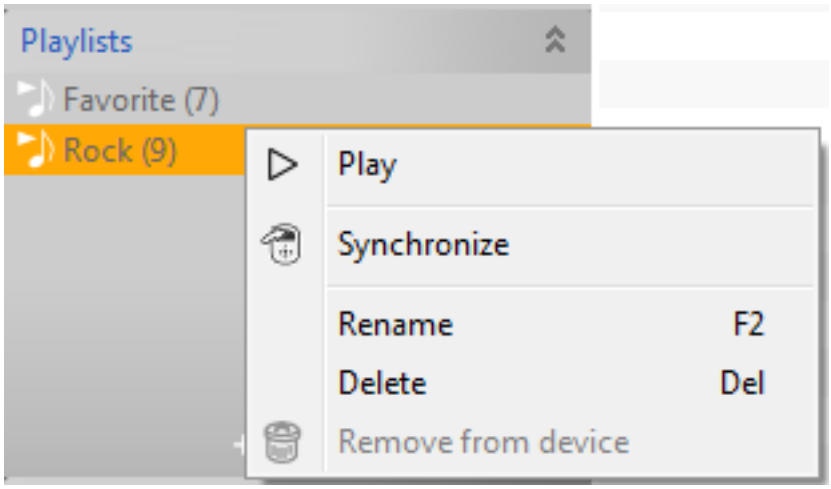
5.3 Synchronizing a playlist

Select the playlist, then right-click and choose Synchronize.



5.4 Synchronizing files with no DRM protection

Titles with no DRM protection are displayed with an icon beside their names. You can synchronize them directly to your player. You do not need to acquire licence first.

5.5 Synchronizing files protected with DRM

Titles protected with DRM are displayed with an icon.

Titles with no licence are displayed with an icon.
To synchronize these titles:

- Make sure your player is DRM compatible
- Acquire licences for all titles you want to synchronize. To do so, select the titles, then right click and choose **Acquire licence**
- Make sure the licence is valid for synchronization. To display a licence, select the file, then right click and choose **Properties**. Open the **Licence** tab.

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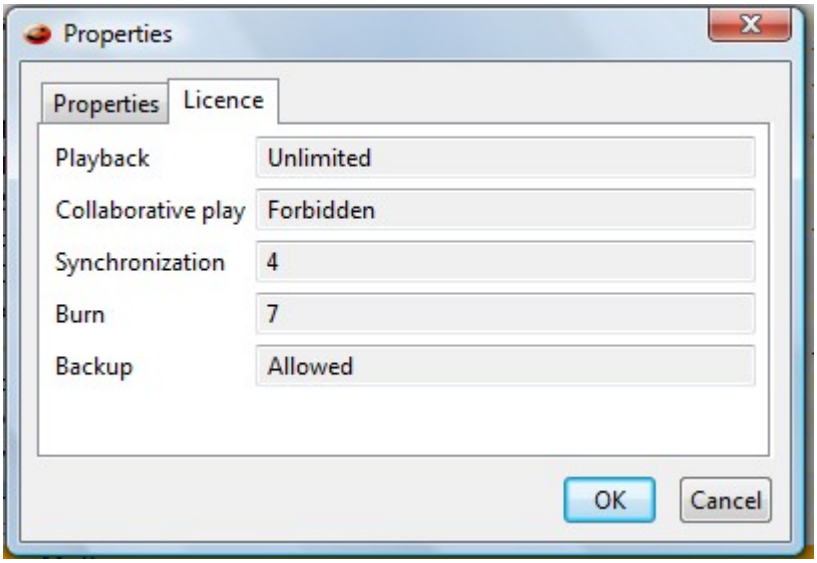

Note: Your player must be connected to your computer during synchronization.

(check the device connection state on the toolbar: ***Connected device*** *or* ***Disconnected device*** *).*

6. Extracting tracks from an Audio CD

CD Rip allows you to extract CD tracks from your CD/DVD drive, and copy them to your music library.

In the **Music** tab, click the icon (**Extract songs from an audio CD**).
The **Audio CD Extraction** window shows up.

In the **General** section, your CD/DVD drive is selected.
Note: If you have several CD/DVD drives, select the one with the CD tracks you would like to extract.

6.1. Set up

Modifying the album information
In the **Details** section, information about the album, artist and genre should automatically be displayed (provided that you have an internet connection, and that this information is available in our server database). Otherwise, you can type the different values.
To specify the **Genre**, select it in the list, or type its name.

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Choosing Album Art
Your CD sleeve should automatically be displayed in the **Album Art** section (provided that it is available in our database server).
Otherwise, click the **Album Art** section, then specify the location of the picture you want to use. The picture should then be displayed in the frame.

Selecting an audio format
In the **Options** section, you can choose the audio format (MP3, WMA, OGG) as well as the audio quality in which you would like to extract your files. The mp3 format is recommended for its compatibility with the widest range of devices.

6.2. Extraction

Extracting tracks

1. By default, all CD tracks are selected. To unselect some tracks, uncheck them. You can also click the **Title** column header to unselect all the tracks, then only select the tracks you would like to extract.
2. Click **Extract** to start the extraction. The **Status** column displays the percentage of download complete

, and then likewise for the transformation

.
3. At the end of the extraction, the icon is displayed if it succeeded or the icon is displayed if it failed. Move the mouse over this icon to view the error details.

Synchronizing selected tracks
You can choose to synchronize to your device the tracks that you have selected. To do so, check the **Synchronize selected tracks** box under **Options**.

Canceling an extraction
To cancel an extraction, click **Cancel**. The icon shows up in the **Status** column.

Refreshing CD contents
If you change CDs, click the **Refresh** button to display the tracks of the new CD.

7. Editing MP3 tags

You can edit and change the different information available for your MP3 tags. To do so, select your file, right click, and select **Properties**.

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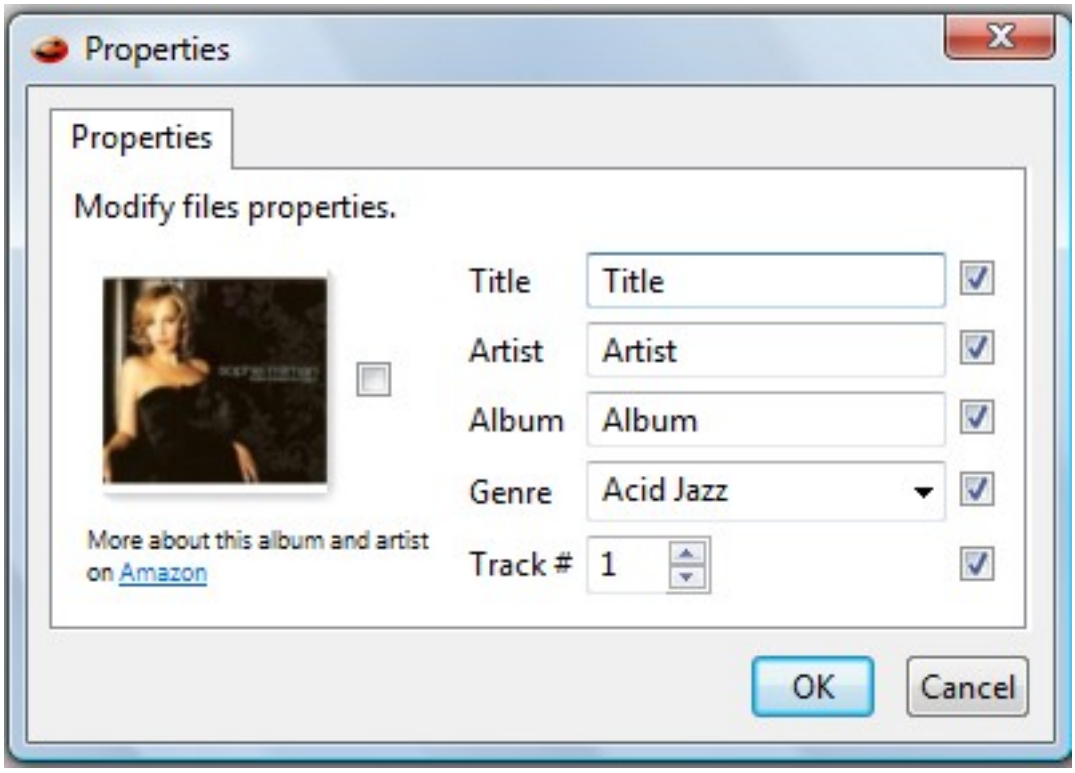
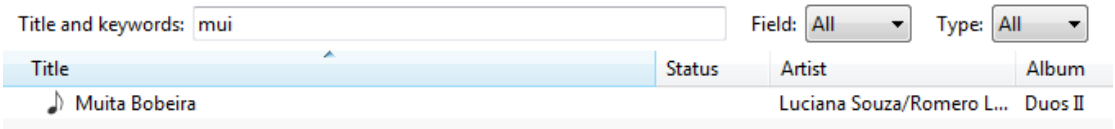
In the right part, you can modify the following fields: the title, the artist name, the album name, the genre, and the track number.
In the left part, you can import album art. Coby Media Manager searches for the album art from the Amazon website. The search is based on the title and artist name. If the album art is not available, you can search for it (specifying a new artist and/or album name) from the Amazon website, or you can import it from your local hard drive. To do so, right click the file, choose **Properties**, click the album art, and then **Import from Internet** or **Browse file**.
Each time you modify a field, the box next to it is automatically checked, to indicate that the modification will be saved. If you do not wish to save the modification, uncheck the box.



*Note: You can modify the properties of several files at once. To do so, select the files, then right click and choose **Properties**.*

8. Searching for music files

To search for specific music files, click the magnifying glass icon on the toolbar: the **Title and keywords** field is displayed. Then type the text you are searching for in the **Title and keywords** field.
You can narrow your search by title, artist or album by using the **Field** drop-down or by file type using the **Type** drop-down.



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To revert to the initial list of files, clear the text from the **Title and keywords** field. You can hide the search bar by clicking the magnifying glass icon again.

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III. The movie library

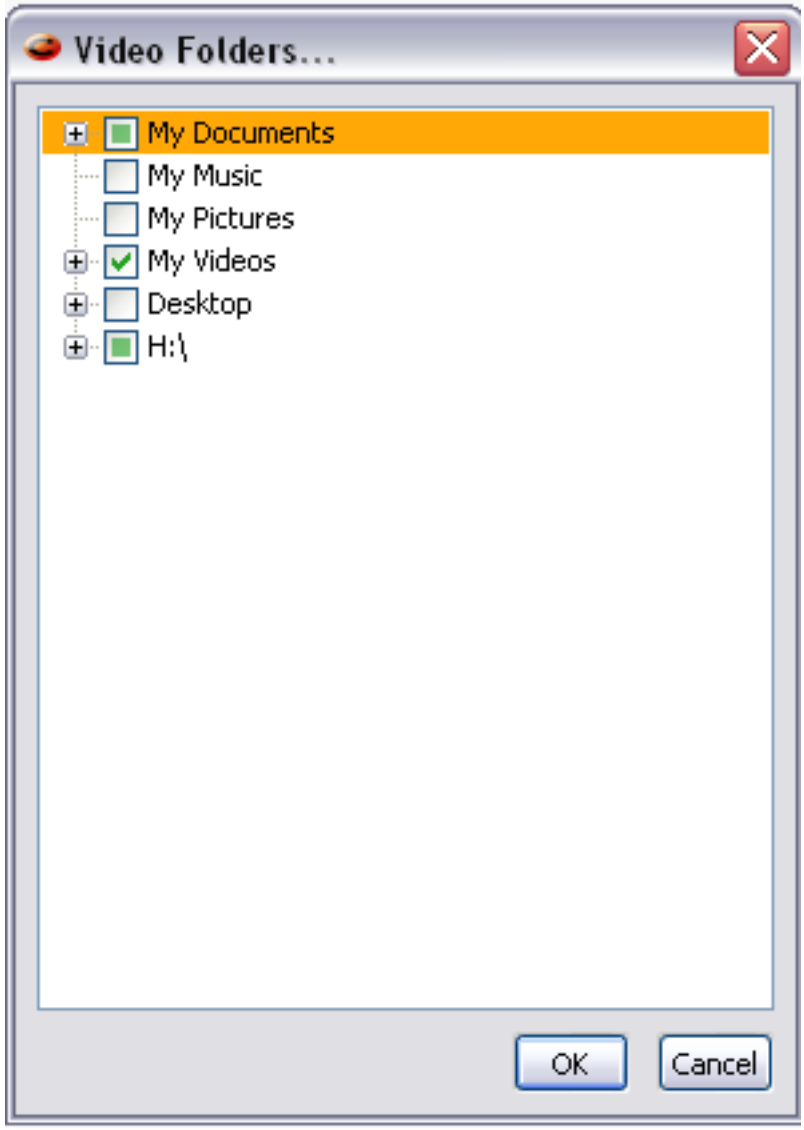
You can access the video library by clicking the **Movie** tab.

1. Importing files

You can import files already on your computer to your video library.

1.1 Importing all files

To import all video files of a folder, select **Video - Video folders...** and check the folders containing your video files.



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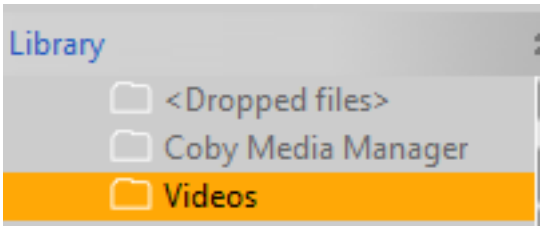
1.2 Importing individual files

To import individual files, choose **Video - Add a video file** and locate the file on your computer. You can also drag files from your windows Explorer to your video library.

2. Displaying files

2.1 Displaying files by category

The Library tree on the left allows you to display files by category.



2.2 Sorting your video files

Coby Media Manager displays the following information (when available) for each video file:

- Title
- Status
- Size
- Date
- Type

To sort the files, select the column header by which to sort the list. For example, if you want to sort your files by title, click the **Title** column header.
Click the column header again to reverse the sort order.

2.3 Hiding/showing files in your library

To hide items in your library, select them, then right click and choose **Hide**.
To display them again, click the **Show hidden files** button on the toolbar .
Hidden files appear grayed out. To select the ones you want to display again, right click and choose **Show**.

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2.4 Displaying files as thumbnails or a list

You can display files as a list or thumbnails. To display files as thumbnails, click the **Display thumbnails/list** icon on the toolbar.
To display the files as a list, click the **Display thumbnails/list** icon again.

3. Playing a video file

Select the video file and then double-click it (or click the **Play** button on the toolbar).

Note: Your media file is played in the now playing tab. To change the media player (if you want to use VLC or another media player), select Tools - Options from the menu bar.

4. Synchronizing video files to your player

4.1 Synchronizing individual files

To synchronize individual files, select them, then right click and choose **Synchronize**.
You can also click the **Synchronize selection** button on the toolbar .

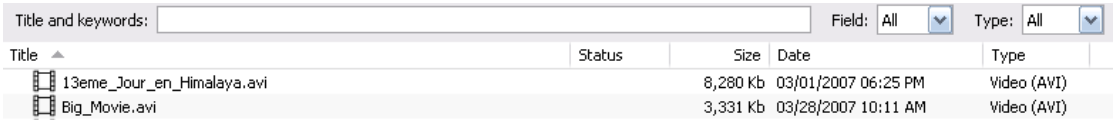
4.2 Synchronizing all videos of a folder

Select the folder in the Library section located to the left of your Coby Media Manager window, then right click and choose **Synchronize**.

Note: Your player must be connected to your computer during synchronization (check the device connection state on the toolbar: ***Connected device*** *or* ***Disconnected device*** *).*

5. Searching for video files

To search for specific video files, click the magnifying glass icon on the toolbar: the **Title and keywords** field is displayed. Then type the text you are searching for in the **Title and keywords** field.
You can narrow your search by title by using the **Field** drop-down or by file type using the **Type** drop-down.



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To revert to the initial list of files, clear the text from the **Title and keywords** field. You can hide the search bar by clicking the magnifying glass icon again.

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IV. The pictures library

You can access the pictures library by clicking the **Picture** tab.
Coby Media Manager can read images with the following formats :

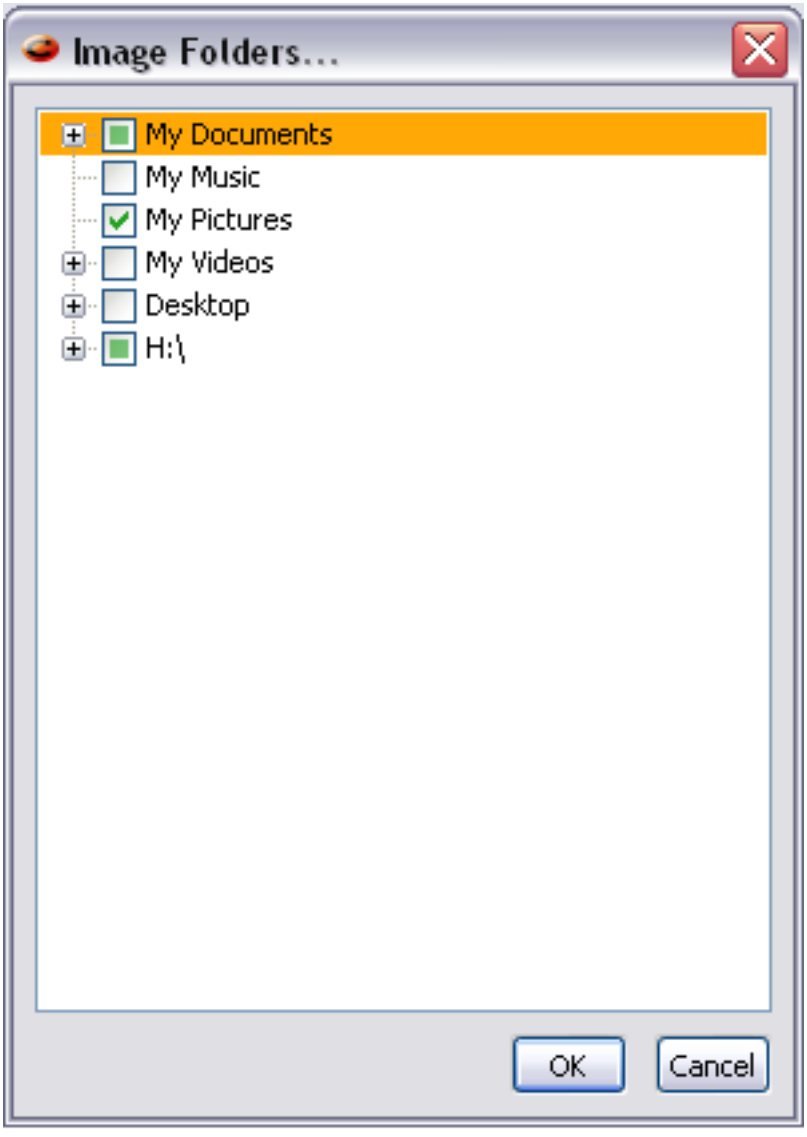
- JPG, JPEG
- BMP
- GIF
- TIFF
- PNG

1. Importing files

You can import files already on your computer to your library.

1.1 Importing all files

To import all picture files of a folder, select **Picture - Image Folders...** and check the folders containing your picture files.



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1.2 Importing individual files

To import individual files, choose **Picture - Add an Image file...** and locate the file on your computer. You can also drag files from your windows Explorer to your picture library.

2. Displaying files

2.1 Displaying files by category

The Library tree on the left allows you to display files by category.

2.2 Sorting your picture files

Coby Media Manager displays the following information (when available) for each file:

- Parent Folder
- Title
- Status
- Size
- Date
- Type

To sort the files, select the column header by which to sort the list. For example, if you want to sort your files by date, click the **Date** column header.
Click the column header again to reverse the sort order.

2.3 Hiding/Showing library files

To hide items in your library, select them, then right click and choose **Hide**.

To display them again, click the **Show hidden files** button on the toolbar .
Hidden files appear grayed out. To select the ones you want to display again, right click and choose **Show**.

2.4 Displaying files as thumbnails or a list

You can display files as a list or thumbnails. To display files as thumbnails, click the **Display thumbnails/list** icon on the toolbar.

To display the files as a list, click the **Display thumbnails/list** icon again.

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3. Viewing a picture file

To view a picture, double-click it. You can then browse and display the next or previous image. You can also rotate the image right or left.

4. Synchronizing picture files to your player

4.1 Synchronizing individual files

To synchronize individual files, select them, then right click and choose **Synchronize**.
You can also click the **Synchronize selection** button on the toolbar .

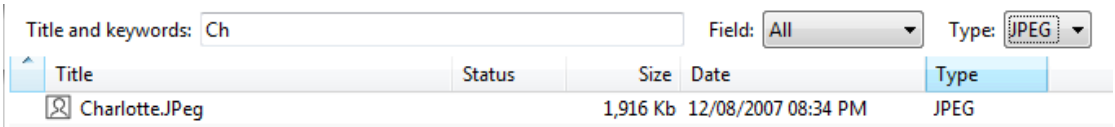
4.2 Synchronizing all files

Select the folder in the Library section located to the left of your Coby Media Manager window, then right click and choose **Synchronize**.

Note: Your player must be connected to your computer during synchronization (check the device connection state on the toolbar: ***Connected device*** *or* ***Disconnected device*** *).*

5. Searching for picture files

To search for specific picture files, click the magnifying glass icon on the toolbar: the **Title and keywords** field is displayed. Then type the text you are searching for in the **Title and keywords** field.
You can narrow your search by title or parent folder by using the **Field** drop-down or by file type using the **Type** drop-down.



To revert to the initial list of files, clear the text from the **Title and keywords** field.
You can hide the search bar by clicking the magnifying glass icon again.

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V. Configuring your mobile device

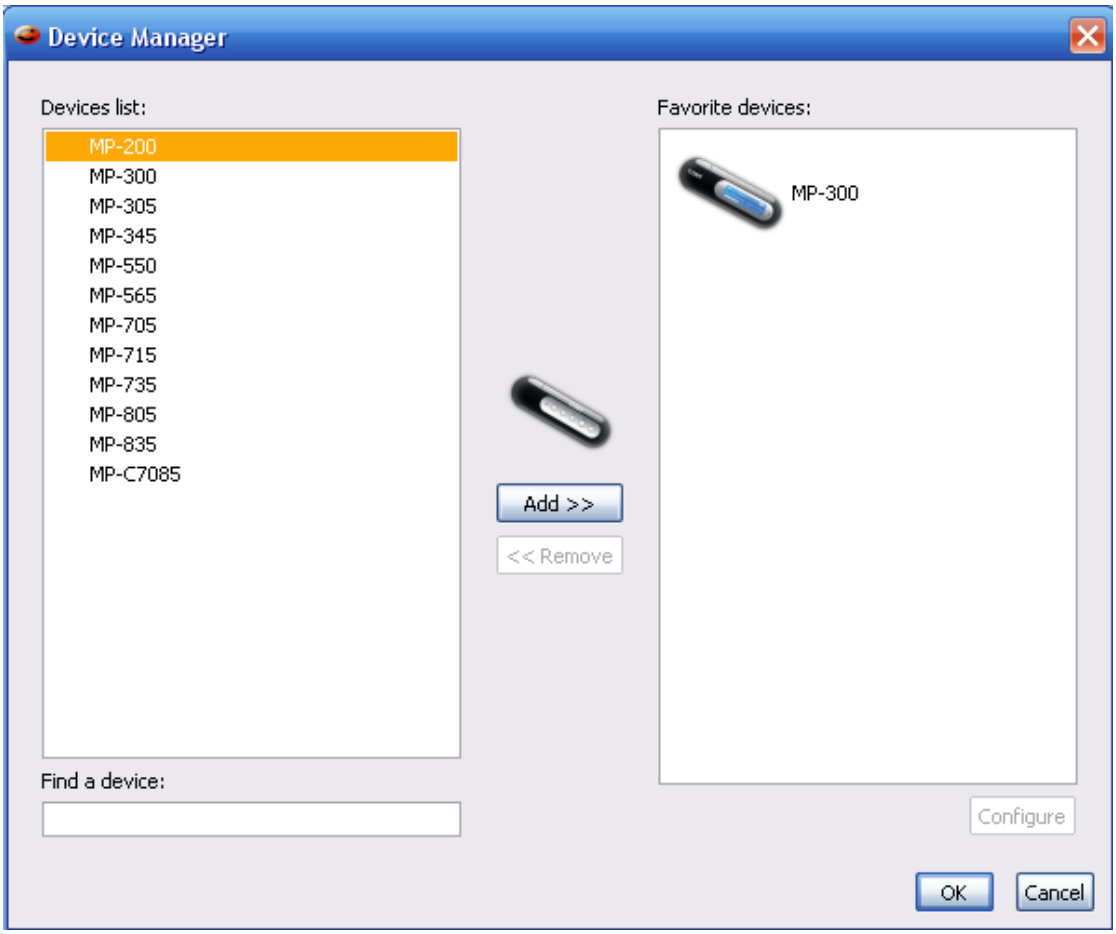
You can configure your mobile device in the device manager dialog box available from the **Tools - Device manager** menu.
The left pane **Devices list** shows the devices supported by Coby Media Manager.

1. Automatic installation

Your software is designed to automatically recognize your device and list it as the favorite device. You can start using it right away.
If you have more than one Coby player, read the sections below to learn how to add your device to your favorite devices list and how to configure them manually.

2. Adding a mobile device to the favorite devices list

To add a mobile to the favorite devices list: from the **Tools - Device manager** menu, select your device in the left pane, then click the **Add** button. Coby Media Manager should automatically detect the device.



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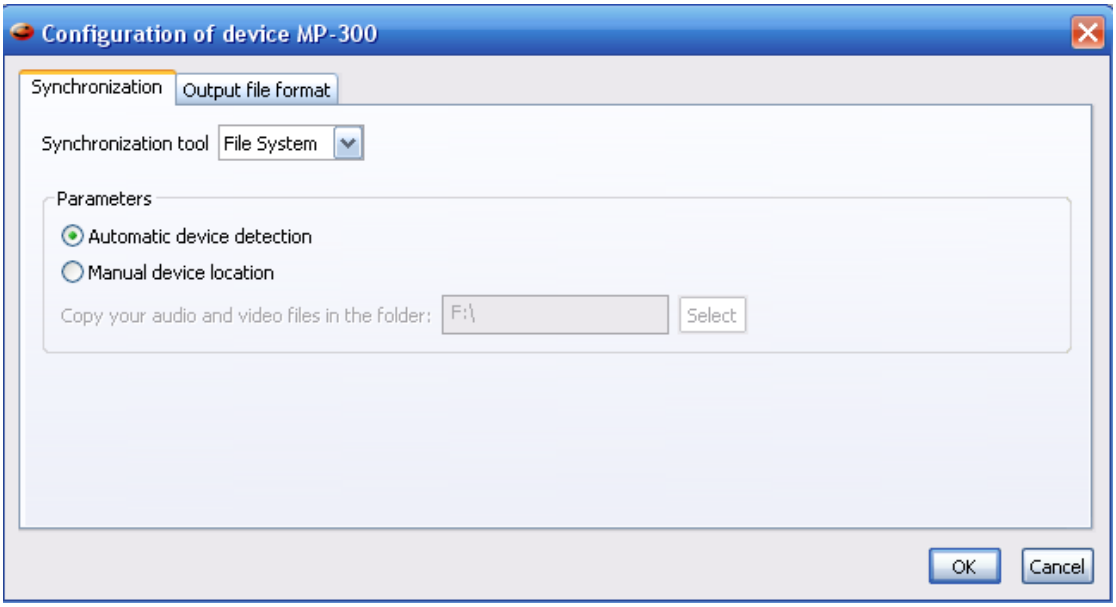
3. Configuring a mobile device

3.1 Configuring synchronization

To configure a device, select it and click the **Configure** button. The **Synchronization** tab opens.
By default, the location of your device is automatically detected. Your files will be transferred directly to this location during synchronization. If you want to specify a different location, select the **Manual device location** button and specify the folder to which you want to copy your audio and video files.



3.2 Configuring the output file format

You can specify an output file format for your files in the **Output file format** tab. By default, the output type **Automatic** is selected. Coby Media Manager will use the format that best suits your device when synchronizing files. For example, if your player supports audio and video in the AVI and MP3 formats, AVI format will be used when synchronizing video files and MP3 format will be used when synchronizing audio files.

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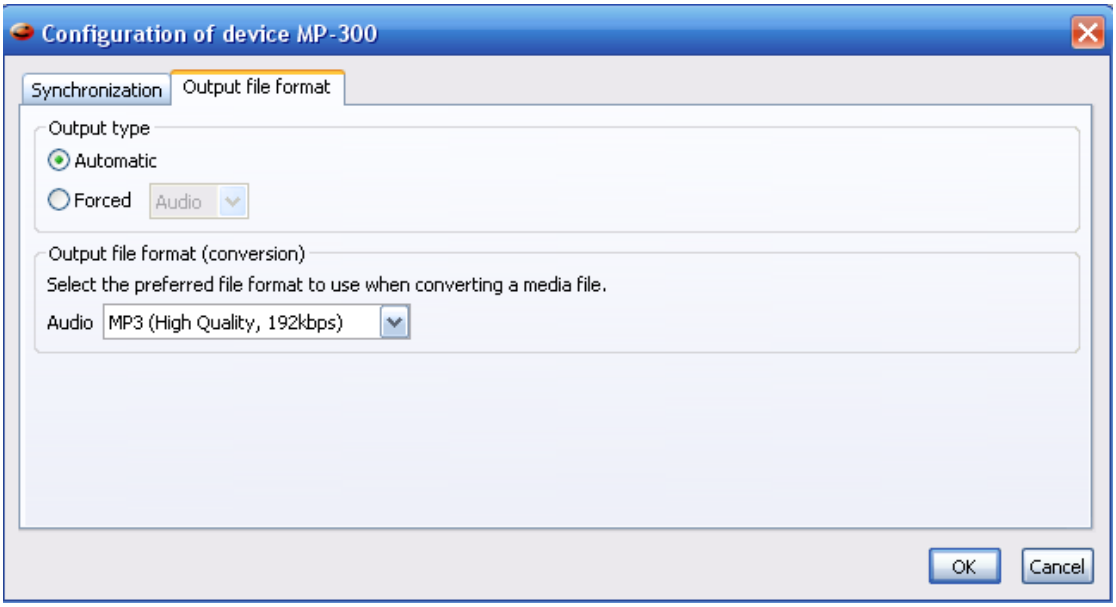

You can force the use of a specific format by selecting the **Forced** button. You will then have to choose the desired format. This format will be used during synchronization of your audio files as well as your video files. For example, if you select the MP3 format, videos will be read as audio tracks with no images.

4. Removing a mobile device

To remove a device from your favorite devices list, select the device you want to remove and click the **Remove** button.

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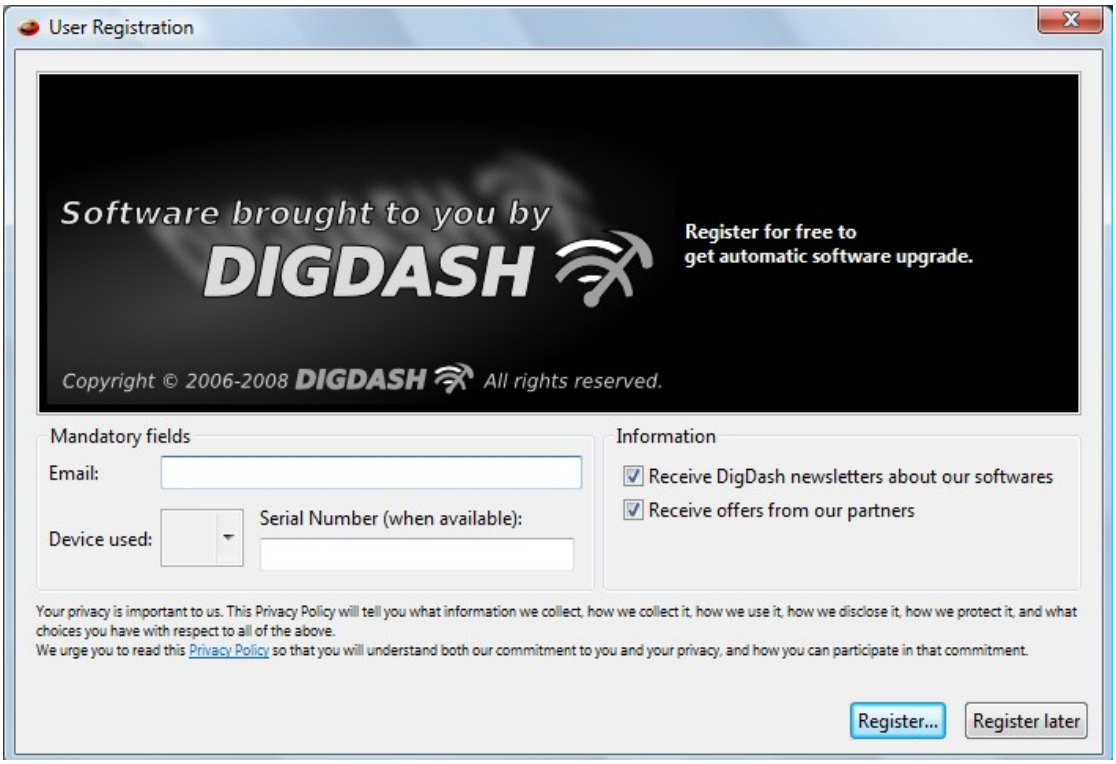
VI. Registration and software update

When you launch Coby Media Manager for the first time, this window will appear:



Fill in all of the fields and then press **OK** (the mandatory fields MUST be filled in).
You need an Internet connection and a valid email address.
If you do not wish to register at once, select **Register later**.
Registration allows you to get the latest Coby Media Manager updates and to vadliate your warranty.

When an update is released, a pop up window will ask you if you want to install the newest version of the software. Press **OK** and follow the steps displayed on-screen.
If you want to look for an update manually, browse the **Help** menu and select **Software update**.

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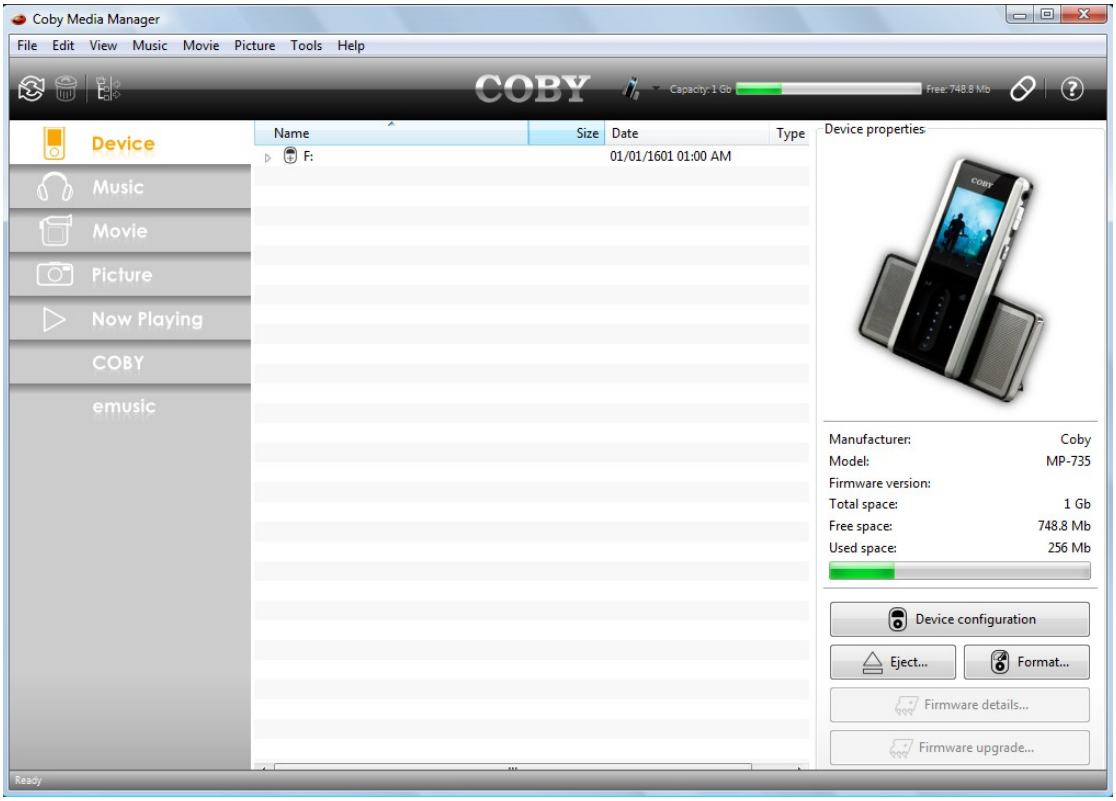
VII. Tabs in Coby Media Manager

This section gives a brief description of the tabs available in Coby Media Manager:

Device
Displays information about your device and its contents.



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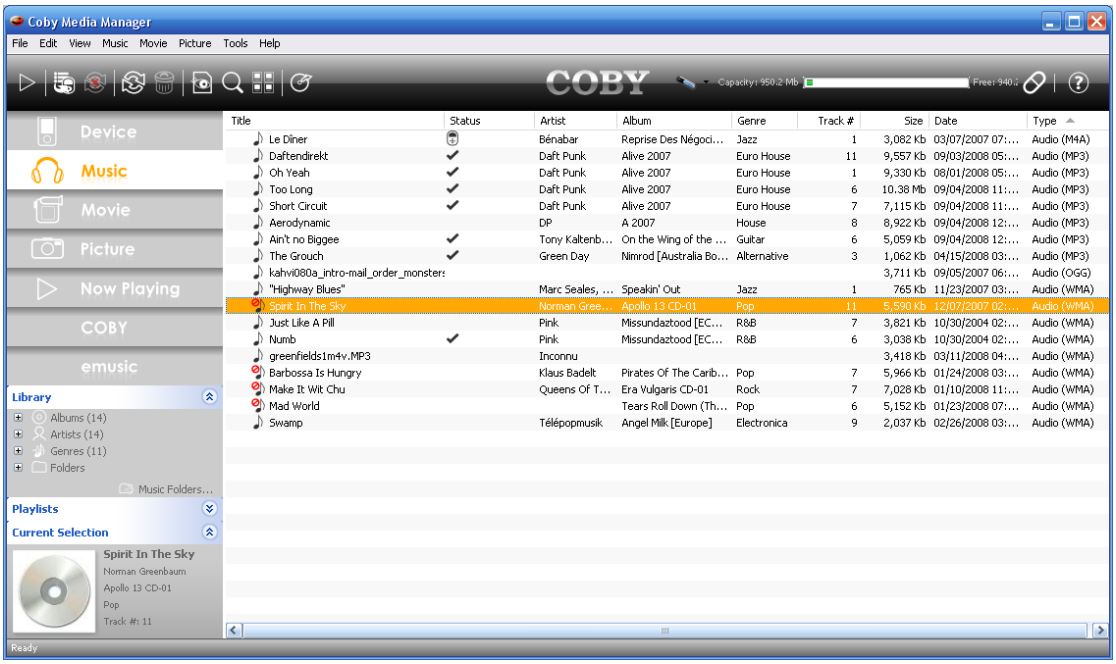
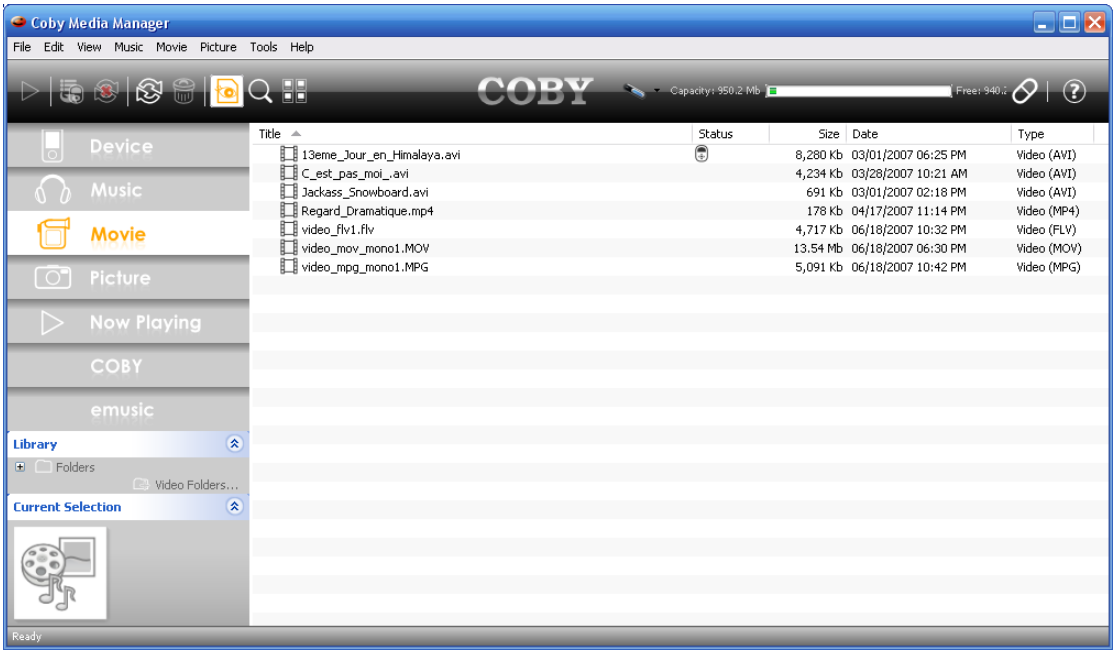
Music

Displays the contents of your music library. Allows you to listen to music files and synchronize them to your device.



Movie

Displays the contents of your video library. Allows you to watch video files and synchronize them to your device.



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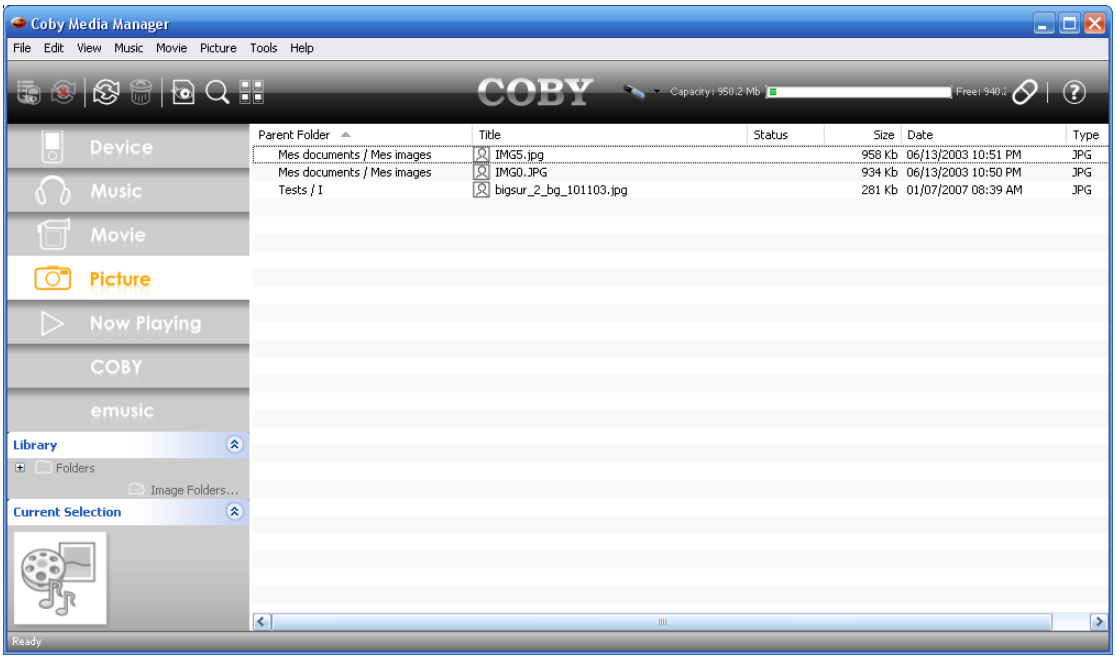
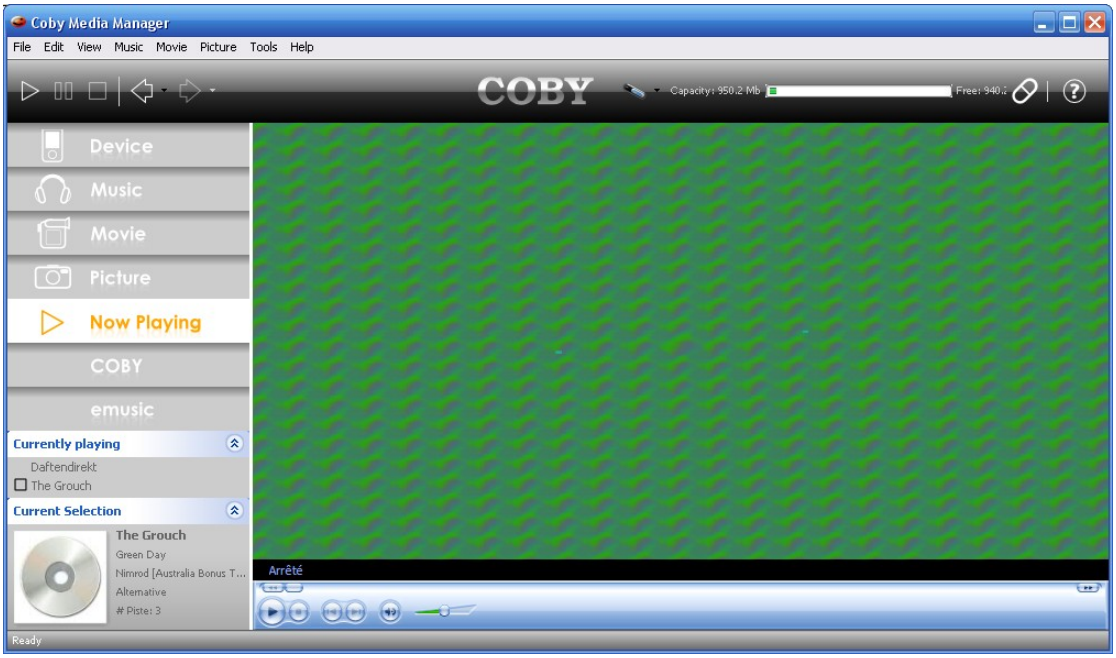
Picture
Displays the contents of your picture library. Allows you to view image files and to synchronize them to your device.



Now playing
Displays Coby Media Manager media player. Allows you to navigate through the files you have added to your now playing list and to play them.



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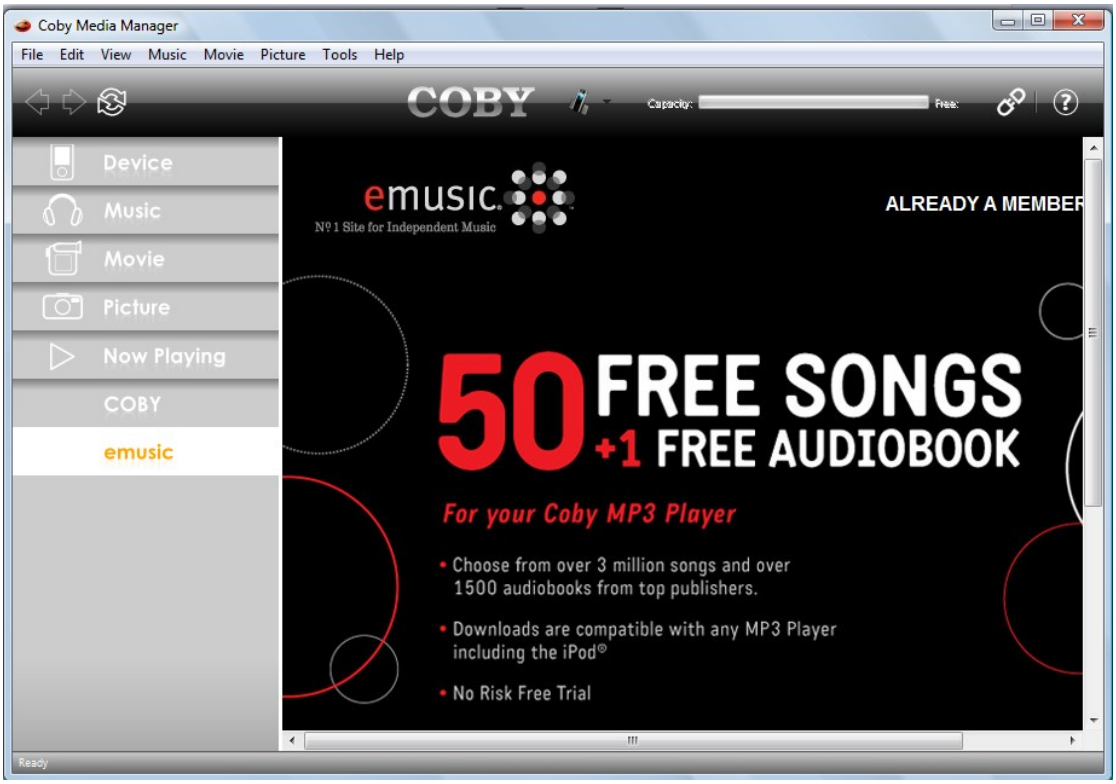
Coby
Gives you access to Coby web site.

emusic
Allows you to buy music on-line.



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VIII. Menus

The following section describes the menus and commands available in Coby Media Manager:

File
Allows you to exit Coby Media Manager.

Edit
Allows you to edit device or media information.

View
Contains commands that apply to the toolbar, media view and page refresh.
Allows you to navigate through Coby Media Manager tabs.

Music
Contains commands that allow you to select your music files and synchronize them to your device.

Movie
Contains commands that allow you to select your video files and synchronize them to your device.

Picture
Contains commands that allow you to select your picture files and synchronize them to your device.

Tools
Contains commands that apply to the device and options management.

Help
The **help** menu allows you to open the Coby Media Manager help. You can also display some information regarding Coby Media Manager version and register your software

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1. File

Exit
Closes the application.

2. Edit

The Edit menu contains commands to manage media files.

Copy
Copies the selected items (from the device tab) to the clipboard.

Paste
Pastes items from the clipboard.

Rename
Renames the item selected in the device tab.

Delete
Removes selected items.

Select all
Selects all the items in the page displayed.

Search
Searches item in the current page

3. View

Toolbar
The toolbar contains icons and options that let you quickly access Coby Media Manager commands. You can hide the toolbar by unchecking the **Toolbar** entry in the **View** menu.

Refresh
Refreshes the content of the active tab.

Tab
Displays the selected tab

4. Music

Music folders
Selects folders containing your music files. Those folders will be scanned and the music contents will be added to your music library.

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Add an audio file
Selects a specific file to add to your music library.

Synchronize selection
Synchronizes the music files that are currently selected in the music library to your Coby device.

Stop synchronization
Stops the current synchronization in progress.

5. Movie

Video folders
Selects folders containing your video files. Those folders will be scanned and the video contents will be added to your video library.

Add a video file
Selects a specific file to add to your video library.

Synchronize selection
Synchronizes the video files that are currently selected in the video library to your Coby device.

Stop synchronization
Stops the current synchronization in progress.

6. Picture

Image folders
Selects folders containing your picture files. Those folders will be scanned and the picture contents will be added to your picture library.

Add an image file
Selects a specific file to add to your picture library.

Synchronize selection
Synchronizes the picture files that are currently selected in the picture library list to your Coby device.

Stop synchronization
Stops the current synchronization in progress.

7. Tools

Device manager
Configures the device you want to use to synchronize media files.

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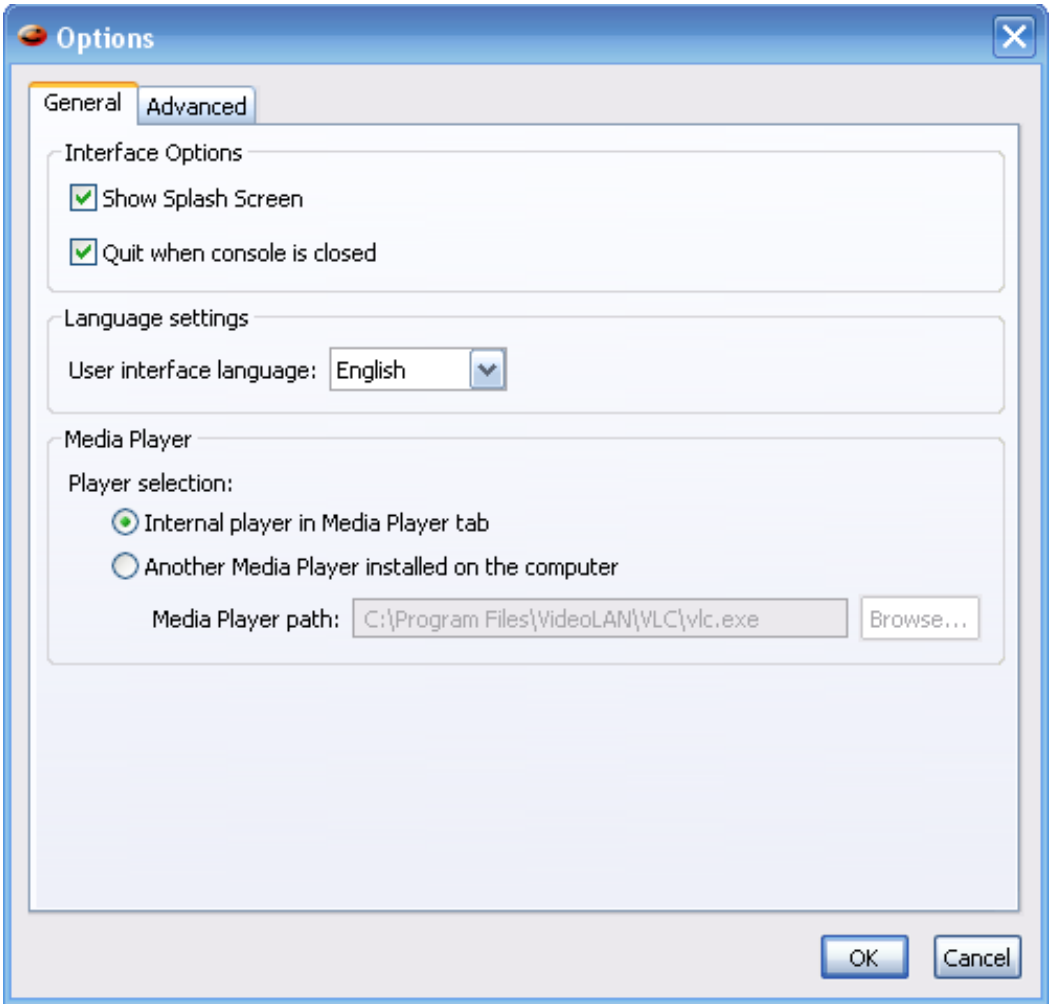
Extract songs from an audio CD
Launches the audio CD extraction dialog box.

Options

General

- **Interface options**: configures your preferences when starting and closing the application.
- **Language settings**: selects the user interface language.
- **Media** player: If you want to use a specific media player (like VLC media player), select "Another Media Player installed on the computer", click the browse button and select your player.



Advanced

- **HTTP Proxy Configuration**: specifies your proxy server parameters. If you do not use a proxy, select the **Direct Internet connection** option. If you do use a proxy server, enter the host address and port number for a manual configuration, or select the automatic detection of the proxy setting, which will be done through Internet Explorer parameters. You can also enter the .pac address of a proxy configuration script.
- **Storage options**: file histories are stored in the **Application Data\Coby Media Manager\history** directory (the **Application Data** directory is the

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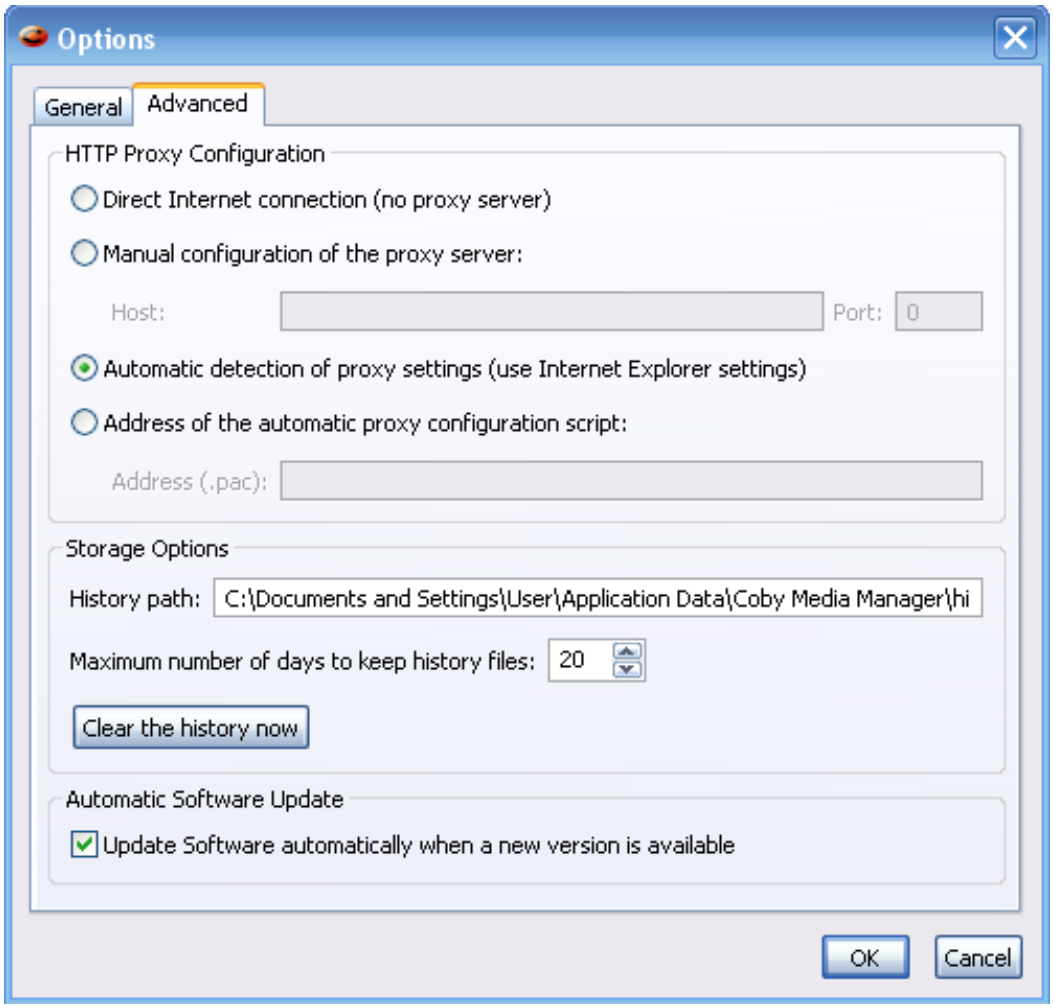
one belonging to the current user). You can change this storage directory by typing a new path in the **History path** field. You can also define the number of days you want to keep the history (by default, it will be kept for 20 days).

- **Automatic software update**: by checking the **Update software automatically when a new version is available** option, new Coby Media Manager versions will be automatically downloaded to your computer when available.



8. Help

Help content
Displays Coby Media Manager help document.

Free registration
Allows the free registration of Coby Media Manager to enable the full functionality of your software, such as software updates.

Software update
Downloads a new version of Coby Media Manager if available. This menu is available only if you have registered Coby Media Manager.

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About Coby Media Manager
Displays information regarding the Coby Media Manager version. You can also register Coby Media Manager, and display its licence.

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IX. Shortcut keys in Coby Media Manager

You can use shortcut keys to access many functionalities of your application. Shortcut keys are shown next to their respective menu items. For example, the Ctrl+O shortcut keys are shown next to the **File - Open** menu. You can also read the list of shortcut keys below.

List of Shortcut keys:

Shortcut keys	**Effect**
(Enter)	Activates the focused button in a dialog box.
(Esc)	Cancels the action and closes the dialog box without saving.
Arrow keys	Changes the active control field in an option section of a dialog box.
(Tab)	Activates the next element in a dialog box.
(Shift)+(Tab)	Activates the previous element in a dialog box.
(Del)	Removes the selected items.
Alt+F4	Exits Coby Media Manager.
Ctrl+C	Copies the selected items.
Ctrl+V	Pastes the copied elements from the clipboard.
Ctrl+A	Selects all the items in the folder you are browsing.
Ctrl+Z	Undoes the last action.
Ctrl+Y	Redoes the last action.
Ctrl+D	Displays the device manager.

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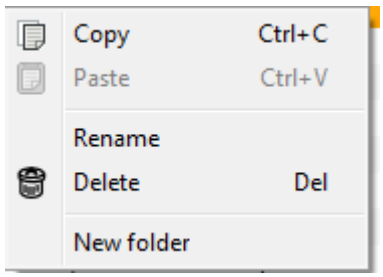
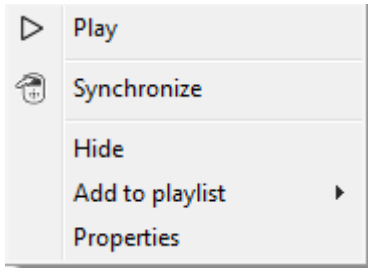
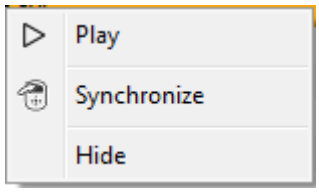
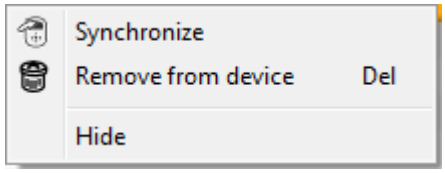
Contextual menus

Some Coby Media Manager items have contextual menus. To access them, right click the items as shown below:

Item	Displayed contextual menu
Media file on device	
Music file in library	
Movie file in library	
Picture file in library	

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