

# ViewSonic<sup>®</sup>



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## **Signage Manager** **Software User Manual**

## Thank you for choosing ViewSonic

With over 25 years as a world leading provider of visual solutions, ViewSonic is dedicated to exceeding the world's expectations for technological evolution, innovation, and simplicity. At ViewSonic, we believe that our products have the potential to make a positive impact in the world, and we are confident that the ViewSonic product you have chosen will serve you well.

Once again, thank you for choosing ViewSonic !



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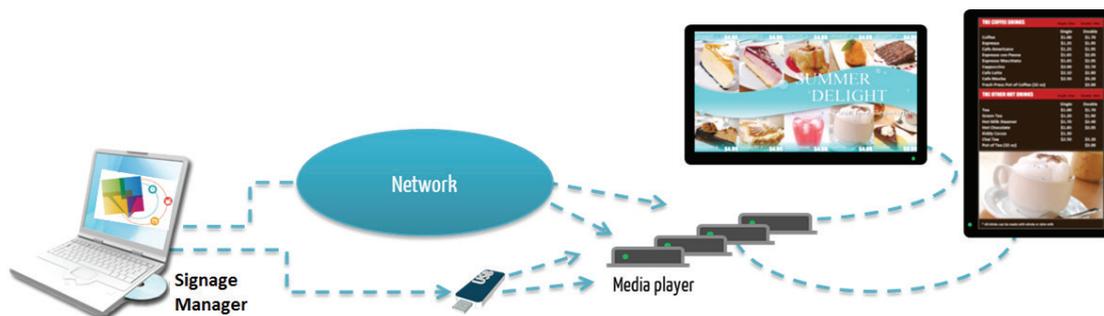
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# 1. Overview

Welcome to Signage Manager, an easy and simple way to manage digital signage content for ViewSonic digital signage media players. The Signage Manager software is designed to be easy to use by leveraging the power of your personal computer. Anyone with basic computer skills can quickly create or modify content playback schedules, using Signage Manager to deliver the right message to the right audience at the right times.

## 1.1 Content management Overview



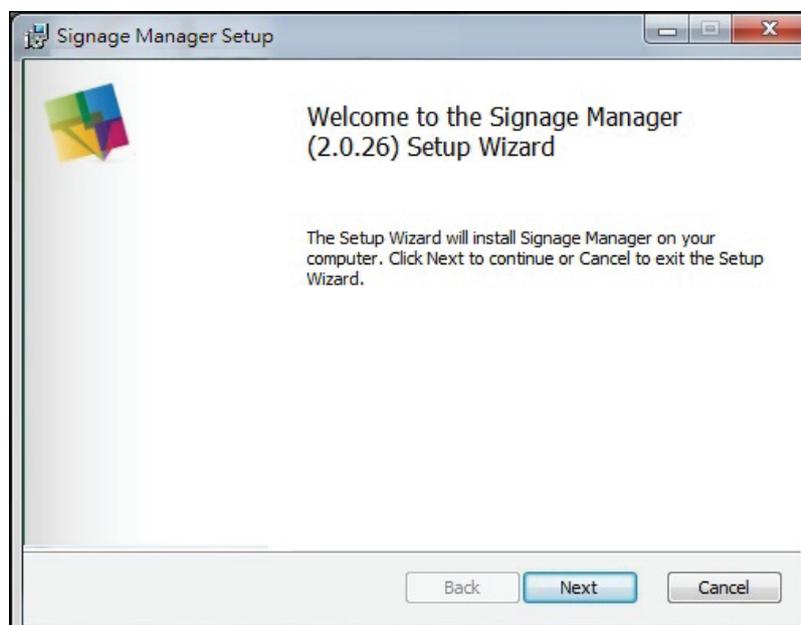
## 2. Installation

### 2.1 Minimum system requirements

|  |                        |
|--|------------------------|
| Windows Vista, 7 or 8 Operating System | 2.6 GHz CPU            |
| .DirectX 9                             | 2 GB of system memory  |
| .NET Framework 4                       | 20 GB hard drive space |

### 2.2 Setup process

Run the installer and follow the step by step instructions. Close the installer to finish installation.

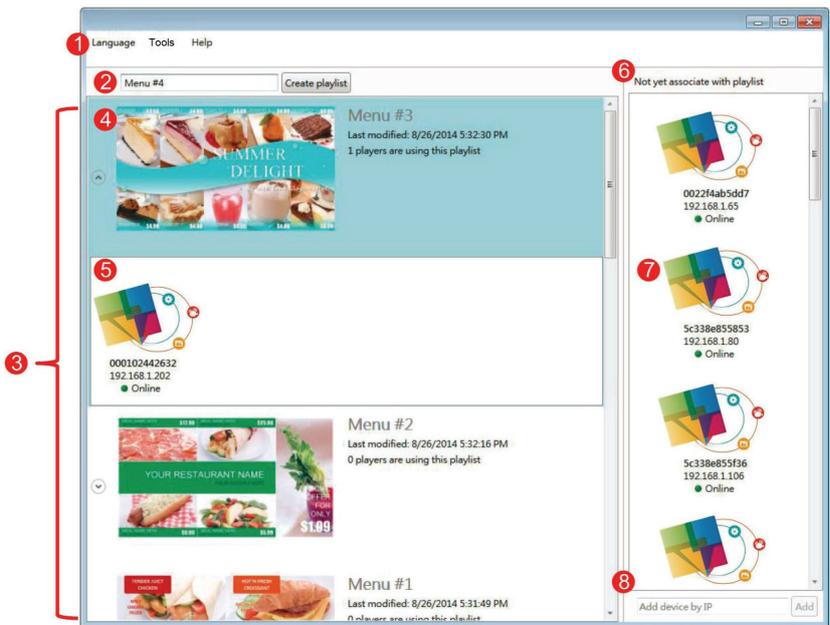


# 3. UI Overview

## 3.1 Main Menu

The main menu is composed of a list of existing playlists and a list of players available for playlist assignment.

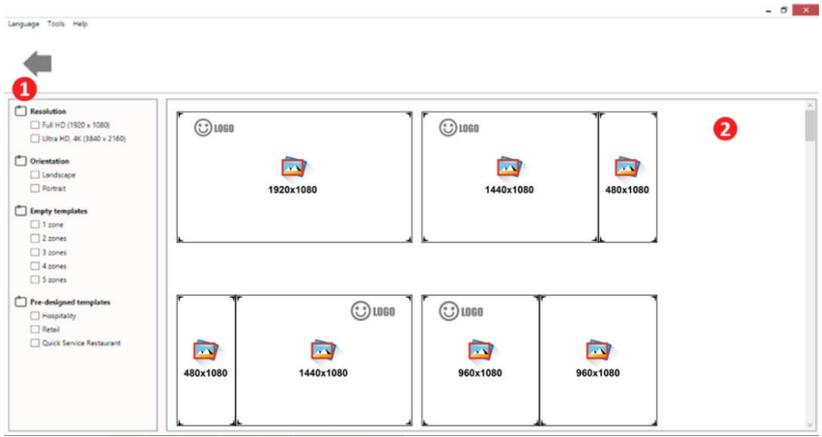
You can drag players into/out of a playlist to make it associated/ unassociated with the playlist. Double click a playlist to edit it.



- 1 Tool bar
  - Language option\
  - Tools
  - Help information
- 2 Playlist name field and Playlist create button
- 3 List of existing Playlists
- 4 Playlist preview and info
- 5 The associated players of the playlist
- 6 Player list
- 7 Player name, IP, status
- 8 Player IP field and player search/add button

## 3.2 Template List

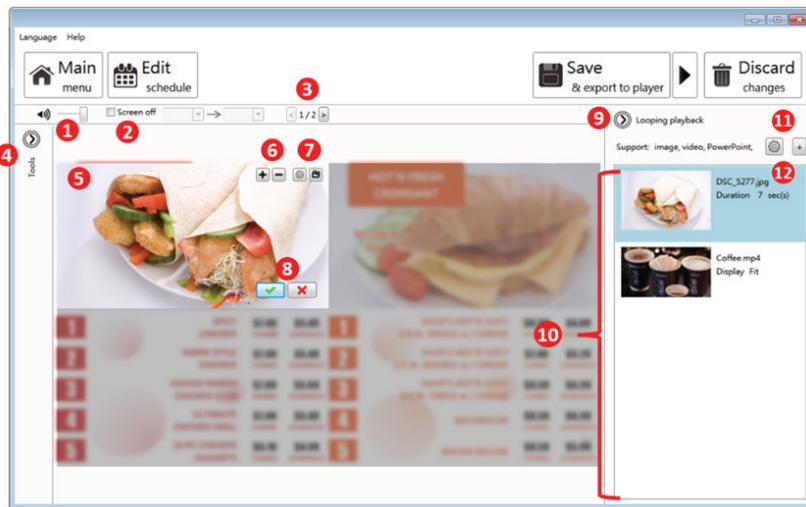
Template list contains all the presentation templates available to start a new playlist.



- 1 Template filter
- 2 Available templates

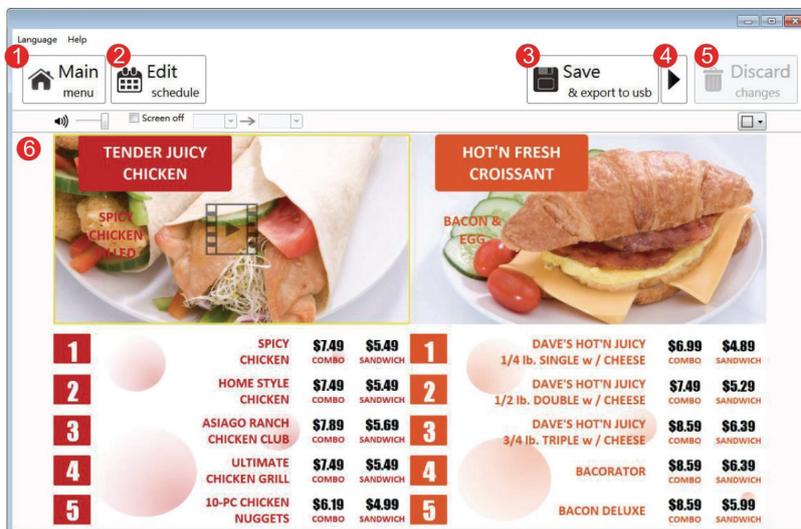
### 3.3 Presentation Editor

Presentation editor allows you to edit all the media content: text, pictures and video in a presentation.



- 1 Volume control
- 2 Screen off control
- 3 Switch presentations
- 4 Expand/Hide tool menu
- 5 Editing zone
- 6 Zoom or Fit options
- 7 Change content
- 8 Confirm/Cancel change
- 9 Expand/Hide media list
- 10 Media list for this zone
- 11 Add more media files
- 12 Media information  
Thumbnail  
File name  
Options

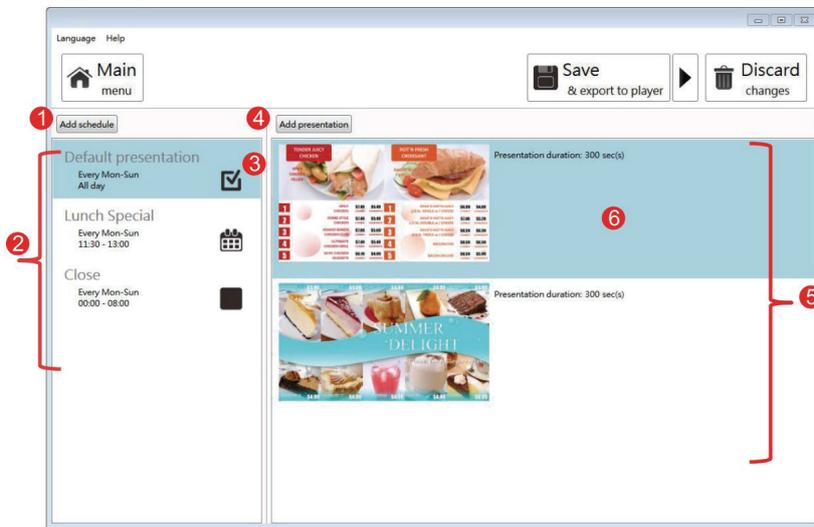
It also allows you to save the playlist, export the playlist to players/USB, or enter schedule editor if you need to schedule the playback.



- 1 Back to Main menu
- 2 Edit Playlist Schedule
- 3 Save and export
- 4 Select export target (player or USB)
- 5 Discard all changes
- 6 Editing zone

### 3.4 Schedule Editor

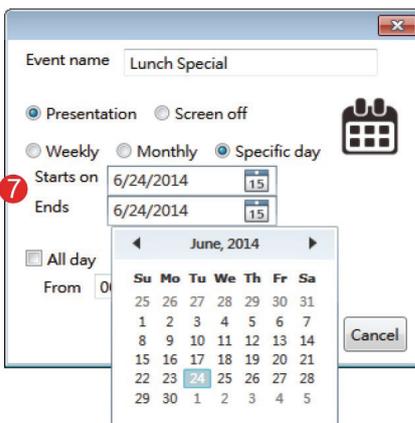
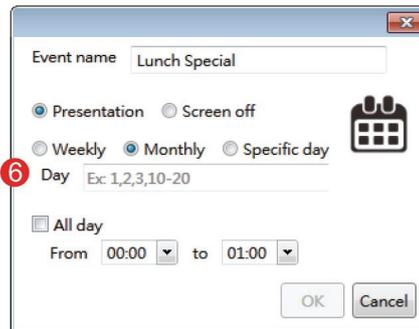
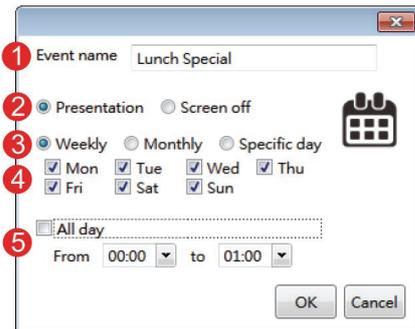
Schedule Editor helps you create flexible playlist containing multiple presentations which will play automatically according to pre-defined events (time slots).



- 1 Add event schedule
- 2 Existing events
- 3 Event information  
Time slot  
Event Day/Date  
Event Type
- 4 Add new presentation to current event
- 5 Existing presentations in current event
- 6 Presentation information  
Thumbnail  
Duration

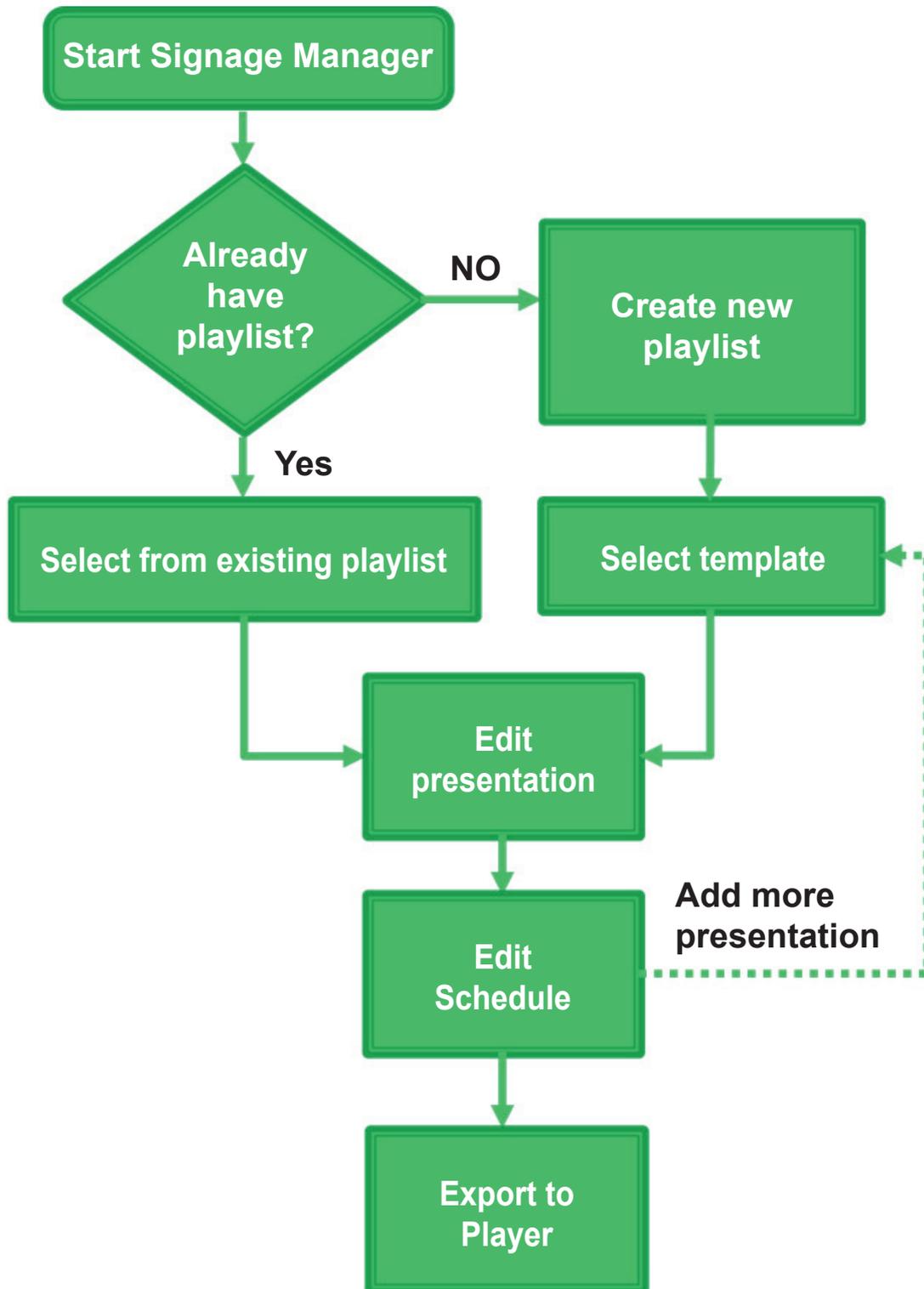
### 3.5 Event Editor

Event Editor lets you define how and when you want the event to take place.



- 1 Name of the event
- 2 Event type
- 3 Recurrence type
- 4 Day picker for weekly event
- 5 Time slot
- 6 Day picker for monthly event
- 7 Day picker for specific day event

### 3.6 User Operation Flow

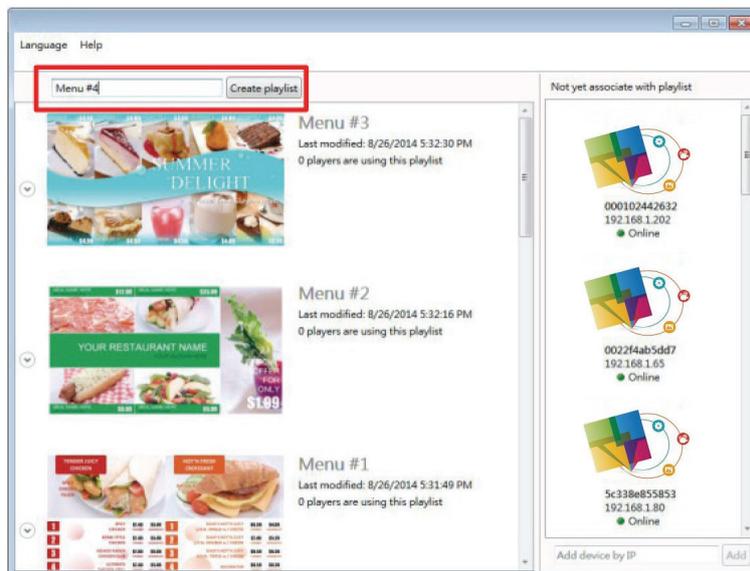


# 4. Basic Operations

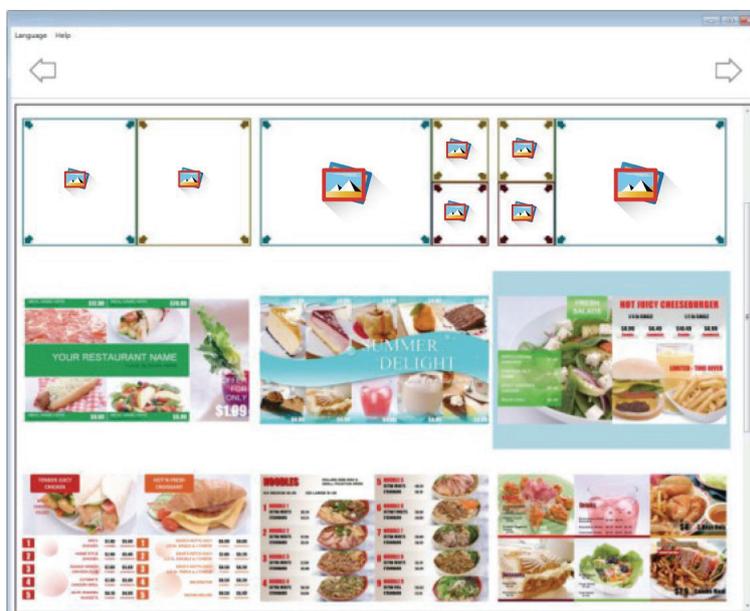
## 4.1 Create Playlist

### 4.1.1 Create Playlist

1. Input a playlist name and then click “Create playlist”

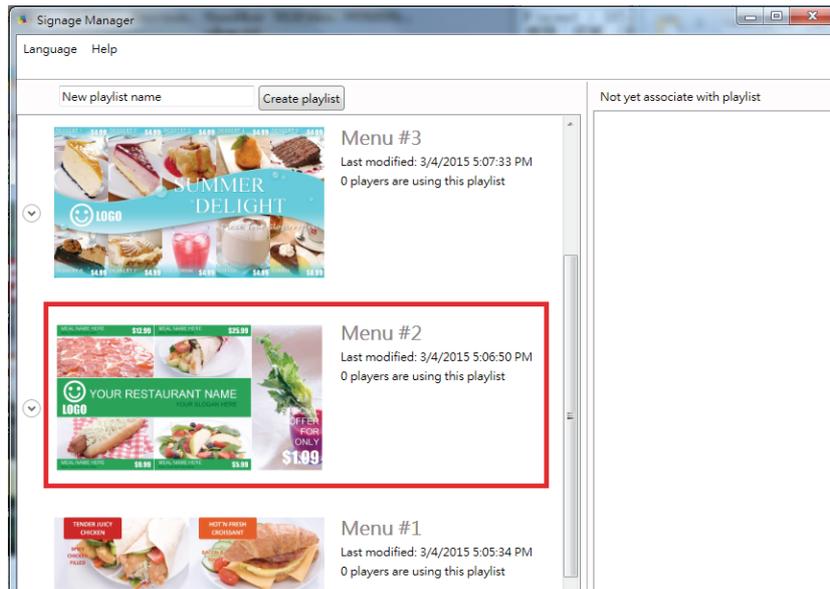


2. Double click a template to make your selection



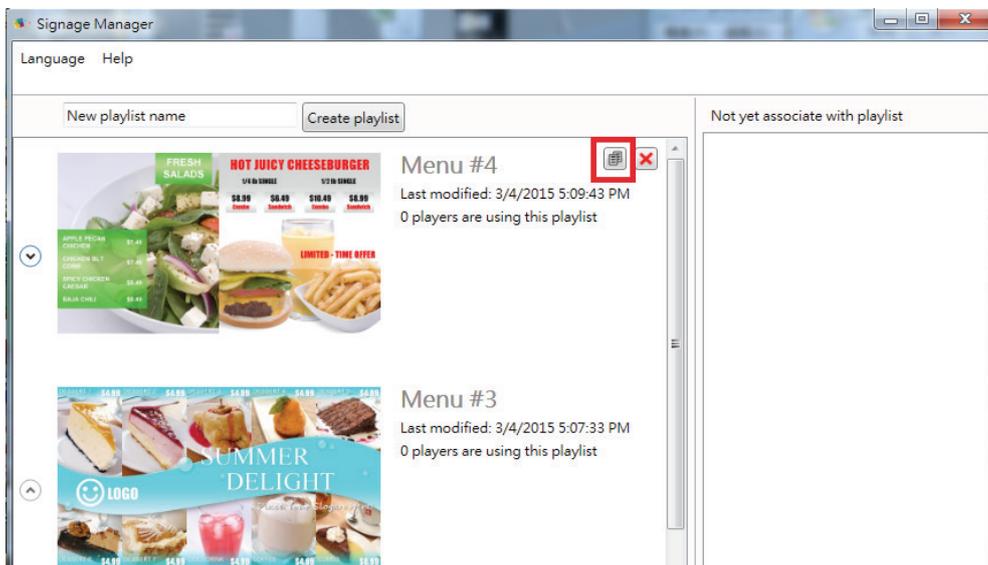
## 4.1.2 Edit from existing playlist

Double click on an existing playlist to edit.



## 4.1.3 Duplicate existing playlist

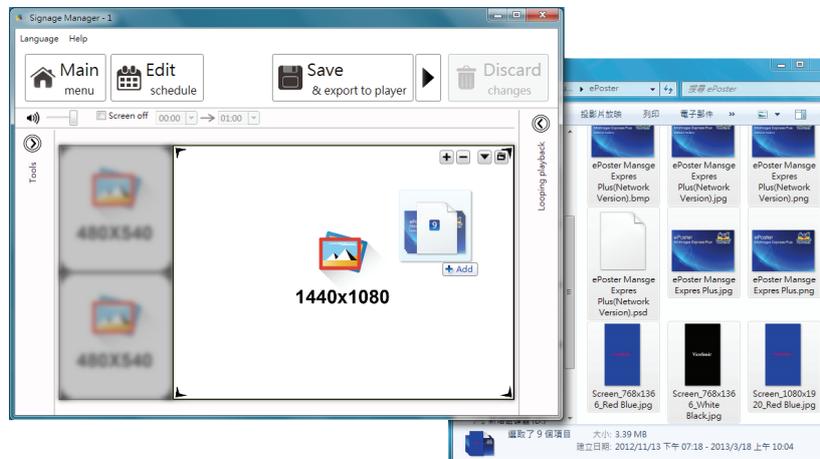
Click on Duplicate button of an existing playlist to copy the playlist.



## 4.2 Edit Presentation

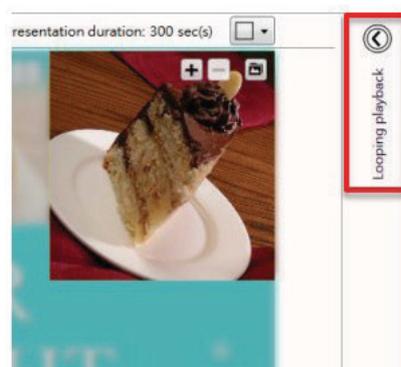
### 4.2.1 Add looping playback media items by drag and drop

Select a zone then simply drag and drop media from file explorer to the zone.

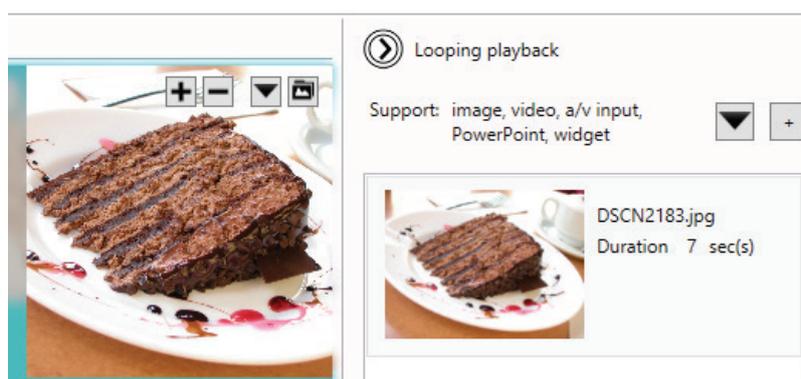


### 4.2.2 Add looping playback media items from panel

1. Select a region then expanding the option panel.



2. Add new image/video/powerpoint/widget and edit their attributes.



Click  to add more media to the zone

Click  to add special media to the zone:

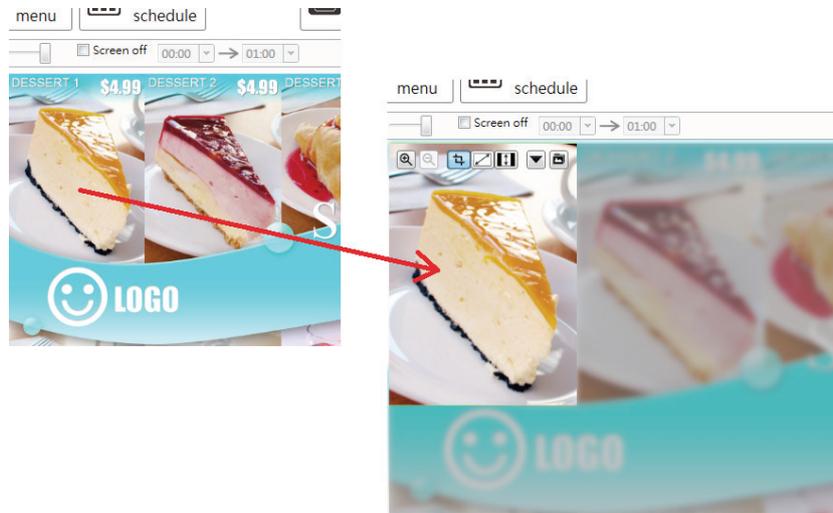
Widget 

A/V input 

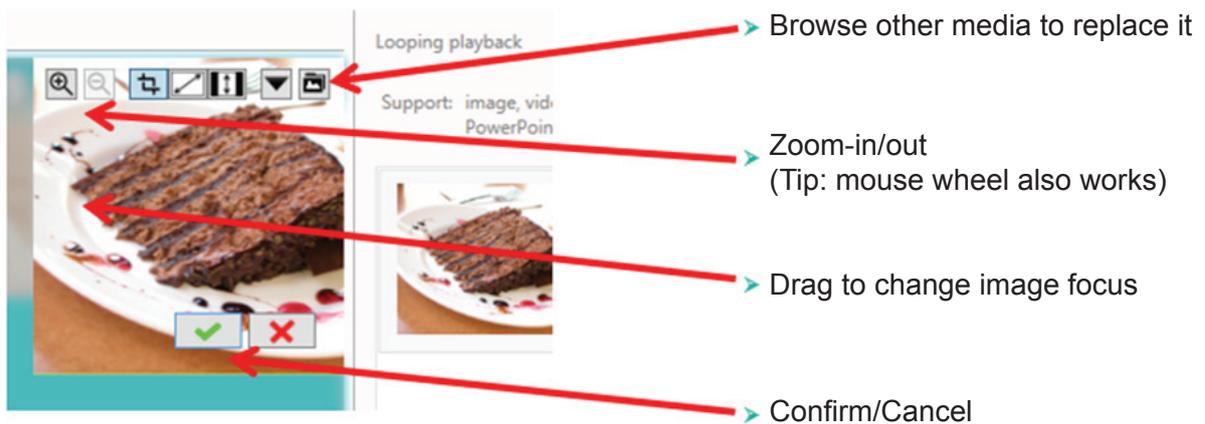
**Note:** Drag and drop to change the playback order.

### 4.2.3 Edit image

1. Move mouse around the template, editable area will be highlighted.
2. Click to start editing.



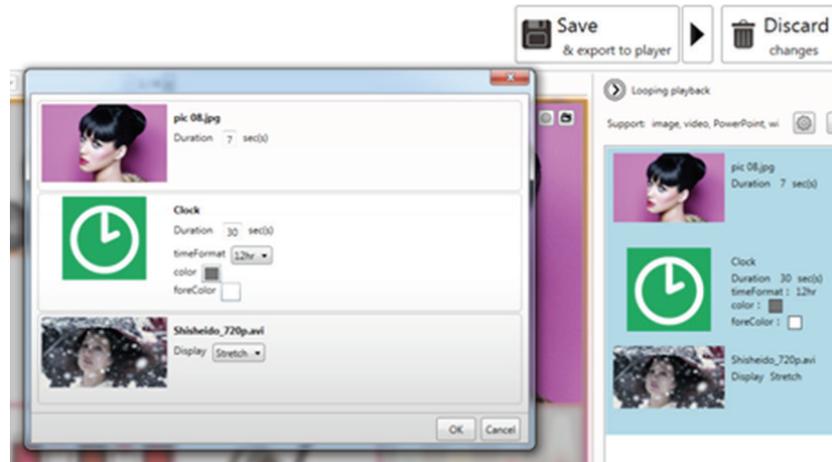
3. You can replace the default image, zoom-in/out and adjust the focus. Click confirm when you are done.



| Configurable options | Options  |
|----------------------|--|
| Duration             | Playback duration (seconds)  |
| Display option       | Crop ( default option which allows user to change focus freely )           |
|                      | Fit ( fit image inside the zone and maintain its aspect ratio)             |
|                      | Stretch ( fill image inside the zone without maintaining its aspect ratio) |

**Note:** Use mouse wheel to quickly zoom-in/out.

4. Playback duration and other options can be configured from Option dialog, to launch the Option dialog:
- double click on media item
  - click right mouse button and select Option.



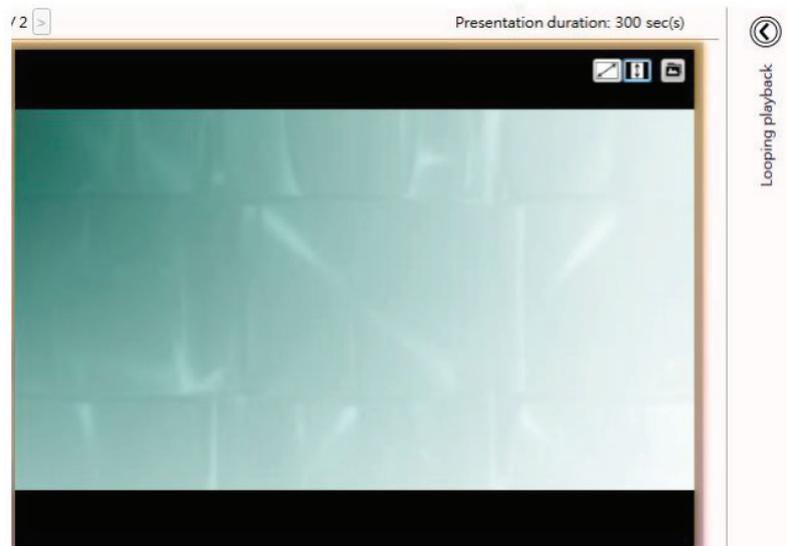
**Note:** To select multiple items, click the first item, press and hold down the Ctrl key, and then click the next item.

## 4.2.4 Edit video

1. Add video files to a region, a video thumbnail will show in the region.
2. Choose to fit inside the region or stretch video to the region.



: Fit inside



: Stretch



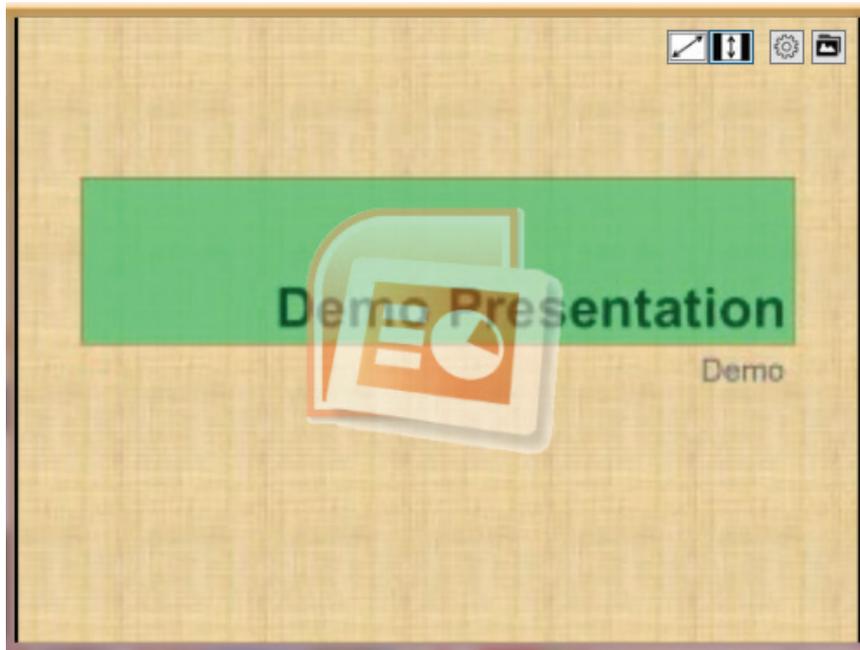
**Note:** Only ONE zone is allowed to contain video files.

**Note:** Double click the video to preview the playback in Windows application.

| Configurable options | Options     |
|----------------------|-------------|
| Display              | Fit/Stretch |

## 4.2.5 Edit PowerPoint file

1. Add powerpoint file to a zone and click on the item to start editing.



2. Choose to fit inside the zone or stretch PowerPoint to the zone.

 : Fit inside

 : Stretch

**Note:** Export PowerPoint slides (in static only) if you have PowerPoint 2003/2007/2010/2013 installed in same computer.

**Note:** Double click the file to edit in PowerPoint

| Configurable options       | Options                                    |
|----------------------------|--|
| Display                    | Fit/Stretch                                |
| Unspecified slide duration | Playback duration for each slide (seconds) |

## 4.2.6 Edit Logo

1. Click on LOGO icon to edit LOGO (LOGO only supported in limited Templates).



2. You can replace the image, zoom-in/out and adjust the focus. Click confirm when you are done.

## 4.2.7 Edit Widget

Add widget files to a region and click on the item to start editing.



| Configurable options | Options   |
|----------------------|---|
| Common               | Playback duration: seconds  |
| Options              | Color: background color<br>foreColor: text color  |
| Clock                | timeFormat : 12h/24h  |
| Calendar             | timeFormat : 12h/24h<br>Align: right/center/left  |
| Weather              | Cities: type city name listed in -<br><a href="http://www.worldweatheronline.com/country.aspx">http://www.worldweatheronline.com/country.aspx</a><br>Scale : C/F<br>Key : worldweather online API Key |
| RSS                  | Urls: RSS URL<br>Writing direction:Right to Left/Left to Right  |
| Webpage              | URL: website URL  |

## 4.2.8 Adding Ticker

The screenshot shows the Signage Manager interface with several empty templates in the background. A red arrow points to one of these templates. In the foreground, the 'Tools' panel is visible, with the 'Ticker' checkbox checked and highlighted by a red box. A 'Select ticker mode' dialog box is open, showing 'Personal text' selected. The 'Main menu' and 'Edit schedule' buttons are also visible.

Choose one of the empty templates to use ticker  
 in the Tools panel, check Ticker to enable it  
 Select a preferred ticker mode from one of the options:

- Personal text: to display text content from a .txt file
- Widget: to display a widget in the ticker zone (ex. RSS widget or custom widgets)

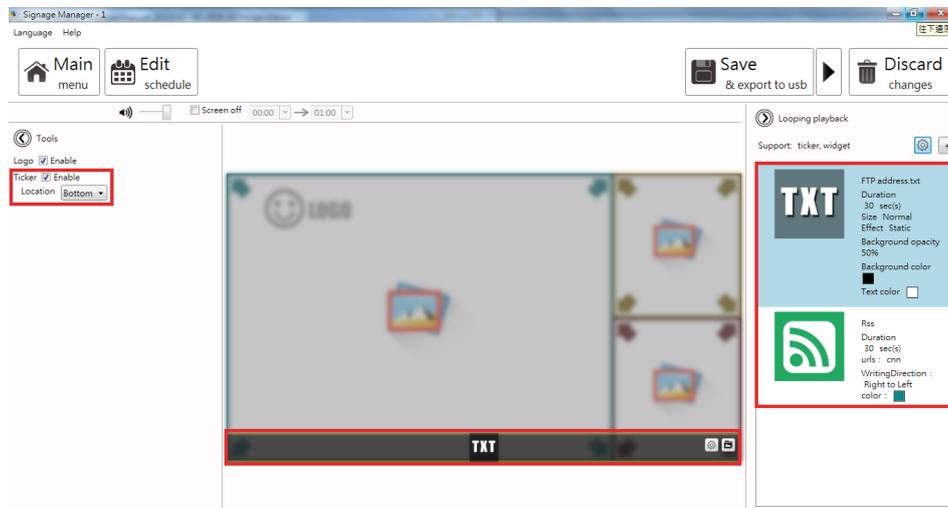
The 'Option' dialog box is shown with the following settings:

- Ticker** (selected)
- File: C:\Users\ChuAn\Desktop\FTP address.txt
- Duration: 30 sec(s)
- Size: Normal
- Effect: Static
- Background color: Black
- Background opacity: 50%
- Text color: White

| Configurable options | Options   |
|----------------------|---|
| File                 | Path to the .txt file   |
| Duration             | Playback duration in seconds  |
| Size                 | The text size of the ticker<br>Available options: small/normal/large  |
| Effect               | Transition effect of the ticker<br>Available options:<br>Static: no transition effect between lines<br>Crawl: ticker crawls from right to left<br>Scroll: ticker scrolls up |
| Background color     | Select ticker zone background color from color palette  |
| Background opacity   | Level of transparency of the ticker background  |
| Text color           | Select text color from color palette  |
| Writing direction    | Left to right/Right to left   |

After enabling the ticker, you can:

1. Change the location of the ticker to Bottom or Top
2. Adding more .txt file or widgets to the zone

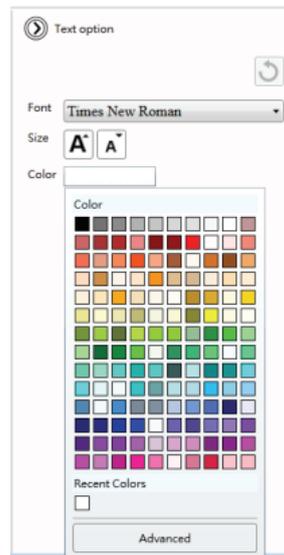


## 4.2.9 Edit text

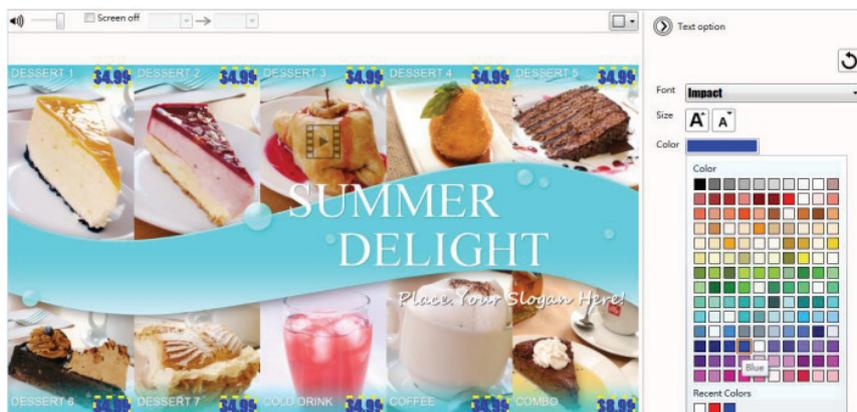
1. Editable text will get highlighted with yellow box when hovering on it. Click the text to start editing.



2. Expand option to change font type, size and color.

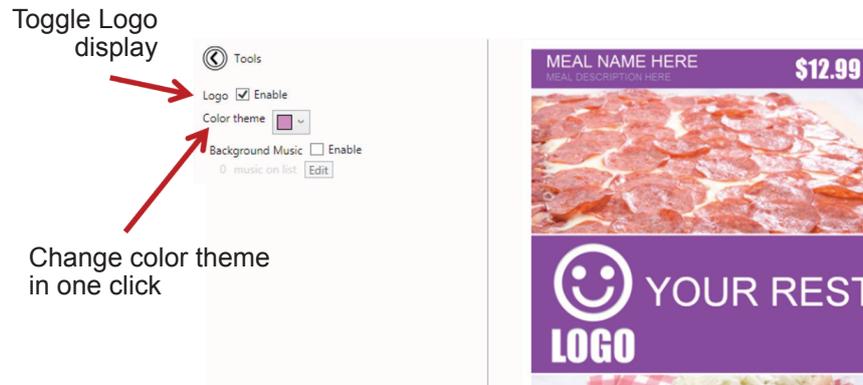


3. If the text belongs to a text group, changing its style would affect on all text in the same group.



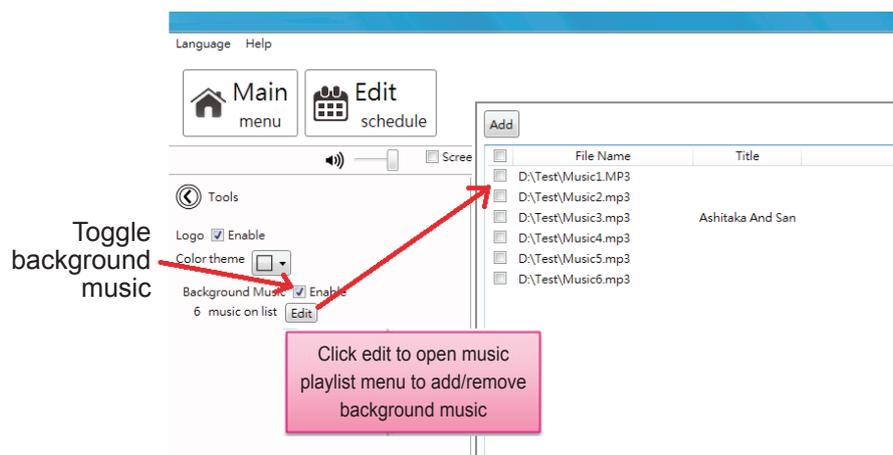
#### 4.2.10 Switch theme and Toggle logo display

Expand Tools panel to toggle logo display and choose a different color theme.



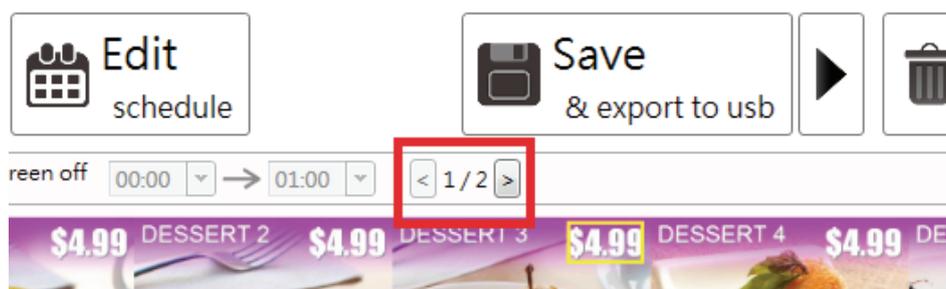
#### 4.2.11 Adding background music

Background music only works with image/PowerPoint presentation. If presentation contains video, an information message will show up to ask user to remove video from presentation before adding background music.



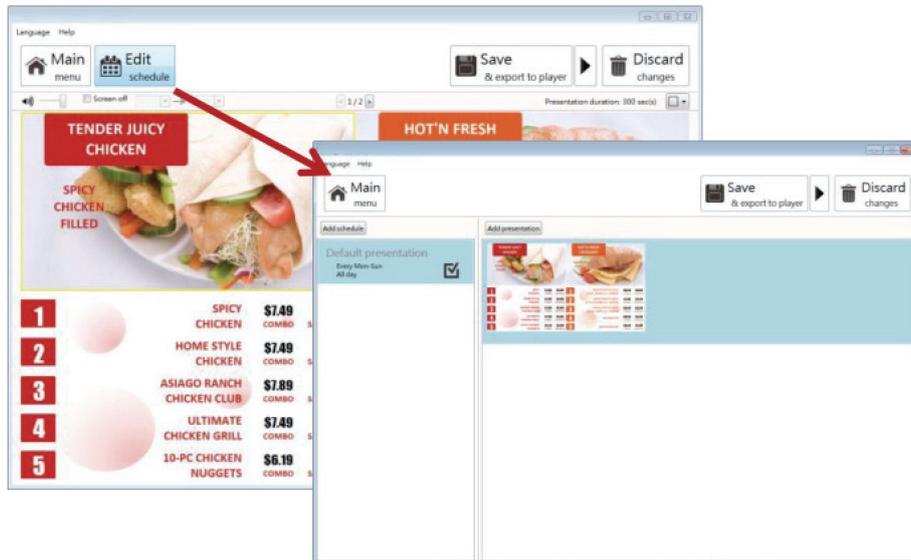
#### 4.2.12 Switch between presentations

If more than one presentation exist in same event schedule, switching between presentations can be done by the switch as shown below.

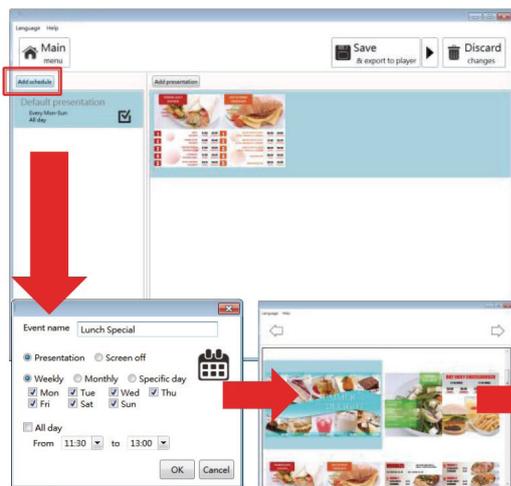


## 4.3 Edit Schedule

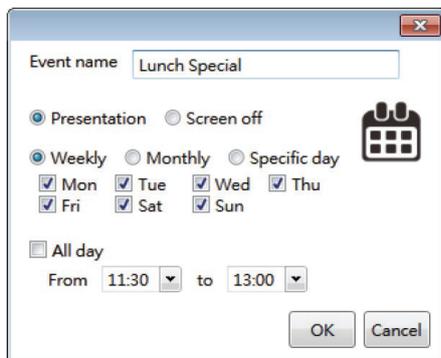
Click Edit schedule to enter schedule editor.



### 4.3.1 Edit text



1. Click Add event schedule
2. Edit the event schedule
3. Select template
4. Edit the newly added presentation



1. Specify event name
2. Choose an event type
  - Presentation
  - Screen off
3. Select recurrence type and the day
4. Select the playing period
  - All day
  - Specific time slot

### 4.3.2 Edit weekly schedule

Check/uncheck the weekdays:

Weekly  Monthly  Specific day

Mon  Tue  Wed  Thu  
 Fri  Sat  Sun

### 4.3.3 Edit monthly schedule

Enter days separated by comma “,” or period connected by dash “-”, for example: **1, 5, 9, 15-18** will play on 1st, 5th, 9th, 15th, 16th, 17th, 18th of each month.

Weekly  Monthly  Specific day

Day

### 4.3.4 Edit schedule for a specific period

Pick start and end day from the calendar

Weekly  Monthly  Specific day

Starts from

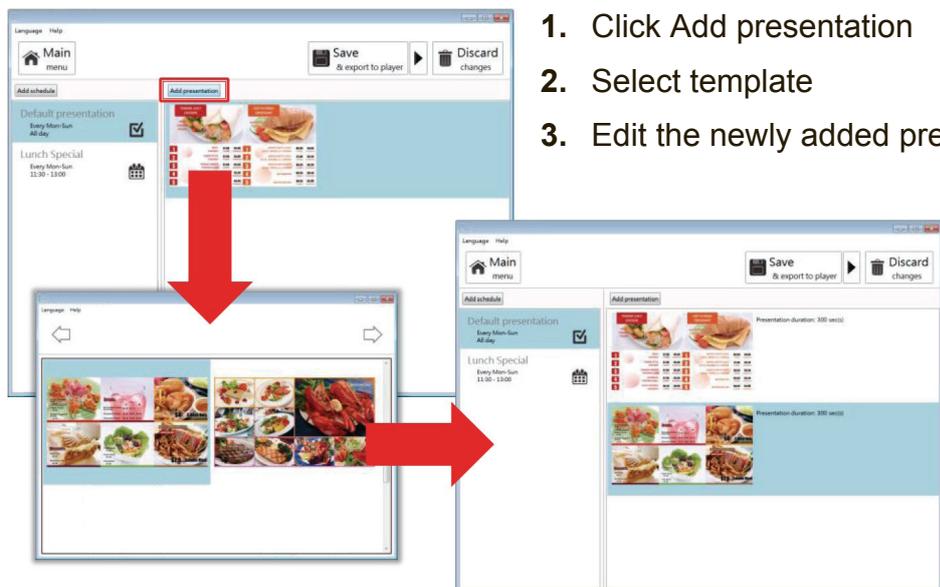
Ends at

June, 2014

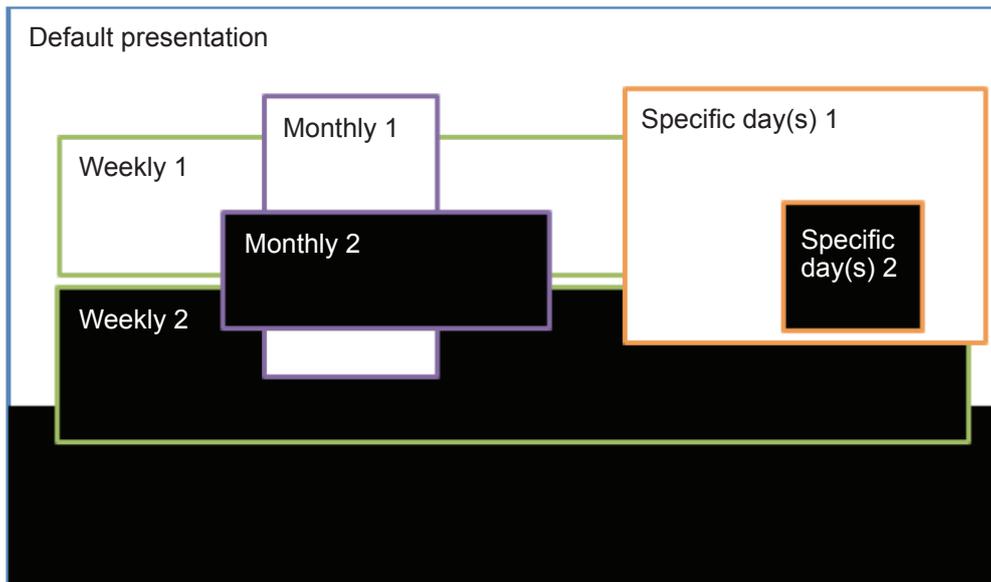
| Su | Mo | Tu | We | Th | Fr | Sa |
|----|----|----|----|----|----|----|
| 25 | 26 | 27 | 28 | 29 | 30 | 31 |
| 1  | 2  | 3  | 4  | 5  | 6  | 7  |
| 8  | 9  | 10 | 11 | 12 | 13 | 14 |
| 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| 29 | 30 | 1  | 2  | 3  | 4  | 5  |

### 4.3.5 Add presentations to an event

1. Click Add presentation
2. Select template
3. Edit the newly added presentation



### 4.3.6 Schedule priority



Default presentation is the initial schedule which is defaulted to play 24/7. It has lowest priority, will be surpassed whenever there are overlapping with other schedule.

As shown on diagram above, specific day(s) event has the highest priority of playback when schedules are overlapping, Monthly schedule has 2nd highest priority then it's weekly schedule.

Among same recurrence type, newly added schedule takes higher priority ( e.g. Weekly 2 is the newly added schedule )

#### Default presentation

Every Mon-Sun  
All day



#### Weekly 1

Every Mon-Sun  
00:00 - 18:00



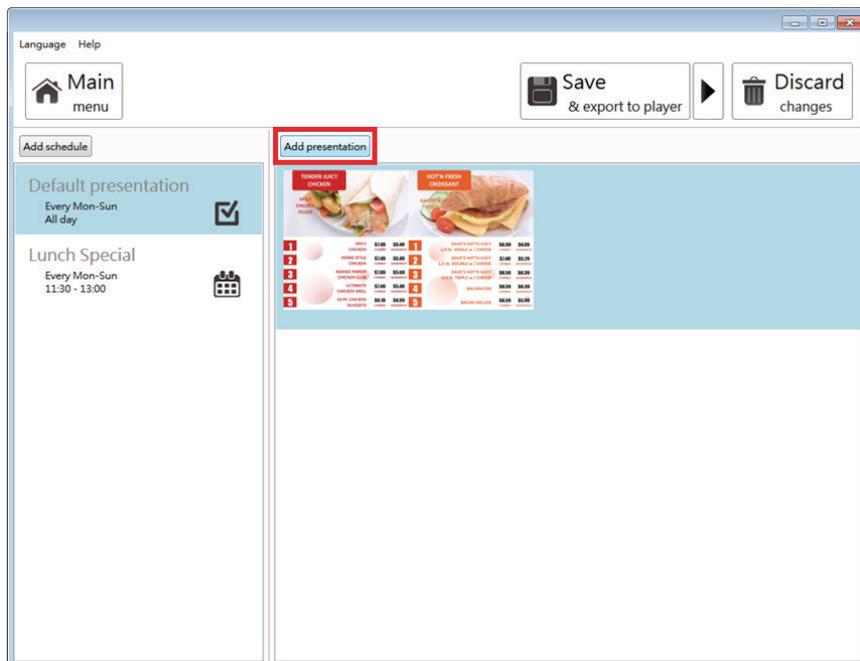
#### Weekly 2

Every Mon-Sun  
00:00 - 18:00

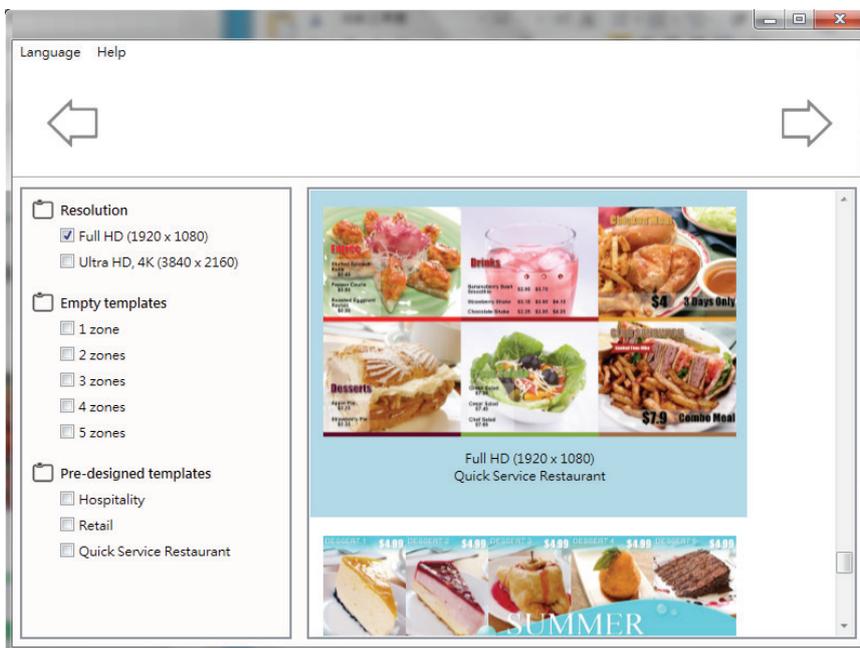


## 4.3.7 Add presentations to an event

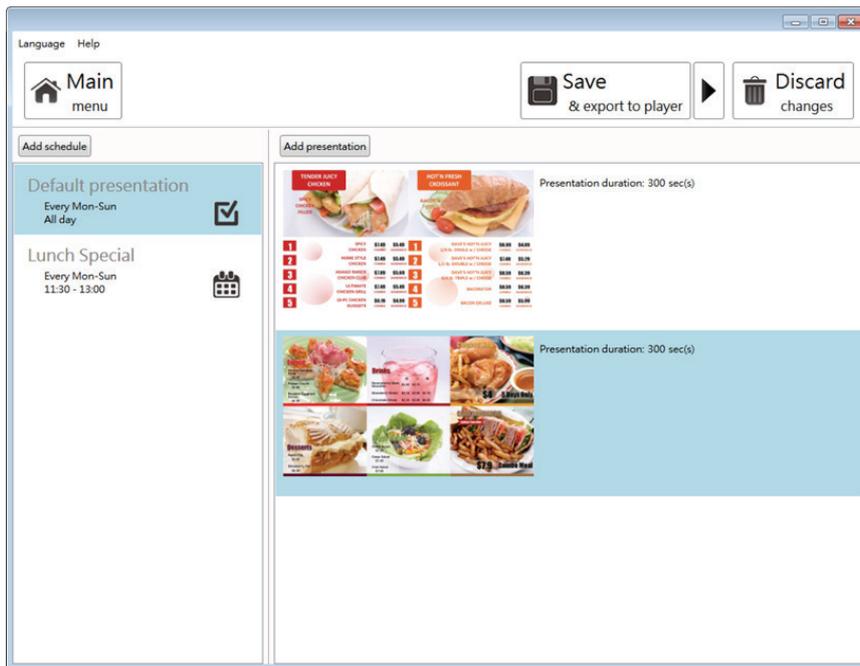
1. Click Add presentation.



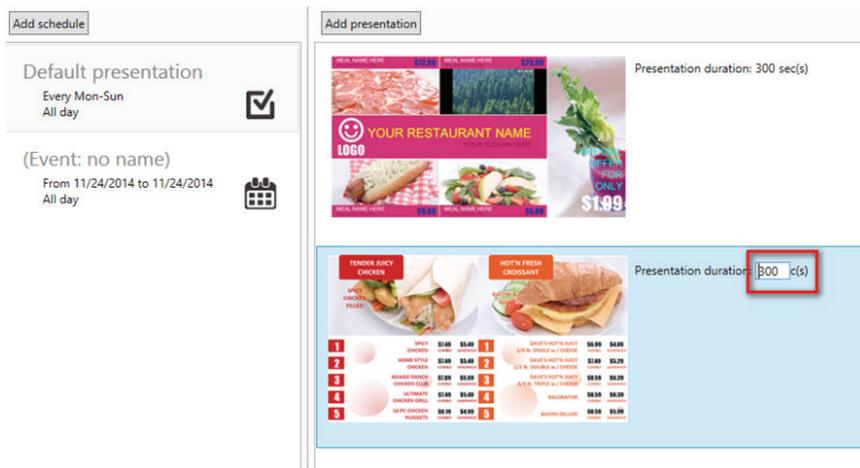
2. Select template.



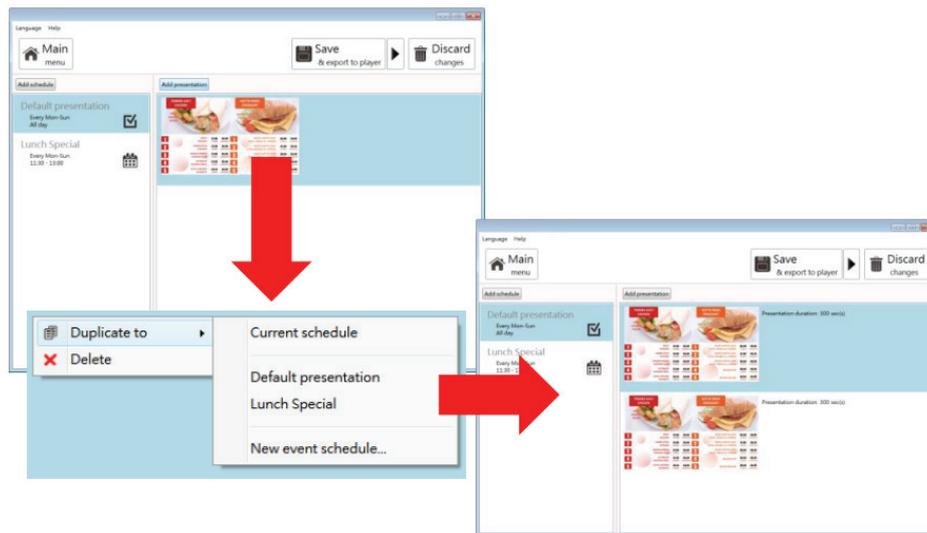
### 3. Edit the newly added presentation.



When looping presentation has more than 1 presentation, duration box will appear. Click on Presentation duration number(300) to change duration, default duration is 300 seconds.

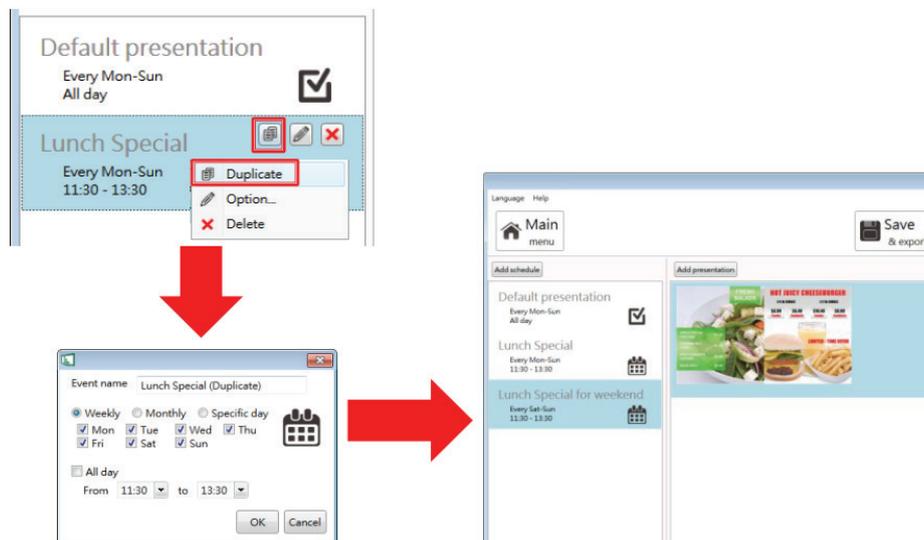


### 4.3.8 Duplicate a presentation to an event



1. Right click a presentation and select "Duplicate to"
2. Select a destination:
  - Current schedule
  - An existing schedule
  - New event schedule

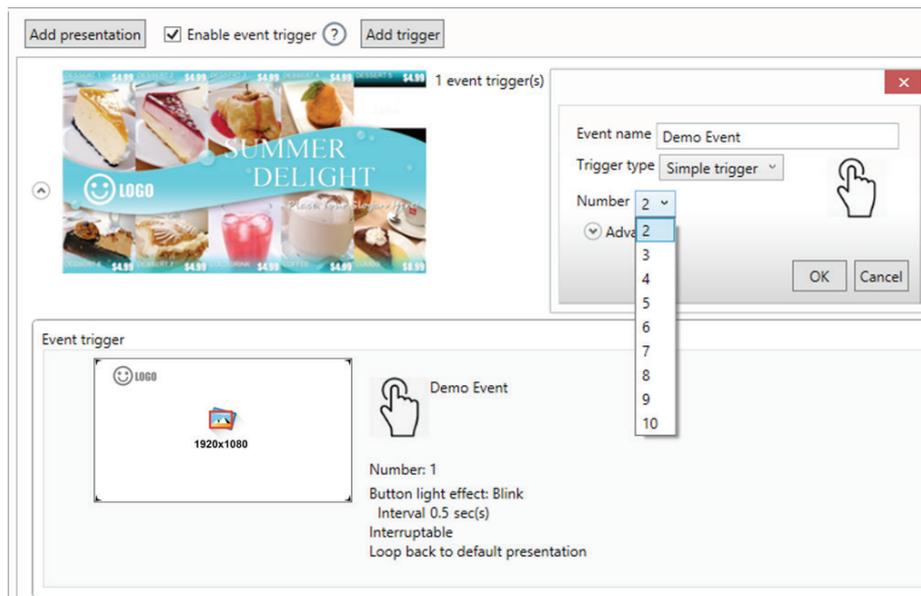
### 4.3.9 Duplicate an event



1. Right click a schedule and select "Duplicate or click duplicate button of a schedule"
2. Edit schedule of new event
3. Click OK to save new event

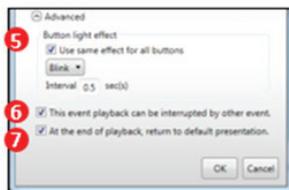
### 4.3.10 Adding trigger event

Enable event trigger and add trigger to current presentation



Trigger Event lets you to add event trigger into presentation, the trigger source can be touch button event and motion sensor event from ePoster, or input event from GPIO board.

### Trigger Event Editor



- 1 Name of the trigger event
- 2 Trigger type: simple trigger or motion sensor
- 3 Schedule up to 10 simple triggers
- 4 Advanced: control for simple trigger
- 5 Advanced: control button light effect
- 6 Advanced: option to disable interrupt for the trigger
- 7 Advanced: option to disable loop back to default presentation

## 4.4 Export Playlist

### 4.4.1 Export playlist via USB

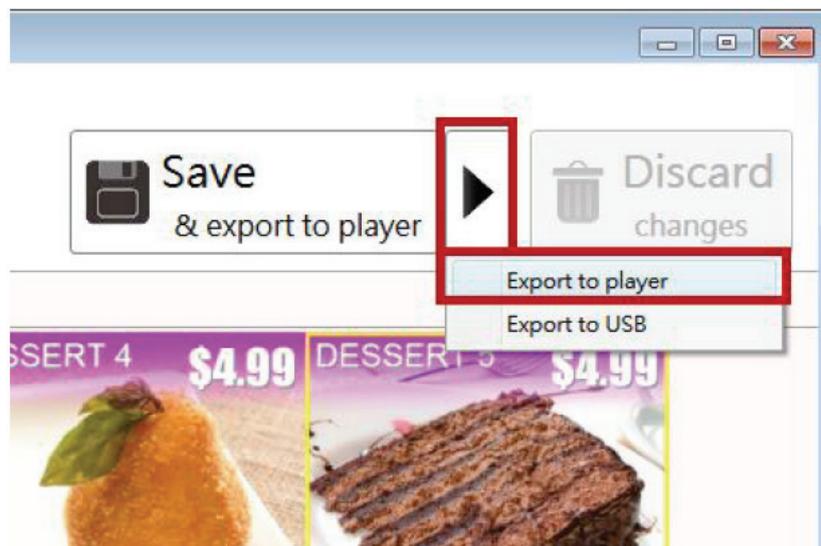
Click export button and click Export to USB, and then select the correct location for export.



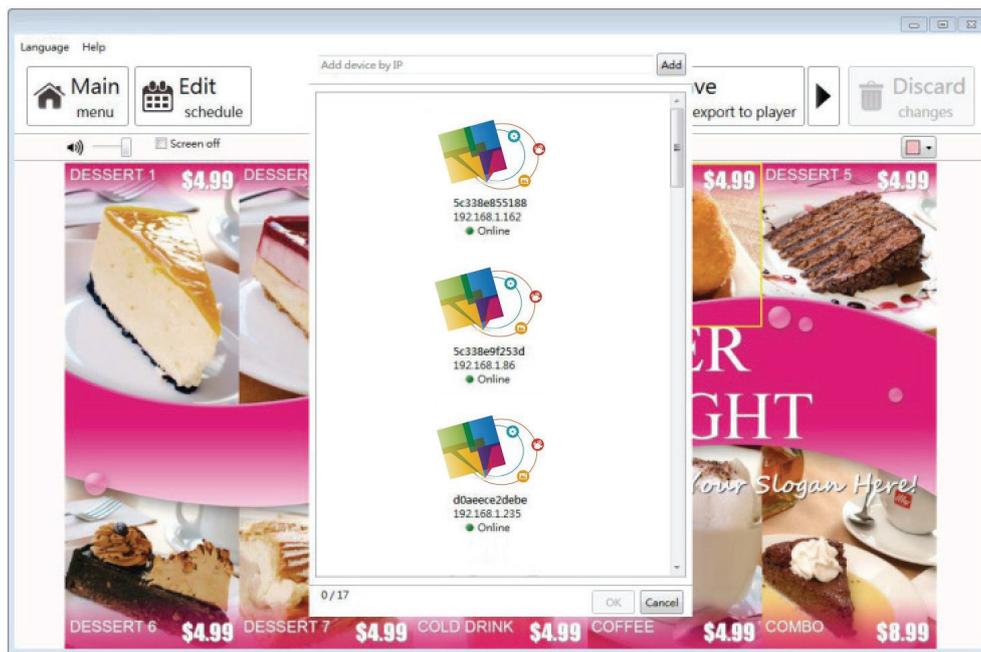
**Note:** Signage Manager will remember your action, so next time you only need to click 'Save' to export.

### 4.4.2 Export playlist via Network

1. Click export button and click Export to player.

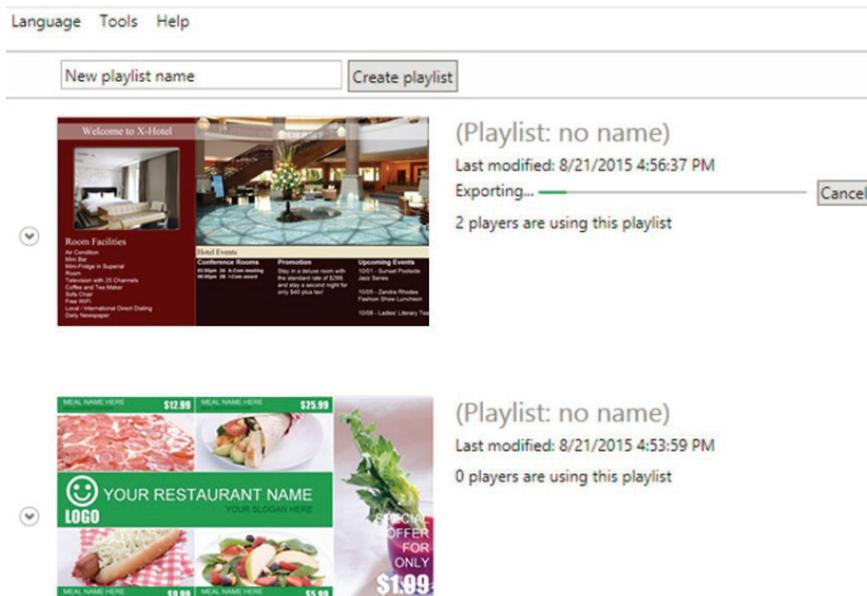


2. Scan devices on your network or add them by typing their IPs.



**Note:** If a player is already associated with another playlist, it will not show in this list, please search by its IP address.

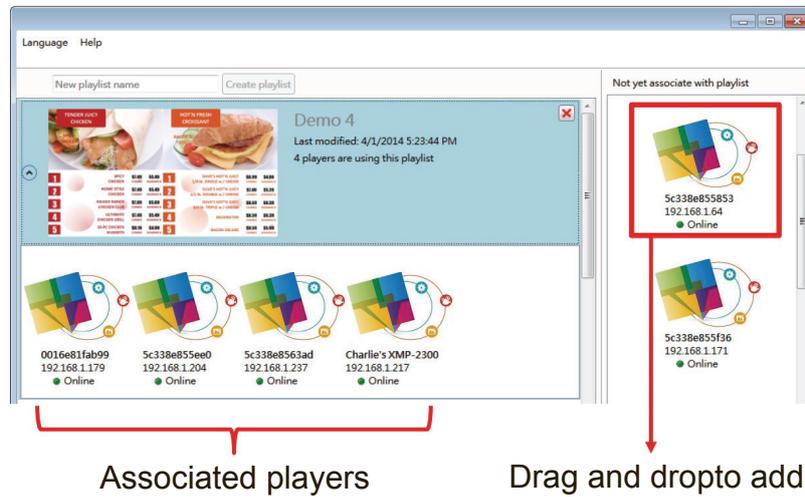
3. Select devices for export.
4. After export, the selected players will be associated with this playlist.
5. Exporting status displays in main menu as well:



### 4.4.3 Player association

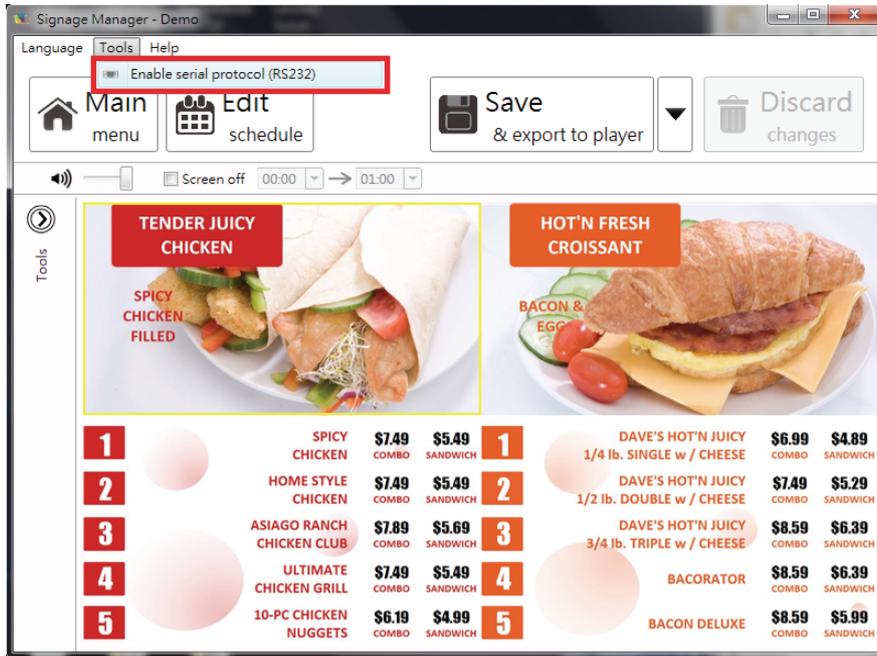
After export, the players are associated with the playlist and will be listed under the playlist in the main menu.

You can also assign player to playlist by dragging player and drop to playlist in the main menu.

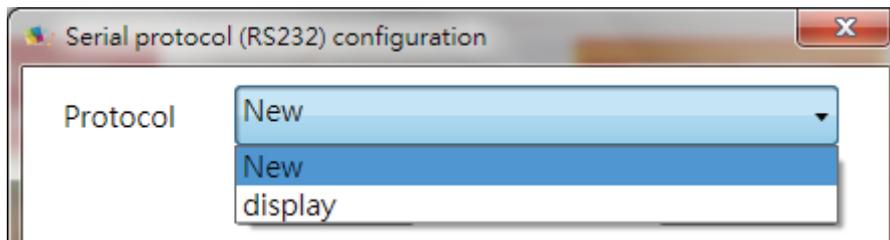


## 4.5 Serial protocol (RS232) configuration

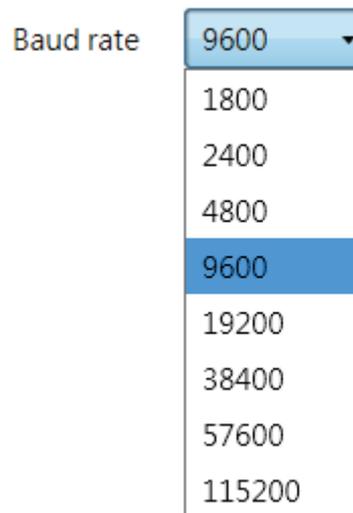
1. Go to Tool → Edit serial protocol (RS232)



2. To create new protocol or select existing protocol.



3. To select Baud rate.



4. To select Send EOL message.

Send EOL

|       |
|-------|
| CR    |
| CR    |
| LF    |
| CR+LF |

5. To key-in Commands.

Commands

|          |          |           |          |
|----------|----------|-----------|----------|
| Video on | 899s!001 | Video off | 899s!000 |
|----------|----------|-----------|----------|

6. To save & select new protocol or select existing protocol directly.

Save & select protocol

Select protocol

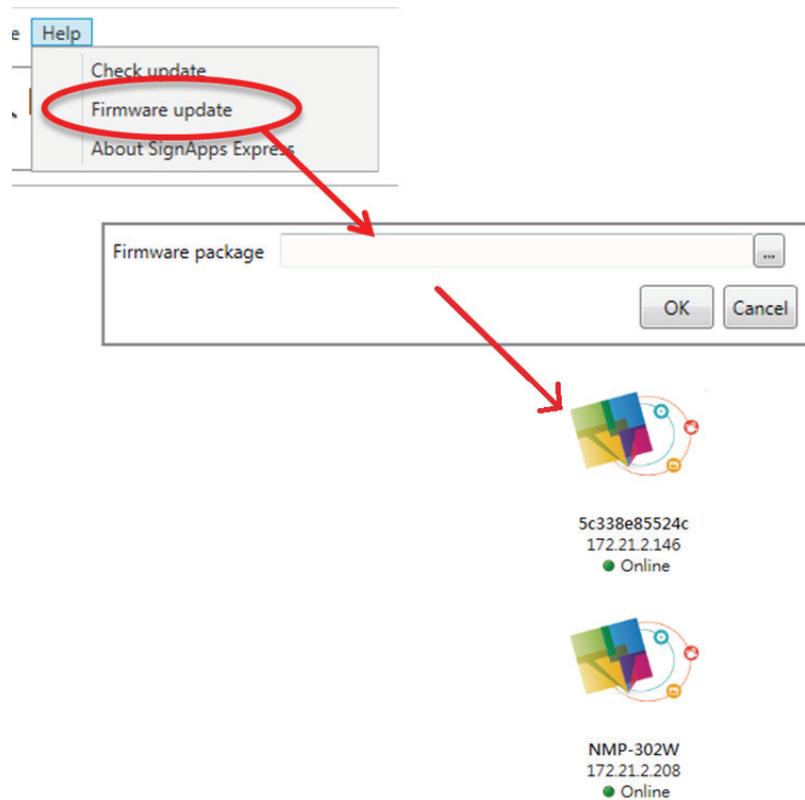
7. To set the Screen off schedule.

For example, screen off schedule is 20:00→08:00, device will send Video off command at 20:00, and send Video on command at 08:00 to RS232 port.

Screen off 20:00 → 08:00

## 4.6 Firmware Update

1. Go to Help → Firmware update, select the Firmware package and click OK
2. Select the player you need to update.



# Other Information

## Customer Support

For technical support or product service, see the table below or contact your reseller.

**NOTE:** You will need the product serial number.

| Country/Region   | Website                 | T = Telephone<br>C = CHAT ONLINE   | Email   |
|--|-------------------------|--|---|
| Australia<br>New Zealand   | www.viewsonic.com.au    | AUS= 1800 880 818<br>NZ= 0800 008 822  | service@au.viewsonic.com                          |
| Canada   | www.viewsonic.com       | T (Toll-Free)= 1-866-463-4775<br>T (Toll)= 1-424-233-2533  | service.ca@viewsonic.com                          |
| Europe   | www.viewsoniceurope.com | www.viewsoniceurope.com/uk/support/call-desk/  |   |
| Hong Kong  | www.hk.viewsonic.com    | T= 852 3102 2900   | service@hk.viewsonic.com                          |
| India  | www.in.viewsonic.com    | T= 1800 419 0959   | service@in.viewsonic.com                          |
| Korea  | ap.viewsonic.com/kr/    | T= 080 333 2131  | service@kr.viewsonic.com                          |
| Latin America<br>(Argentina)   | www.viewsonic.com/la/   | C= <a href="http://www.viewsonic.com/la/soporte/servicio-tecnico">http://www.viewsonic.com/la/soporte/servicio-tecnico</a>                                 | soporte@viewsonic.com                             |
| Latin America<br>(Chile)   | www.viewsonic.com/la/   | C= <a href="http://www.viewsonic.com/la/soporte/servicio-tecnico">http://www.viewsonic.com/la/soporte/servicio-tecnico</a>                                 | soporte@viewsonic.com                             |
| Latin America<br>(Columbia)  | www.viewsonic.com/la/   | C= <a href="http://www.viewsonic.com/la/soporte/servicio-tecnico">http://www.viewsonic.com/la/soporte/servicio-tecnico</a>                                 | soporte@viewsonic.com                             |
| Latin America<br>(Mexico)  | www.viewsonic.com/la/   | C= <a href="http://www.viewsonic.com/la/soporte/servicio-tecnico">http://www.viewsonic.com/la/soporte/servicio-tecnico</a>                                 | soporte@viewsonic.com                             |
| Nexus Hightech Solutions, Cincinnati #40 Desp. 1 Col. De los Deportes Mexico D.F.<br>Tel: 55) 6547-6454 55)6547-6484<br>Other places please refer to <a href="http://www.viewsonic.com/la/soporte/servicio-tecnico#mexico">http://www.viewsonic.com/la/soporte/servicio-tecnico#mexico</a> |                         |  |   |
| Latin America<br>(Peru)  | www.viewsonic.com/la/   | C= <a href="http://www.viewsonic.com/la/soporte/servicio-tecnico">http://www.viewsonic.com/la/soporte/servicio-tecnico</a>                                 | soporte@viewsonic.com                             |
| Macau  | www.hk.viewsonic.com    | T= 853 2870 0303   | service@hk.viewsonic.com                          |
| Middle East  | ap.viewsonic.com/me/    | Contact your reseller  | service@ap.viewsonic.com                          |
| Puerto Rico &<br>Virgin Islands  | www.viewsonic.com       | T= 1-800-688-6688 (English)<br>C = <a href="http://www.viewsonic.com/la/soporte/servicio-tecnico">http://www.viewsonic.com/la/soporte/servicio-tecnico</a> | service.us@viewsonic.com<br>soporte@viewsonic.com |
| Singapore/<br>Malaysia/<br>Thailand  | www.ap.viewsonic.com    | T= 65 6461 6044  | service@sg.viewsonic.com                          |
| South Africa   | ap.viewsonic.com/za/    | Contact your reseller  | service@ap.viewsonic.com                          |
| United States  | www.viewsonic.com       | T (Toll-Free)= 1-800-688-6688<br>T (Toll)= 1-424-233-2530  | service.us@viewsonic.com                          |



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