# 2010

# inVision extended quick guide

# INVISION

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# inVision extended Quick Guide File

This document provides an extended quick guide on how to setup the inVision system with various types of media.

# Media folder

It is a good idea to prepare a media folder with the media you wish to use in your inVision setup. If you don't have something prepared or something particular in mind, you can find and use royalty free media on the inVision CD.

# How to

- 1. Open the CD and find the media folder.
- 2. Copy the folder to the C: drive.
- 3. Go to the inVision admin site and log in.
- 4. Follow the extended quick guide on the next page.

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Click on menu item "Content". Click "Video" and click "Add".

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📄 Images	Audi.mp4	15,660.4	
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Browse to video file(s), and click "Open".

To get more videos, click "Add". Click "Upload".

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# **Upload Image**

Click on menu item "Content". Click "Images" and click "Add".

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	airport front.jpg	1116x837	132.0	10s					
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	airport.jpg	1024x768	197.5	10s					
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Browse to image file(s), and click "Open".

To get more images, click "Add". Click "Upload".

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Click "OK".

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# Create Ticker (for RSS Feed)

Click on menu item "Content". Click "Tickers" and click "Add".

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# Enter name.

Choose RSS Feed and enter RSS Feed address. Click "OK".

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# **Create Calendar**

Click on menu item "Content". Click "Calendars" and click "Add".

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Choose calendar and other preferred calendar settings.

Note: The calendar called "All calendars" will contain appointments from all the calendars published to inVision administration site.

Click "Save".

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# **Create News Channel**

Click on menu item "Content". Click "All News channels" and click "Add News channel".



# Enter name and description. Click "Save".

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# Add Story to News Channel

Select the news channel in the list and click "Stories".

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🛙 Media	Name	Description	ID
Video	Airport - Calendar headline		63401477556956
Audio	Airport - Information		63396658465602
Images	Card Reader test		63400101723646
Web Documents	Competition	Win some popcorn	63389401981857
Other	Corporate Communication - Company events	Upcomming company events	63394215731303
Tickers	Corporate Communication - Company news	Company news	63394214883089
Calendare	Corporate Communication - Demo presentation	Demo Presentation	63394155280620
Streams	Corporate Communication - Info	Company Info	63394219768488
E News sheereds	Education - Student message		63399496841466
all News channels	Good News	Only good news	1251105505516
All News channels	Government - News	This is a news channel.	63395447261259
	Government - Queue	Government queue system	63395344835933
	Healthcare - Queue	Queue	63394324910754
	Healthcare - department	Name of the department	63394320380290
	Hotel & Leisure - opening hours	Openings hours	63393963927059
	Patient information		63392923459107
	Quick Guide Channel	This is a news channel for the quick guide.	63401578268184
	Skejby Queue		63392841033722
	Skejby Welcome		63392936160126
	Skejby opening hours		63392923243318
Content	Today's news	The news of today	63388538163701
	Welcome to CIM	This is a welcome message	63394235685557
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Click "Add".

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Enter title and text. Click "Next>>" to add more stories. Click "Save" when done.

Add new Story - Windows Internet Explorer provided by CIM Gruppen	
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Close the window with stories.

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Click on menu item "Playlists". Click "Active Playlists". Click "Add".

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# Add Videos to Playlist

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	Jay-Z Rhapsody.mp4	20/01/2010 08:37	video/mp4	15,548.2	non-stop						
	Kia.mp4	20/01/2010 08:37	video/mp4	15,830.9	non-stop						
	Lamborghini.mp4	20/01/2010 08:38	video/mp4	61,674.1	non-stop						
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	Mitron train 2	19/11/2009 11:46	video/mp4	1,823.4	non-stop						
	Mitron train 3	19/11/2009 11:47	video/mp4	6,048.2	non-stop						
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	NIKE - Airport commercial.mp4	21/12/2009 14:06	video/mp4	5,263.5	non-stop						
	QuickSilver.mp4	20/01/2010 08:39	video/mp4	25,865.4	non-stop						
	redbaron-tlr1_h720p.mov	21/01/2010 09:46	video/mp4	109,826.8	non-stop						
	Robotica_1080.wmv	24/08/2009 14:25	video/x-ms-wmv	19,813.8	non-stop						
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	Season of the Witch.mov	20/01/2010 08:16	video/mp4	160,092.7	02m 13s						
	She is out off my league.mov	21/01/2010 10:12	video/mp4	129,663.6	non-stop						
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	Sunset-x16-1080p.mpg	24/08/2009 11:11	video/mpeg	38,130.4	non-stop						
	terriblyhappy-tlr1_h720p.mov	21/01/2010 10:16	video/mp4	94,496.8	non-stop						
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Click on menu item "Playlists". Click "Active Playlists". Click "Add".

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# Add Images to Playlist

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Select "Image" as type and click "Search".

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DIGITAL SIGNAGE

Select image files for the playlist and click "Save".

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DIGITAL SIGNAGE



Click on menu item "Playlists". Click "Active Playlists". Click "Add".

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# Add Ticker to Playlist

Click "Add ... ".

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Select "Tickers" as type and click "Search".

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Select ticker for the playlist and click "Save".

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	Demo Ticker	11/02/2010 12:44	dcms/lysavis	3.1	non-stop
	DR Sporten	11/02/2010 10:04	dcms/lysavis	3.1	non-stop
	DR Update	11/02/2010 08:06	dcms/lysavis	3.1	non-stop
	Hotel & leisure - DR Nyheder	11/02/2010 10:13	dcms/lysavis	3.1	non-stop
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# **Create Screen Template**

Click on menu item "Screen Templates". Click "All Screen Templates" and "Add".

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# Add Media Frame for Videos

Click "Add Media". Drag and resize and enter a name.



Page 23 of 31



Choose video playlist. Click "Apply" and "Save".



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DIGITAL SIGNAGE



Click "Add Media". Drag and resize and enter a name.



Page 25 of 31



Choose image playlist. Click "Apply" and "Save".



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DIGITAL SIGNAGE



Click "Add Media". Drag and resize and enter a name.



Page 27 of 31



Choose ticker playlist. Click "Apply" and "Save".



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DIGITAL SIGNAGE



Click "Add Newspanel". Drag and resize and enter a name.



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Choose news channel. Click "Apply" and "Save".

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# Add Booking

Click "Add Booking".



Set start and end time (Leave blank for none). Add player or player group. Click "Save".

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