

Quick Start Guide

KaraPlayer 4.2.0 | 27 September 2026

Set up before the audience arrives. For detailed options and recovery advice, use the User Guide.

1 Prepare the computer

Connect your karaoke drive, sound equipment and audience screen. In Windows, use **Extend** for the second display. Install KaraPlayer on Windows x64 with the **.NET 8 Desktop Runtime** available. Close KaraPlayer before updating; back up an existing installation first. FFmpeg is included.

2 Choose the venue

Start KaraPlayer and select or create the venue. Check the venue name in the title bar before adding singers or opening online requests. Use **Venue Management** for name and notes changes.

3 Load your music

In **Library**, choose the karaoke folder, check the filename format and scan/import your tracks. MP3 and CDG partners must have matching names. Search for a few known songs and test playback. Use **Import Downloaded Songs** for new purchases. Leave **Intensive Scan** for preparation time, not during a gig.

In **Fill Music**, choose your music folder and **Scan/Rescan**. Add tracks to the live fill queue or load a saved playlist. Scrolling the library loads more results. In **Settings**, check the karaoke and fill audio outputs and levels.

4 Check the audience and transitions

Open **Audience Screen** and check the lyrics, background, ticker and any QR code on the correct display. In Fill Music, choose **Auto-start between singers**, **Fill intro silence** and **Pause during karaoke** as required. Test fill to fill, fill to karaoke and karaoke back to fill through the actual sound system.

5 Set up phone requests if used

Activate the optional KaraPlayer Online service for the correct venue. In **Songbook**, upload a master or named songbook, choose the venue and online songbook, then **Assign**. Use **Copy Link**, **Save QR** or **Print QR** for guests.

Open requests in **Online Requests**, check limits and any schedule, then submit a test from a phone. On the phone, tap **Enable alerts** and allow notifications. Test an up-next alert or presenter message with the page closed. Without confirmed background alerts, keep the request page open. Open requests for guests only when ready.

6 Run the show from Live

1. Use **Add a Singer**, Live search or **Repertoire Management** to choose a singer and track. Check key and tempo before confirming.
2. Arrange the running order with the queue controls or drag rows. Check the selected row before editing, removing or moving it.
3. Choose the **Ask**, **Auto** or **Off** call-next mode to suit your show. **Call Next Singer** is the manual call control. A row with no song cannot be called or played.
4. Start the performance. Use Current Performance for key and tempo changes. The queue time includes the full remaining current karaoke track; it is an estimate, not a promised finish time.

7 Know which queue you are adding to

In Repertoire Management, **Add to Queue** opens a choice:

- **Add to queue** uses the normal queue-add behaviour.
- **Add to singer queue** appends to the singer's first eligible waiting entry. It is disabled when there is no eligible entry with a song. Check the first song identified in the popup.
- **Cancel** adds nothing.

David ▶ 2 means that particular row has **two additional songs** behind the displayed song. Other David rows remain separate. Hover over the singer name for notes; hover over the song title for the additional-song count. To work on a particular entry, select that row and use **Edit Singer / Audio**.

8 Notes and messages

Right-click a queue entry or the current singer name and choose **Singer notes....** Save the note; it belongs to the singer, not just this song. Use **Message singer...** for an eligible linked online request. A local singer record alone is not a phone contact. Alerts depend on the singer's permissions, connection and phone settings.

Before the first singer

Confirm the venue, media drive, output levels, audience display, fill queue, call-next mode and online request status. Keep a current backup and a manual way to call singers. Test unfamiliar settings before the show.

At the end

Stop karaoke and fill playback. Close public requests if finished, allow saves to complete, back up significant changes, and close KaraPlayer before disconnecting equipment.