ooh!Media2009

Quick Start

Get started sending messages to your sign fast!

Sending the first message to the sign
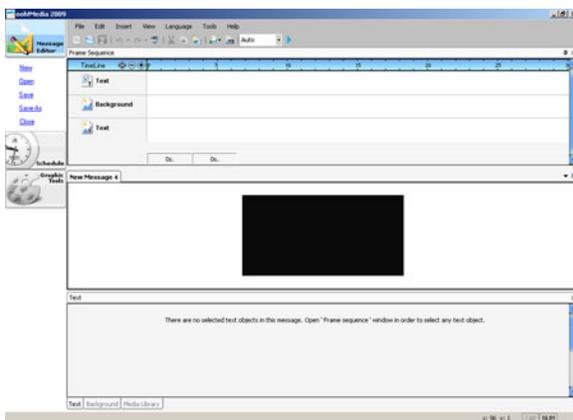
Quickly send your first message to the sign.

To send a message to the sign

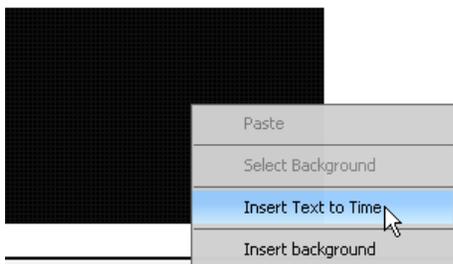**1.** Open the sign software.

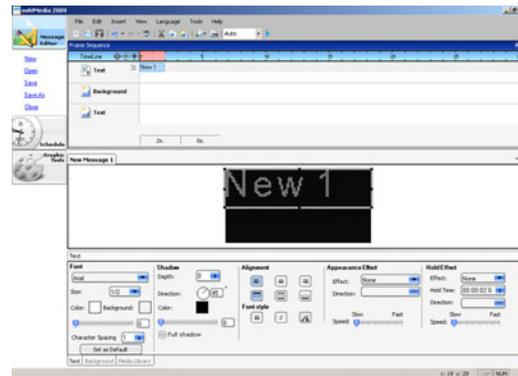Double–click the desktop shortcut icon.

A new blank message will appear in the *Message Editor* screen.

2. Right–click the *Emulation Area* (black area) and select **Insert Text to Time**.

A text message box "New 1" appears in the *Emulation area* and *Frame Sequence TimeLine*.

3. Click inside the message box, delete the current text, and type a message to appear on the sign.

**4.** Click the **Save** icon and save the message.

5. Click the **Send message** icon.

Adaptive recommends that you review this entire guide and explore more of the sign software features. The more familiar you become with the sign software the more dynamic and effective your electronic message center will be.

Overview

Create basic text messages, messages with animations or graphics, and messages with both text and graphics or animations. The sign software supplies a variety of tools for creating and scheduling messages, as well as the ability to preview the message on your monitor before sending them to your sign for display.
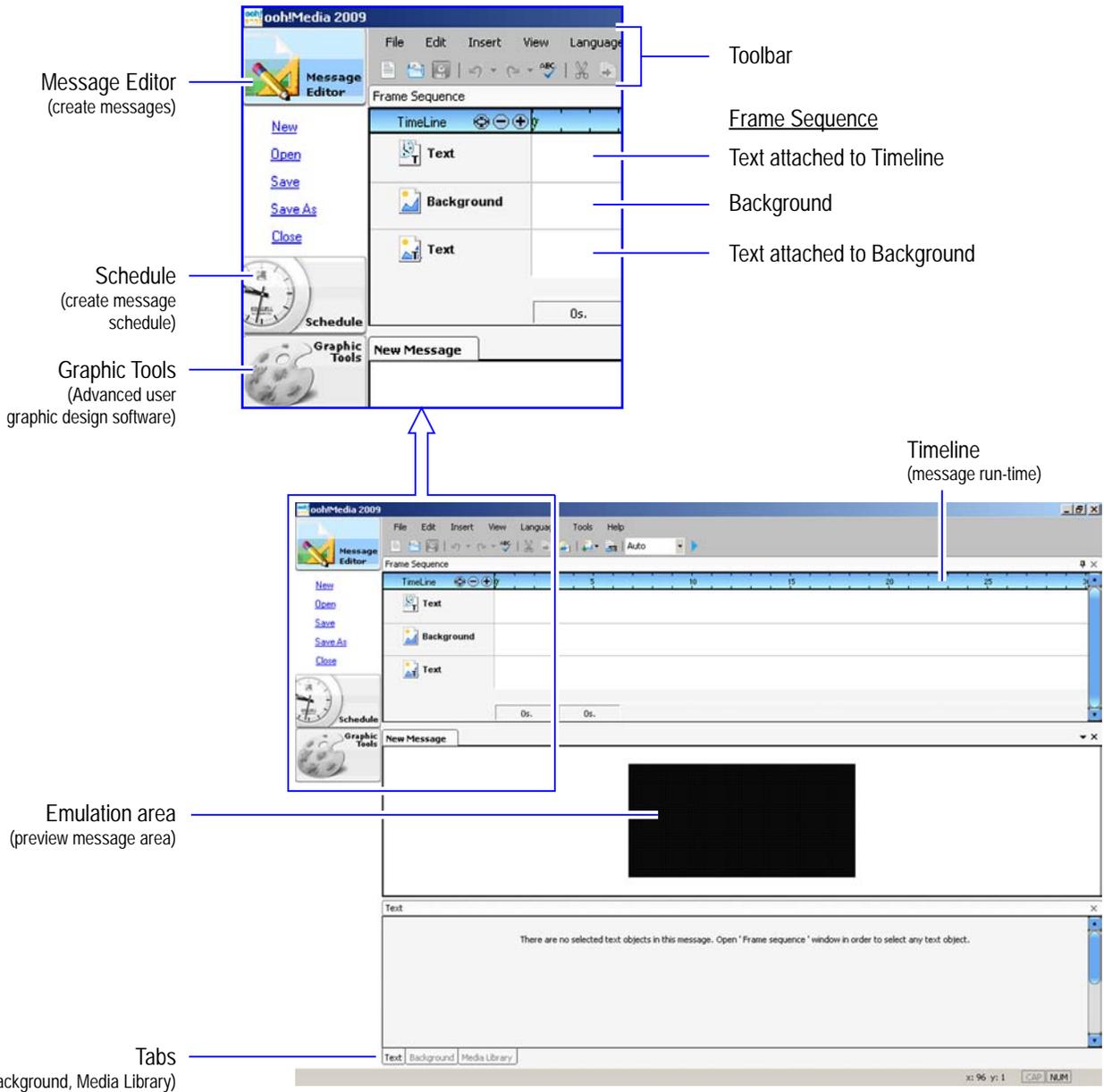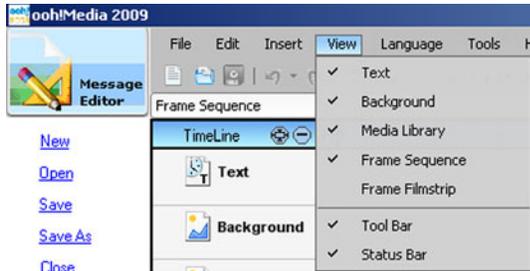

Note: Some messaging features shown in this guide may not appear if you have an EzView sign.

Workspace and message file options

Set up the workspace

Customize the software window by selecting the items you want to appear in the *Message Editor* screen.

From the *View pull–down menu*, select the features you would like to appear in the *Message Editor* screen.
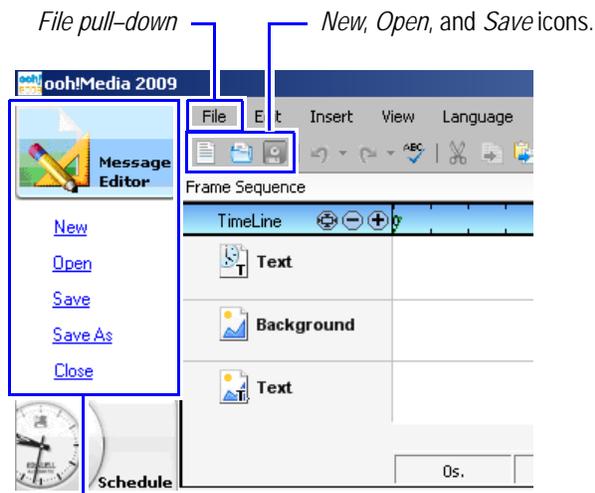

For the purpose of this guide we will use the default layout.

### Open, close, or save messages

There are several ways to open, close, and save messages, choose one that works best for you:

- Choose from the list below *Message Editor*
- or select an icon located in the toolbar
- or use the *File pull–down menu*

File pull–down ⎯⎯⎯ *New, Open,* and *Save* icons.

Message Editor option list

Several messages can be open but only one can be active for creation or editing. Each message will have a separate tab located near the middle–left of the screen.
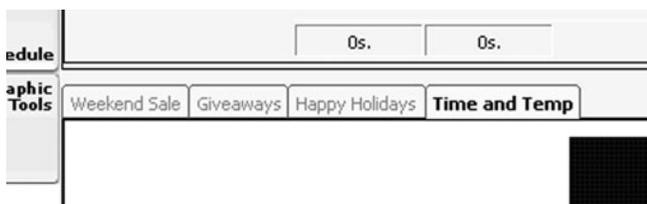
Tip: It is good practice to save your work on a consistent basis during message creation or editing.

Text message effects and options

Create simple or flashy text messages very easily with the sign software's effect options.

Always consider your target audience when creating messages and how much time they will have to view a sign message. For example, a long scrolling message is not ideal for potential customer's driving by in a car.
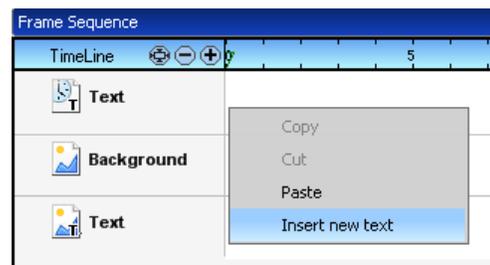
Create text messages

1. Open a new message.
2. Add a text box to the message. Choose the method that works best for you.

   - From the *Insert pull–down menu*, select **Text**.
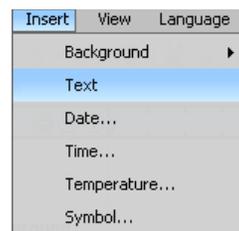
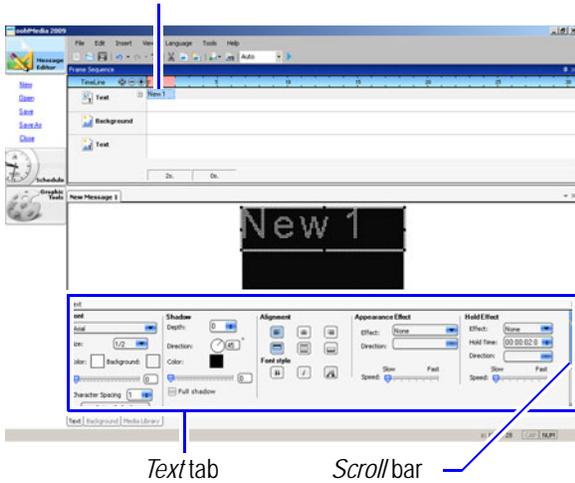   - or right–click in the *Emulation Area* and select **Insert Text to Time**.
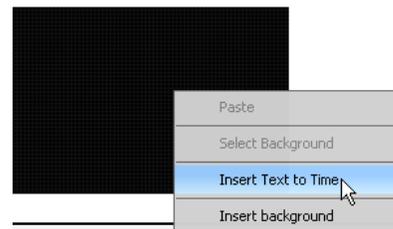
   - or right–click in the *Frame Sequence* section (white area) and select **Insert new text**.

3. A text message box will appear in the *Emulation area* and in the *Frame Sequence TimeLine.*

Text message box

Text tab   *Scroll* bar

If the *Text* tab is empty simply click the *text message box* in the *Frame Sequence* section to activate the message box.

**4.** In the *Emulation area*, click inside the text box and delete the current message.

Tip: To select all the text, click inside the text box and simultaneously press the **CTRL+A** keys, or right–click in the text box and choose **Select All**.
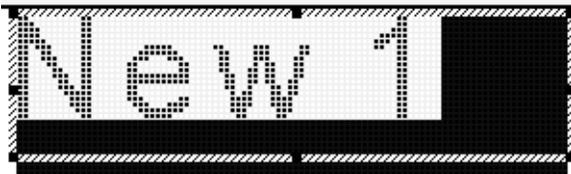
5. Type a message and use the *Text* tab tools to customize the message (**only the selected text will accept the chosen effects**).

The *Text* tab tools include:

- **Font options** – change the font type, font size, color of font or the background of the text box, character transparency, and spacing.
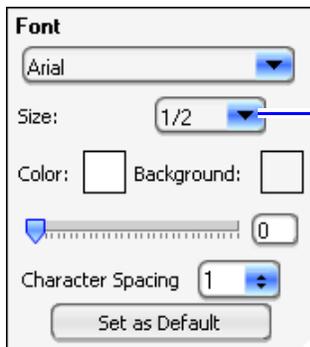

Font size is proportionate to the height of the sign.

Tip: If most messages will be using the same font settings, make them your default. Make the desired changes and click the **Set as Default** button. All new text messages opened will use the default settings.

- **Shadow options** – create a drop shadow around the selected text in any depth, direction, color, or transparency.

- **Alignment option** – change the text position inside the message box or change the *Font style*.
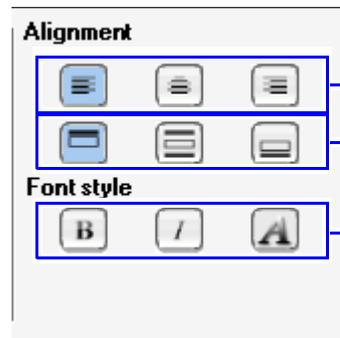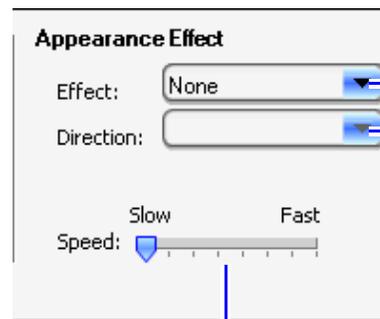

Justify text

Text vertical alignment

Bold, Italic, and Flash effect.

- **Appearance Effect option** – dictate how the text will first appear in the message. These effects only occur once in the message.
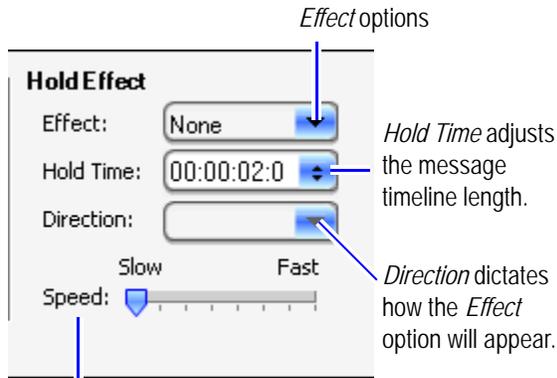

Effect options

Direction dictates how the *Effect* option will appear.

Speed option dictates how quickly the *Effect* option appears in the message.

- **Hold Effect option** – impacts how the text will appear in the message.

Effect options

Hold Time adjusts the message timeline length.

Direction dictates how the *Effect* option will appear.

Speed option dictates how quickly the *Effect* option appears in the message.

**Note:** The *Hold effect* option will repeatedly appear during one message time frame when used with an *Appearance effect*. The *Hold effect* always appears after the *Appearance effect.*

- **Run–time objects options** – include time, date, temperature, counter properties, RSS feeds, character objects, and add text box buttons.

Date

Temperature

Time

* Counter properties

* RSS feed

Add character

Add new text message box
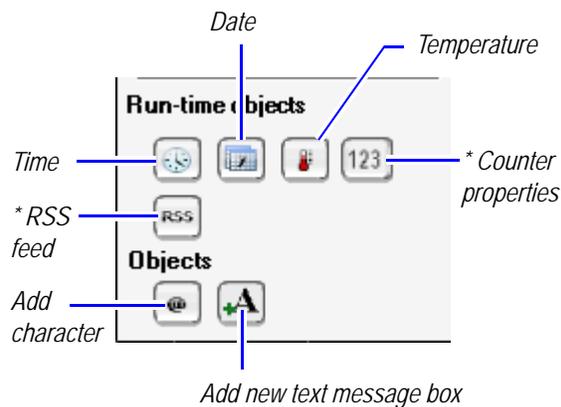
* Not available on EzView signs.

6. If applicable, adjust / move the text message box.

Adjust the text box size, hover the cursor over a square drag point until it changes into two arrows, click and drag to stretch the box in either direction.

Move the text box, hover the cursor over the text box border until it changes into four arrows, click and drag the text box in any direction.

Tip: Double–click when the four or two arrow cursor appears to fill the entire *Emulation area*.

7. Preview the message in the *Emulation area,*
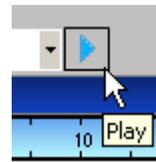
Click the **Play** button.
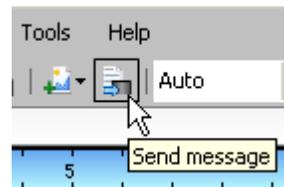
if necessary extend the message *TimeLine*.

Hover the cursor over the right edge of the message box, click and drag to the desired time length.

8. Click the **Save** icon and save the message.

9. Click the **Send message** icon.

Background layer effects and options

The background layer is used to set a background color, pre–designed images, or animations within the sign message; text can also be applied to this layer.

Note: Only the following file types work with the sign software: ***.BMP; *.GIF; *.JPG; *.JPEG; *.PNG; *.AVI; *.MPEG; *.MPG**.
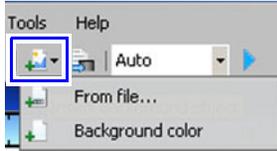
Create a background layer

1. Create a background layer using one of several options, choose one that works best for you:

- From the *Insert pull–down menu*, select *Background* and choose either **From file** or **Color**.
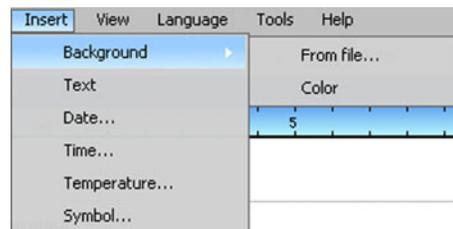
From file – opens the last folder accessed.

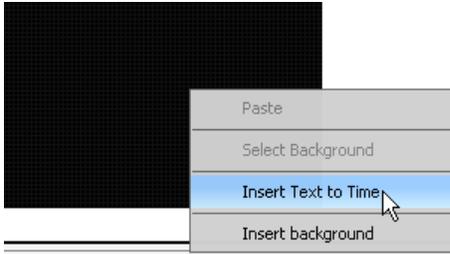**Color** - opens a new background layer for color.

- or select the *Insert background icon*, and choose either **From file** or **Color**.
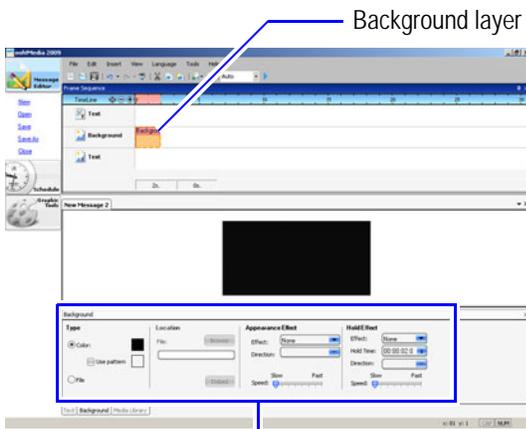

From file – opens the last folder accessed.

Color - opens a new background layer for color.

- or right–click in the *Emulation Area* and select **Insert background**.

2. In the *Message Editor* screen, the following options used to create the background layer appear:
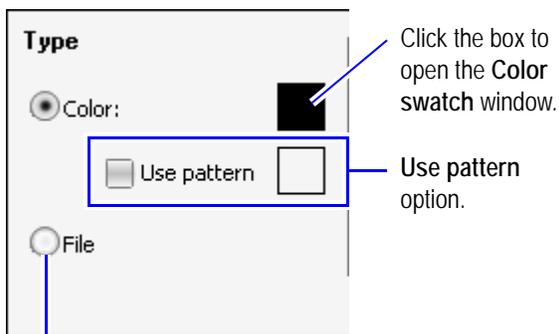

Background layer

Background tab

If the background tab is empty simply click the *Background layer* in the *Frame Sequence* section to activate the layer.

Tools in the *Background* tab include:

- **Type option** – change the background color, choose a pattern, or select a file to insert.

Click the box to open the **Color swatch** window.

Use **pattern** option.

Selecting **File** will open the last folder accessed and unlock the *Location* option.

- **Location option** – shows the file name being used and the ability to embed the file.

File directory pathway of the file being used will appear here.
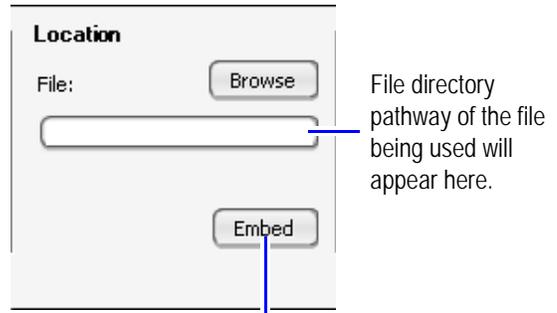
Embed the file into the background layer.

- **Appearance Effect option** – dictate how the text will first appear in the message. These effects only occur once in the message.

Effect options

Direction dictates how the *Effect* option will appear.
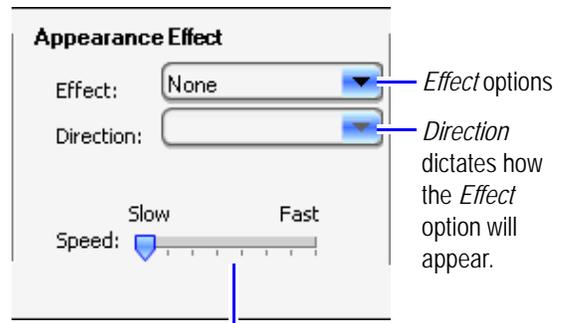
Speed option dictates how quickly the *Effect* option appears in the message.

- **Hold Effect option** – impacts how the background will appear in the message.

Effect options

Hold Time adjusts the message timeline length.

Direction dictates how the *Effect* option will appear.
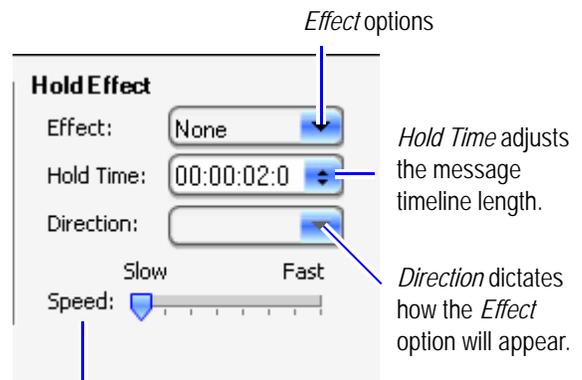
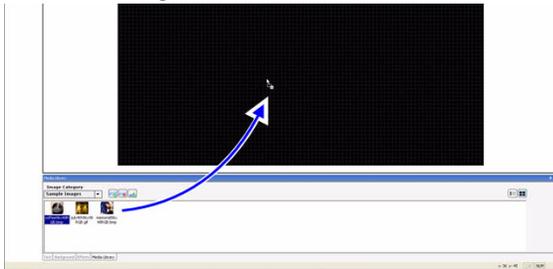*Speed* option dictates how quickly the *Effect* option appears in the message.

3. Preview the message in the *Emulation area*, if necessary extend the message *TimeLine*.

4. Click the **Save** icon and save the message.

5. Click the **Send message** icon.
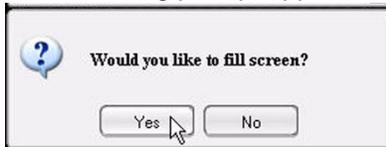
Adding animation files to a message

1. Open a new message.
2. Click the *Media Library* tab at the bottom of the window.
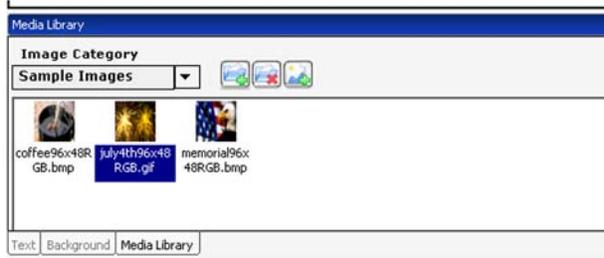
3. Click and drag a file onto the *Emulation area*.

If the following prompt appears, click **Yes**.

The *Emulation area* will be filled with the animation.

4. Preview the message in the *Emulation area*, if necessary extend the message *TimeLine*.
5. Click the **Save** icon and save the message.
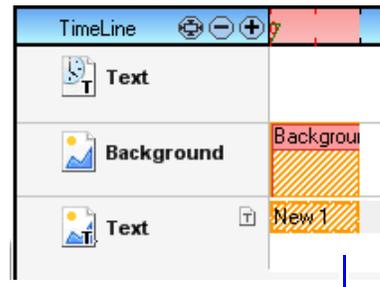6. Click the **Send message** icon.

Adding text to the background layer

Text message boxes attached to background layers can only have a timeline as long as the background layer it is attached to.

1. Create a *Background layer*.
2. Right–click the *Background* layer and select **Insert new text**.
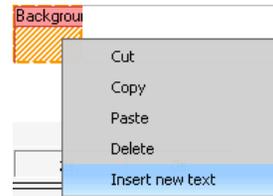
The following appears in the *Frame Sequence*:

This text message box is attached to the background layer.

Adding time, date, or temperature to messages

Time and *Date* messages are synchronized with the computer's settings as the default settings but is only as current as the last sign command sent. Refer to "Sign command features" on page 10 for more details.


NOTICE

If you are messaging with an EzView sign **DO NOT** use animation files or scrolling text with Time, Date, or Temperature messages.

The sign must have the optional temperature sensor installed in order to use the temperature message option.

Add time, date, or temperature to messages

1. Open a new message.
2. There a few ways to add time, date, and temperature messages, choose one that works best for you.
   - From the *Insert pull–down menu*, select either **Date**, **Time**, or **Temperature**.
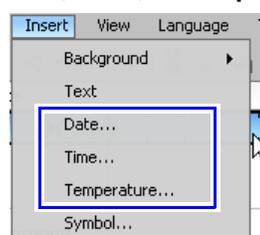
- Open a text message box (or click on an existing box) and select one of the icons.
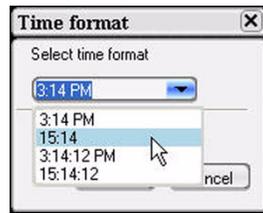
Run-time objects
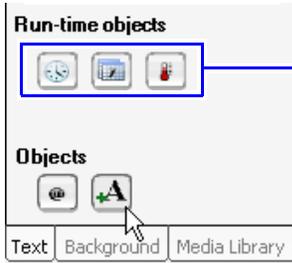
Scroll down in the *Text* tab options to locate the icons.

Objects

Text | Background | Media Library

3. One of the following prompts will appear, choose the format and click **Ok**.

Date prompt:

Select date format
US
Select view of date
01/07/09
Ok   Cancel

Time prompt:

Time format
Select time format
3:14 PM
3:14 PM
15:14
3:14:12 PM
15:14:12
ncel

Temperature prompt:

Select temperature format:
○ Fahrenheit
○ Celcius
☑ Use degree symbol
Ok   Cancel
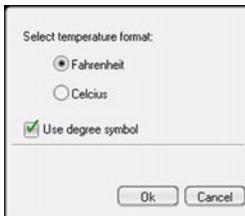
Tip: Ensure the text box is large enough so all characters will appear. For example, if it is 1:00 PM now, make sure you leave enough room for 12:59 PM.

4. Preview the message in the *Emulation area, if* necessary extend the message *TimeLine.*

5. Click the **Save** icon and save the message.

6. Click the **Send message** icon.

Working with multiple text message boxes and background layers

Several text messages with different effect options can be used in one message but use caution not to overlap text / objects in the *Emulation area* if they will appear on the sign at the same time.

For example, the message in box 3 will appear on the sign before the message in box 2 is finished playing. This is okay as long as the text does not overlap.
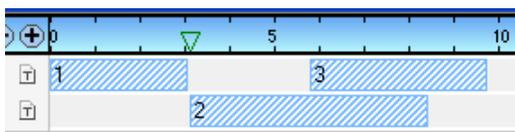
To move message boxes or background layers, click / hold and drag message boxes to the desired placement in the message *TimeLine.*

Schedule messages on the sign

Schedule multiple messages to appear on a sign. Individual messages can be scheduled for daily, weekly, or monthly depending on your requirements.

Scheduling messages on the sign

1. Click *Schedule* on the left of the sign software window, the following screen will appear.
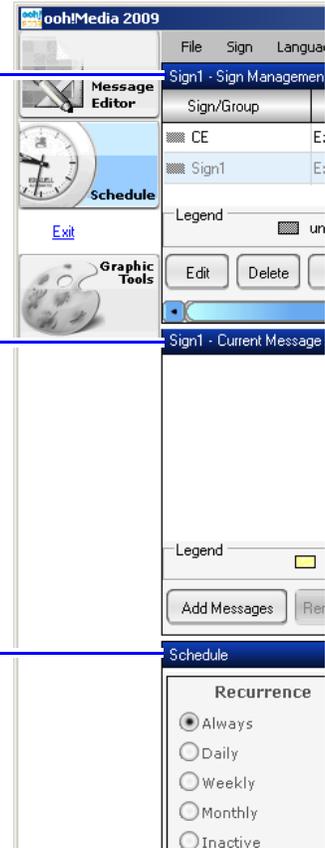
Sign Management: Shows all available signs. You can Edit, Delete, and Add sign information as well as send message schedule to a sign from this area.

Current Message Schedule: Add and remove messages for sign's selected in the *Sign Management* section.
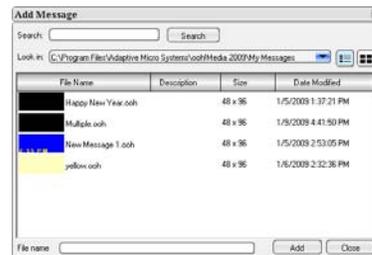
Schedule: Set the message schedule for the message selected in the *Current Message Schedule* section.

2. Select a sign in the *Sign Management* section.

3. Click **Add Messages** button in the *Current Message Schedule* section. Select messages you would like to schedule on the sign, click **Add**.

Tip: To select multiple messages, press and hold the **CTRL** button, select messages with the cursor.

Messages listed in the *Current Message Schedule*:

**Tip:** Double-click any message to open it.

4. Select the message you would like to schedule and choose one of the *Recurrence* options.

The following *Recurrence* options include:

- **Always** – the selected message will consistently appear on the sign in a rotation with other messages sent to the sign.


- **Daily** – the selected message can be scheduled to appear during specific times on a daily basis.
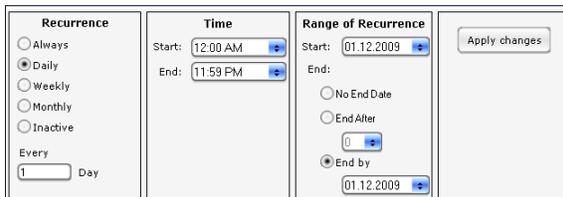
- **Weekly** – same features as the daily option but specific days during the week can be chosen (for example every other day).
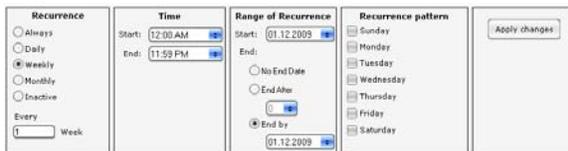
- **Monthly** – same features as the weekly option but specific days during the month can be chosen. Select calender dates numerically (1st through the 31st) or specific days of the month (for example every first, third, and fifth Wednesday).
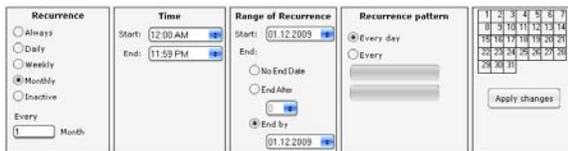
- **Inactive** – removes the message from the schedule but does not delete the message.


5. After completing the message recurrence schedule, click **Apply Changes**. If necessary repeat the previous step for each message.

NOTICE
The sign must be powered on and connected to the PC before you can send message schedules from the computer.

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6. In the *Sign Management* section, click **Send Schedule** button. The selected sign will be updated with the new message schedule.
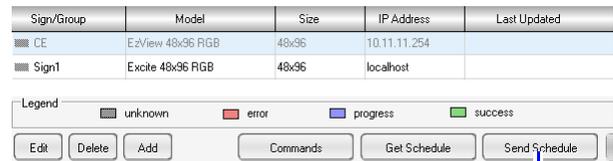
Click **Send Schedule**.

7. The new schedule will be sent to the sign and a green box will appear next to the sign name indicating the sign accepted the new schedule.

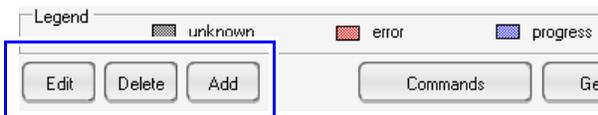Green success box

Sign management options

Manage the sign settings from the *Sign management* section.

To edit or add a sign

A maximum of 10 signs can be listed in the Sign Management section.
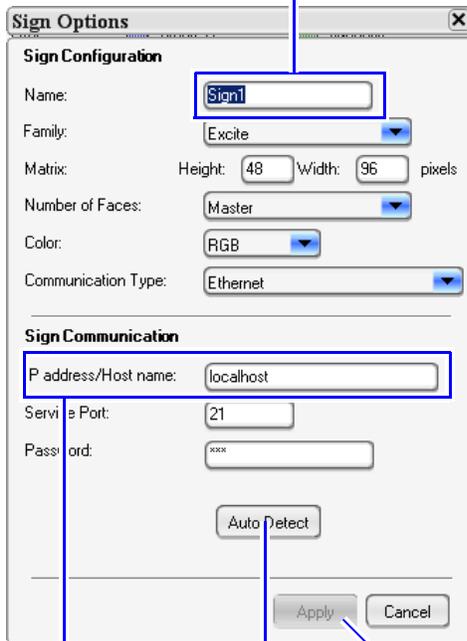
1. Click the **Edit** or **Add** button.

> **NOTICE**
> The sign must be powered on and connected to the PC before you can add a new sign to the sign management section.

2. Enter the sign's IP address and click the **Auto Detect** feature. The software will automatically fill in the sign's information.

C. Assign a name to the sign

A. Enter the sign's IP address   B. Click **Auto Detect**.   D. Click **Apply**.
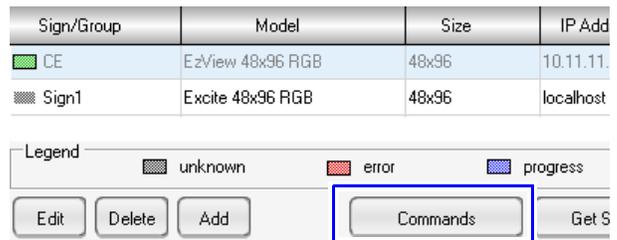
To delete a sign

1. Select a sign and click **Delete**.
2. Click **Yes**, when the following prompt appears.

Sign command features

Change or update the time and date settings, sign IP address, password, or clear sign memory.
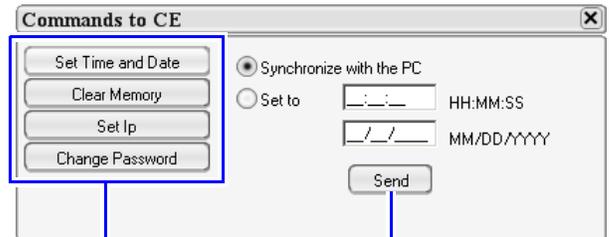
1. Select a sign and click the **Command** button.

> **NOTICE**
> The sign must be powered on and connected to the PC before you can send command changes or updates to the sign.

2. Choose the command you would like to change, make your changes, and click the **Send** button.

Sign commands   Each command has a **Send** button that releases changes / updates to the sign.

> **NOTICE**
> When National Time changes occur such as **Daylight savings time**, you must:
> 1. Send a *Set Time and Date* command update to your sign; even if it is set to *Synchronize with the PC*.
> 2. Re–send your current sign message schedule to reflect the new time change. Repeat this procedure for each sign.