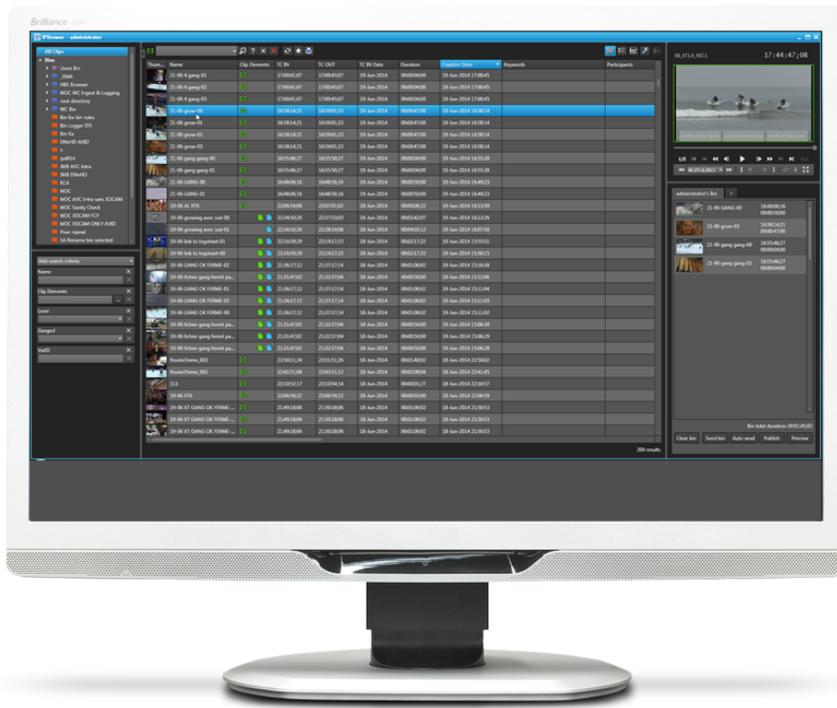


USER MANUAL

Version 6.60 - May 2015



IP.Browse



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What's New?

In the user manual, the icon **NEW!** has been added on the left margin to highlight information on new and updated features.

The sections updated to reflect the new and modified features in IPBrowse 6.60 (compared to version 6.57) are listed below.

Integration with Xsquare

Clips can be sent to Xsquare targets.

- See section "Possible Transfer Destinations" on page 78.



1. Introduction

1.1. Product Description

IPBrowse is a simple stand-alone application. It is designed to browse the lo-res content available in the IPDirector database. Nearline storage is accessible as well.

News or sport journalists and assistant producers are users who will benefit from this application.

The IPBrowse window is an integrated window from which it is possible to perform all the following actions. Users can apply different search techniques to find the right media from the list of clips and logs. The results are clearly presented in a list, easy to consult. A Player pane is used to display the selected media, browse it and create a clip from it if needed. Users place the selected clips in predefined bins where clips can be re-ordered. Then, they send the bin content to target destinations, such as post-production systems.

Logs added to media are particularly useful to easily and quickly retrieve the interesting moments of the recorded sequences. Logs cannot be created with IPBrowse, but they can be with IPDirector or IPClipLogger. IPBrowse can be used to search for logs, preview them on the Player pane inside the clip(s) associated to them and create new clips based on the logs.

1.2. Licenses List

IPBrowse can work with static licenses imported to XSecure on the workstation or with floating licenses imported to XSecure in the database.

Some users, like editors, need a guaranteed connection to IPBrowse. So, a static license will be installed on their workstation.

For users who do not need to have a guaranteed connection, such as journalists, no static license will be installed and a pool of floating licenses can be used on a first come/first served basis. So a larger number of stations can be equipped with IPBrowse.

Actually, when IPBrowse is started, the system first checks whether a license for IPDirector Live PAM Core exists on the workstation. This license is always a floating license (**key 05**). It controls the number of workstations which connect to the database. If there is no valid license, the user gets an error message. If a valid IPDirector Live PAM Core license exists, it is used.

The system then checks whether a static license for IPAccess exists on the workstation (**key 15**). If there is one valid static license, it is used. If there is no static license, the system requests a floating IPAccess license (**key 115**). If such a license is available, it is used for that user. If there is no floating license left at that time, the user gets an error message.

**Note**

Several applications, such as IPDirector, IPBrowse and IPClipLogger, can be started with the same IPAccess static license on a workstation. However, if the workstation works with IPAccess floating licenses, several licenses will be used to start all applications.

**Note**

When IPBrowse is installed from the Remote Installer, XSecure will automatically be installed. When it is installed through the Installation wizard, users will have the choice to install XSecure or not.

1.3. Process Overview

The table below details the different steps of the process and the corresponding sections describing each step.

Step	Section	Page
Searching for media	"Searching for Media"	29
Loading media	"Loading Media"	47
Browsing a clip	"Moving through Media"	57
Creating a clip	"Creating a Clip and Sending it to a Bin"	63
Organizing the bins	"Organizing the Bins"	70
Sending a clip to a bin	"Sending a Clip to a Bin"	69
Transferring the bin content to a target	"Transferring Clips"	78

1.4. Opening IPBrowse

To open IPBrowse, select the application from **Start > Programs > EVS Broadcast Equipment** or click the corresponding icon on the desktop.



The IPDirector workstation may be integrated into an Active Directory domain. In this case, IPBrowse will automatically open without requesting additional access codes when the user starts it.

The user group the user belongs to in the Windows domain is linked to a profile in the User Manager. This determines the set of user rights and user settings the user will have in the application. See the IPDirector User Manager Technical Reference for more information.



If the IPDirector workstation is not integrated into an Active Directory domain, a login screen will display, where users have to enter their own IPBrowse username and password.

**Note**

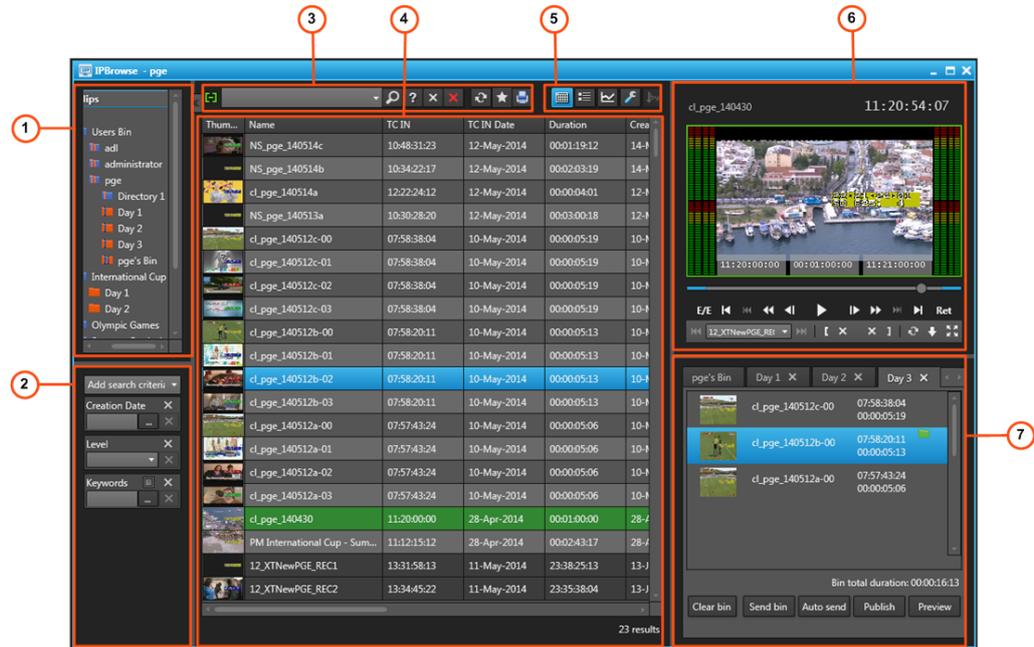
Users must log on with their own user access codes. In case several users log on with the same access codes and work on the same user bin, changes made by one user will not be seen by others.

2. User Interface

2.1. Overview of the Main Window

Illustration

The IPBrowse window contains the areas highlighted on the screenshot below:



Note

From version 6.55, the interface skin has slightly changed, so the color shade of some user interface elements (such as title bar, buttons) may differ from the screenshots included in the current manual.



Area Description

The table below describes the various parts of the IPBrowse window:

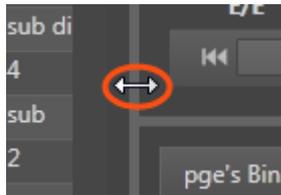
Area		Description
1.	Tree View	The Tree view shows all the clips, bins and logs present in the database and on the nearline. The tree branches can be used to filter items displayed in the Elements grid/list. See section "Tree View" on page 6 for details on the interface.
2.	Advanced Search pane	The Advanced Search area allows searches on parameters corresponding to clips or logs metadata. See section "Advanced Search Pane" on page 10.
3.	Quick Text Search area	The Quick Text Search area provides functions to perform quick text searches. See section "Quick Text Search Area" on page 9.
4.	Elements grid or list	The Elements grid/list displays all the items included in the selected tree branch or resulting from a search. Two different views are available: grid or list. See section "Elements Grid / List" on page 13. The total number of results found is shown in the bottom bar.
5.	Toolbar	The toolbar on the top of the Elements grid/list provides a series of buttons and menus to define options related to the elements view, transfer monitoring, saved filters, clip creation and password management. See section "Toolbar" on page 11.
6.	Player pane	This pane is used to preview the loaded item, to create clips from media and to send clips to a selected bin. See section "Player Pane" on page 18.
7.	Bins pane	This pane may contain several bins. It is used to sort clips within the bins. The transfer of clips to targets is requested from the Bins pane. See section "Bins Pane" on page 26.

Adaptable Display

The layout of the IPBrowse window can be adapted to users' needs:

- the Tree View and the Advanced Search Pane can be hidden by clicking the  split box or shown by clicking the  split box, on the top right of the Tree View.

- most of the panes can be enlarged or reduced by moving the intersection line between them

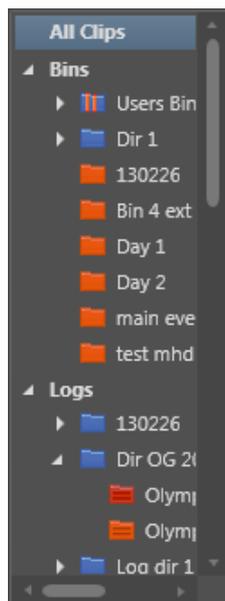


2.2. Tree View

2.2.1. Introduction

The Tree view allows the users to browse and perform search in the database, among all the clips, logs, or clips stored in bins.

Click the arrow next to a tree branch to expand a branch. By browsing the tree structure, a selection is made and the items available displayed in the Elements grid or list. See section "Branch Selection in the Tree" on page 29.



2.2.2. Tree View Elements

The current section mentions which items are displayed in the Elements grid/list based on the tree branch selected.

All Clips

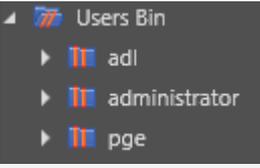
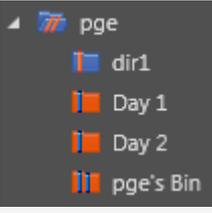
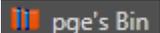
Selecting this branch displays, in the Elements grid/list, all the clips present in the database.



Bins

Selecting this branch displays, in the Elements grid/list, all the clips which are in bins and bin directories.

Expanding the Bins view shows the bins and bin directories in the Tree view, as detailed in the table below:

Tree Branch / Sub-Branch	Description
	<p>Bin Directory: shows all the elements which are in all the bins and directories under the selected directory.</p>
	<p>Bin: shows all the elements which are in the selected bin.</p>
	<p>Users Bin Directory: shows all the elements which are under all the System [User] bin directories. This directory is created by the system when an IPBrowse license is found in the database. It is visible by all the users but no one can modify, delete or publish it, nor add a bin or bin directory directly under this directory. Expanding the Users Bin Directory view displays the System [User] bin directories for all the users:</p> 
	<p>System [User] Bin Directory: shows all the elements which are in the bins and bin directories for the selected user. Expanding a System [User] Bin Directory view displays all the bins and bin directories for the selected user (here: pge). Its name contains the user logging ID.</p>  <p>This directory is created by the system. It is visible by all the users but only the owner of the directory and an administrator can modify, delete or publish it, or add a bin or bin directory directly under this directory.</p>
	<p>System [User] Bin created by the system for the selected user. Its name contains the user logging ID. It shows all the elements put in it by the selected user. It is visible by all the users but only the owner of the bin and an administrator can modify, delete or publish it, or move this bin.</p>

Tree Branch / Sub-Branch	Description
	[User] Bin: created by the selected user under its System [User] bin directory. It shows all the elements put in it by the selected user.
	[User] Bin Directory: created by the selected user under its System [User] bin directory. It shows all the elements put in it by the selected user.

Logs

Selecting this branch displays, in the Elements grid/list, all the logs present in the IPDirector database.

Expanding the **Logs** view shows the log sheets and log directories in the Tree view, as detailed in the table below:

Tree Branch / Sub-Branch	Description
	Log Directory: shows all the logs from all the log sheets which are in the selected directory.
	Log Sheet: shows all the logs which are in the selected log sheet.
	Log sheet of which all the logs are protected .
	Log sheet of which some of the logs are protected .
	Log sheet of which none of the logs is protected .
	Log sheet which has been de-activated .

2.2.3. Keyboard Shortcuts

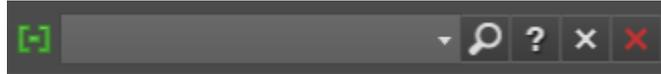
The following shortcuts can be used in the Tree view:

Key	Action / Behavior
Up Arrow	Select the previous line
Down Arrow	Select the next line
Left arrow	Collapses the branch
Right Arrow	Expands the branch

2.3. Quick Text Search Area

2.3.1. Introduction

The Quick Text Search is used to perform a search based on free text entered in the **Quick Text Search** field. This field is available on the top of the Elements grid / list.



The **Clip/Log** icon, displayed on the top left of the Elements grid/list, depends on the selection made in the tree: **Clip** icon for the **All** or **Bins** branches, **Log** icon for the **Logs** branch.

The search is performed on the selected tree branch.

See section "Quick Text Search" on page 30 for details on the various ways to use this function.

2.3.2. Quick Text Search Associated Buttons

The following table gives a description of the buttons located next to the **Quick Text Search** field. These buttons may be used not only for the Quick Text Search function but also for the other search functions in the grid.

Interface Element	Description
	Applies the search again and refreshes the Elements grid.
	Displays the Syntax Rules list. See section "Quick Text Search Syntax Rules" on page 31.
	Clears the applied Quick Text search.
	Clear All button: clears all the applied searches.

2.4. Advanced Search Pane

2.4.1. Purpose

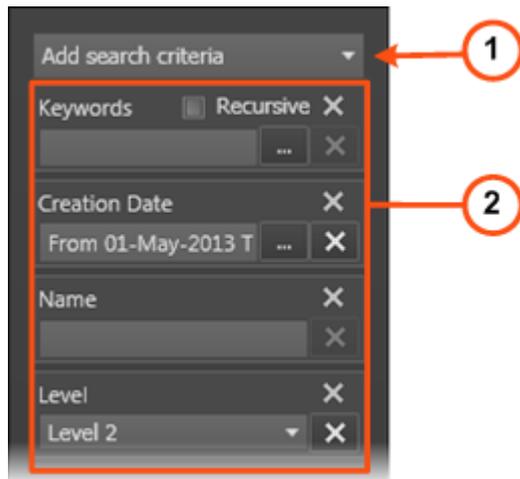
Advanced Search functions are available for detailed search operations. They allow searches on metadata of the element type selected from the Tree view. The Advanced Search pane is located on the bottom left part of the IPBrowse window.

See section "Advanced Search" on page 35 for details on the various ways to use this function.

2.4.2. Overview of the Advanced Search Pane

Illustration

The Advanced Search pane contains the areas highlighted on the screenshot below:



Area Description

The table below describes the various parts of the Advanced Search pane:

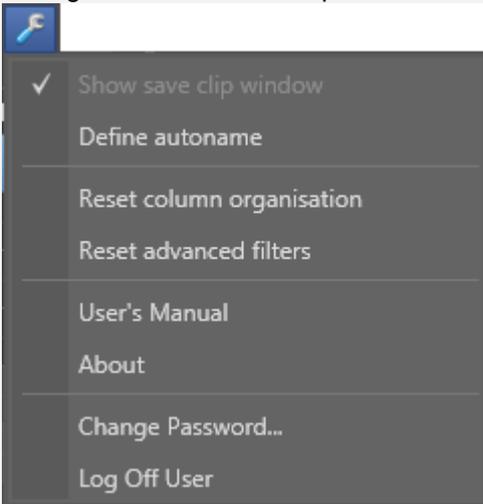
Area	Description / See also...
1. Add Search Criteria field	This field gives access to the list of criteria on which users may perform a search. The lists differ according to the selected item type. See section "Advanced Search Fields Display" on page 36.
2. Search Parameters area	This area displays the list of search parameters selected from the Add Search Criteria field. Different types of search parameters exist. See section "Advanced Search Fields Types" on page 37.

2.5. Toolbar

Toolbar Options

The toolbar is located on the top of the window.

The following table gives a description of the buttons available from the toolbar.

Button	Description
	Refreshes the whole interface: Elements grid/list, Tree view, Bins pane. Users need to manually refresh the interface to view changes such as new clip, new bin, deletion, changed status, ...).
	Favorites button: used to save applied filters or to recall a saved filter.
	Print button: used to print the Elements grid or list displayed.
	Show Grid View button: displays the database content, or the results of a search, in grid form. See section "Grid View" on page 13 under section "Elements Grid / List" on page 13.
	Show List View button: displays the database content, or the results of a search, in list form. See section "List View" on page 14 under section "Elements Grid / List" on page 13.
	Show Transfer Monitoring button: displays the list of transfer job requests, would they be scheduled, on-going, finished or failed. See section "Monitoring the Transfer Status" on page 84.
	Tools button: displays a contextual menu with various options for the management of IPBrowse operations. 
	Order by button: only available in List view. It displays a contextual menu listing the parameters the Elements list can be ordered by. See section "Sorting the Elements in the List" on page 16.

Tools Menu

The following options are available from the Tools menu:

Show Save Clip window

Displays, or not, the Save Clip window at clip creation.
See section "Clip Settings " on page 64.

Define Autoname

Allows to define auto-naming rules for new clips.
See section "Clip Settings " on page 64.

Reset Column Organization

Sets the column organization back to the default one: selected columns, order, size,...

Reset Advanced Filters

Sets the advanced search criteria back to the default selection.

User's manual

Provides the user manual.

About

Provides information about the IPBrowse version number.

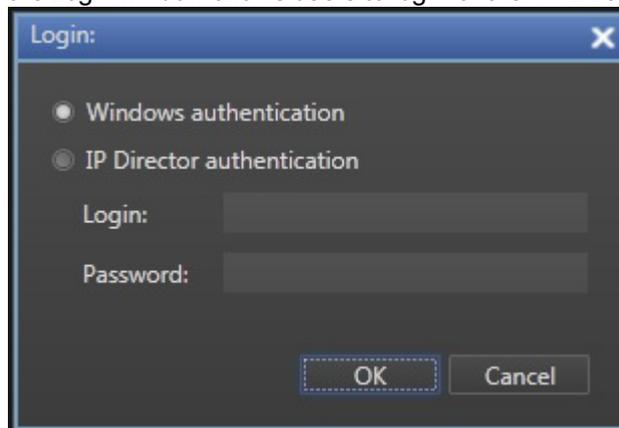
Change Password

Allows the users to change their own password.

Log Off User

Logs off the current user and displays the Login window.

In case the user had been logged in automatically through the Active Directory integration, the Login window allows users to log with their IPDirector access codes:



2.6. Elements Grid / List

2.6.1. Introduction

The Elements grid / list represents the content of the tree branch selected in the Tree view. It can also return the result of a search applied with a filtering tool to the elements of a selected branch of the Tree view.

XT clips and files are displayed for the **All Clips** and the **Bins** branches, logs are listed for the **Logs** branch.

The elements can be presented according to two views: a list or a grid. They are described in section "Selecting the View" on page 13.

In the grid, elements are presented in rows and all their associated parameters and metadata are in columns.

2.6.2. Selecting the View

Grid View

Display

Elements are presented in rows and all their associated parameters and metadata are in columns.

During the IPBrowse configuration, the system administrator can have set the following parameters:

- the choice of columns to be displayed, including additional columns for each user field of the metadata profile which would have been associated to the clip or log.
- the display of a thumbnail for each element.

This view is activated by clicking the **Show Grid View**  button from the main toolbar.

Clips View

Thum...	Name	TC IN	TC IN Date	Duration	Keywords
	kayak_02	16:51:10:11	30-Jul-2012	00:00:20:12	
	pge_cl_120202c-02	06:37:24:07	02-Feb-2012	00:00:05:10	
	pge_cl_120202d-03	06:38:14:01	02-Feb-2012	00:00:05:11	
	clip B	10:01:36:06	31-Jan-2012	00:00:09:02	
	PM Olympic Games-06-00	09:53:08:22	02-Feb-2012	00:00:10:00	
	PM Olympic Games-06-01	09:53:08:22	02-Feb-2012	00:00:10:00	
	cl_pge_120227b	11:22:11:07	10-Feb-2012	00:00:07:23	False Start; downhill sk

Logs View

Thumbnail	Description	TC	Log Date	Keywords	Participants
	5	02:15:56:13	05-Sep-2012		
	4	02:15:43:02	05-Sep-2012		
	3	02:15:34:24	05-Sep-2012	sprint	Competitor A
	2	02:15:14:23	05-Sep-2012	sprint	
	1	02:14:54:23	05-Sep-2012		Competitor B

The color of the lines reflects the color assigned to the logs.

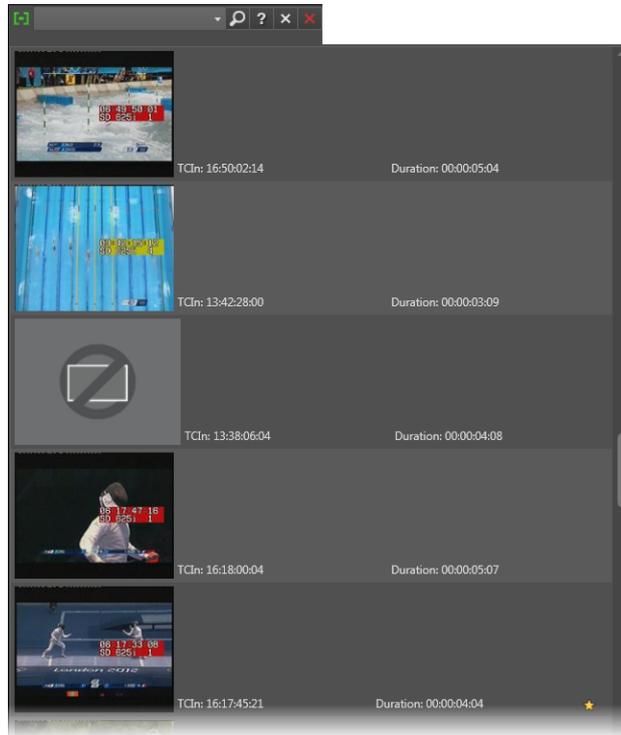
List View

Display

The List View shows some metadata fields for each element.

It is activated by clicking the **Show List View**  button from the main toolbar.

Clips View



Logs View



The color of the lines reflects the color assigned to the logs.

2.6.3. Sorting the Elements in the Grid or List

Sorting the Elements in the Grid

At start of the application, items are sorted with most recent on top.

You can change the sort order of elements in the grid by clicking the column header for the parameter according to which you want to sort the elements.

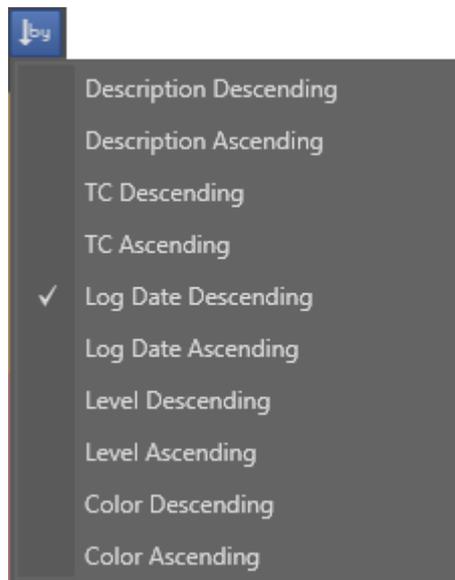
The column header which is used for sorting is highlighted in blue. The little triangle indicates the sorting order. Clicking the column header again changes the sorting order from ascending to descending or vice versa.

Sorting the Elements in the List

To sort the elements in the List view, proceed as follows:

1. Click the **Order by** button from the toolbar .

A menu displays all the available parameters the list can be ordered by. The lists differ according to the selected item type. This includes fixed parameters and parameters from metadata profiles associated to clips.



2. Select a parameter to sort the list according to it.

2.6.4. Organizing Columns

Columns can be resized and/or re-ordered in Grid view. This new organization is automatically saved and remembered. However, it is also possible to reset the column organization to the default organization.

Resizing Columns

A column can be resized by using the mouse pointer over columns intersection and dragging it to the right or to the left.



Ordering Columns

To change the columns order, proceed in one of the following ways:

Select a column header and drag it to the left or right to the required place:



OR

1. Right-click the column header area.
A menu is displayed.
2. Select **Organize**.
The Select Columns window opens and the right pane shows the list of columns in the current order.
3. Drag the selected column to the required position.
A thick blue line shows the location where the column will be dropped.
4. Click **OK**.

Resetting the Column Organization to the Default One

Users can reset the column organization to the default one. This will be done for all types of items at once.

To do so, proceed as follows:

1. Click the **Tools** button  on the main toolbar
2. Select **Reset Column Organization**.

2.6.5. Operations Allowed from the Elements Grid/List

The following actions are possible from the Elements grid/list:

Operation	Resulting action
Click on an element line, clip or log	Simply selects the element.
Double-click or press Enter on an element line, clip or log	Loads the element on the Player pane. See section "Loading Media" on page 47.
Drag-and-drop operation on the Player pane	Loads the element on the Player pane. See section "Loading Media" on page 47.
Drag-and-drop operation on the Bins pane	Copies a clip into a bin. See section "How to Copy Clip(s) from the Elements Grid/List" on page 72.

2.7. Player Pane

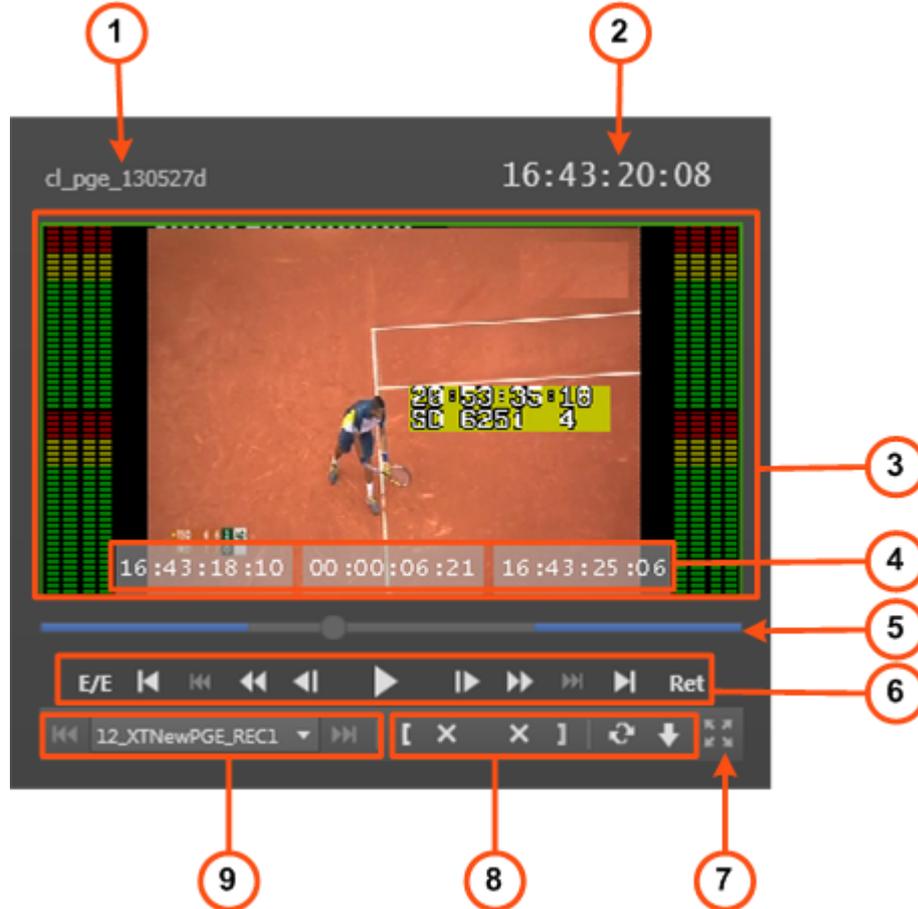
2.7.1. Purpose

The Player pane is the graphical interface used to view a record train, a recording ingest (growing clip), a clip or the media corresponding to a log timecode. Transport functions allow to navigate through the loaded media. Thanks to clip creation buttons, clips can be created or trimmed, saved and send to a bin in a few clicks.

2.7.2. Overview of the Player Pane

Illustration

The Player pane contains the areas highlighted on the screenshot below:



Area Description

The table below describes the various parts of the Player pane:

Area	Description / See also...	
1.	Loaded Media name	This read-only field shows the name of the loaded clip, train or recording ingest or the clip VarID. This field shows the name of the bin and is highlighted when a bin is previewed.
2.	Current Timecode field	This field provides the current timecode of the loaded media. See section "Timecode Fields Display" on page 21. It allows to jump to a specific timecode. See section "Jumping to a Given Timecode" on page 62.

Area		Description / See also...
3.	Video Display	This area displays the media loaded on the Player. See section "Video Display" on page 21. It may also show audiometers for audio monitoring. See section "Audio Configuration and Monitoring" on page 21.
4.	Time Information fields	Those fields provide information on the duration and the IN and OUT points of the loaded item. See section "Time Information Fields" on page 24.
5.	Jog bar	The jog bar allows you to move within the media at a variable speed. See section "Jog Bar" on page 24.
6.	Transport commands	Those commands are used to browse in and play the loaded media. See section "Transport Buttons and Shortcuts" on page 57 for the list of transport functions. The E/E function and the Ret function are described in section "Loading a Train or a Recording Ingest" on page 49.
7.	Maximize button	This button is used to maximize the player on a second screen. See section "Player Full Screen Mode" on page 25.
8.	Clip Creation commands	Those commands are used to create a clip from the loaded media. See section "Clip Creation Buttons and Shortcuts" on page 65 for the list of clip creation functions.
9.	Recorder Channel Selection commands	Those commands are used to select a recorder channel or to select a recording ingest or a clip linked to the loaded clip. See sections "How to Load the Train from the Previous or Next Recorder Channel" on page 52 and "How to Load a Linked Clip" on page 54 respectively.
		 <p>Note If a recorder channel is connected to an OUT port of a video router, itself associated to an IN port, the name of the router IN port is displayed instead of the recorder channel name in the Recorder Channel Selection field.</p>

2.7.3. Timecode Fields Display

Information displayed in the **Current Timecode** field can be changed as follows:

1. Right-click the **Timecode** field.
A contextual menu with the following options is displayed:
 - Timecode
 - Timecode and date
 - Timecode and date and TC type
 - Timecode and TC type
2. Select one of the options.
3. When the TC type is displayed, right-clicking it in the **Timecode** field allows to shift from one TC type to the other (LTC or user).
4. When the date is displayed, clicking it in the **Timecode** field opens a calendar for date selection.

2.7.4. Video Display

Video Display

The background of the Player pane is gray when no media is loaded or when the loaded media contains an on-line hi-res element.

The background of the Player pane is red when the loaded media does not contain an on-line hi-res element.

Video Display Contextual Menu

A contextual menu is accessible by right-clicking the Video Display of the Player pane when a media is loaded. It gives access to audio parameters. See section "Audio Configuration and Monitoring" on page 21 for more information.

2.7.5. Audio Configuration and Monitoring

Audio Parameters

Audio parameters are accessible by right-clicking the Video Display of the Player pane when a media is loaded.

OCX Audio Configuration

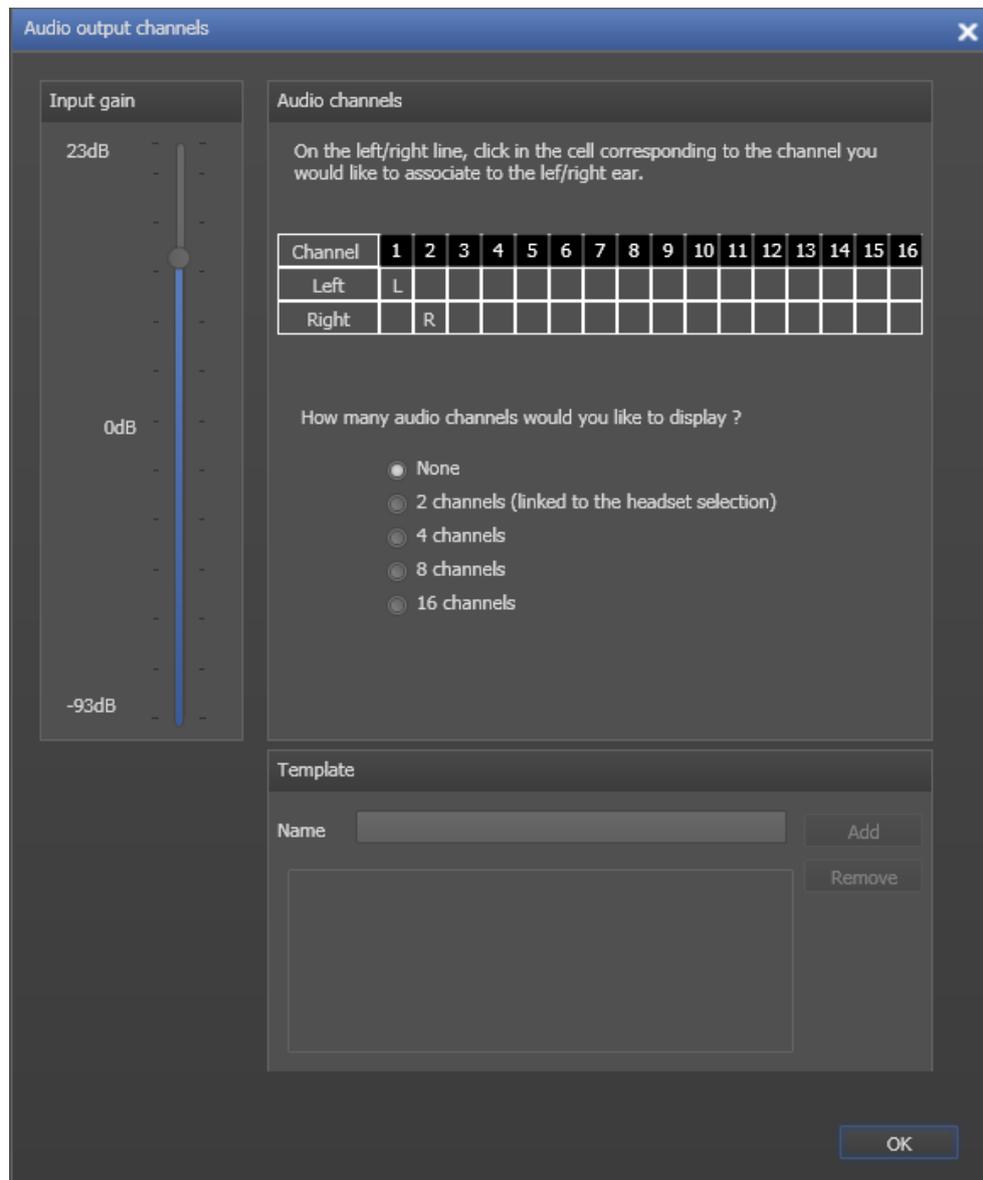
Opens the Audio Output Channels window allowing the selection of audio channels to be listened to and the selection of the number of audio channels for the audiometers display. See sections "Audio Configuration" on page 22 and "Audio Level Monitoring" on page 23.

Audio Configuration

To select the audio channels you want to listen to, proceed as follows:

1. Right-click the Video Display.
2. Select **OCX Audio Configuration** from the contextual menu.

The Audio Output Channels window opens.



3. On the **Left** line, click the cell corresponding to the channel you want to associate to the left ear.
4. On the **Right** line, click the cell corresponding to the channel you want to associate to the right ear.
5. If required, adjust the input gain.

6. For an easy retrieval of the configuration, you can save it:
 - Enter a name in the **Template Name** field
 - Click the **Add** button.
7. Click **OK**.

The audio configuration is automatically applied.

Audio Level Monitoring

The audio level can be monitored with audiometers on the sides of the Video Display.

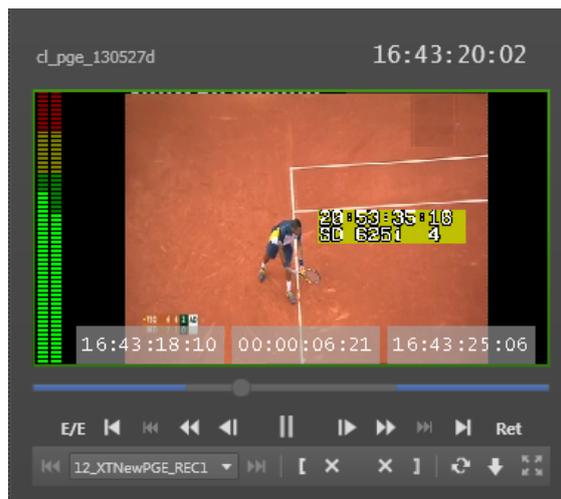
To select the number of audio channels to be displayed, proceed as follows:

1. Right-click the Video Display.
2. Select **OCX Audio Configuration** from the contextual menu.

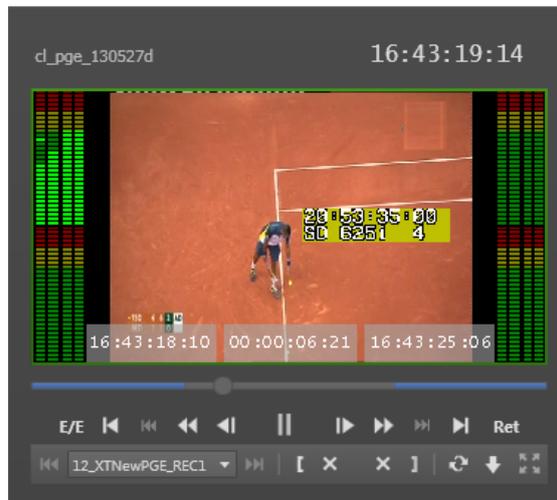
The Audio Output Channels window opens.
3. Click the radio button corresponding to the number of audio channels to display.

The audiometers are shown on the Video Display sides.

- Example for a selection of 2 channels:



- Example for a selection of 16 channels:



2.7.6. Time Information Fields

The following time information is displayed as follows in the Video Display.



1. **IN** field (bottom left): timecode of the IN point
2. **Duration** field (bottom center): time interval between the IN and OUT points, i.e. clip duration
3. **OUT** field (bottom right): timecode of the OUT point

When a clip is loaded, all time information fields are filled.

When a growing clip is loaded, only the **IN** field is filled in. The **Duration** field and the **OUT** field display --:--:--.

When a train is loaded, no time information is displayed. As soon as an IN point is marked, the **IN** field is filled in; as soon as an OUT point is marked, the **Duration** and the **OUT** information are displayed.

2.7.7. Jog Bar

The jog bar display differs according to the loaded element.

Clip

When a **clip** is loaded, the Jog bar is a graphical representation of its duration and its guardbands.

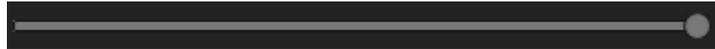




- The blue sections represent the guardbands before the IN point and after the OUT point.
- The gray section between the guardbands represents the clip length, between the IN point and the OUT point.
- The bullet indicator shows the current relative position in the clip.

Train

When a local **train** is loaded, only the gray section is displayed:



The bullet indicator shows the current relative position in the train. It is at the extreme right when the current position is on the head of train (E/E).

Recording Ingest

When an **ingest being recorded** is loaded, the bullet indicator cannot be moved further to the right than the current timecode position being recorded.

Log

When a **log** is loaded, it is actually one of its associated clip which is loaded and the bullet indicator stands on the log timecode.

Clip being Created

When a **clip is being created**, the following indicators appear :



- A green position indicator is shown when the **IN** button has been clicked and represents the temporary IN point position until the **UPDATE CLIP** button or the **SAVE CLIP** button is clicked.
- A red position indicator is shown when the **OUT** button has been clicked and represents the temporary OUT point position until the **UPDATE CLIP** button or the **SAVE CLIP** button is clicked.

Bin

When a **bin** is loaded, only the gray section is displayed:



2.7.8. Player Full Screen Mode

The **Maximize** button , or the  keyboard shortcut, puts the Player pane in full-screen mode.

Shortcuts remain usable. Controls appear at the bottom of the screen when keeping the mouse over the area.



This mode can then be exited by clicking the **Maximize** button again or by pressing the **Escape** key.

2.8. Bins Pane

2.8.1. Purpose

The Bins pane displays as many tabs as there are bins in the System [User] bin directory related to the current user. So, the Bins pane contains at least one tab for the System [User] bin automatically created by the system for the user currently logged on the workstation. The tab name is the bin name and contains the login identification of the user.

The following [User] bins from the Tree view...	...are reflected as follows in the Bins pane:
<p>A tree view showing a folder structure. The root folder is 'pge'. Under 'pge', there are two sub-folders: 'pge's Bin' and 'Bin 1 PGE'.</p>	<p>The Bins pane shows two tabs. The first tab is labeled 'pge's Bin'. The second tab is labeled 'Bin 1 PGE' and has a close button (an 'X' icon) to its right.</p>

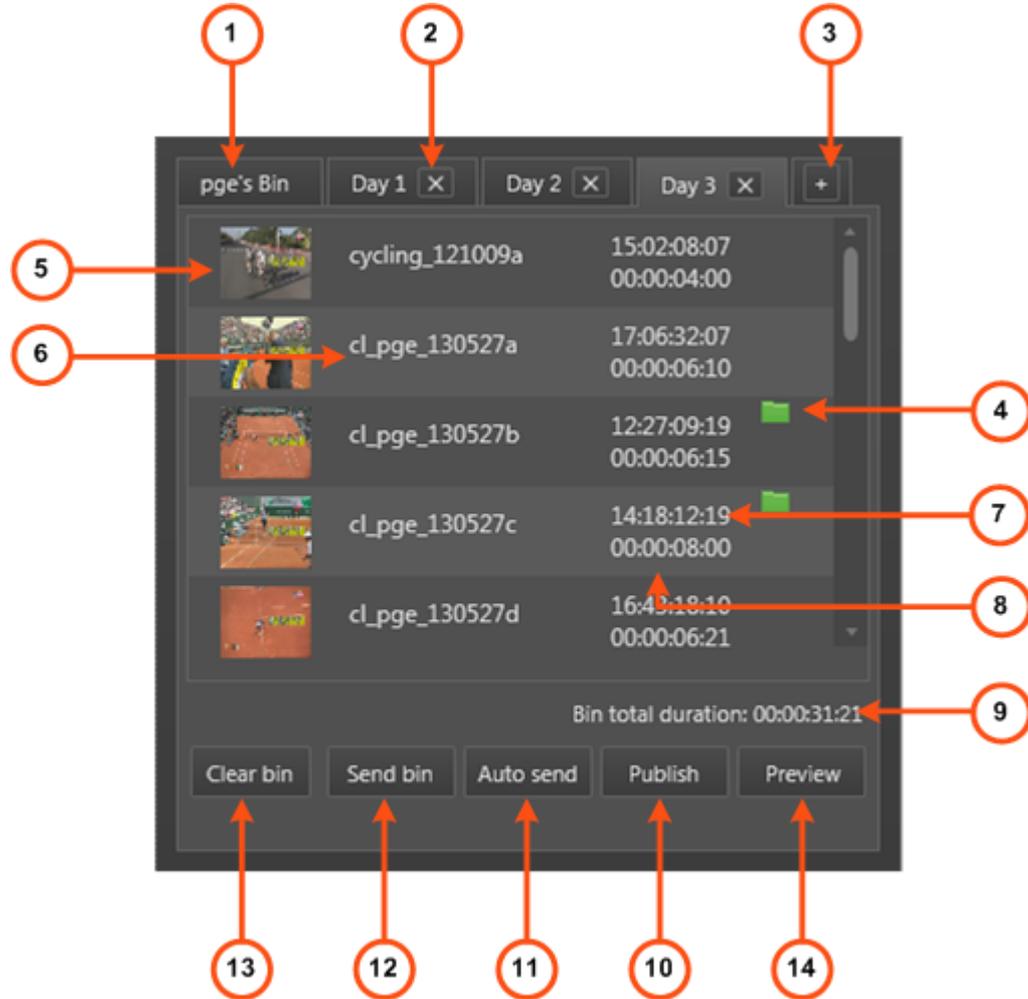
Each tab shows all the clips present in the bin.

Only clips appear in bins. Would playlists and timelines be present in a bin, they will not be visible through IPBrowse.

2.8.2. Overview of the Bins Pane

Illustration

The Bins pane contains the areas highlighted on the screenshots below.



Area Description

The table below describes the various parts of the Bins pane:

Area	Description
1.	<p>Tab name</p> <p>Each tab has the name of the bin. The first tab corresponds to the System [User] bin automatically created by the system for the current user and cannot be deleted. Other tabs correspond to the [User] bins created by the user.</p>
2.	<p>Delete Bin button</p> <p>This button is used to delete a bin and its content. See section "Bins Management" on page 70.</p>

Area		Description
3.	Add Bin button	This button is used to create a new bin. See section "Bins Management" on page 70
4.	Transfer Status Information	This area gives indication on the transfer status of the requested job. According to the selected Send To mode, the information can be displayed at the bottom of the pane. The icon layout may differ according to the target selected for the transfer. See section "Transfer Options" on page 79.
5.	Clip thumbnail	Thumbnail grabbed for the clip. Its display is optional in vertical layout. It depends on the IPBrowse configuration by the administrator.
6.	Clip name	Name of the clip.
7.	Clip TC IN	Timecode of the clip IN point.
8.	Clip duration	Duration of the clip.
9.	Bin Total duration	Total duration of the bin content.
10.	Publish button	This button is used to publish or unpublish the bin content to a group of users. See section "Publishing a Bin" on page 77.
11.	Auto Send button	This button is used to select the target destination to automatically send a clip to a target at clip creation. See section "Auto Send Mode" on page 79.
12.	Send Bin button	This button displays a contextual menu with different options which allow to create an EDL with the bin content or to choose the format in which the bin content will be sent (EDL or clips). This is used to select the target destination to send the bin content to. See sections "Sending Bin as Clips" on page 80 and "Sending Bin as Edit" on page 81.
13.	Clear Bin button	This button is used to clear the bin content. See section "Bins Management" on page 70
14.	Preview button	This button is used to preview the bin content on the Player pane. See section "Loading a Bin" on page 55.

Each tab shows the list of clips present in the bin and the total duration of the bin.



3. Searching for Media

3.1. Filtering Tools

When the IPDirector database contains large amounts of data, it may become difficult to find a specific element. The IPBrowse offers several ways to refine the list of elements displayed in the Element grid/list and speed up your search:

- Branch selection in the Tree view - Select a branch in the Tree view to limit the list to specific item types or only a subset of the Tree view.
- Quick text search - Enter free text in the **Quick Text Search** field to perform a search on a specific string.
- Advanced search filter – Select specific criteria in the Advanced Search pane to perform a search on specific metadata associated with the elements.

All these search tools can be combined.

An applied filter can be saved for later use. Such a saved filter can then be applied in one click.

A search can also be facilitated by ordering the Elements grid. See section "Elements Grid / List" on page 13 for more information.

3.2. Branch Selection in the Tree

The Tree view allows the users to browse and perform search in the database and the nearline, among all the clips, clips stored in bins, or logs. By browsing the tree structure, a selection is made and displayed in the Element grid/list.

If a Quick Text search has been applied to a branch and not cleared, the filter is remembered when this branch is selected again.

See section "Tree View" on page 6 for a description of the user interface elements of the Tree view.

3.3. Quick Text Search

3.3.1. Purpose and Context of Use

The Quick Text Search function is used to perform a search based on free text entered in the **Quick Text Search** field. This field is available on the top of the Elements grid/list:



The **Clip/Log** icon, displayed on the top left of the Elements grid/list, depends on the selection made in the tree: **Clip** icon  for the **All** or **Bins** branches, **Log** icon  for the **Logs** branch. The search is performed on the branch selected in the Tree view.

See section "Quick Text Search Associated Buttons" on page 9 for the description of the buttons associated to the **Quick Text Search** field.

Users can enter a search string in one of the following ways.

- Entering the search string in full in the **Quick Text Search** field.
- Clicking the arrow next to the **Quick Text Search** field, so the last 10 searches are displayed, and then selecting one of them. See section "Quick Text Search Field Display" on page 31.
- Starting to type a search string in the **Quick Text Search** field, so the Autocomplete function displays a list of proposals, and one of them can be selected. See section "Autocomplete Function in Quick Text Search Field" on page 32.

3.3.2. Search for Synonyms

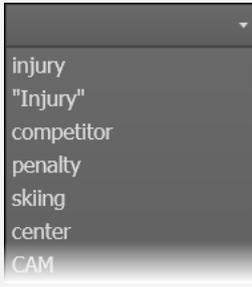
Users have the possibility to perform a search for word synonyms, provided that they have been defined in the SQL thesaurus file and that the corresponding option has been set in the IPDirector General setting **Freetext searches behavior**.

Then, a search performed with a search string will return the predefined synonyms as well. This function can be used to search for translated words.



3.3.3. Quick Text Search Field Display

The following table shows the various displays for the **Quick Text Search** field, and what they mean:

Display	Meaning
	The field background is gray: No Quick Text Search is applied nor entered.
	The field background is red: The user is typing or has typed a search string, but has not applied it yet, or a search has been applied but the user has typed another search string in the field and not applied it yet.
	The field background is green: The user has applied the search string, by pressing ENTER . The result of the Quick Text Search is displayed in the grid.
	The down arrow next to the Quick Text Search field gives access to the last 10 searched strings. The lists differ from clips and logs.

3.3.4. Quick Text Search Syntax Rules

The Quick Text Search option obeys specific rules which can be accessed via the **Help** button next to the **Quick Text Search** field: .

The string that you enter in the **Quick Text Search** field is analyzed according to the following set of rules:

Search String	Search Result	Logical Equivalent
Yellow card	Searches for the words yellow and card, even if in two different fields (columns), for example yellow in Name and card in Keywords. For example a clip named "The Yellow Man" with keywords "Red Card" will be found, since it has yellow and card in 2 different fields.	"Yellow" AND "card"
Yellow card	Searches for yellow or card, even if in two different fields (columns), for example yellow in Name or card in Keywords.	"Yellow" OR "card"
"Yellow card"	Searches for exact matches of Yellow card. Between the quotes, all characters are considered as characters and not operators or wildcards.	"Yellow card"
card*	Searches for card at the beginning of a word.	"card"*
card	Searches for all words that include card.	*"card"*
=card	Searches for a whole field that contains only card. For example, if a field contains yellow card, the =card condition will not return any result.	

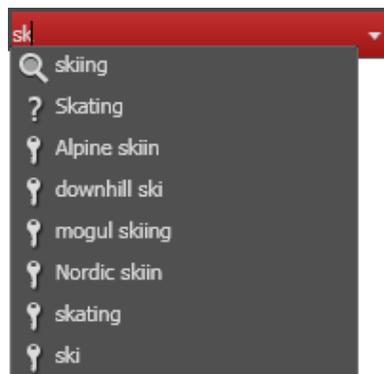
Search operators may be combined.

3.3.5. Autocomplete Function in Quick Text Search Field

Introduction

The Autocomplete function is a help service for the capture of the search string.

As soon as the users start typing in the **Quick Text Search** field, the Autocomplete function provides a list of matching words and sentences known by the system and containing a word beginning with the typed letters.





Warning

Make sure the IP API service is started to be able to use the Autocomplete function.

Result Types in the Autocomplete List

The list displayed below the **Quick Text Search** field is made up of different types of results, as described in the following table.

Icon	Description: The line displays the result corresponding to the typed letters and ...
	... coming from the local search history . Several lines can be displayed, the most recent are shown on the top of the list.
	... coming from the 100 most popular searches asked to the system since its startup, and launched from the same tree branch. Several lines can be displayed, the most frequent are shown on the top of the list.
	... coming from an index of words entered in text fields, such as item name, item source name, item VarID, tape ID, item metadata text. Keywords are not indexed in this list. Several lines can be displayed, sorted alphabetically.
	... corresponding to a keyword from a keyword list.
	... corresponding to a participant from a keyword list.

The proposals made in the Autocomplete list for the local search, popular search and indexed words depend on the tree branch selected at the time when a word is typed. For example, if the Logs view is selected in the tree view, only the searches performed on the Logs view will be proposed, as well as indexed words attached to logs.

Proposed keywords and participants are not linked to the selected tree branch.

How to Perform a Quick Text Search with the Autocomplete Function

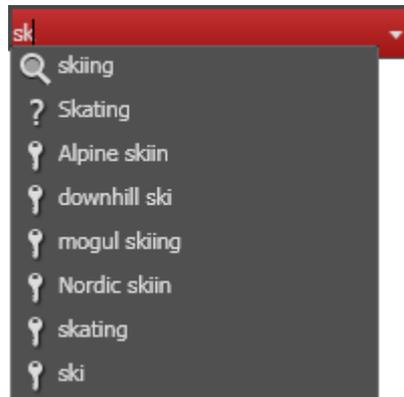
Search on One String of Characters

To perform a Quick Text search, proceed as follows:

1. Select the tree branch you wish to perform a quick search on.
2. Display the columns you wish to perform a quick search on.

3. Type a search string in the **Quick Text Search** field.

A list of proposals is displayed as soon as you start to type and it is refined as you go on typing.



4. Select a line by using the mouse or the  key.
5. Press **ENTER**.

The search is launched with the selected proposal on the selected element type.

The search results are displayed in the grid.

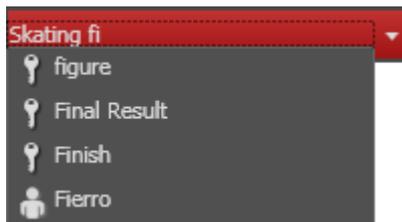
Thum...	Name	TC IN	TC IN Date	Duration	Keywords
	PM Olympic Games-08	07:33:46:04	03-Feb-2012	00:00:10:...	skating
	PM Olympic Games-09	07:33:46:04	03-Feb-2012	00:00:10:...	skating
	PM Olympic Games-06	09:53:08:22	02-Feb-2012	22:45:25:...	skating
	PM Olympic Games-07	09:53:08:22	02-Feb-2012	22:45:25:...	skating
	PM Olympic Games-06	09:53:08:22	02-Feb-2012	22:45:25:...	skating
	PM Olympic Games-07	09:53:08:22	02-Feb-2012	22:45:25:...	skating
	PM Olympic Games-06	09:53:08:22	02-Feb-2012	22:45:25:...	skating
	PM Olympic Games-07	09:53:08:22	02-Feb-2012	22:45:25:...	skating
	pge_d_120126e-00	11:01:54:10	26-Jan-2012	00:00:06:...	figure; skating;
	pge_d_120126e-01	11:01:54:10	26-Jan-2012	00:00:06:...	figure; skating;
	pge_d_120126d-00	10:30:52:18	26-Jan-2012	00:00:03:...	skating; figure
	pge_d_120126d-01	10:30:52:18	26-Jan-2012	00:00:03:...	skating; figure
	pge_d_120126c-01	10:13:51:04	26-Jan-2012	00:00:05:...	skating; figure

6. To clear the applied Quick Text Search, click the **Clear Quick Text Search** button (white ) to the right of the search field.
7. To clear all the filters applied, from the advanced search filters and from the Quick Text search options, click the **Clear All** button (red ).

Search on Two Strings of Characters

To perform a search based on two words, proceed as follows:

1. Follow steps 1 to 4 from the previous procedure.
2. Press **Space bar** and then start to type a second word.
A new list of proposals is displayed based on the second word.
3. Select a line by using the mouse or the  key.



4. Press **ENTER**.

The search is launched with the two selected proposals on the selected element type.

Thum...	Name	TC IN	TC IN Date	Duration	Keywords
	pge_cl_120126e-00	11:01:54:10	26-Jan-2012	00:00:06:...	figure; skating;
	pge_cl_120126e-01	11:01:54:10	26-Jan-2012	00:00:06:...	figure; skating;
	pge_cl_120126d-00	10:30:52:18	26-Jan-2012	00:00:03:...	skating; figure
	pge_cl_120126d-01	10:30:52:18	26-Jan-2012	00:00:03:...	skating; figure
	pge_cl_120126c-01	10:13:51:04	26-Jan-2012	00:00:05:...	skating; figure

3.4. Advanced Search

3.4.1. Purpose and Context of Use

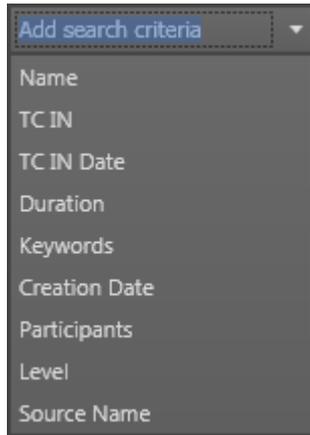
The Advanced Search functions are available for more detailed search operations. They allow searches on clips or logs metadata.

The Advanced Search pane is located on the bottom left part of the IPBrowse window. Some advanced search parameters are shown by default in the Advanced Search pane. They are set by the administrator. Users can choose the additional advanced search parameters they want to display.

3.4.2. Advanced Search Fields Display

Displaying Advanced Search Fields

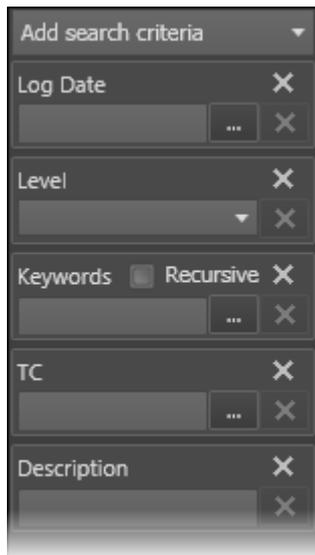
The list of available advanced search parameters is available by clicking the arrow next to the **Add Search Criteria** field.



Depending on the media type (clips or logs) selected in the Tree view, different lists of advanced search parameters are proposed.

During the IPBrowse configuration, the system administrator has selected the parameters to be displayed, including additional parameters for each user field of the metadata profile which would have been associated to the clip or log.

To display an advanced search parameter, select one of the options from the **Add Search Criteria** menu. The selected parameter is displayed in the Advanced Search pane.



Hiding Advanced Search Fields

To remove an advanced search field from the Advanced Search pane, click the cross in the upper right corner of the criterion box. Applied filters are cleared as soon as a search field is removed.

To reset the advanced search criteria to the default selection, click the **Tools** button and select **Reset Advanced Filters** from the menu.

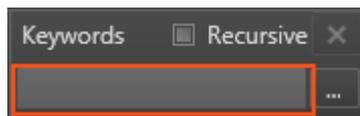
3.4.3. Advanced Search Fields Types

Different types of advanced search fields exist:

- free text fields: search data can be entered directly in these fields.
 - in most of the cases, no button is available next to the field, e.g. **Name** field.



- Keywords and Participants search fields



- field with an option list: an arrow giving access to a list of options is available on the right of the field .



- field with a complex filter button to the right of the field giving access to a Select Filter Condition window to define specific search values, e.g. **Date** field, **Keywords** field,...



3.4.4. How to Clear an Applied Advanced Search Filter

To clear a filter applied on an advanced search criterion, click the **X** button next to the corresponding criterion:



When filters have been applied from several search tools, all the filters can be cleared by clicking the **Clear All** button next to the **Quick Text Search** field:



3.4.5. Search in Free Text Fields

Autocomplete Function in Free Text Search Fields

The Autocomplete function is a help service for the capture of the search string. The Autocomplete function, described in section "Autocomplete Function in Quick Text Search Field" on page 32 for the Quick Text Search, is also enabled during searches in free text search fields of the Advanced Search pane.

The Autocomplete list, displayed under free text search fields of the Advanced Search pane, is limited compared to the one shown under the **Quick Text Search** field. No local search or popular search will be proposed.

- Only indexed words  will be listed under free text fields other than **Keywords** or **Participants** fields.
- Only keywords  will be listed under the **Keywords** field.
- Only participants keywords  will be listed under the **Participants** field.

Free Text Search Syntax Rules

The string that you enter in the **free text search** field is analyzed according to the same set of rules as for the Quick Text Search. See section "Quick Text Search Syntax Rules" on page 31 for details on these rules.

Preliminary Steps

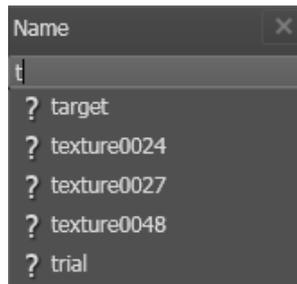
1. Select the tree branch in the Tree view.
2. In the Advanced Search pane, display the search criterion.

How to Perform a Search on Free Text

To enter search values in a free text field of the Advanced Search pane, proceed as follows:

1. Type a search string in the field, based on the rules detailed in "Free Text Search Syntax Rules" on page 38.

A list of proposals is displayed as soon as you start to type and it is refined as you go on typing.



2. Select a line by using the mouse or by pressing the  key.
You can unselect a line by pressing the **Escape** key.
3. Press **ENTER**.

The search is launched on the selected tree branch.

The search results are displayed in the grid/list.

3.4.6. Search in Non-Free Text Fields

Preliminary Steps

Non-free text search fields of the Advanced Search pane give access to an option list to select a search value or to a Select Filter Condition window to define specific search values.

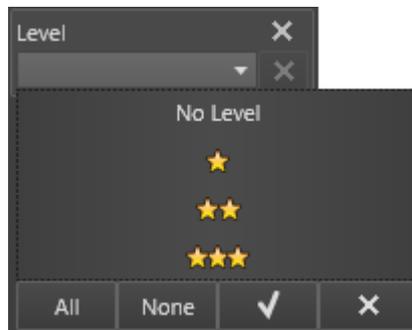
Before starting a search, do the following steps:

1. Select the tree branch in the Tree view.
2. In the Advanced Search pane, display the search criterion.

How to Perform a Search based on an Option List

To set a search criterion from an option list, proceed as follows:

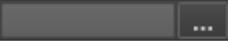
1. Click the arrow next to a search field to display the option list for the corresponding criterion.



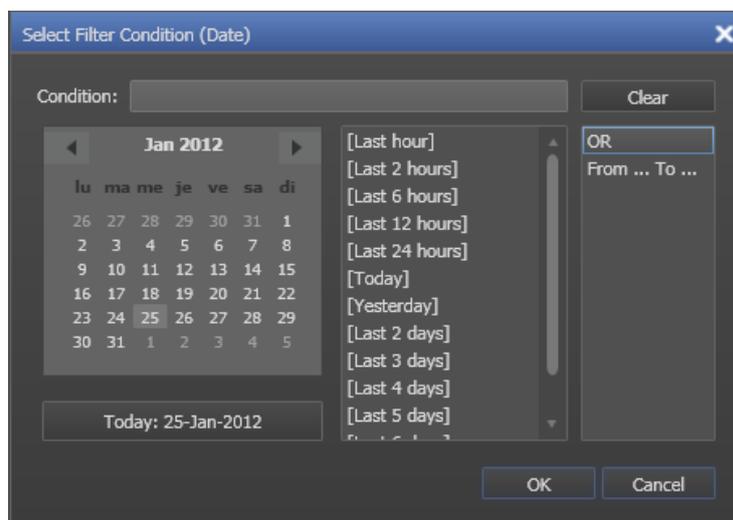
2. Select one or more options.
3. Confirm your selection with the  button or cancel and exit by clicking the  button.

How to Perform a Search based on a Date

To set a search criterion based on a date, proceed as follows:

1. Click the **Complex Filter** button next to a **Date** field .

The following window opens:





2. Enter a date condition in one of the following ways:
 - select a specific date from the calendar
 - select one of the relative date from the Last xx list
 - use the logical operators from the right pane to construct a more complex search condition:
 - Select a logical operator on the right
 - Select a date
 - Select a second date

The search condition is displayed in the **Condition** field.

3. Click **OK**.

The search is launched on the selected tree branch.

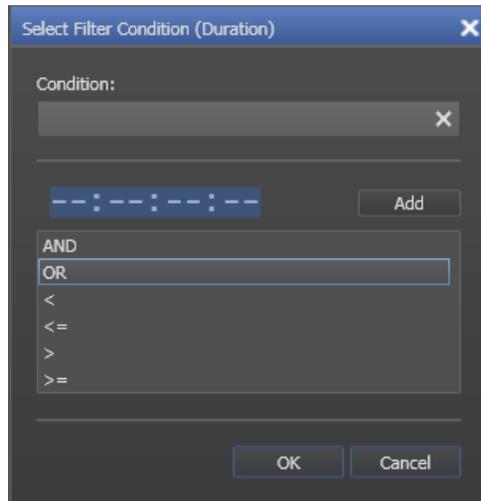
The search results are displayed in the grid/list.

How to Perform a Search based on a Duration

To set a search criterion based on a duration, proceed as follows:

1. Click the **Complex Filter** button next to a **Duration** field 

The following window opens:



2. Enter a duration condition in one of the following ways:
 - enter a single value in the **Timecode** field
 - use the logical operators from the lower pane to construct a more complex search condition:
3. Click **Add**.

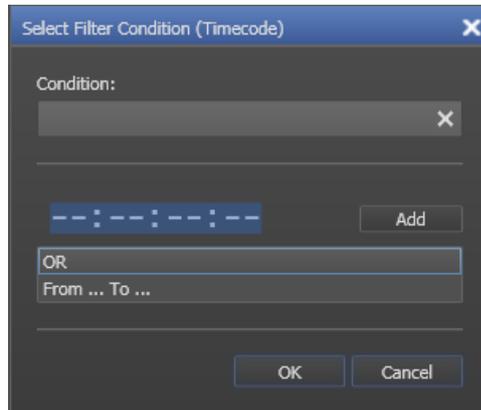
The search condition is displayed in the **Condition** field.
4. Click **OK**.

How to Perform a Search based on a Timecode

To set a search criterion based on a timecode, proceed as follows:

1. Click the **Complex Filter** button next to a **Timecode** field 

The following window opens:



2. Enter a timecode condition in one of the following ways:
 - select a specific date from the calendar
 - select one of the relative date from the Last xx list
 - use the logical operators from the right pane to construct a more complex search condition:
 - Select a logical operator
 - Enter a timecode value
 - Click **Add** or press **ENTER**. It appears in the **Condition** field.
 - Enter a second timecode value
 - Click **Add** or press **ENTER**.

The whole search condition is displayed in the **Condition** field.

3. Click **OK**.

The search is launched on the selected tree branch.

The search results are displayed in the grid/list.

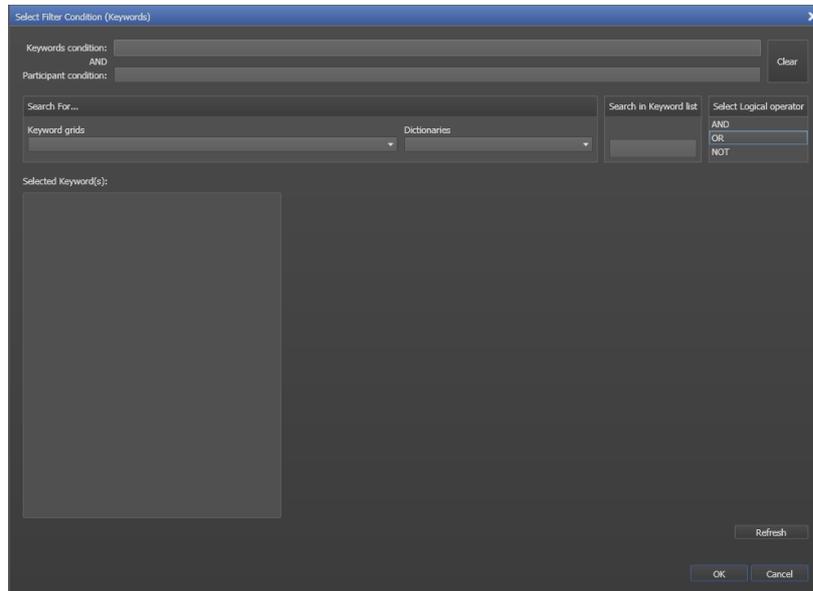


How to Search for One or Several Keywords

To set a search criterion based on keyword(s), proceed as follows:

1. Click the **Complex Filter** button next to a **Keywords** field 

The following window opens:



2. Select a Keyword Grid or a Dictionary in the Search For pane, or click in the **Search in Keyword List** field.

The selected Keyword grid or dictionary, or the Keyword list, is displayed in the lower right area of the window.

3. Select a keyword.

It appears in the Selected Keywords area and in the **Keyword Condition** or **Participant Condition** field.

Keywords which have been selected are shown with a different color in the Keyword grid, dictionary or Keyword list.

4. If required, select a logical operator. The NOT operator may be combined with one of the other operators.
5. Select a second keyword.

The whole condition is shown in the **Keyword Condition** or **Participant Condition** field.

6. Click **OK**.

The filter is applied to the Elements grid/list and the filter condition is displayed in the **Keywords** field.

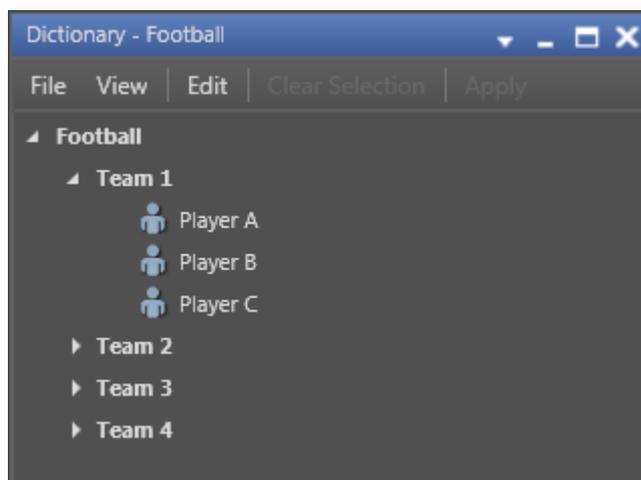
See section "Searching for Child Keyword Based on Parent Keyword" on page 44 for advanced search based on a parent keyword defined in a dictionary.

Searching for Child Keyword Based on Parent Keyword

Context of Use

Child and parent keywords can be defined in a tree structure into the IPDirector Dictionary tool. See section "Keywords Management" in the IPDirector user manual for more information.

During an event, the administrator can define all the player names of a football team as child keywords of the parent keyword "team name" or "country". Users can then assign a child keyword to logs or clips.

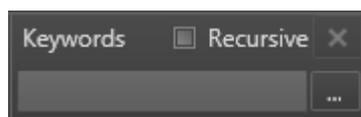


From the Elements grid, it is thereafter possible to retrieve the media linked to all the child keywords of the same parent keyword by using the **recursive** option.

How to Retrieve Child Keywords

To do so, proceed as follows:

1. In the Tree view, select the tree branch you wish to perform a search on.
2. From the Add Search Criteria drop-down list, select the Keywords parameter.
The Keywords advanced search field is displayed.
3. Select the **Recursive** checkbox to perform a search on all the child keywords linked to the selected parent keyword



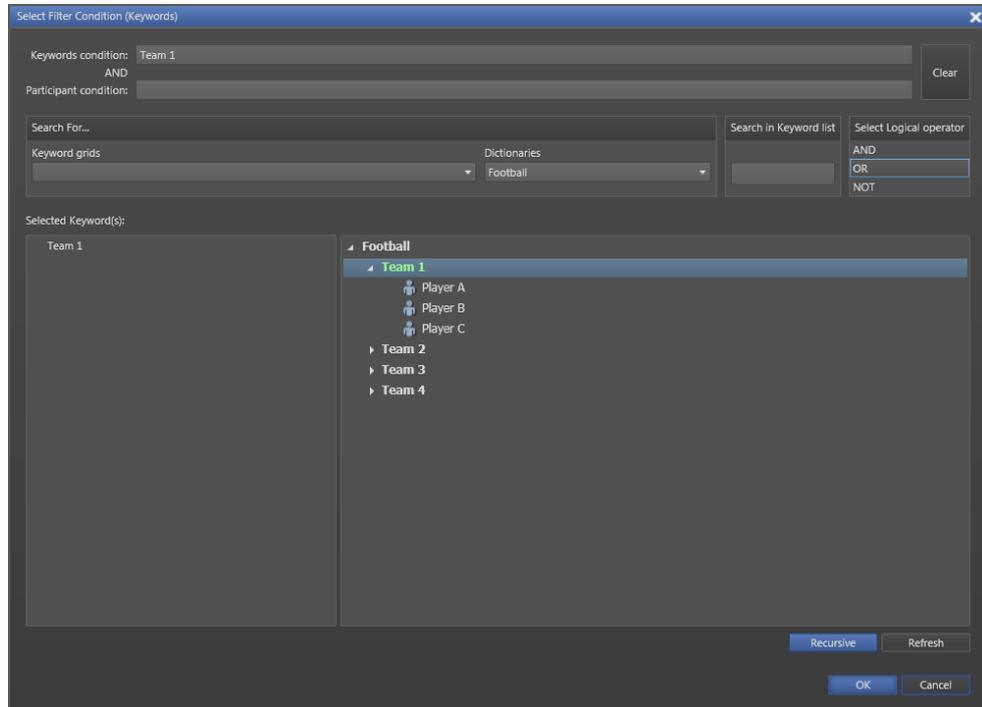
4. Click the **Complex Filter** button .

The Select Filter Condition (Keywords) window opens.

5. In the **Dictionaries** field, select the dictionary name.

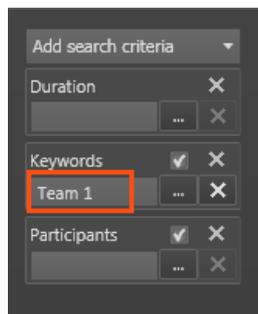
The keywords from the selected dictionary are displayed in the list.

- Select the parent keyword on which you want to perform a search.
It is displayed in the **Keywords Condition** field.



- Click the **Recursive** button if you have not selected the **Recursive** option from the Keywords advanced search field (step 3).
- Click **OK**.

The list of elements containing a child keyword of the selected parent keyword is displayed in the Elements grid/list.



	Keywords	Participants	Level
10:56:45		Player B	★
09:58:43		Player A	
10:55:09	penalty	Player A	

3.5. Using Saved Filters

3.5.1. Introduction

Once you have defined filters and search terms, you may want to save them for later use. You will then be able to apply the same set of filters with a single click.

Saved filters differ between logs and clips. They are specific to the logged user.

3.5.2. How to Save Filters

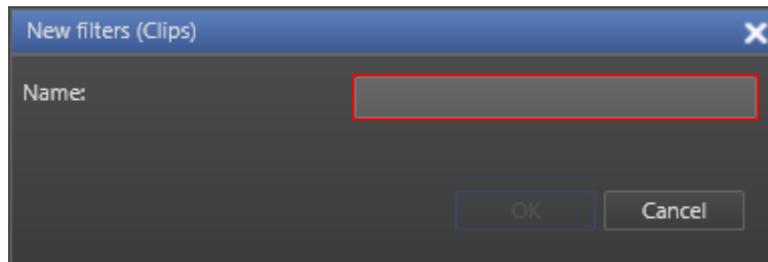
To save filters, proceed as follows:

1. Define the filters you wish to save.
2. Click the Favorites button .

A menu is displayed.

3. Select **Save Current Applied Filters**.

The following window is displayed:



4. Enter a name for the applied filters set.
5. Click **OK** to confirm.

The new filter name is listed in the menu available from the **Favorites** button.

3.5.3. How to Apply a Saved Filter

To apply a saved filter, proceed as follows:

1. Click the **Favorites** button.
A menu is displayed and lists the already saved filters.
2. Select the desired saved filter.

Your filter(s) are shown in the Advanced Search areas and/or **Quick Text Search** field and they are applied in the grid.



4. Loading Media

4.1. Introduction

The meaning of loading media is explained hereafter.

A record train, or train, corresponds to the media being recorded live from a camera and sent to an EVS video server through a recorder channel.

A recording ingest corresponds to the same media for which an IN point has been marked at a specific timecode to start the creation of a clip.

To create clips on a train or a recording ingest with IPBrowse, the corresponding recording source must be selected in the Player pane. In this manual, this action is called "loading a train or a recording ingest".

The action of "placing" a clip on the Player pane to preview it, sub-clipping it, and so on, is called "loading a clip on the Player pane".

The content of a bin can be previewed on the Player pane.

See section "Possible Loading Actions" on page 47 for the list of the possible ways to load different types of media.

4.2. Possible Loading Actions

Various element types can be loaded on the Player pane in different ways.

These actions are listed in the next table.

Action	See section...
Train	
Loading a train by selecting a recorder channel from the Player pane or the Elements grid.	"How to Select a Train or a Recording Ingest" on page 49.
Loading a train by selecting a recorder channel with the ShuttlePRO.	"How to Select a Train with the ShuttlePRO" on page 53.
Loading the last loaded train (only in case it was loaded just before the media currently loaded) at its currently recording timecode (E/E).	"How to Reload the Last Loaded Train or Recording Ingest" on page 50.
Loading the source train corresponding to the loaded clip (Ret).	"How to Load the Source Media of a Clip" on page 51.
Loading a train from the previous or next recorder channel	"How to Load the Train from the Previous or Next Recorder Channel" on page 52.

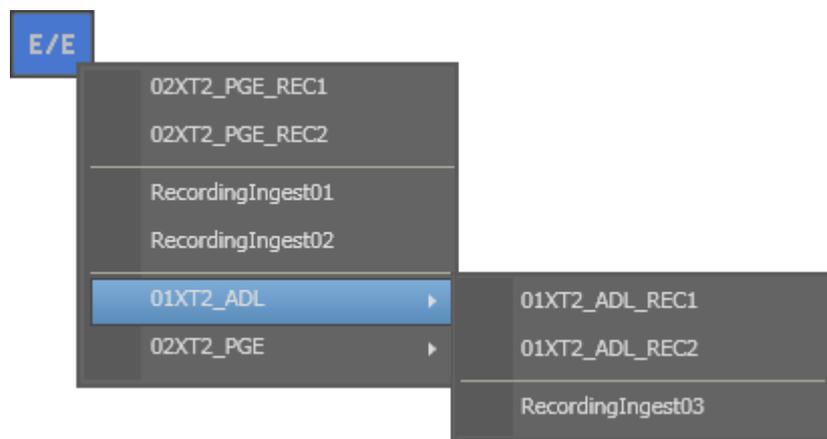
Recording Ingest	
Loading a recording ingest by selecting it from the Player pane or the Elements grid.	"How to Select a Train or a Recording Ingest" on page 49.
Loading the last loaded recording ingest (only in case it was loaded just before the media currently loaded) at its currently recording timecode (E/E).	"How to Reload the Last Loaded Train or Recording Ingest" on page 50.
Loading a linked recording ingest.	"How to Load a Linked Clip" on page 54.
Clip	
Loading a clip from the Elements grid/list	"How to Load a Clip from the Elements Grid/List" on page 53.
Loading a clip from the Bins pane	"How to Load a Clip from the Bins Pane" on page 54.
Loading a clip linked to the clip currently loaded	"How to Load a Linked Clip" on page 54.
Loading a clip associated to a log, or loading a log	"How to Load a Clip Associated to a Log" on page 55.
Bin	
Loading the content of a bin from the Bins pane	"Loading a Bin" on page 55.

4.3. Loading a Train or a Recording Ingest

4.3.1. How to Select a Train or a Recording Ingest

How to Select a Train from the E/E Button

By right-clicking the **E/E** button a contextual menu shows the available EVS video servers with their recorder channels and the list of clips being currently ingested identified by their name or VarID if any. Scheduled ingests not being recording yet are not shown.



Selecting a recorder channel loads the corresponding train at its current recording position and plays it on the Player pane.

Selecting a recording ingest directly loads it at its currently recording position (OUT point) and plays it on the Player pane.



Note

If a recorder channel is connected to an OUT port of a video router, itself associated to an IN port, the name of the router IN port is displayed after the recorder channel name.

How to Select a Train from the Elements Grid

To load a record train or a recording ingest (clip currently ingested) from the Elements grid/list, do one of the following:

- double-click the line
- select the line and press **ENTER**
- drag the recording ingest to the Player pane.

The train is loaded, on the Player pane, at the currently recording timecode and played.

or

The growing clip is loaded on its "OUT" point, currently being ingested, and played on the Player pane.

How to Select a Train from the Recorder Channel Selection Field

When a train is loaded, it is possible to load a train from another recorder channel.

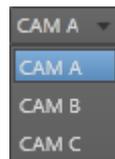
To select a train from the **Recorder Channel Selection** field, proceed as follows:

1. Click the arrow next to the **Recorder Channel Selection** field.

A menu provides the list of available recorder channels. Two situations can occur:

- The recorder channel currently selected does not belong to a group of ganged recorder channels. Then, users can select any recorder channel that they are allowed to see.

In the example of 3 recorder channels where CAM B and C are ganged and CAM A is loaded, users will be able to select any of the 3 recorder channels:



- The recorder channel currently selected belongs to a group of ganged recorder channels. Then, users can only select one of the recorder channels from the group.

In the example of 3 recorder channels where CAM B and C are ganged and CAM B is loaded, users will be able to load CAM B or CAM C with the the **Recorder Channel Selection** field:



2. Select one of them to load the corresponding train.

4.3.2. How to Reload the Last Loaded Train or Recording Ingest

If a clip is loaded on the Player pane, clicking the **E/E** button will unload it and load and play the last loaded media (record train or recording ingest) at its current recording position.



Note

In case the previously recording ingest is finished when the **E/E** button is clicked, the recorded clip is loaded on its IN point and stays in pause. If this clip has been deleted, nothing happens.

User Interface Button	Keyboard Shortcut	ShuttlePRO key

4.3.3. How to Load the Source Media of a Clip

The **Ret** button becomes active if a clip has been loaded on the Player pane. By clicking it, the same frame of media will be loaded from the original record media (clip, recording ingest or train, if it is still available). This allows the users to play beyond the original clip boundaries or to define a new clip from the original record media.

Clip Loaded:	Source Media Recalled with Ret:

User Interface Button	Keyboard Shortcut	ShuttlePRO key
		  +

4.3.4. How to Load the Train from the Previous or Next Recorder Channel

When a train is loaded, it is possible to load a train from the previous or next recorder channel in one of the following ways:

Operation	User Interface Button	Keyboard Shortcut	ShuttlePRO key
Previous Recorder			
Next Recorder			

Two situations can occur:

- The recorder channel currently selected does not belong to a group of ganged recorder channels, then the next or previous record train of the XNet network is loaded.
- The recorder channel currently selected belongs to a group of ganged recorder channels, then the next or previous record train of the group is loaded .



Tip

If a Mark IN point and/or a Mark OUT point has/have been set on a train, the mark(s) will be kept when switching to another train, would they be ganged or not.

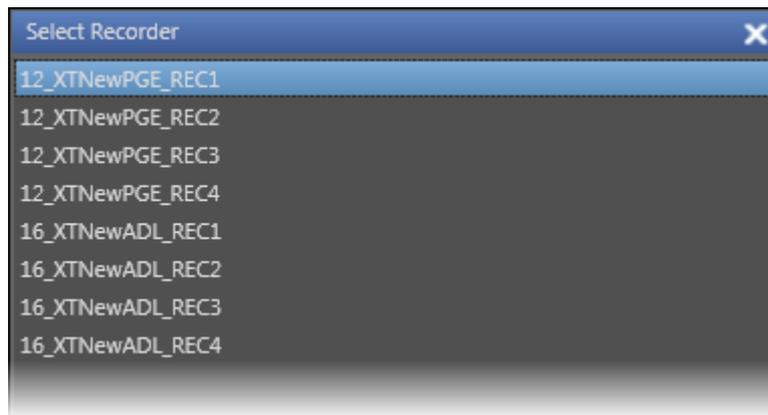
4.3.5. How to Select a Train with the ShuttlePRO

To select a train with the ShuttlePRO, proceed as follows:



1. Press the **Select Train** key

This calls up on the screen a list of available recorder channels:



2. By moving the jog dial you can move through the list to highlight the required train.
3. Press **Select Train** again to select it and exit the menu.

The selected train is loaded on the Player pane.

4.4. Loading a Clip

4.4.1. How to Load a Clip from the Elements Grid/List

Once you have identified, in the Elements grid or list, the clip you wish to preview, you can load it on the Player pane in one of the following ways:

- Select the clip line in the Elements grid/list and press **ENTER**.
- Double-click the clip line in the Elements grid/list.
- Drag the clip line to the Player pane

The clip is loaded on its TC IN.

4.4.2. How to Load a Clip from the Bins Pane

Once you have identified, in the Bins pane, the clip you wish to preview, you can load it on the Player pane in one of the following ways:

- Select the clip line in the Bins pane and press **ENTER**.
- Double-click the clip line in the Bins pane.
- Drag the clip line to the Player pane

The clip is loaded on its TC IN.

4.4.3. How to Load a Linked Clip

Linked clips are clips created at the same time by ganged recorder channels. They correspond to different angles of the same recorded media.

This applies also to recording ingests (or growing clips) being created from ganged recorder channels.

When a clip already loaded on a player has linked clips, it is possible to rapidly load one of them in one of the following ways:

- Click the **Prev** or the **Next** button or shortcut.

Operation	User Interface Element	Keyboard Shortcut	ShuttlePRO key
Previous Linked Clip			
Next Linked Clip			

- Click the arrow next to the **Recorder Channel Selection** field. A menu provides the list of recorder channels from which the linked clips have been recorded.

Select one of them to load the corresponding linked clip.

Operation	User Interface Element	Keyboard Shortcut	ShuttlePRO key
Select Linked Clip		-	

**Tip**

If a Mark IN point and/or a Mark OUT point has/have been set on a linked clip, the mark(s) will be kept when switching to one of its linked clips.

4.4.4. How to Load a Clip Associated to a Log

Once clips containing a log timecode have been created, the IPDirector system automatically associates these clips to the log. From IPBrowse, it is possible to load a clip associated to a log at the log timecode. It can be seen as loading a log.

To do so, proceed as follows:

1. In the Tree view, select the Logs branch or a log directory or a log sheet.

The corresponding list of logs is displayed in the Elements grid/list.

2. In the Elements grid/list, do one of the following:
 - Select the log line and press **ENTER**.
 - Double-click the log line
 - Drag the log line to the Player pane

The clip associated to the log is loaded on the Player pane, at the log timecode.

**Note**

On some occasions, a log has no associated clip, so the log cannot be previewed.

3. If the log has been created on a ganged recorder channel, it has been associated to all the linked clips. You can load another associated clip thanks to the Prev or Next functions or the **Recorder Channel Selection** field, as described in section "How to Load a Linked Clip" on page 54.

The linked clip is loaded on the Player pane on the log timecode.

You can then browse the clip, create a new clip and send it to a bin.

An associated clip cannot be trimmed because the IPDirector has protected it.

4.5. Loading a Bin

Introduction

The content of a bin can be checked by previewing it from the Player pane. The series of clips will be played one after the other.

Limitation

Modifications brought to the bin content after it has been loaded on the Player pane will not be previewed. You need to click the **Preview** button again to be able to view them.

How to Load a Bin

To load a bin, proceed as follows:

1. In the Bins pane, select the Bin tab you want to preview.
2. Click the **Preview** button.

The first clip of the bin is loaded on its TC IN.

3. Click the **Next** button from the Transport commands to immediately jump to the next element of the bin, or the **Previous** button to immediately jump to the previous element of the bin.

5. Moving through Media

5.1. Introduction

The Player pane provides a Jog bar and transport buttons to navigate in the loaded element. In addition, other options allow to directly jump to a given timecode within the media.

5.2. Transport Functions

5.2.1. Transport Buttons and Shortcuts

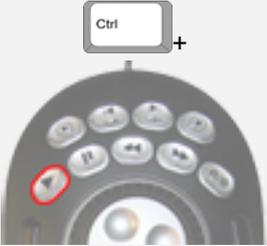
The following table gives the meaning of each transport operation. A button and/or a keyboard shortcut can be used to perform each action. The ShuttlePRO device has buttons dedicated to most of these functions as well.



Note

The **E/E** function and the **Ret** function are described in section "Loading a Train or a Recording Ingest" on page 49.

Operation	User Interface Button	Keyboard Shortcut	ShuttlePRO key	Description
Play		<input type="text"/> or %5		Starts to play the loaded media at 100% for normal clips, at 33% for "SLSM clips 3x" or at 50% for "SLSM clips 2x". The button switches to the Pause button.
Pause		<input type="text"/> or K		Stops the playout of the loaded media. The button switches to the Play button.
Fast Rewind		J		Starts moving backwards through the media at the preset speed. See section "Fast Forward and Fast Rewind Speed" on page 60.

Operation	User Interface Button	Keyboard Shortcut	ShuttlePRO key	Description
Fast Forward				<p>Starts moving forward through the media at preset speed. See section "Fast Forward and Fast Rewind Speed" on page 60.</p>
Play Backward / Pause	<p>-</p>			<p>Starts moving backwards through the media.</p>
Goto IN				<p>Moves from the current position to the IN point of the loaded clip.</p>
Goto OUT				<p>Moves from the current position to the OUT point of the loaded clip. If a growing clip is loaded on a player and the user clicks the Goto OUT button, the system will play near "live", i.e. at the closest position from the live.</p>

Operation	User Interface Button	Keyboard Shortcut	ShuttlePRO key	Description
Goto Previous Frame		or	 (field by field)	Moves from the current position to the previous frame.
Goto Next Frame		or	 (field by field)	Moves from the current position to the following frame.
Go 10 Frames Backward	-	or +	-	Moves 10 frames before the current position.
Go 10 Frames Forward	-	or +	-	Moves 10 frames after the current position.
Previous Bin Element				Loads the previous element from the previewed bin.
Next Bin Element				Loads the next element from the previewed bin.

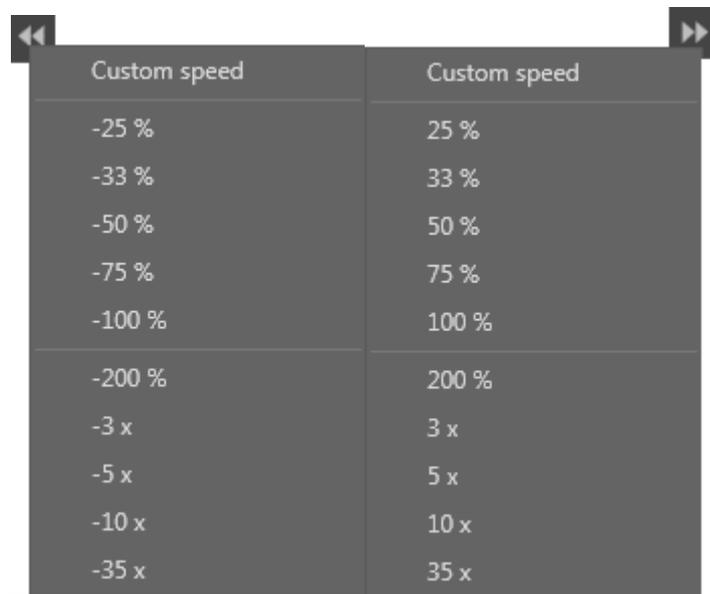
5.2.2. Fast Forward and Fast Rewind Speed

Introduction

The Fast Forward speed and the Fast Rewind speed can be adapted by means of contextual menus or keyboard shortcuts.

Contextual Menus

Right-click the **Fast Rewind** button or the **Fast Forward** button and select one of the options from the contextual menu.



Keyboard Shortcuts

Press the **Fast Rewind** (J) or the **Fast Forward** (L) shortcut to start playing the media backward or forward.

Then, press the shortcut again to change speed.

Possible speed values are: 1x, 2x, 3x, 5x, 10x.

5.3. Browsing to Another Timecode

Using the Jog Bar

The bullet indicator of the Jog bar can be moved with the mouse along the bar to browse the media and to play it from any position if needed.

See section "Jog Bar" on page 24 for a description of the elements of the bar.

Using the ShuttlePRO

ShuttlePRO Wheels



Field by Field - Jog Mode

Rotate the Jog wheel clockwise or anti-clockwise to navigate through the loaded media field by field.

Second by Second - Fast Jog Mode



Press the **Fast Jog** button and rotate the Jog wheel clockwise or anti-clockwise to navigate through the loaded media second by second.

5.4. Playing Media at Increasing or Decreasing Speed



Rotate the Shuttle ring to play fast forward or fast rewind the loaded media. Releasing the Shuttle ring pause the media at the timecode current displayed.

5.5. Jumping to a Given Timecode

There are several ways to jump to a given timecode within a loaded media:

- Click at one position on the Jog bar
- Enter a new timecode value in the **Current Timecode** field and press **ENTER**.
You can cancel the operation by pressing the **Escape** key instead of pressing **ENTER**.

6. Creating a Clip and Sending it to a Bin

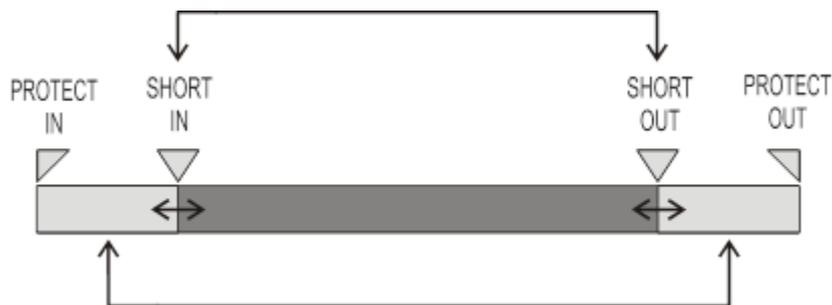
6.1. Introduction

Clip Structure

A clip is defined by Short IN and Short OUT points, usually called IN and OUT points by the operators.

When Short IN and Short OUT points are set, the system automatically write protects a user definable length of material before the Short IN point and after the Short OUT point. These are referred to as the guardbands.

For this reason, the IN point before the guardband and the OUT point after the guardband are called Protect IN point and Protect OUT point.



During playback, only the clip duration, between the Short IN and the Short OUT points is played out.

It is possible to trim an existing clip by redefining its Short IN and/or its Short OUT points, if the whole clip has not been protected. See section "How to Trim a Clip" on page 68.

The duration of the guardbands is set with the **Guardbands** option from **Tools > Settings > Clips Settings > General Settings for Clips** in IPDirector.

Usable Media

As soon as a media has been loaded, users can create a new clip from this loaded media thanks to the clip creation functions of the Player pane. A clip can be created from a record train, a recording ingest or a clip.

With IPBrowse, a clip can also be created by dragging a log onto the Bins pane.

Prerequisites

Clips are sent to a bin as soon as they are saved. So, a bin must have been selected prior to or at clip creation. See section "Sending a Clip to a Bin" on page 69.

6.2. Clip Settings

Introduction

Most of the settings cannot be defined from the IPBrowse interface and are directly applied from IPDirector.

The only settings that the user can configure from the IPBrowse interface relate to auto-naming of clip and the display of the Save Clip window.

Defining Clip Autaname

The **Define Autaname** setting allows the user to define auto-naming rules for new clips.

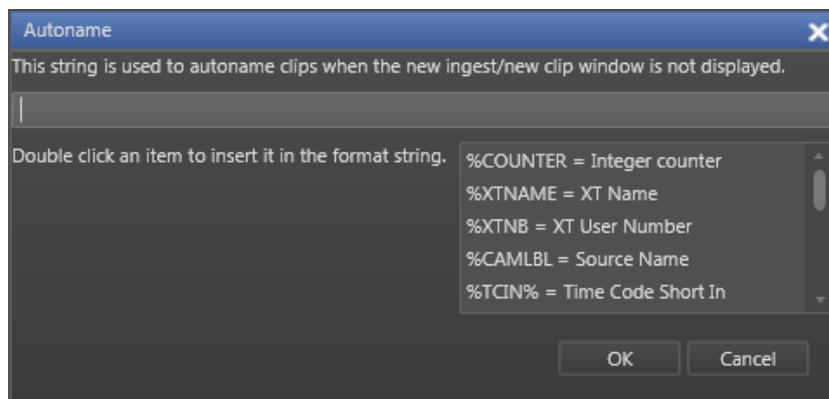
To define a clip auto-name, proceed as follows:

1. Click the **Tools** button  on the main toolbar.

A contextual menu is displayed.

2. Select **Define Autaname**.

The Autaname window opens and lists the various possible format string options with a brief explanation:



3. Double-click an item to append it to the format string.
4. Click **OK**.

The auto-name setting is saved in the IPDirector Auto-Name settings.

Show Save Clip Window

The **Show Save Clip Window** setting allows to display the Save Clip window when the users click the **Save** button at clip creation. This setting is accessed by clicking the **Tools** button on the main toolbar and by selecting **Show Save Clip Window**.

This setting is unavailable and automatically selected when no clip auto-name has been defined with the **Define Auto-name** setting. When a clip auto-name has been defined, the **Show Save Clip Window** setting is available and can be selected or not.

The selected option for this setting is reflected in the **Open Save Clip Window** setting under the Clips/General settings of IPDirector.

6.3. Clip Creation Buttons and Shortcuts

The following table gives the meaning of each clip creation operation. A button and/or a keyboard shortcut can be used to perform each action. The ShuttlePRO device has buttons dedicated to most of these functions as well.

Operation	User Interface Button	Keyboard Shortcut	ShuttlePRO key	Description
Mark IN		 or		Sets a mark IN point at the timecode shown in the Current Timecode field and corresponding to the bullet indicator position on the jog bar. Then, a green indicator represents the mark IN point on the jog bar.
Mark OUT		 or		Sets a mark OUT point at the timecode shown in the Current Timecode field and corresponding to the bullet indicator position on the jog bar. Then, a red indicator represents the mark OUT point on the jog bar.

Operation	User Interface Button	Keyboard Shortcut	ShuttlePRO key	Description
Clear IN				<p>Clears the mark IN point which has just been set and not yet saved. When applied to a loaded clip, the IN point is set to the Protect IN timecode, before the guardband.</p>
Clear OUT				<p>Clears the mark OUT point which has just been set and not yet saved. When applied to a loaded clip, the OUT point is set to the Protect OUT timecode, after the guardband.</p>
Clear Marks	-		-	<p>Clears the mark IN and the mark OUT points which have just been set and not yet saved.</p>

Operation	User Interface Button	Keyboard Shortcut	ShuttlePRO key	Description
Save Clip and Add to Bin				Saves the new clip after having marked an IN point and an OUT point and sends it to the selected bin. Depending on the settings, the Save Clip window will open or not.
Update Clip				Saves the new data of a clip after having marked a new IN point and/or a new OUT point, or after having updated the metadata.



Note

When the cursor is located in a text area, the key can be pressed together with a keyboard shortcut to perform one of the following actions: Mark IN, Mark OUT, Save Clip, and Update Clip.

6.4. How to Create a Clip from the Player Pane

To create a clip from a train or a recording ingest or to create a sub-clip from an existing clip, proceed as follows:

1. Load a media (train, recording ingest, clip or a log) on the Player pane.
2. If you have loaded a clip, browse through it to select the point to be marked IN and/or the point to be marked OUT.
3. Set an IN point at the required timecode.
4. Set an OUT point at the required timecode.



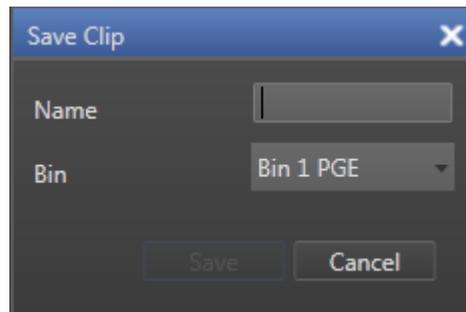
Tip

If a Mark IN point and/or a Mark OUT point has/have been set on a linked clip, the mark(s) will be kept when switching to one of its linked clips.

5. Click the **Save Clip** button  or use the dedicated shortcut.
 - If the **Show Save Clip Window** setting has not been selected, make sure the bin tab where you want to send the clip has been selected before clicking the **Save** button. See section "Sending a Clip to a Bin" on page 69.

The procedure is finished.

- If the **Show Save Clip Window** setting has been selected, the Save Clip window opens:



Follow the next steps.

6. Enter a name for the clip in the **Name** field.
7. In the **Bin** field, select the bin where you want to send the clip.
8. Click the **Save** button to save the clip.

The clip is saved in the IPDirector database and the clip is sent to the selected bin.

If the selected recorder channel is part of a ganged group, clips are created on each of them and are linked. They are all sent to the bin. They all receive the same name, followed by xx, where xx starts with 00 and increments for each additional camera angle.

6.5. How to Trim a Clip

An existing clip can be trimmed and saved with the same name, so the updated clip replaces the previous one. A clip associated to a log cannot be trimmed because IPDirector has protected it.

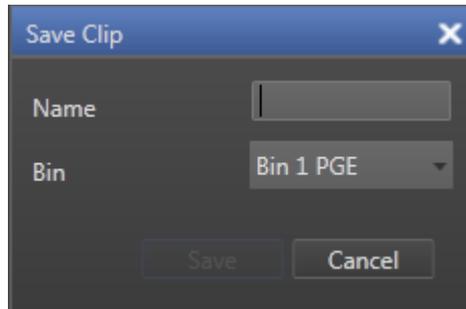
To trim a clip, proceed as follows:

1. Load a clip on the Player pane.
2. Browse the clip to mark a new IN point and/or a new OUT point.
3. Click the **Mark IN** button and/or the **Mark OUT** button respectively.
4. Click the **Update** button  to save the updated clip.

The clip is saved in the IPDirector database. Its duration is updated in the Elements grid/list and in the bins where it is located.

6.6. Sending a Clip to a Bin

When the Save Clip window is displayed at clip creation, the bin automatically selected to receive the new clip corresponds to the bin tab open in the Bins pane. Another destination bin can be selected from the window at that time.



When the Save Clip window is not displayed at clip creation, the new clip is automatically sent to the bin corresponding to the bin tab open in the Bins pane. So, in this case, the destination bin must be chosen by selecting the tab before clicking the **Save** button .

6.7. How to Create a Clip around a Log

A clip can be automatically created around a log timecode. Its IN and OUT points will be set 10 seconds before and after the log, provided that there is enough source media available.

To do so, proceed as follows:

1. Select a log from the Elements grid/list.
2. In the Bins pane, open the bin where you want to put the clip.
3. Drag the log from the Elements grid/list onto the Bins pane, at the place where you want the clip to be inserted.

A clip is created. Its name is the name of the original associated clip.

7. Organizing the Bins

7.1. Introduction

In the IPBrowse workflow, users put a selection of sequences into predefined bins where clips can be re-ordered. Then, they are able to publish the bin content to a group or to send it to selected destination(s), such as post-production systems. As users sometimes work on several edits at the same time, it is useful to have a bin per edit the user is working on.

7.2. Bins Management

How to Create a Bin

The Bins pane contains at least one tab for the System [User] bin automatically created by the system for the user currently logged on the workstation.

To create a new bin, proceed as follows:

1. Click the  button on the right of the last tab.
2. Enter a name for the bin in the window.
3. Click **OK**.

A new tab corresponding to the new bin is displayed. The tab name is the bin name

Created bins are sorted alphabetically on the right of the first tab, which is always the System [User] bin created by the system for the current user.

The new bin appears in the Tree view as a [User] bin .

How to Clear the Content of a Bin

To clear the content of a bin, proceed as follows:

1. Select the tab you want to clear.
2. Click the **Clear Bin** button.

A confirmation message is displayed.

3. Click **Yes**.

The clips not owned by the current user are removed from the bin but remain in the database.

The clips owned by the current user are deleted from the bin and from the database.

The bin remains but it is empty.



How to Delete a Bin

To delete a bin and its content, proceed as follows:

1. Click the  button next to the tab you want to remove.
A confirmation message is displayed.
2. Click **Yes**.

The clips not owned by the current user are removed from the bin but remain in the database.

The clips owned by the current user are deleted from the bin and from the database.

The bin is deleted.



Note

The System [User] bin is the only bin which cannot be deleted.

7.3. Clips Management

7.3.1. Possible Actions on Clips in a Bin

The following table lists all the actions which are possible on clips within the Bins pane and how they can be performed. A Clip contextual menu is available when right-clicking a clip in a bin. It gives access to some of these actions.

Action	Description / See section
Sending a clip from the Player pane to a bin	"Sending a Clip to a Bin" on page 69.
Copying a clip from one bin to another one	Copy option from the contextual menu. "How to Copy Clip(s) from One Bin to Another" on page 72.
Copying a clip from the Elements grid/list	"How to Copy Clip(s) from the Elements Grid/List" on page 72.
Moving a clip from one bin to another one	Move option from the contextual menu. "How to Move Clip(s) to Another Bin" on page 73.
Moving a clip within a bin	"How to Move Clip(s) within a Bin" on page 73.
Deleting a clip	Delete option from the contextual menu or Delete key.
Editing clip data	Edit option from the contextual menu. "Editing Clips" on page 73.

Action	Description / See section
Transferring a clip to a destination target	Send to option from the contextual menu. "Sending a Selection of Clips" on page 83.
Creating an edit with the bin content	"Creating an Edit" on page 76.

7.3.2. Copying Clips

How to Copy Clip(s) from One Bin to Another

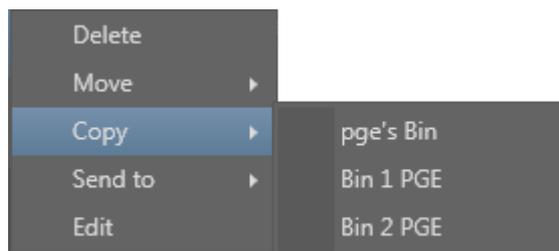
To copy clips from one bin to another bin, proceed as follows:

1. In the Bins pane, select the clip(s) you want to copy.
2. Right-click the list.

A contextual menu is displayed.

3. Select **Copy**.

A sub-menu shows the list of bins from the System [User] bin directory, including the source bin:



4. Select the bin you want to copy your clips to.

The clips are copied to the other bin.



Note

The destination bin can be the same as the source bin. So, duplicated clips will be present in the same bin.

How to Copy Clip(s) from the Elements Grid/List

To copy one or several clips from the Elements grid/list to a bin, proceed as follows:

1. In the Elements grid/list, select the clip(s) you want to copy.
2. Drag them to the bin's tab where you want to copy them.

The clips are copied into the bin.

7.3.3. Moving Clips

How to Move Clip(s) to Another Bin

To move a clip from one bin to another one, proceed as follows:

1. In the Bins pane, select the clip(s) you want to move.
2. Right-click the list.
A contextual menu is displayed.
3. Select **Move**.
A sub-menu shows the list of bins, except the source bin.
4. Select the bin you want to move your clips to.

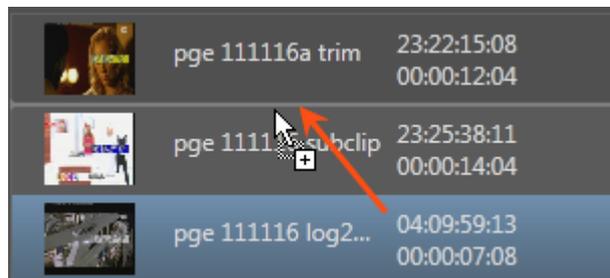
The clips are moved to the other bin.

How to Move Clip(s) within a Bin

You can move clips within a bin to put them in a selected order.

To do so, proceed as follows:

1. In the Bins pane, select the clip(s) you want to move.
2. Drag it/them to the position where you want to move. During the drag-and-drop operation, a thick line will be displayed between the clip lines where the clip(s) will be dropped in order to highlight the drop position.



7.3.4. Editing Clips

How to Edit a Clip

To edit the clip data, proceed as follows:

1. Select the clip you want to edit in the Bins pane.
2. Right-click the clip.
A contextual menu is displayed.
3. Select **Edit**.
The **Edit Clip** window opens.

4. Add or change clip data.

For more information on the **Edit Clip** window, refer to section "Edit Clip Window" on page 74.

5. Click **Save**.

The clip data is updated in the database.

Edit Clip Window

Window Overview

The screenshot shows the 'Edit Clip' window with the following fields and controls:

- Name:** cycling01
- varID:** 997c9c4ef07a4731acb11e721f804
- LsmID:** /
- Tape ID:** /
- umID:**)9OpjBc
- IN:** 12:34:46:12
- Duration:** 00:00:05:12
- OUT:** 12:34:51:24
- Protect:** [button]
- Keywords / Participants:** [text area with 'Add' and 'Clear All' buttons]
- Type:** [blue square], [F], [K]
- Interest Level:** [blue square], [★], [★★], [★★★]
- Owner:** pge
- Clip Metadata:**
 - Current Profile:** Olympic Games AK
 - Date:** 02-Oct-2012
 - Sport:** Sailing
 - Tape Barcode ID:** [text area]
 - Phase:** 1
- Buttons:** [Save], [Cancel]

The Edit Clip window is divided into two panes:

- The left pane contains the Clip Information, i.e. general clip data. It is always displayed.
- The right pane contains the Clip Metadata, i.e. clip data based on customer-specific fields.



It is displayed by clicking the right area in the in the **Pane Display** button.

Fields in the Edit Clip Window

The following table describes briefly the fields displayed in the Edit Clip Window.

The **Clip Information** pane contains the following fields:

Name

User-defined name for the clip. It can contain up to 24 alphanumeric characters. It is mandatory.

A name can be defined in **Tools > Define Autname**.

VarID

VarID is a 32-character ID with variable length and format. It is automatically assigned to a new clip. It is mainly used to ensure redundancy on the system. It can be unique for a clip on the EVS server level or on the XNet network level, depending on EVS video server settings.

LSM ID

ID identifying the clip position in the XNet network. This numbering is based on the numbering of the LSM operational mode.

If you enter a requested position that is already used, the application will display an error message. You will have to enter a new position.

If you do not enter an ID, an ID is automatically assigned by the system.

Tape ID

This identifies the tape on which the clip is stored.

UmID

Unique Material Identification. UmID is a fixed length 8-character ID. The EVS server automatically assigns a UmID to each new clip. It is used for the unique identification of a clip on an XNet network.

Protect / Unprotect

Button that allows the users to protect or unprotect the clip.

A message will warn the users in IPDirector or in Multicam not to delete the protected clip.

A **Protect** icon  appears next to the **Protect** button when the clip is protected by the IPDirector protocol.

Keywords

This area allows you to assign up to five keywords to a clip to qualify its content.

To add a keyword, type its first letters and select it from the Autocomplete list.

Type buttons

The **Type** buttons allow you to assign a type to a clip for use with Key and Fill operations. The background of the button corresponding to the selected type is blue.

- The left button is used for normal items. This is the default value.
- The middle button is used for fill items.
- The right button is used for key items.

Interest Level buttons

The **Interest Level** buttons allow users to assign an interest rating to a clip. Four interest levels can be defined, from no star to 3 stars. The background of the button corresponding to the selected interest level is blue. The default value is the no star level.

Owner

Name of the user who created the clip.

The **Clip Information** pane also displays the IN point, OUT point and duration of the clip as read-only information.

The **Clip Metadata** pane contains the following fields:

Current Profile

Drop-down list from which the users with appropriate user rights can select the metadata profile to be associated with the clip.

For users who do not have the right to choose a metadata profile, the profile set as default in the Metadata Profile Management window is automatically applied with its fields and default values.

For users who have the right to choose a metadata profile, the default profile will be displayed the first time each user create an item. Afterwards, each user who will have chosen another metadata profile at clip creation will get this new current profile at creation of the next item.

Metadata Profile fields

Fields belonging to the metadata profile selected in the **Current Profile** field.

The users can modify the values of the **Metadata Profile** fields, if they have appropriate user rights. The modifications will only apply to the given clip and not impact the default values of the profile.

7.3.5. Creating an Edit

Purpose and Context of Use

IPBrowse allows the users to create an edit with the clips contained in a bin. The edit is not visible from IPBrowse but from IPDirector and it could then be managed by Xedio IPD plugin in an easy way.

How to Create an Edit

To create an edit, proceed as follows:

1. Click the tab corresponding to the bin for which you want to create an edit with the content.
2. Click the **Send Bin** button.
A menu is displayed.
3. Select **Create Edit**.

An edit is created with the content of the bin. The edit name is the bin name. The edit description is the bin description. The edit is put in the bin it was created from.

8. Publishing and Transferring Media

8.1. Publishing and Transferring Clips

8.1.1. Introduction

With IPBrowse, a bin content is made available to other users either by publishing the bin or by transferring the bin content.

Clips can be sent to various destinations, including third party systems (i.e. NLE systems) and storage paths. The transfer is initiated from the Bins pane. Clips may automatically be sent to a target as soon as they are put into a bin or they can be selected later on from the Bins pane. The transfer may concern a selection of clips or clips from an entire bin. The choice of several targets is possible and the transfer can be monitored from the interface.

8.1.2. Publishing a Bin

Purpose and Context of Use

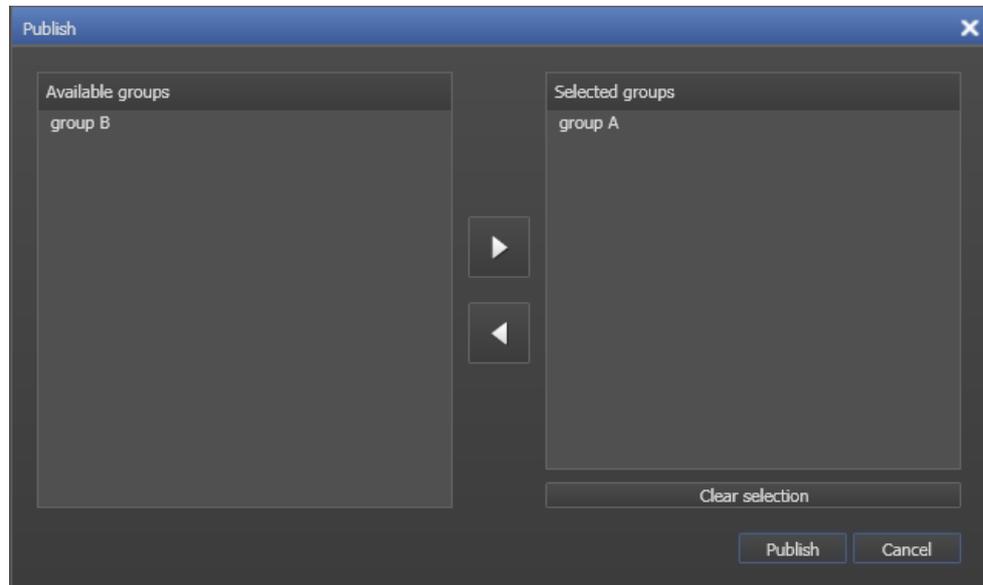
Rather than sending a bin content to a target destination, users may want to simply show the clips from a bin to a group of users. They can publish the bin to a selected group.

How to Publish a Bin

To publish a bin to groups of users from IPBrowse, proceed as follows:

1. From the bin tab you want to publish, click the **Publish** button.

The Publish window opens.



2. Select the user group(s) to which you want to publish the bin in the Available Groups area on the left. Keep **CTRL** pressed to select multiple groups.
3. Click the **Right Arrow** button to move the selected user groups from the Available Groups to the Selected Groups area on the right.
4. Click the **Publish** button.

All users belonging to the selected user groups and having visibility rights on the bins will be able to view it.

To un-publish a bin to a group of users, repeat steps above and perform the opposite operation: select the user group in the Selected Groups area and click the **Left Arrow** button.

8.1.3. Transferring Clips

Possible Transfer Destinations

Users can select one or more of the following destinations to transfer clips to.

NEW !

These are the targets set from the Remote Installer and the Xsquare targets set from Xsquare.

- File on shared drive
- Final Cut Pro
- Avid

- CleanEdit (from the EVS Xedio Suite)
- XT on another network
- Xsquare targets. They appear under the label that has been defined in XSquare.

Transfer Options

IPBrowse provides four ways to transfer clips. Users will select one way rather than another depending on their role and the work they are doing on clips.

The options are:

- Auto send: see section "Auto Send Mode" on page 79.
- Send bin as clips: see section "Sending Bin as Clips" on page 80.
- Send bin as edit: see section "Sending Bin as Edit" on page 81.
- Send a selection of clips: see section "Sending a Selection of Clips" on page 83.

Auto Send Mode

Purpose and Context of Use

The Auto Send mode is used to automatically send a clip to a predefined destination target at the time of clip creation, without clicking any additional button or key.

This mode will be chosen, for example, when an assistant creates clips and must send them to the editor who makes the edit on the NLE system as soon as clips are being created.

When one or several clips are copied or moved to a bin for which the Auto Send mode is activated, these clips are automatically sent to the predefined destination target as well.

How to Activate the Auto Send Mode on a Bin

The Auto Send mode is specific to a bin. It can be activated for some of the bins and disabled for other ones.

To activate the Auto Send mode for a bin, proceed as follows:

1. Click the tab corresponding to the bin for which you want to set the Auto Send mode.
2. Right-click the **Auto Send** button.

A contextual menu shows all the possible destinations.

3. Select one of the targets.

The target is flagged and the **Auto Send** button is highlighted:



4. Repeat steps 2 and 3 if you want to select an additional target.

Clips will be automatically sent to the selected target(s) as soon as they are put into the bin.

The Auto send mode can be disabled in the same way it has been activated: follow steps 1 to 4 above.

Sending Bin as Clips

Purpose and Context of Use

Users will choose this mode when the clips gathered for their edit are not in a defined and final order in the bin. For example, sequences obtained at different points in time and collected as the best moments of an event can be put in the same bin but need to be re-organized in the edit.

Transfer Limitation

If some clips from the bin do not have a hi-res element, all the clips will be transferred except those ones.

How to Send all the Clips from a Bin Individually

All the clips from a bin can be sent to a target destination in the form of clips.

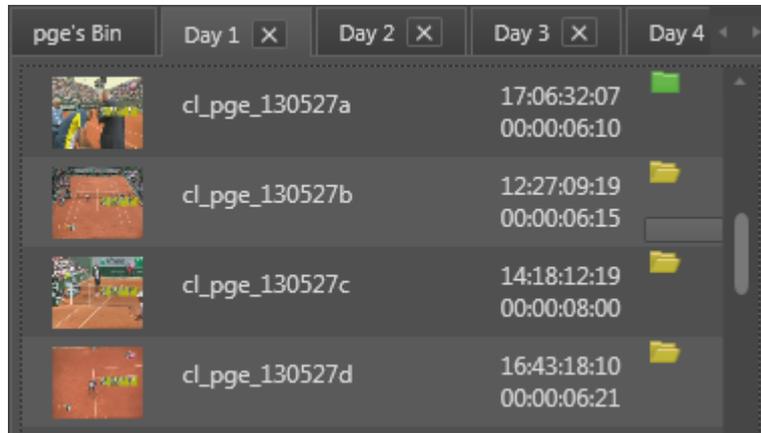
To do so, proceed as follows:

1. Click the tab corresponding to the bin for which you want to send all the clips.
2. Click the **Send Bin** button.
A menu is displayed.
3. Select **As Clips**.
A sub-menu shows all the possible destinations.
4. Select one of the targets.

The clips transfer is initiated. In this case, individual transfer requests are sent for each clip from the bin.

Transfer Status

Transfer status information is displayed for each clip individually on each clip line in the Bins pane.



A transfer status icon represents the selected target and its color gives indication on the transfer status.

In case transfer has been requested to several destinations, only the transfer status information related to the first transfer is shown.

The transfer can be monitored through the Transfer Monitoring area. See section "Monitoring the Transfer Status" on page 84.

Sending Bin as Edit

Purpose and Context of Use

With this mode, the bin content is sent as an edit to the selected destination. It can be sent to an NLE system, where it will appear as a timeline, or it can be rendered to a storage or a server.

So, clips need to be ordered in the bin according to the same sequence they need to appear in the final edit.

Journalists who prepare their edit themselves and thus know in which order clips must be organized in the bin will favor this transfer mode.

Transfer Limitations

The following limitations are applicable to the **Send Bin as edit** option.

- If at least one clip of the bin has no hi-res element, the edit transfer will not be initiated.
- A bin cannot be sent as edit to an Avid Transfer Engine target.

How to Send all the Clips from a Bin as an Edit

All the clips from a bin can be sent to a target destination in the form of an edit decision list.

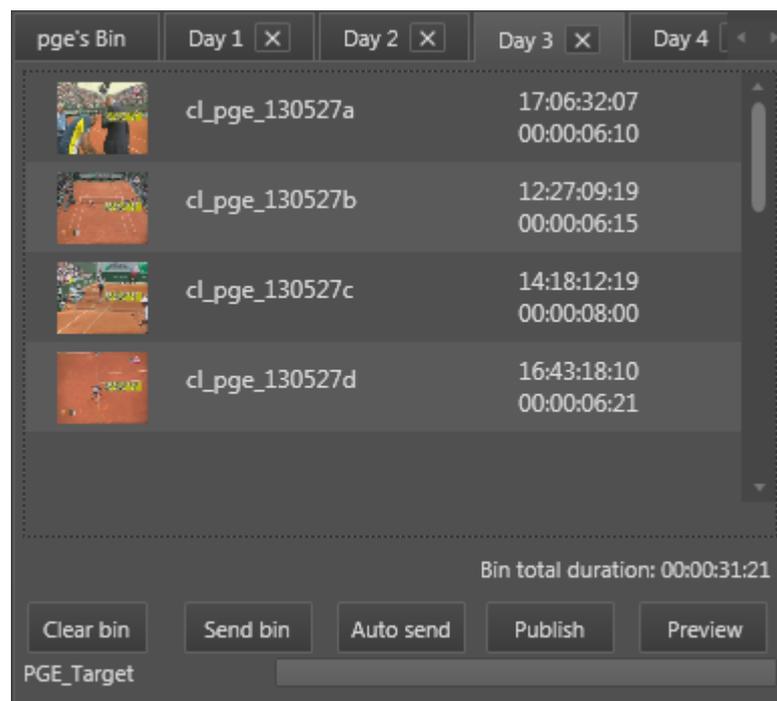
To do so, proceed as follows:

1. Click the tab corresponding to the bin for which you want to send the content.
2. Click the **Send Bin** button.
A menu is displayed.
3. Select **As Edit**.
A sub-menu shows all the possible destinations.
4. Select one of the targets.

An edit is created with the content of the bin and its transfer is initiated.

Transfer Status

Transfer status information is displayed at the bottom of the bin tab. Only one transfer status is shown for the whole bin content.



In case transfer has been requested to several destinations, there will be as many transfer status information as selected targets.

When the transfer job is being processed, a progress bar is shown together with the percentage of completion for the transfer of the edit.



Sending a Selection of Clips

Purpose

If you only want to transfer some clips from a bin rather than an entire bin, you can make a selection and select your target.

Transfer Limitation

If some clips from the selection do not have a hi-res element, all the clips will be transferred except those ones.

How to Send a Selection of Clips

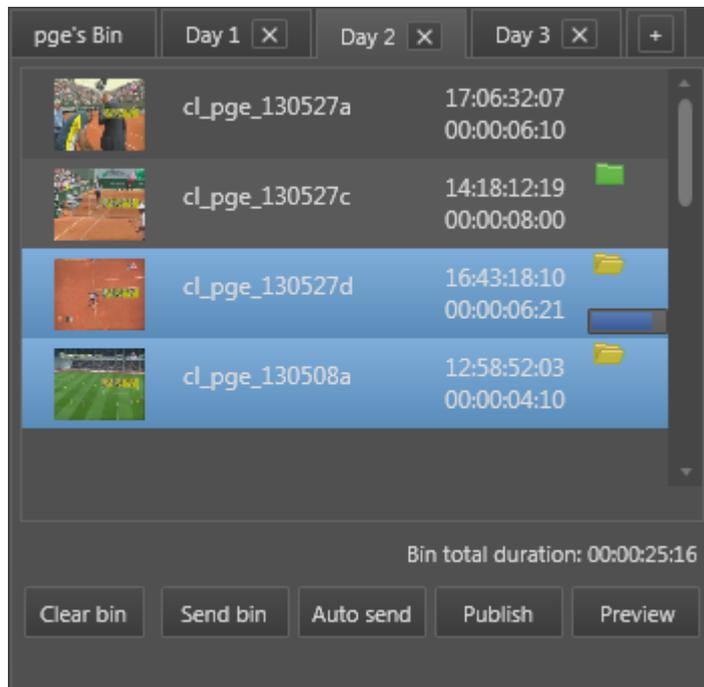
To send a selection of clips from a bin, proceed as follows:

1. From the bin tab, select the clip(s) you want to transfer.
2. Right-click the list.
A contextual menu is displayed.
3. Select **Send to**.
A sub-menu shows the list of targets.
4. Select the target you want to send your clips to.

The clips transfer is initiated. In this case, individual transfer requests are sent for each clip from the selection.

Transfer Status

Transfer status information is displayed for each clip individually on each clip line in the Bins pane. A transfer status icon represents the selected target and its color gives indication on the transfer status.



Monitoring the Transfer Status

Purpose

The Transfer Monitoring view provides detailed information on the transfers, would they be scheduled, on-going, finished or failed.

Accessing the Transfer Status Information

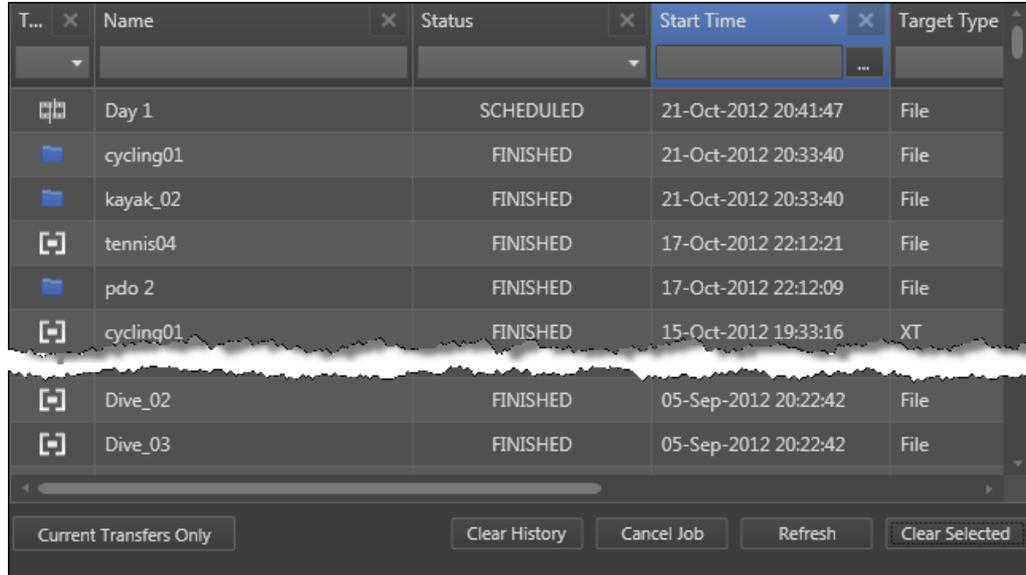
Information on the transfer status is available from different areas:

- In the Bins pane, during the transfer.
- In the Transfer Monitoring view by clicking the **Show Transfer Monitoring**  button on the main toolbar



Illustration

Information is displayed in columns in place of the Elements grid/list. The Transfer Monitoring view shows the transfer jobs requested by the user.



Area Description

The table below describes the various parts of the Transfer Monitoring view:

Name	Description
Transfer Jobs grid	Transfer jobs are presented in rows and all their associated parameters and metadata are in columns. Filters are available from fields displayed above each column and allow searches on a specific column of the grid.
Current Transfer Only	This button gives access to the list of transfers currently in progress and scheduled. Its background is colored when it is enabled:  To go back to the list of all the transfers, click the Current Transfers Only button again.
Clear History	This button removes all the transfers jobs from the list.
Cancel Job	This button cancels the selected transfer job. It is available for transfers currently in progress.
Refresh	This button allows users to manually refresh the view at a point in time. Otherwise, the system automatically refreshes the view.
Clear Selected	This button removes the selected transfer job from the list.

8.2. Exporting an Existing Logsheet

If a logsheet is to be used within a different system, it can be exported using the **Export** option of the Logsheet contextual menu.

A contextual menu is available when you right-click a logsheet in the Tree view.

The available command are described hereafter.

Export

Opens the Export a Logsheet window from which you can browse for the destination folder, select the desired file type and enter a file name.

A logsheet can be exported either in XML or in text format (CSV).

- XML files can be re-imported into another IPDirector workstation at a different location.
- CSV files can be re-imported into software such as Microsoft Excel ® to produce a printout.

During the export process, the logsheet keywords and the logs keywords appear in the XML or CSV file in the order they have been entered by the logger.

Here is an example of an XML Profile.

```
<?xml version="1.0" encoding="iso-8859-1"?>
<logging_profile>
  <header>
    <name>US Open Tennis - CBS</name>
    <description> Logging Profile for the US Open Tennis
  </description>
  </header>
  <user_fields>
    <user_field>
      <header>Logger Name</header>
      <type>TEXT</type>
    </user_field>
    <user_field>
      <header>Court</header>
      <type>COMBO</type>
      <values>
        <value>COURT 1</value>
        <value>COURT 2</value>
        <value>COURT 3</value>
        <value>COURT 10</value>
        <value>COURT 11</value>
      </values>
    </user_field>
  </user_fields>
  <automatic_keywords>
    <automatic_keyword>
      <header>GAME</header>
      <type>COMBO</type>
    </automatic_keyword>
    <automatic_keyword>
      <header>SET</header>
      <type>COMBO</type>
    </automatic_keyword>
    <automatic_keyword>
      <header>MATCH</header>
      <type>COMBO</type>
    </automatic_keyword>
    <automatic_keyword>
      <header>SERVING</header>
      <type>COMBO</type>
    </automatic_keyword>
  </automatic_keywords>
</logging_profile>
```

9. ShuttlePRO Functions

9.1. Introduction

ShuttlePRO has a Jog wheel and a Shuttle ring, and fifteen buttons. The two top rows of buttons on the ShuttlePRO series have labels for quick reference as to which functions each button is designed to perform.

9.2. Button Configuration

The button configuration is hard coded. Buttons may have **CTRL** or **SHIFT** from the keyboard as a modifier to change the button function. These functions are shown in red for CTRL and blue for SHIFT in the diagram below.

Details on the button functions are included in the respective sections of the current manual. The diagram below is a quick reference guide to the location of the functions.

9.3. Quick Reference



Glossary

Term	Definition
Bin	Logical folder generally used as a working folder where the users can gather all the media they need to create their final output.
Clip	Logical entity that refers to a given A/V media and can include several physical resources (clips and/or files) which share the same TC IN, TC OUT.
Edit	<p>In the IPDirector environment, an edit is an object characterized by:</p> <ul style="list-style-type: none"> • its metadata (name, profile, tape ID,...) which can be modified from the IPDirector interface • an EDL stored in the database and which cannot be modified from the IPDirector interface. <p>The edit object is a container for an EDL.</p>
Log	A log is a reference point to a specific frame in a video sequence. The log is identified by a TC value, and relates to an action in a given event. It can be associated to metadata related to the event (keywords and/or a ranking, for example).
Log Sheet	Entity that contains all logs for a given event, and can contain its own metadata.
Nearline	A nearline is a destination visible on the TCP/IP network, which allows user to store and backup A/V material (files), so that they can access them in IPDirector, or restore them later on to EVS servers.
Record Train	A/V feed recorded on an EVS video server via a recorder channel.

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