



Signage Manager Express

Software User Manual

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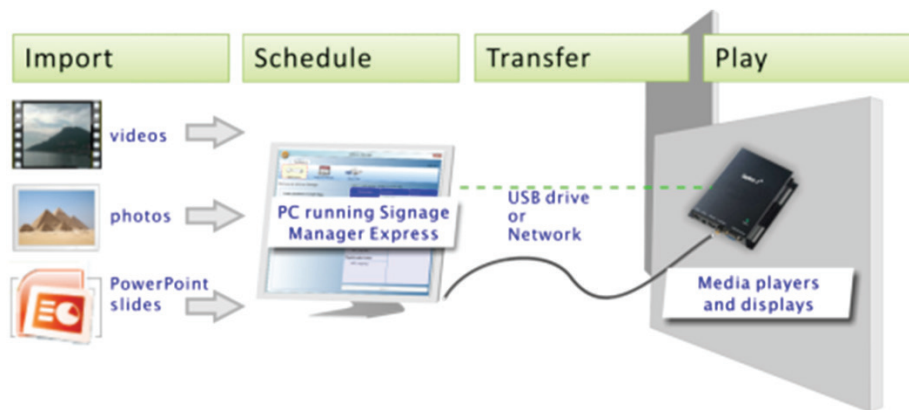
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1. Overview

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

1.1 Content management Overview



2. Installation

2.1 Minimum system requirements

Windows XP, Vista, or 7 Operating System	1 GHz AMD or Intel CPU
.DirectX 9	512 MB of system memory
.NET Framework 3.51	20 GB hard drive space

(Higher versions and numbers also compatible)

PowerPoint 2003, 2007, or 2010 required for PowerPoint slideshow feature.

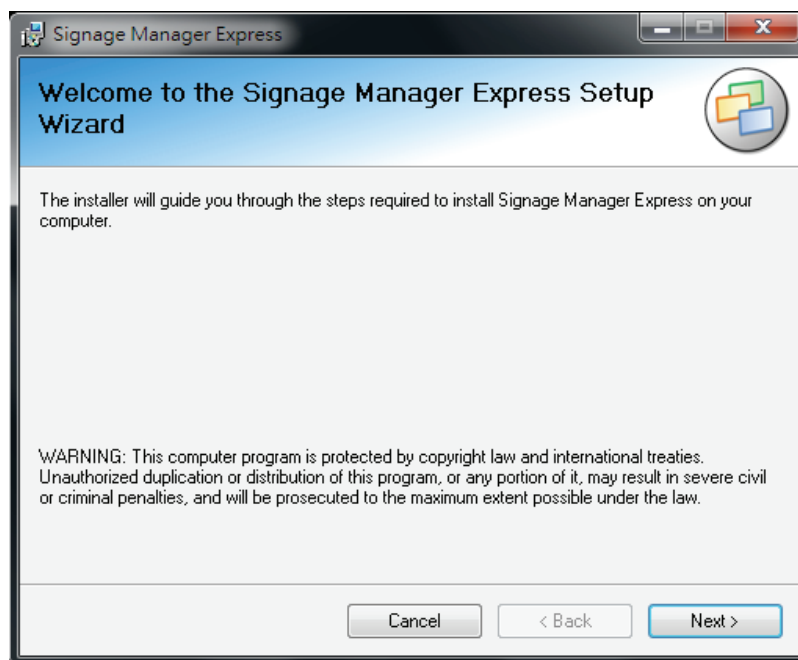
Windows Media Player 10 or later required for video previews.

2.2 Setup process

Insert the Software CD and the installer should pop up automatically. If it does not start, double-click on “setup.exe” located on your CD using Windows Explorer. If you haven’t installed .NET Framework 3.51, you will be prompted to do so. If it is already installed, please proceed to the next page.

For Windows XP only: .Net Installation

Windows .NET Framework 3.51 is included on the CD and will be installed if absent from your system. Click **Yes** and follow the prompts to install it.



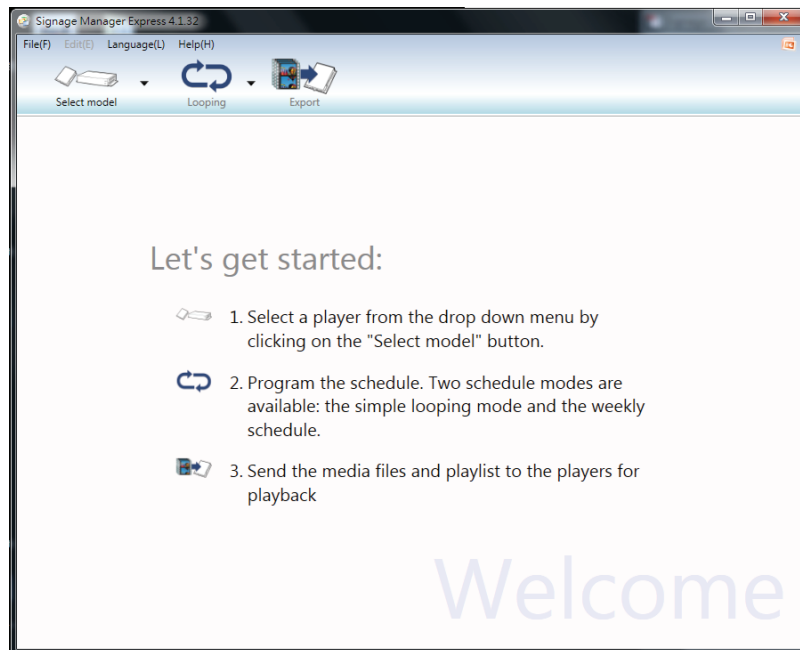
Run the installer and follow the step by step instructions. Close the installer to finish installation.

For improved performance in Signage Manager Express

The latest Microsoft .NET 3.51 may offer improved performance in Signage Manager Express. You can install it from an installer included on the Software CD.

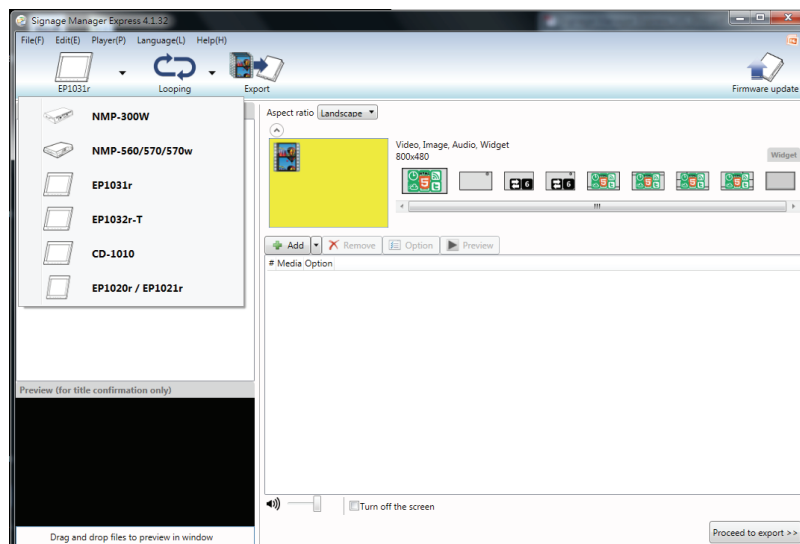
3. Operation

The following dialog will be displayed once only, at first launch:



3.1 Step 1 of 3: Select player model

Select a player model from the drop down list.



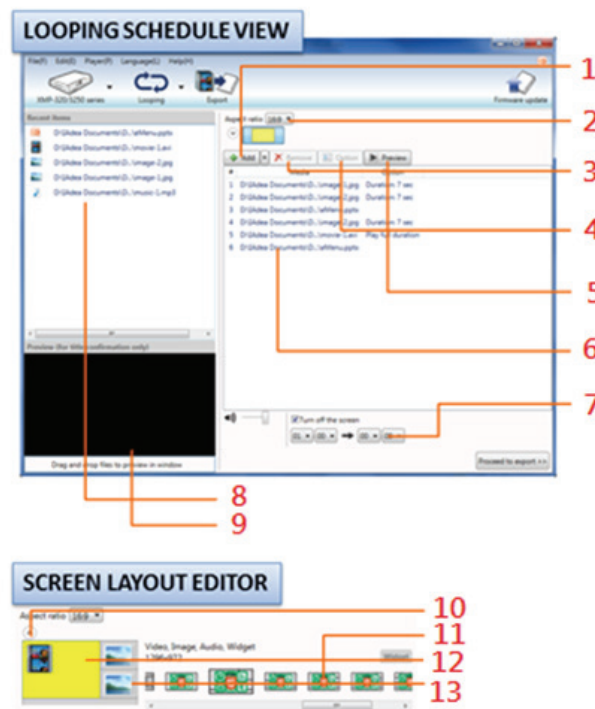
(Model names may vary)

3.2 Step 2 of 3: Program schedule

For single-playlist repeating playback, choose **Looping** mode. For multiple-playlist weekly playback, choose **Weekly schedule** mode.

For improved performance in Signage Manager Express

To switch between **Looping** and **Weekly schedule** modes, click on the second button. Looping schedule is selected by default.



1. "Add" files to the looping playlist.
2. Choose the aspect ratio of your display.
3. "Remove" files from the playlist.
4. "Edit" the duration of each image, video, or slideshow in the playlist.
5. "Preview" all items in the playlist.
6. Drag and drop to change order.
7. "Schedule on/off screen" cuts the video output at certain times of the day, putting your display into its energy-saving sleep mode.
8. Quickly locate recently edited, played, or scheduled files.
9. Playback preview window.
10. Click the layout format button to expand the layout editor.
11. Select a layout pattern from the horizontal scroll-list.
12. Select a region to schedule related contents (i.e. text for Text region).
13. Repeat for each remaining region.

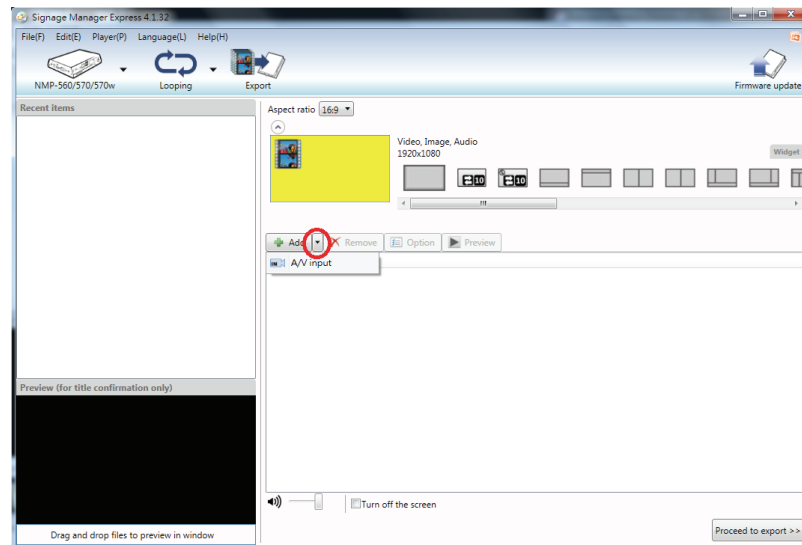
A playlist can consist of a sequence of images, videos, or PowerPoint slideshows which are played repeatedly in the specified order and durations

Video input

A playlist may include A/V-in (Audio/Video Input) sequence. Please make sure player model supports A/V input and the video input device is properly connected before adding this sequence to the playlist.

To add Video input sequence, please follow these steps:

1. Make sure you are selecting the correct player model.
Click the down arrow key next to the “+Add” button and select “External audio-visual content.”



2. Select and highlight the “A/V input” in playlist and click on the “Option” button. This will bring up Video input option.
3. The default duration is 300 seconds (5 min). It can be changed to any desired time in seconds.

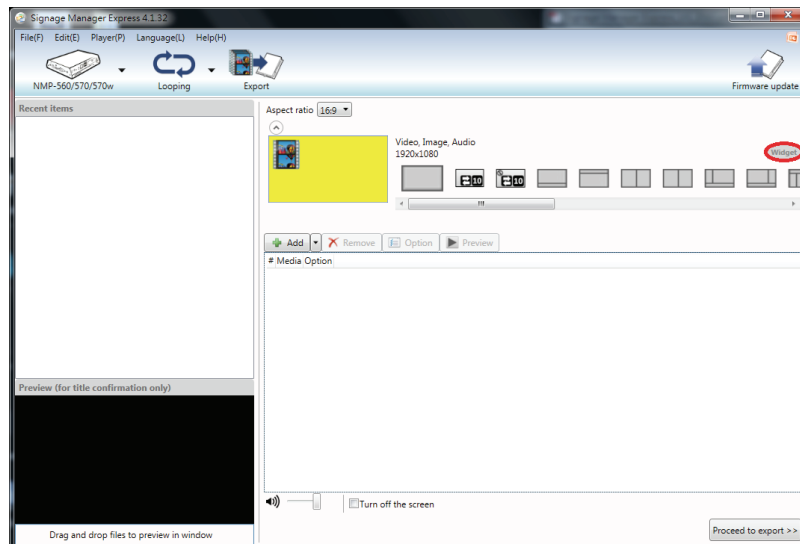


SmartWidgets

For player that support HTML5, you can schedule dynamic contents using SmartWidgets so as long as the player has Internet connection, you can always keep your content fresh without make new schedule!

To add SmartWidgets to playlist, please follow these steps:

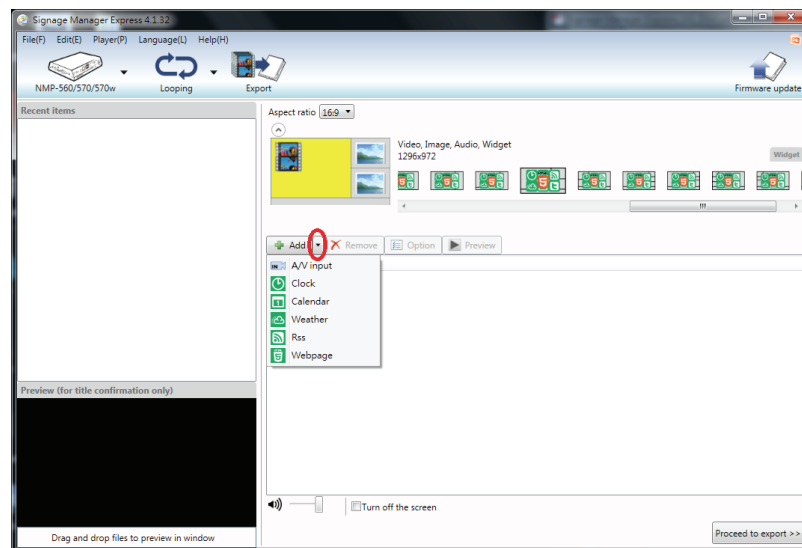
1. Make sure you are selecting the model that supports HTML5.
 - 1.1. Expand layout options; you can click on the shortcut to get to Widget layouts.



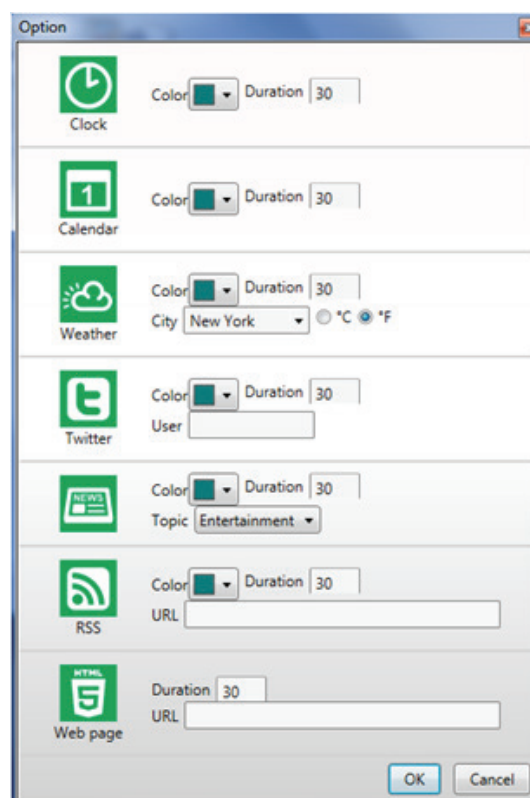
2. Choose one of the layouts that has SmartWidgets icon on it.



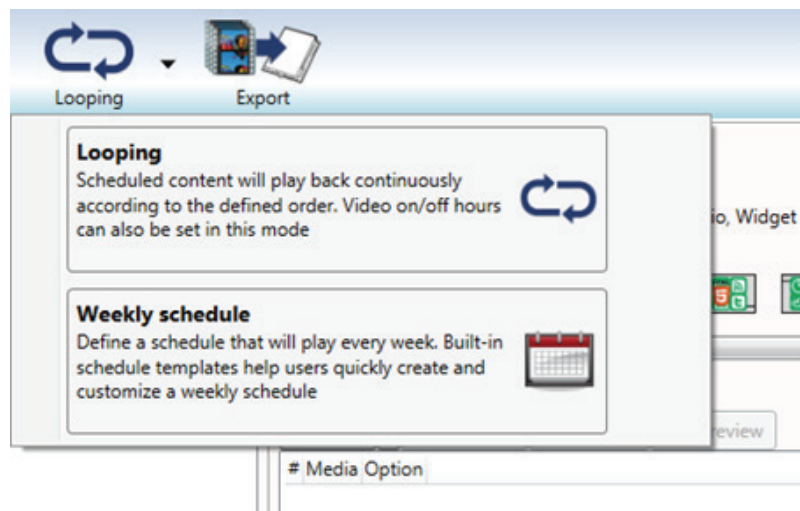
3. Click the down arrow key next to the “+Add” button, select one of 7 widgets to schedule them.



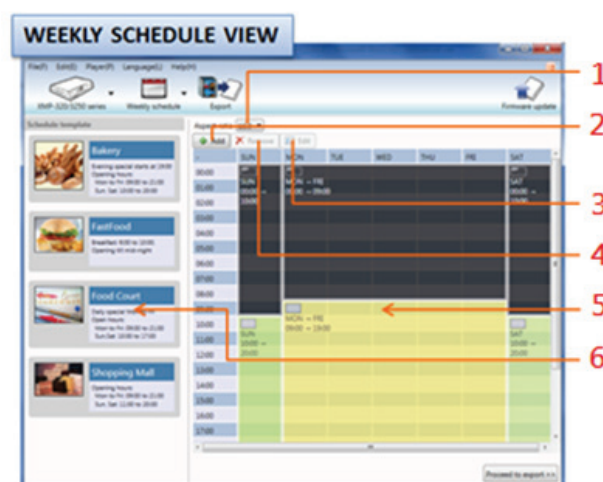
4. Some of widgets will prompt for settings if the settings are mandatory. However you can always change the setting by select and highlight the widgets in playlist and click on the “Option” button.



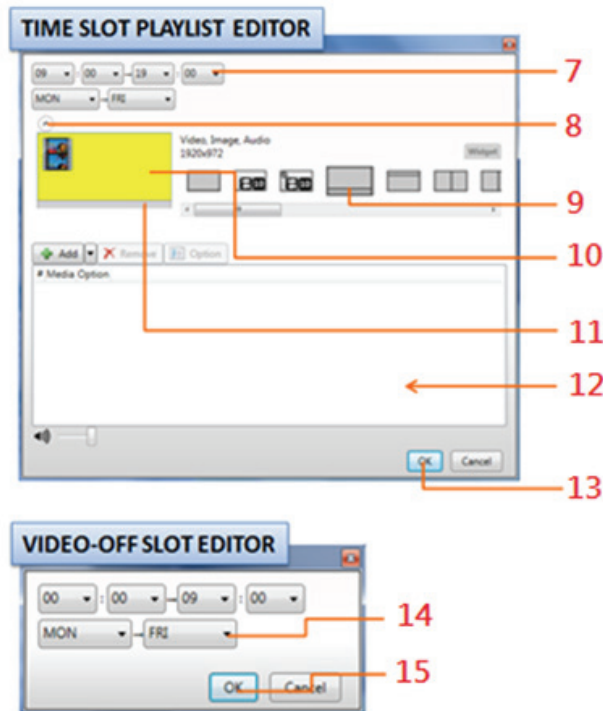
Weekly schedule mode



Select “**Weekly Schedule**” from the Program Method drop-down to switch to weekly schedule mode. Weekly Schedule mode provides finer control over your playlists. While Looping mode plays several files in a specified order, over and over, Weekly Schedule mode lets you specify several different Looping mode playlists to be played at different times of the day and week.



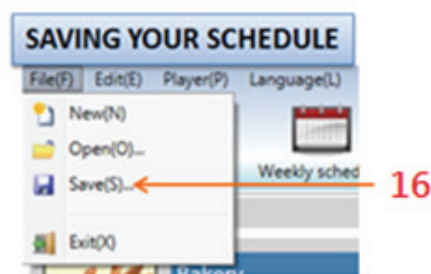
1. Choose the aspect ratio of your display.
2. “Add” a playback time slot or set a video-off slot.
3. “Edit” time slot in a pop-up window.
4. “Delete” a playback time slot.
5. Calendar view area of schedule.
6. Schedule template is a collection of schedule presets to allow quick customization. Drag and drop a template to the calendar view area to apply the preset.



7. Specify the Days, Hours and Minutes of this playlist.
8. Click the Layout format button to expand the layout Editor.
9. Select a layout pattern from the horizontal scroll-list.
10. Select a region to schedule related contents (i.e. text for Text region).
11. Repeat for each remaining region.
12. Add videos, PPT files, images, and text (.txt) files to playlist (note that not all contents may be assigned to all regions).
13. Save changes to complete this playlist.

Video-off slot allows your display to enter sleep mode

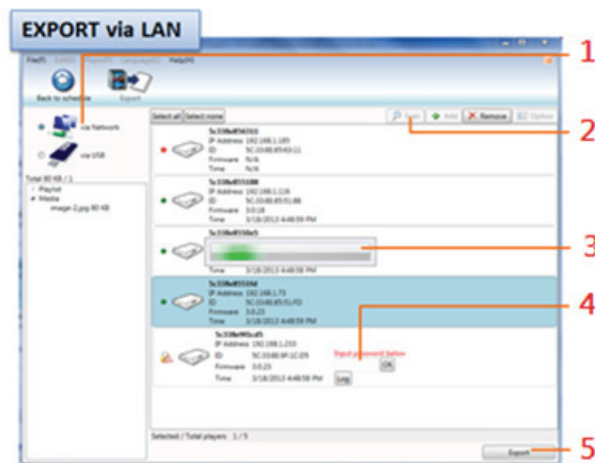
14. Specify the Days, Hours and Minutes for video-off.
15. Save changes to complete settings.



16. You can save your schedule settings so that you can make small adjustments to them later, rather than starting over from scratch each time. Click on the Signage Manager Express icon on the top-left to save the current schedule settings or to open previously created ones.

3.3 Step 3 of 3: Export Files

The final step in Signage Manager Express lets you export all files and playlist to your player. Depending on your player model, you can export via network or USB.

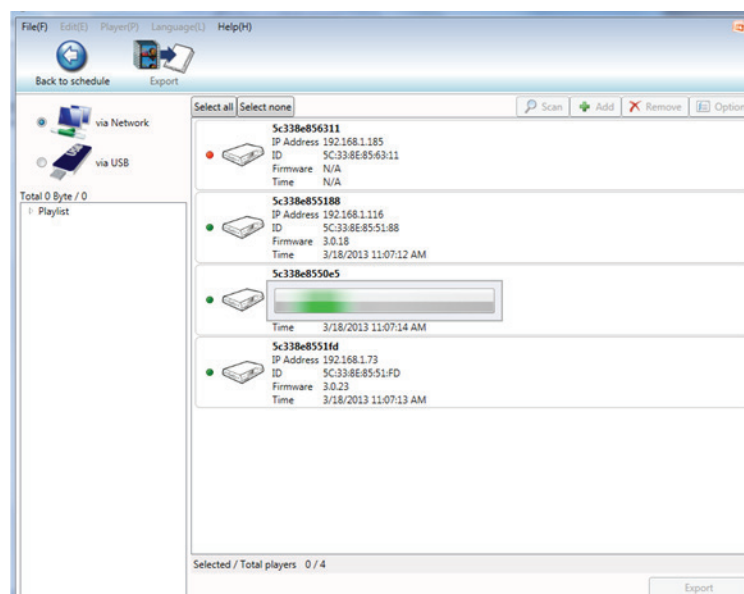


1. Select LAN, or USB Export. Only applicable export modes are show.
2. In LAN mode, click on the Scan button to see a list of players on the network. Identify your player by its MAC or IP address. Click again if you don't see your player. You can also manually Add player.
3. Detection progress is shown.
4. Enter your player password (if set) under the "Authentication" column. You can set a password and name for each player in the configuration mode. Previously entered passwords are retained until modified.
5. Click Export to begin transfer.

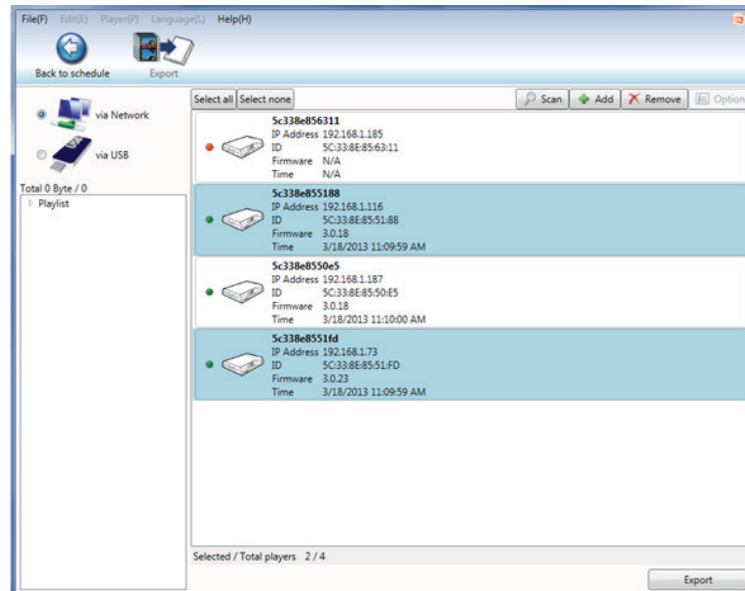
Export via Network

Signage Manager Express auto-detects your player's network location for transfer:

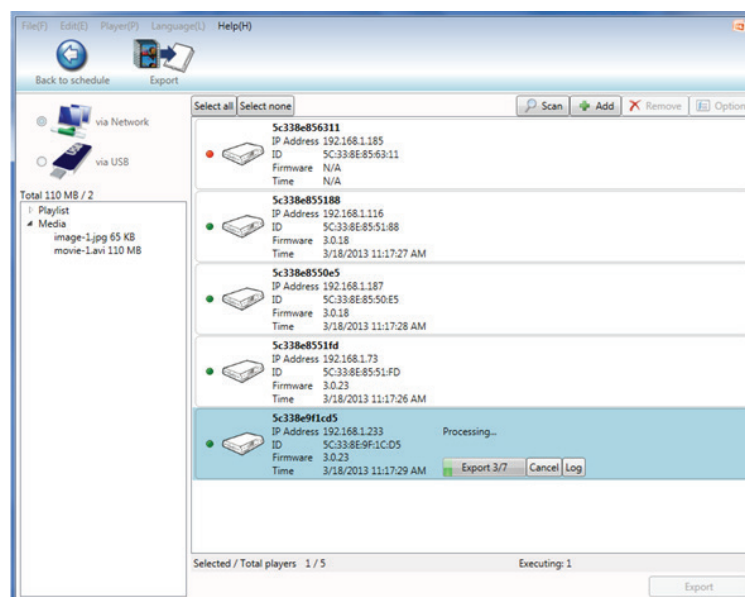
1. Click Auto-detect player to search for your network connected players.



2. Alternatively, you can manually “Add device” to enter the IP.
3. Multiple players may be detected and more than one player can be synchronized at once. Click and highlight each player’s box you wish to upload to. You may select multiple players to export at once. Click the “Export” button to update contents.



4. The progress bar provides an estimate of the remaining time to completion.

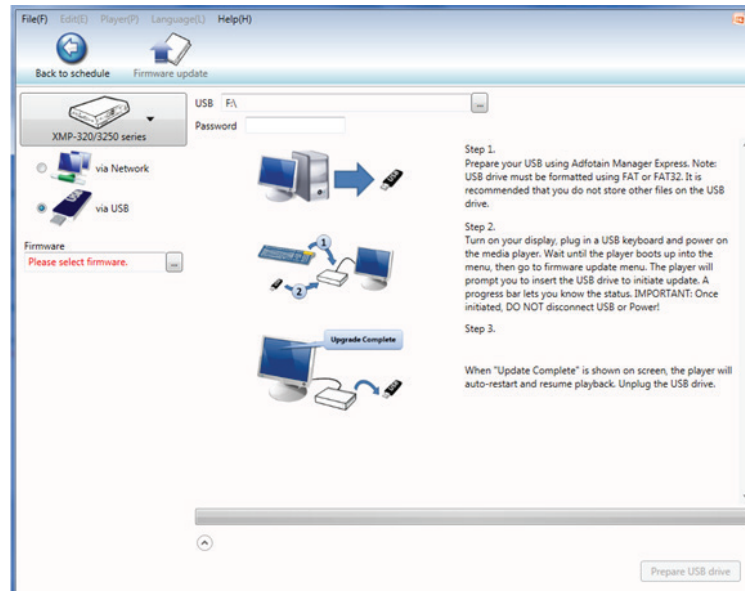


5. Upon synchronization complete, the player(s) will begin to play the new playlist.

Export via USB Drive

If you prefer to update contents without a network, you can export contents to a USB drive and plug it into the player's USB port for synchronization.

1. Select USB export mode. Instructions are shown on screen.



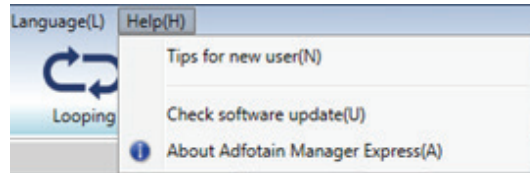
2. Attach a USB drive to your computer's USB port and click the "Export" button.
3. You will be prompted to keep or delete previous contents.
4. The progress bar shows you an estimate of the remaining time to completion.
5. Upon transfer complete, remove the USB drive and insert it in the player. The on-screen display will show you the file(s) being copied.
6. Upon synchronization complete, the player begins to play the new playlist.
7. Remove the USB drive from the player.

4. Software and Firmware Updates

Updates provide enhanced features and reliability for player systems.

4.1 Program updates

Signage Manager Express checks for program updates via internet connection, if available. You can also manually search for an update from the Help menu.



If an update is found, proceed to downloading and installing the update as instructed by the step by step dialogue boxes.

4.2 Firmware updates

Firmware upgrade poses certain risks and in rare cases, failure during the upgrade process may cause the device to stop functioning and need to be returned for warranty service. Please contact your Authorized Reseller for assistance in the unlikely event of such failure.

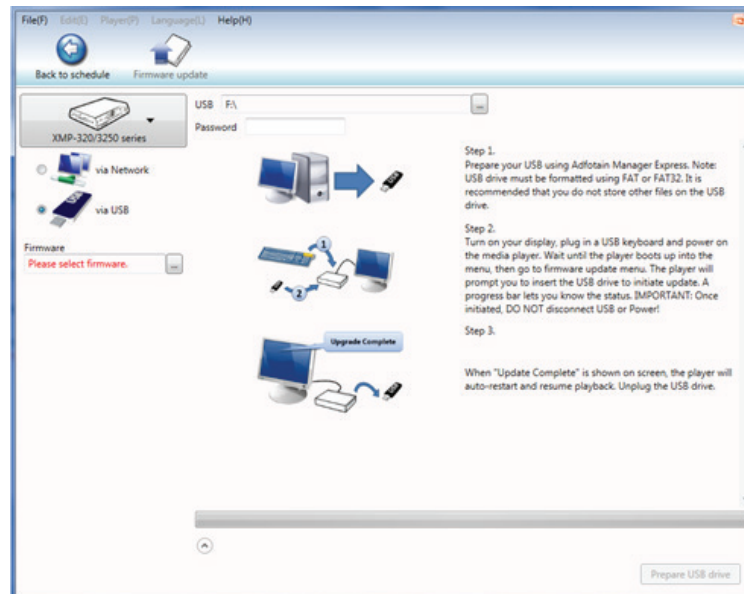
4.3 Locate your firmware on CD or obtain from your reseller

Please find firmware on the Signage Manager Express CD under each player model's folder. If you don't have CD with you, please contact your Authorized Reseller to obtain the latest firmware.

4.4 Select firmware upgrade method

Not all modes are available on all models:

1. Upgrade via LAN: Check on the device(s) that you wish to upgrade, then click upgrade and choose the firmware to apply. After stage 2 of the upgrade, the player status will switch to online again.
2. Upgrade via USB: Click “Prepare USB drive” button to prepare USB drive. Please follow the instruction in program to complete firmware upgrade.



5. Troubleshooting

This section is intended as a quick reference for frequently encountered issues.

5.1 Video Compatibility Chart for SD (Standard Definition) models

Format	Resolution	Video Bitrate	Audio Codec	Audio Bitrate
MPEG-1	Up to 720x576	1 ~ 5 Mbit/s	MPEG-1 Layer 3	128 ~ 224 kbit/s
MPEG-2	Up to 720x576	1 ~ 5 Mbit/s	MPEG-1 Layer 3	128 ~ 224 kbit/s

5.2 Video Compatibility Chart for Full HD models

Format	Resolution	Video Bitrate	Audio Codec	Audio Bitrate
MPEG-2	Up to 1920x1080		MPEG-1 Layer 3	128 ~ 224 kbit/s
MPEG-4 AVC	Up to 1920x1080		MPEG-1 Layer 3	128 ~ 224 kbit/s
VC-1 (WMV9)	Up to 1920x1080		MPEG-1 Layer 3	128 ~ 320 kbit/s

5.3 Video Compatibility Chart for Digital Signboards

Format	Resolution	Video Bitrate	Audio Codec	Audio Bitrate
MPEG-4	Up to 720x480	Up to 4Mbps	MPEG-1 Layer 3	128 ~ 224 kbit/s
MPEG-1	Up to 720x480	Up to 4Mbps	MPEG-1 Layer 3	128 ~ 224 kbit/s

Regardless of the resolution, all videos are played in 16:9 or 4:3 aspect ratio, depending on widescreen or standard ratio display signboard models.

5.4 Select firmware upgrade method

Signage Manager Express' PowerPoint slideshow feature requires PowerPoint 2003, 2007, or 2010 installed. If PowerPoint is not detected, a PowerPoint disabled icon is shown.



If you would like to use the slideshow feature, a trial edition of PowerPoint may be obtained free of charge from the Microsoft Office website at: <http://office.microsoft.com/>

5.5 JPEG image compatibility notice

The media players do not support progressive/interlaced JPEG images. Only baseline JPEGs are supported.

5.6 “Please Wait” message shows up often and takes long time to go away

Each time you connect a media player or change its network settings, a new entry is added to the list of possible network devices in Signage Manager Express. The program runs a background service to verify that the players listed are online. The service responds quickly when players in the list are online, but slows when dealing with disconnected players because it waits for a network timeout before determining an *offline status*. (●)

To improve response times, remove unused players by right clicking on the player in the list and selecting *Remove from list*.

Other Information

Customer Support

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

NOTE: You will need the product serial number.

Country/Region	Website	T = Telephone F = FAX	Email
Australia New Zealand	www.viewsonic.com.au	AUS= 1800 880 818 NZ= 0800 008 822	service@au.viewsonic.com
Canada	www.viewsonic.com	T (Toll-Free)= 1-866-463-4775 T (Toll)= 1-424-233-2533 F= 1-909-468-3757	service.ca@viewsonic.com
Europe	www.viewsoniceurope.com	www.viewsoniceurope.com/uk/support/call-desk/	
Hong Kong	www.hk.viewsonic.com	T= 852 3102 2900	service@hk.viewsonic.com
India	www.in.viewsonic.com	T= 1800 266 0101	service@in.viewsonic.com
Korea	www.kr.viewsonic.com	T= 080 333 2131	service@kr.viewsonic.com
Latin America (Argentina)	www.viewsonic.com/la/	T= 0800-4441185	soporte@viewsonic.com
Latin America (Chile)	www.viewsonic.com/la/	T= 1230-020-7975	soporte@viewsonic.com
Latin America (Columbia)	www.viewsonic.com/la/	T= 01800-9-157235	soporte@viewsonic.com
Latin America (Mexico)	www.viewsonic.com/la/	T= 001-8882328722	soporte@viewsonic.com
Renta y Datos, 29 SUR 721, COL. LA PAZ, 72160 PUEBLA, PUE. Tel: 01.222.891.55.77 CON 10 LINEAS Electroser, Av Reforma No. 403Gx39 y 41, 97000 Mérida, Yucatán. Tel: 01.999.925.19.16 Other places please refer to http://www.viewsonic.com/la/soporte/index.htm#Mexico			
Latin America (Peru)	www.viewsonic.com/la/	T= 0800-54565	soporte@viewsonic.com
Macau	www.hk.viewsonic.com	T= 853 2870 0303	service@hk.viewsonic.com
Middle East	ap.viewsonic.com/me/	Contact your reseller	service@ap.viewsonic.com
Puerto Rico & Virgin Islands	www.viewsonic.com	T= 1-800-688-6688 (English) T= 1-866-379-1304 (Spanish) F= 1-909-468-3757	service.us@viewsonic.com soporte@viewsonic.com
Singapore/ Malaysia/ Thailand	www.ap.viewsonic.com	T= 65 6461 6044	service@sg.viewsonic.com
South Africa	ap.viewsonic.com/za/	Contact your reseller	service@ap.viewsonic.com
United States	www.viewsonic.com	T (Toll-Free)= 1-800-688-6688 T (Toll)= 1-424-233-2530 F= 1-909-468-3757	service.us@viewsonic.com

