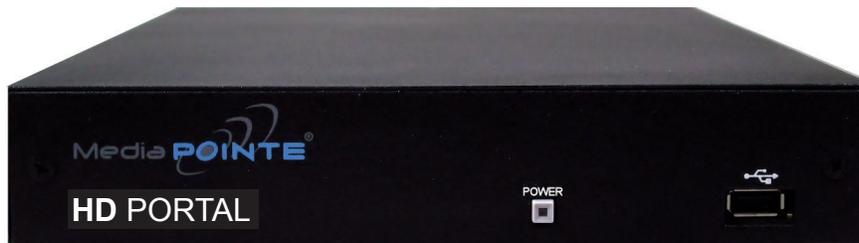


HD PORTAL User Manual

Version 3.1



HD PORTAL



HD Portal -Digital Media System

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Safety Precautions

For your protection, please read all related safety instructions, observe all warnings and precautions, and exercise common sense while operating this electronic equipment.

- Always place the unit on a stable cart, stand or table.
- Do not use the unit near water or sources of heat.
- Do not drop or shake the unit. Do not place or install the unit in environments where it can be dropped or shaken. Make sure the unit is powered off while being moved even for short distances.
- Observe the power requirements of the unit; if you are not sure of the power available, consult your local dealer or power company.
- When plugging into a power outlet, insert the plug firmly into the outlet. Route the power cord so as to avoid any activity that may result in fraying or other damage to the cord or the plug.
- Under no circumstances should you attempt to override the polarization or grounding protection on the plug.
- Do not overload wall outlets, integral convenience receptacles or extension cords.
- Unplug the unit from the wall before cleaning. Do not use liquid or aerosol cleaners.
- For proper ventilation, do not block the slots and openings. Do not install the unit in a location where the ventilation slots and openings can be plugged during everyday use.
- Do not place or install the unit under, on top of or near any heat-producing equipment (i.e. radiators, stoves, or amplifiers), or in a heated place.
- Unplug the unit during lightning storms, when it will not be used for extended periods of time, or before you have a scheduled power outage.

If the unit is visibly damaged either by not observing the precautions above or for any other reason, contact your local dealer immediately. If the unit does not operate to the specifications set forth in this user guide, or exhibits a distinct change in performance, this may be an indication of a problem needing repair.

Environmental Operating Limits of HD Portal

Operating Temperature: 0°C to 32°C (32°F to 90°F)

Relative Humidity: 10% to 90% non-condensing

Storage & Transport Temperature: -20°C to 80°C
(-4°F to 140°F)

Electrical requirements

Input: 100-240V -50/60Hz

Service Support and Training

MediaPOINTE®, Inc. is committed to providing the service, support and training needed to install, manage, and maintain your MediaPOINTE® equipment.

All MediaPOINTE® products are sold through a network of Authorized MediaPOINTE® Dealers. For help with your products, contact your local dealer for assistance first. If for any reason, you would like to contact MediaPOINTE® directly for information regarding service programs and extended warranty information, training, installation or usage, we are glad to be of assistance. You can contact us at the phone number listed below, or visit our website.

MediaPOINTE® Technical Support

Hours: 8:30 a.m. – 5:30 p.m. Pacific Standard Time

(866) 709-0444 TOLL FREE

(805) 214-7911 INTERNATIONAL

support@MediaPOINTE.com

HD Portal Package Contents

- 1 - MediaPOINTE HD Portal
- 1 - RCA Video Cable
- 1 - Male VGA (RGBHV) Cable
- 1 - CAT-5e LAN Cable
- 1 - 3.5mm Stereo to Male RCA Audio Cable
- 1 - 3.5mm Mono to Female RCA Audio Adapter
- 1 - AC Power Cable
- 1 - IR Remote Control plus 2 AAA batteries
- 1- 12 Volt AC Power Adapter
- 1- IR Receiver

Warranty

MediaPOINTE warrants that the HD Portal (excluding spare parts if applicable, external peripheral devices and consumables) will be free from any defect in materials or workmanship and shall perform in accordance with its specification for a period of 30 days for MediaPOINTE software and 1 year for hardware, starting on shipment date of the initial purchase of the equipment. MediaPOINTE disclaims any and all implied warranties of merchantability or fitness for a particular purpose. MediaPOINTE's sole liability for breach of this warranty will be (at its option) to provide access to software for download or to repair or replace the defective unit or component after customer has shipped the product to MediaPOINTE for return-to-factory repair. Customer must obtain an RMA (return material authorization) number from MediaPOINTE prior to returning equipment. Replacement parts may be new or equivalent to new. Part(s) replaced will be covered for the remaining term of the warranty. MediaPOINTE shall not be liable for any loss of profits or incidental or consequential loss for whatever reason. This warranty will be void if the equipment has been subject to any unauthorized modifications, improper operation, user negligence, service by an unauthorized person, accident, neglect, misuse, tampering, acts of God, or any event other than ordinary use.

Document Conventions

The following conventions are used throughout this user's guide.



The hand symbol indicates a note, containing special instructions, and in some cases, circumstances that require caution.



The light bulb symbol highlights suggestions or hints.



The high voltage symbol is intended to alert the user to the presence of uninsulated, dangerous voltages.

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1

HD Portal Introduction & Overview

Introduction

The MediaPOINTE HD Portal delivers a state-of-the-art content creation and distribution solution at an affordable cost. The HD Portal is a two-way content creation and distribution solution. It can capture or stream any live event. It lets you view other events captured elsewhere on your network, both live or on demand. All of the HD Portals on your network can share all of their content, all of the time. The HD Portal combines multiple sources (i.e. cameras, PC's, etc.) into one multi-image recording that can be played on any PC or mobile device. It supports virtually all industry standard file formats ensuring the broadest compatibility and longest possible life for your content. Like other MediaPOINTE Products, the HD Portal offers full integration with MediaPOINTE's DMRs, Keycard Automation System, and Ensemble Content Management System to provide the easiest to use and most automated capture-to-publish solution on the market.

This user's guide describes how to set up and use the HD Portal to record and transport graphics, video and audio content over IP networks. As with all MediaPOINTE AV-over-IP products, you can control the HD Portal by different methods. These methods include: a Web interface, remote control, RS-232 serial port, or telnet.

This guide is written for units running 5.2 software. If the HD Portal is operating on a different version of software, some capabilities and screenshots may be different.

Key Features

The HD Portal may be used in a variety of situations for content creation and viewing on demand. The HD Portal lets you create and stream from a variety of sources, including:

- Video from cameras and other video equipment feeds
- Graphics generated from computers, document cameras and other high resolution analog sources

You can start an recording/archiving session to:

- Record a class lecture, group discussion, lab or student presentation
- Record and automatically archive a training module, a safety seminar or even a recruitment video
- Record and automatically archive new product announcements, advertising and other marketing related material

How It Works (Method of Operation)

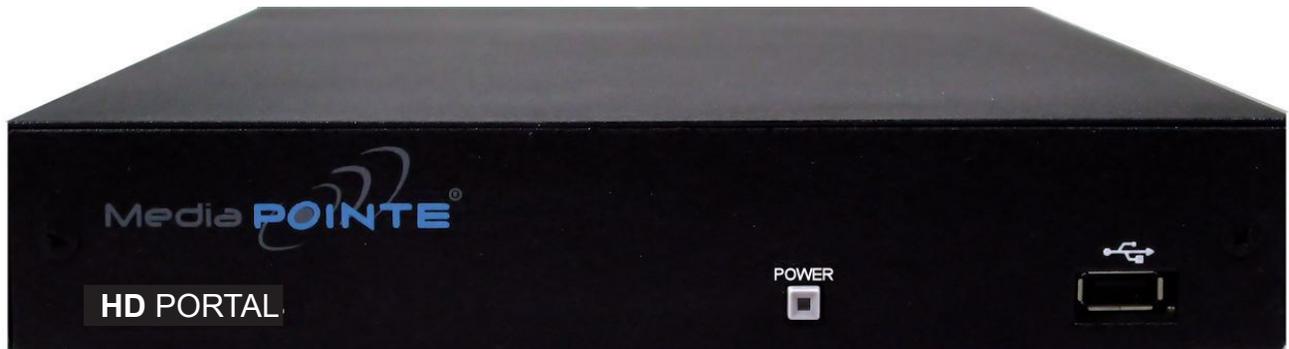
The HD Portal can record and archive video and audio content. The HD Portal accepts analog RGBHV, composite video, and unbalanced mic/line level mono audio inputs. The selected input source along with the audio is captured into an MPEG-4 file. Computer graphics content video, and audio can be recorded on the HD Portal.

Users can select from several configurable parameters in unique Profiles for capturing and subsequent playback of the recorded material. These Profiles are fully configurable, allowing the user to specify the input source, capture resolution, bitrate, etc.

The archived recordings are stored in the HD Portal's Solid State Drive (SSD). The recorded file can then be Viewed On Demand on your local PC or replayed directly from the HD Portal on a local monitor if desired. The content can also be copied to a USB memory stick, downloaded to a PC, or attached to an e-mail.

The HD Portal records content in standard MPEG-4 ASP, which can be played on a variety of desktop client players including Quicktime®. MediaPOINTE Players can playback all content created on the HD Portal.

Front Panel View



HD Portal Front Panel

Front Panel View

The front panel consists of a power switch and a USB port. The following is a brief description of each of these components.

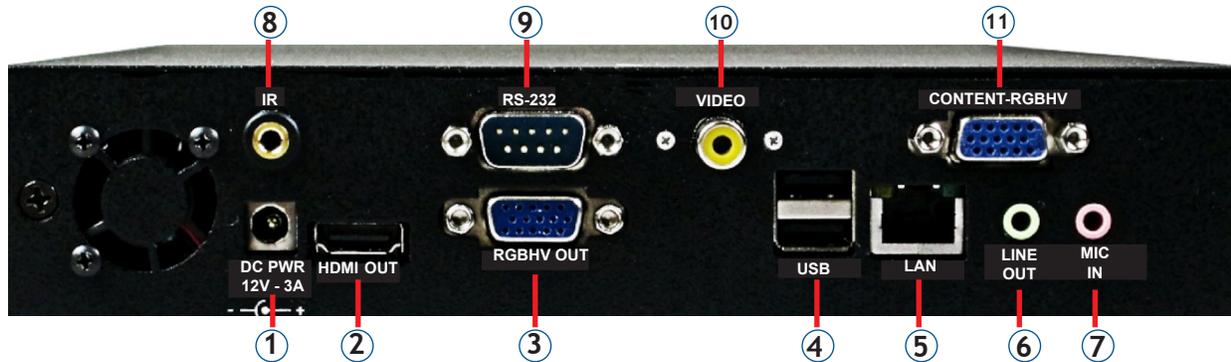
1. POWER Button

The HD Portal has a power button on the front panel. Press the button until the LED lights and the unit powers on.

2. USB Port

The USB 2.0 port on the front panel is used to transfer files to and from the HD Portal. The USB Port may also be used with the optional MediaPOINTE KEYCARD AUTOMATION SYSTEMS

Rear Panel View



HD Portal Rear Panel

Connectors and Functions

CONNECTORS AND FUNCTIONS		
Connector	Function	Description
1	DC Power Input	The 12 Volt 3 Amp DC input provides DC power to the unit. The DC connector goes to the AC/DC Power Adapter
2	HDMI Output	The HDMI output connector sends digital HD Video to the display of choice. The HDMI output does not support audio
3	RGBHV Output	The HD-15 (VGA) connector is used to output an analog computer video signal to the a display device
4	USB 2.0 Ports	The USB port on the back of the unit can be used for upload or off load of video content, for network configuration and for use with MediaPOINTE's optional KEYCARD AUTOMATION SYSTEM. For more information on USB network configuration, see Appendix B.
5	LAN Connection	The RJ-45 connector allows the included standard 10/100Mb CAT-5e LAN cable to connect the HD Portal to a network.
6	Audio Line Level Output (Unbalanced)	The standard 3.5 mini stereo connector outputs unbalanced audio from the HD Portal.
7	Audio Line Level Input (Unbalanced)	The standard 3.5 mini mono connector takes input from unbalanced mic or line level signals.
8	IR Infrared Input	The standard 3.5 mini stereo connector is used to connect the IR receiver to the unit for IR remote control.
9	RS-232 Serial Port	The standard serial DB-9 connector allows connection for serial control (note: a null-modem serial cable is required).
10	Video Input Composite (NTSC)	The RCA video connector allows connection of a composite NTSC video source.
11	Content Input RGBHV Analog Video	The HD15 (VGA) connector is used to input an analog computer video signal.

2

Setting Up the HD Portal

Logging In

(SEE FIGURE 1 - Login *WEBPAGE*)

This section describes the procedure for a first time login, and the HD Portal access rights.

The default IP address is: 192.168.1.253

Web Interface

To log into the HD Portal, browse to its IP address using your Internet browser. There are three levels of access rights. There is a “user” login, an “author” login, and an “Admin” login.

User Security

(SEE FIGURE 2 -*USER SECURITY WEBPAGE*)

As a User

The user has the ability to view existing content on the HD Portal.

1. Use the login id “user”. The password will be user defined in the User Security section of the main menu. Note that the login id and the password are case sensitive
2. Once you have navigated to the site, you will be presented with the login page. Anyone who logs into the HD Portal is considered a user until they complete the admin login. Administrative login is required to make changes to the system settings under the “Configure” and “Manage” sections of the menu.

If all you wish to do is playback content from the HD Portal you will not need administrator or author rights. No password is required for the standard user login as a default. However, the administrator has the ability to modify this feature to require a password for viewers to login.

3. In order to change the default IP settings of the HD Portal or any of the other configuration settings, you must log in with administrator rights.

User Login Security

By default, user security is turned off. Anyone can login to the HD Portal without being asked for a login ID or password. Checking the Enable user security checkbox will enable security for the user. This will require all users to have an ID of “user” and the password created in the “user password” field.

Enter a user password in the “user password” field and confirm it by clicking the Save user Security Settings button. The next time the HD Portal is accessed, anyone logging in will be presented with a login box asking for the ID “user” and a password.

Unchecking the Enable user security checkbox will restore the default settings.

As an Author

The Author maintains content creation rights on the HD Portal. The Author can set recording options but does not have access to the “Configure” and “Manage” sections of the menu.

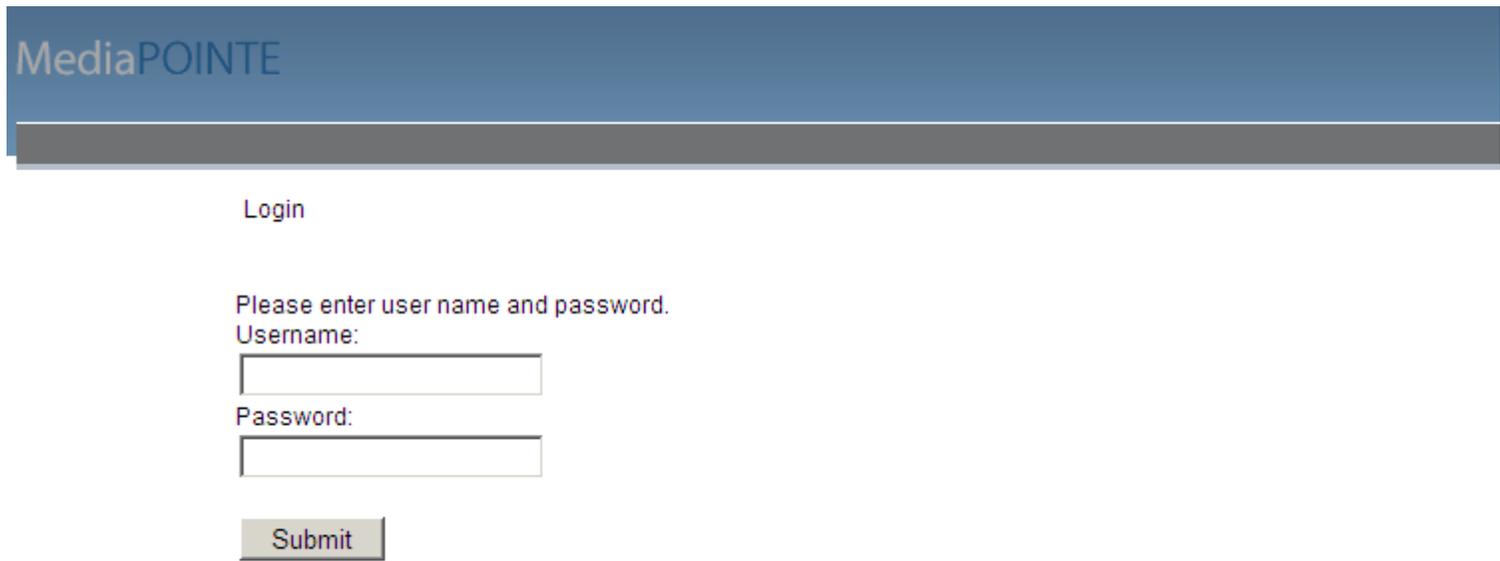
1. If you are already logged into the HD Portal as a user or admin, click on the logout selection at the top of the main menu. You will be prompted to enter a username and password.
2. Use the login id “author”. The password will be user defined in the User Security section of the main menu. Note that the login id and the password are case sensitive.

Author Login Security

Author rights are required to access or change any of the settings under the “Configure” section in the main menu. By default, the author login password is disabled. Checking the Enable author checkbox will enable the author login security. Enter an author password in the “author password” field and confirm it by clicking Enable Author Security button.

Unchecking the Enable author Login checkbox will deactivate the need for an author login password.

FIGURE 1 - LOGIN PAGE



MediaPOINTE

Login

Please enter user name and password.

Username:

Password:

As an Administrator

The Administrator maintains all rights to the HD Portal.

1. If you are already logged into the HD Portal as a user or author, click on the LOG OUT selection at the top of the main menu. You will be prompted to enter a username and password.
2. Use the login id “admin”. The default password is “MediaPOINTE”. Note that the login id and the password are case sensitive.
3. From the User Security selection of the main menu, the Administrator can enable or disable logins for users and authors and can change the admin password.

Changing the Administrator Password

Administrator rights are required to access or change any of the settings under the “Configure” and “Manage” sections in the main menu. These sections include: Config IP, Security, Update, and System Information. By default, the Administrator ID and password are set to “admin” and “MediaPOINTE” respectively. It is not possible to change the Administrator ID. It will always be “admin”.

To change the Administrator password, enter a new Administrator password in the “New admin Password” field (10 characters maximum) and confirm it by going to the User Security webpage and clicking on the Change Admin Password button. The next time the HD Portal is accessed, the new admin password will take effect.

Be sure to write down the new administrator password and keep it in a safe place. If you forget the admin password, the HD Portal will have to be reset back to the factory defaults to enable an administrator to access the “Configure” and “Manage” sections of the unit.

FIGURE 2 - USER SECURITY WEBPAGE

HD Portal | **DIGITAL MEDIA RECORDER**

SYSTEM STATUS
Ready
▶ System Info

PLAYER CONTROL
▶ Watch Live Stream
▶ Watch Videos

RECORD/STREAM
▶ Start/Stop
▶ Recording Schedule
▶ Titles & Credits
▶ Edit Profiles

ADMIN FUNCTIONS
Configure
▶ Date & Time
▶ **User Security**
▶ IP Settings
▶ Command Line
▶ SMTP Mail

Manage
▶ Notifications
▶ Logging
▶ AV Controls
▶ AV Test
▶ Job Management

User Security

User Security Settings

Enable **user** security:

user password: (max 10 chars)

Confirm **user** password: (max 10 chars)

Update

Author Security Settings

Enable **author** security:

author password: (max 10 chars)

Confirm **author** password: (max 10 chars)

Update

Admin Security Settings

New **admin** password: (max 10 chars)

Confirm new **admin** password: (max 10 chars)

Update

Date and Time

(SEE FIGURE 3 - DATE & TIME PAGE WEBPAGE)

When content is recorded using the HD Portal it is given a time and date stamp. The time and date stamp can be set in the Date & Time section of the main menu. The date can be selected from the pop-up calendar and the Time Zone can be selected from the drop down menu. Confirm any changes by clicking on the Set Date & Time button. If desired, the NTP (Network Time Protocol) feature can be enabled to synchronize the clock of the HD Portal to an NTP server; click on the “Enable NTP” box and enter the server information, then click on Save NTP settings.

Network Configuration

(SEE FIGURE 4 - IP SETTINGS WEBPAGE)

System Name

The factory set system name is the MediaPOINTE. You can change the name in the IP setting menu page by entering a new name in the text field. A reboot is required for the new name to take effect. The name can be up to 15 characters long and consist of alphanumeric characters. No special characters or symbols will be accepted except for a hyphen.

IP Settings

The System Name and all network settings can be set in the IP Settings section of the main menu. Network settings may also be configured via USB memory stick configuration.

To quickly find the system’s IP Address, connect a VGA (RGBHV) monitor to the output. Use the handheld remote to navigate to the System Info page of the on screen menu.

IP addresses may be assigned to the HD Portal in two ways: DHCP and Fixed (Static) IP. If your network is configured for DHCP, the IP address will be provided automatically and will be visible on the HDMI or VGA (RGBHV) output of the HD Portal. To set a Fixed (Static) IP address, follow the procedure below.

Configuring Static IP Address

1. Connect the Ethernet / LAN cable and power up the HD Portal.
2. On your Internet browser, enter the current IP address of the HD Portal. (Note: If the unit has factory settings, the default static IP address is: 192.168.1.253)
3. Login to the HD Portal using the procedure shown in the Logging In section.
4. Navigate to the network settings page by selecting IP Settings.
5. In order to change to a Fixed or Static IP address, set the DHCP Client checkbox to “Disable”. Fill in the IP Address, IP Subnet Mask and Default Gateway fields.
6. Once you have completed all of the above steps, select the Apply Changes button. You will receive a pop-up window warning you to use this option with caution as you are changing the default address and should remember the new settings.

Configuring DHCP IP Address

1. Follow the same steps as above (1 thru 4)
2. To allow the HD Portal to pick up an IP address, set the DHCP Client checkbox to “Enable”.
3. Once you have completed all of the above steps, select the Apply Changes button. You will receive a pop-up window warning you to use this option with caution as you are changing the default address and should remember the new settings.

Network Configuration	
Setting	Description
DHCP Client	Enable DHCP settings for automatic address retrieval from DHCP Server. Disabling the DHCP client will require a static IP address (with subnet mask and default gateway) to be entered.
IP Address	Assign a static IP address to HD Portal. This field will also display the currently assigned IP address
IP Subnet Mask	Assign subnet mask to HD Portal. This field will also display the currently assigned subnet mask
Default gateway	Assign a default gateway to the HD Portal. This field will also display the current assigned default gateway
DNS server	If the network supports DNS, enter the DNS Server Address(es) here.

USB Network Configuration

This section describes how to configure the HD Portal. Changes in the Configure section of the Main Menu require Administrator privileges and cannot be accessed by users logged in with author or user Profiles.

The network parameters of the HD Portal can be set via a special configuration text file on a USB memory stick. Insert the memory stick into one of the HD Portal USB ports at any time. The unit will look for the presence of this configuration file and will implement the settings from the file. Use a simple ASCII text editor to create the file.

This file must be placed on the root of the USB drive. **This file must be named `dmx_ip_conf.txt`** and must have the following format (note: the fields in **RED** should be configured for your network settings).



```
dhcp=(bool)0
dns_1=(string)192.168.0.2
dns_2=(string) 192.168.0.3
ethernet=(string)auto

gateway=(string)192.168.1.1

ipaddress=(string)192.168.1.253
netmask=(string)255.255.255.0
```

If the `dmx_ip_conf.txt` file is intentionally left blank with no text of any type within the body of the file, the HD Portal will write its network settings to this file. This is an easy way to obtain the unit's network settings.

SMTP Mail

The HD Portal has the ability to send e-mail messages to a remote SMTP server. Enter the address of the SMTP server in the appropriate text box (use the IP address if DNS settings are not set). The E-mail field will set the default "From" field to the entered e-mail. Leave this field blank to allow the user to enter their own "From" e-mail address. Confirm any changes to the SMTP mail configuration by clicking Save SMTP settings button.

Command Line

The HD Portal has a Command Line interface that can be accessed from Telnet or RS-232. A list of commands can be found in the External Control section of this manual.

Telnet (TCP/IP)

The Telnet port by default is enabled. A password for the Telnet session can be enabled by entering a password in the Password for TCP/IP connection text box. If a password is not desired on the Telnet session, leave the text box blank.

There is no password protection on this interface. The administrator has the ability to disable the port by unchecking the TCP/IP port enable checkbox.

RS-232

The COM port by default is not enabled

On the back of the HD Portal there is a serial control port configured as a DTE that supports the RS-232 protocol. A Null-Modem cable should be used between the HD Portal and the COM port on your PC.

Terminal session settings required for RS-232 control are: 9600, 8, None, 1 with No Flow Control.

There is no password protection on this interface. The administrator has the ability to enable the port by checking the TCP/IP port enable checkbox.

FIGURE 3 - DATE & TIME WEBPAGE

The screenshot shows the 'Date and Time' configuration page in the HD Portal. The left sidebar contains a navigation menu with sections: SYSTEM STATUS (Ready), PLAYER CONTROL (Watch Live Stream, Watch Videos), RECORD/STREAM (Start/Stop, Recording Schedule, Titles & Credits, Edit Profiles), and ADMIN FUNCTIONS (Configure, Date & Time). The main content area is titled 'Date and Time Settings' and includes a time zone dropdown set to 'America/Los_Angeles', a current time input (02:07:14 PM), a date input (2012-12-10), and an 'Enable NTP' checkbox. Each input field has a 'Submit' button.

HD Portal | **DIGITAL MEDIA RECORDER**

SYSTEM STATUS
Ready
▶ System Info

PLAYER CONTROL
▶ Watch Live Stream
▶ Watch Videos

RECORD/STREAM
▶ Start/Stop
▶ Recording Schedule
▶ Titles & Credits
▶ Edit Profiles

ADMIN FUNCTIONS
Configure
▶ **Date & Time**

Date and Time

Date And Time Settings

Select the time zone:

Enter the current time: : : (HH:MM:SS AM/PM)

Select the date: (YYYY-MM-DD)

Enable NTP:

FIGURE 4 - IP SETTINGS WEBPAGE

The screenshot shows the 'IP Settings' configuration page in the HD Portal. The left sidebar contains a navigation menu with sections: SYSTEM STATUS (Ready), PLAYER CONTROL (Watch Live Stream, Watch Videos), RECORD/STREAM (Start/Stop, Recording Schedule, Titles & Credits, Edit Profiles), and ADMIN FUNCTIONS (Configure, Date & Time, User Security, IP Settings, Command Line, SMTP Mail). The main content area is titled 'IP Address Settings' and includes a system name input (MediaPOINTE), MAC address (00:e0:6f:11:b7:df), DHCP client (Enable/Disable), IP address (192.168.217.24), IP subnet mask (255.255.255.0), Default gateway (192.168.217.1), DNS server 1 (192.168.217.202), and DNS server 2 (192.168.217.218). Each input field has a 'Submit' button.

HD Portal | **DIGITAL MEDIA RECORDER**

SYSTEM STATUS
Ready
▶ System Info

PLAYER CONTROL
▶ Watch Live Stream
▶ Watch Videos

RECORD/STREAM
▶ Start/Stop
▶ Recording Schedule
▶ Titles & Credits
▶ Edit Profiles

ADMIN FUNCTIONS
Configure
▶ Date & Time
▶ User Security
▶ **IP Settings**
▶ Command Line
▶ SMTP Mail

IP Address Settings

IP Address Settings

System name:

MAC address: **00:e0:6f:11:b7:df**

DHCP client: Enable Disable

IP address: . . .

IP subnet mask: . . .

Default gateway: . . .

DNS server 1: . . .

DNS server 2: . . .

3 Control & Operation

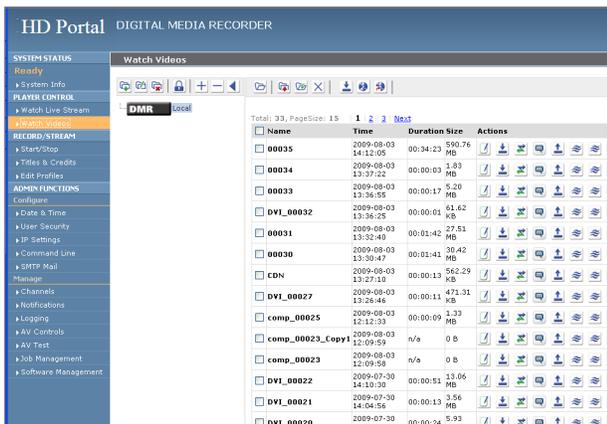
The HD Portal can be controlled by several different methods. These include, a Web interface, IR remote control, RS-232 serial port or Telnet session. This section will cover each of these control interfaces in detail.

Web interface

Overview

The HD Portal has a fully featured web interface that can be accessed via a web browser. Enter the unit's IP address in the web browser's address bar and complete a log on. From this screen you can start and stop a recording session, play or download previously archived material, set recording preferences and upload, off load or move content on the HD Portal.

Selecting the Watch Videos selection from the main menu will show a list of all current recordings in the Root directory.



Icon	Function	Description
	Create New Folder	Creates a new folder without password protection.
	Rename Folder	Allows the user to change the name of the selected folder.
	Delete Folder	Permanently deletes a folder; including all content held within.
	Folder Password	Allows the user to password protect the currently selected folder. If the folder is already password protected, it will allow the user to change the password.
	Open All Folders	Shows all folders on the HD Portal.
	Close All Folders	Shows only the highest tier folder of the folder tree.
	Close Folder View	Hides all folders on the HD Portal.
	ROOT Directory	Is the highest level directory/folder that content can be stored in.
	Password Protected Folder	A folder that has been password protected will be displayed with the lock icon.

Toolbar

When logged in as either author or admin selecting the Archives selection from the main menu will provide the main system Toolbar.

Folder Management Table



Icon	Function	Description
	Show Folders	Displays the folder management tree.
	Move to	Allows content to be moved from one folder to another.
	Copy to	Allows a copy of a media file to be created in a different folder.
	Delete Selected	Deletes the selected content. There is no recycle bin or recovery process for content that has been deleted.
	Download to my PC	Opens the Download Manager to allow content to be moved to the local PC.

On-Screen Menu

The On-Screen Menu is displayed on the VGA (RGBHV) or HDMI output of the HD Portal. The HD Portal handheld IR remote will access some of the configuration features of the web interface as well as provide the ability to navigate and playback non-password protected content.

The on screen menus give the user the following capabilities:

- ◆ Start/Stop Recording
- ◆ Browse and Play non-password protected content
- ◆ Browse and Play recent content
- ◆ Copy content to USB
- ◆ Display test images and tones
- ◆ Set audio input recording level
- ◆ Adjust the Menu opacity, position and time out
- ◆ Retrieve System Information

External Control

RS-232

On the back of the HD Portal there is a single control port configured as a DTE that supports the RS-232 protocol. A Null-Modem cable should be used between the HD Portal and the COM port on your PC - the pin-out is shown here.

DB-9 Female	Function	DB-9 Female
2	Rx to Tx	3
3	Tx to Rx	2
5	Signal Ground	5

Terminal session settings required for RS-232 control are: 9600, 8, None, 1 with No Flow Control.

There is no password protection on this interface and, by default, the RS-232 port is not enabled. However, the administrator has the ability to enable the serial control port from the web interface.

See below for a list of the available commands.

For more information on external control, please refer to the MediaPOINTE Command Line Interface document.

Telnet

The telnet client within the HD Portal provides access to the Command Line Interface through the TCP/IP protocol. By default, telnet is enabled but can be disabled from the web interface. The available commands are the same as those listed in the RS-232 section.

To access the telnet client, open a command prompt on your computer and enter: telnet <ipaddress>

Once connected to the HD Portal, the following message will be displayed.

HD Portal Welcome to MediaPOINTE

Password: _

audio gain	help or ?	multicast	shutdown
author	input	multicast_ttl	smtp
bye/quit	ipassign	notify	status
cli	ipset	play	sysinfo
copyme	ipstat	playstatus	test
defaultProfile	key	reboot	usersec
displayres	limit	record	volume
displayratio	listfiles	rename	
file info	list Profiles	resetconf	

Once logged in, type 'help' or '?' for a list of commands.

Infra-Red (IR) Receiver

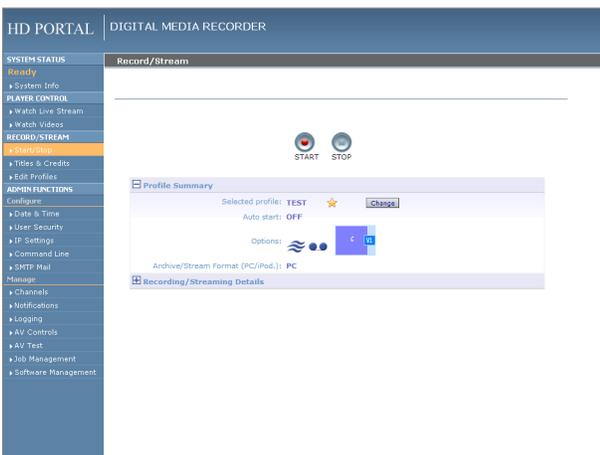
The Infra-Red (IR) jack for use with the handheld remote control is located on the back of the HD Portal. It can also be used for IR control via control systems such as AMX or Crestron.

4

Recording, Archiving & Streaming

Recording and Streaming

A streaming/recording session can be started and stopped from the Start/Stop section of the main toolbar and from the Profile listing. The “default” Profile will be used unless another Profile is selected. To select an alternate Profile, use the Change button to bring up a Profile listing.



The web interface will display a “Recording” message at the top of the page. The record/stream parameters will be as specified in the Profile that was chosen.



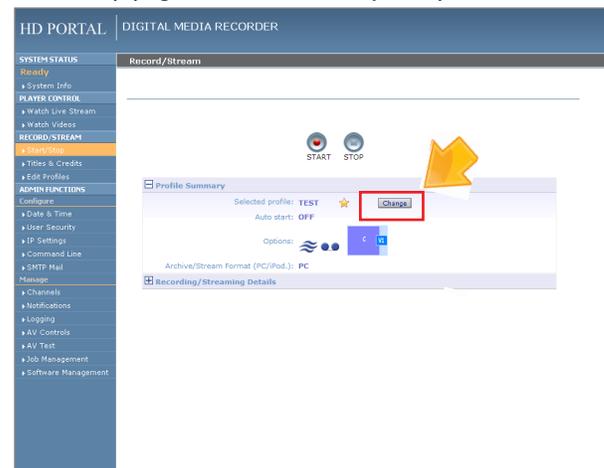
To stop the recording and create an archived file, press the Stop button to begin the “indexing” process. Depending on the length of the archived material, this could take a few seconds up to several minutes to complete.

Disabling / enabling multicast

By default, the HD Portal will multicast anytime a Profile is initiated with streaming enabled. Multicast can be disabled so only unicast streams will be available. To disable multicast, access the CLI and enter the “multicast off” command.

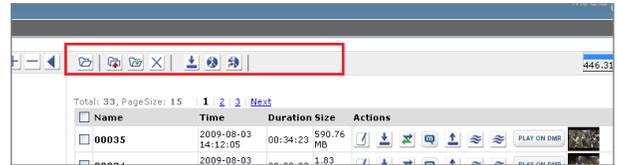
Changing Profiles

On the Start/Stop page, you can click on the Change icon and you will get a list pop-up with all available Profiles. Select on the Profile of your choice and the Start/Stop page will automatically be updated.



Recorded Content Detail

Icon	Function	Description
	Rename	Allows the user to change the name of the selected folder.
	Stream	Plays media on local PC that is browsing HD Portal. The media will playback within the web interface using an MPEG-4 capable playback plug-in (such as Quicktime)
	Download to my PC	Allows the selected file to be downloaded to the local PC. A pop-up dialog box will ask for a file location and name for saved file
	Play on DMR	Starts the media playback on the VGA (RGBHV) output.
	ROOT Directory	The highest level directory/folder that content can be stored in.
	Password Protected Folder	A folder that has been password protected will be displayed with the lock icon.
	Upload to Server	Transfers a file to a remote server.
	Transcode	Converts the MPEG-4 File to WMV, H.264, and iPod formats.
	Metadata	Tags a video file with information such as Author, Title, Keywords and more.



Playback on HD Portal

Content stored on the HD Portal can be viewed on the VGA (RGBHV) or HDMI output. Selecting the Play Locally button will start the content playback.

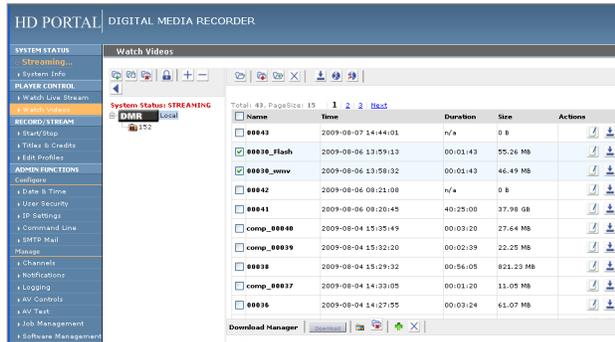
During playback, the pause, stop, skip forward and skip backward controls will be provided.

To play content on the local PC that is browsing the HD Portal click on the Play button. In order to play the file, an MPEG-4 capable playback application (such as Quicktime Player) is required on the viewing PC.

Download Manager

Files and Folders can be downloaded to the browsing computer using the Download Manager.

Select the Download Manager icon from the main menu to bring up the Download Manager Toolbar.



USB Off load / Upload

The front USB port can be used to move media to or from the HD Portal. Connect the USB memory stick and a folder named USB will appear in the Folder tree in the left pane. While the USB is connected, media can be copied to and from this folder.

Streaming

The Watch Live Stream page allows users at their personal computers to launch client media players, which will receive and decode the media streams live.

Manual FTP Upload

Under the actions menu for any video there is a manual FTP icon. Clicking this icon will allow you to manually transfer a video file and associated XML file to a remote server. SCP, FTP, and FTPS are all available options for transferring files. To transfer your desired file, choose the Manual FTP icon in the actions menu. Enter the server destination, Port number (optional for non standard ports), Destination path, and credentials. You can choose to delete the content after a successful upload.

Metadata

Metadata tagging allows you to tag a video file with information such as Author, Title, Keywords and more. This information is stored in the header of the Video file. A second copy of this information is stored within an XML file that is downloaded or transferred alongside the file. To add metadata to the file, select the video you wish to edit and click on the metadata icon in the Actions Menu associated with that file. Then enter your desired information into the available fields.

Transcoding

To transcode an existing video, select the transcode icon under the actions menu for the desired video. Select the desired formats you wish to create from the pop-up menu. You can choose, WMV, H.264, and iPod formats. The transcoding will happen in the background and appear as a new file in your media library. The new file will have the transcoded video type appended to the beginning of the original file name for easy recognition. To see files queued for transcoding, reference the Job Management page.

Video-On-Demand (VOD)

A Video-on-Demand channel provides a way to access live or recorded content from other remote MediaPOINTE products including HD Portals, DMRs, DMR HDs and DMR HD Pro systems.

Video-On-Demand Channel Settings

By clicking on “Add New Channel” a window will open allowing you to enter the IP address of the device you want to connect to.

Viewing a Video-On-Demand Channel

The Live Streams page allows you to view current live streams from all of your VOD channels. To view a stream click on the play icon under Actions and a window will open and display the stream.

The watch video page allows you to view recorded content from all of your VOD channels. To view recorded content, click on the IP address of the desired channel to display the available recordings. To view one of these recordings, click on the play icon under Actions and the recorded content will be displayed on the local display.

5 Management & System Tools

This section describes how to set up all configurable recording options on the HD Portal; only author and admin users have access to these settings.

Profiles

A Profile is a collection of settings that defines the settings and parameters for a streaming or recording session. Parameters include title screen, graphics, audio settings, IP multicast or unicast addresses, port numbers, bitrate, frame rates, and modes of operation to name a few. The HD Portal comes with two pre-configured Profiles that cannot be modified. These Profiles can be copied and re-configured to create custom Profiles.

Quick Start	Name	Options	Source(s)	Frame size	Framerate	Bitrate (kbps)	Archive Folder	Actions	Make Default
	Composite		Composite	VGA - 640x480	30	2000	/		
	Content		XGA	XGA - 1024x768	15	1700	/		
	S-Video		S-Video	VGA - 640x480	15	900	/		
	TEST		wo_c1v1 Composite Video1:Composite	VGA - 640x480	30	2000	/		

Icon	Function	Description
	Start Record/Stream	Starts a recording/streaming session using the settings specified in selected Profile.
	Stop Record/Stream	Stops both the recording and the live stream and begins the indexing process.
	Streaming	Indicates that Streaming is enabled on selected Profile.
	Archive	When the STOP Button is pressed, the file will be saved on the HD Portal.
	Info	Provides a quick view of all configured settings in selected Profile.
	Copy	Creates a copy of a Profile that can be customized.
	Edit Profile	Allows a user defined Profile to be edited. To create a custom Profile, copy one of the standard profiles provided by the system.
	Delete Profile	Will permanently delete a custom Profile.
	Default Profile	Used when a recording is started without a Profile specified. Identified by a Gold Star.
	Set Default Profile	Click on this icon to change the Default Profile.

Creating/Modifying a Profile

To create a customizable Profile, you must copy one of the two standard Profiles provided with the HD Portal.

Quick Start	Name	Options	Source(s)	Frame size	Framerate	Bitrate (kbps)	Archive Folder
<input type="radio"/>	Composite	<input type="checkbox"/>	Composite	VGA - 640x480	30	2000	/
<input type="radio"/>	Content	<input type="checkbox"/>	XGA	XGA - 1024x768	15	1700	/
<input type="radio"/>	S-Video	<input type="checkbox"/>	S-Video	VGA - 640x480	15	500	/
<input type="radio"/>	TEST	<input checked="" type="checkbox"/>	wa_c1v1 Content:XGA Video1:Composite	VGA - 640x480	15	1700	/

Profiles- Stream Settings	
Setting	Description
Frame Rate	The frame rate in frames per second (fps) defines the maximum frame rate that the HD Portal encoder may utilize in creating the media stream. The maximum allowable frame rate is 30 fps.
Bitrate	The bit-rate in kilobits-per-second (kbps) defines the maximum bit-rate that the HD Portal encoder may utilize in creating the media stream. For low motion or static images the bitrate may decrease from this peak level. The maximum allowable bitrate is 5120 kbps.
Audio Format	Select the bandwidth and encoding properties of the audio media stream associated with the video stream. All audio is encoded in the Advanced Audio Coding (AAC) format. Mono audio format is available at 64 kbps or 32 kbps
Multicast Audio & Video Address	A valid multicast address must be specified for both audio and video streams.

Setting	Description
Profile Name	Enter the name for this particular Profile.
Auto Start	Set the HD Portal's recording mode here: OFF- recording will not initiate upon VTC call connection ON- recording will be initiated when specified Codec enters a call.
Format	Set the HD Portal's recording mode here: PC-for recording to be played on standard PC iPod™- for recordings that are played back on iPod™ (MPEG-4 ASP) WMV-Windows Media Format Divx- Divx Format
Archive and/or Stream	To enable or disable the ability to archive and stream, for your custom Profile, click on the check box next to the appropriate icons.

Templates- Archives Settings	
Setting	Description
Archive Folder	All recordings made with this Profile will be saved to this folder.
Archive prefix	A prefix of up to 10 alpha-numeric characters may be entered. All recordings will include this prefix.
Enable FTP upload	When recording is ended, the file can be automatically directed to the ftp server. Selecting this checkbox will allow the FTP server details to be entered.
FTP Server	The FTP server IP address or URL.
FTP Username	Username of FTP server to upload to.
FTP User password	The FTP server password.
FTP upload directory	Enter the directory path to the folder you wish to upload to.
Delete local media after upload	To keep a copy of the recorded media on the HD Portal, ensure that the Delete Local Media after successful FTP upload checkbox is unchecked.

Titles & Credits

JPEG images can be uploaded to the HD Portal in the Titles & Credits selection of the main menu. Images uploaded here can be specified in the Profile parameters.



Images must be in JPEG or PNG formats.

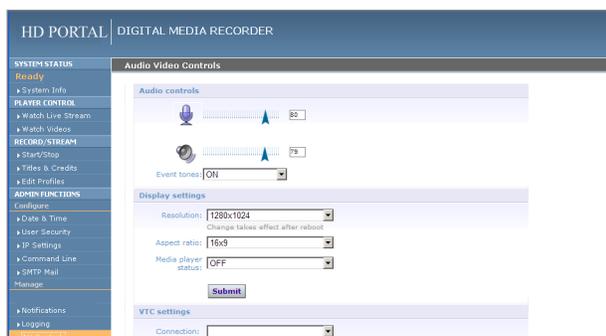
To upload an image, browse to the JPEG or PNG file you wish to use and click on the Upload button. Individual images can be viewed or deleted using the controls provided on each graphic.



An image that is larger than the native content captured will be scaled to best fit the content window. An image that is smaller than the native content captured will be centered in front of the recorded content.

AV Controls

Audio input and output levels can be adjusted either by sliding the pointer along the bar, or by entering a value from 0 to 100 in the text field. You can also mute the output by clicking on the icons. Event tones can be turned on to alert you when an event occurs. For example you can hear a tone when you stop recording.



Display Settings	
Setting	Description
Aspect Ratio	The aspect ratio of the output can be specified to be either 4x3 or 16x9
Media Status Player	When enabled overlays the elapsed and duration time of the media file during playback on the HD Portal.
VTC Settings	
Setting	Description
Connection	Uses the LAN to have the HD Portal receive the command and record when a call is placed with the codec.
IP Address	The IP Address of the codec that you want to record
Password	The Telnet password of the codec that you want to record.

AV Test

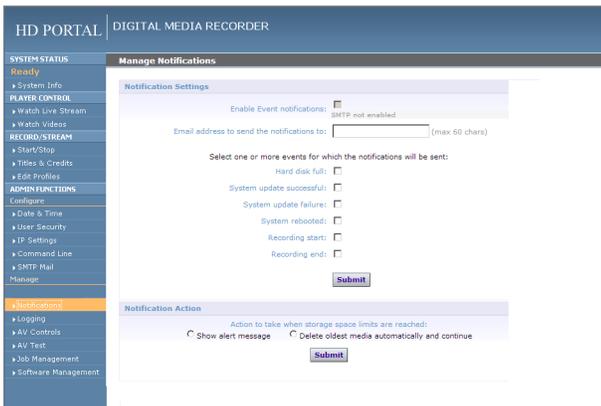
The HD Portal has the ability to test audio and video to connected output devices without the need for live input sources. There are four audio test tones for confirming the audio outputs of the HD Portal. There are three test images for confirming video output to a locally connected monitor. Once a test tone or image has been selected, use the Stop Test button to end the test.

Live Video Test

The “content” and “video1” inputs can be tested to a local monitor. To test the high-resolution input, click on the VGA (RGBHV) image and the source connected to that input will display on the local monitor. To test the video input, click on the Composite image and the video source connected to that input will display on the local monitor.

Notifications

The HD Portal can be configured by the Administrator to send e-mail event notifications from the Notifications section of the main menu. Enter the e-mail address to which the notifications will be sent and select the events to track. Confirm these settings with the Save Notification Settings button.



Job Management

The job management page will show you the progress of all FTP uploads as well as transcoding Jobs.



JOB MANAGEMENT TABS	
Tab	Description
Job Queue	Job queue will show you what jobs are waiting to be completed. To cancel a job press the Cancel button on the left-hand side.
Job History	The job history tab will show you previously complete jobs
Upload Queue	The upload queue tab will show you the FTP uploads waiting to be transferred. To cancel a transfer press the cancel button on the right hand side.

Logs	
Setting	Description
Event Log	The time and date of all recordings and live streams are captured in the event log. Also included in this log are all actions related to the archived media files (moving, renaming, deleting content etc.)
SMTP Log	All e-mails sent from HD Portal are logged and date stamped.
FTP Log	All recording uploaded to a server via FTP are logged and date stamped.
Failed Logins	All failed logins are logged and date stamped.
Error Log	The error log will provide a description of the problem that put the HD Portal into an error state (the Yellow LED will be lit)

Storage Limits

The Administrator can determine the action to take when the HD Portal solid state drive (SSD) is full. Make the selection and press the Submit button.

Logging

The HD Portal can be configured by the Administrator to log events from the Logging section of the main menu. Select the events you wish to save to a log and confirm these settings with the Save Logging Options button. Current logs will hold 14 days of data. Logs listed as “old” will include the previous 14 days of data.

Update (Upgrades)

The Software Management section of the HD Portal menu enables the system administrator to perform several key functions. These include upgrading the system software to a new version; and resetting the HD Portal configuration to factory default network settings.

Upgrade System Software

MediaPOINTE is constantly refining and upgrading features on the HD Portal.

In order to keep the HD Portal up to date with all of the latest features, you may want to update the system software from time to time. Follow the following steps to upgrade the HD Portal software.

1. Contact your MediaPOINTE dealer for the latest software version. This file will have an *.mpup extension. The downloaded file must be placed on the same network as the PC that will be used to browse the web interface.
2. Go to the Software Management section of the main menu and click on the browse button to search for the downloaded *.mpup file. Locate the file and specify the path to the file as shown in the window.
3. Select the Upgrade button to begin the upgrade. Be sure to wait until the upgrade is complete before proceeding.
4. If your HD Portal doesn't automatically reboot, manually do this by selecting the Reboot button in the info section. This will reboot the unit and the new software will be in place.

Reset Configuration

Selecting the Reset Configuration button on the Software Management page will reset all HD Portal passwords and network settings to factory default. This will not delete any of your recorded files.

Shutdown

You can shut the system down in two ways:

1. In the Software management section of the Web interface, select the Shutdown button on the Software Management page to remotely power-down (shutdown) the HD Portal. This completely powers down the system. Any access to the unit will be lost as the unit is powered down. In order to power up the unit, the user must physically push the power switch on the front of the unit.

2. To perform a physical Soft Shutdown on the system, simply double-click the "Power On" button. The system will then shutdown.

System Info

The System Info section gives the user important information about the HD Portal. The system can be rebooted from this page of the HD Portal. See the table for more details.

Sys Info	
Setting	Description
Product Name	Product Model
Series	Product Series Number.
Version	The installed Version number of current software.
Serial Number	The HD Portal Serial number.
Manufacturer	MediaPOINTE
Copyright	Copyright date of HD Portal.
Available disk space	The amount of disk space currently available for content recording.
SDI	This is a unique identifier, specific to your HD Portal. Provide MediaPOINTE technical support with this number should you call to start a support ticket.
Options	Available Optional features will be listed here.
Option Keys	This key will be required to activate an option.

Reboot

Select the Reboot button on the System Info page to reboot the HD Portal. A Reboot is required after changing passwords or IP Addresses.

HD PORTAL User Manual

Version 3.1



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