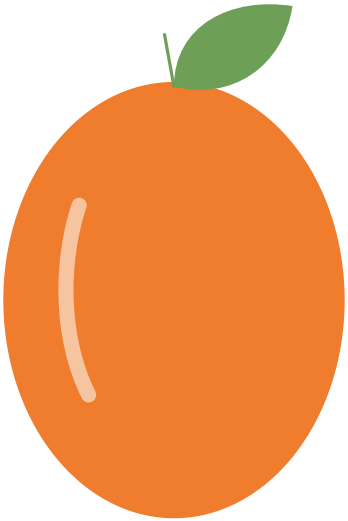


# Logic Prep

Instruction manual

Kumquat Audio · Edition 1.5.0 · October 2026

kumquataudio.com

BEFORE YOU BEGIN

# To the owner

Logic Prep takes the folder of tracks from a recording and sets up your session in Logic Pro for you.

Drop in the folder. Logic Prep gives each track a clear name, puts it in a group (drums, bass, guitars, vocals and so on), and numbers the tracks in the order you recorded them. You look it over, and approve it.

Then one button builds the session in Logic: every track on its own track, each group in its own colored summing stack, the stacks in the order you like. What used to be a long job of dragging and renaming takes about a minute.

## What you need

| | |
|---|---|
| **Mac** | macOS 13 or later |
| **Logic Pro** | Version 12.4, with English menus. (Built on 11; 12.4 is what it is tested with now.) |
| **Permission** | Accessibility, switched on once for Logic Prep. |

## Signs used

**TIP** A tip is something that will help you get a better result.

**CAUTION** A caution is something that can cost you time if you are not careful.

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GETTING STARTED

# Installing and the one permission

## Steps

1. Open the installer and follow the steps. Logic Prep goes into your Applications folder.
2. Open Logic Prep. The first time, a short walkthrough shows how it works. You can see it again any time from the Help menu.
3. When the walkthrough asks, click Open System Settings. Find Logic Prep in the list under Privacy & Security, Accessibility, and switch it on. This is what lets Logic Prep press buttons in Logic for you.
4. Come back to Logic Prep. The walkthrough shows “Allowed” in green. You only do this once.

**TIP** If Logic Prep is not in the Accessibility list, click + at the bottom of the list, choose Logic Prep from Applications, and switch it on.

**CAUTION** Logic Prep cannot switch this on for you. macOS only lets you do it, on purpose, because it lets an app press buttons for you.

## Why it asks

Logic Pro has no way to be told “make these stacks.” So Logic Prep does it the way you would: it opens Logic’s menus and presses its buttons. macOS calls that Accessibility, and it asks for your permission first. Logic Prep uses it only to work in Logic Pro, and only when you click Send to Logic.

USING LOGIC PREP

# Drop and review

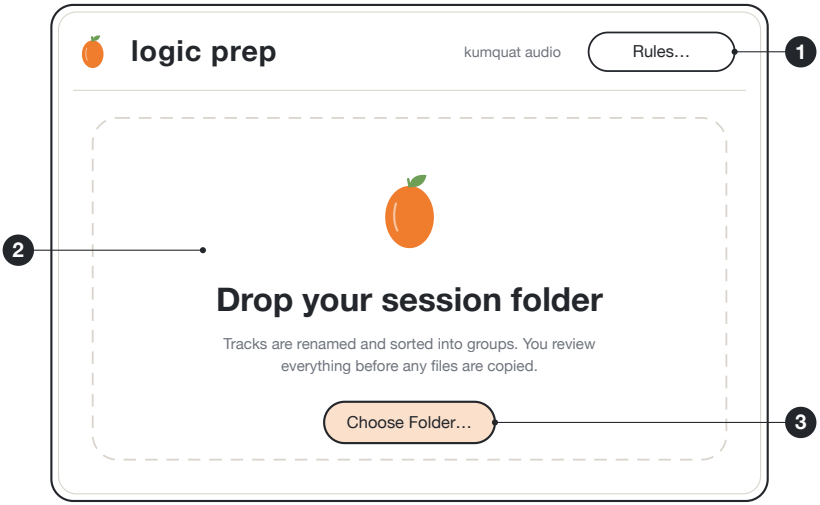



**FIG. 1** The first screen. Drop a folder to begin.

1. **Rules…**
   Opens the rules: the groups, their colors, their order and the words that put a track in each one.

2. **The drop area**
   Drop a folder of audio files anywhere on the window. A single file is not enough: it has to be a folder.

3. **Choose Folder…**
   Does the same as dropping, but lets you find the folder in a window.

## Operation

step by step

1. Drag a folder of audio files onto the window, or click Choose Folder….
2. Look down the list of new names and groups. Anything in orange has no group yet: pick one, or leave it.
3. When it looks right, click Approve & Organize. The files are moved into group folders inside that folder, and Put the Files Back undoes it. To keep your originals exactly as they are, choose Make a sorted copy first.

## The review

fig. 2

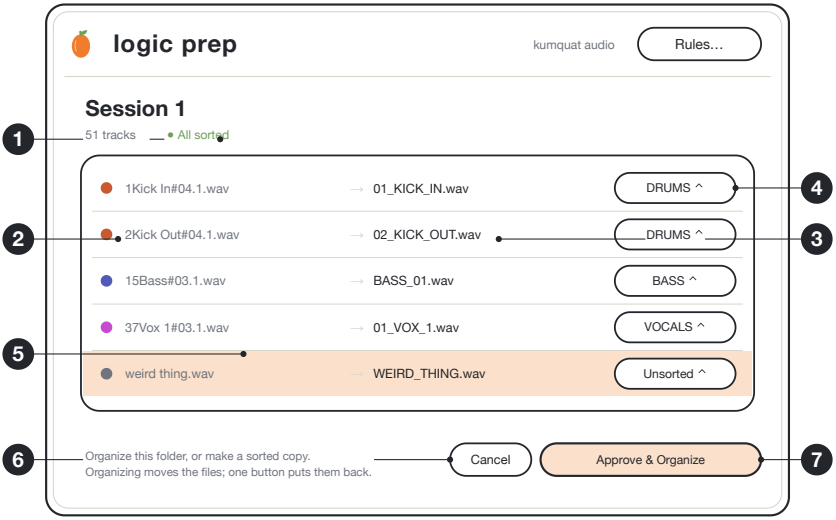



**FIG. 2** Every track with its new name and group, before anything is copied.

**1 The summary**
How many tracks, and whether every one found a group. Orange means some still need one.

**2 Original name**
The file as it came off your recorder. The dot shows its group color.

**3 New name**
What Logic will call the track: a number in session order and the instrument. The group is the stack in Logic, and the folder on disk.

**4 Group menu**
Pick a different group for any track. The name changes at once.

**5 Needs a group**
Tracks with no group are marked in orange. Choose a group, or leave them: they go into an Unsorted folder.

**6 Cancel**
Starts over. Nothing has been moved or copied.

**7 Approve & Organize**
Moves the renamed files into group folders inside the folder you dropped, and keeps a list so you can put them back. Above it, “Make a sorted copy” leaves your files alone and makes a SORTED folder next to them instead.

**TIP** The dot beside each track is its group color, so a stray track is easy to spot.

**TIP** Only audio files directly inside the folder are used. Other files, and folders inside it, are ignored.

USING LOGIC PREP

# Sending to Logic

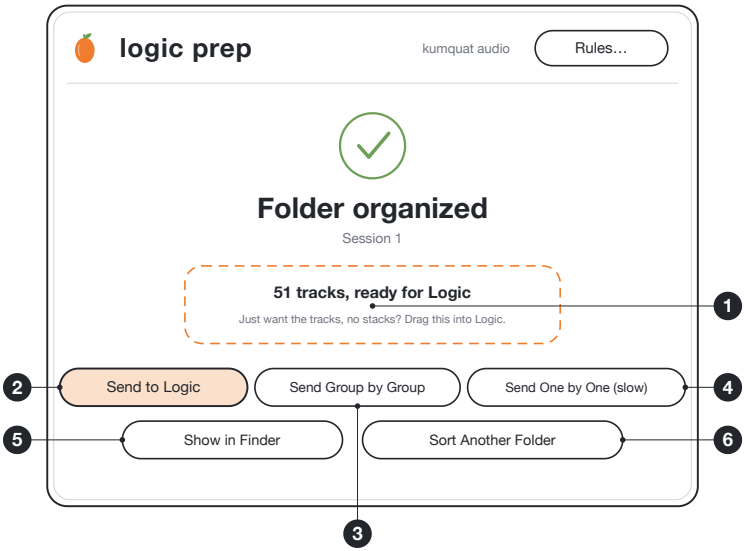



**FIG. 3** The screen after approving.

1. **The drag tile**
   All the tracks in one piece. Drag it into Logic by hand if you want the tracks without stacks.
2. **Send to Logic**
   Builds the whole session in Logic for you: all the tracks at once, then the stacks, colors and order. About 35 seconds for 30 tracks.
3. **Send Group by Group**
   Brings the groups in one at a time and stacks each as it comes. A little slower, and the dependable one if the quick way ever misses.
4. **Send One by One**
   The slowest way: it adds one track at a time. A last resort.
5. **Show in Finder**
   Opens the folder. When you organized in place there is also Put the Files Back, which moves every file back where it was.
6. **Sort Another Folder**
   Goes back to the start.

## Operation

step by step

1. In Logic Pro, make a new, empty project.
2. In Logic Prep, click Send to Logic. The window steps aside and a small panel in the top corner shows progress.
3. Leave the mouse and keyboard alone while it works. For about 30 tracks it takes around half a minute; for 50, a little under a minute.
4. When it is done, the Logic Prep window comes back. In Logic you have your tracks, in stacks, in color, in order.

## What happens in Logic

Logic Prep drags all the tracks into Logic in one go, as you would from Finder. It answers Logic's questions the way you would want: one new track for every file, and keep the project's tempo. Then, group by group, it makes a summing stack, gives it its color, and names it. At the end it folds the stacks closed, puts them in order, and removes the empty starter track.

**CAUTION** Please leave the mouse and keyboard alone until the Logic Prep window comes back. A click or a key press at the wrong moment can interrupt the work. If that happens, click Cancel in the corner panel and start again with a new project.

**TIP** Cancel in the corner panel stops it at once. Whatever it had finished stays in Logic.

THE RESULT

# What you get in Logic

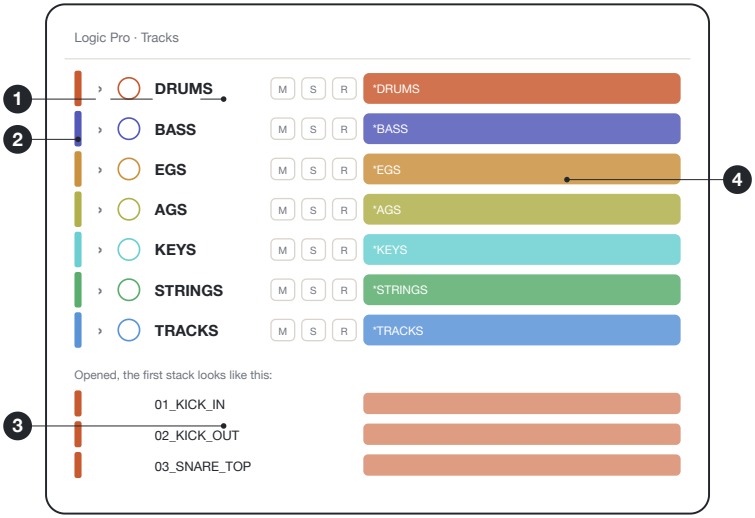



**FIG. 4** The session in Logic, with the stacks folded.

**1 A stack**
One summing stack for each group, folded closed. Turn the faders and mute or solo the whole group from here.

**2 The color**
Each group has its own color, on the stack, its tracks and their regions.

**3 Numbered tracks**
Open a stack and its tracks are in your session order: kick in, kick out, snare top and so on.

**4 At the start**
Every region begins at bar 1, so the tracks line up as they were recorded.

TIP To open every stack at once, hold Option and click the arrow beside one of them. Do it again to fold them.

YOUR WAY

# The rules

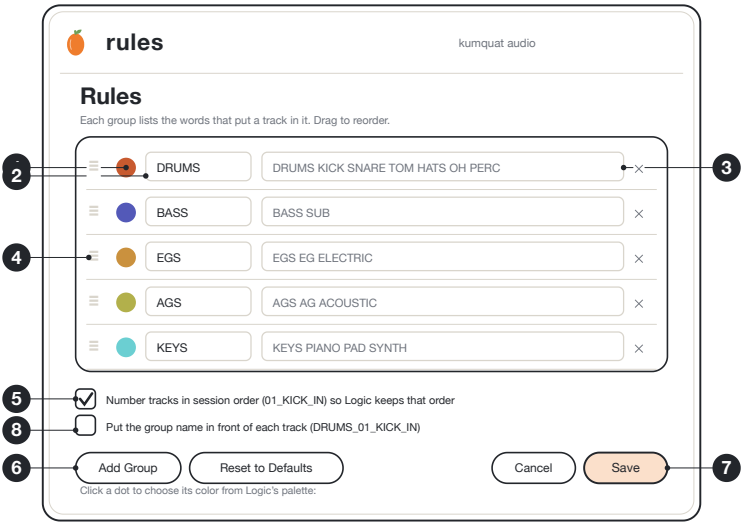



**FIG. 5** Rules… at the top right opens this.

1. **Color**
   Click the dot and choose one of Logic's own colors, or No color.
2. **Group name**
   What the stack is called in Logic. Capitals are used.
3. **Words**
   Any file with one of these words in its name goes in this group. Separate words with spaces.
4. **Drag handle**
   Drag a row up or down. That is the order of the stacks in Logic.
5. **Number tracks**
   Numbers the tracks inside each group in your original session order. Leave it on if you want that order kept.
6. **Add Group**
   Makes a new group. Give it a name, a color and some words.
7. **Save**
   Keeps the changes. The list on the screen updates at once.
8. **Group name in front**
   Off, tracks are named 01_KICK_IN and the group is only the stack and the folder. On, they are named DRUMS_01_KICK_IN. Either way, Send to Logic works; off is the cleaner look in Logic.

## Common changes

step by step

1. To change a color, click the dot beside the group and click a color in Logic's palette.
2. To change the order of the stacks, drag a group up or down by its handle. That is the order they will have in Logic.
3. To teach it a new word, click in the group's words and add the word with a space before it. For example, add CONGA to DRUMS.
4. To add a group, click Add Group. Name it, pick a color, and add its words.
5. Click Save. If a folder is already open, the list updates straight away.

**TIP** A group with no tracks in a session is skipped, so extra groups cost nothing.

**TIP** Reset to Defaults brings back the groups, colors and words Logic Prep started with.

## Colors

Logic only allows its own set of colors: 24 hues in four tones. Logic Prep shows that same set, so what you pick is what you get. The kumquat shades in this manual are not part of it.

HOW IT THINKS

# How names are decided

Logic Prep reads a file's name, ignores capitals and punctuation, and looks for the words you gave each group. The first group it finds wins. Then it builds the new name from two parts:

NUMBER · INSTRUMENT

(with the group name in front, if you turn that on under Rules…)

| Before | After | Why |
|---|---|---|
| 1Kick In#04.1.wav | 01_KICK_IN | The leading number and the "#04.1" are taken off. "Kick" puts it in DRUMS (the group is the stack and the folder). |
| 4Snare Bottom#04.1.wav | 04_SNARE_BTM | Long names are shortened the way the rules say. |
| 37Vox 1#03.1.wav | 01_VOX_1 | The first vocal in the group is 01. |
| 47Track Perc L#03.1.wav | 01_PERC_L | Anything that starts with "Track" is a playback track, so it goes in TRACKS. |
| 65Click#03.1.wav | 03_CLICK | Click is a utility track. |
| weird thing.wav | WEIRD_THING | No group found. It is left unsorted until you choose one. |

TIP The number comes from the track number on the original name, counted again from 01 in every group. That is what keeps kick in, kick out and snare in the order you recorded them.

TIP Do not like numbers in the names? Turn off Number tracks under Rules…. Logic will then bring the tracks in by name.

CARE

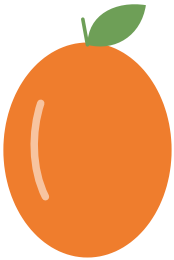
# Care and troubleshooting

| If this happens | Do this |
|---|---|
| **Logic Prep says it needs Accessibility permission.** | Open System Settings, Privacy & Security, Accessibility, and switch on Logic Prep. If it is not in the list, click + and add it from Applications. Then try again. |
| **Nothing happens when I click Send to Logic.** | Logic Pro has to be open, with a project. Open Logic, make a new empty project, and click again. |
| **A message says Logic brought in only some of the tracks.** | Try Send Group by Group, or drag the tile into Logic by hand. Tell us which Logic version you use. |
| **A message says Logic didn't respond.** | Something may have been open in front, like a dialog. Close it and try again with an empty project. Nothing is lost: your organized folder is still there. |
| **The mouse moves on its own.** | That is normal while it works. It drags the tracks into Logic and clicks the color palette. Leave it alone until the window returns. |
| **A track went into the wrong group.** | Change it from the group menu before you approve. To fix it for next time, add its word to the right group under Rules…. |
| **Tracks or stacks are doubled.** | Logic Prep adds to the project that is open. Start from a new, empty project. |
| **It stopped working after a Logic update.** | Logic Prep presses Logic's own menus and buttons, so a change to them can break it. Try Send Group by Group, or the drag tile, and write to us with the Logic version. The newest Logic it was tested with is 12.4. |

If something is not right, write to **audiokumquat@gmail.com** and say which version of Logic Pro you use, what you clicked, and what the message said.

FOR YOUR OWN NOTES

# Notes



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