Information Release System

User Manual

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User Manual

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About this Manual

This Manual is applicable to Information Release System.

The Manual includes instructions for using and managing the product. Pictures, charts, images and all other information hereinafter are for description and explanation only. The information contained in the Manual is subject to change, without notice, due to firmware updates or other reasons. Please find the latest version in the company website (http://overseas.hikvision.com/en/).

Please use this user manual under the guidance of professionals.

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Symbol Conventions

The symbols that may be found in this document are defined as follows.

Symbol	Description
	Provides additional information to emphasize or supplement important points of the main text.
	Indicates a potentially hazardous situation, which if not avoided, could result in equipment damage, data loss, performance degradation, or unexpected results.
	Indicates a hazard with a high level of risk, which if not avoided, will result in death or serious injury.

Chapter 1 Product Introduction

1.1 Introduction

Information release system, mainly built up by the information release server (hereinafter referred to as the server) and information release terminal (hereinafter referred to as the terminal), is used to broadcast information, release news, advertise products, etc. It is applicable to industry of entertainment, finance, traffic, etc.

1.2 Main Features

- Manage users by user level. Allocate permission for users according to user level.
- Provides timed startup/shutdown and timed volume to keep terminal long running.
- Material and program check feature. Adding materials and programs without being checked to schedule and playing them in terminal are not allowed.
- Supports setting and editing schedule.
- Playback specified program after startup.
- Supports editing program parameters, including background picture, video/picture/subtitle division, playlist, etc.
- Cut in specified schedule like advertisement during playback.
- Play specified schedules in specific period.
- Arrange a play time for released programs.
- Send emergency information and play them according to their priorities.
- Supports screenshot for reviewing the terminal playback status.
- Provides logs. You can search logs by designated search conditions.
- Smart commercial feature supporting people counting and people analysis.

Chapter 2 Remote Control Operations

2.1 Functios of Remote Control Keys

Table 2-1 Remote Functions

Appearance	Key	Description
		Power On/Off
		Back
		Delete
	/ / /	Direction
	OK	OK
		Mute
		Decrease Volume
		Increase Volume

2.2 Remote Control Mode

A remote control is divided into two modes: 1-1 mode and 1-N mode.

- 1-1 mode: a remote control is bound to one terminal.
- 1-N mode: a remote control is unbound to any one single terminal.

NOTE

A remote control is in 1VN comparison mode by default.

Table 2-2 Remote Control Mode Description

Mode	Description
1-1 Mode	The remote control only can control the terminal bound to it.
1-N Mode	The remote control can control any unbound terminals.

2.3 Bind a Remote Control to a Terminal

Purpose:

After being bound to the remote control, the terminal cannot be controlled by any other remote controls and the remote control cannot control any other terminals.

Step 1 Long press key and key on the remote control at the same time until the terminal pops up the verification code.

NOTE

The system pops up a box for you to enter the verification code only when your terminals are unbound to any remote controls.

Step 2 Enter the verification code of the desired terminal.

Step 3 Long press key and key at the same time until the system pops up the success message.

2.4 Unbind a Remote Control from a Terminal

Purpose:

After being unbound from the remote control, the terminal can be controlled by any unbound remote controls and the remote control cannot control any unbound terminals.

Long press key and key at the same time until the system pops up the success message.

NOTE

After you press the keys on the remote control, the terminal may not receive the unbinding request due to some reasons, such as device power-off or weak signals. In such cases, the remote control will be unbound from the terminal immediately while the terminal remains bound until it receives the request.

Chapter 3 Client Software Operation

3.1 Client Software Installation

Step 1 Get the installation package Information Release System from our official website or the delivered disc.

Step 2 Double-click the installation package to start software installation wizard.

Step 3 Follow the wizard to finish the installation.

3.2 Client Software Login

Purpose:

Before any operation, you need to log into the information release server.

Before you start:

Install an information release server first. And ensure the network connection between the server and the information release system is well.

Step 1 After installation finished, double-click the icon to run the software.

Step 2 Click **Server Configuration**.

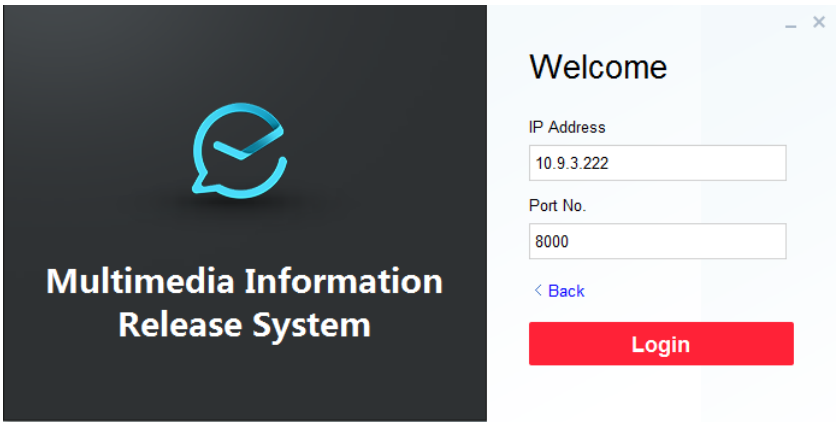


Figure 3-1 Login Interface

Step 3 Enter **IP Address** and **Port No.** of information release server to log in.

Step 4 Click **Back** to go back to login interface.

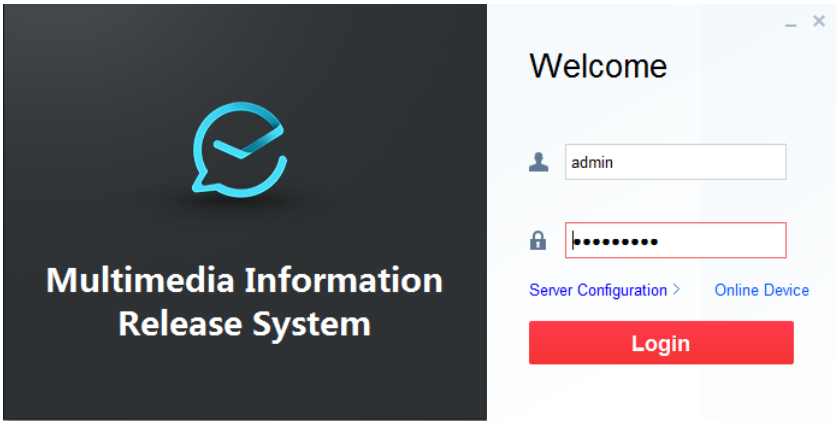


Figure 3-2 Server Configuration

Step 5 Enter **User Name** and **Password** of information release server.

Step 6 Click **Login**.

Step 7 After login, wizard pops up guiding you with adding material, program, and schedule.

For the new information release server, to ensure the server functions normally, you need to follow the guide to initialize its HDD.

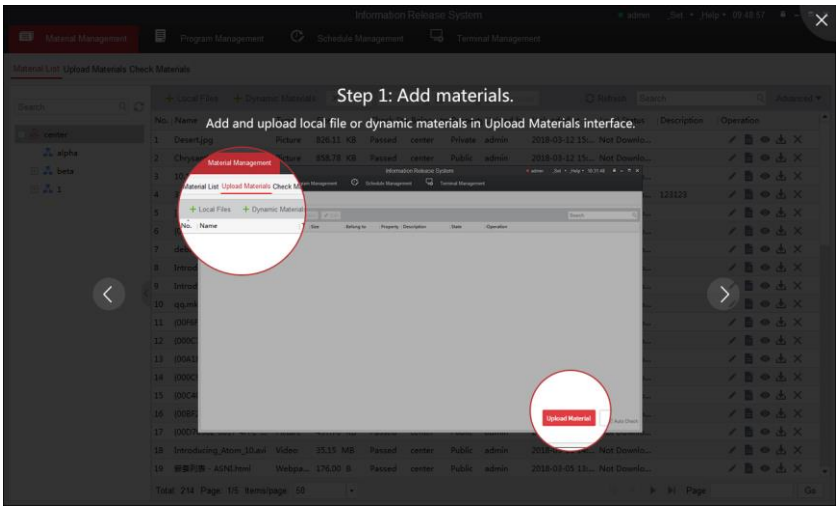


Figure 3-3 Wizard

3.3 Activate Information Release Terminal

Purpose:

For the first time to use an information release terminal, activate it before any operation.

Step 1 Run client software.

Step 2 Click **Online Device**.

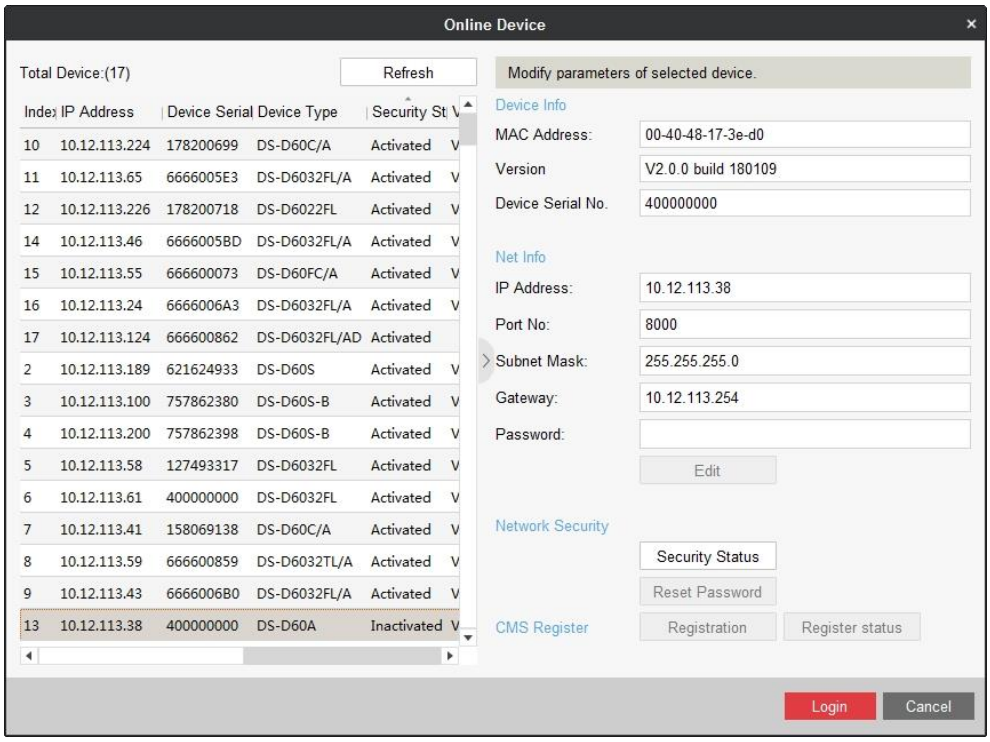


Figure 3-4 Online Device

Step 3 Select device to activate and click the **Security Status** item in right menu.

Figure 3-5 Network Information

Step 4 Enter Password, enter the same password in Confirm Password text-field, and click **Apply** to activate the device.

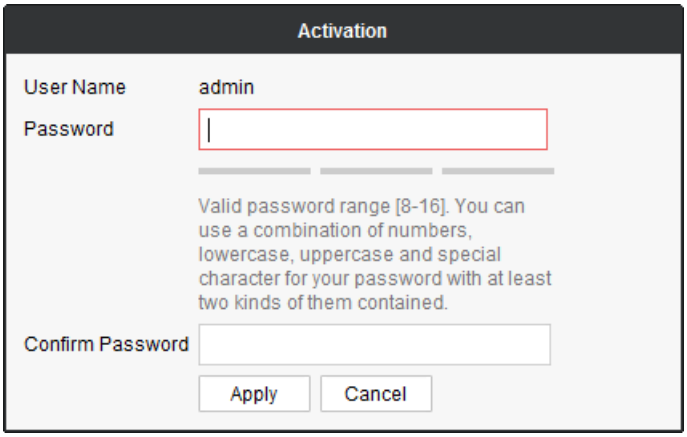


Figure 3-6 Activation

Step 5 Enter IP Address, Port No., Subnet Mask, Gateway and the password.

Step 6 Click **Edit**.

3.4 Reset Password

NOTE

You are highly recommended to operate restoration with the help of our technical support.

Step 1 Click **Export** to export the restoration file and send the file to our technical support.

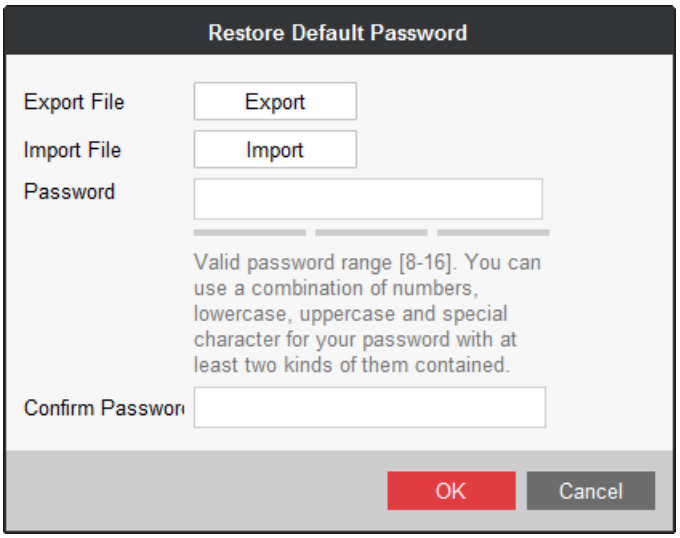


Figure 3-7 Reset Password

Step 2 Technical support will send you back a file. Click **Import** and select the file.

Step 3 Enter Password, enter the same password in Confirm Password text-field, and click **OK**.

3.5 Register Terminal in Server

Purpose:

To add a terminal to a server, register the terminal in the server first.

Before you start:

Activate the terminal to register.

Step 1 Run client software.

Step 2 Click **Online Device**.

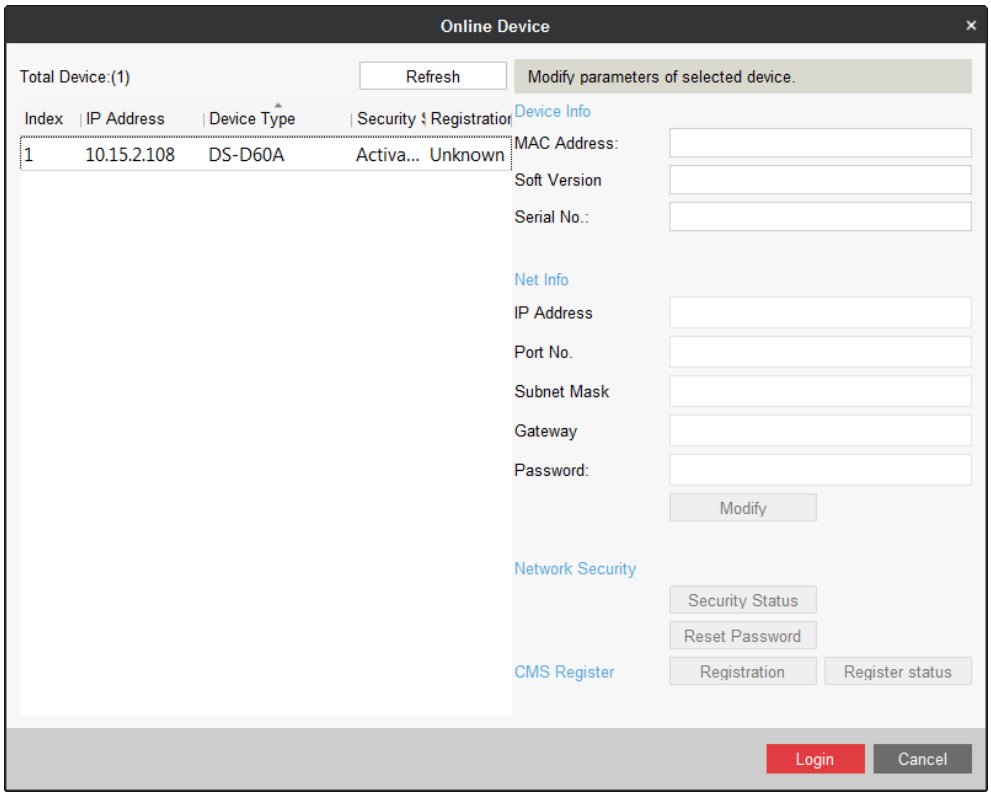


Figure 3-8 Online Device

Step 3 Select an activated terminal and click Registration.

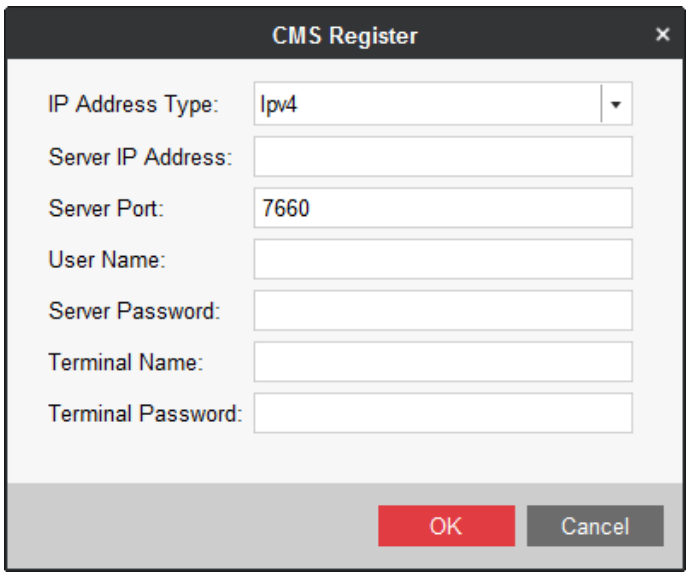


Figure 3-9 CMS Register

Step 4 Enter server information, including Server IP Address, Server Port, User Name, and Server Password.

Step 5 Enter a custom Terminal Name for terminal.

Step 6 Enter Terminal Password.

Step 7 Click **Save**.

Step 8 Optionally, click Register status and enter Terminal Password to check registration status.

Chapter 4 Material Management

Purpose:

Add, modify, delete, preview, download, and check materials.

Click the **Material Management** tab in menu bar.

4.1 Add Multimedia Material

Purpose:

Two types of material are supported: local material and dynamic material.

NOTE

- Up to 10,000 materials can be uploaded.
- The maximum size for a single material is 4 GB.
- The maximum resolution for a picture is 3840 × 2160.

4.1.1 Add Local Material

Purpose:

Local material includes the picture, audio, video, txt, pdf, app, and web file. Here are the supported formats for each type.

Table 4-1 Supported Material Type

Material Type	Supported Format
Picture file	bmp, jpg, png, gif
Video file	rm, rmvb, avi, asf, avi, mpg, 3gp, mov, mkv, wmv, flv, mp4
Audio file	mp3, wav, wma
Text file	txt, pdf
Web file	html, htm
App file	apk

Step 1 Click **Local Files**.

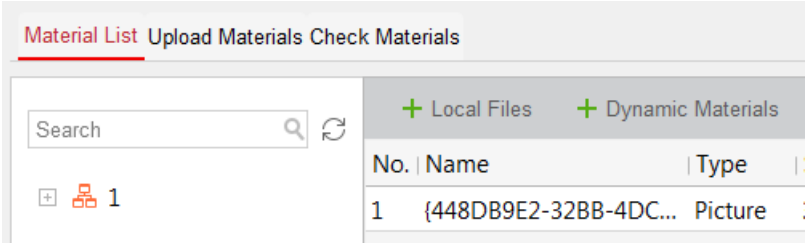


Figure 4-1 Material Management

Step 2 Select materials to upload and click **Open**.

Step 3 Select materials and click **Upload Material**.

4.1.2 Add Dynamic Material

Purpose:

Dynamic materials include webpage, IP camera, stream media server, URL picture, and general.

NOTE

- Webpage: An URL address.
- General data: Data from third-party platforms like queue management device and pop-up image device. Supported formats for pop-up image: bmp, jpg, and png.

Step 1 Click **Dynamic Materials**.

Step 2 Select **Material Type**.

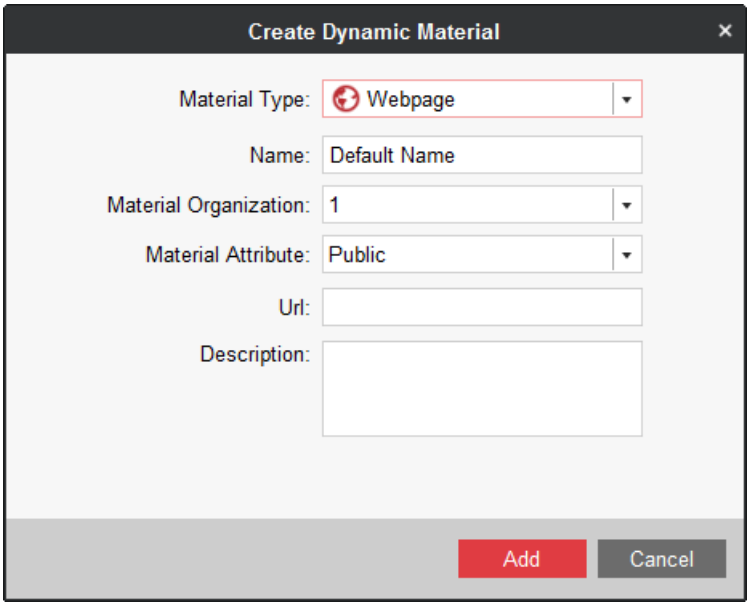


Figure 4-2 Create Dynamic Material

- Material type: Webpage
  1) Enter material **Name**, material **URL**, and material **Description**.

2) Select **Organization** the material belongs to. To create an organization, refer to *8.1 Organization Resource*.
3) Select **Material Attribute** as **Public** or **Private**.
   - ✓ **Public**: All users can use the material.
   - ✓ **Private**: Users in the same organization and superior organization can use the material.

- Material type: IP Camera
  1) Enter material **Name** and material **Description**.
  2) Enter the required parameters.
  3) Select **Material Attribute** as **Public** or **Private**.
  4) Enter IP camera information.
- Material type: Stream Media Server
  1) Enter material **Name** and material **Description**.
  2) Select **Organization** the material belongs to.
  3) Select **Material Attribute** as **Public** or **Private**.
- Material type: General
  1) Enter material **Name**, material **URL**, and material **Description**.
  2) Select **Material Attribute** as **Public** or **Private**.
  3) Select **IP Type** and enter **IP Address**.
- Material type: URL Picture
  1) Enter material **Name**, material **URL**, and material **Description**.
  2) Select **Organization** the material belongs to.
  3) Select **Material Attribute** as **Public** or **Private**.

Step 3 Click **Add**.

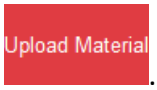
Step 4 Click **Upload Material**.

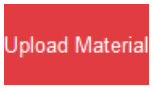
4.1.3 Replace Material

Purpose:

Replace an uploaded material by a material with the same type and name.

Step 1 When uploading a local/dynamic material, select a material of the same name and type with the material to replace.

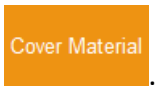
Step 2 Click 

. Then a message box pops up indicating the material is duplicate and 

turns to

.

Step 3 Optionally, check the **Auto Apply** to automatically send the material to the program that contains the former material.

Step 4 Click 

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4.2 Check Material

Purpose:

Only checked material can be added to program. Only user has material check permission can check materials.

4.2.1 Auto Check

Purpose:

If you are a user with check permission, you can enable auto check when uploading material.

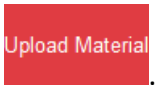
Step 1 Click the **Upload Materials** tab in Material Management interface.

Step 2 Select materials to upload. For detailed steps, refer to:

- Step 1 to 2 of *Add Local Material.*
- Step 1 to 2 of *Add Dynamic Material.*

Step 3 Check the **Auto Check** in lower right corner of Upload Materials interface.

For user without check permission, Auto Check is checked by default and is not configurable.

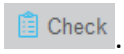
Step 4 Click 

. Then system will automatically check the material.

4.2.2 Manual Check in Material List Tab

Step 1 Click the **Material List** tab in Material Management interface.

Step 2 Select material whose **Check Status** is **To be Approved**.

Step 3 Click 

.

Step 4 Select check **Result** as **Pass** or **Deny**.

Step 5 Enter your check **Comment** if needed.

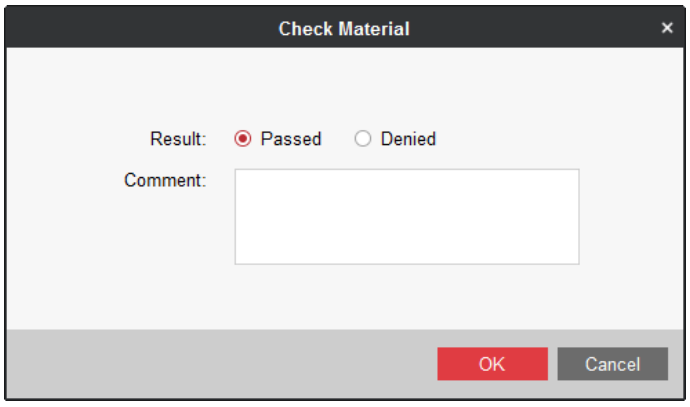


Figure 4-3 Check Material

Step 6 Click **OK**.

4.2.3 Manual Check in Check Material Tab

Step 1 Click the **Check Material** tab in Material Management interface.

Step 2 Select a material.

Step 3 Click Pass/ Deny according to your needs.

Step 4 Enter **Comment**.

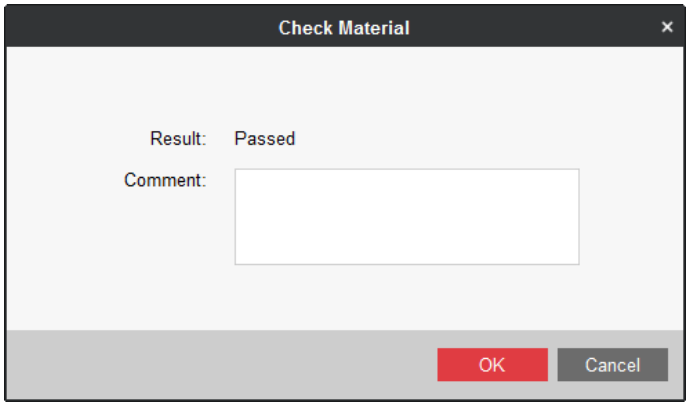


Figure 4-4

Step 5 Click **OK**.

4.3 Modify Material

Purpose:

Modify the parameters of material you have uploaded.

Step 1 Click to select material to modify.

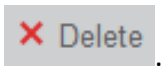
Step 2 Click Check.

Step 3 Modify the parameters you need.

Step 4 Click **Modify**.

4.4 Delete Material

Step 1 Select the materials to delete.

Step 2 Click 

.

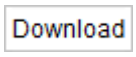
Step 3 Click **OK** in popup message box to delete.

4.5 Preview/Download Material

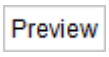
Purpose:

You can download uploaded materials to the local path. The downloading status can be viewed in local status row. The downloaded materials including picture, txt document, video, and clock, can be previewed. Previewing dynamic material is not allowed.

Step 1 Click to select materials to download.

Step 2 Click 

to start download. After the material is downloaded, the **Local Status** will turn from **Not Downloaded** to **Downloaded**.

Step 3 Optionally, you can select a downloaded material and click 

to preview it.

Chapter 5 Program Management

Purpose:

You can create program using checked materials. The program layout is configurable. After program is added, you can modify, delete, preview, copy, and check programs.

Click the **Program Management** item in menu bar to enter program management interface.

5.1 Add Program

Purpose:

To add a program, create and configure the program pages first and specify materials for windows in page.

NOTE

- Up to 2,000 programs can be added.
- We take the example of Android standard program type to describe the steps. For the hyperlink feature of Android touchscreen, refer to *5.1.18 Hyperlink Feature for Android Touchscreen Program*.

Step 1 Click **Program Management** in menu bar.

Step 2 Click + Add in Program List tab.

Step 3 Configure program basic settings. Turn to *5.1.2 Configure Program Basic Settings.*

Step 4 Create and configure pages. Turn to *5.1.3 Manage Page*.

Step 5 Create programs. Turn to following section according to your needs: *Create Picture Program, Create PDF Program, Create Document Program, Create Audio/Video/Live Video Program, Create Webpage Program, Create App Program, Create Clock Program, Create Weather Program, Create Countdown Program, Create Video Input Program, Create Pop-up Image Program, Create Queue Manager Program, Create Capture Program, Create Button Program*.

5.1.2 Configure Program Basic Settings

Purpose:

Configure the program name, resolution, type, etc.

Step 1 Enter **Program Name** and **Description**.

Step 2 Select **Resolution** according to the installation orientation of information release terminal.

Step 3 Select **Program Type** according to your information release terminal model.

Step 4 Select **Share Property** as **Private** or **Public**.

- **Public**: The program is available for all users.
- **Private**: The program is only available for current users.

Step 5 Select the organization the program belongs to. For details about creating organization, refer to *8.1 Organization Resource*.

Step 6 Optionally, check **Resolution Self-Adaptive**. The window will automatically adjust the program display size to fit the window size.

5.1.3 Manage Page

Purpose:

You can create multiple pages for a program. Follow the steps to edit page layout and create layout template for reusing.

NOTE

Following materials cannot exist in the same page: video, audio, counting down, video input, live video, pop-up image, and queue management.

Step 1 Click + in the page list. Up to 32 pages can be added.

Step 2 Set page layout by one of the two options.

- Select an existing template**.**
- Edit the layout parameters including **Background Color**, **Duration Type**, and **Background Picture** in Property menu.

NOTE

You are recommended to set the duration type according to material type. For materials like video and audio, select it as **Auto**, then the page play duration equals material duration. For materials like picture and clock, select it as **Custom** and enter **Playback Duration**.

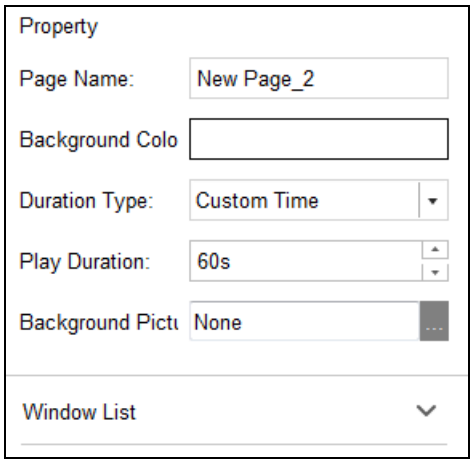


Figure 5-1 Page Property

Step 3 Enter **Page Name**.

Step 4 Click to select a window type to show in the page. Then a window will pop up in the display area. Window position and size are adjustable in Linked Material Configuration Panel.

Figure 5-2 Window Type List

Step 5 Repeat step 4 to create more windows.

5.1.4 Create Picture Program

Step 1 Configure program basic settings. For details, refer to 5.1.2 *Configure Program Basic Settings*.

Step 2 Configure page parameters. For details, refer to 5.1.3 *Manage Page.*

Step 3 Select at least one picture in window type list.

Figure 5-3 Window Type List

Step 4 Click to select a window to edit in Window List.

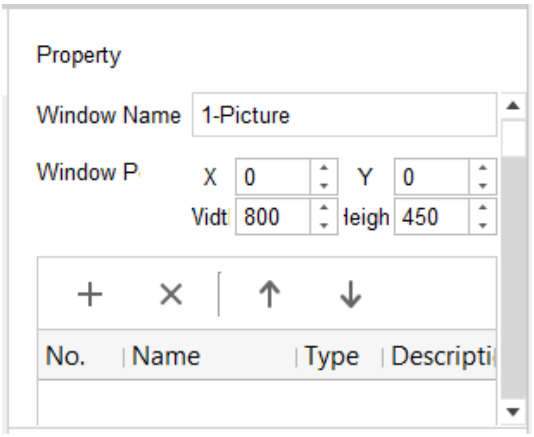


Figure 5-4 Window Property

Step 5 Adjust window position by editing **X** and **Y** value. Adjust window size by editing **Width** and **Height** value.

Step 6 To specify the material to show in the window, click + and select materials.

Step 7 Configure **Switch Effect** between materials.

Step 8 Select a material and enter its playback **Duration**.

Step 9 Click **Save** to save the program.

5.1.5 Create PDF Program

Step 1 Configure program basic settings. For details, refer to Configure Program Basic Settings.

Step 2 Configure page parameters. For details, refer to 5.1.3 *Manage Page.*

Step 3 Select at least one PDF material in window type list.

Figure 5-5 Window Type List

Step 4 Click to select a window to edit in Window List.

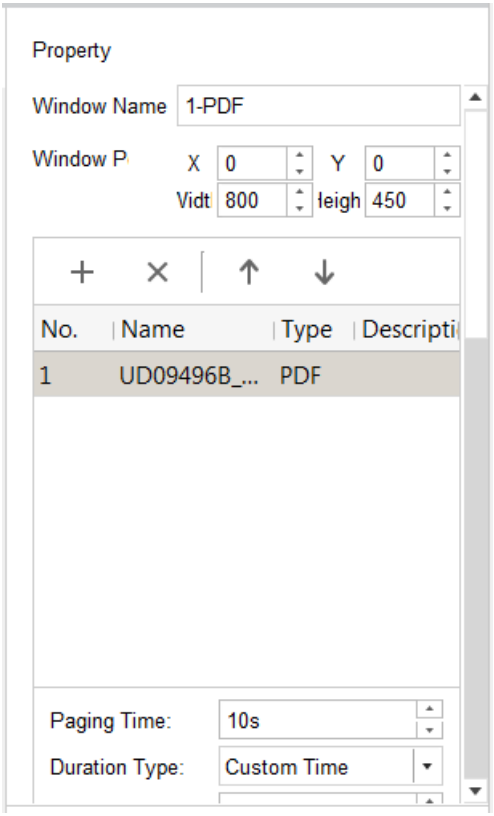


Figure 5-6 Window Property

Step 5 Adjust window position by editing **X** and **Y** value. Adjust window size by editing **Width** and **Height** value.

Step 6 To specify the material to show in the window, click + and select materials.

Step 7 Select a material and configure its display parameters.

1) Configure **Paging Time** between materials.
2) Enter playback **Duration**.

Step 8 Click **Save** to save the program.

5.1.6 Create Document Program

Step 1 Configure program basic settings. For details, refer to 5.1.2 *Configure Program Basic Settings*.

Step 2 Configure page parameters. For details, refer to 5.1.3 *Manage Page.*

Step 3 Select at least one document material in window type list.

Figure 5-7 Window Type List

Step 4 Click to select a window to edit in Window List.

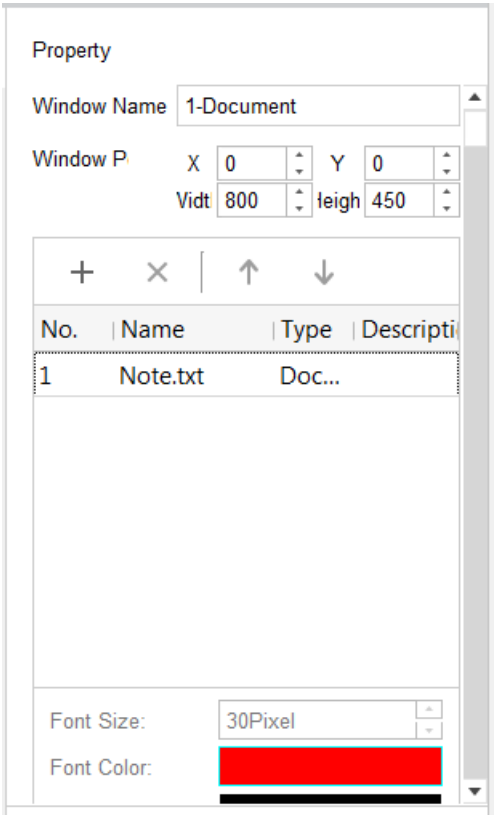


Figure 5-8 Window Property

Step 5 Adjust window position by editing **X** and **Y** value. Adjust window size by editing **Width** and **Height** value.

Step 6 To specify the material to show in the window, click + and select materials.

Step 7 Select a material and configure its displaying parameters.

1) Configure the its parameters, including **Font Size, Font Color, Background Color, Background Transparency, Scrolling Direction**, and **Scrolling Speed**.
2) Enter playback **Duration**. Repeat the step to set playback duration for other materials.

Step 8 Click **Save** to save the program.

5.1.7 Create Audio/Video/Live Video Program

NOTE

Two types of live video are supported: live video material and IP camera. Refer to *Add Dynamic Material* to add them.

Step 1 Configure program basic settings. For details, refer to 5.1.2 *Configure Program Basic Settings*.

Step 2 Configure page parameters. For details, refer to 5.1.3 *Manage Page.*

Step 3 Select at least one audio/video/live video material in window type list.

Figure 5-9 Window Type List

Step 4 Click to select a window to edit in Window List.

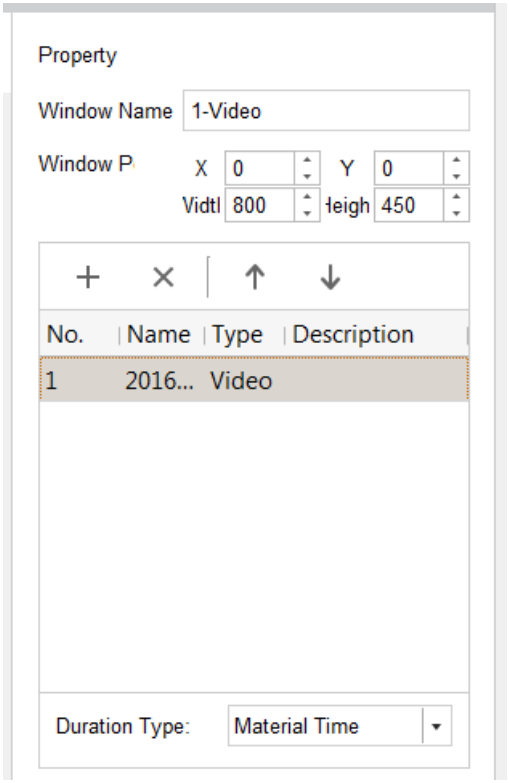


Figure 5-10 Window Property

Step 5 Adjust window position by editing **X** and **Y** value. Adjust window size by editing **Width** and **Height** value.

Step 6 To specify the material to show in the window, click and select materials.

Step 7 Select a material and select **Duration Type**. You are recommended to select it as **Material Time**.

Step 8 Click **Save** to save the program.

5.1.8 Create Webpage Program

Step 1 Configure program basic settings. For details, refer to 5.1.2 *Configure Program Basic Settings*.

Step 2 Configure page parameters. For details, refer to 5.1.3 *Manage Page.*

Step 3 Select at least one webpage material in window type list.

Figure 5-11 Window Type List

Step 4 Click to select a window to edit in Window List.

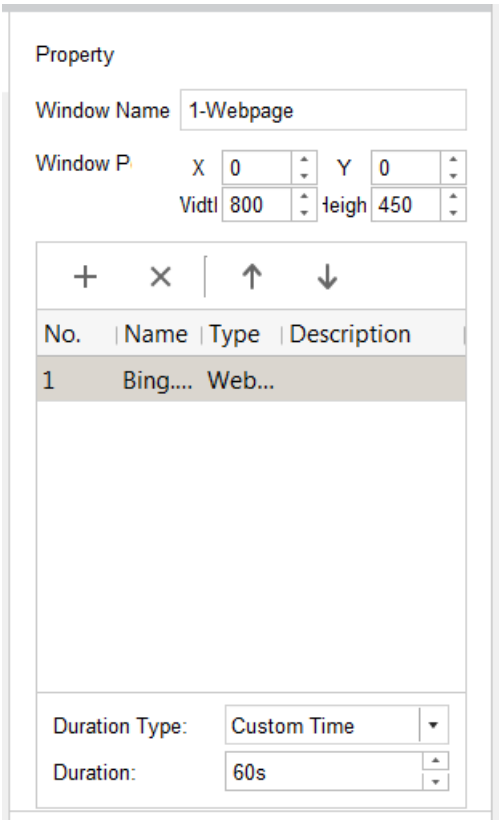


Figure 5-12 Window Property

Step 5 Adjust window position by editing **X** and **Y** value. Adjust window size by editing **Width** and **Height** value.

Step 6 To specify the material to show in the window, click + and select materials.

Step 7 Select a material and configure its **Duration**.

Step 8 Click **Save** to save the program.

5.1.9 Create Clock Program

Step 1 Configure program basic settings. For details, refer to 5.1.2 *Configure Program Basic Settings*.

Step 2 Configure page parameters and select the clock in window type list. For details, refer to 5.1.3 *Manage Page.* A page only allows one clock material.

Figure 5-13 Window Type List

Step 3 Click to select a window to edit in Window List.

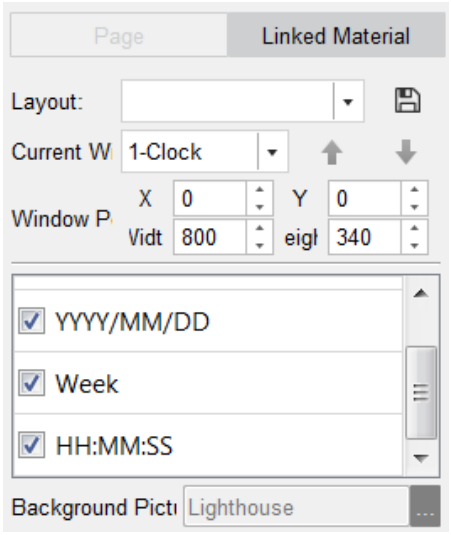


Figure 5-14 Window Property

Step 4 Select window to edit from **Current Window**.

Step 5 Adjust window position by editing **X** and **Y** value. Adjust window size by editing **Width** and **Height** value.

Step 6 Check the checkboxes of clock options, including **Clock, YYYY/MM/DD, Week,** and **HH:MM:SS**, to display on clock.

Step 7 Optionally, click to save the current layout as a template for reuse.

Step 8 Select **Background Picture** from uploaded picture material.

Step 9 Click **Save** to save the program.

5.1.10 Create Weather Program

Before you start:

Configure weather server and go to **System Maintenance > Weather Website Information** to configure weather website information.

Step 1 Configure program basic settings. For details, refer to 5.1.2 *Configure Program Basic Settings*.

Step 2 Configure page parameters and select the weather in window type list. For details, refer to 5.1.3 *Manage Page.* A page only allows one weather material.

Figure 5-15 Window Type List

Step 3 Click to select a window to edit in Window List.

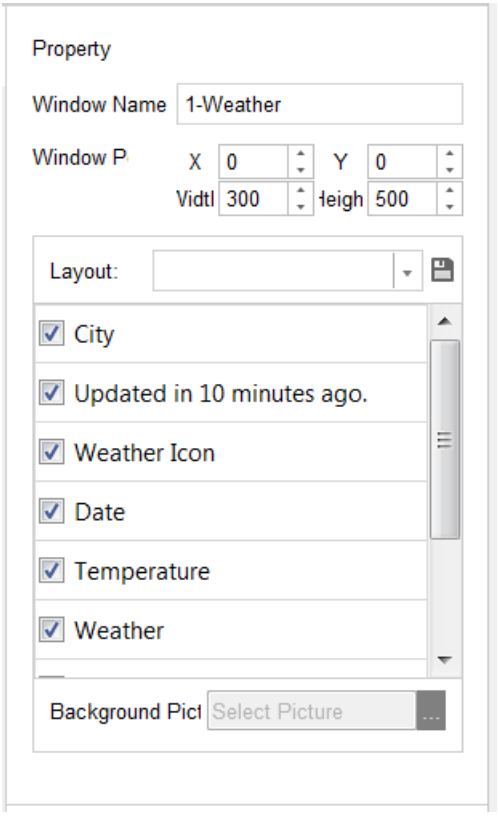


Figure 5-16 Window Property

Step 4 Adjust window position by editing **X** and **Y** value. Adjust window size by editing **Width** and **Height** value.

Step 5 Check the checkboxes of weather options to show.

Step 6 Optionally, click to save the current layout as a template for reuse.

Step 7 Select **Background Picture** from uploaded picture material.

Step 8 Click **Save** to save the program.

5.1.11 Create Countdown Program

Step 1 Configure program basic settings. For details, refer to 5.1.2 *Configure Program Basic Settings*.

Step 2 Configure page parameters and select at least one countdown in window type list. For details, refer to 5.1.3 *Manage Page.*

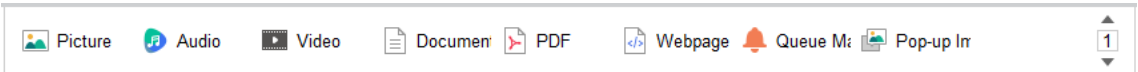


Figure 5-17 Window Type List

Step 3 Click to select a window to edit in Window List.

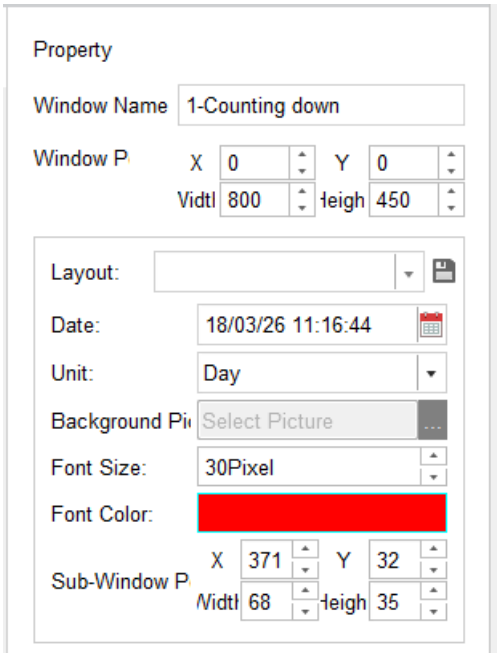


Figure 5-18 Window Property

Step 4 Adjust window position by editing **X** and **Y** value. Adjust window size by editing **Width** and **Height** value.

Step 5 Edit countdown parameters, including **Data**, **Unit**, **Background Picture, Font Size, Font Color,** and **Sub-Window Position**.

- **Date**: Count down from the data. The date cannot earlier than current time.
- **Unit**: Select the countdown unit.
- **Background**: Select picture from picture material.
- **Sub-Window Position**: The position of countdown content in the window.

Step 6 Optionally, click to save the current layout as a template for reuse.

Step 7 Click **Save** to save the program.

5.1.12 Create Video Input Program

Purpose:

You can display the HDMI and VGA image that connecting with information release terminal.

Step 1 Configure program basic settings. For details, refer to 5.1.2 *Configure Program Basic Settings*.

Step 2 Configure page parameters and select a video input in window type list. For details, refer to 5.1.3 *Manage Page.* A page only allows one video input material.

Figure 5-19 Window Type List

Step 3 Click to select a window to edit in Window List.

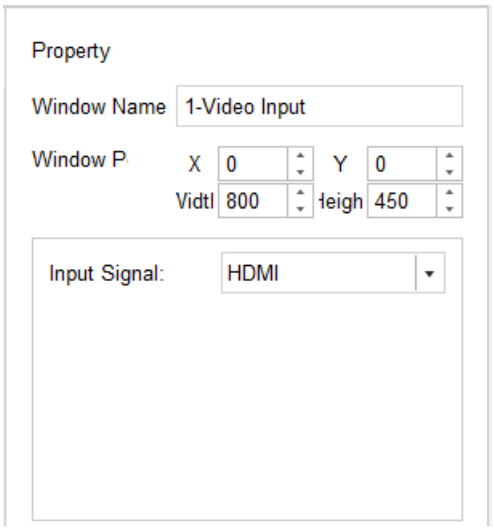


Figure 5-20 Window Property

Step 4 Adjust window position by editing **X** and **Y** value. Adjust window size by editing **Width** and **Height** value.

Step 5 Select the **Input Signal** according to actuality.

Step 6 Click **Save** to save the program.

5.1.13 Create Pop-up Image Program

Before you start:

Install a third-party device as the source of pop-up images and add it as a material first. For details, refer to *Add Dynamic Material*.

Step 1 Configure program basic settings. For details, refer to 5.1.2 *Configure Program Basic Settings*.

Step 2 Configure page parameters and select at least one pop-up image in window type list. For details, refer to 5.1.3 *Manage Page.*

Figure 5-21 Window Type List

Step 3 Click to select a window to edit in Window List.

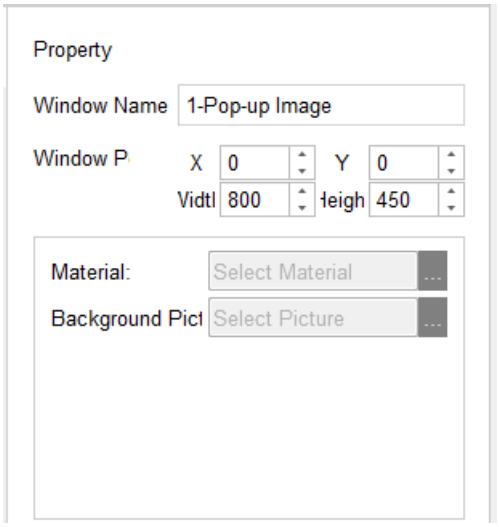


Figure 5-22 Window Property

Step 4 Adjust window position by editing **X** and **Y** value. Adjust window size by editing **Width** and **Height** value.

Step 5 Select pop-up image **Material.**

Step 6 Select **Background Picture**.

Step 7 Click **Save** to save the program.

5.1.14 Create Queue Manager Program

Before you start:

Install a third-party device as the source of queue manager and add it as a material first. For details, refer to *Add Dynamic* Material.

Step 1 Configure program basic settings. For details, refer to 5.1.2 *Configure Program Basic Settings*.

Step 2 Configure page parameters and select at least one queue manager in window type list. For details, refer to 5.1.3 *Manage Page.*

Figure 5-23 Window Type List

Step 3 Click to select a window to edit in Window List.

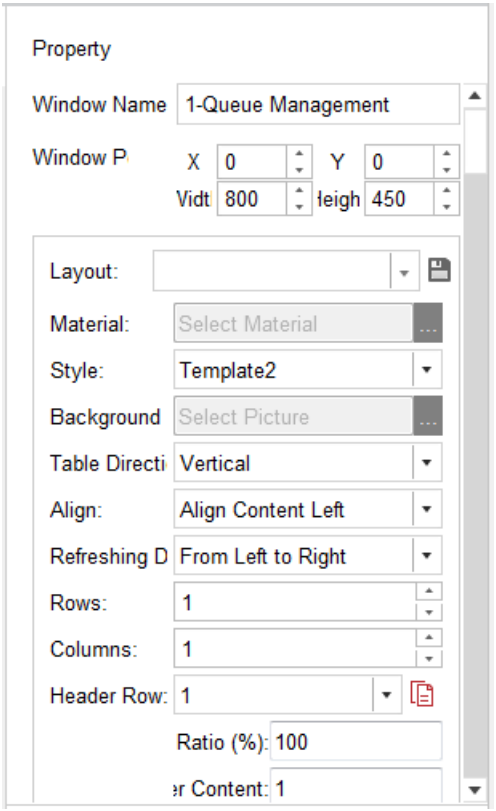


Figure 5-24 Window Property

Step 4 Adjust window position by editing **X** and **Y** value. Adjust window size by editing **Width** and **Height** value.

Step 5 Select a queue manager **Material**.

Step 6 Configure the queue manager layout parameters, including **Style**, **Background Picture**, **Table Direction**, content **Align** type, content **Refreshing Direction**, table **Rows**, table **Columns**, and table **Header Row**.

Step 7 Optionally, click the icon to save the current layout as a template for reuse.

Step 8 Click **Save** to save the program.

5.1.15 Create Capture Program

Purpose:

Display the capture from IP camera.

Before you start:

Install a third-party device as the source of capture. You can contact our technical support for details.

Step 1 Configure program basic settings. For details, refer to 5.1.2 *Configure Program Basic Settings*.

Step 2 Configure page parameters and select at least one capture in window type list. For details, refer to 5.1.3 *Manage Page.*

Figure 5-25 Window Type List

Step 3 Click to select a window to edit in Window List.

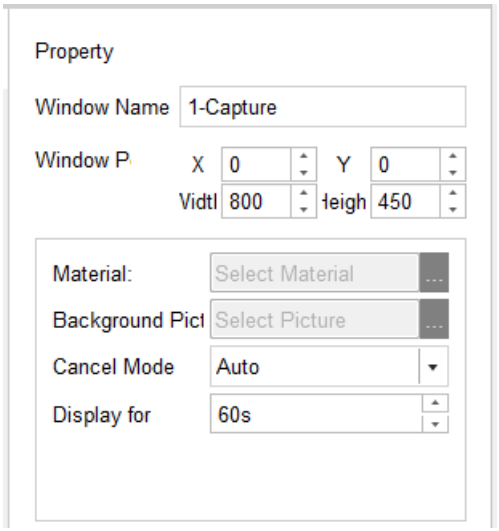


Figure 5-26 Window Property

Step 4 Adjust window position by editing **X** and **Y** value. Adjust window size by editing **Width** and **Height** value.

Step 5 Select a capture **Material**.

Step 6 Configure the capture parameters, including **Background Picture, Cancel Mode,** and **Display for**.

- **Cancel Mode**: If it is selected as **Auto**, the capture displays for the set time. If it is selected as Manual, the capture display time is decided by IP camera.
- **Display for**: Available when **Cancel Mode** is **Auto**. Display the captured picture for specified time.

Step 7 Click **Save** to save the program.

5.1.16 Create Button Program

The chapter is only available for touchscreen.

Step 1 Configure program basic settings. For details, refer to 5.1.2 *Configure Program Basic Settings*.

Step 2 Configure page parameters and select at least one button material in window type list. For details, refer to 5.1.3 *Manage Page.*

Figure 5-27 Window Type List

Step 3 Click to select a window to edit in Window List.

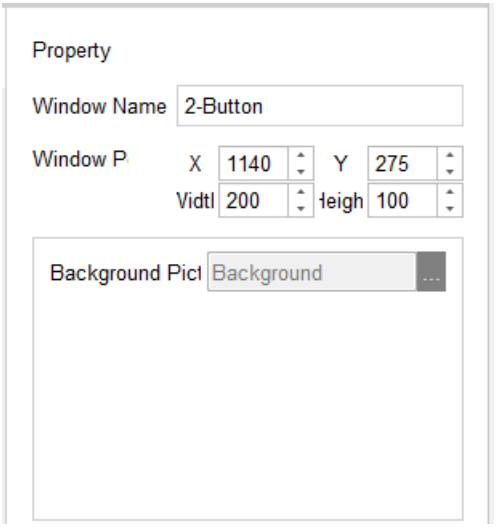


Figure 5-28 Window Property

Step 4 Adjust window position by editing **X** and **Y** value. Adjust window size by editing **Width** and **Height** value.

Step 5 Configure the **Background Picture.**

Step 6 Click **Save** to save the program.

5.1.17 Create App Program

Before you start:

Add an app file of APK file first. For details, refer to *4.1.1 Add Local Material*.

Step 1 Configure program basic settings. For details, refer to 5.1.2 *Configure Program Basic Settings*.

Step 2 Configure page parameters and select at least one app material in window type list. For details, refer to 5.1.3 *Manage Page.*

Figure 5-29 Window Type List

Step 3 Click to select a window to edit in Window List.

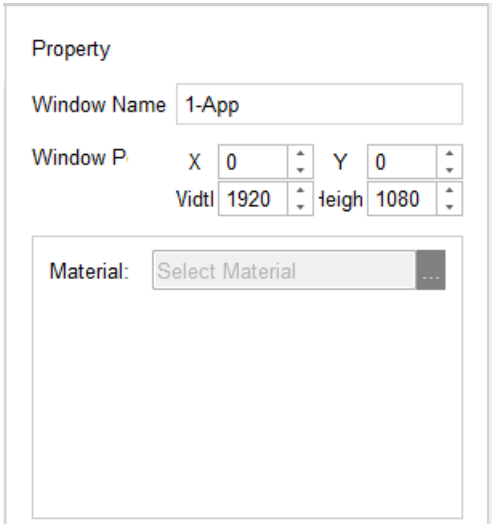


Figure 5-30 Window Property

Step 4 Adjust window position by editing **X** and **Y** value. Adjust window size by editing **Width** and **Height** value.

Step 5 Select an app **Material**.

Step 6 Click **Save** to save the program.

5.1.18 Hyperlink Feature for Android Touchscreen Program

Purpose:

For Android touchscreen program, you can configure the hyperlink parameters to realize window switching.

Switch to a Specified Window

Step 1 Select **Window Type** of window A as **Popup Window**.

Step 2 Select **Window Type** of window B as **Normal**, **Switching Method** as **Pop up a New Page**, and **Switch to** as window A.

Result:

When playing window B, tap the touchscreen to jump to window A and tap again to end playing window A.

Switch to a Specified Page

Step 1 Select the **Window Type** of window A as **Normal**, **Switching Method** as **Jump to Next Page**, **Switch to** as page X.

Result:

When playing window A, tap the touchscreen to switch to page X.

5.2 Check Program

Purpose:

Only checked programs can be added to schedules. Only user has program check permission can check programs.

5.2.1 Auto Check

Purpose:

If you are a user with check permission, you can enable auto check when uploading programs.

Before clicking Save when creating programs, check the **Auto Check**. Then system will automatically check the program.

5.2.2 Manual Check in Program List Tab

Step 1 Click the **Program List** tab in Program Management interface.

Step 2 Click to select program whose **Check Status** is **To be Approved**.

Step 3 Click Check.

Step 4 Select check **Result** as **Pass** or **Deny**.

Step 5 Enter your check **Comment**.

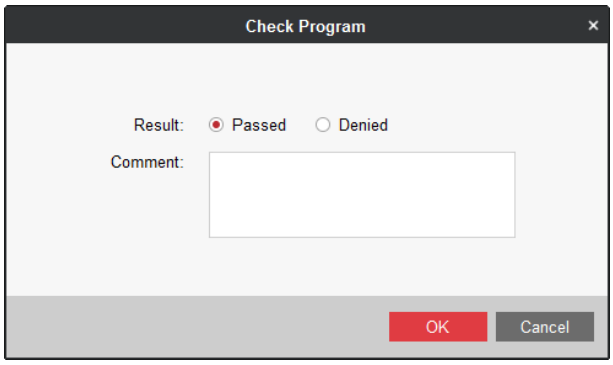


Figure 5-31 Check Program

Step 6 Click **OK** to save the result.

5.2.3 Manual Check in Check Program Tab

Step 1 Click the **Check Program** tab in Program Management interface.

Step 2 Select a program.

Step 3 Click Pass/ Deny as required.

Step 4 Enter **Comment**.

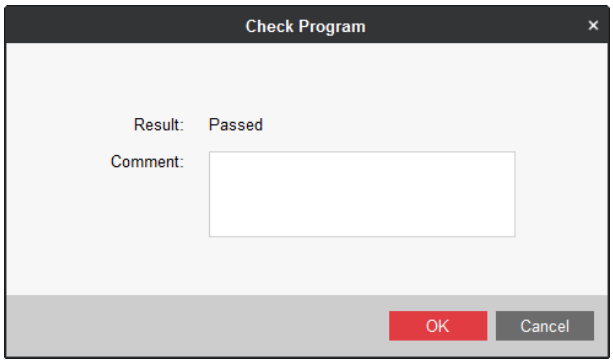


Figure 5-32 Check Program

Step 5 Click **OK**.

5.3 Modify Program

Purpose:

You can modify the parameters of programs you have created.

Step 1 Select a program to modify and click in operation menu.

Step 2 Modify the parameters as required.

Step 3 Click Save to save the settings.

5.4 Delete Program

Step 1 Select program to delete.

Step 2 Click Delete Program.

5.5 Preview Program

Select program to preview and click in operation menu.

Chapter 6 Schedule Management

Purpose:

You can make a program playback schedule according to your needs. After schedule is made, you can modify, delete, release, and export schedule.

Click the **Schedule Management** item in menu bar.

6.1 Add Schedule

NOTE

Up to 1,000 schedules can be added.

Step 1 Click **Add**.

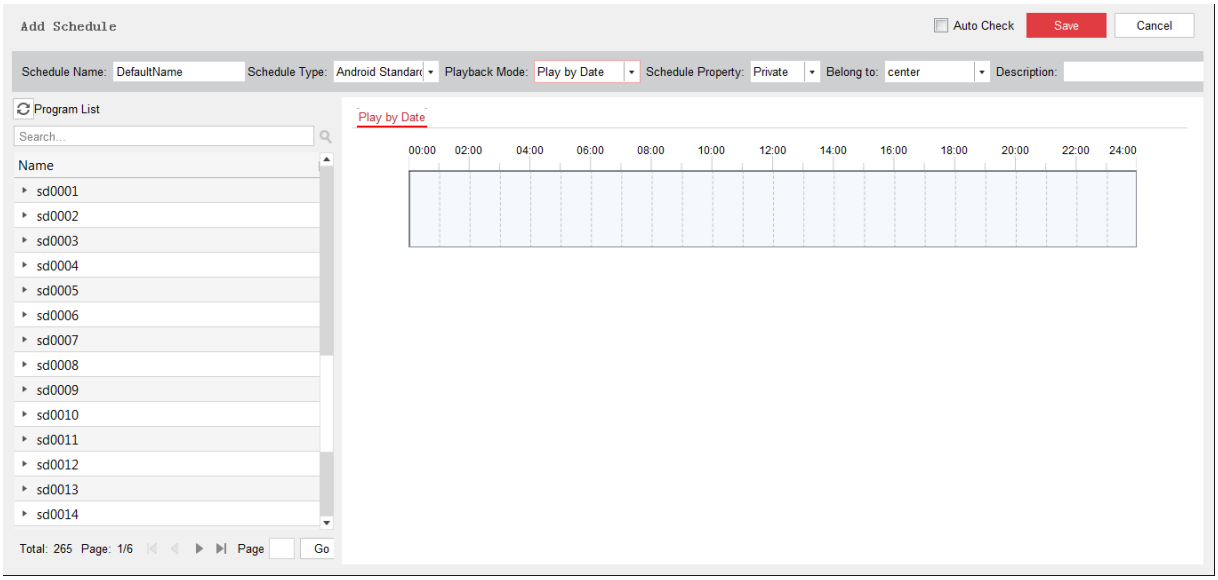


Figure 6-1 Add Schedule

Step 2 Enter **Schedule Name** and **Description**.

Step 3 Select **Schedule Type** according to your information release terminal model.

Step 4 Select the **Playback Mode.** We take the example of selecting it as **Play by Day** to describe the steps.

- **Play by Day**: Repeatedly play the programs by day.
- **Play by Week**: Repeatedly play the programs by week.
- **Play by Loop**: Repeatedly play the programs in loop.
- **Custom**: Repeatedly play the programs by custom schedule.

- **Default Video**: The default video will be played during no schedule period. Refer to *Configure Default Schedule to* enable the function first.

Step 5 Select **Share Property** as **Private** or **Public**.

- **Public**: The program is available for all users.
- **Private**: The program is only available for current users.

Step 6 Select the organization the schedule belongs to. For details about creating organization, refer to *8.1 Organization Resource*.

Step 7 Click to select a program in Program List.

Step 8 Drag to draw a colored bar in the 24-hour time bar.

Step 9 Repeat step 7 to 8 to specify programs to play in other periods.

NOTE

Not more than 8 periods can be set each day.

Step 10 Click **Save**.

6.2 Check Schedule

6.2.1 Auto Check

Purpose:

If you are a user with check permission, you can enable auto check when uploading schedules.

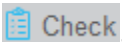
Before clicking

when creating schedule, check the **Auto Check**. Then system will automatically check the program.

6.2.2 Manual Check in Schedule List Tab

Step 1 Click the **Schedule List** tab in Schedule Management interface.

Step 2 Click to select schedule the **Check Status** of which is **To be Approved**.

Step 3 Click 

.

Step 4 Select check **Result** as **Pass** or **Deny**.

Step 5 Enter your check **Comment**.

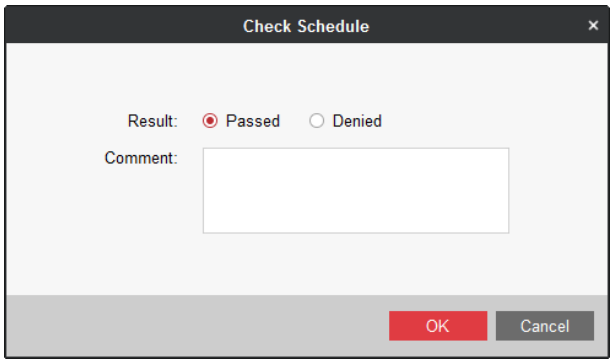


Figure 6-2 Check Schedule

Step 6 Click **OK** to save the result.

6.2.3 Manual Check in Check Schedule Tab

Step 1 Click the **Schedule Check** tab in Schedule Management interface.

Step 2 Select a schedule.

Step 3 Click Pass/ Deny as required.

Step 4 Enter **Comment**.

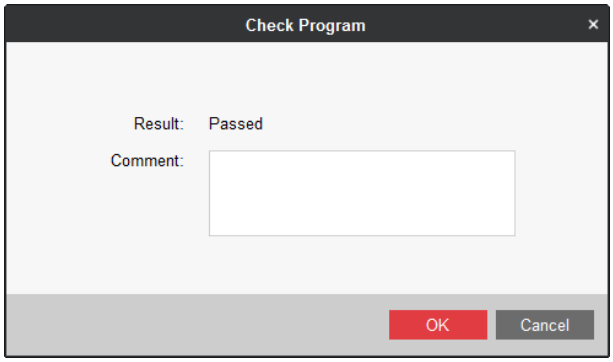


Figure 6-3 Check Program

Step 5 Click **OK**.

6.3 Modify Schedule

Step 1 Select a schedule to modify and click in operation menu.

Step 2 Modify the parameters as required.

Step 3 Click Save to save the settings.

6.4 Delete Schedule

Step 1 Click to select the schedules to delete.

Step 2 Click Delete.

Step 3 Click **Confirm** in popup message box to delete.

6.5 Release Schedule

Purpose:

Release the checked schedules to information release terminal.

6.5.1 Timed Release

Purpose:

Send schedules to information release terminal at specified time. Play it after released.

Step 1 Click the **Release Management** tab in Schedule Management interface.

Step 2 Click Add.

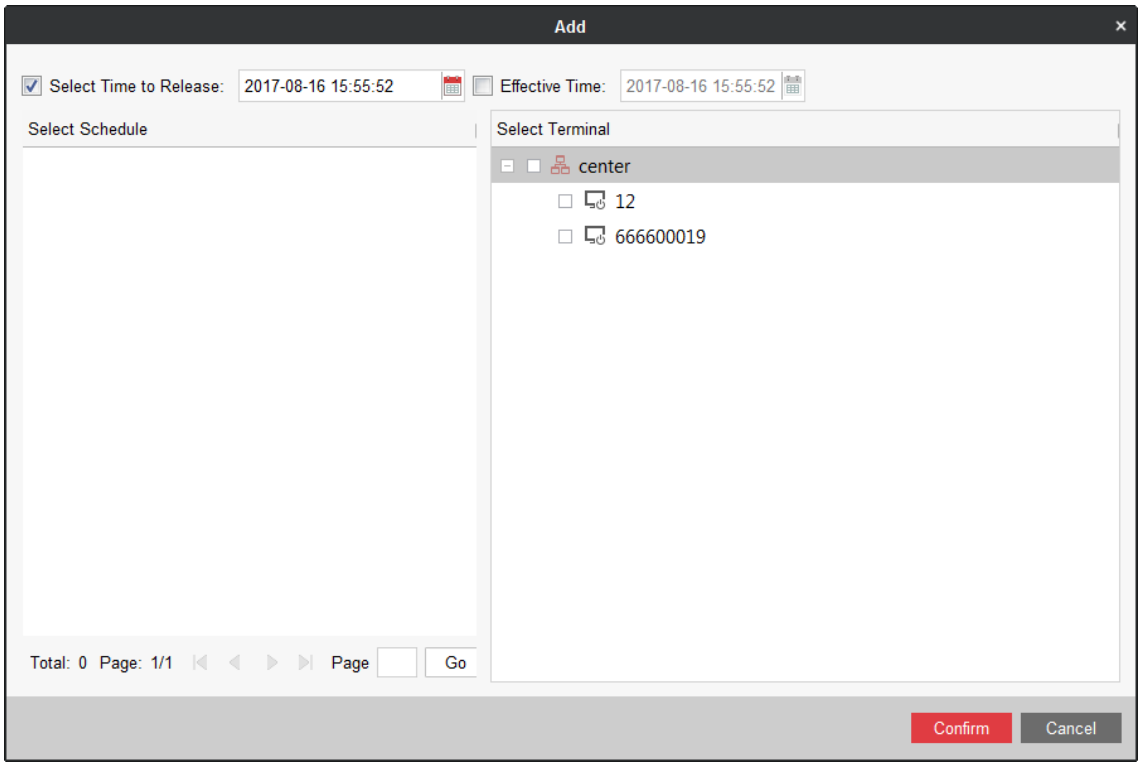


Figure 6-4 Release Schedule

Step 3 Check **Select Time to Release** and edit the Time.

Step 4 Check schedules in Select Schedule list.

Step 5 Select Terminals to release to in Select Terminal list.

Step 6 Click **Confirm**.

6.5.2 Instant Release

Purpose:

Send the schedule to information release terminal immediately. Play it after released.

Step 1 Enter **Schedule List** tab in Schedule Management interface.

Step 2 Click in Operation list of a schedule to release.

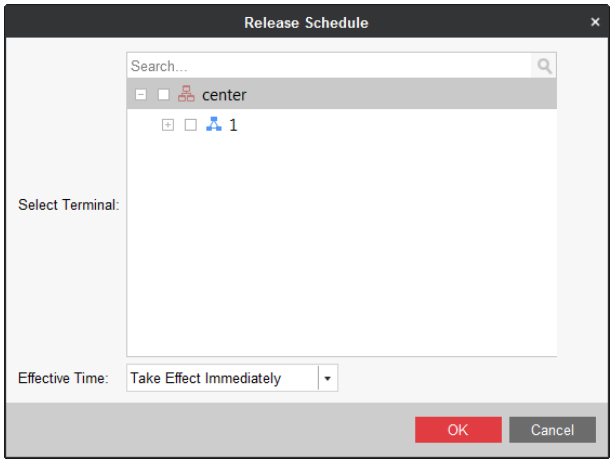


Figure 6-5 Release Schedule

Step 3 Select Terminal.

Step 4 Select **Effective Time** as **Take Effect Immediately**.

Step 5 Click **OK.**

6.5.3 Prerelease in Schedule List

Purpose:

Send the schedules to information release terminal immediately. Play them at the specified time.

Step 1 Enter **Schedule List** tab in Schedule Management interface.

Step 2 Click in Operation list of a schedule to release.

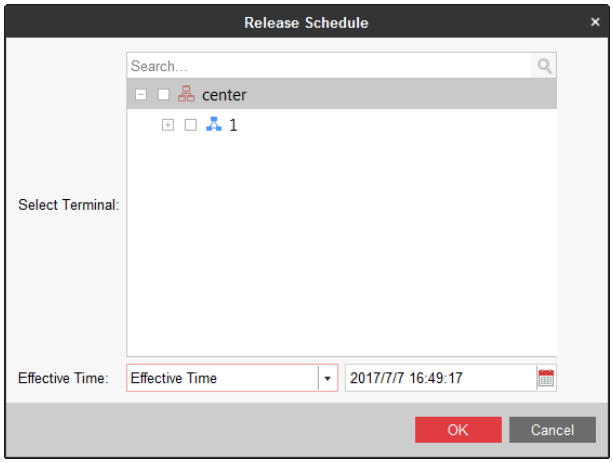


Figure 6-6 Release Schedule

Step 3 Select Terminal.

Step 4 Select **Effective Time** as **Effective Time**.

Step 5 Edit the **Effective Time**.

Step 6 Click **OK.**

6.6 Exporting Schedule

Purpose:

You can export schedules to local path.

Step 1 Click to select schedule to release.

Step 2 Click .

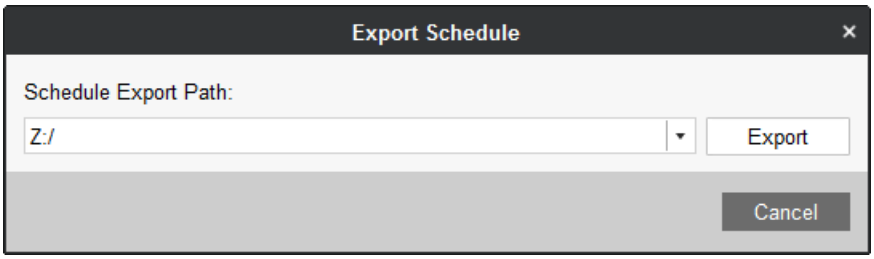


Figure 6-7 Export Schedule

Step 3 Select **Schedule Export Path**.

Step 4 Click **Export**.

Chapter 7 Terminal Management

Purpose:

Add information release terminal you want to manage.

Click the **Terminal Management** item in menu bar to enter terminal management interface.

7.1 Adding Terminal

Before you start:

Log in the terminal you want to add and register it in information release server.

Step 1 Click + Add.

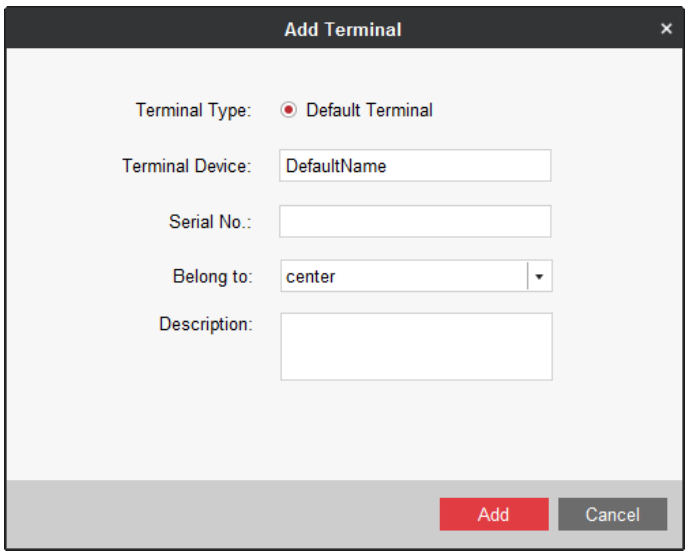


Figure 7-1 Add Terminal

Step 2 Enter terminal name in **Terminal Device**.

Step 3 Enter **Serial No.** You can get the number in the back panel of terminal.

Step 4 Select a group to **Belong to**.

Step 5 Click **Add**.

7.2 Toolbar

Figure 7-2 Toolbar

Table 7-1 Button Description

Icon	Description	Icon	Description
	Power on the terminal.		Disable timed volume.
	Power off the terminal.		Show the release progress.
	Reboot the terminal.		Hide the release progress.
	Start playing schedule.		Enable timed switching.
	Stop playing schedule.		Disable timed switching.
	Configure cut-in materials and programs.		Configure txt messages.
	Stop cut-in.		Upgrade the terminal.
	Cancel cut-in.		Take a screenshot in terminal.
	Enable timed startup/shutdown and timed screen switching schedules.		Check schedule
	Disable timed startup/shutdown and timed screen switching schedules.		Restore the terminal to default settings.
	Enable timed volume.		

7.3 Terminal Remote Configuration

Purpose:

Remotely configure the terminal parameters.

Select the terminal to configure and click in tool bar.

7.3.1 Configure Timed Startup/Shutdown

Purpose:

Configure the timed startup/shutdown schedule for terminal. The terminal automatically starts up and shuts down according to the schedule.

Step 1 Click the **Timed Startup/Shutdown** tab.

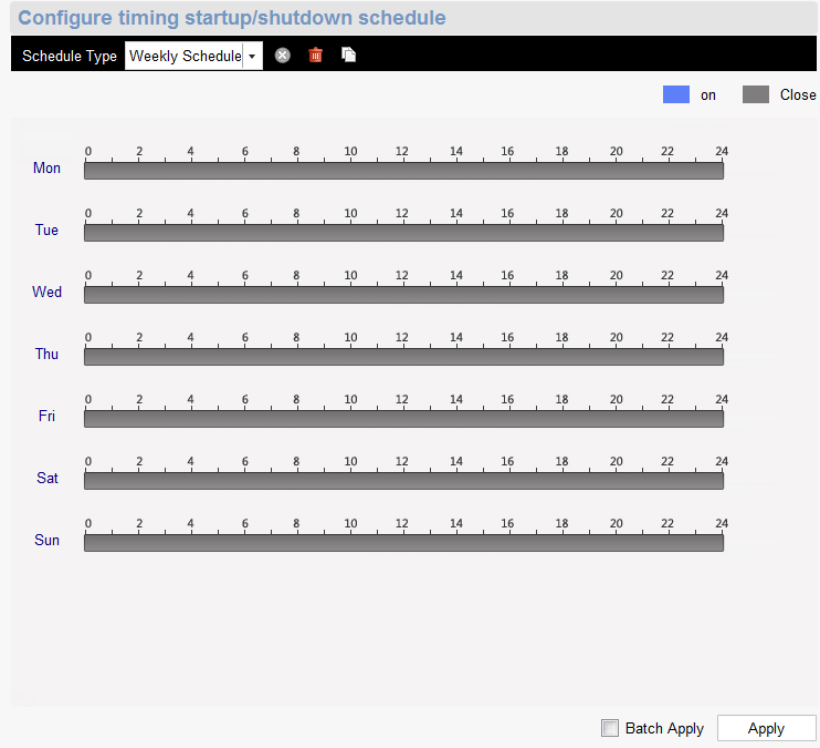


Figure 7-3 Timed Startup/Shutdown

Step 2 Select **Schedule Type** as **Daily Schedule** or **Weekly Schedule**. We take the weekly schedule as an example to describe the steps.

Step 3 Drag to draw blue bars in the days of a week. During the time the blue bar locates, the terminal runs. In other duration, it powers off.

Step 4 Optional, check **Apply in Batch** and select terminals to configure with the same parameters.

Step 5 Click **Apply**.

7.3.2 Configure Timed Volume

Purpose:

Configure the timed volume schedule for terminal. The terminal volume varies according to schedule.

Step 1 Click the **Device Volume Switch** tab.

Step 2 Configure the schedule. For detailed steps, you can refer to *Configure Timed Startup/Shutdown*.

7.3.3 Configure Device Input Port Switch

Purpose:

Switch the terminal display image between HDMI input and content from information release server.

Step 1 Click the **Device Input Port Switch** tab.

Step 2 Configure the schedule. For detailed steps, you can refer to *Configure Timed Startup/Shutdown*.

7.3.4 Configure Default Volume

Purpose:

If you disable the timed volume, the terminal volume is the default volume you set here.

Step 1 Click the **Default Volume** tab.

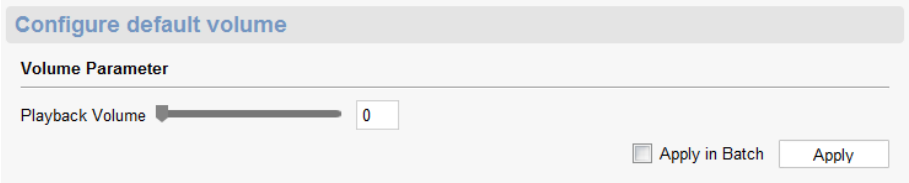


Figure 7-4 Default Volume

Step 2 Drag the slider to adjust volume.

Step 3 Optionally, check **Apply in Batch** and select terminals to configure with the same parameters.

Step 4 Click **Apply**.

7.3.5 Configure Backlight

NOTE

The feature is available for terminal with light sensation board.

Step 1 Click the **Backlight** tab.

Figure 7-5 Backlight

Step 2 Check **Auto Brightness Configuration** and set **Brightness Level**.

- **Auto Brightness Configuration**: Terminal will automatically adjust screen backlight according to environment.
- **Brightness Level**: The default volume is recommended.

Step 3 Drag the slider of **Backlight** to adjust backlight volume.

Step 4 Optionally, check **Apply in Batch** and select terminals to configure with the same parameters.

Step 5 Click **Apply**.

7.3.6 Configure Logo

Purpose:

Enable/disable the startup logo of terminals.

Step 1 Click the **Logo** tab.

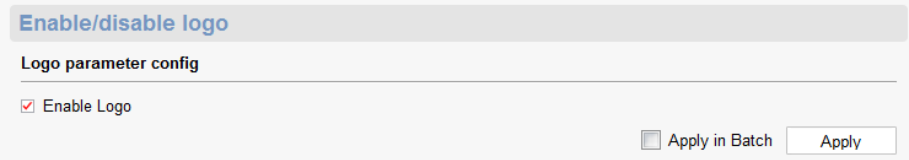


Figure 7-6 Startup Logo

Step 2 Check/uncheck **Logo**.

Step 3 Optionally, check **Apply in Batch** and select terminals to configure with the same parameters.

Step 4 Click **Apply**.

7.3.7 Configure Default Schedule

Purpose:

If you need to display a default video when no schedule is being played, enable default schedule and designate default videos. Refer to *6.1 Add Schedule* to designate default video.

Step 1 Click the **Default Schedule** tab.

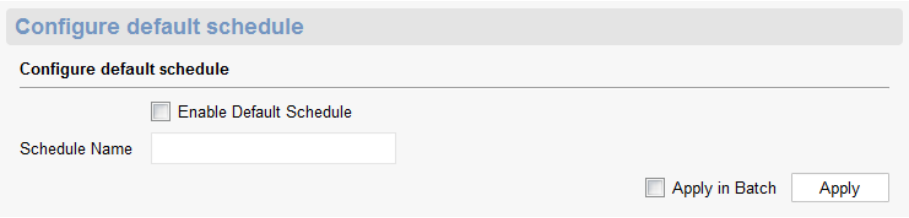


Figure 7-7 Default Schedule

Step 2 Check **Enable Default Schedule**.

Step 3 Enter **Schedule Name**.

Step 4 Optionally, check **Apply in Batch** and select terminals to configure with the same parameters.

Step 5 Click **Apply**.

7.3.8 Configure Terminal Password

Purpose:

You can remotely modify terminal password.

Step 1 Click **Modify Terminal Password**.

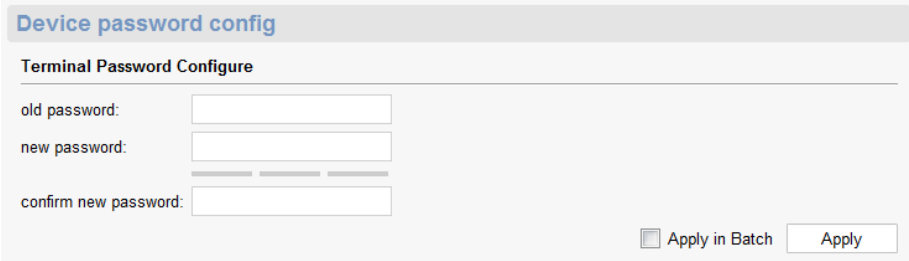


Figure 7-8 Terminal Password

Step 2 Enter Current Password and enter the same password in **New Password** and **Confirm New Password**.

Step 3 Optionally, check **Apply in Batch** and select terminals to configure with the same parameters.

Step 4 Click **Apply.**

7.3.9 Configure Temperature Protection

Purpose:

Terminal shuts down automatically if its temperature is higher than the shutdown temperature. And terminal starts up automatically when its temperature is lower than the startup temperature.

Step 1 Click **Temperature**.

Figure 7-9 Temperature Protection

Step 2 Check **Enable**.

Step 3 Enter **Startup Temperature** and **Shutdown Temperature**.

- **Startup Temperature**: Terminal shuts down automatically if its temperature is higher than the set value. Range: 40 °C to 53 °C.
- **Shutdown Temperature**: Terminal will shut down automatically if its temperature is higher than the set value. Range: 42 °C to 55 °C.

Step 4 Optionally, check **Apply in Batch** and select terminals to configure with the same parameters.

Step 5 Click **Apply.**

7.3.10 Configure Time Zone

Purpose:

Configure terminal time zone according to the actuality.

Step 1 Click **Time Zone Configuration**.

Figure 7-10

Step 2 Select **Time Zone**.

Step 3 Optionally, check **Apply in Batch** and select terminals to configure with the same parameters.

Step 4 Click **Apply.**

7.3.11 Configure Terminal Security

Purpose:

You can remotely enable/disable terminal SADP function.

Step 1 Click **Terminal Security**.

Step 2 Check/uncheck **Enable SADP** as your desire.

Step 3 Optionally, check **Apply in Batch** and select terminals to configure with the same parameters.

Step 4 Click **Apply.**

7.3.12 Check Additional Component Information

You can check the version information of the additional component and determine whether an upgrade is needed.

7.3.13 Configure Terminal IP Address

Step 1 Go to **Network > Terminal IP Address**.

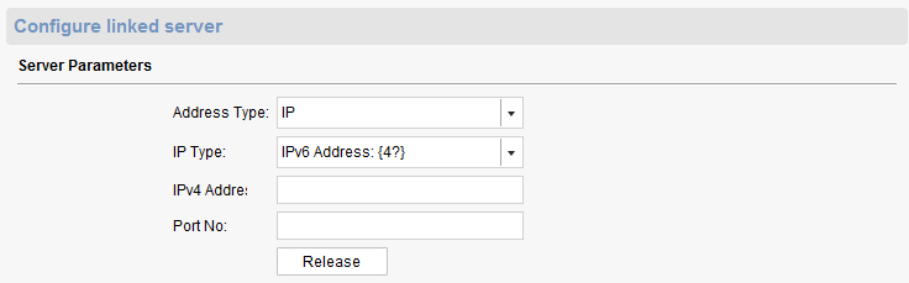


Figure 7-11 Terminal IP Address

Step 2 Edit network parameters.

Step 3 Click **Apply**.

7.3.14 Configure Linked Server IP Address

Step 1 Go to **Network > Linked Server**.

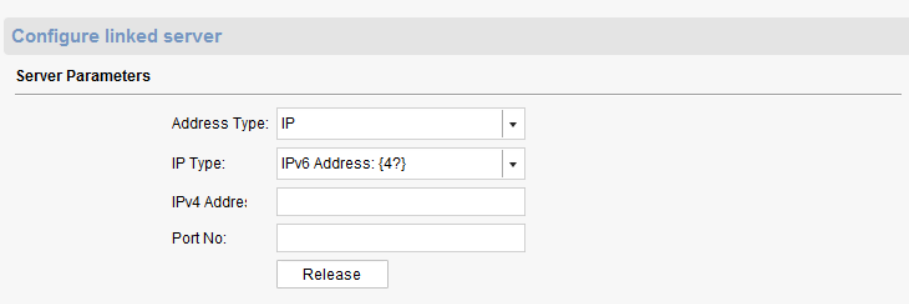


Figure 7-12 Linked Server IP Address

Step 2 Edit network parameters.

Step 3 Click **Apply**.

7.3.15 Adding IP Channel

Purpose:

Up to 4 general IP cameras and 1 valid passenger IP camera are allowed to add to a terminal.

Step 1 Click the **Terminal Association** tab.

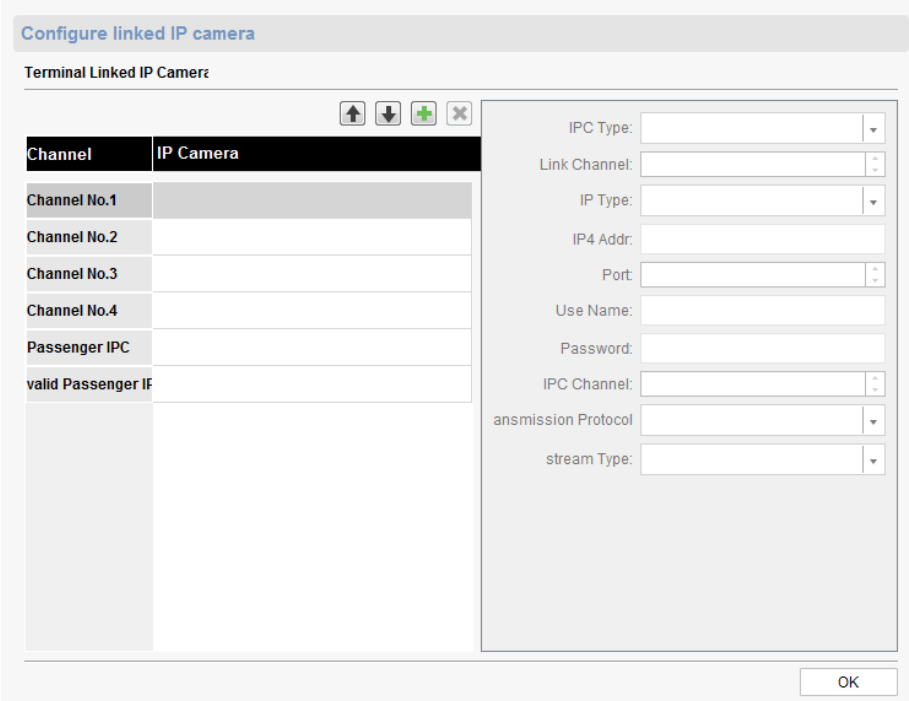


Figure 7-13 IP Channel

Step 2 Select a channel in Channel list and click .

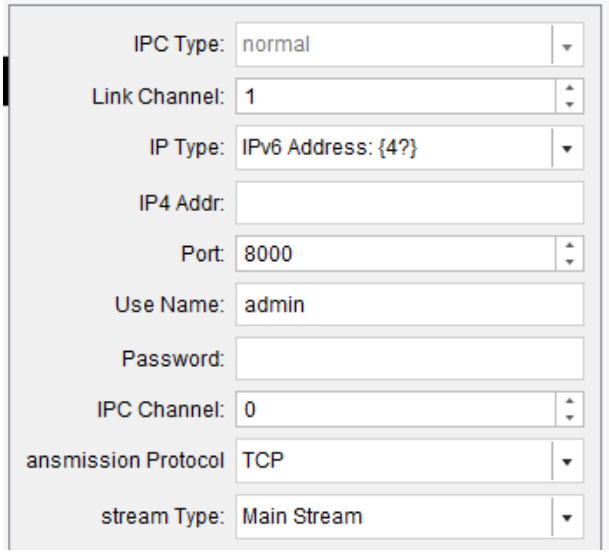


Figure 7-14 IP Camera Parameters

Step 3 Enter the parameters of IP camera to add.

Step 4 Click **OK**

Step 5 Optionally, link the IP camera to other channel by operating the / icon.

7.4 Modify Terminal

Step 1 Click to select a terminal to modify.

Step 2 Click .

Step 3 Modify the parameters you need.

Step 4 Click **Modify** to save the settings.

7.5 Delete Terminal

Step 1 Click to select the terminals to delete.

Step 2 Click .

Step 3 Click **Confirm** in popup message box to delete.

Chapter 8 General Configuration

Purpose:

Edit users, view logs, manage HDD, and configure system parameters here.

8.1 Organization Resource

Step 1 Select the **Organization Resource** item.

Step 2 Click + to create an organization.

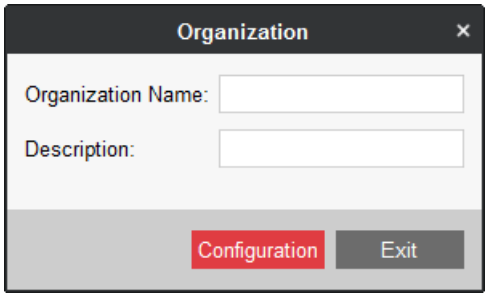


Figure 8-1 Create Organization

Step 3 Enter Organization Name and Description.

Step 4 Click **Configuration**.

8.2 User Management

Purpose:

Multiple user accounts can be added to the client software. You are allowed to assign different permissions for different users.

Step 1 Select the **Organization Resource** item.

8.2.2 Add a User

Step 1 Select an organization to add the user to.

Step 2 Click + Add User.

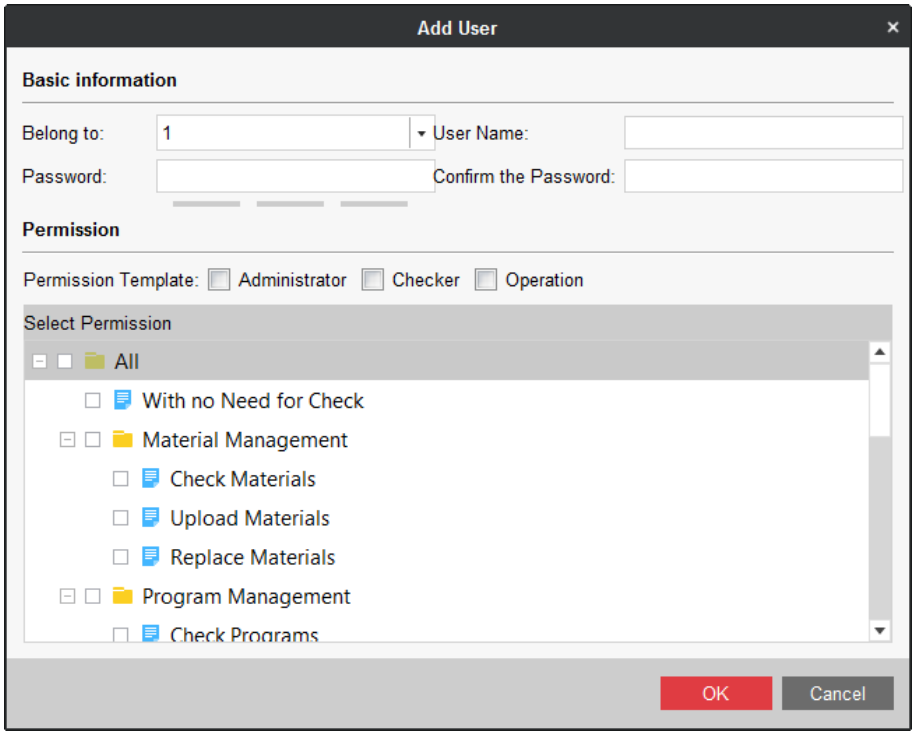


Figure 8-2 Add User

Step 3 Enter the **User Name**, **Password**, and **Confirm Password**. We highly recommend you to use a strong password to ensure your data security.

NOTE

- A user name cannot contain any of the following characters: / \ : * ? " < > |. And the length of the password cannot be less than 6 characters.
- For your privacy, we strongly recommend changing the password to something of your own choosing (using a minimum of 8 characters, including upper case letters, lower case letters, numbers, and special characters) in order to increase the security of your product.

Step 4 Check the checkboxes to assign the permissions for the created user.

Step 5 Click **OK** to create the user.

8.2.3 Manage a User

Purpose:

After created successfully, the user account is added to the user list on the Account Management page. You can edit or delete the information of the user accounts.

To edit the information of the user, select the user from the list, and click **Modify User**. Or you can double click the user name to enter the Modify User window.

To delete the information of the user, select the user from the list, and click **Delete User**.

NOTE

The super user cannot be deleted and edited.

8.3 Log Management

8.3.1 Search Logs

Purpose:

The log files of the software can be searched for checking.

Step 1 Click to select the **Log Management** item in general configuration menu.

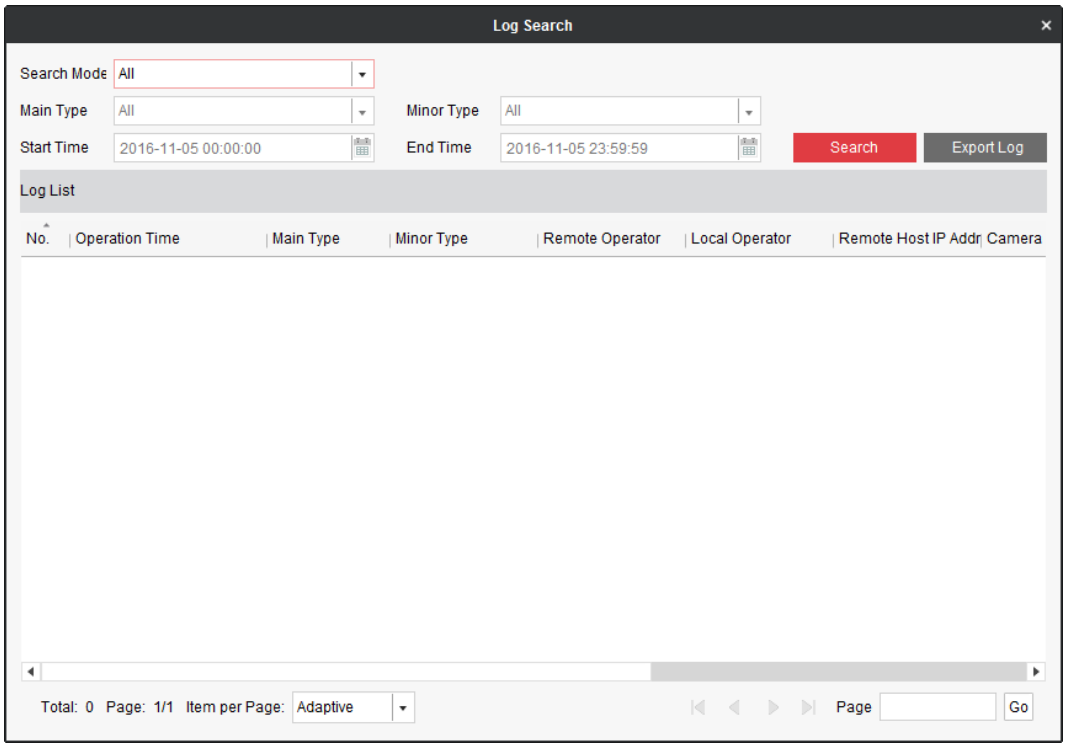


Figure 8-3 Log Search

Step 2 Set the search conditions.

Step 3 Click **Search**. The log files matching the search conditions will be displayed on the list. You can check the operation time, content, and other information of the logs.

NOTE

Please narrow the time range or filter the log type for search if there are too many log files.

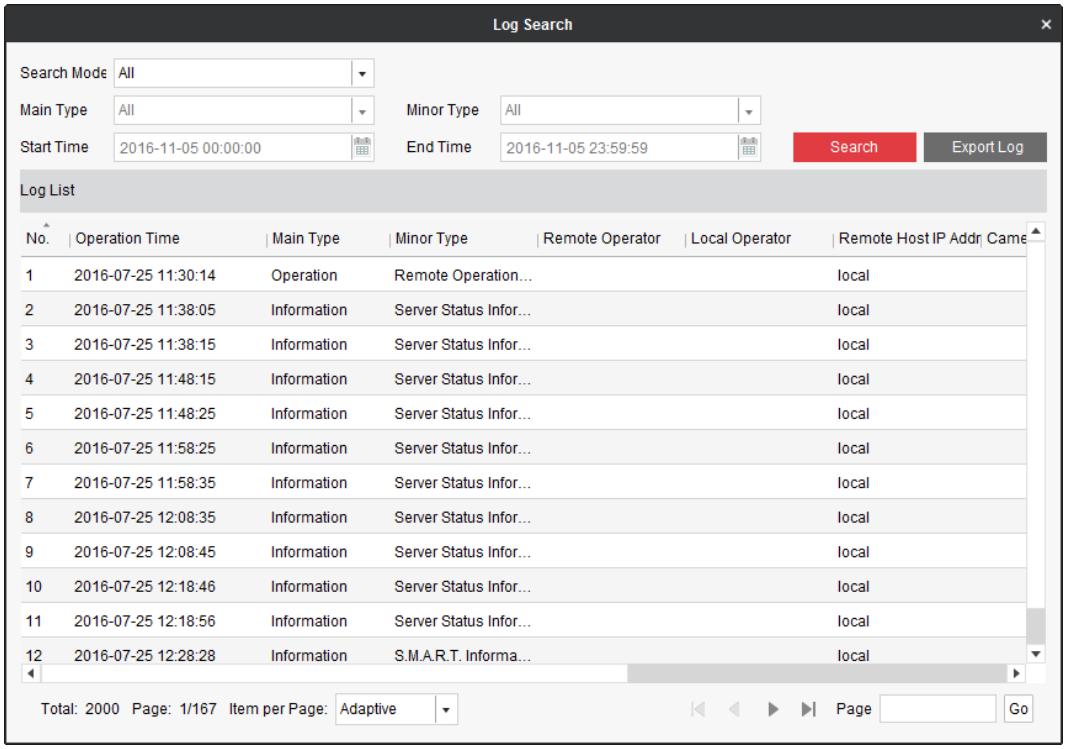


Figure 8-4 Log Search

8.3.2 Back up Log Files

Purpose:

The log files can be exported for backup.

Step 1 Set the condition and search the log file.

Step 2 Click **Export Log** to open the Log Backup dialog box.

Step 3 Click the ... icon, select a local saving path, and set a name for the file.

Step 4 Click **Confirm** to export the selected log files.

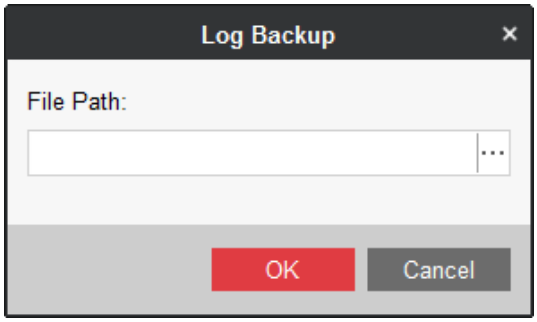


Figure 8-5 Log Backup

8.4 Disk Management

8.4.1 Format HDD

Purpose:

You can format the HDD installed in information release server.

Step 1 Select the **Disk Management** item in menu bar.

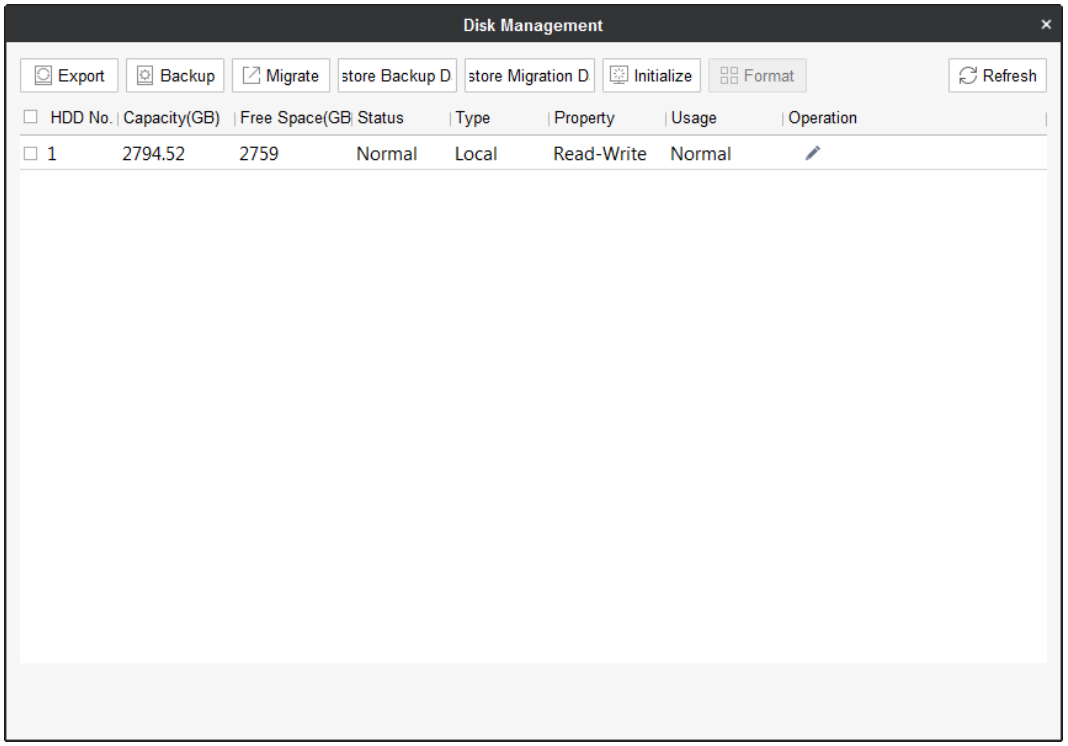


Figure 8-6 Disk Management

Step 2 Check to select HDD.

Step 3 Click **Format** and confirm the operation.

8.4.2 Configure HDD Usage

Purpose:

HDD can be configured as backup HDD, migration HDD, or normal HDD.

Step 1 Click of an HDD.

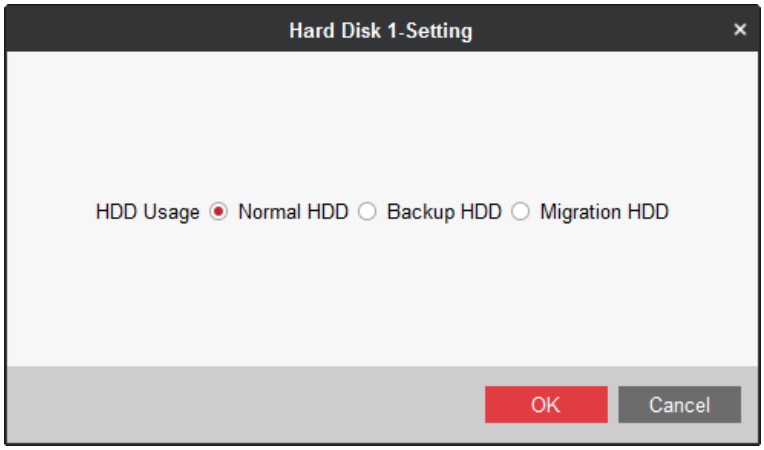


Figure 8-7 HDD Usage

Step 2 Select **HDD Usage** as your desire.

- **Normal HDD**: Save information release server data.
- **Backup HDD**: Back up data for other HDDs in information release server.
- **Migration HDD**: Used to migrate data of one information release server to the other server.

Step 3 Click **OK**.

8.4.3 HDD Backup

Purpose:

To avoid data loss, you can back up data from normal HDDs to backup HDDs.

Create backup HDDs. For details, refer to 8.4.2 Configure HDD Usage.

NOTE

- The capacity of backup HDDs must be larger than the capacity of HDDs to back up.
- Data of all normal HDDs will be backed up.

Manual Backup

Purpose:

Backup data up for once.

Step 1 Select the backup HDDs and click **Initialize.**

Step 2 After initialization, click **Manual Backup**.

Auto Backup

Purpose:

Device will regularly back data up by the set time.

Step 1 Select the backup HDDs and click **Initialize.**

Step 2 Click **Auto Backup**.

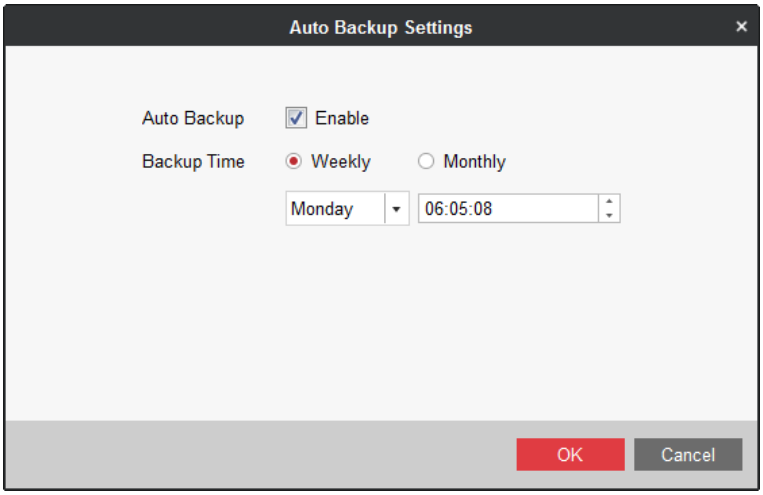


Figure 8-8 Auto Backup

Step 3 Check **Enable** of **Auto Backup**.

Step 4 Set **Backup Time**. Device will regularly starts backup by the set time.

Step 5 Click **OK**.

8.4.4 HDD Migration

Purpose:

Migrate data of one information release server to the other server.

Before you start:

Set all HDDs as the migration HDD. For details, refer to 8.4.2 Configure HDD Usage.

NOTE

- To ensure data completeness, you need to migrate data of all HDDs.
- After data migration, the configuration file database of new information release server will be replaced.

Step 1 Click **Migrate.**

Step 2 Install the HDDs to the new information release server.

Step 3 Log into the new server via client software.

Step 4 Enter Disk Management interface and click **Restore Migration Data**.

Step 5 After restoration, set the usage of all HDDs as normal HDD or backup HDD, and reboot server.

8.5 Server Maintenance

Select the **System Maintenance** item in menu bar.

- **Enable SADP**: Enable/disable SADP of the information release server. The function is enabled by default. You are recommended to disable SADP after deployment finished.
- **Enable SSH**: Enable/disable SSH of the information release server with the help of technical support. To improve network security, you're recommended to disable SSH.

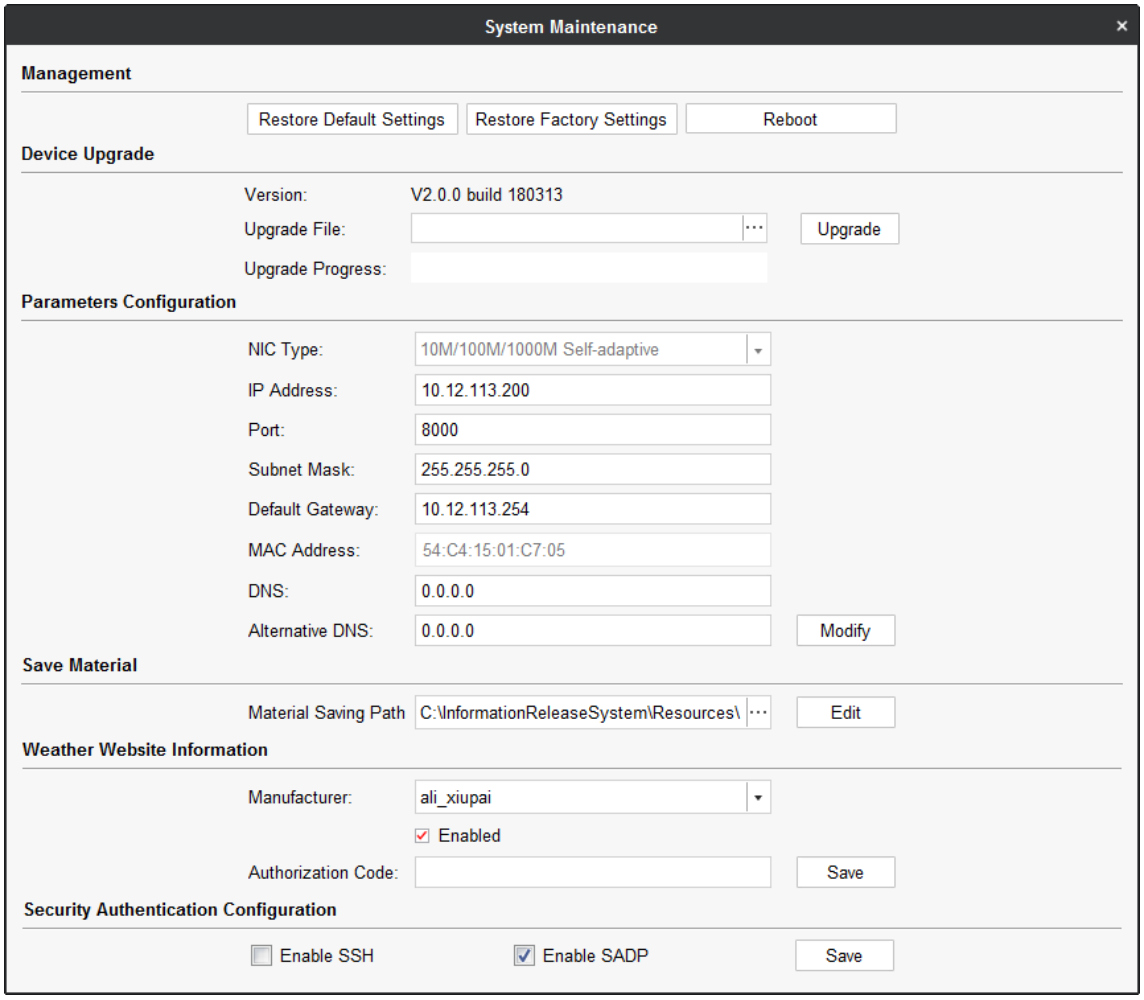


Figure 8-9 System Maintenance

8.6 Time Synchronization

Purpose:

You can adjust the information release server time.

Step 1 Select the **Time Synchronization** item in menu bar.

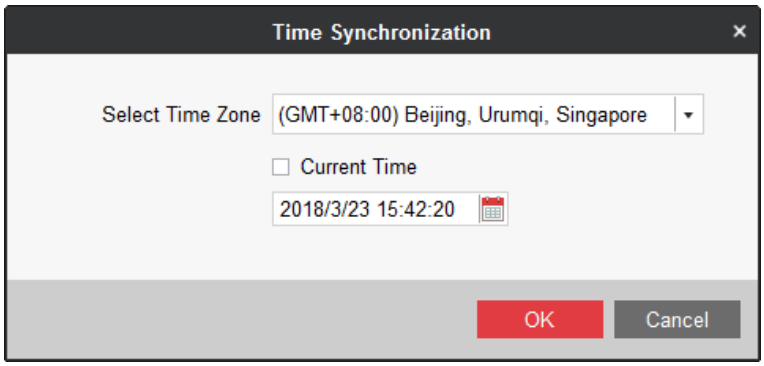


Figure 8-10 Time Synchronization

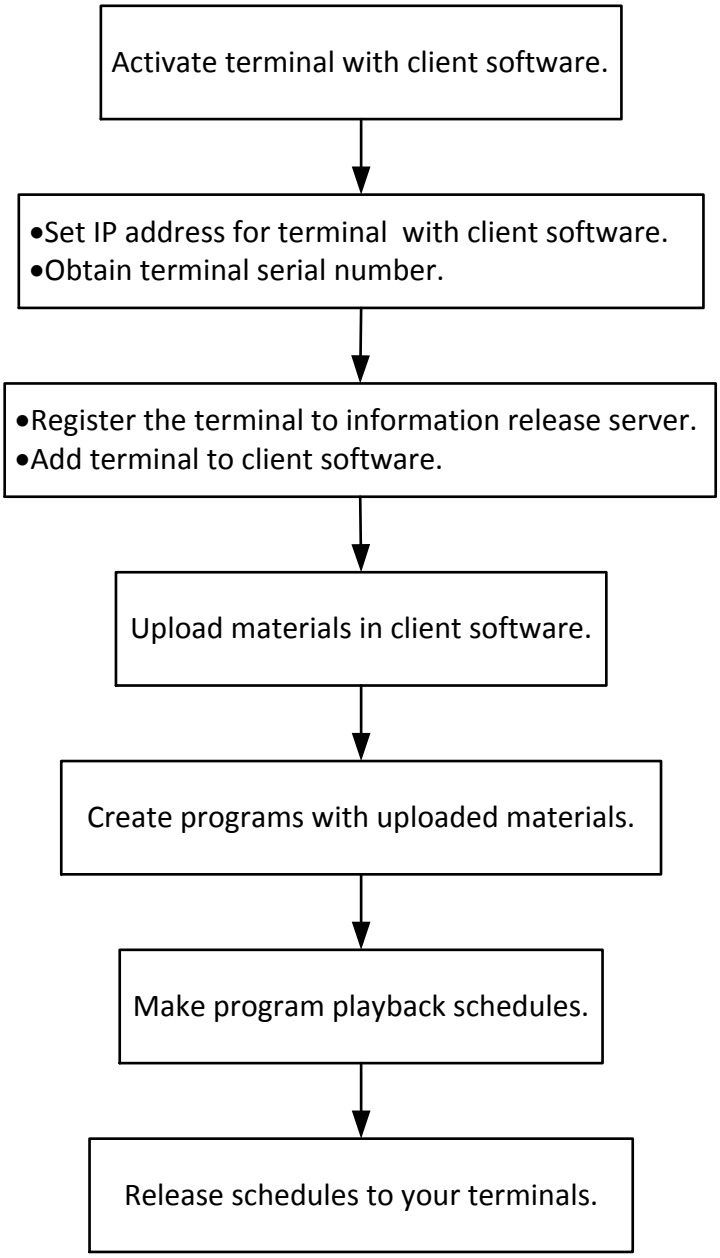
Step 2 Select **Time Zone** according to actuality.

Step 3 To synchronize server time with your computer time, check **Current Time**.

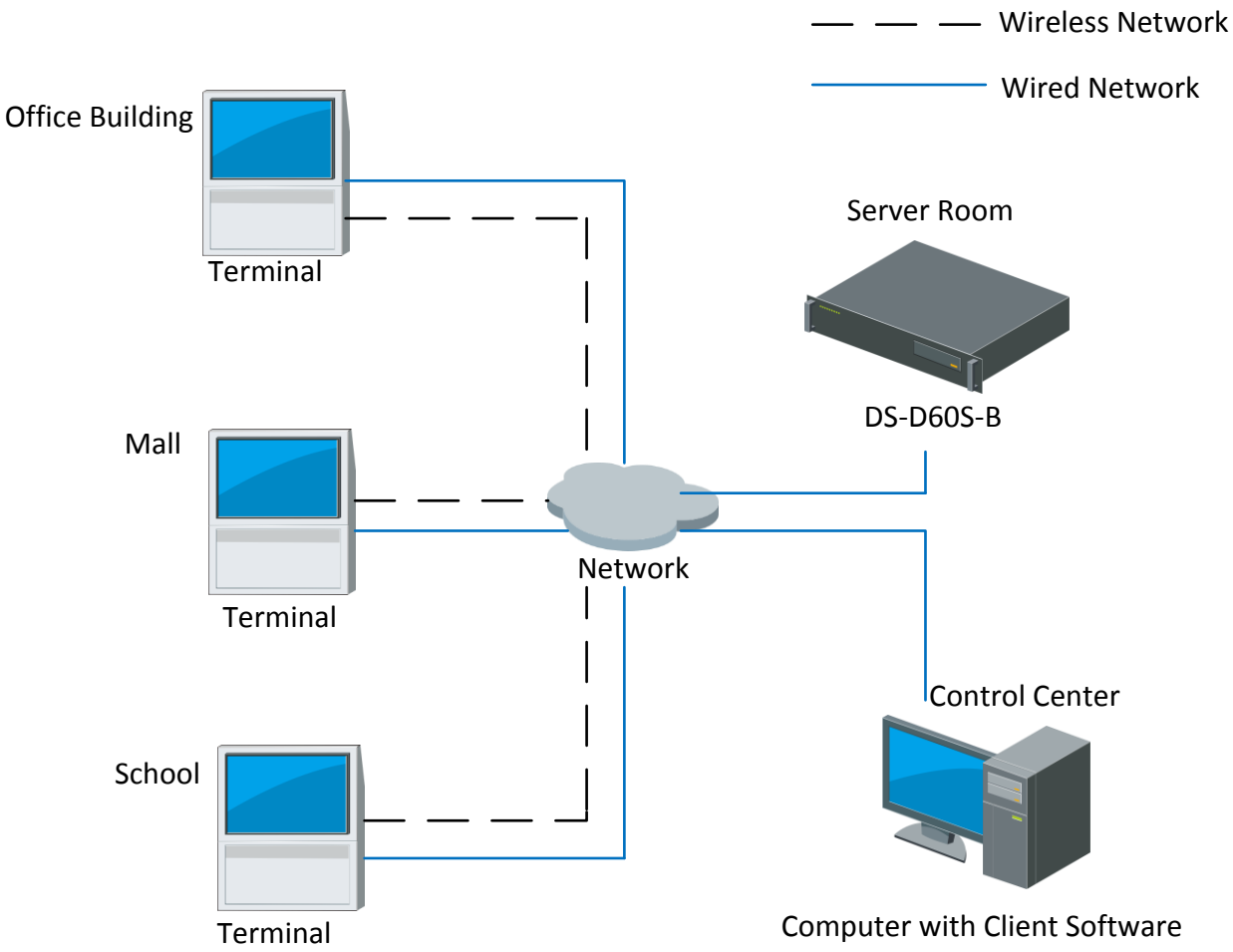
To adjust server time as your desire, uncheck **Current Time** and enter the time.

Step 4 Click **OK**.

Appendix A Operation Flow Chart



Appendix B Deployment Diagram



Appendix C Troubleshooting

The remote control is bound to a terminal and the remote control is lost.

Connect mouse to the terminal. Enter system setting menu and unbind the remote control.

The remote control is bound to a terminal and the terminal is lost.

Press key and key to unbind the remote control.

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