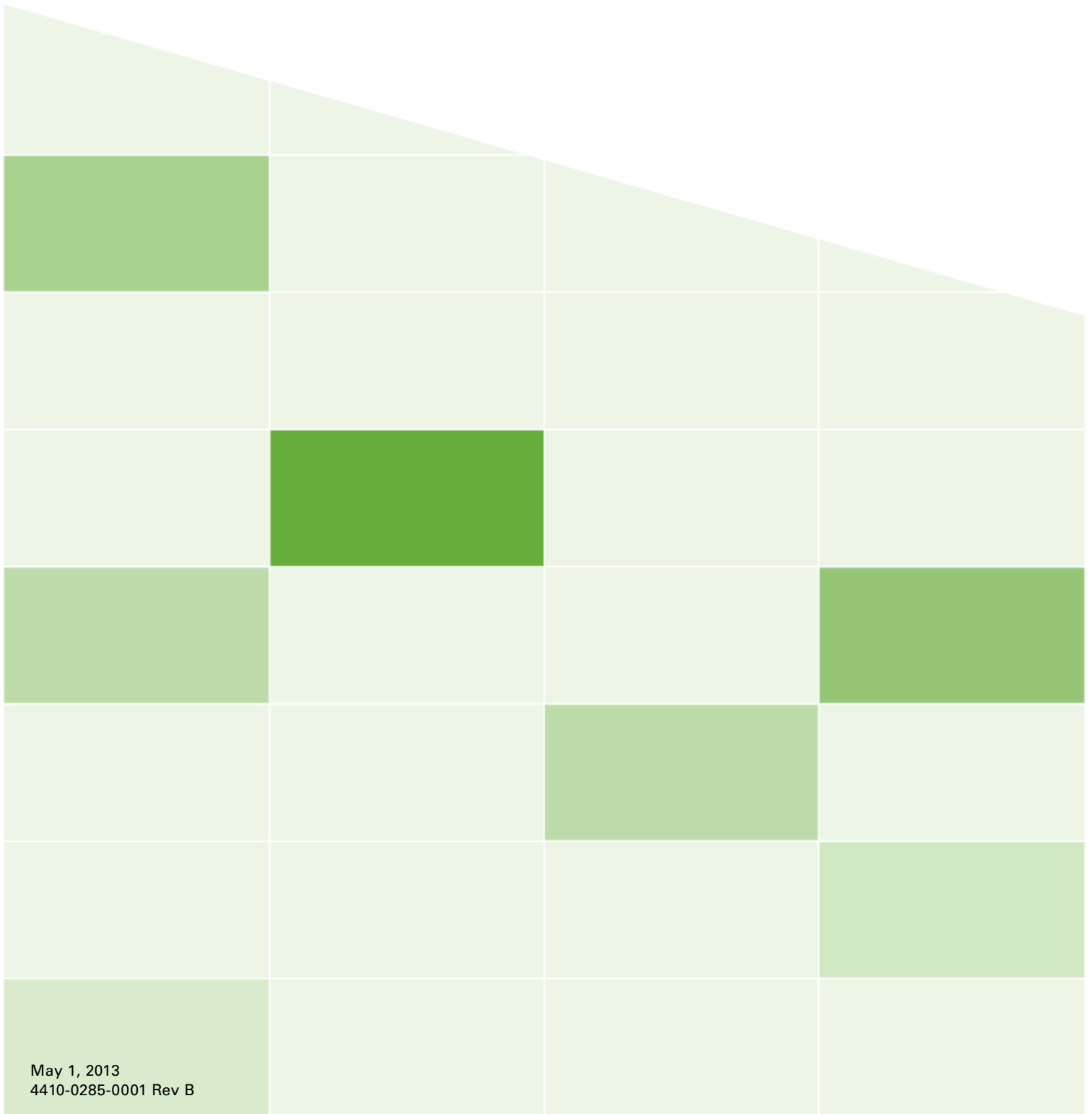




VBrick Digital Signage

VBrick Digital Signage v3.0

Quick Start Guide



Revision History

| | | |
|-------|----------------|---|
| Rev B | April 26, 2013 | Removed references to "Remote Control API" and "SDK Developer Kit." |
|-------|----------------|---|

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About VBrick Systems

Founded in 1997, VBrick Systems, an ISO 9001 certified vendor, is a privately held company that has enjoyed rapid growth by helping our customers successfully introduce mission critical video applications across their enterprise networks. Since our founding, VBrick has been setting the standard for quality, performance and innovation in the delivery of live and stored video over IP networks—LANs, WANs and the Internet. With thousands of video appliances installed world-wide, VBrick is the recognized leader in reliable, high-performance, easy-to-use networked video solutions.

VBrick is an active participant in the development of industry standards and continues to play an influential role in the Internet Streaming Media Alliance (ISMA), the MPEG Industry Forum, and Internet2. In 1998 VBrick invented and shipped the world's first MPEG Video Network Appliance designed to provide affordable DVD-quality video across the network. Since then, VBrick's video solutions have grown to include Video on Demand, Management, Security and Access Control, Scheduling, and Rich Media Integration. VBrick solutions are successfully supporting a broad variety of applications including distance learning and training, conferencing and remote office communications, security, process monitoring, traffic monitoring, business and news feeds to the desktop, webcasting, corporate communications, collaboration, command and control, and telemedicine. VBrick serves customers in education, government, healthcare, and financial services markets among others.

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Digital Signage v3.0 Quick Start

Preface

Digital signage is among the fastest-growing markets for visual communications. Unlike traditional e-mail, web and print notices, it has the power to quickly deliver dynamic messages and media that don't get lost in the clutter. VBrick's Digital Signage captures your audience's attention wherever they gather: lobbies, reception areas, foyers, break rooms, classrooms, call centers, retail kiosks, transportation hubs, or manufacturing floors. Because communications can be delivered to any number of displays—plasmas, LCDs, televisions, room signs, PCs, Macs, and mobile devices—the possibilities are unlimited. Using a browser-based interface, you can access the entire Digital Signage toolkit on the web to create, schedule and deliver important announcements and alerts across your entire network. This means that communicators with minimal design or technology experience can create engaging messages, choosing from an extensive background library, or easily importing graphics and media from other sources. They then select the playlist and location to display the message, and schedule the time, date and duration of playback.

Organization

The information in this document is arranged as follows:

| Chapter | Description |
|--------------------------------|---|
| . Introduction | Describes the application and explains the different features available with Standard, Professional, and Enterprise versions. |
| . Create | Provides a detailed explanation of how to create bulletins, tickers, playlists, and crawl lists. |
| . Now Playing | Explains how to use the Now Playing functionality to view and manage playlists, crawl lists, streams, video feeds, etc. |
| . Manage | Explains how to manage all of your content including templates, tickers, events, video files, graphic files, etc. |
| . Configure | Explains how to configure adapters for use with bulletins and playlists. These include both standard and purchased adapters. |
| . System Tools | Explains how to change passwords and modes, and how to view alarms, status reports, and error logs. |
| . VBrick Desktop | Explains how to install and use this desktop application to create layouts and templates and import large files. |
| . Channel Player Configuration | Explains how to configure and manage the Signage Players. |
| . Other Tasks | Explains how to install PowerPoint, how to back up the database, and other common tasks. |
| . Glossary | Provides a glossary of Digital Signage terminology. |
| <u>EMS Data Adapter</u> | Explains how to integrate event data from Dean Evans EMS software. |

| Chapter | Description |
|---|---|
| Mass Alert Notification | Explains how to display alert messages on all Digital Signage endpoints. |
| Wayfinding | Explains how to use the "wayfinding" Digital Signage mapping application. |

Note When reading this documentation, you may notice that the terms "signage player" and "channel player" are used synonymously and refer to the same device. The terms "content server" and "content manager" are also used synonymously.

Getting Help

If you can't find the information you need in this document, or from your reseller, you can contact VBrick Support Services on the [web](#), by [e-mail](#), or by calling **1-203 303-0222**. For faster service, be sure to have your VBrick product serial number or support contract number. Support Services can usually answer your technical questions in 24 business hours or less. Note that all VBrick documentation is posted on the web. For more information about any VBrick product, go to www.vbrick.com/documentation

Related Publications

VBrick Digital Signage Release Notes

VBrick H.264 Encoder Admin Guide

VBrick Windows Media Encoder Admin Guide

VBrick VOD-WM Server Admin Guide

VBrick VOD-W Server Admin Guide

Font Conventions

Arial bold is used to describe dialog boxes and menu choices, for example: **Start > All Programs > VBrick**

Courier fixed-width font is used for scripts, code examples, or keyboard commands.

Courier bold fixed-width font is used for user input in scripts, code examples, or keyboard commands.

This bold black font is used to strongly emphasize important words or phrases.

Folder names and user examples in text are displayed in this sans serif font.

User input in text is displayed in this bold sans serif font.

Italics are used in text to emphasize specific words or phrases.

Safety Precautions

There is always a danger present when using electronic equipment. Unexpected high voltages can be present at unusual locations in defective equipment and signal distribution systems. Become familiar with the equipment that you are working with and observe the following safety precautions.

-
- Every precaution has been taken in the design of your Digital Signage system to ensure that it is as safe as possible. However, safe operation depends on you.
 - Always be sure your equipment is in good working order. Ensure that all points of connection are secure to the chassis and that protective covers are in place.
 - Never work alone when working in hazardous conditions. Always have another person close by in case of an accident.
 - Always refer to the manual for safe operation. If you have a question about the application or operation call VBrick for assistance.
 - Never allow your equipment to be exposed to water or high moisture environments. If exposed to a liquid, remove power safely and send the unit to be serviced by a qualified technician.

Environmental Goals

At VBrick, we believe that running our company with a "green" conscience is good for the environment and good for business and that environmental awareness is an important part of the value we deliver to our customers. We recognize our responsibilities to our customers, partners, and employees, and also to the communities in which we live and work. We believe that the same ethics and principles that guide our daily business decisions should be applied to the environment as well. We design superior quality, high performance, and energy-efficient products and are continually looking for ways to conserve energy and reduce waste. As a company, we look for ways to be environmentally friendly in designing our products and operating our facilities, and by choosing partners and suppliers who are committed to sustainable development. You can help by recycling batteries and other consumables and by finding new and better ways to protect and preserve our environment. If you have ideas or suggestions that will help to reinforce our commitment to these goals, please let us know.

Introduction

Topics in this chapter

| | |
|----------------------------------|---|
| Product Description. | 1 |
| Software Versions. | 5 |
| Application Description. | 7 |

Product Description

Digital Signage is a sophisticated network-based bulletin display system for use with televisions, monitors, plasma displays, and other display devices. Through a common Web browser, anyone connected to your local area network (LAN) can create, upload, manage and deliver creative and powerful messages. Digital Signage goes beyond the usability of a traditional character generator or bulletin display system by opening access to virtually an unlimited number of people via your LAN or even through the Internet. Users gain access to a secure Digital Signage server with a valid user name and password, and all display submittals are approved by a system administrator before being displayed.

Important Note The term "signage player" refers to the standalone devices that feed audio and video signals to LCDs, plasma displays, and other player devices. The terms "signage player" and "channel player" are used synonymously. We are transitioning to new terminology and there may still be legacy references to "channel player" in the application and in the online help.



Figure 1. Typical Display with Ticker, Images, and Streaming Video

This manual will guide you on setting up the Digital Signage product(s) you have purchased. You will find that all the Digital Signage server hardware and software is already installed—you just need to configure the server for your organization and connect it to your computer and video networks. VBrick Digital Signage has three main components: the Digital Signage software, a Content Manager server, and one or more Signage Players. Authorized users can access the Content Manager and software tools via an easy-to-use web interface to create, manage, and schedule time-sensitive content. Messages are grouped into named playlists for easy management. These playlists are published to selected Signage Players which feed display devices at scheduled times and intervals. You can distribute messages (bulletins) to flat-panel LCDs and plasma displays, to set top boxes and TVs, and to desktops as pop-up messages. Here is basically how it works:

1. Users create bulletins and schedule them into playlists.
2. Content is updated on the Content Manager and sent to the Signage Players.
3. The Signage Players push content out to flat panels, set top boxes, or other displays.

Product Features

- Stream video to Digital Signage players
- Take the output of Digital Signage player and encode as one video stream to deliver to PCs, Macs, Set Top Boxes, and mobile devices
- Display multiple content formats – Video, Audio, Flash, Web, RSS feeds
- Use easy creation and scheduling tools with an extensive background library
- Import custom graphics, backgrounds and wallpapers
- Directly import PowerPoint with transitions
- Point to dynamic graphics on the web (weather, traffic, etc.)
- Include live video feeds or streams in overlay windows
- Include Flash interactivity and charting for data visualization
- Display data feeds (weather, stocks, etc.) as tickers or bulletins
- Create informative tickers
- Add audio to visual messages
- Set and use templates for controlled formatting
- Schedule a variety of multi-window layouts
- Customize and save layout templates
- Manage user roles and security settings
- Access sophisticated management tools for system oversight
- Use Alert Mode to override current messages and deliver emergency communications

Content Manager and Signage Players

The Digital Signage system includes a Content Manager and one or more Signage Players. The Content Manager hosts the Digital Signage application software, system database, and the browser-based user interface. The Content Manager does not provide bulletin display outputs—this is the role of the Signage Players.

Signage Players run the Digital Signage software (on a custom embedded version of Windows XP) and provide HDMI video and analog audio connections on the back of the player. Support for additional locations and/or channels of bulletin display are accomplished by adding Signage Players. The Digital Signage Standard application supports up to 2 Signage

Players; the Professional application supports up to 50; and the Enterprise application supports up to 4000 Signage Players.

The Content Manager is a standard 19-inch 2 RU (rack unit) server; the Signage Players have a smaller form factor similar to a small, cable TV set top box. The Content Manager runs Windows Server 2008 (32-bit only) or optionally Windows 2003 Server Standard Edition. The Signage Players run a custom embedded version of Windows XP Professional.

Note As a standard practice the system automatically reboots itself once each week. The **Boot Schedule** option lets you set the day and time or you can choose to disable the reboot entirely. See Configure > Content Settings > [Boot Schedule](#) on page 36 for more information.

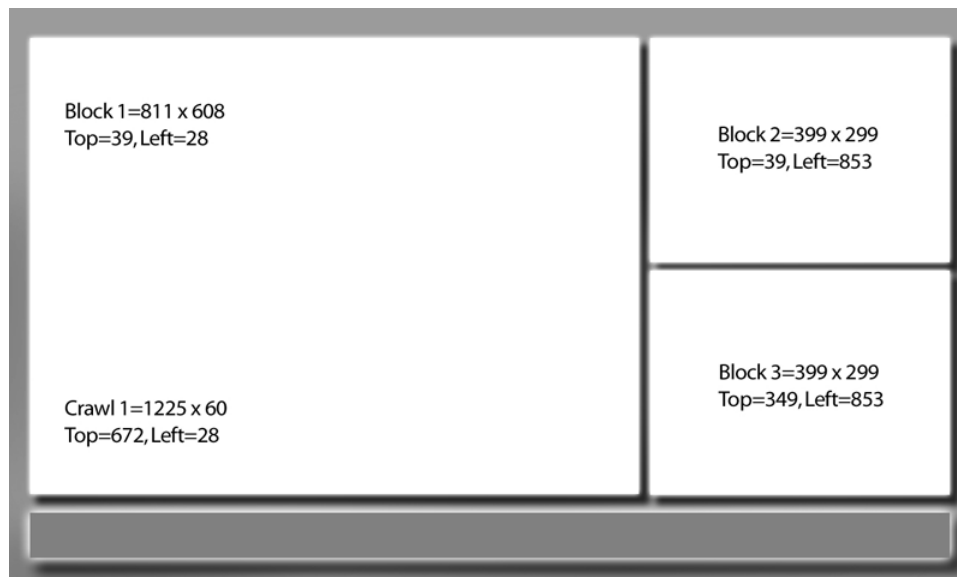


Figure 2. Typical Digital Signage Layout

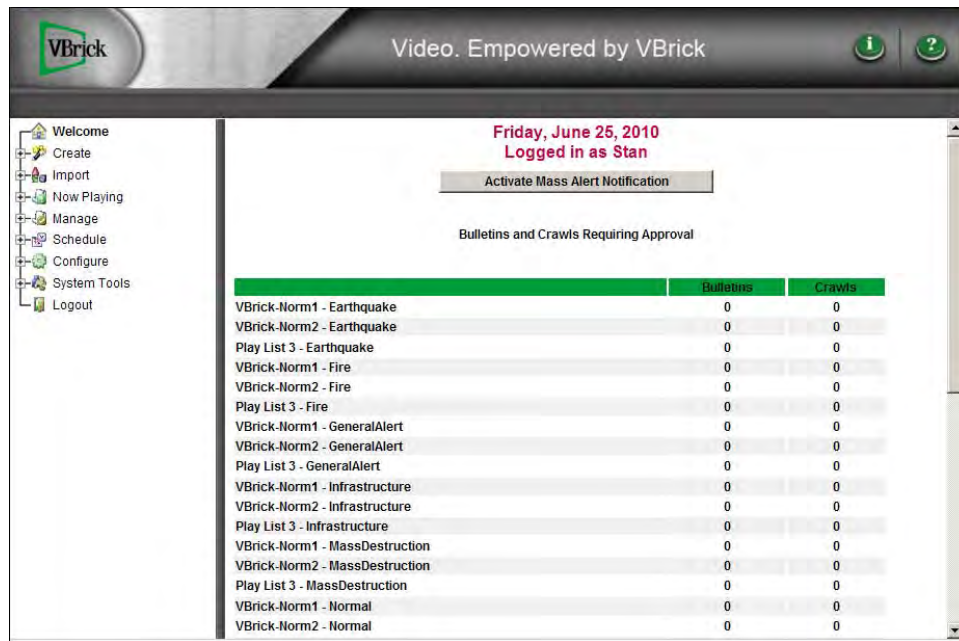


Figure 3. Application "Welcome" Page

Product CD

The Digital Signage Product CD has documentation and software. The documentation includes this *Quick Start Guide* as well as the Online Help which you can also access directly from the application. If you purchased a hardware/software combination, all Digital Signage software is installed on the Content Manager and the Signage Players. If you purchased Digital Signage as a software-only option, you will need to install the Content Manager software on your own hardware. (Note that the Signage Player is a preconfigured, standalone device and must be purchased "as is" from VBrick.) Detailed hardware specifications and installation instructions for the Content Manager are contained in the *Digital Signage Release Notes*.

System Installation

If you purchased the complete hardware and software solution from VBrick, the Digital Signage system will consist of Content Manager software running on a standalone web server and one or more standalone Signage Players. You are also required to purchase Digital Signage installation services and training. If you purchased the software only version of Digital Signage and VEMS, you will need to purchase and configure your own Content Manager hardware and then install the VBrick software from the Digital Signage Product CD. Hardware specifications, equipment setup, and detailed software installation instructions are provided in the *Digital Signage Release Notes*.

▼ To start using Digital Signage:

1. Set up the Content Manager hardware and configure the device for your network. See the setup instructions in the *Release Notes*.
2. Set up the Signage Player(s) and configure the device(s) for your network. See the setup instructions in the *Release Notes*.

3. Optional. Install [Desktop Messenger](#) on user desktops if you purchased this option. This setup is typically performed by individual users. The software is available from the web interface under System Tools.
4. Optional. Install [VBrick Desktop](#) on selected user desktops. This standalone desktop application has tools typically used by those who will be creating layouts and templates. The software is available from the web interface under System Tools.

Feature Licenses

Digital Signage installs all current features in the application and the licensing mechanism controls whether or not a particular feature is available for use. The license key you received is valid for all of the features and options you purchased. If you add additional options, you will receive a new license. See [Activating a License Key](#) on page 62 for help activating a license. To see exactly what licenses are currently installed on your system, go to System Tools > Error Logs (or Status) and click on the **System Configuration Report** link. Contact your VBrick Sales representative or certified reseller to purchase additional feature licenses. When purchasing a license, you will be asked to provide the Volume ID of the server on which the Content Manager is running and the original sales order number under which the licenses were purchased.

- ▼ To get the Volume ID of the Content Manager server:
 1. Login to the Content Manager server as `administrator|vbrick`.
 2. Click on **Start > Run**, type `cmd` in the **Run** window, and click **OK**.
 3. At the DOS prompt type `dir` and press **Enter**
 4. Find the line that says `Volume Serial Number is nnnn-nnnn`
 5. Note the Volume ID as all lower case without the hyphen.

Software Versions

As explained below, VBrick Digital Signage is available in three different software versions.

Table 1. Software Versions

| Version | Description |
|--------------|--|
| Standard | Scalable and manageable, Standard is ideal for small businesses and manufacturing environments (< 150 users), K–12 school districts, government organizations, student unions, single channel cable access stations, and standalone hotel and restaurant venues. Standard supports Digital Signage only. |
| Professional | Professional is perfect for college and university campuses, medium business and manufacturing environments (> 250 users), hotel and restaurant franchises, call centers, churches, hospitals, hospitality venues and multi-channel cable access stations. Professional supports Digital Signage and Desktop Messenger. |
| Enterprise | Enterprise offers a unified communications solution for large campuses, extensive K–12 school districts, state and federal government, large business and manufacturing environments (> 500 users), transportation networks, retail spaces, and hotel chains. Enterprise supports Digital Signage and Desktop Messenger. |

Product Features by Version

Depending on your signage requirements, VBrick Digital Signage is available in three versions: Standard, Professional, and Enterprise. Each has different standard, optional, and upgrade features. For an explanation of symbols, see "Legend" below table.

Table 2. Product Features by Version

| Content Manager Features | Standard | Professional | Enterprise |
|--|-----------------|---------------------|-------------------|
| Signage Player Support | up to 2 | up to 50 | up to 4000 |
| Playlists per Signage Player | 4 | 8 | 12 |
| Tickers per Signage Player | 2 | 4 | 8 |
| Signage Player Snapshots | S | S | S |
| Software Features and Subscriptions | | | |
| Active Directory Support | - | O | S |
| RSS Data Feeds (subscription) | O | O | O |
| Delayed Delivery Data Management | - | - | S |
| Desktop Messenger | - | O | O |
| Mass Alert Notification | O | O | O |
| Dynamic Graphic Link | - | S | S |
| Free Weather Updates | S | S | S |
| Message Priority | - | - | S |
| N-Tier Publishing | - | - | S |
| Player, Playlist and Ticker Grouping | - | - | S |
| Proxy Server Awareness | - | O | S |
| Public Web Page | S | S | S |
| Push / Pull Content Distribution | - | - | S |
| Video Stream Management | S | S | S |
| Ad Tracking and Reporting | O | O | O |
| Dean Evans EMS Data Adapter | O | O | O |
| Mass Alert Notification | O | O | O |
| Signage Player Features | | | |
| Video Streaming Option | S | S | S |
| Web Page Bulletin | O | O | O |
| Flash Playback | S | S | S |
| Graphics | S | S | S |
| QuickTime Playback | S | S | S |

Legend

S Standard

- O Optional
- Not compatible
- (n) Additional units available

Application Description

Digital Signage is a web-based application that runs in a browser. Every web page includes an expandable menu for easy navigation. Each page is divided in to two parts: a navigation tree on the left and the workspace on the right. The current topic in the navigation "tree" is highlighted in **bold** for easy reference. Dropdown menus are used in the workspace for convenient selection. Helpful hints and prompts appear in red text at the top right. Clicking the Help Button (?) in the upper right of the screen will open the Digital Signage help system in a separate window. Digital Signage is shipped with the following default user accounts. The "System Administrator" has access to all Digital Signage features and functions. It is always a good idea to change the default passwords (see [Change Password](#) on page 43) when configuring the application.

Table 3. Default User Accounts

| Account Name | Password | Role |
|---------------|----------|----------------------|
| administrator | admin | System Administrator |
| default | admin | Content Approver |

Login

▼ To login to Digital Signage:

1. Launch a browser, and depending on how your system is configured, enter the IP address or host name of your Content Server, for example:

```
http://<content_server_ip_address>/digital_signage
```



2. When the login window is displayed, enter the default administrator name (`admin`) and password (`admin`).
3. When the Welcome page is displayed, it is strongly recommended that you change the passwords for the default user accounts (see Table 3). To change the password, go to **System Tools > Change Password**.

Navigation Tree

As shown on the "Welcome" page in Figure 3, the navigation tree on the left includes all of the tools you will need to create, manage, and deliver state-of-the-art multimedia playlists. These tools are fully explained in following pages of this *Quick Start Guide*.

| | |
|---------|--|
| Welcome | Shows all bulletins and crawls requiring approval. |
| Create | Used to create various types of bulletins and tickers. |

| | |
|--------------|--|
| Import | Lets you import images or stored video clips and PowerPoint presentations. |
| Now Playing | Used to review and manage playlists, crawl lists, video clips, and streams to see what's playing and when. |
| Manage | Lets you manage the content library. This includes approvals, content, templates, tickers, event schedules, images, video clips, etc. The graphic, video, and audio files in the library are used when creating bulletins and playlists. Use the Media Import link to add graphic, video, and audio files to the content library. |
| Schedule | Lets you manage all of the bulletins you (and others) create. The options you have on this screen depend upon your privileges (as assigned by a system administrator) and the folders you view. The screen is divided into two main sections: Folders and Bulletins. Folders in the folders section group bulletins. The bulletins section shows bulletins that are <u>not</u> grouped into folders. |
| Configure | Lets you configure adapters, Signage Players, and other system resources. These tasks are typically performed by an administrator. |
| System Tools | Lets an administrator change Passwords and Modes, and view Alarms, Status Reports, and Error Logs. |
| Logout | This option is useful if you want to logout and then log back in as a different user with different authoring/managing privileges. |

Getting Started

The following steps show the basic workflow you will need to follow to create a fully functional Digital Signage bulletin similar to the one shown in Figure 1. Each of these steps are described in detail on the referenced pages.

- ▼ To get started using Digital Signage:
 1. Setup the Content Manager and Signage Player hardware as explained in the *Release Notes*.
 2. Optional. If you did not purchase a hardware/software combination (or are upgrading), install the Content Manager software from the Product CD. See the *Release Notes* on the Product CD for hardware specification and installation details.
 3. Login to the application by entering the `IP address/digital signage` or `host name/digital signage` in your browser.
 4. Configure any adapters you may have purchased (see [Configuring Adapters](#) on page 33).
 5. Configure Content Settings. These include Playlists, Crawl Lists, Aspect Ratios, etc. See [Content Settings](#) on page 35 for details.
 6. Configure Security. Define Users, Roles, and Security Policy (see [Security](#) on page 35).
 7. Add a Signage Player to the configuration (see [Channel Player Configuration](#) on page 55.)
 8. Install VBrick Desktop on a local PC if necessary. See [Installing the Desktop Tools](#) on page 45.
 9. Assign a layout to your Signage Player(s) using the Display Layout Editor (see [Display Layout Editor](#) on page 49).
 10. Create a bulletin (see [Creating Bulletins](#) on page 11).

11. Add a ticker.
12. Import an optional image.
13. Schedule the bulletin. (Note: Bulletin approval may be required if the user creating the bulletin is not assigned a Content Approver or System Administrator role. If the bulletin requires approval, someone with that role must approve before it will play.)

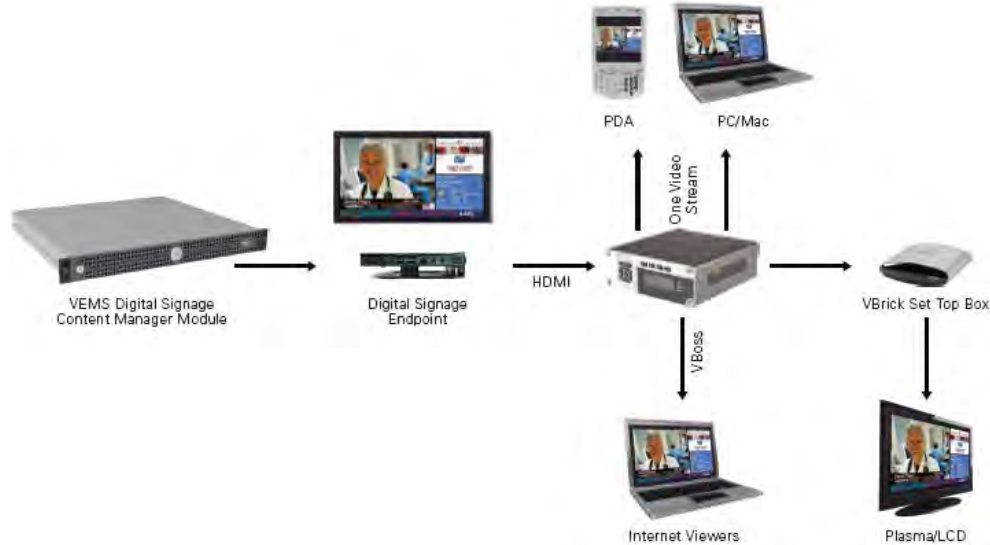


Figure 4. Digital Signage Network Diagram †

† This diagram shows the "VBrick Enhanced Digital Signage" solution. The Signage Player can also output to a large format display (for example a plasma, LCD, or other device).

Online Help

 If you need help with any page in Digital Signage click on the question mark icon in the upper right corner of the page. This will display specific, context-sensitive information about the fields on that page. You can also click on **Screens** to find information about any screen in the application.

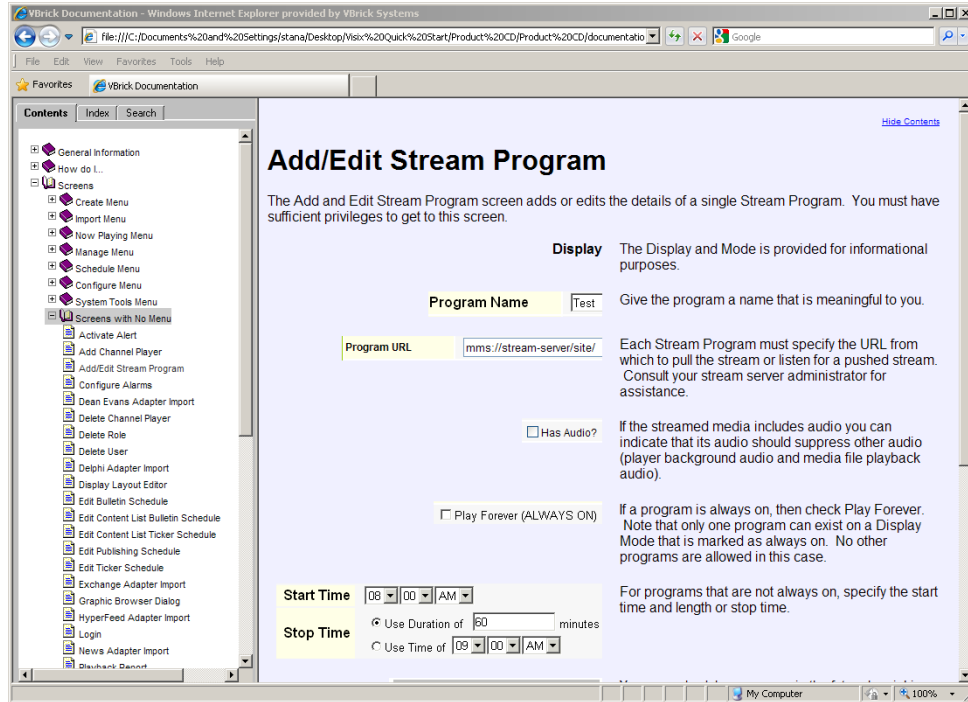


Figure 5. Online Help Pages

Create

Topics in this chapter

| | |
|-----------------------------|----|
| Overview | 11 |
| Creating Bulletins | 11 |
| Creating Tickers | 17 |
| Adding Video | 18 |
| Managing Your Content | 19 |

Overview

When you login and launch the application, the read-only "Welcome" page will show only those bulletins and crawls (tickers) to which you have access—access and approval for bulletins and tickers is controlled by the administrator. To view or manage an existing bulletin, for example, go to the **Now Playing** or **Manage** pages. To create a new bulletin or ticker, click on the **Create**. As shown in Table 2 on page 6 the number of playlists and crawl lists is determined by which software package you purchased. Bulletins and tickers are scheduled to playlists and crawl lists respectively. Multiple bulletins and tickers are concatenated into playlists and crawl lists which run in linear order from first to last. They can be rearranged or modified as necessary. Playlists and crawl lists are scheduled to a content block on the Signage Player. Content blocks are associated with Signage Players on the **Configure > Channel Players** page.

VBrick's Digital Signage solution provides standard backgrounds and templates that make it easy to quickly develop signage content. You will also find an enhanced set of Theme Packs on the Product CD that was shipped with this product. These Theme Packs include color-coordinated backgrounds, layout templates, and layout wallpapers that let you develop more impressive looking signage content from standard templates. If you want further customized templates and backgrounds, the Branded Theme Pack option is available. This will provide custom color templates, layouts, and bulletins with your company logo inserted. For additional enhancements (including applications such as interactive "wayfinding" maps) VBrick's Custom Content Creation services are available. Contact your certified reseller or a VBrick Sales representative for more information.

Note Some Digital Signage features and functions are enabled by license. This means that, depending on the licenses you purchased, you may not see some of the features and functions described in this document. For example, if you do not have a license for Desktop Messenger, you will not see the Desktop Messenger in the navigation bar

Creating Bulletins

As shown in Table 4, Digital Signage lets you create a variety of bulletins that can be used for different purposes. They are all similar with some important distinctions. Note that you can associate audio files with a bulletin only if audio files have been added to the audio library

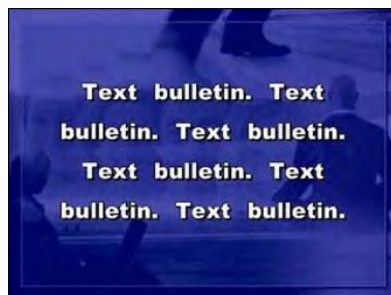
using **Manage > Audio Files**. When creating a bulletin use the **Preview** button to view the most current rendering of your bulletin. The screen automatically refreshes to provide an updated preview each time you click the button. The **Cancel** navigation button lets you cancel back to the previous function (or screen) or you can select **Next** to proceed to scheduling the bulletin (if you have scheduling privileges) or back to the Welcome page if you do not have scheduling privileges.

Table 4. Bulletin Types

| Bulletin Type | Description |
|---------------------------------|---|
| <u>Text Bulletin</u> | Lets you create one or more single text block bulletins individually or as a group. |
| <u>Text Bulletin with Title</u> | Lets you create one or more dual text block bulletins individually or as a group. The first text block is treated as a title. |
| <u>Bulletin from Template</u> | Lets you create a bulletin from an existing template. Templates must be created in advance by an administrator using VBrick Desktop. |
| <u>Media Bulletin</u> | Lets you create one or more still graphic or video bulletins individually or as a group. Supported file types are shown in Figure 6 on page 19. |
| <u>Graphic Link</u> | Lets you create a still graphic bulletin from a graphic file that is outside of Digital Signage and changes from time to time. |
| <u>Web Page Bulletin</u> | <i>Purchase option.</i> Lets you play a web page inside a bulletin. Displays as much of the web page as the content block will allow. |
| <u>Weather Bulletin</u> | Lets you create a new bulletin that displays weather information for a single location. The bulletin is auto refreshed by the Weather Adapter. |
| Free Form Bulletin | Lets you create non-standard bulletins with the <u>Free Form Editor</u> . The Free Form Editor is part of VBrick Desktop. |

Text Bulletin

Lets you create one or more single text block bulletins individually or as a group. You can choose any name you wish. This name does not appear anywhere on the bulletin but does appear in the playlists that play the bulletin; this name also appears in the My Content page. You can enter free-form text in this block. You can let the text wrap automatically or you can use the **Enter** key to form line-breaks. If **Recommend Font Size** is checked, the system will automatically calculate the font size and adjust it when you change the text or font. If not checked, you can control all aspects of the font: Bold; Italic; Underline; Strikethrough; Color.



Creating a Text Bulletin

The following procedure explains how to create a text bulletin. **The basic steps described here are used for all bulletins.** Once created, a bulletin (or a ticker) must be scheduled. Bulletins and tickers are scheduled to playlists and crawl lists respectively. If scheduled, they can be viewed/edited on the **Now Playing** page; if not scheduled, they can be viewed/edited on the **My Content** page or the **My Tickers** page. When creating a bulletin or a ticker, the content is saved as soon as you hit the **Next** button. If you subsequently **Cancel** out, without scheduling, the content is still saved for future use.

▼ To create a text bulletin:

1. Click on **Create > Text Bulletin**.

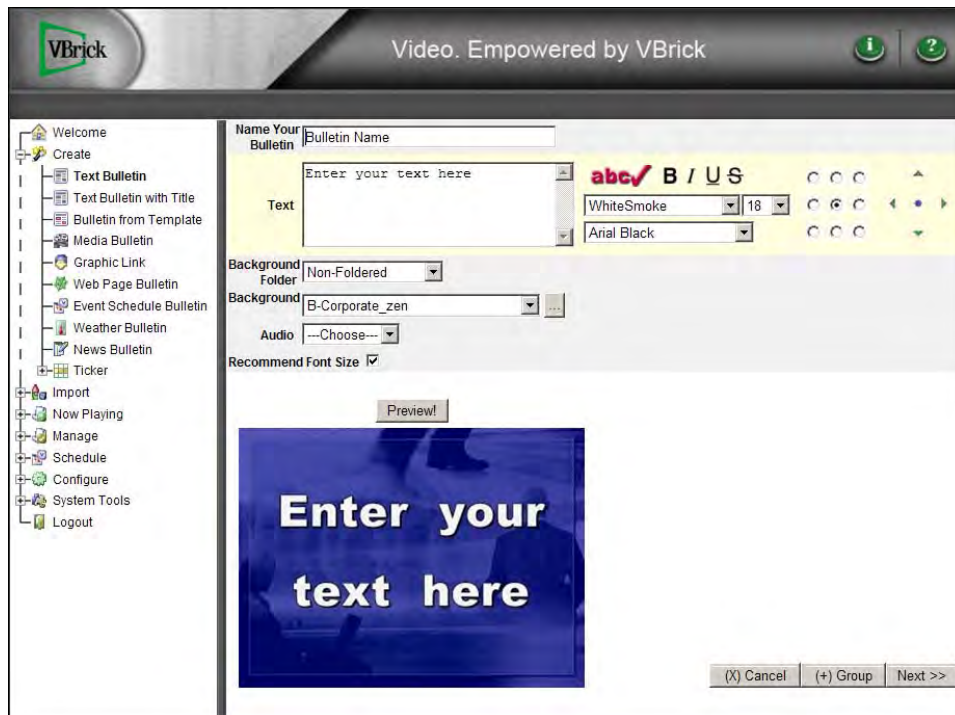


Figure 6. Create Bulletin Page

2. Enter a bulletin name.
3. Enter the bulletin text.
4. Use the font manipulation tools on the right to modify the appearance of the text. To modify the font size you must uncheck **Recommended Font Size**. *Any changes you make to the size, color, or font style apply to all of the text in the bulletin.*
If you are creating bulletins with imported TrueType fonts, these fonts must be installed on your PC, on the Content Manager, and on the Signage Player(s).
5. Optional. Select a background from the dropdown list. Click on the ... button on the right to see thumbnails of all available backgrounds.
6. Optional. Select an audio file from the dropdown list.
7. Click **Preview** to see your changes.
8. When done click **Next** to move to the Scheduling page.

Note Use the **Group** button to create a bulletin that spans more than one page. Bulletins grouped in this way will play in the order specified. Bulletins in the content library are listed alphabetically.

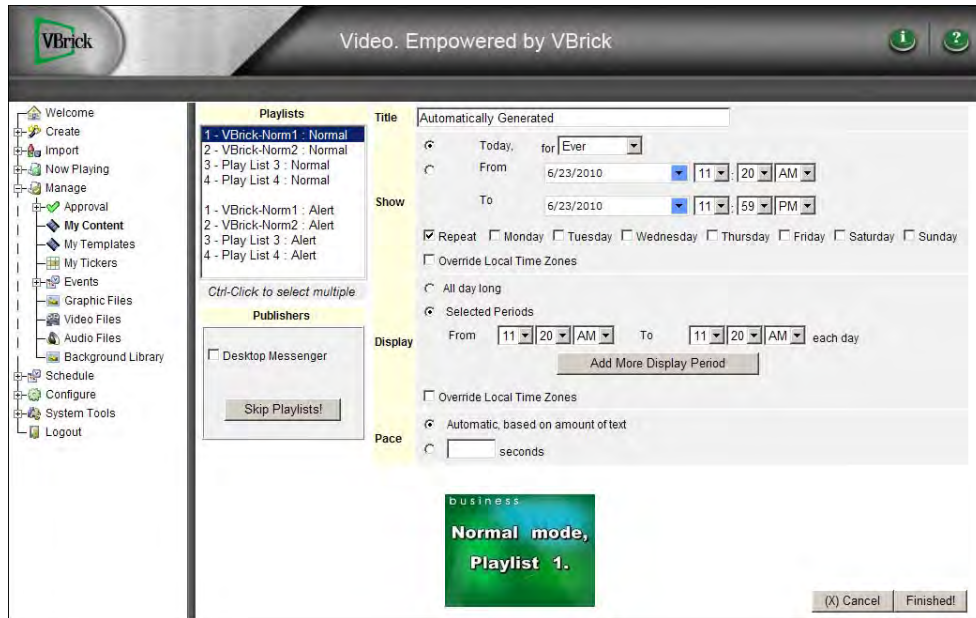


Figure 7. Schedule Bulletin Page

9. Use the Scheduling page to associate your bulletin with a playlist and schedule when it will play. For more about this page, see [Scheduling Content](#) on page 22. If you click **Cancel**, the bulletin will be saved (in **Manage > My Content**) but will not be scheduled.
10. Select one or more playlists (using the **Ctrl** button on your keyboard) that this bulletin will be associated with.
Optional. Check the **Desktop Messenger** box to play the content as a bulletin and as a desktop message. Click **Skip Playlist** to send the content only as a desktop message. See [Desktop Messenger](#) on page 39 for more information.
11. Configure the remaining fields on this page as follows:

| | |
|---------|---|
| Title | Read-only from previous screen. |
| Show | Schedule the days, dates, and times when this bulletin will be shown. Use any or all of the controls available. |
| Display | Choose from the available options. To add specific display periods, click Selected Periods > and if necessary Add More Display Periods . |
| Pace | Choose Automatic based on amount of text (recommended) or set manually (3–7 seconds is typical). |

12. Click **Finish** when done to display the Welcome page.
13. To view the bulletin, go to **Now Playing > Playlists**.

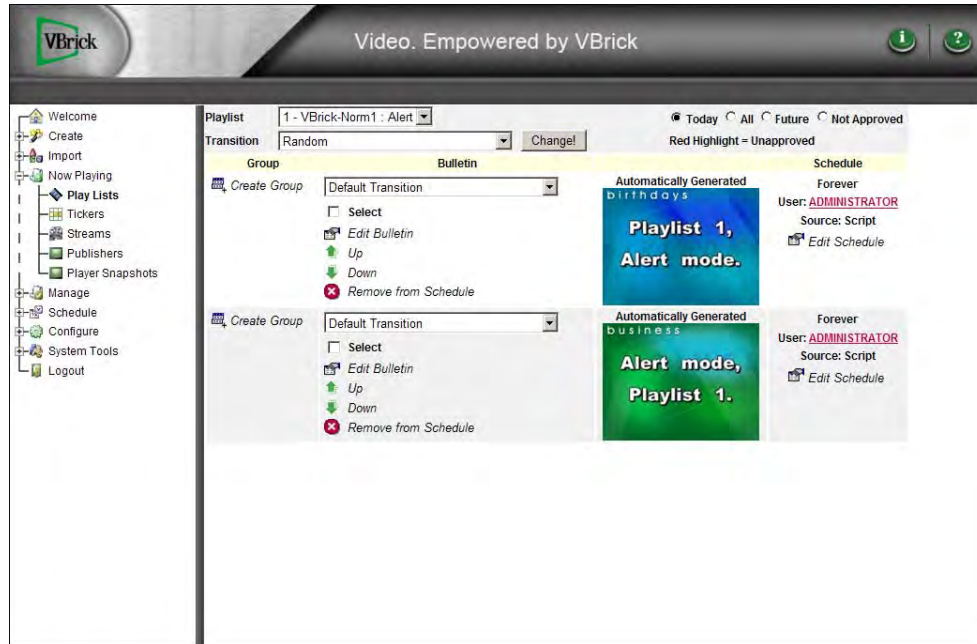
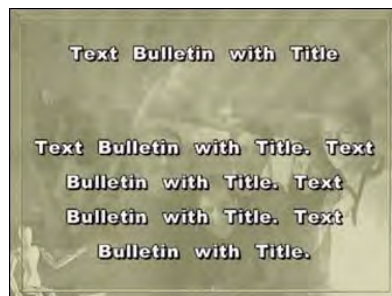


Figure 8. Manage Playlist Page

14. Select the Playlist that the bulletin is associated with and scroll to the bottom of the page. The new bulletin is added at the end of the playlist. The bulletin will play on the dates and times specified or you can click **Edit Schedule** to modify.

Text Bulletin with Title

This is identical to a [Text Bulletin](#) but has an additional text block for a title. Lets you create one or more dual text block bulletins individually or as a group. The first text block is treated as a title, while the second text block is treated as the body of the bulletin. Each block is defined separately. Default = 4:3 aspect ratio.



Bulletin from Template

Lets you create a bulletin from an existing template. Start by selecting a template. Templates must be created in advance by an administrator using the VBrick Desktop application. See [Template Editor](#) on page 48 more details. The options available on the template depend on what has been "locked" by an administrator. For example you may be able to change the text but not the background image or font size.



Media Bulletin

Lets you create one or more still graphic or video bulletins individually or as a group. Supported file types are shown in Figure 6 on page 19. To upload an image or video greater than 20 MB see the [Media Importer](#) on page 54.



Graphic Link

Lets you create a still graphic bulletin from a graphic file that is outside of Digital Signage and changes from time to time. For example Digital Signage will automatically refresh a weather map image from the web based on an interval you specify. If you see black bars above and below the image, adjust the Aspect Ratio or use a specified background image as a matte. To get the URL of a web image, right-click on the image and select **Properties**. Then copy and paste the URL into the **Link Path** field in the application.



Web Page Bulletin

Purchase option. Lets you play a web page inside a bulletin. Displays as much of the web page as the content block will allow. Enter the complete URL to the web page you wish to display. The **Test URL** button verifies the URL; it does not guarantee the Signage Player can display the page correctly. As shown here, the application displays a default placeholder image; it does not display the actual web page.

Note If your network includes a DNS server, each channel player must have a DNS entry (configured by a network administrator) or the web bulletin will not play.



Weather Bulletin

Lets you create a new bulletin that displays weather information for a single location. The bulletin is automatically refreshed by the Weather Adapter every hour. The Weather adapter must be configured before you can create a Weather bulletin. See [Configuring Adapters](#) on page 33.



Creating Tickers

Various types of tickers (also known as "crawls") are available depending on what options you have installed. A text ticker is manually defined from text that you provide. Other types of tickers (e.g. a weather ticker) derive their information from an external source. The Weather, and News adapters must be configured in advance. See [Configuring Adapters](#) on page 33 more about this. You cannot set the **Speed**, **Background**, and **Font** for individual tickers. These options are set for each crawl list on the **Configure > Content Settings > Crawllists** page.

Table 5. Ticker Types

| Ticker Type | Description |
|--------------------------------|--|
| Text Ticker | Lets you create a single text ticker manually (from text you supply). |
| Weather Ticker | Lets you create a ticker that displays weather information for a single location. The ticker is automatically refreshed by the Weather Plugin. |
| News Ticker | <i>Purchase option.</i> Lets you create a ticker that displays news headlines and briefs. The ticker is auto refreshed by the RSS Feed. |

Text Ticker

This feature lets you create a single text ticker manually (from text you supply).

Enter your message here Enter your message here Enter your message here Enter your message here Enter your m

▼ To create a text ticker:

1. Click on **Create > Ticker > Text Ticker**.
2. Type a message that will display in the ticker.
3. Click **Preview** and you will see the text scroll across the page from right to left.
4. Click **Next** to save and go to scheduling page to schedule the ticker to a crawl list (use the Ctrl key to schedule to multiple crawl lists)

Note: You cannot adjust the "pace" of individual tickers. To set the pace for all tickers, go to **Configure > Content Settings > Crawllists** to set the **Speed, Background color, and Font** for tickers.

Weather Ticker

This feature lets you create a new ticker that displays weather information for a single location. The ticker is automatically refreshed every hour by the Weather Adapter. You must configure the Weather Adapter before you can create a Weather ticker. Before you can create a weather ticker, the adapter must be configured. See **Configure > Weather Adapter** on page 34 for details.

...Weather Conditions for New Haven as of 2:51 PM...InvalidValue...Temperature is 0°...0% Humidity...Wind at 0 mph.

▼ To create a weather ticker:

1. Click on **Create > Ticker > Weather Ticker**.
2. Select a **Location** from the dropdown.
3. Check the boxes to include or exclude weather options.
4. Click **Preview** to view the configured ticker and edit as necessary. Then click **Next**.
5. Select a crawl list, configure the schedule, and click **Finished**. If you click **Cancel**, the ticker will be saved in **Manage > My Tickers** but will not be scheduled.

Adding Video

The basic steps needed to add a streaming video window to your display device are listed below. For detailed, step-by-step instructions, see [Adding a Video Stream](#) on page 52.

▼ To add a streaming video window to a Signage Player:

1. Configure the Signage Player hardware for a **Stream Window**. Go to **Configure > Channel Players > Hardware**.
2. Associate a layout (that has a video stream overlay) with the Signage Player. Go to **Configure > Channel Players > Layouts**.
3. Add a **Program URL** that points to a video stream from an encoder. Go to **Now playing > Streams**.

Managing Your Content

Adding Files to the Background Library

| | |
|----------------|--|
| Graphics Files | A graphics file in the background library (under Manage > Background Library) is added at a 4:3 aspect ratio. If you will be using the graphic in a 16:9 content block you will need to click the Create button and create a Widescreen image to use. |
| Media Files | You can add an audio, video, or graphic file to the corresponding library under Manage > Audio, Video, or Graphic Files . If you will be using Flash (.swf) files, Adobe Flash 8 or higher must be installed on the Signage Player. |

Table 6. Supported Media File Types

| | |
|-----------------|--|
| Graphics | jpg tif gif png bmp |
| Video | asf avi mpeg mpg wmv mp4 m4v mov |
| Audio | mp3 wav |

Working with Playlists

The bulletins shown in Figure 8 are on the **Now Playing > Play Lists** page. The bulletins are listed in linear order from the top down. This is the sequence in which they will play. Use the controls associated with each bulletin or with each bulletin group to modify, group, schedule, rearrange, etc. the bulletins.

| | |
|----------------------|---|
| Playlist | Choose a playlist from the dropdown. You can filter the list using the radio buttons on the right. |
| Transition | Select the transition that will be played in between bulletins in the playlist and click Change . This is the Default Transition . All bulletins in the playlist will use this default unless an individual bulletin has a different transition specified. |
| Create Group | To create a group of bulletins that will be played together, check the Select box next to each bulletin and click Create Group . A group has its own set of controls (Up, Down, Ungroup, etc.) that apply only to the group. If checked, all bulletins in the group will use the Same Schedule . |
| Select | Check to perform an action (for example move, edit, ungroup, etc.) on the selected bulletin. |
| Edit Bulletin | Launches the particular tool (for example Create Media Bulletin) that was used to create the bulletin page so you can modify it as necessary. |
| Up/Down | Move the selected bulletin(s) up or down in the playlist or in the group. |
| Remove from Schedule | Remove the selected bulletin from the schedule for this playlist. Bulletins removed in this manner are deleted from the playlist but can still be found on the Manage > My Content. Note that bulletins in My Content are listed in alphabetical order. |

| | |
|---------------|---|
| Edit Schedule | Modify the schedule for this bulletin only. |
|---------------|---|

Managing Content

The Manage > My Content page is a content library or repository for all bulletins (in alphabetical order) existing within the application. Use this page to view bulletins and organize them into folders. See [Managing Content](#) on page 29 for more information. After creating a bulletin, if it is currently scheduled to play, it is viewable under **Now Playing > Playlists**. If not scheduled to play, it can be found under **Manage > My Content**.

Note When creating a bulletin, the **Next** button automatically saves the bulletin in the My Content library and launches the "scheduling" page. To exit at that point (without creating a schedule) simply click **Cancel**.

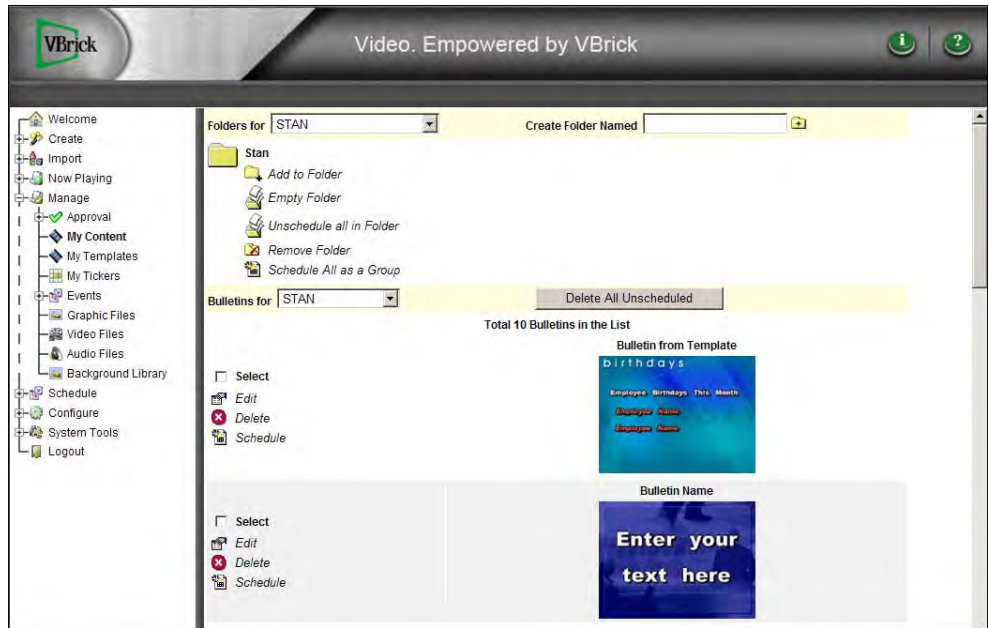


Figure 9. Manage > My Content Page

| | |
|------------------------|--|
| Folders For | Organized by user. Shows the folders (if any) for the selected user. |
| Create Folder Named | Create a new folder for the specified user. |
| folder_name | Use controls to add, empty, or remove folders. Use Schedule All as a Group to create one schedule for all items in group. Click on folder_name to see more options. Note that you cannot delete scheduled bulletins: you must unschedule them before you can perform a delete. Use "delete" carefully. If you delete a bulletin from this page it cannot subsequently be retrieved. |
| Bulletins for | Shows all bulletins for the selected user. |
| Delete All Unscheduled | Use with care. Permanently deletes all unscheduled bulletins for the specified user. |
| Select | Check one or more bulletins to move to a folder. |

| | |
|----------|--|
| Edit | Opens the tool that was used to create the bulletin. |
| Schedule | Launches the scheduler page so you can set or modify a schedule. |

Importing Content

The **Import** feature lets you import Images, Videos, or PowerPoint presentations as a group. If you are importing video or image files larger than 20 MB, you must use the standalone VBrick Desktop application (see [Media Importer](#) on page 54).

Importing PowerPoint Presentations

This option lets you import PowerPoint .ppt/.pptx files directly to the Channel Player for playback in native mode. If you plan to import PowerPoint slide presentations, a registered copy of PowerPoint 2003, 2007 or 2010 must be installed on every Channel Player where the slides will be shown. You will also need to consider the [PowerPoint Setup Guidelines](#) explained below. If a Channel Player does not have PowerPoint installed, it will be skipped in the playlist. See [Installing PowerPoint on a Channel Player](#) on page 57 for PowerPoint installation instructions.

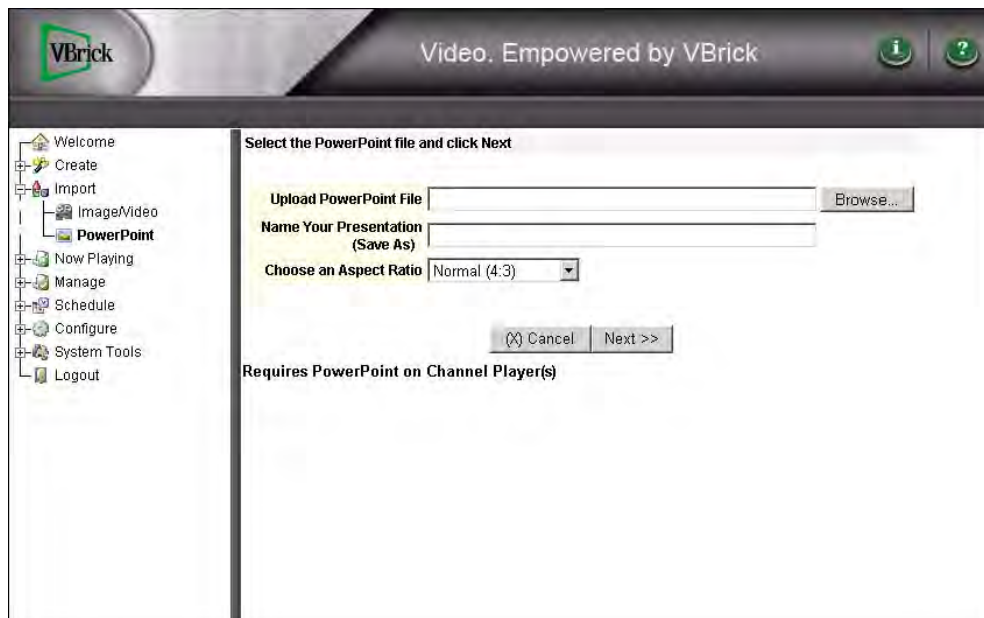
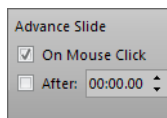


Figure 10. Import > PowerPoint

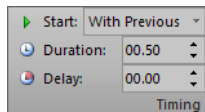
| | |
|------------------------|---|
| Upload PowerPoint File | Browse your network or hard drive for the PowerPoint file you wish to upload. |
| Name Your Presentation | Give your file a name for use in Digital Signage. |
| Choose an Aspect Ratio | Choose the Aspect Ratio of the file you are importing. |

PowerPoint Setup Guidelines

- You will need to disable error notification on each Channel Player for PowerPoint to work properly. See [Disabling Error Notification](#) on page 58.
- You cannot schedule the same PowerPoint file to play simultaneously on the same Channel Player.
- The time between slides is configured on the Schedule page. If you do not want all of the slides to play at the same time interval, they must be imported separately.
- Before upload, the PowerPoint presentations must be configured for non-human interaction. In order to play correctly without intervention, you must set up the slide show as follows:
 - PowerPoint slides are played as a presentation (slide show). On the **Transitions** tab, the **Advance Slide** option must be set with **On Mouse Click** checked and **After** (or Automatically After) unchecked. This lets the presentation play back automatically.



- Custom animations are supported. On the **Animations** tab, the **Start** must be set to either **With Previous** or **After Previous**.



Scheduling Content

The Schedule feature lets you schedule bulletins and tickers to playlists. You can schedule content for delivery at a specific time and date to relevant Signage Players. You can also schedule a bulletin or ticker to repeat on specific days of the week and for one or more time periods each day. This feature is called the "daypart interval." The maximum number of daypart intervals is 24. When scheduling to endpoints, your license(s), determines whether you can schedule content to Signage Players or Desktop Messengers. Depending upon the options available and the options you select, you can schedule to a Playlist or a Publisher.

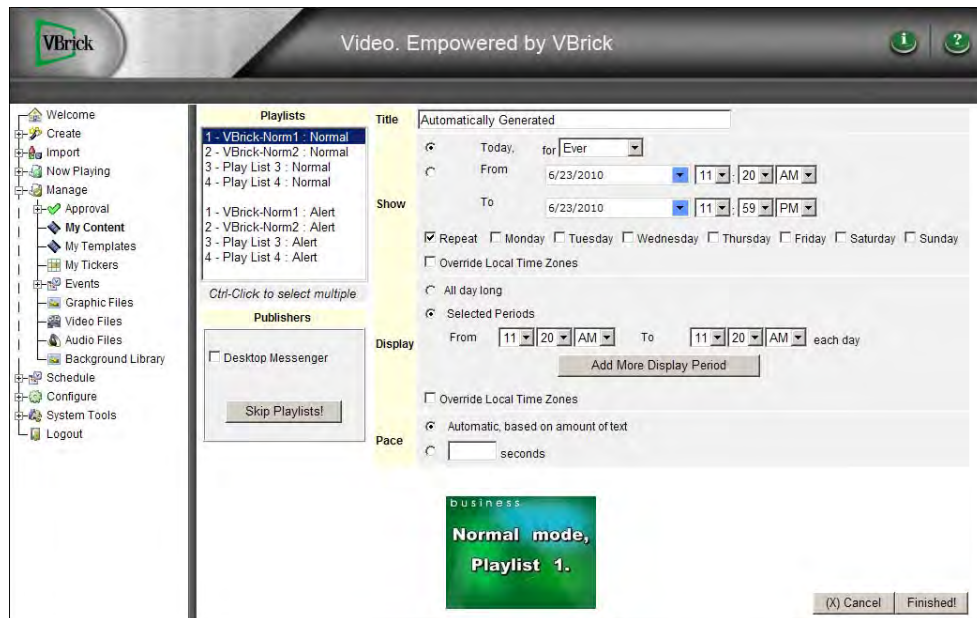


Figure 11. Schedule > My Content Page

You can choose to start showing the bulletin **Today** for a specific amount of time or you can choose a start and end date and time. You can also choose to have the bulletin play on a specific day or days within the chosen start and end date and time. Normally the start and stop dates and times are figured for each display, but if you check **Override Local Time Zones** then only the central Digital Signage server's time will be used. You can control the amount of time that each bulletin is displayed by letting the system calculate a pace based on the amount of text or by specifying a number of seconds. The calculated pace is based on the number of words per second specified in the owning Aspect Ratio (see Configure > Content Settings > Aspect Ratios).



Now Playing

Topics in this chapter

| | |
|-------------------------|----|
| Playlists. | 25 |
| Tickers | 25 |
| Streams. | 25 |
| Publishers. | 27 |
| Player Snapshots | 27 |

The **Now Playing** pages are primarily used to view and manage playlists and tickers that are currently playing. Use the **Manage** functionality to manage bulletins and tickers whether or not they are currently playing.

Playlists

Review and manage playlists and playlist items (bulletins) whether or not they are currently in use. This page shows all of the bulletins scheduled to a specific playlist and has the following controls:

| | |
|-----------------|---|
| Select Bulletin | Check box to create a group of bulletins. |
| Transition | Select a transition for each slide. |
| Edit Bulletin | Returns to Create Bulletin page. |
| Up Down | Moves bulletin up or down in playlist. |
| Remove | Removes bulletin from playlist (deletes from schedule). |
| Schedule | Lets you reschedule the bulletin. |

Tickers

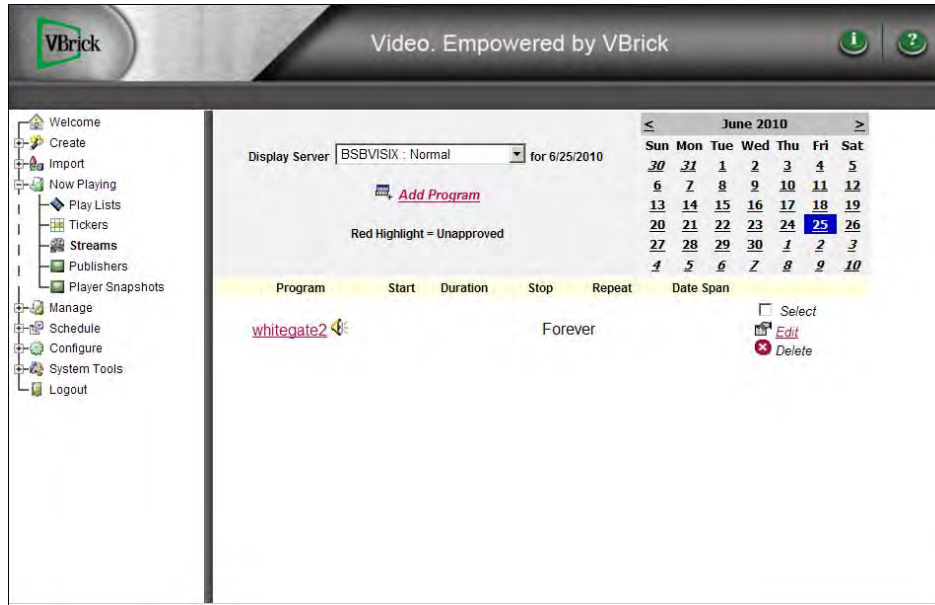
Review and manage tickers and crawl lists whether or not they are currently in use. This page shows all of the tickers scheduled to a specific crawl list and has the following controls:

| | |
|------------|---|
| Edit Crawl | Returns to Create Ticker page. |
| Up Down | Moves ticker up or down in crawl list. |
| Remove | Removes ticker from crawl list (deletes from schedule). |
| Schedule | Lets you view/edit the ticker schedule. |

Streams

Displays the currently scheduled streams that play in a Stream Window and lets you add or delete streams. To configure a streaming option for live streaming from a VBrick encoder, see

Configure > Channel Players > Hardware. Then be sure to use the Display Layout Editor to create a layout that includes the Stream Window. For more about adding streaming video see Adding a Video Stream on page 52.



▼ To define a Live Stream:

1. Go to **Now Playing > Streams** and click **Add Program**.
2. Enter a **Program URL** for a live stream from a VBrick encoder (Table 7) or a stored stream from a VBrick VOD server (Table 8) in one of the supported URL formats. Use a URL format that matches the encoder or server type and the network configuration at your site.
3. Create a schedule for the live stream.

Table 7. Supported URLs – Live Streams

| Encoder Type | Program URL Format | Description |
|-------------------|---|---|
| Windows Media | <code>mms://<encoderIP>/vbrickvideo1</code> | Multimedia Messaging. Must match Resource Name on Encoder > Server page in IWS. |
| H.264 (Multicast) | <code>vbhttp://<encoderIP>/vbStream1.sdp</code> | RTP invoked from .sdp. Must match .sdp file name on Program Configuration > Transmitters page in VAdmin. |
| | <code>vbricksys://ip=<multicastIP>&port=<port>&ssmsourceip=<source_IP></code> | Transport Stream. Must match Destination and Destination Port on Program Configuration > Transmitters page in VAdmin. |
| H.264 (Unicast) | <code>vbrtsp://<encoderIP>/vbStream1S1</code> | RTP. Must match Stream URL on Program Configuration > Servers page in VAdmin. |
| | <code>vbrtsp2://<encoderIP>/vbStream1S1</code> | Transport Stream. Must match Stream URL on Program Configuration > Servers page in VAdmin. |

Table 8. Supported URLs – Stored Streams

| Server Type | Program URL Format |
|-------------------------|---|
| VOD-WM (Windows Media) | http://<vodIP>/<pub_point_name>/<content.wmv> |
| VOD-W (MPEG-1/2, H.264) | http://<vodIP>/<content.mpg> |
| VOD-D (Darwin) | http://<vodIP>/<content.mp4> |

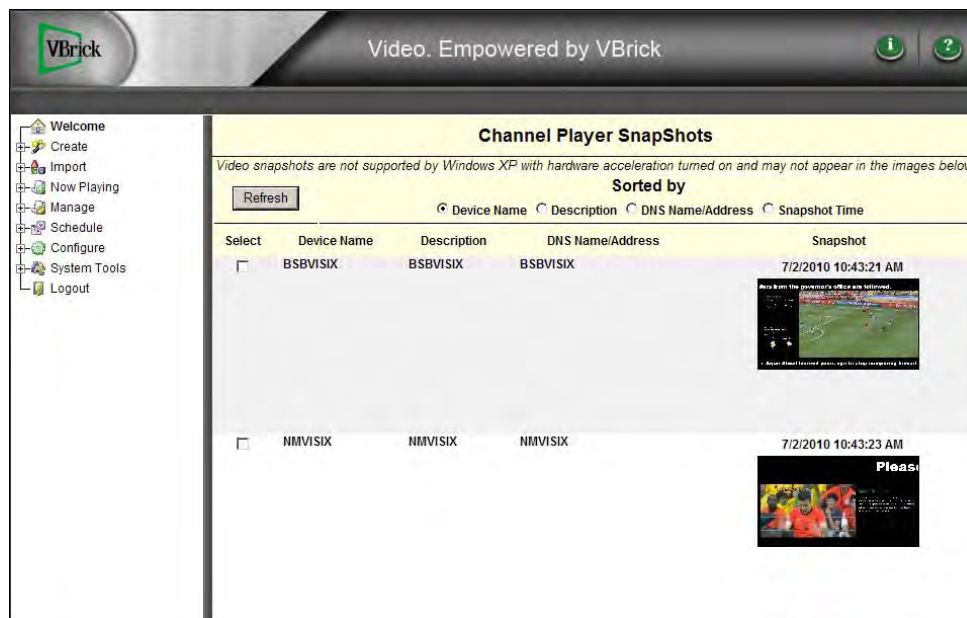
Publishers

If your site is licensed (and configured) for Desktop Messenger, bulletins will be sent to those on the Desktop Messenger distribution lists. See [Configure > Desktop Messenger](#) on page 39.

Player Snapshots

The Channel Player Snapshots screen (accessible by going to **Now Playing > Player Snapshots**) provides a list of all signage players currently added to the system and provides a "snapshot" of what each player is currently playing. This feature is a convenience for developers. You can configure how often (minimum = 15 sec) snapshots are taken on the **Configure > Content Settings > Channel Player Snapshots** page. Use the radio buttons to sort by Device Name, DNS Name/Address, etc. A thumbnail placeholder is displayed when you initially open the page. Select a Signage Player and click **Refresh** to update the image.

Note Video Snapshots are not supported by Windows XP with hardware acceleration turned on and may not appear in your snapshot. To turn hardware acceleration on or off go to Start > Control Panel > Display > Troubleshoot.

**Figure 12.** Signage Player Snapshots Page



Manage

Topics in this chapter

Managing Content 29

The **Manage** pages have library tools that are primarily used to view and manage approvals, bulletins, tickers, and media files present in the content library. This content is used to create bulletins, tickers, and playlists. All content resides here regardless of whether it is scheduled to play or not scheduled to play. This is the main content repository: if you delete a bulletin from the **Now Playing** pages for example, the content is still saved in the content library; *if you delete content from the library, it is gone forever.*

Managing Content

The options you see on the **Manage** pages depend on your privileges as established by the system administrator.

| | |
|--------------|--|
| Approval | <p>Used to approve bulletins, tickers, and streams. If you are an administrator or content approver you may need to approve bulletins, tickers, and streams submitted by other users. All of the bulletins and tickers that require approval are displayed on the Manage > Approval pages.</p> <p>If e-mail has been configured for Digital Signage (see Configure > Content Settings > SMTP Settings) you will be notified, as an administrator, of all bulletins and tickers that have been submitted that require your approval. Whenever you login to the system, the welcome page displays the number of bulletins and crawls that require your approval on each playlist and crawllist.</p> <p>To approve a bulletin for example, go to Manage > Approvals > Play Lists and display the unapproved bulletins in the playlist. Once you check the Approve box, the bulletin is added to the playlist schedule. The same steps are used to approve tickers and streams. These items can be added to the calendar but will not play until they are approved (or unless the user scheduling these items is assigned the role of Administrator or Content Approver). <i>Note that only authorized administrators and content approvers will see the Approve option in the navigation tree.</i></p> |
| My Content | <p>The Manage > My Content page helps you manage all of the bulletins you (and others) create. The screen is divided into two main sections: Folders and Bulletins. Folders in the folders section group bulletins. The bulletins section shows bulletins that are <u>not</u> grouped into folders.</p> |
| My Templates | <p>This is the library of templates. The Manage > My Templates page helps you manage all of the templates you (and others) create. This function lets a user with appropriate privileges create a bulletin from a template or delete a template. Note that you <i>create</i> templates using the Template Editor in VBrick Desktop.</p> |

| | |
|---------------|--|
| My Tickers | This is the library of tickers. The Manage > My Tickers page helps you manage all of the text, weather, and news tickers that you (and others) create. The information is organized by user; anything not included in a folder is displayed in the list. |
| Events | <p>This function lets you manually create daily, weekly, or longer-term event schedules.</p> <ul style="list-style-type: none"> • Daily Events – lets you review, add, remove or change events for the Event Schedule Plugin. this screen gives you access to all the events the plugin polls when filtering events to create bulletins. • Rooms – lets you add or remove rooms available for Events. • Types – lets you add or remove types available for Events. • Statuses – lets you add or remove types available for Events. |
| Graphic Files | Lets you to manage the still graphics available for use as bulletins on the Create Media Bulletin screen. <i>Files greater than 20 MB should be uploaded using the Media Importer.</i> Graphic files are stored in the Graphic Files library. Click on the link to open the Upload Still Image page which lets you upload ten image files at once. You must specify a name/description for each file that you upload. This name/description is used when creating or modifying bulletins. Digital Signage supports the following image types: .jpg, .tif, .gif, .png, .wmv, .bmp. |
| Video Files | <p>Lets you manage the video files available for use in bulletins. Click on the link provided to upload video clips. You can upload up to ten video clip files at once as long as the total file size does not exceed 20 MB (use the Media Importer tool to upload files greater than 20 MB). You must specify a name/description for each file that you upload. This name/description is used when creating or modifying bulletins. Digital Signage supports the following video file formats: .asf, .avi, .mpeg, .mpg, .wmv, .mp4, .mov.</p> <p>Note: Anytime the frame rate of a Flash movie (.swf) exceeds 12 frames per second, the frame rate will be displayed. In order to work with other animations and videos playing at the same time on Signage Players, VBrick recommends that Flash movies not exceed 12 frames per second.</p> |
| Audio Files | Lets you manage the audio files available for use in bulletins and as background audio on signage players. Digital Signage does not contain any pre-loaded audio files. This screen will not contain any files or options for managing files until you have uploaded audio files to the library. Click on the link provided to upload audio clips. You can upload up to ten audio clip files at once as long as the total file size does not exceed 20 MB (use the Media Importer tool to upload files greater than 20 MB). Digital Signage supports .mp3 and .wav audio files. |

Background Library

Lets you manage the backgrounds available for use in the entire system. These files are used with all bulletins (text, free form, news, weather, event schedules, etc.) and as background images on Signage Players when using backgrounds in content block layout schemes. Click on the link provided to upload up to five background files of up to 20 MB at once. These files are added to the library. You can also upload backgrounds using the [Media Importer](#) as long as the total file size does not exceed 1.99 GB.

If a background image is being used it cannot be deleted. See [Configure > Content Settings > Text and Template Settings](#) to change the default background image. Note that once you have uploaded a graphic file in its primary aspect ratio, you can click **Create** to save it in other aspect ratios. See [Configure > Content Settings > Aspect Ratios](#) to add or change aspect ratios.





Configure

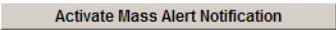
Topics in this chapter

Configuring Adapters. 33

Configuring Adapters

Many of the Digital Signage tools have specialized adapters that must be configured in advance. A good example is the Weather Adapter: before you can create a Weather bulletin, you must configure the Weather adapter with your geographic location and other data.

Mass Alert Notification

| | |
|-------------------------|--|
| Mass Alert Notification | <p><i>Purchase option.</i> The ability to quickly mass communicate to groups of individuals in the case of an emergency is critical for higher education and businesses throughout the world. Digital Signage has the ability to respond to mass alert notification conditions by halting all normal operations and focusing all system resources exclusively on the processing and distribution of mass alert content to all signage players that are part of the installation. The Mass Alert Notification will continue until an intentional action is taken to stop it. To configure a Mass Alert, see Configuring a Mass Alert Notification on page 80.</p> <p>▼ To launch a mass alert:</p> <ol style="list-style-type: none">1. Click the Activate Mass Alert Notification button near the top of the Welcome page. 2. Select an Alert Type.3. Then enter event-specific Alert Text and click Enable Mass Alert. The mass alert will halt all normal operations and display the emergency alert until you click Disable Mass Alert. |
|-------------------------|--|

EMS Data Adapter

| | |
|------------------|--|
| EMS Data Adapter | <p><i>Purchase option.</i> VBrick's Digital Signage supports the integration of event data from Dean Evans & Associates, Inc. EMS® software. Before you can create bulletins that display events from the Dean Evans EMS software you must first configure the Dean Evans EMS Adapter. Once you have configured and tested the Dean Evans EMS Adapter you can create bulletins that contain the Dean Evans EMS events. For more information see EMS Data Adapter on page 69.</p> |
|------------------|--|

News Adapter

| | |
|------|--|
| News | <p>Configure the news adapter to retrieve and display content of your choice via the web. This feature lets you point to a repository URL which provides several categories of news data for a bulletin or ticker. This feature also enables RSS capabilities. Once configured, each RSS feed becomes an individual news category. These categories, along with categories from the VBrick News Service, will be available for bulletins and tickers.</p> <ul style="list-style-type: none">• VBrick News Service – Requires a subscription-based UPI news feed. This provides a link to a VBrick server that provides brief news stories from UPI. Used for news bulletins or tickers.• RSS Feeds – used for news bulletins or tickers. This is an RSS adapter that lets you to pull in news stories from an RSS feed. Enter a valid RSS URL and specify an update interval. |
|------|--|

Weather Adapter

Before you can create a weather bulletin or a weather ticker, you will need to configure the Weather Adapter. This adapter is a free service that uses the National Weather Service.

| | |
|---------------------|---|
| Current Conditions | Lets you review, add or change current weather conditions for a Weather Location. This screen gives you access to all the current conditions the Weather plugin polls when generating bulletins and crawls. |
| Forecast Conditions | Lets you review, add or change forecast weather for a Weather Location. This screen gives you access to all the forecasts the Weather plugin polls when generating bulletins and crawls. |
| Locations | Lets you review, add or delete Weather Locations. Weather Locations are central to tracking current and forecast weather conditions. Bulletins and crawls maintained by the Weather plugin generate based on the Weather Location selected. |
| Icons | Lets you select Weather Icons for summary weather conditions. Each summary weather condition can be depicted graphically on a bulletin. The system comes with standard graphics for each summary, but you are free to use your own graphics. |
| Zones | Lets you review, add, change or delete Weather Service Zones. Weather Service Zones are central to pulling current and forecast weather conditions down from the National Weather Service FTP site. The NWS (National Weather Service) defines zones to represent geographical areas within states. The system comes preloaded with all zones known at the time of install. |
| Location Zone Map | Lets you map Weather Locations to Weather Service Zones. The purpose of this mapping is to tell the National Weather Service adapter which weather locations you want to update automatically. The NWS Adapter will only try to find current and forecast weather conditions for zones mapped in this screen. |

| | |
|--------------|---|
| Download Now | Tests the National Weather Service zone mapped to a Weather Location. You can see what information, if any, Digital Signage is able to extract from the weather service. Use this screen to verify that the automatic weather update is going to work for a Weather Location. |
|--------------|---|

Security

Digital Signage security measures include the options listed below. To set passwords, go to System Tools > [Change Password](#).

| | |
|------------------|--|
| Security Policy | Lets you set the security parameters for the Digital Signage installation. The security policy covers password rules, intrusion rules and new account rules. All changes on this screen take effect immediately. Changes to password rules may require you to adjust your password immediately to comply with the new rules. When a user logs in their password is checked against the existing password rules and forced to change their password if it no longer meets the valid password criteria. |
| Intrusion Policy | Lets you view all users that have been locked out of the system and to manually clear the lock-out. |
| Users | Helps you manage users that are allowed access to the Digital Signage system. In order to view this screen you must be an administrator with the correct privileges. This screen lets you add, change and remove users completely from the system. Before adding new users to Digital Signage, you should first consider the role the user will fulfill. You may need to create new roles or adjust existing roles in the system on the Configure > Security > Roles page. Once you've decided what role(s) the user will play and what playlists and crawlists they can access, you can add them to the system. |
| Roles | Helps you manage roles that group privileges within the system. Roles are normally named for the function the user performs, such as Content Administrator or Bulletin Creator. If you have a lot of users you can create as many specific roles as you wish then assign as many roles as needed to each user. Alternately you can create a small number of roles; it depends upon your organization and its requirements. This screen lets you add, change and remove roles from the system. |

Content Settings

The Configure Content Settings screen allows you to configure the major content creation attributes of the Content Server, along with the behavior of major services and plugins.

| | |
|-----------------|--|
| Playlists | Lets you configure (or rename) the play lists that users may choose from when scheduling bulletins. A play list is assigned to one or more Signage Players for rendering on a display device. You can only add new play lists if your current licensing supports it. |
| Playlist Groups | <i>Enterprise only.</i> Lets you organize your playlists into groups. The scheduling page will subsequently let you select playlists by group name. |

| | |
|----------------------------|--|
| Crawllists | Lets you configure (or rename) the tickers (also called crawl lists) that users may choose from when scheduling tickers. A ticker is assigned to one or more Signage Players for rendering on a display device. You can only add new tickers if your current licensing supports it. <i>This setting also lets you modify the speed, background, and font used by each ticker.</i> |
| Crawllist Groups | <i>Enterprise only.</i> Lets you organize your crawllists into groups. The scheduling page will subsequently let you select crawllists by group name. |
| Playback Tracking | Lets you record playback times for tracking and reports. |
| Text and Template Settings | Lets you change the default background images for the text bulletin templates. These templates define the initial appearance of bulletins you create in Text Bulletins and Text Bulletins with Title. |
| Aspect Ratios | Lets you configure the aspect ratios that users may choose from when configuring Signage Players, Play Lists and certain bulletin types. An aspect ratio is the ratio of width to height. Digital Signage uses this information when applied to a bulletin to properly draw the bulletin on different devices. |
| Play Modes | Lets you define the play modes available for all Signage Players. A play mode is a mode of operation for a player. It currently includes visual settings, such as content blocks, and in the future will include behavior settings, such as maintenance operations for plasma displays. Configuring play modes is done on a per Signage Player basis. You can only add new play modes if your current licensing supports it. |
| Web Title | Lets you pick the name displayed to users when they access the Digital Signage URL for the <u>Public Web Page</u> feature. If you have multiple installations of Digital Signage this is helpful to distinguish them. |
| Boot Schedule | Lets you specify the regular boot day and time. To keep the application and the operating system running smoothly Digital Signage automatically boots all devices once per week. This function lets you to set or change the default boot day and time. You can also use Boot Now to reboot the entire system (all devices) immediately. The auto reboot can also be disabled entirely. To manually disable auto reboot (not recommended) on the Content Server: <ol style="list-style-type: none"> 1. Go to Start > Programs > Administrative Tools > Services. 2. Right-click on VBrick Boot Service and select Properties. 3. On the General tab, click Startup type and set to Disabled. <p>Note: A reboot is not typically required after making configuration changes with the user interface. However if you notice that changes are not being applied, a reboot is recommended, keeping in mind that a reboot will impact any other applications running on the same machine.</p> |
| SMTP Settings | Lets you define the SMTP server that should be used by Digital Signage when generating e-mail messages to Digital Signage users. |

| | |
|--------------------------|---|
| E-Mail Plugin | Lets you configure the Digital Signage E-Mail Plugin, a service that accepts e-mail messages from Digital Signage users and generates bulletins from the messages automatically. This feature requires a license but is standard on all versions. |
| Event Management Plugin | Lets you configure the Digital Signage Event Schedule Plugin, a service that generates bulletins automatically based on settings established by the Create Event Schedule Bulletin screen. The service regenerates all bulletins automatically so that all events displayed in the bulletins are relevant based on the time of day. |
| Channel Player Snapshots | Lets you configure a "snapshot" of what is being displayed on a signage player. The default Fetch Rate (how often the system will automatically take another snapshot) is 60 minutes. The minimum Fetch Rate is 15 minutes. For more information see Player Snapshots on page 27. |

Channel Players

These settings apply to the Signage Player(s) present in your system. See [Configuring the Channel Player](#) on page 55 for additional details.

Important Note The term "signage player" refers to the standalone devices that feed audio and video signals to LCDs, plasma displays, and other player devices. The terms "signage player" and "channel player" are used synonymously. We are transitioning to new terminology and there may still be legacy references to "channel player" in the application and in the online help.

| | |
|----------|--|
| Hardware | <p>Lets you add, change and remove signage player hardware from the installation. It also lets you refresh content, reboot and shutdown individual or multiple Signage Players. This page lets you register a player with the Content Manager server. This registration is necessary so that the Content Manager knows the dimensions of the player's viewing area and can send it content. You can only add a Signage Player that already has Digital Signage software installed. When done, the new player will be available for configuration on the Configure > Channel Players page.</p> <ul style="list-style-type: none"> • Network (DNS) Name or IP address – the name or IP address of the Signage Player you wish to add. DNS names, rather than IP addresses, are preferable. • Telnet Port – the port on which the player listens for remote commands. Default = 6500. |
|----------|--|

| | |
|-----------------|---|
| Hardware Groups | <p><i>Enterprise only.</i> This page lets you group multiple signage players together in order to apply actions to the entire group. You can define as many groups as necessary but each Signage Player can only be a member of one group.</p> <ul style="list-style-type: none"> • Maintenance – Lets you group multiple channel players for the purpose of taking actions across the entire group (such as Reboot and Mass Alert Notification). You can define as many groups as needed. • Play Mode – Use to change a group mode from Normal to the standard Alert by choosing the appropriate Mode and clicking Activate. • Alert Notification – Use to change a group mode from Normal Operation (which include both Normal and standard Alert modes) to a Mass Alert Mode. |
| Layouts | <p>Provides a way to view, apply and schedule layouts that are defined for signage players. Every signage player has at least one layout defined for each Play Mode. The options available on the screen are based on the configuration of the web server. Layouts are created using the Display Layout Editor.</p> <p>Note: Layouts are saved on the Content Manager and associated with a dedicated Signage Player—they are not saved on the Signage Player. If you move the Signage Player to a different network address, the layouts are lost and must be regenerated as explained below.</p> <ul style="list-style-type: none"> • Generate Stock Layouts – You can generate the stock layouts that are shipped with Digital Signage to a Signage Player at any time. This is useful if you add a player and then designate a video stream window. You can regenerate the stock layouts to get the layouts that include the video stream window. • Schedule – You can schedule a layout to play at certain times as long as the layout is associated with the Normal play mode. All other modes only support one layout so scheduling is not an option. • Apply to Player – You can apply a layout to a player immediately as long as the layout is associated with the Normal play mode. All other modes only support one layout and are always applied to the player. |
| Layout Schedule | <p>Shows all the layouts scheduled on both the default and override timelines on the signage players. The override timeline is shown above the default timeline since the override takes higher precedence. You can use this screen to remove or edit the schedules. You cannot create layouts with this page. To create layouts, you must use the Display Layout Editor in the VBrick Desktop application.</p> |

| | |
|------------|---|
| Group Mode | <i>Enterprise only.</i> Lets you activate a specific mode on a set of players at once rather than one player at a time. Every installation has a built-in group called “All Players” that can be used to activate a play mode on all players at once. In order to activate only some players, you will need to create groups by using the Configure > Channel Players > Groups screen. This page does not show the currently activated mode on every group since the players within the group can have different active modes at the same time. |
|------------|---|

Desktop Messenger

The Configure Desktop Messenger screen allows you to configure the Desktop Messenger Distribution Lists and Publishers. If you are not using a separate publisher, enter the DNS of the Content Manager as the publisher with the default port of 28501. Desktop Messenger clients must be licensed in your system in order to access this screen. The Desktop Messenger is installed on a client PC and has a separate installer. Use the following steps to install Desktop Messenger.

Note The number of Desktop Messenger users is limited to the number of purchased licenses. If this number is exceeded, the application will install but will not run. To get more licenses contact VBrick Support Services.

Server Configuration

▼ To configure Desktop Messenger on the Content Server:

1. On the Content Manager server, go to:

```
C:\Program Files\VBrick\Digital Signage\Content Services\Tei.Settigns.xml
```

2. Edit `Tei.Settings.xml` as follows using Notepad or a similar editor.

- a. In the `DesktopMessageDistributor` section, change the `run` value to **true**.

```
<DesktopMessageDistributor
  run="true"
  runDelay="120"
  networkChunkSizeInKb="100" />
```

- b. In the `DesktopMessagePublisher` section, change the `run` value to **true**.

```
<DesktopMessagePublisher
  run="true"
  runDelay="60"
  networkChunkSizeInKb="100"
  listenerPort="28501"
  contentKey="00000000-0000-0000-0000-000000000000" />
```

- c. Replace the `contentKey` value in the previous step with your actual license key. To get your license key, cut and paste the value in `key.txt` from the following folder:

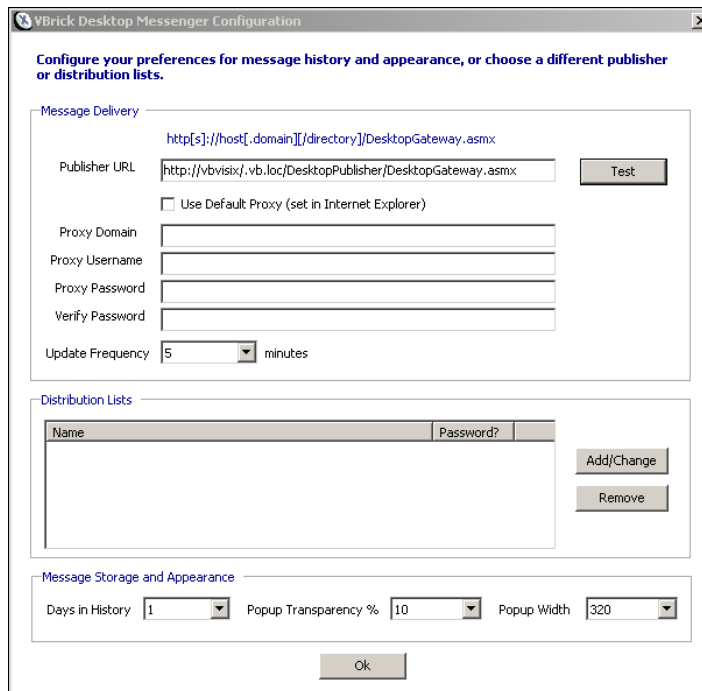
```
C:\Program Files\VBrick\Digital Signage\Content Services\License\key.txt
```

Client Installation

▼ To install Desktop Messenger:

1. Launch the Digital Signage application from a PC and log in.
2. Go to **System Tools > Install Desktop Messenger**.

- Click on the Desktop Messenger link and follow the prompts. When done, a Desktop Messenger icon will be displayed on the toolbar.
- Right-click on the Desktop Messenger icon and select **Configure**.



- In the **Publisher URL** field, enter the URL or your Content Manager server in the following format and click **Test**.

```
<content_manager_ip_address>/DesktopPublisher/DesktopGateway.aspx
```

If you can successfully connect to the server, continue to the next step. If you cannot connect, most likely the URL is wrong or you do not have the required licenses.
- Click the **Add/Change** button, select **Everyone**, and click **Subscribe**.
- Press **OK** in next dialog box and a minimized player (with the default message) will be displayed in the lower right corner of the desktop just above the system tray.



- Use the various control on the player to minimize, expand, page through previous messages, etc.

Using Desktop Messenger

A Desktop Message is a bulletin that excludes video sections. If an installation is licensed for Desktop Messenger and the user has the "Create Desktop Message" privilege, the schedule screen includes a check box for **Desktop Messenger**. You can schedule the bulletin to both Playlists and the Desktop Messenger, or you can use **Skip Playlists** to schedule exclusively to

the Desktop Messenger. The Desktop Messenger distributes messages to all of the configured Desktop Publishers.

Once the bulletin has been published to the Play List(s), or the play lists have been skipped, the publish schedule screen is displayed. The schedule attributes are different than for Playlists. A message can be scheduled for one-time publishing or for recurring publishing. There is no concept of a list of items that play over and over. *Also, scheduling is not realtime; it may take several minutes from the time that a message becomes eligible for publishing until the time it is actually delivered.* The **Now Playing > Publishers** page is similar to Now Playing > Play Lists. It gives you the opportunity to change or remove the message from the schedule or to edit the bulletin associated with the desktop message. When a desktop message is sent to a configured client, the message window automatically pops up to display the message.

Public Web Page

This feature lets you view playlists in a web browser. It provides a way to view playlist content generated by Digital Signage for those people who do not have digital signage accounts. It can also be used to embed the slide show in organizational web sites and portals. The play lists must be marked as "public" in their setup. The screen comes with standard navigation controls for **Play, Stop, Next, Back, First** and **Last**. (To set the web page title, see [Web Title](#) on page 36.) The following table explains how to make a public image clickable (for navigation to another web resource) and the format of the URL. In order to provide navigation from a public image to another web resource, the title of the bulletin must be formatted as a valid URL. This title can be in the form `http:` or `https:` The URL format is:

```
http://host/public/playlistview.aspx?option=value&option=value ...
```

The following example shows a typical URL with all options set to "on."

```
http://demo2.vbrick.com/public/playlistview.aspx?playlistNbr=1&mode=Normal&height=480&installationLabel=large&banner=100&navigation=100
```

| Option | Required | Description | | | | | | | | | |
|-------------------|----------|--|----------|---------|--------|---------|--------|---------|-------|-------|----------|
| playlistNbr | Yes | This option is required and is numeric. It represents the play list number. | | | | | | | | | |
| mode | Yes | This option is required and is alphanumeric. It represents the play mode of the play list. | | | | | | | | | |
| height | Yes | This option is required and is numeric. It represents the height in pixels of the slide show image (this does not include the title banner or navigation buttons). The aspect ratio of the image is preserved in all cases. | | | | | | | | | |
| installationLabel | No | This option is not required and if specified, must be a discreet value. It represents the relative font size of the title in the banner. The choices are: <table style="margin-left: 20px;"> <tr> <td>xx-small</td> <td>smaller</td> <td>larger</td> </tr> <tr> <td>x-small</td> <td>medium</td> <td>x-large</td> </tr> <tr> <td>small</td> <td>large</td> <td>xx-large</td> </tr> </table> | xx-small | smaller | larger | x-small | medium | x-large | small | large | xx-large |
| xx-small | smaller | larger | | | | | | | | | |
| x-small | medium | x-large | | | | | | | | | |
| small | large | xx-large | | | | | | | | | |

| Option | Required | Description |
|------------|----------|--|
| Banner | No | This option is not required and if specified, must be numeric and between 0 and 100 inclusively. It represents the percent of the banner's configured height to use. 0 hides the banner and 100 shows the banner at full height. When not specified, the default value of 100 is assumed. |
| navigation | No | This option is not required and if specified, must be numeric and between 0 and 100 inclusively. It represents the percent of the navigation button's configured height to use. 0 hides the navigation buttons and 100 shows them at full height (and width). When not specified, the default value of 100 is assumed. |

System Tools

Topics in this chapter

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Admin Tasks

The tasks described below are typically performed by a system administrator although they can be done by any user with the appropriate privileges.

| | |
|---------------------------|--|
| Change Password | Lets you change your password and, if you're an administrator, reset the password for another Digital Signage user. |
| Change Mode | Lets you change the current Play Mode of any Digital Signage Display Server within the installation. You must have the required privilege to use this screen. |
| Install VBrick Desktop | To use the VBrick Desktop on a PC you must install it. The process, at a high level, is to download the setup program, run it then configure the VBrick Desktop. Most of the steps occur on your PC, but the first step is initiated from the Web browser. |
| Install Desktop Messenger | To use the VBrick Desktop Messenger on a PC you must install it. The process, at a high level, is to download the setup program, run it then configure the Desktop Messenger. Most of the steps occur on your PC, but the first step is initiated from the Web browser. |
| Active Alarms | Shows you all active alarms on all Digital Signage devices (as long as the devices can communicate to the Content Server). Each alarm condition allows for restarting of services, rebooting of a device, e-mail notification, and/or auto clearing of alarms, as applicable. Some alarm conditions cannot be immediately communicated because they are indicative of a serious device or network problem. |
| Status Reports | Shows you the status of all devices within the Digital Signage installation. The key to this screen is that every device reports its status every few minutes. If something is wrong with a device or a service on a device you'll see it not reporting in as OK. Click the button to send the status report to VBrick Support. |

| | |
|------------|---|
| Error Logs | Shows you the errors reported by all devices within the Digital Signage installation. The information is refreshed every few minutes from all devices in the network. This screen definitively records all internal application errors and many logical errors that can occur while running the system. If you ever need assistance with a problem, chances are its cause is documented in this screen. Click the button to send the error log to VBrick Support. Use the "System Configuration Report" link on this page to view license information and other data. |
|------------|---|

VBrick Desktop

Topics in this chapter

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Overview

VBrick Desktop consists of four bundled applications that will help you design bulletins, templates, and layouts. The VBrick Desktop installer must be downloaded from the link under System Tools > Install Digital Signage in the web interface. Note that once installed, only Digital Signage administrators have access to all VBrick Desktop features. The features a given user can access will depend on their assigned role (group of privileges). For more information, see Configure > [Security](#) on page 35. VBrick Desktop includes the following tools:

- Free Form Editor – used to create bulletins.
- Template Editor – lets you create a bulletin with set fields for text or other media.
- Display Layout Editor – used to create or edit "layouts" for a Signage Player.
- Media Importer – used to import multiple media files a single batch.

The first time Digital Signage is launched, you will need to enter the web address of the Content Manager. This is typically the name or IP address. Contact your network administrator if you need help. If you are using a proxy server to connect to the Content Manager, check the box and you will see an **Edit Proxy Settings** button. When clicked, you can enter and save the proxy server settings. Enter your Digital Signage user name and password when prompted. These user credentials only need to be entered once: Digital Signage will remember them at the next launch. If the server name or IP address ever changes, click on the **Connect to Digital Signage** button to enter the new server and/or credential information.

Installing the Desktop Tools

VBrick Desktop consists of tools that will help you design bulletins, templates, and layouts. It also has a Media Importer tool for files (images and video) greater than 20 MB. The Desktop is typically installed on a user PC by running the installer.

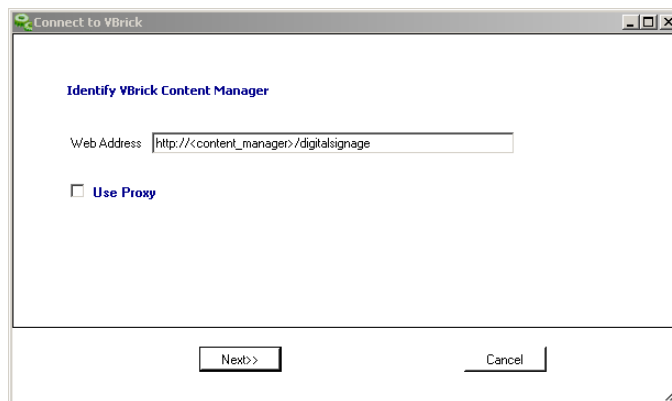
▼ To install VBrick Desktop:

1. Launch the Digital Signage application from a PC and log in.

Note VBrick Desktop runs on Windows desktops only; it does not run on Linux or Macintosh computers. It also requires a connection to the Content Manager. If the Content Manager is not running (or you lose your connection), the desktop application will return a "page not found" error when launched.

2. Go to **System Tools > Install VBrick Desktop**.
3. Click on the VBrick Desktop link and follow the prompts.
4. Once the application is installed, you run it from the Start menu. Go to **Start > All Programs > VBrick > VBrick Desktop**.
5. When VBrick Desktop opens, go to **File > Connect to VBrick** and enter the **Web Address** of the Content Manager. Some sample addresses include:

`http://172.29.1.50/digitalsignage`
`http://caber.vb.loc/digitalsignage`



Free Form Editor

This tool is freeform editor used to create bulletins. The Free Form Editor lets you create new bulletins using any combination of text and compatible graphic files. You can also create new bulletins from existing bulletins and rearrange the contents of the bulletin by dragging the elements with the mouse. The user's role determines whether or not they can access this tool.

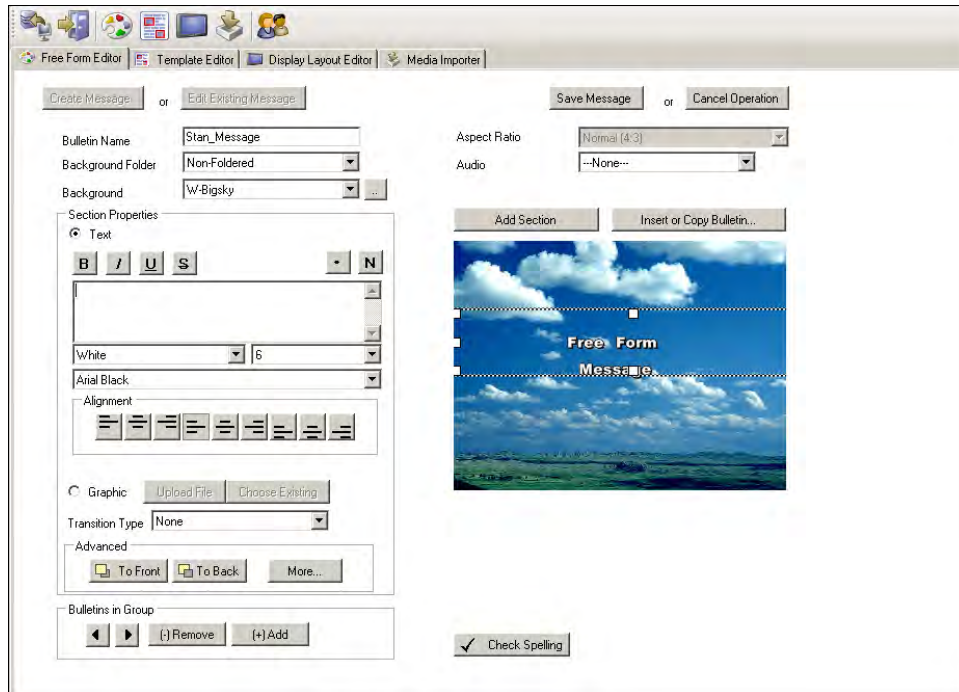


Figure 13. Free Form Editor

Template Editor

The template editor makes it easy to create bulletin templates with a preconfigured look-and-feel. It lets you create a bulletin with set fields for text or media insertion. It also allows for the ability to "lock" portions of the bulletin that cannot be changed nor accessed by the user. The sections for naming the Template, choosing the background, choosing an audio background file and aspect ratio are the same as in the Free Form Editor. Before you begin you will need to determine what items should be locked and made inaccessible and what sections (Text/Images) cannot be changed by user and can therefore be locked. The **Lock Property** section is assessable once you select the Create Template or Edit Existing Template button. When a property is checked, a Digital Signage user with the ability to create bulletins from a template will not be able to alter that property.

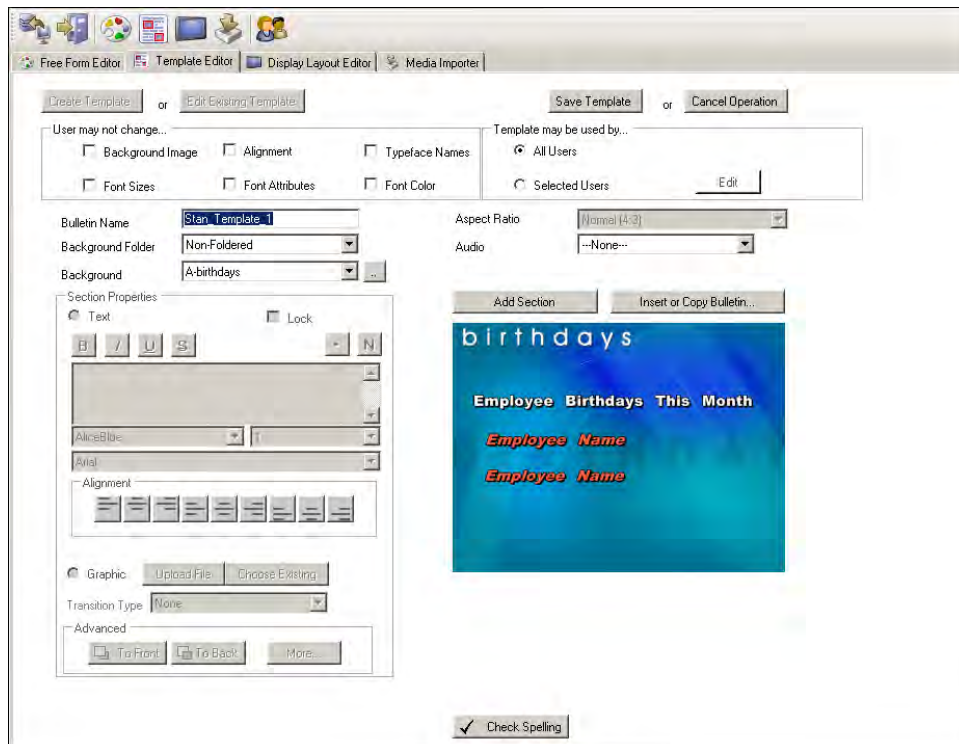


Figure 14. Template Editor

Display Layout Editor

This tool is used to create or edit "layouts" that are associated with a Signage Player. Each Signage Player is configured with a default layout on the **Configure > Channel Players > Layouts** page. This page provides a way to create, view, apply and schedule layouts that are defined for Signage Players. Every Signage Player has at least one layout defined for each play Mode. The options available on the screen are based on the configuration of the web server. The actions you can take with the selected layout vary based on the type of layout and the web server configuration. For detailed information and a description of each field, see the "Display Layout Editor" topic in the online help.

Note The layouts you create with this tool are saved on the Content Manager and associated with a dedicated Signage Player—they are not saved on the Signage Player. If you delete the Signage Player, the layouts are lost and must be regenerated. Use the **Generate Stock Layouts** button on the Configure > Channel Players > Layouts page to add stock layouts to a new Signage Player.

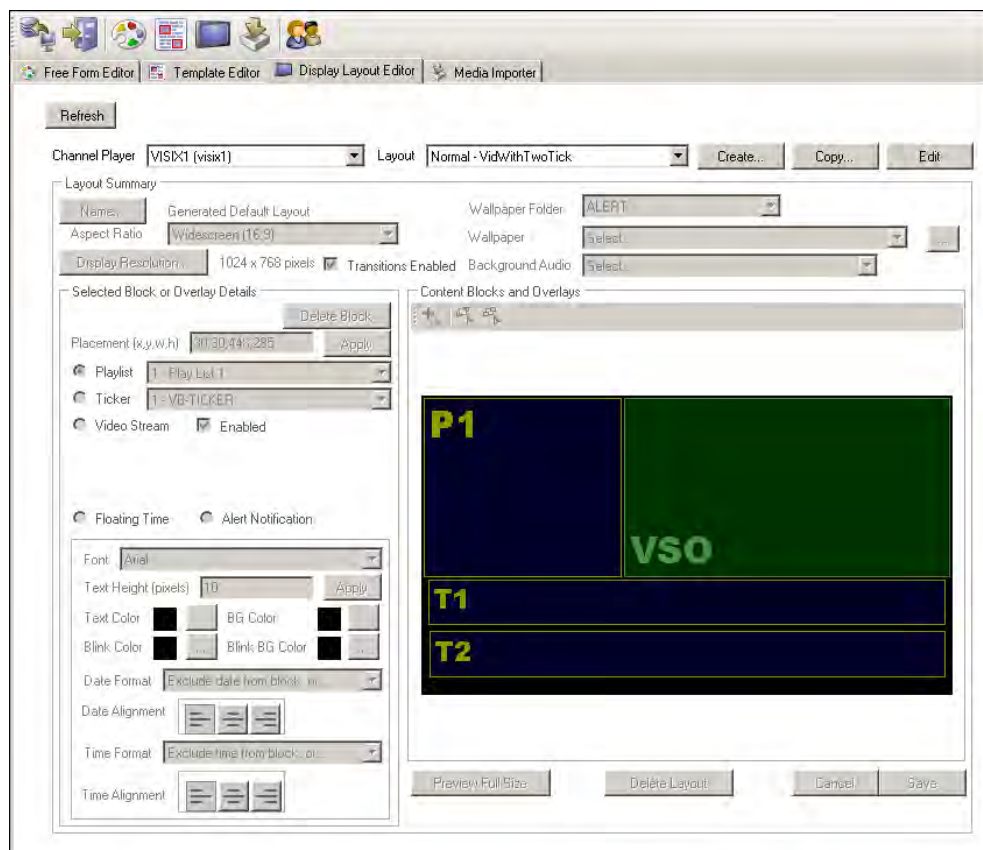


Figure 15. Display Layout Editor

| | |
|----------------|---|
| Channel Player | Select a Signage Player from the list. |
| Layout | Select a layout. "Normal" mode supports multiple layouts, while all other modes are limited to one layout each. |
| Name | You can change the display name of the layout using the supplied dialog. |

| | |
|---------------------|---|
| Aspect Ratio | You can choose the aspect ratio. Note that changing the aspect ratio does not change the physical dimensions of the layout. |
| Display Resolution | You can quickly change the dimensions of the layout with one of three options: <ul style="list-style-type: none"> • Match the current display resolution. • Select from the dropdown list of popular/common resolutions. • Enter a resolution manually. |
| Content Blocks | Each defined content block is represented in this list. Each block's placement is shown in pixels. <ul style="list-style-type: none"> • P blocks – are playlists. • T blocks – are tickers. • VFO – denotes video feed overlays. • VSO – denotes video stream overlays. • DTO – denotes date time overlays. |
| Preview | The preview thumbnail demarks the content blocks using the same designations as the Content Blocks section, so you can easily match details to the visual representation. Note: All overlay windows are drawn half-transparent in the preview so that you can see if a regular content block lies below them. You can view at full size by clicking the image. |
| Wallpaper | You can select wallpaper from the dropdown menu or via the wallpaper browser. You can also opt not to choose a wallpaper. The Aspect Ratio is displayed before the wallpaper name in the list. You are free to choose wallpaper with any aspect ratio because wallpaper is always stretched across the entire layout surface. |
| Background Audio | You can select no background audio or a named audio. When you select an audio for the layout a speaker appears in the bottom-right corner of the layout's preview. |
| Transitions Enabled | If necessary you can disable transitions for the layout. This is useful for constrained player hardware. |
| Placement | You can adjust the placement of a block or overlay manually or you can type in the coordinates and click Apply. |
| Playlist | Content blocks can either be for playlists or tickers. The list of available playlists is limited to the playlists on the same play mode as the layout. |
| Ticker | Content blocks can either be for playlists or tickers. The list of available tickers is limited to the tickers on the same play mode as the layout. |

▼ To create a new layout:

1. Select a Signage Player.
2. Select **Create** and enter a layout name when prompted.
3. Select **Edit**.
4. Select **Name** to edit a layout name.
5. Select **Display Resolution** to choose or enter a resolution.

6. Choose or type in a display resolution.
7. Choose a wallpaper (optional).
8. Choose a background audio (optional).
9. Using the "+" tool, add types of blocks and/or overlays.
10. Under **Selected Block or Overlay Details** you can manually enter the x, y, w, h coordinates and change the playlist, ticker, and video to be associated with each block. The coordinates 0,0 will make the content block flush to top left of layout.
11. Change the floating date and time font attributes, format and alignment.
12. Click **Save** or **Delete Layout** as necessary.


▼ To edit an existing layout:

1. Select a Signage Player.
2. Select a layout from the dropdown.

Adding Content Blocks and Overlays

When you start editing a layout the tool assumes you want to add a new content block or overlay. A minimum of one content block with a playlist is required. If there are any existing overlays present in the layout, there will be an **Add** button, a **Select Top** button and a **Select Bottom** button. When overlays are present all content blocks are on the lower layer (behind) and all overlays are in the upper layer (front). When no overlays are present there will be an **Add** button and a simple **Select** button.

When you are in select mode and mouseover the existing content blocks and overlays, their boundaries glow to indicate you can select them. Once a content block or overlay is selected, sizing handles appear. You can click and drag the block around and resize it. A speaker will be displayed in the lower-right corner when audio is associated with the layout. Overlays can be positioned directly over content blocks. The overlays are depicted semi-transparently so you can see the content blocks underlying them.

To add a content block, click on the  icon in the **Content Blocks or Overlays** area, and then click on the layout preview to display the dialog shown in Figure 16. Blocks cannot overlap one another but an overlay can overlap a block. Your choices are constrained by licensing and by what is already present in the layout. It is typically easier to add the block or overlay in approximately the correct location then fine tune it with the mouse or edit the coordinates manually. Use the **Delete Block** button to remove the selected block from the layout.

Getting the Best Video Quality

When adding a Video Stream Overlay (VSO) content block for a stream, be aware that the video quality is directly related to the resources on the host machine, the size of the video window, and the complexity of the layout (number of playlists and tickers). For best results, start with the "Best Quality" template for the encoder, then add an overlay window, tickers, and playlists as necessary. If there is a noticeable impact on the video quality, you can use any combination of the following steps: (1) use a different (lower quality) template, (2) reduce the size of the window, (3) limit the number of playlists and tickers. As a benchmark rule with the "Best Quality" template, you can use a video overlay that uses 50% of the layout along with one playlist and two tickers. If you increase the size of the overlay, you will need to reduce the number of playlists/tickers and/or use a different (lower quality) template.

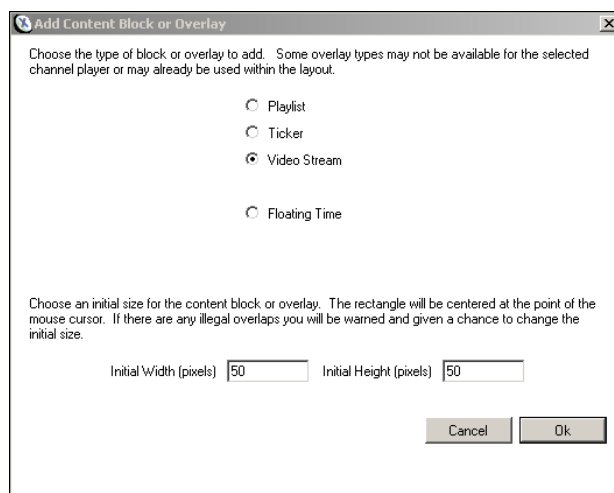


Figure 16. Add Content Block or Overlay

Adding a Video Stream

You must create a layout with a video stream (VSO) content block (see [Adding Content Blocks and Overlays](#)) in order to play streaming video in the block. *Digital Signage supports only one VSO content block per layout.* To configure the content block with video, you simply configure a stream in the Content Server with the URL of any VBrick (Windows Media or H.264) encoder on the network. The stream associated with the URL will then be pushed to the Signage Player—at which point there two different scenarios:

- The Signage Player can connect directly to a TV or other device to play the stream locally.
- The Signage Player can connect to a VBrick encoder to distribute the multicast stream over an IP network to set top boxes, PC desktops, Internet viewers, etc. The network diagram for this scenario is shown in Figure 4 on page 9.

Note When replacing a live stream url with a different live stream URL the best practice is to remove the stream Program Name and create a new one. Avoid using the "edit" option to replace the stream URL.

▼ To add a video stream:

1. Add the Signage Player:
 - a. Login to the Signage Player (see [Login to the Channel Player](#) on page 56).
 - b. Go to the **communications** page (Figure 18) and configure the **Player Name** and IP Address or DHCP (recommended), and click **OK**.
 - c. Go to the **display** page configure the **Aspect Ratio** to match the display device. For best results on widescreen, 16x9 devices, set to **1280x720**. If outputting to an encoder, the encoder stream configuration should match these settings.
2. Configure the Signage Player.
 - a. In Digital Signage, go to Configure > Channel Players > **Hardware** and click **Add**.
 - b. Enter a **Player Name**, **Telnet** port (default = 6500), and **Aspect Ratio** (this should match the setting on the Signage Player in previous step. Then click **Finish** and **Refresh** the page.

- c. Select the Signage Player you just added, check the **Stream Window** box, and click **Change**.
3. Select a Layout.
 - a. Using the VBrick Desktop > Display Layout Editor, select a Signage Player and create a layout with a video stream overlay (VSO) content block (see [Adding Content Blocks and Overlays](#) on page 51).
 - b. Make sure the layout is saved and associated with a Signage Player.
 - c. If adding a ticker, be aware that tickers cannot overlay the VSO content block.
4. Configure the stream.
 - a. Go to Now Playing > **Streams**.
 - b. From the **Display Server** dropdown select a "Normal" layout (for example `<player_name> : Normal`) associated with the Signage Player you are configuring.
 - c. Click **Add Program** and enter a **Program Name**, a **Program URL**, and a **Schedule** (see below).
 - d. Reboot the Signage Player from the Configure > Channel Players > **Hardware** page.

| | |
|--------------|--|
| Program Name | Enter a name for the stream. This is used internally and not shown anywhere on the display. |
| Program URL | Enter a URL in the format that corresponds to the encoder (Windows Media or H.264) or server (VOD-W, VOD-WM) type and your network configuration. See Supported URLs – Live Streams on page 26 or Supported URLs – Stored Streams on page 27 for a complete list of supported formats. |
| Schedule | Enter a schedule for the stream. |

5. Go to Configure > Channel Players > **Layouts**. Select the Signage Player, select a layout with a VSO content block, and click **Apply to Player**.

Note For best results when streaming video, configure the H.264 or Windows Media encoder to use the "Best Quality" template. See the corresponding Windows Media or H.264 appliance *Admin Guide* for more information.

Media Importer

Use this tool to select multiple media files and import them in a single batch not exceeding 1.99 GB per import. You can import any of the media file types shown in Table 6 on page 19. Digital Signage stores the files in the Content Manager and they are accessible from the **Manage** pages. The files are stored by default in:

C:\Program Files\VBrick Digital Signage\Content Services\BinaryStorage\Upload

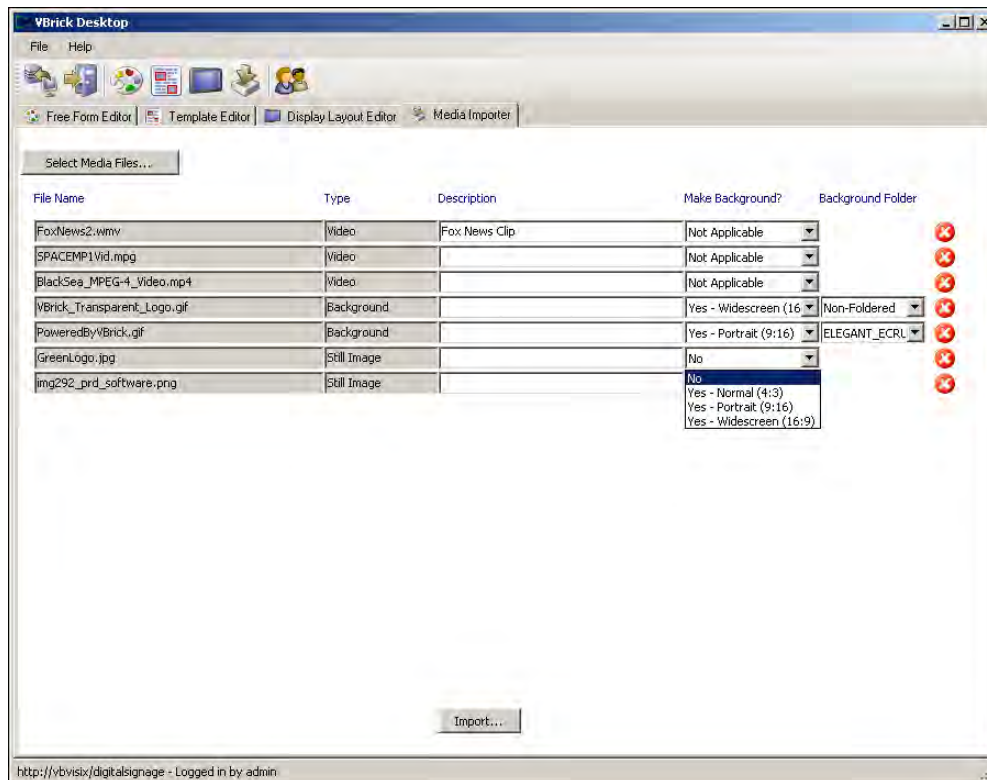


Figure 17. Media Importer

- ▼ To upload multiple files:
 1. Launch the tool and click **Select Media Files**.
 2. Select any supported file types not exceeding 1.99 GB. Use **Ctrl** or **Shft-Click** to select multiple files.
 3. For **Background** images, select an aspect ratio and a folder.
 4. Click **Import** to upload selected files to the Content Manager.

Channel Player Configuration

Topics in this chapter

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| Configuring the Channel Player | 55 |
| Installing PowerPoint on a Channel Player | 57 |

Overview

The Channel Player is a small purpose-built device that receives high definition content over the IP network and displays it on plasma or LCD display. The Channel Player supports a wide variety of display resolutions allowing it to accommodate multiple types of displays and screen orientations. The output of the Channel Player can also be inputted into a High Definition VBrick encoding appliance to deliver a single stream over the network.



This topic explains how to configure and use a Channel Player after it has been added to your system. You *add* a Channel Player using the web interface (see Configure > [Channel Players](#) on page 37). To *configure* a Channel Player you will need to access the device by directly connecting a keyboard and mouse.

Important Note The term "signage player" refers to the standalone devices that feed audio and video signals to LCDs, plasma displays, and other player devices. The terms "signage player" and "channel player" are used synonymously. We are transitioning to new terminology and there may still be legacy references to "channel player" in the application and in the online help.

Configuring the Channel Player

Channel Players must be *added* to the system and then configured. This topic explains how to configure a Channel Player. The topic [Adding a Video Stream](#) on page 52 explains in detail how to add a Channel Player. Once the Channel Player is installed and configured it is unlikely you will ever need to make changes. However, if necessary, you can use the page shown in Figure 18 to modify the configuration. *Note that the number or character in parenthesis, after the menu item, is the keyboard shortcut for that item.* After making configuration changes, always reboot the device using the keyboard shortcut. (You can also reboot a Channel Player from the web interface using the Configure > Channel Players > Hardware page.)

Note To configure the Channel Player you must connect a keyboard and mouse directly to the USB ports on the device. *You cannot use Remote Desktop.*

Login to the Channel Player

After logging in to the Channel Player Management console (Figure 18) for the first time, it's always a good idea to change the default login credentials for the console using the **security (6)** option as explained below. Also be aware that for proper operation, automatic login is required and is configured in the registry per Microsoft procedures. If you elect to change the Windows Administrator password, in order to maintain correct operation, you will also need to change the registry settings to support automatic login with Administrator credentials.

▼ To login to the Channel Player console:

1. Plug a keyboard and mouse into the USB ports on the Channel Player.
2. Click anywhere on the page (except on the stream overlay) and press **Esc**.
3. Click on the moving window, and when prompted, login with user name = **admin**, password = **admin**
4. This will display the Channel Player management console.
5. When adding a Channel Player, you will need to click on **communications (4)** to enter a **Player Name** and **IP Address**.

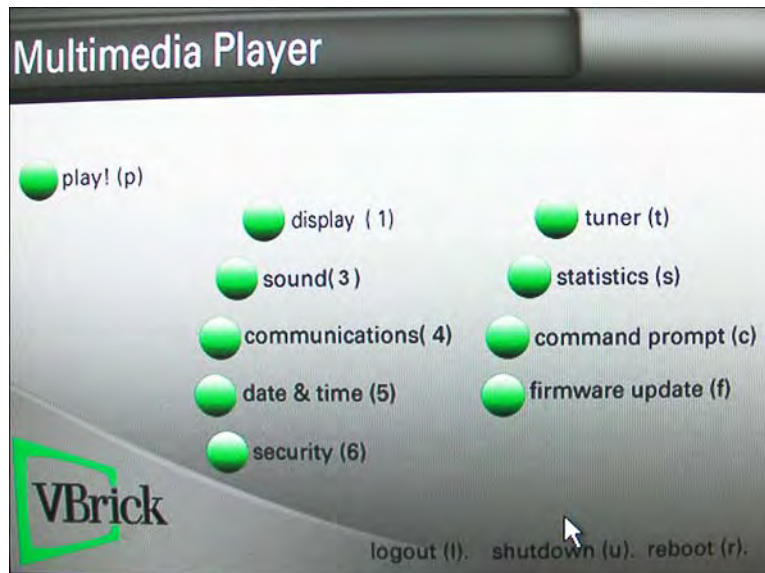


Figure 18. Channel Player Management Console

| | |
|--------------------|--|
| play | Exit the management page and play the configured layout. |
| display (1) | Sets the display resolution of the player. It should be set to match the resolution of the display device. The resolution of the display device must be set on the actual device itself. |
| sound (3) | Configure the audio output of the player. |
| communications (4) | Set the Player Name. Enable DHCP or set the IP address of the player (default = DHCP). |
| date & time (5) | Set the date and time or automatically acquire from Windows. |
| security (6) | Sets the login credentials (default = <code>admin/admin</code>) for accessing the Channel Player Management console (Figure 18). |

| | |
|---------------------|--|
| tuner (t) | Not used. |
| statistics (s) | View statistics for this device. |
| command prompt (c) | Exit to a command shell. To exit to the Windows desktop, type maintenancemode (one word) and press Enter . |
| firmware update (f) | Do not use except as directed. |
| logout (l) | Logs out the current user. |
| shutdown (u) | Shuts down the player. |
| reboot (r) | Reboots the player. When prompted, select Yes for Boot to playback . This will automatically start the player and skip the splash page shown in Figure 18. |

Installing PowerPoint on a Channel Player

The Import > PowerPoint functionality lets you import .ppt/.pptx files directly to the Channel Player for PowerPoint playback in native mode. If you plan to import PowerPoint slide presentations, a registered copy of PowerPoint 2003, 2007 or 2010 must be installed on every Channel Player where the slides will be shown. If a Channel Player does not have PowerPoint installed, it will be skipped in the playlist. You will also need to disable error notification on each Channel Player for PowerPoint to work properly. See below [Disabling Error Notification](#).

Note The Channel Player does not have a disk drive. To install PowerPoint you will need to copy the PowerPoint installation files to a thumbdrive or a network folder.

▼ To install PowerPoint on a Channel Player:

1. To upload a standalone version of Microsoft PowerPoint or to upload PowerPoint from a bundled version of Microsoft Office, you first need to connect a mouse, keyboard and a display to your Channel Player.
2. Navigate to the PowerPoint 2003 or 2007 or Microsoft Office installation files on a thumbdrive or a network folder.
 - a. If installing a stand-alone version of PowerPoint 2003 or 2007, simply install the software provided on the disk.
 - b. If you are using a Microsoft Office installation disk (bundled software), you will need to perform a custom install. *You do not want to perform a complete installation.* After selecting a **Custom Installation**, select the following programs in their respective check boxes: **Microsoft PowerPoint**, **Office Shared Features**, and **Office Tools**. You will need to select "Run all from my computer" and be sure to deselect all other Microsoft Office products.
 - c. When prompted to register the software, you can (1) register via the web if you have Internet access, or (2) register by phone if you do not have Internet access.
3. If PowerPoint was not installed properly on the Channel Player, go to Control Panel > Add/Remove Programs, find Microsoft Office in the list and select the option to Change. Then repeat these steps.

Disabling Error Notification

Error notification will need to be disabled on each Channel Player that will play PowerPoint slides in order for native playback of PowerPoint to work properly. This will not prevent any errors from being logged, it only prevents the error notification from popping up on the screen if a presentation ends abruptly during a layout change or if the player is shut down.

- ▼ To disable error reporting notification for Windows Server 2003 or Windows XP:
 1. Go to **Start > Run** and type `gpedit.msc`
 2. Go to Computer Configuration > Administrative Templates > System > Error Reporting.
 3. Open **Display Error Notification** and set to **disabled**.
 4. Open **Configure Error Reporting** and set to **enabled**.
 5. Click **OK**, restart the computer, and you are done.

Other Tasks

Topics in this chapter

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| Backup and Restore | 59 |
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Software Upgrade

VBrick may periodically release a new version of the Content Manager software with updated functionality, bug fixes, and other enhancements. See the "Software Upgrade" topic in the *Digital Signage Release Notes* for complete upgrade instructions.

Backup and Restore

It is always a good idea to backup the content files on the Content Manager periodically using the `vBrickBackup.bat` utility. As explained below, there are two essential items you will need (the `vBrickBackup.bak` file and the `BinaryStorage` folder) to restore the content database if the hard drive or operating systems fails on the Content Manager. *You will not be able to recover Digital Signage content data if you fail to backup both of these items.* We recommend that you copy these files to an external drive and/or and store them in a safe environment. The frequency with which you backup the database depends on the frequency of the changes to your settings and content: the more often the content files change, the more often you may want to backup the database. The following instructions assume that:

- Digital Signage software is installed to the default location on the Content Manager:
`C:\Program Files\VBrick\Digital Signage\Content Services`
- SQL Server 2005 Express and SQL Server Management Studio Express are installed on the Content Manager.
- You are familiar with Windows Server 2003/2008 and Microsoft SQL Server Management Studio Express.

-
- Notes**
- A database backup backs up the files on the Content Manager only—not the Signage Players.
 - All VBrick and IIS services are stopped during a backup. Since this will interrupt streams on all Signage Players you may wish to run the backup during off peak hours.
 - You can only restore the database to a Content Manager running the same version of software on which the backup was made.
-

Backing Up the Database

▼ To backup database content files:

1. Obtain the `VBrickBackup.bat` utility from VBrick and manually place this file in the following folder:

```
C:\Program Files\VBrick\Digital Signage\Content Services\Support
```

2. Double-click on the `VBrickBackup.bat` utility file and run the file from the `Support` folder. This process will stop all Digital Signage services, backup the Digital Signage database, and create the `BinaryStorage` folder. When the backup is complete, it will create the following folder on the Content Manager:

```
C:\VBrickBackup\VBrickBinaryStorage_<date/timestamp>
```

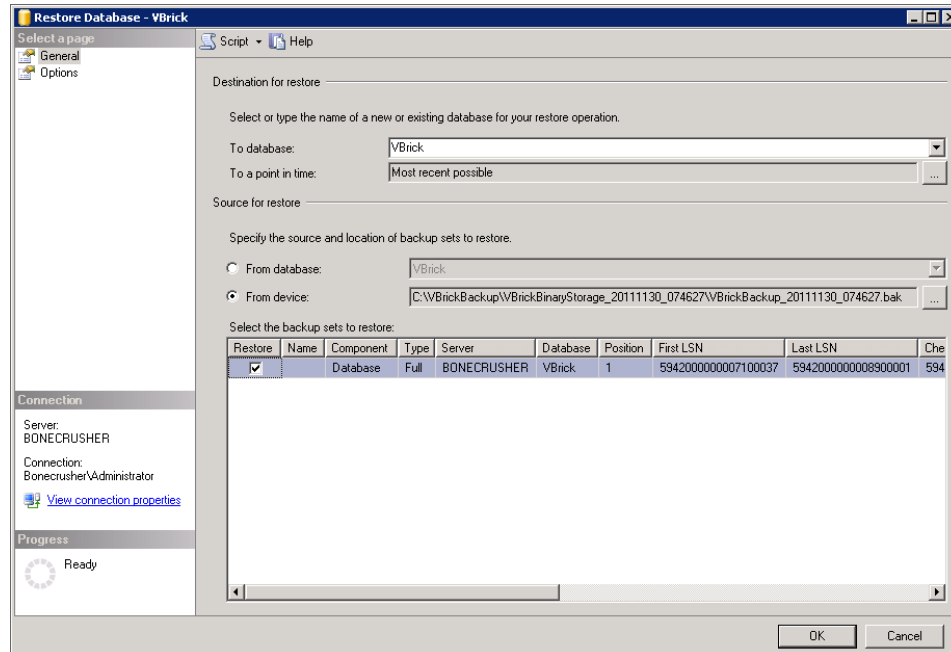
Inside that folder, you will find a subfolder `BinaryStorage` that includes a file named `VBrickBackup__.bak`. These are the items you will need to restore the database if it ever becomes necessary.

Restoring the Database

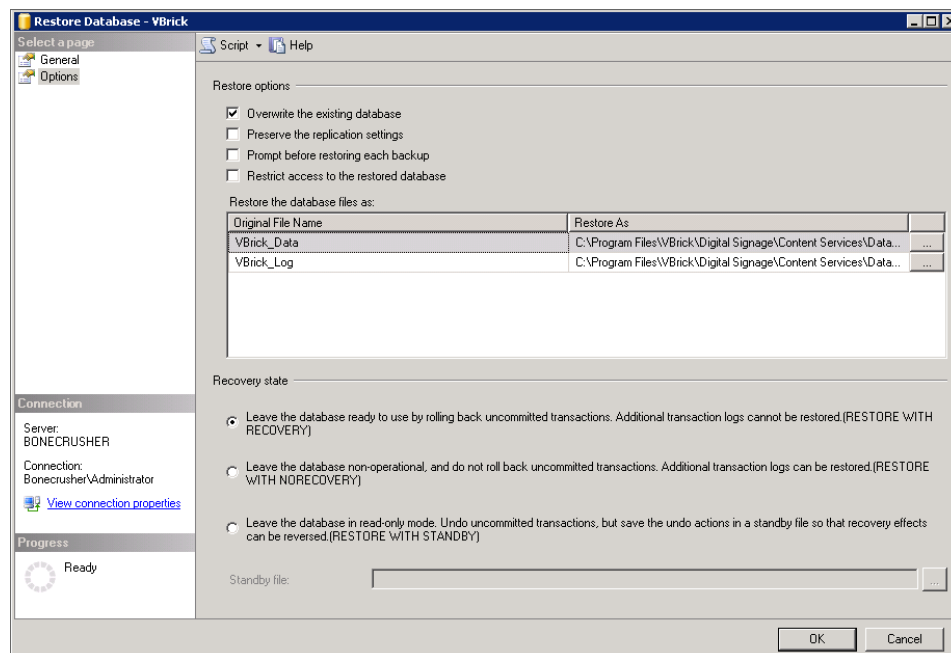
When restoring the database, you must restore the `.bak` file and the `BinaryStorage` folder at the same time. Also, as previously noted, you can only restore the database to a Content Manager running the same version of software on which the backup was made.

▼ To restore the database using the previously saved files:

1. Stop all VBrick Services. Go to **Start > Programs > VBrick > Channel Player Utility**.
 - a. On the **VBrick Services** tab, click **List Services**.
 - b. Wait for the list to populate, then select all services and click **Stop Selected VBrick Services**.
2. Stop all IIS Services. Go to **Start > Run** and type `iisreset /stop`
3. Launch the SQL Express 2005 Management Studio. Go to **Start > Programs > Microsoft SQL Server 2005 > SQL Server Management Studio Express**.
 - a. Connect to the VBrick Database.
 - b. In the left navigation bar, click on **Databases**, then right-click on **VBrick** and go to **Tasks > Restore**.



- c. On the **General** page, specify the **Source for restore** as **From device** and use the search control to navigate to the folder where you saved the `.bak` file, for example:
`C:\VBrickBackup\VBrickBinaryStorage_xxx\VBrickBackup_20111130_074627.bak`
- d. On the **Options** page, check **Overwrite the existing database** and **Leave the database ready to use ...**



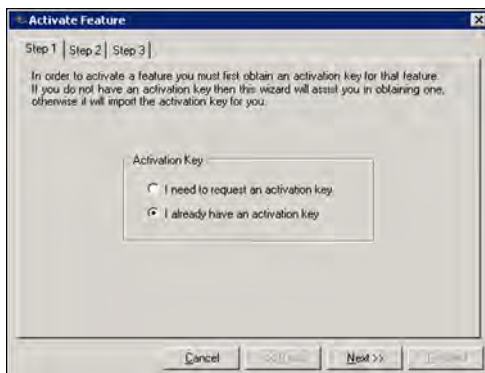
- e. Then click **OK** and exit **Microsoft SQL Server**.
4. Replace the old `BinaryStorage` folder with the backup copy as follows:
 - a. Go to the folder where you saved the `.bak` file, for example:
`C:\VBrickBackup\VBrickBinaryStorage_20111130_074627\` and copy the subfolder named `BinaryStorage`.

-
- b. Go to the installation folder: `C:\Program Files\VBrick\Digital Signage\Content Services` and replace the `BinaryStorage` folder there with the backup copy from previous step.
 5. Modify the access control permissions for the new `BinaryStorage` folder as follows:
 - a. Right-click on the folder and select **Properties**.
 - b. On the **Security** tab, select the **Users** group and click **Edit Permissions**. Then check **Full Control** and **OK** to exit.
 6. Reboot the Content Manager to start the VBrick and IIS Services and you are done.

Activating a License Key

All license keys you purchased are installed and activated before delivery. Use the following procedure only if you are installing a license that was not a part of your original purchase order. Once your requested License Keys have been delivered, you must activate the new keys before they take effect.

- ▼ To activate a license key:
1. Copy the new license key files into the License folder.
 2. Go to Start > Programs > VBrick > License Manager.
 3. Click File > Activate Feature.



4. Select **I already have an activation key** and click **Next**.
5. Click **Import Activation Key** to import a key then click **Activate**.
6. Repeat for all keys that require activation.
7. Reboot the server for all changes to take effect.

Changing the Splash Page Image

If desired, you can change the logo on the Digital Signage "splash" page. This is the first page displayed after you launch the application from your browser. Any of the graphic file types typically supported by web browsers (for example .gif, .jpeg, .png, etc.) are supported. The maximum logo size supported by the login page is 450 pixels wide by 240 pixels high. The logo block is located along the left edge of the page, 335 pixels down from the top of the page.

Note This procedure should only be performed by a qualified administrator or webmaster. Serious and possibly irreparable damage to the application can result if not done properly.

- ▼ To change the splash page logo:
 1. Copy the desired logo file into the `Logos` directory which is typically:


```
C:\Program Files\VBrick\Digital Signage\Content Services\Web
```
 2. Register the new logo file name with the Digital Signage Web application:
 - a. Open the `web.config` file in the Web installation directory with Notepad or another editor.
 - b. Find the line that looks similar to:


```
<add key="CustomImageName" value="tei_color_128.gif"/>
```
 - c. Edit the `value=` parameter and insert the name of new logo file.
 3. All logos are horizontally aligned to the middle of the logo section of the page but their vertical alignment can be controlled as follows:
 - a. Open the `web.config` file in the Web installation directory with Notepad or another editor.
 - b. Find the line that looks similar to:


```
<add key="VAlignCustomImage" value="middle"/>
```
 - c. Edit the `value=` parameter and insert one of the key words: `top`, `middle` or `bottom`.

Changing the Navigation Tree Width

If desired you can change the default width of the navigation tree so you can see all menu items without scrolling. This procedure should only be performed by a qualified administrator or webmaster. Serious and possibly irreparable damage to the application can result if not done properly.

- ▼ To change the tree width:
 1. Using Notepad or another editor, open the `web.config` file in the Web installation directory which is typically:


```
C:\Program Files\VBrick\Digital Signage Content Services\Web
```
 2. Find the line that looks similar to:


```
<add key="NavigationPaneWidth" value="190"/>
```
 3. Edit the `value=` portion with an integer that represents the width of the navigation tree pane in pixels.

Setting Automatic Windows Updates

It is standard VBrick policy to configure and ship our products with the recommended service packs and security updates available from Microsoft on the release date of the VBrick product. During product development, VBrick client and server applications are fully tested on the applicable operating system (Windows XP, Vista, Windows 7, Windows Server 2003, or Windows Server 2008) with the Microsoft service packs and updates available at that time. We also run limited regression tests when new service packs are released by Microsoft. Once installed at a customer site however, it becomes the customer's sole responsibility to continue installing security updates and patches as they become available. VBrick assumes no liability for damage resulting from the failure to patch your software. For best results, we recommend running all "automatic updates" (including Microsoft, Apple QuickTime, NVidia, and others) during off-peak hours when it will not affect users or impact performance.




Glossary

Topics in this chapter

Digital Signage Terminology65

Digital Signage Terminology

| | |
|-----------------|--|
| Aspect Ratio | <p>The ratio of height and width. Be sure to use images that match the aspect ratio of your content blocks.</p> <ul style="list-style-type: none"> • 4:3 – universal standard for Standard Definition TV. • 16:9 – universal standard for High Definition TV. • 9:16 – used for "portrait" layouts. |
| Background | <p>Graphic files behind bulletin text and graphics. Same as wallpaper. Can be used with layouts or bulletins. See also Wallpaper.</p> |
| Boot Schedule | <p>The system automatically reboots once each week. This option on the Configure > Content Settings page lets you set the day and time.</p> |
| Bulletin | <p>Bulletins are created and scheduled to one or more playlists. Bulletins are created or imported, use backgrounds, play on one or more playlists, and can be scheduled for immediate or future play on endpoints.</p> |
| Channel Player | <p>This term has been superseded by Signage Player.</p> |
| Content | <p>Anything stored in the Content Manager and used for bulletins or tickers including basic text, static images, PowerPoint slides, video files, data feeds (news or weather tickers), etc.</p> |
| Content Block | <p>Area on a display that contains playlists, tickers (crawl lists), and video windows. This image has four content blocks defined by the pixel width and height in display area.</p>  |
| Content Manager | <p>The Content Manager hosts the Digital Signage application software, system database, and the browser-based user interface. The Content Manager does not provide bulletin display outputs—this is the role of the Signage Players.</p> |

| | |
|-------------------------|---|
| Crawl | Crawls are scheduled to a crawl list or multiple crawl lists. A crawl consists of user-created text, news feeds, weather feeds. See also Ticker . |
| Crawl List | Series of crawls (tickers). Designated to specific content blocks on the display. |
| Desktop Messenger | Delivers messaging directly to user desktops. Specified PC users in your network see messages as a graphic in a pop-up window or they can double-click for full screen or close with one click. |
| Digital Signage Desktop | Standalone application installed on user desktops. Consists of the following tools: <ul style="list-style-type: none"> • Freeform Editor – used to create bulletins with any combination of text and graphics. • Template Editor – used to create bulletin templates with a preconfigured and consistent look-and-feel. • Display Layout Editor – used to create custom layouts for Signage Players. • Media Importer – used to import files not exceeding 1.99 GB. |
| Displays | Output devices attached to Signage Players, for example flat-panel displays, TVs, set top boxes, room signs, etc. |
| Display Layout Editor | Part of Digital Signage Desktop . Used to create custom layouts for Signage Players. |
| Endpoint | Any supported display device e.g. plasmas, set top boxes, etc. connected to a Signage Player. |
| Free Form Editor | Part of Digital Signage Desktop . Used to create bulletins with any combination of text and graphics. |
| Layout | Layouts are specific to a signage player. Overall arrangement of content blocks in the display area. May include wallpapers and can be scheduled to change throughout the day or on specific week days. In a layout without wallpaper, the content blocks fill the screen. In a layout with wallpaper, the content blocks are placed over a background image. See also Template . <div data-bbox="581 1390 987 1642" data-label="Image"> </div> |
| Mass Alert | In the event of an emergency, Digital Signage suspends normal operation and sends a Mass Alert Notification to all Signage Players. |
| Media Importer | Part of Digital Signage Desktop . Used to import files not exceeding 1.99 GB. |

| | |
|----------------------------|---|
| Mode | <p>Determines how the application is set to run. To set the mode, go to System Tools > Change Mode.</p> <ul style="list-style-type: none"> • Normal mode – used with playlists that have normal every-day content. In Normal Mode, the content and layout can change periodically. • Alert mode – used with playlists that broadcast alert, security, or emergency messages. Alert messages are not seen until you activate Alert Mode. Alert modes has one default layout and you cannot create additional layouts. |
| Now Playing | This page shows the Play Lists, Tickers, and Streams that are currently scheduled to play. |
| Player Snapshots | The Now Playing > Player Snapshots page shows a visual image of what is currently being displayed on each Signage Player. |
| Playlist | Consists of a series of bulletins, video, and/or other media files. Playlists are dedicated to specific content blocks on displays. |
| Publishers | Desktop Messenger or RSS. Pushes content to endpoints (e.g. Signage Players). |
| Signage Player | Signage Players are the units that create the video and audio signals for distribution and delivery to displays supported by a signal distribution infrastructure. They run on a custom embedded version of Windows XP, and provide video and audio connections on the back of the player (i.e. DVI, S-Video, Composite video, and VGA). Previously called the "channel player." |
| Template | A template is a bulletin with preset images and/or formatting that can be used to quickly create a new bulletin with built-in quality controls. You can manage the various components in the bulletin template to match organizational themes. See also Layout . |
| Template Editor | Part of Digital Signage Desktop . Used to create bulletin templates with a preconfigured and consistent look-and-feel. |
| Ticker | Tickers (running right-to-left or left-to-right) are scheduled to crawl lists. See also Crawl . |
| VBrick News Service | A free news service, hosted by VBrick, that provides up-to-the-minute content for news bulletins and news tickers. |
| Video Stream | The output from a VBrick encoder playing in a content block. Digital Signage supports the Windows Media and H.264 VBrick encoders. |
| Video Stream Overlay (VSO) | Requires a stream from a VBrick encoder. A video stream overlays a content block in the display layout. When scheduled, the video stream window will play over the content block or ticker. When not scheduled, the content block can be replaced by an image. |
| Wallpaper | Background graphics that cover the entire display area. Same as background. Can be used with layouts or bulletins. See also Background . |



EMS Data Adapter

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- Step 2. Dean Evans Adapter Import71
- Step 3. Configure Event Management Plugin71
- Step 4. Create Event Schedule Bulletin72

Overview

VBrick's Digital Signage supports the integration of event data from Dean Evans & Associates, Inc. EMS® software. Before you can create bulletins that display events from the Dean Evans EMS software you must first configure the Dean Evans EMS Adapter. Once you have configured and tested the Dean Evans EMS Adapter you can create bulletins that contain the Dean Evans EMS events. Create > Event Schedule Bulletins details the steps you can take to create one or more event schedule bulletins. It is important to keep in mind that the Dean Evans EMS Adapter operates separately from the Event Schedule Plug-in, which automatically regenerates all event schedule bulletins. The Dean Evans EMS Adapter fills Digital Signage with events and the Event Schedule Plug-in uses those events to generate bulletins.

Step 1. Configure the Dean Evans EMS Adapter

Go to Configure > Events > Deans Evans EMS Adapter in the Digital Signage web interface. The Dean Evans Adapter screen allows you to configure the Dean Evans EMS Adapter service that regularly copies events from the Dean Evans EMS database to the Digital Signage database. Once the events are copied to the Digital Signage database, the Digital Signage Event Schedule Plug-in creates bulletins from them automatically.

| | |
|------------------|---|
| Refresh Interval | You can specify any value greater than 0. Recommended values include 15, 30 and 60. This controls how frequently the Dean Evans Adapter copies events from the Dean Evans EMS database to the Digital Signage database. The more frequently you update your Dean Evans EMS system the smaller this number should be. Note that bulletins are redrawn based on the regeneration interval specified in <u>Content Settings - Event Management Plug-in</u> , not on the refresh interval on this screen. |
| EMS Version | In order to configure the adapter you must tell it which version of EMS you are using. Supported versions include: Professional (11.x or higher) and Enterprise (5.x or higher). |

| | |
|---|--|
| Professional 8.x Location | When you use Professional 8.x, you must tell Digital Signage where the Dean Evans EMS database is on the network. You should use UNC paths, as in: <code>\\myserver\myshare\mydir\prodat40.mdb</code> |
| Enterprise/ Professional 9.x SQL Server | When you use Enterprise 2.x, 3.x or Professional 9.x, you must tell Digital Signage the name of the SQL Server computer. This name can be a DNS name or address. Consult your network administrator for help. Professional 9.x Note: Professional 9.x uses a "named" instance of SQL Server by default. This means you will have to enter the SQL Server name in the following form: computer-name\sql-instance-name |
| SQL Database | After you specify the name of the SQL Server computer you must give the name of the database on the server. Consult your DBA (Database Administrator) for help. |
| Windows Authentication | Choose Yes or No based on the way the SQL Server Database is configured to allow logins. Consult your network and database administrators. |
| SQL User ID | If you are not using Windows Authentication then you need to provide the SQL User ID. Consult your DBA for help. |
| Save Password | If you are not using Windows Authentication then you need to provide the SQL Password and click Save Password. Consult your DBA for help. |
| Connect | Once you have set all the information that Digital Signage needs to find and communicate with the Dean Evans EMS® database you can test the connection by clicking Connect. If any errors occur then you will be given those connection errors on your screen so you can get assistance from the network or database administrators. If no errors occur then the lower portion of the screen will contain the Event Rooms, Types and Statuses found in the Dean Evans EMS® Database. |
| Excluded | In order to exclude rooms, types and statuses you highlight items in the appropriate Included list and click the < button to the left of the list. |
| Included | In order to include rooms, types and statuses you highlight items in the appropriate Excluded list and click the > button to the right of the list. |
| Click > to include selected excluded items. | Click < to exclude selected included items. |
| Finished | Once you have configured the Dean Evans EMS® Adapter you can click Finish to go back to the menu. |

| | |
|------------|--|
| Import Now | If you want to test the connection and your selected filters you can import events immediately by clicking Import Now. If the import works you will be shown all the events that were imported. If any errors occur communicating with the database they will be displayed so you can give them to your network or database administrator. |
|------------|--|

Step 2. Dean Evans Adapter Import

The Dean Evans Adapter Import screen shows you the result of importing events immediately from the Dean Evans EMS database configured for the Dean Evans EMS Adapter. If there are any errors communicating with the database they are displayed so that you can consult your network or database administrator. If events are found and qualify based on the filters you establish in the Dean Evans EMS Adapter setup, then the import screen displays status in the form. Regardless of whether any rows were found to import you can click the Back button to go to the Dean Evans EMS Adapter screen to configure the adapter or click Finished to go back to the menu.

| 43 rows were imported from the Dean Evans EMS Database | | | | | |
|--|------------|----------------------|-----------|---------|--------------------------------|
| Description | Date | Start/Stop | Status | Type | Location |
| Sunday Seminar Series | 08/24/2003 | 8:00 AM 9:30 AM | Confirmed | Seminar | 10-25 Seattle - CCR Auditorium |
| Sunday Seminar Series | 08/24/2003 | 10:30 AM 12:00 PM | Confirmed | Seminar | 10-25 Seattle - CCR Auditorium |

Step 3. Configure Event Management Plugin

Go to Configure > Content Settings > Event Management Plugin in the Digital Signage web interface. The Event Management Plug-in section of the Configure Content Settings screen allows you to configure the Digital Signage Event Schedule Plug-in, a service that generates bulletins automatically based on settings established by the Create Event Schedule Bulletin screen. The service regenerates all bulletins automatically so that all events displayed in the bulletins are relevant based on the time of day.


| | |
|----------------------------|---|
| Save Plugin Settings | After changing settings you can save them immediately by clicking Save Plug-in Settings. |
| Regenerate Bulletins Every | Perhaps the most important setting, this specifies how many minutes the service should wait between generating/regenerating all bulletins for all groups established under Bulletins Create Event Schedule. The value must be between 1 and 59. |
| Default Aspect Ratio | Choose the default aspect ratio used when a user enters the Bulletins > Create Event Schedule screen. |
| Default Background | Choose the default background image used when a user enters the Bulletins > Create Event Schedule screen. |
| Default Audio | Choose the default background audio used when a user enters the Bulletins > Create Event Schedule screen. |

Step 4. Create Event Schedule Bulletin

Create Event Schedule Bulletin – Part 1

Go to Create > Event Schedule Bulletin in the Digital Signage web interface. The Create Event Schedule Bulletin screen allows you to create a group of bulletins that is automatically refreshed by the Event Schedule Plug-in to display current or future events. The events can come from Digital Signage or from an external Event Management System. The first step in creating an event schedule bulletin group is to define the attributes of events you want to include in the group.


| | |
|---------------------------|---|
| Group Name | Since you can create as many event schedule bulletin groups as you wish you need to provide a name to distinguish them once they've been scheduled in playlists. This name is also visible in My Content. |
| Limit to n Bulletins | Regardless of how many events qualify according to your filtering criteria you can limit the number of bulletins generated to a specific number 1 - 10 OR you can leave the count unlimited. |
| Start | The default for filtering events is to gather events that start today. You can change the start day by days or weeks using the dropdown list. |
| Display Next ... | The default is to show events that start Today through the next 0 days (which means only show Today's events). Just as you can have the Event Schedule Plug-in gather events that start today (or days or weeks after today) you can also control the time span to cut off by picking a number of days, hours or weeks. |
| Current Time | The current system time on the main Digital Signage server. |
| Adjust Time By ... | If you are gathering events that are for a different time zone than the system then you can use this adjustment value (-12 through +12 hours). |
| Message Importance | <i>This option applies only to Enterprise licensed systems.</i> It has no effect unless Multi-Tier Player Publishing is enabled with Message Importance. This setting controls the relative order in which messages are distributed to players. |
| Stop Displaying Event ... | Events normally display on bulletins until the end time has elapsed. You can limit how long an event is displayed by checking Stop Displaying Event below and specifying a time span. The event will stop displaying when either the end time has elapsed or the limit you impose has elapsed, whichever comes first. |
| Filter Rooms | Filter Statuses |
| Filter Types | You can optionally filter by Rooms, Event Statuses and Event Types. If you choose to filter by one or more of these criteria you must explicitly include items, using the controls described below. |
| Excluded | If you filter Rooms, Event Statuses or Event Types, the Event Schedule Plug-in determines which events to gather partially based on the filtering. By default, all rooms, statuses and types are Excluded. To mark one as included you select it in the appropriate Excluded list, then click the > include button. |

| | |
|---|---|
| > Includes a selected item from the list to the button's left | < Excludes a selected item from the list to the button's right |
| Included | If you decide to exclude a selected Room, Event Status or Event Type you must select it in the appropriate Included list and click the < exclude button. |
| Preview | You can force a regeneration of the preview bulletin(s) at any time by clicking Preview. |
|  | As you change the selection criteria for events the preview thumbnails are automatically regenerated by the Event Schedule Plug-in. On step 1 you cannot control the visual properties (font sizes, colors, and placement). Step 2 is concerned with the visual properties of the bulletin group. |
| Cancel Next | Once you are satisfied with the definition of the event group (its selection criteria) you can click Next to change format settings, or click Cancel to go back to the menu (and lose all your changes). |

Create Event Schedule Bulletin – Part 2

The Create Event Schedule Bulletin screen allows you to create a group of bulletins that is automatically refreshed by the Event Schedule Plug-in to display current or future events. The events can come from Digital Signage or from an external Event Management System. The second step in creating an event schedule bulletin group is to change the visual attributes of the bulletins from their defaults (unless you don't want to change anything).

| | |
|---------------------|---|
| Group Name | Since you can create as many event schedules bulletin groups as you wish you need to provide a name to distinguish them once they've been scheduled in playlists. This name is also visible in My Content. |
| Aspect Ratio | You can choose any available Aspect Ratio. |
| Background | You can choose any Background image that is available for the Aspect Ratio you've chosen. |
| Audio | You can choose any background Audio file. It will play for every bulletin defined by the group. |
| Show Date Using ... | If you want a date block displayed on every bulletin you can check the Show Date box and pick a date format. The Top and Left values are in pixels relative to the dimensions of the Aspect Ratio chosen. In this sample the Top is 5 units down from the top out of 600 units and the Left is 5 units to the right out of 800 units. |
| Fonts | All blocks (Date, Title, Events, Locations, Cancelled Events, and Time) allow you to specify the rendition of the font: Bold, Italic, Underline and Strikethrough. |
| Font Color | Many blocks (Date, Title, Events, Locations, and Time) allow you to specify the font color, name and size. |

| | |
|---|---|
| Show the Title | If you want a title block displayed on every bulletin you can check the Show the Title box and enter title text. The Top and Left values are in pixels relative to the dimensions of the Aspect Ratio chosen. In this sample the Top is 5 units down from the top out of 600 units and the Left is 5 units to the right out of 800 units. |
| Event Attributes | You can specify the font attributes and the boundaries of the event block. |
| Event Location Attributes | You can specify the font attributes and the left boundary of the locations. This is normally used to indent the locations under the events. |
| Include Building Name | If you want the building name to display beside the room name, check the box. |
| Cancelled Event Attributes | You can specify the font rendition for cancelled events - to visually differentiate them from NON-cancelled events. |
| Times Uses | You can control the time format by choosing a format from the dropdown list. |
| Bulletin Pacing | The Event Schedule plug-in regenerates all event schedule bulletins on a regular basis. When it regenerates them, it reapplies them to all playlists. The contents of the bulletins are likely to change so the system can calculate the pacing for you. If you don't want automatic pacing then select an appropriate number of seconds. Each bulletin will use the number of seconds you specify. |
| Group Padding | Padding is blank space that vertically separates one even from another, or one start time from another. Padding is used to make text easier to read. The number you enter represents pixels relative to the dimensions of the Aspect Ratio chosen. |
| Text for NO EVENTS | There is always the possibility that NO EVENTS will match your selection criteria from Step 1 at any given point in the future, so you must specify the text to display when this happens. |
| Preview | You can force a regeneration of the preview bulletin(s) at any time by clicking Preview. |
|  | As you change the visual settings the preview thumbnails are automatically regenerated by the Event Schedule Plug-in. |
| Cancel | If you wish to disregard all your changes and go back to the menu or previous screen you can click Cancel. |
| Back Next | If you wish to change your selection criteria you can click Back. Once everything is set the way you want it you can click Next to schedule the bulletin group on one or more playlists, depending upon your privileges. |

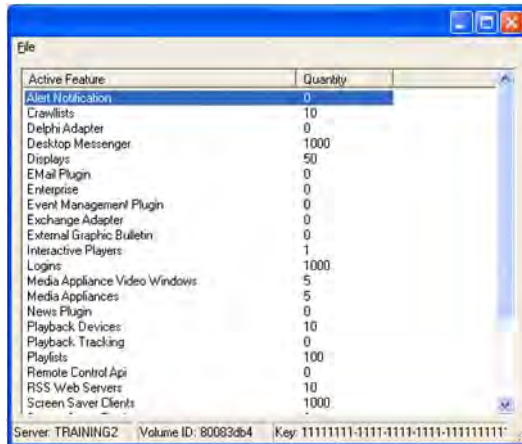
Mass Alert Notification

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| CAP Alert | 75 |
| Email Trigger | 75 |
| Configuring a Mass Alert Notification | 75 |
| Mass Alert Notification Layouts | 75 |

Overview

The Mass Alert Notification feature allows alert messages to be delivered and displayed on every Digital Signage endpoint reachable by the Digital Signage Content Manager. If the Digital Signage Mass Alert Notification license has been activated on your system, the feature is visible in the Digital Signage License Manager application, located on the Digital Signage Content Manager. If you would like to purchase this feature, please contact VBrick Support Services for assistance.



Triggering Methods

As shown below, there are three ways to trigger Mass Alert Notification. Detailed descriptions for the three options are provided below. Each of the options require an Digital Signage system administrator to configure the Mass Alert Notification screen in the Digital Signage web interface (Configure > Mass Alert Notification), in addition to the specific configurations required by each of the three options. The instructions are provided at the end of this document for the Mass Alert Notification screen.

- Manually (from the Web Interface)
- CAP Alert (XML message, e.g. e2Campus)
- Email Trigger

Manually (from the Web Interface)

Manual mass alert activation is accessible to an Digital Signage System Administrator from the Welcome screen in the web interface. A user with the System Administrator role may log into the Digital Signage web interface and activate mass alert notification from the Welcome screen by selecting the **Activate Mass Alert Notification** button.



This action opens a new screen and requires the administrator to select from a pre-defined list of alert categories. The categories in the drop-down menu are defined by OASIS, the organization responsible for CAP alert standards.



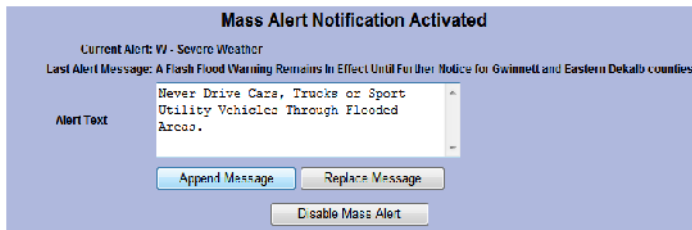
The alert categories are as follows:

- General Alert
- Fire
- Severe Weather
- Acts of Violence
- Earthquake
- Safety
- Rescue
- Public Health
- Pollution
- Transportation
- Infrastructure (includes cyber threats)
- Mass Destruction

Each alert category includes a predefined background image and text that will be displayed automatically when the “Enable Mass Alert” button is selected on this screen. If the administrator chooses a category, but does not include any text in the “Alert Text” field, and clicks the “Enable Mass Alert” button, the predefined background and text will appear on all players that are actively reachable by the Digital Signage Content Manager. The default text may be customized under the Configure > Mass Alert Notification screen. The administrator may choose to enter a message in the “Alert Text” field, which will play instead of the text that was customized under Configure > Mass Alert Notification.



Once the “Enable Mass Alert” button is selected, a new screen appears, allowing the administrator the following actions:



| | |
|--------------------|---|
| Append Message | Enter a new message to supplement the existing message. |
| Replace Message | Enter a new message that will replace the existing message. |
| Disable Mass Alert | Disabling the mass alert notification will stop playback of mass alert notification content on all players reachable on the network by the Digital Signage content manager. |

The administrator will be returned to the Digital Signage Welcome screen once the alert is deactivated on all active players. If an Digital Signage user without the System Administrator role attempts to log into the web interface when Mass Alert Notification is active, they will see a message in their browser that states “Mass Alert Notification is on” in place of the Welcome screen. Only an Digital Signage user with the System Administrator role is able to activate, enter, replace and/or append alert text and deactivate the mass alert notification. The Mass Alert Notification will continue until an intentional action is taken to stop it. This interaction can be prompted by an authorized user by selecting the “Disable Mass Alert” button.

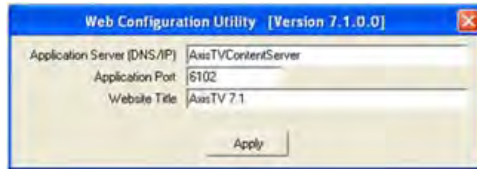


CAP Alert

The Digital Signage Mass Alert Notification module includes a CAP Listener that may be installed on a PC or server separate from the Digital Signage Content Manager. This is useful because the CAP Listener often needs to be on a PC or server with a public IP address in order to receive information from a third-party vendor. The VBrick CAP Listener is expecting an HTTP post from the third-party vendor, and the HTTP post should be sent to the URL of the CAP Listener. The format for the URL is as follows:

```
//CustomerCAPListener/MassNotificationListener.aspx
```

The Digital Signage Web Configuration Utility is used to set the CAP Listener DNS/IP and listening port. Once the CAP listener application is successfully installed on its own dedicated PC or server, and available on the network (with the Digital Signage Content Manager), the Digital Signage Web Configuration Utility may be launched from the Digital Signage Content Manager. On the Digital Signage Content Manager, go to: Start > All Programs > VBrick > Configure CAP API. Enter the following information in the text fields provided:



| | |
|--------------------|--|
| Application Server | The name of the server where CAP Listener resides. |
| Application Port | The port number the listener will monitor for CAP posts. |
| Website Title | Any title can be entered here. |

Running this utility will signal to the listener what port to listen for requests. When a request is received, a series of checks for proper formatting is performed. If the request is properly formatted, an HTTP status of success will be returned, and the Content Manager will be notified to deliver the CAP alert.

Required CAP XML Information

1. Proper formatting in accordance to the CAP specification
2. Information needed for Digital Signage
 - a. Identifier - required
 - b. Message Type (Alert, Update, Cancel) – required
 - c. Category (i.e. Fire, Earthquake, etc.) – required
 - d. Reference to identifier – required if the request is a cancel

Optional CAP Information

Digital Signage contains default alert text for each alert type. Customers can override the default alert text and create their own custom alert message by using any or all of the following fields. VBrick is dependent on the third party vendor including one of more fields in the HTTP post in order for a custom alert message to be displayed:

1. Headline
2. Description
3. Instruction
4. Web
5. Contact

The above five fields will be a single, concatenated string that becomes the alert message text. Each field is separated by a single space only. There is no additional formatting provided in Digital Signage. For example:

Headline = Urgent Severe Storm
 WarningInstruction = Take Cover Immediately!!

If the fields are entered as above, the alert text would read:

Urgent Severe Storm Warning Take Cover Immediately!!

Additional Configuration Options

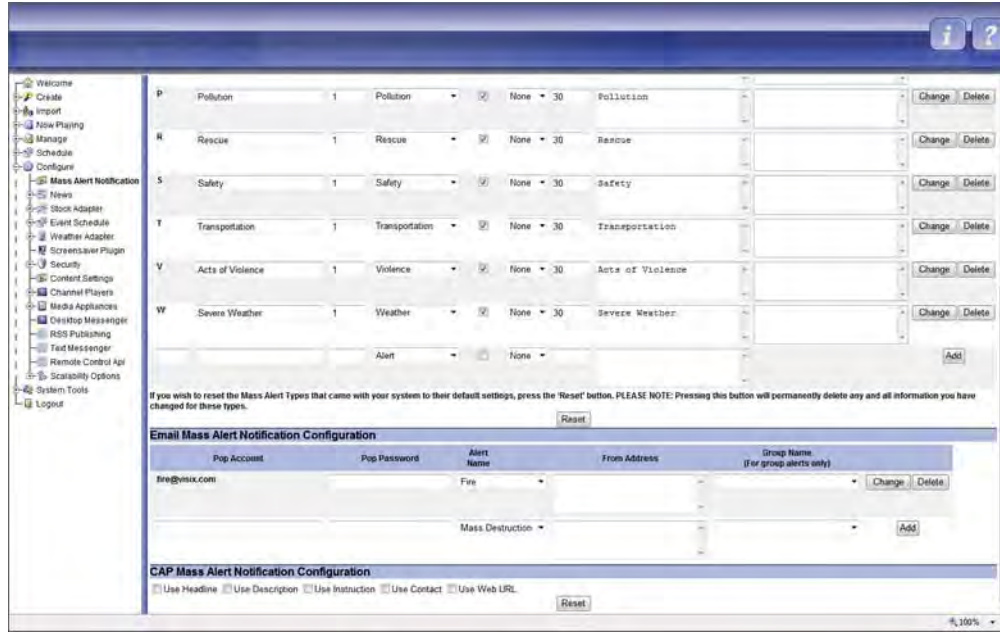
In order to use any or all of the five additional fields described above (headline, description, instruction, web and contact) as the alert message, an Digital Signage administrator must indicate which of the five fields will be included in the text. This is done through the Digital Signage web interface, under Configure > Mass Alert Notification in the “CAP Mass Alert Notification Configuration” section on the bottom of the screen. Administrators may select the box to the left of the field name for any or all of the fields to be included in the alert text message.

The screenshot shows a configuration window titled "CAP Mass Alert Notification Configuration". It contains five checkboxes, all of which are currently unchecked: "Use Headline", "Use Description", "Use Instruction", "Use Contact", and "Use Web URL". A "Reset" button is located at the bottom right of the configuration area.

Email Trigger

For Email Mass Alert Notification Configuration, the following information is required to successfully complete configuration on this screen:

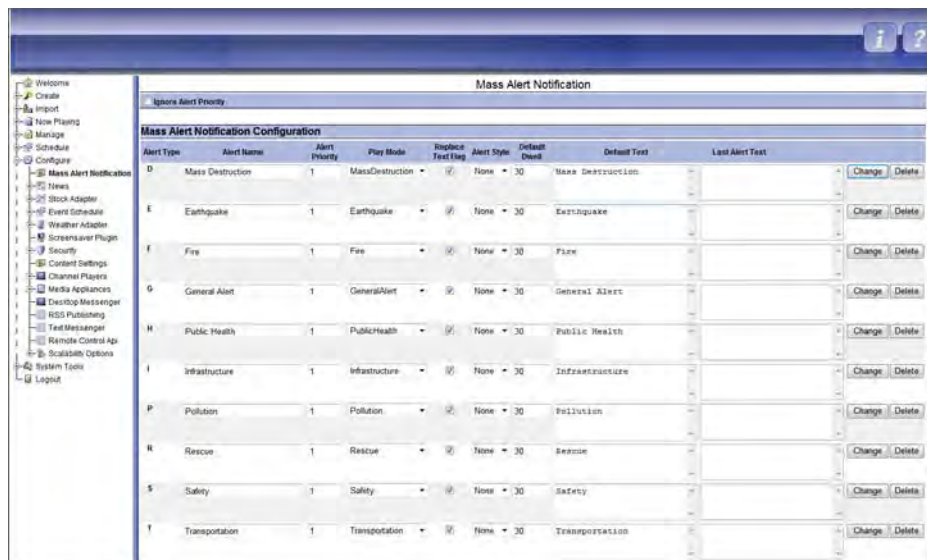
1. You must configure the POP server email settings under *Configure | Content Settings | Email Plug-in*
2. You must provide a valid Pop Server email account (requires a Network or IT Administrator to create and provide an Digital Signage administrator with the email address and password) (e.g. fire@company.com; severeweather@university.edu).
3. The e-mail address must be added to an existing or new Digital Signage User Account, which you may configure by going to Configure > Security > Users.



1. Enter the valid email account and password information in the text fields provided.
2. Select the Mass Alert Type you wish to assign to this e-mail address
3. Repeat this step for each alert category you want to be triggered by an email address.

Configuring a Mass Alert Notification

Each of the three options available to trigger Mass Alert Notification in Digital Signage require configuration in the Digital Signage web interface, in addition to option-specific configuration. A Digital Signage user with the System Administrator role may access this screen by going to Configure > Mass Alert Notification.



Ignore Alert Priority

Checking this box will allow the system to ignore Alert Priority when processing multiple alert triggers.

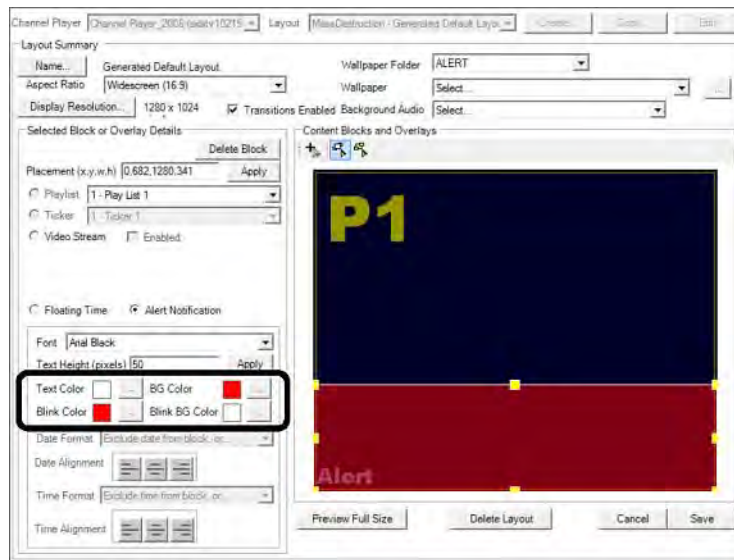
| | |
|-------------------|---|
| Alert Type | A letter is used to represent the Name and Type of alert. |
| Alert Name | These Alert Types, Names and Modes are prepackaged with the Digital Signage installer. |
| Alert Priority | Order in which the Mass Alerts are to be shown based on the importance level of mass alert (1 is highest priority). |
| Play Mode | The mode is the type to be used by the system when Mass Alert Notification is triggered. |
| Replace Text Flag | Check this box if you wish the last mass alert notification text to replace the default text. |
| Alert Style | Choose the style of the alert text - none (default), scroll (playing across the screen, right to left) and blink (text will blink on and off). |
| Default Dwell | The time (in seconds) that the Mass Alert Notification plays before repeating. NOTE: Caution must be taken when using the Alert Type 'Scroll'. The Dwell time must be set to allow for the entire message to play before repeating. |
| Default Text: | This is the default text that will play when no message is entered in the Alert Text field when activation has been launched from the Welcome screen. |
| Last Alert Text | If text was added/changed/modified when you activated a Mass Alert, the last text entered will show here. |
| Reset | If you wish to reset the Alert Types that came with your system to their default settings, you can use the button. Warning: Pressing this button will permanently delete any and all information you have changed for these types. |



| | |
|---|---|
| Email Mass Alert Notification Configuration | See Email Trigger on page 79. |
| CAP Mass Alert Notification Configuration | See CAP Alert on page 78. |

Mass Alert Notification Layouts

The Digital Signage System Administrator may access the predefined Mass Alert Notification layouts using the Digital Signage Display Layout Editor. VBrick strongly recommends that the default Mass Alert Notification Layouts *not be changed* because the default content background is set specifically for the default location of the Alert content (text) block. These locations are: Bottom of Layout for Widescreen (16:9); Middle of Layout for Normal (4:3) and Middle of Layout for Portrait (9:16) aspect ratios. Any changes to the default Mass Alert Layouts should be thoroughly tested for all categories and aspect ratios.



| | |
|----------------|--|
| Text Color | This menu allows the user to change the text color of your Mass Alert Notification message. |
| BG Color | This menu allows the user to change the background color of the Mass Alert Notification message. |
| Blink Color | This menu allows the user to change the text color of your Mass Alert Notification message when the Alert Style is set to Blink. |
| Blink BG Color | This menu allows the user to change the background color of the Mass Alert Notification when the Alert Style is set to Blink. |

Wayfinding

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Overview

Wayfinding is an interactive digital signage mapping application that is available on the VBrick Digital Signage system. Wayfinding solutions can span the spectrum of simple internet map-based solutions which show campus start and end points to multi-level in-building routing solutions. VBrick's Wayfinding solution is highly customizable. The screen can be filled with the map's image or other high value content can be added, for example animated clocks, weather and news modules, scheduled notices and graphics, and video feeds. This enables the Wayfinding display to be more than just a map. Figure 19 shows a digital sign that implements wayfinding. If you click a name in the **Name Directory** on the right, you will quickly see where that person's office is located in the floorplan on the left.

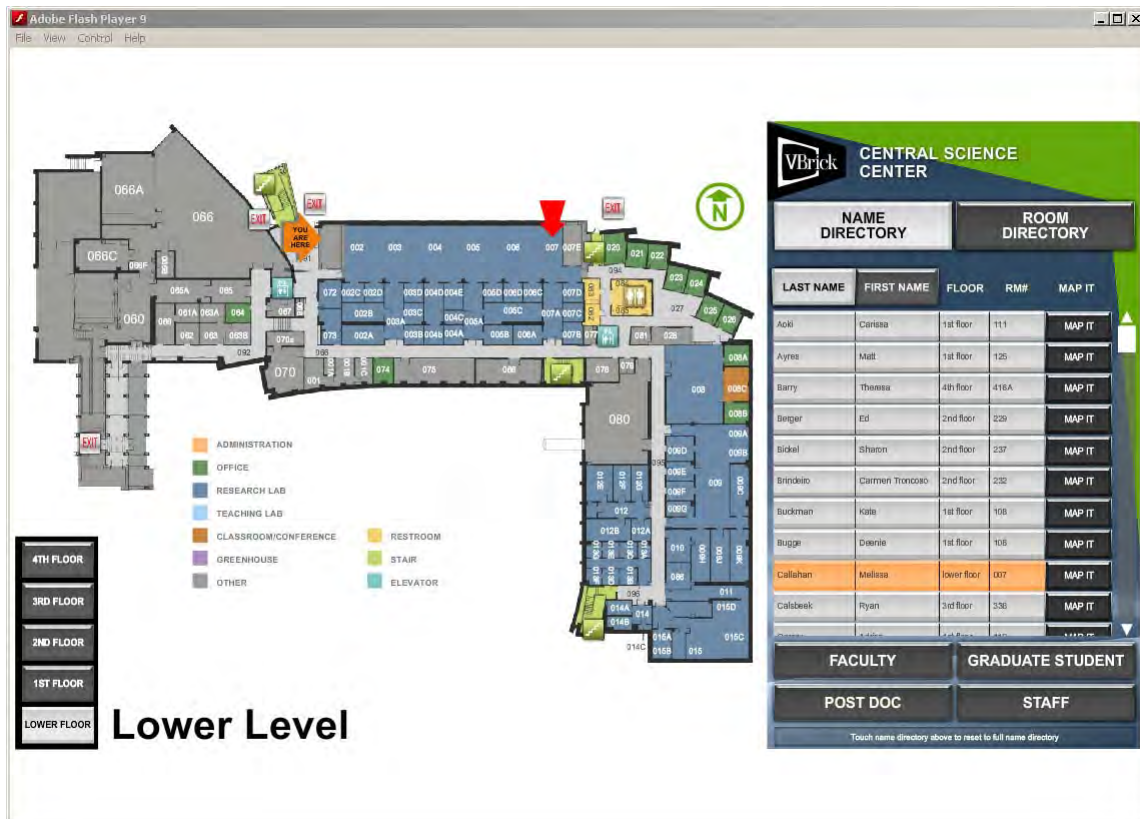


Figure 19. Typical Wayfinding Application

As part of the Wayfinding solution, VBrick will work with the customer to define the type of signage application and the level of customization required to produce the relevant digital sign. VBrick will produce a Statement of Work (SOW) which will include an outline of the tasks required, the delivery schedule, and the fees associated with the custom work. Once reviewed and approved by the customer, the customization work will commence.

Key Features

- Wayfinding spans the entire "wayfinding" solution from showing the way on Google Maps to providing multi-level building wayfinding including:
 - Point to point navigation in a campus
 - Room finding within a building
 - Route indication within a building
- In addition to the map, the display can include:
 - Animated clocks
 - Weather and news modules
 - Scheduled notices and graphical information
 - Video feeds
- Custom content creation includes:
 - Logos
 - Color schemes
 - Map and building representation
- Core Features include:
 - Customizable content and branding
 - Data feeds for AccuWeather, News, and RSS
 - Touch-screen support

Wayfinding Configuration

This topic briefly describes how to configure a typical Wayfinding solution. The unique components of this particular Wayfinding configuration include a Flash file and two supporting data folders. The Flash file on the Signage Player must be able to access the data folders. In this example, the data folders will be placed on the Signage Player. In most cases you will need to use a dedicated Signage Player and a dedicated playlist.

Note This configuration procedure is only an example, and will likely be different from the solution implemented at your site. Depending on your unique requirements, any required data may be located on the Signage Player, the Content Manager, a network location, on the Internet, etc.

- ▼ To configure this wayfinding solution:
 1. Import the Wayfinding Flash file (.swf) to the Digital Signage Video library (go to Manage > Video Files).
 2. Create a Wayfinding media bulletin using the imported Flash file (go to Create > Media Bulletin).
 3. Schedule the Wayfinding bulletin to play forever, all day long, in the dedicated playlist and ensure it is the only item in the playlist.

4. Configure a layout on the dedicated player to contain only one content block, full screen, displaying the contents of the dedicated playlist (go to Configure > Channel Player > Layouts, or use the VBrick Desktop).
5. Apply the layout to the dedicated player (go to Configure > Channel Players >Layouts).
6. Determine the location of the Flash file on the player in the `AxisTV.atd` file on the Signage Player. It will usually be located in the `Uploads` folder:
`VBrick Channel Player\Data\BinaryStorage\Uploads`
7. Copy the supporting date folders, `com` and `Data`, and all of their contents, to the same folder as the Flash file on the player.
8. Reboot the player when finished and you are done.



