

# 22Miles Web Editor User Manual

Version 6.x



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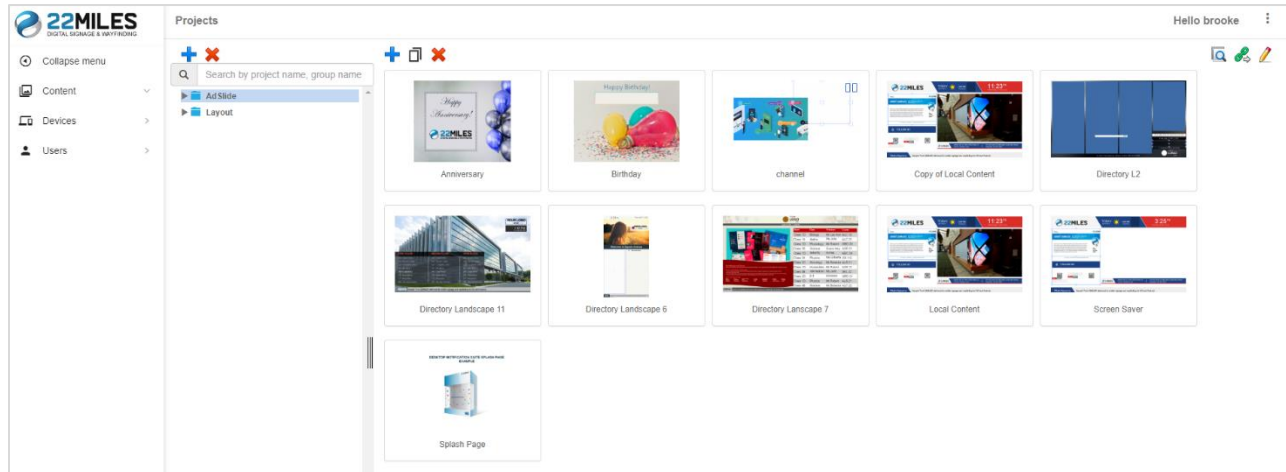
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## Introduction

Welcome to the Web Editor v6. We now offer advanced editing functionality and a redesigned user interface.

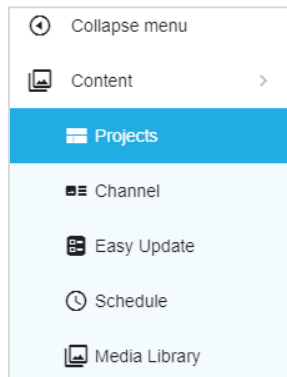


- Sidebar menu with 3 main tabs, Content, Devices and Users.
- Template Center with a variety of available Templates to add to your Project list.
- Quick Edit option for quick and easy content updates.
- Pro Edit for design changes and customization.

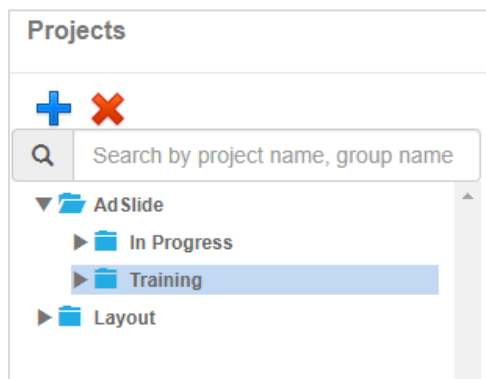
## Content Tab

### Projects

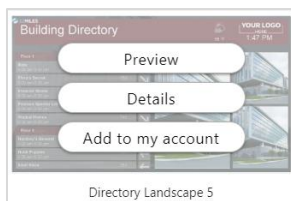
Expand the Content Tab to see all the available options. The first one will be Projects.



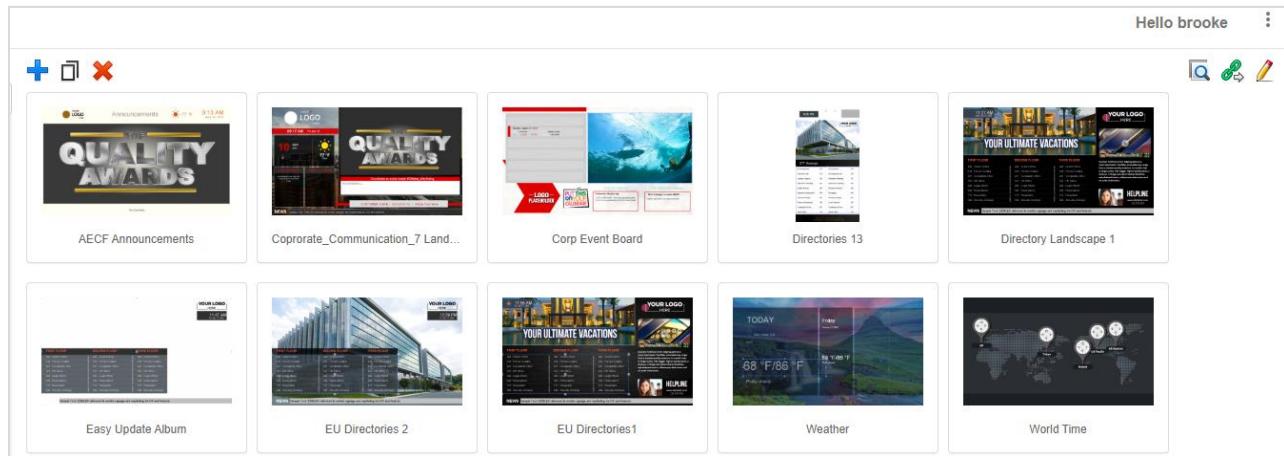
You will see 2 main project folders. AdSlide for Non-Touch and Layout for Touch Projects.



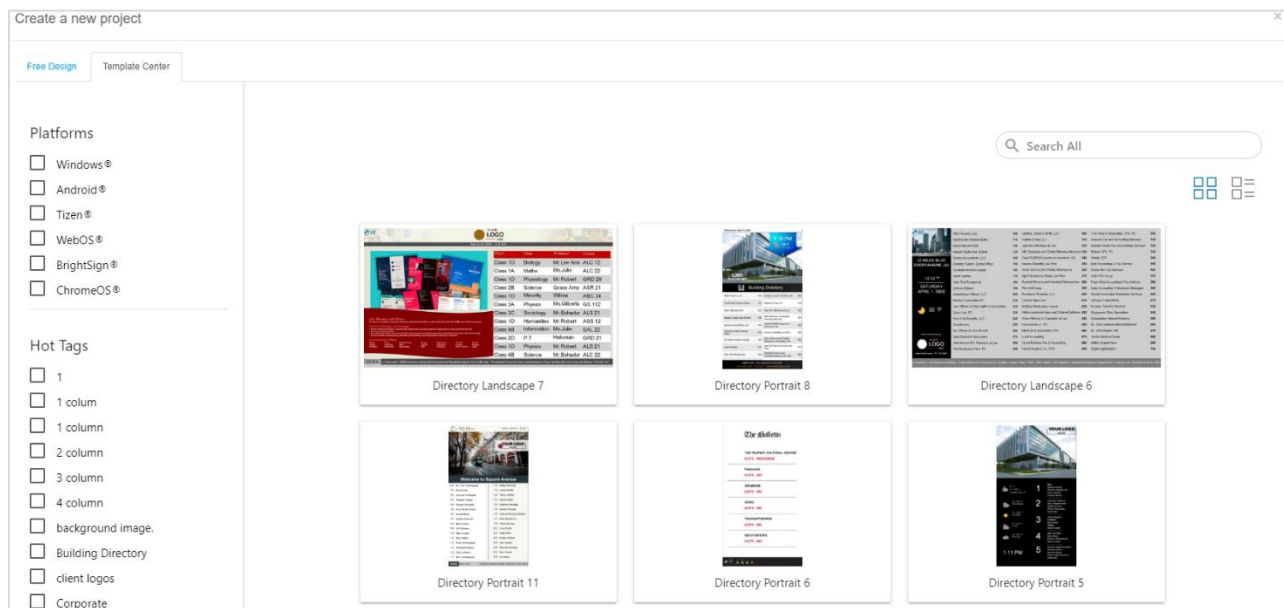
- Click on the Blue Add Icon to add in additional sub folders for each.
- The folders can be modified or deleted at any time.



Projects already added for the selected folder will be shown.



The Add Tool will take you to the new Template Center. Where you can view and add Templates to use as Projects.



- Sort through available Templates by using the Platform or Hot Tags filters.
- Hover over each Template to Preview, Get Additional Details, or to Add to your Account.



The Copy Tool lets you make a copy of an existing Project. Click on the desired Project and then the Copy Tool.

Copy Dataset

Dataset Name

Copy of Directory Landscape 1

Dataset Versions

1

Close

Submit

- You can Change the Dataset Name.
- Choose from a drop down of possible versions.



The Delete Tool will delete a selected Project. It will make sure you sure you want to move forward.

Delete Select Item

Are you sure you want to permanently delete the selected item?

Close

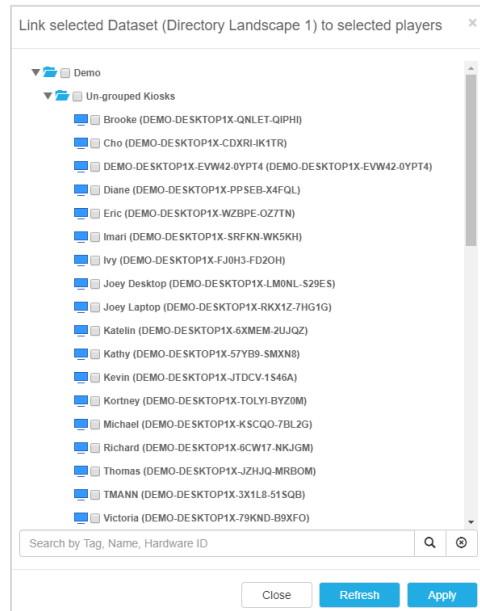
Yes Delete



The Preview Tool will give you a full screen preview of the selected Project.



The Link Tool will let you Link a Project to one or multiple Players.



- Select the Players and the Submit.

## Projects (Quick Edit)



The Link Tool will take you the Quick Edit feature for a selected Project, but you will also see the Pro Edit option once you are there.

SETTINGS

Weather Zip Code

95113

Tenant List

Logo

logo

Logo image URL

Image Zone 1

(2)

Text Zone

Cosmos hotels provide lodging paid on a short-term basis. Facilities provided may range from a modest-quality mattress in a small room to large suites with bigger higher-quality beds, a

Image Zone 2

helpline

10:36 AM

Mon, Apr 20, 2020

YOUR ULTIMATE VACATIONS

YOUR LOGO HERE

FIRST FLOOR

242 - Chair's Office

916 - Person Contact

231 - Complaints Office

141 - HR Office

245 - Legal Affairs

038 - Reservations

117 - Requisition

346 - Security Incharge

SECOND FLOOR

242 - Chair's Office

916 - Person Contact

231 - Complaints Office

141 - HR Office

245 - Legal Affairs

038 - Reservations

117 - Requisition

346 - Security Incharge

THIRD FLOOR

242 - Chair's Office

916 - Person Contact

231 - Complaints Office

141 - HR Office

245 - Legal Affairs

038 - Reservations

117 - Requisition

346 - Security Incharge

Cosmos hotels provide lodging paid on a short-term basis. Facilities provided may range from a modest-quality mattress in a small room to large suites with bigger higher-quality beds, a dresser, a fridge and other kitchen facilities, upholstered chairs, a flatscreen television and en-suite bathrooms.

HELPLINE

www.MyHotel.com

111-123-456

NEWS

Sample Text: 22MILES delivered its mobile signage and wayfinding for IOS and Android.

SAVE

PREVIEW

PRO EDIT

- Quick Edit Settings are the editing options made available for each Template. These are designated in Publisher Pro.

Weather Zip Code

95113

- Customize the weather for your location by typing in the Correct Zip code.



Tenant List

- Add, Delete or Modify information in Datalists.



FIRST FLOOR	SECOND FLOOR	THIRD FLOOR
 242 - Chair's Office	242 - Chair's Office	242 - Chair's Office
 916 - Person Contact	916 - Person Contact	916 - Person Contact
 231 - Complaints Office	231 - Complaints Office	231 - Complaints Office
 141 - HR Office	141 - HR Office	141 - HR Office




Logo

 logo
 









Logo Image URL

- Use the Delete option to remove and not use a Logo.
- Add a Logo by clicking on the blue Image Icon shown to the left.

Media Library

 Upload
 



Media Library / Training

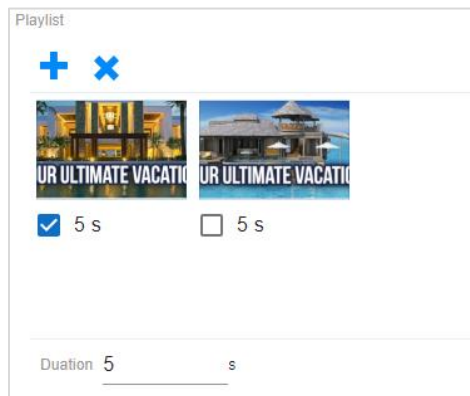
	Sunset 2020-04-15 08:05:18	<input type="checkbox"/>
	Scene 2020-04-15 08:05:17	<input type="checkbox"/>
	Open Spaces 2020-04-15 08:05:16	<input type="checkbox"/>
	Our Team 2020-04-15 08:05:16	<input type="checkbox"/>
	22milesdigital-signage-and-wayfinding 2020-04-15 08:05:15	
	Field 2020-04-15 08:05:15	<input type="checkbox"/>
	22miles3d-wayfinding-and-mobile-app 2020-04-15 08:05:07	
	22miles AR 2020-04-15 08:04:51	<input type="checkbox"/>

OK Close

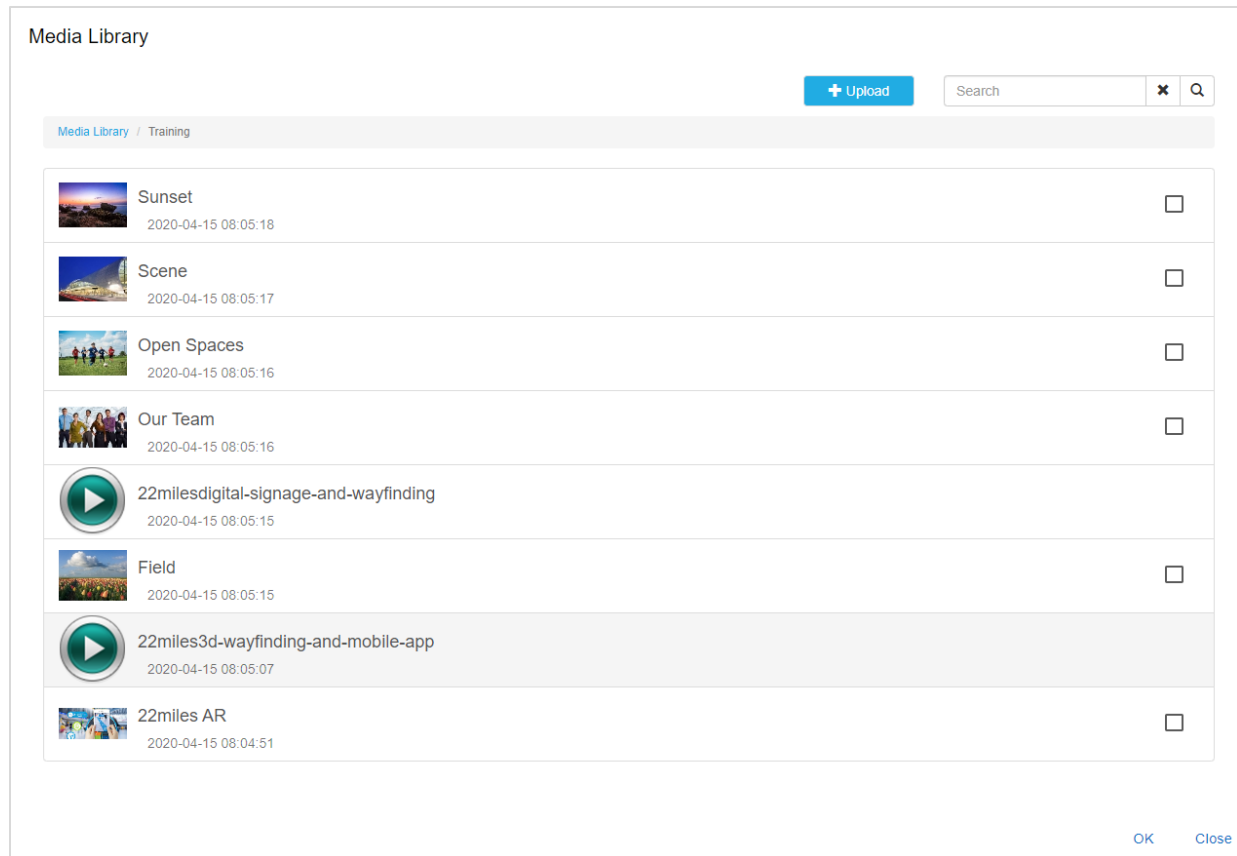
- Select a Media file from the Media Library or Upload a new file.
- Select "Ok".



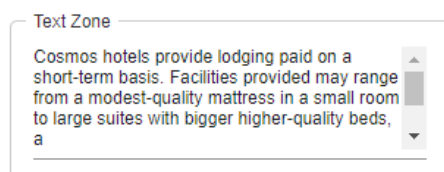
- Add an Image by selecting the blue Pencil Icon.



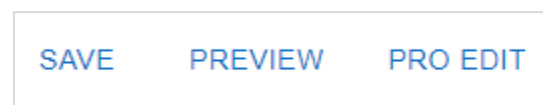
- Select an Image to adjust the duration or Delete.
- Select the blue Add Icon to add an image.



- Select a Media file from the Media Library or Upload a new file.
- Select “Ok”.

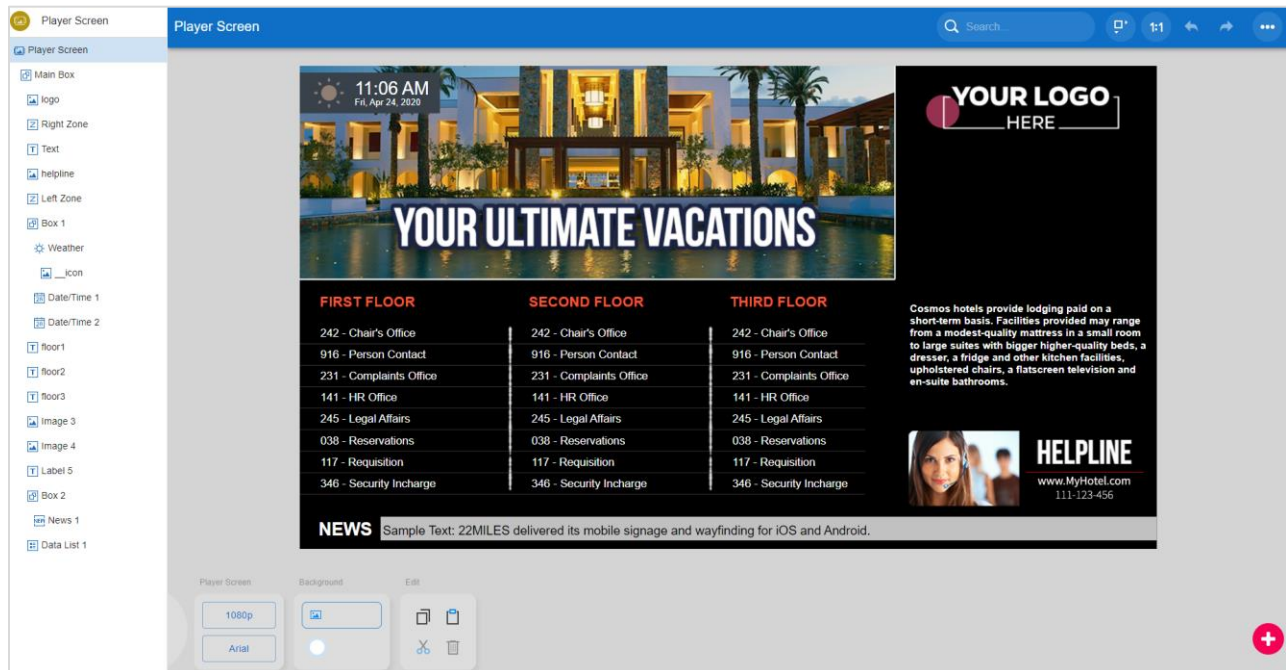


- Type changes or paste directly into the text box provided.



- Be sure to Save your changes.
- Preview your changes.
- Move on to the Pro Edit for Design level changes.

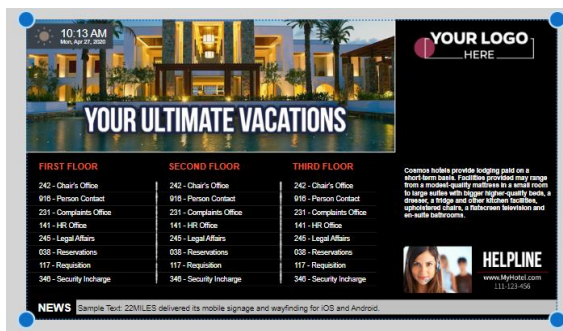
## Projects (Pro Edit)



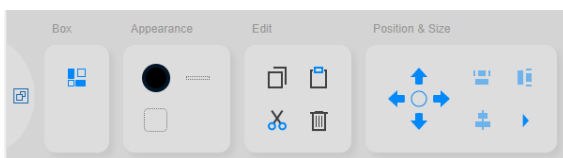
- Make design level changes to a Project.

### Main Box

- Boxes are used to organize portions of the Template.



- You can change the shape, size, or positioning and adjust the appearance.

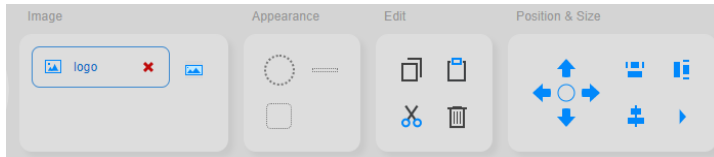


## Image

- Remove the Logo section or adjust its positioning.

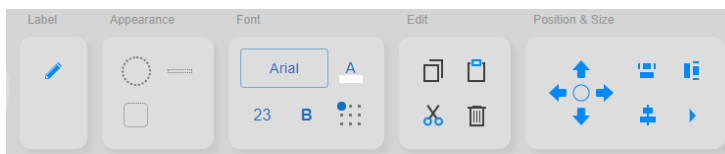


- Swap the Image out and make changes to the Properties.



## Text

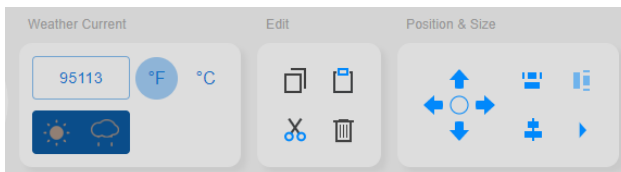
- Type in Text and adjust the Properties.



## Box 1

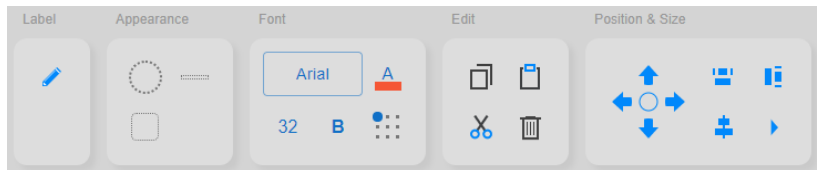
- Weather
- \_\_icon
- Date/Time 1
- Date/Time 2

- Customize Weather/Date and Time for your location using your Zip Code.

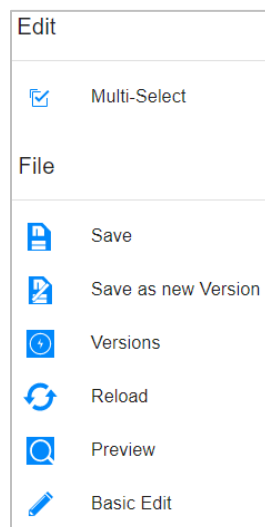




- Change Text/Labels and adjust the Properties.



- See additional options in the Top Right Corner.



Multi-Select: Option to choose multiple component as once.

Save: Save changes to the Live Version, which means immediate updates.

Save as New Version: Save as an Editing Version that you can publish when ready.

Versions: List of all Saved Editing Versions.

Reload: Refresh back to original.

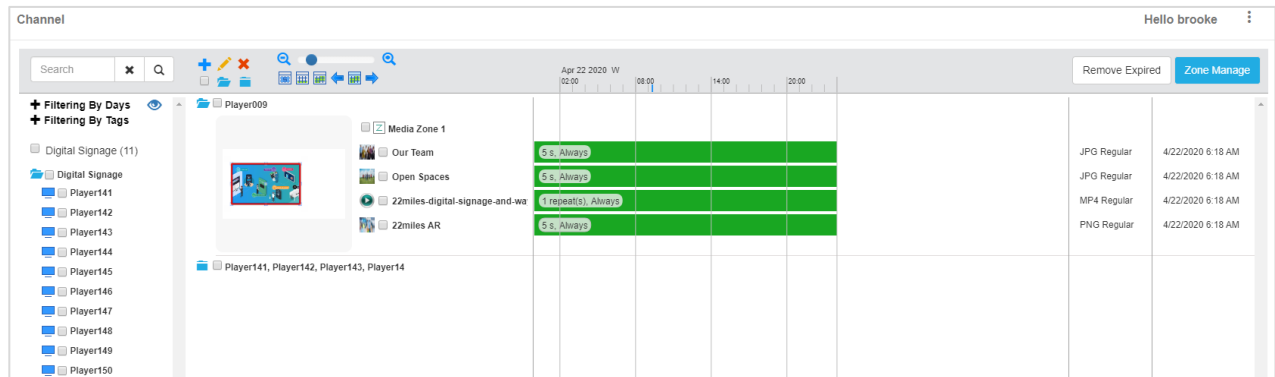
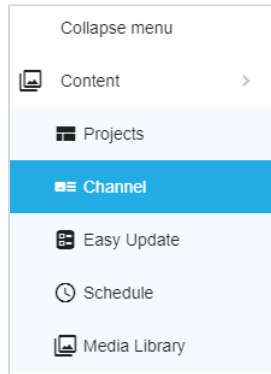
Preview: Preview your changes in Full Screen playback.

Basic Edit: Go back to the Quick Edit screen.

## Content Tab

### Channel

Expand the Content Tab and select Channel.



- The Player List on the Left will be populated with any Players that have a Channel Project linked to them.



Select the blue Add Icon to add Media to a Media Zone.

Add Media Files to Players

Close

Add

Step 1: Select Media

Step 2: Set Schedule

Step 3: Select Players

Tag: Media Tag

Priority: ☐ High ☒ Regular ☐ Low

Duration/Repeats: 5 Seconds ☐ Number of repeats Scale Content: Fit

Always

+

☒ Enable ☒ Always

Search

Q

Un-grouped Kiosks

Digital Signage

Wayfinding Kiosks

Player009

Media Zone 1

☒ Add to current schedule

☐ Replace existing schedule

Add Media Files

Add AdSlides










## Step 1: Select Media

Add Media Files

Add Media

Upload
26
All Types
Search

- Default
- media
- Training


		Name	Created	Modified
<input type="checkbox"/>		weather	brooke 2020-04-20 08:20:29	brooke 2020-04-20 08:20:29
<input type="checkbox"/>		Evac	brooke 2020-04-20 08:18:21	brooke 2020-04-20 08:18:21
<input type="checkbox"/>		New Playlist	brooke 2020-04-17 09:13:55	brooke 2020-04-17 09:13:55
<input type="checkbox"/>		Media Album	brooke 2020-04-17 08:45:19	brooke 2020-04-17 08:45:19
<input type="checkbox"/>		Building	brooke 2020-04-17 08:44:37	brooke 2020-04-17 08:44:37
<input type="checkbox"/>		Building	brooke 2020-04-17 08:44:05	brooke 2020-04-17 08:44:05
<input type="checkbox"/>		22miles logo01	Victoria 2020-04-15 08:53:23	Victoria 2020-04-15 08:53:23

Close
Add to Player

- Select a Media file from the Media Library or Upload a new file.
- Select “Ok”.

## Step 2: Set Schedule

By default, the Media will go into rotation with everything else scheduled.

Always


☒ Enable
☒ Always

- To set a specific schedule, deselect “Always”.

☒ Enable
 ☐ Always

Start Time  : 
 End Time  : 
☐ End by The Media File Duration

☒ Enable Repeat  
 Repeat Every  Minute(s)
 + ×

10 min

10 min

Start at  : 
 End at  :

**Recurrence Pattern**  
☐ None  
☐ Daily  
☒ Weekly  
☐ Monthly

Every  Weeks(s)  
☐ Sunday
 ☒ Monday
 ☐ Tuesday
 ☒ Wednesday
 ☐ Thursday
 ☒ Friday
 ☐ Saturday

**Include Dates**

**Exclude Dates**

**Range of Recurrence**  
 Start   : 
☐ No End Date  
☒ End By   :

Set a Start and End Time:

Start Time  : 
 End Time  :

- This will be the time frame each day that the Media will display.
- Uses Military Time.

Enable a Repeat:

☒ Enable Repeat

Repeat Every  Minute(s)
 

+
×

10 min

10 min

Start at  :  End at  :

- Set a repeat interval. This will be a display time with the chosen interval. In this example every 60 Minutes.
- Select the blue Add Icon to add a green time bar. Slide it into the desired time within the 60 Minutes.
- Hover over the bar to see the breakdown of display times.

10 min

10 min

Start at  :

Recurrence Pattern
 

☐ None
 ☐ Daily
 ☒ Weekly
 ☐ Monthly

10 minute(s)
 

08:00 - 08:10  
 09:00 - 09:10  
 10:00 - 10:10  
 11:00 - 11:10  
 12:00 - 12:10  
 13:00 - 13:10  
 14:00 - 14:10  
 15:00 - 15:10  
 16:00 - 16:10  
 17:00 - 17:10

Set a Recurrence:

Recurrence Pattern
 

☐ None
 ☐ Daily
 ☒ Weekly
 ☐ Monthly

Every  Weeks(s)
 

☐ Sunday
 ☒ Monday
 ☐ Tuesday
 ☒ Wednesday
 ☐ Thursday
 ☒ Friday
 ☐ Saturday

- None: The Media will show on this schedule only 1 time.
- Daily: Every day of the Week.
- Weekly: Select specific days of the Week.
- Monthly: Select specific days of the Month

Include or Exclude Dates:

Include Dates

Exclude Dates

- Include a date that doesn't fall in the normal set days.
- Exclude a date that is normally included.

Range of Recurrence:

Range of Recurrence

Start   :

☐ No End Date  
☒ End By   :

- The Media file will start immediately unless you set a start date and time into the future.
- Select "No End Date" to have it display until you come in and remove it from the schedule.
- Set a Specific Date and Time for it to last displays.

Step 3: Select Players

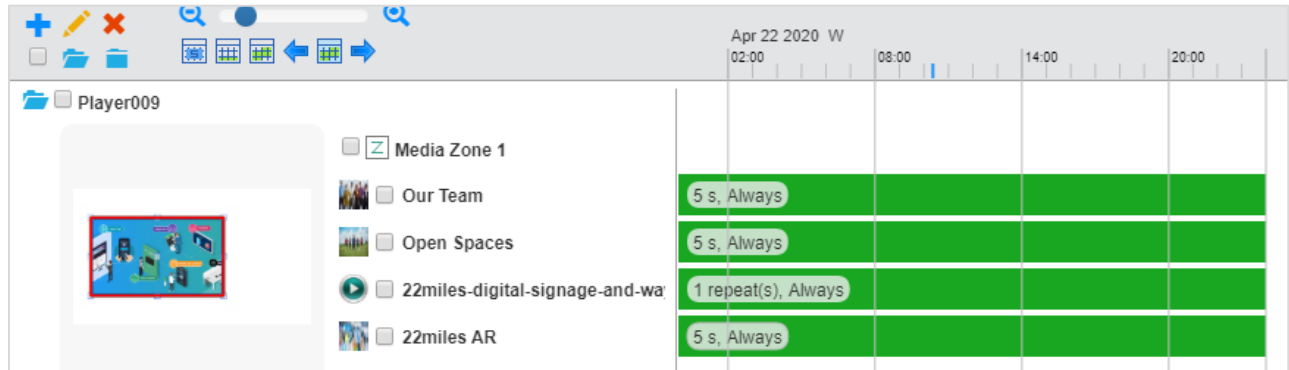
Close

Add

Step 3: Select Players

- ☐ Un-grouped Kiosks
- ☐ Digital Signage
- ☐ Wayfinding Kiosks
- ☒ Player009
- ☒ Media Zone 1

- Select 1 or Multiple Players and Media Zones.
- Select "Add".

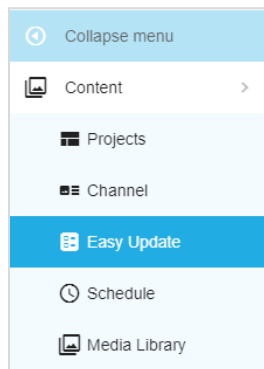






- Everything schedule to each Player will be shown with a view of the schedule.
- There is also the option to Edit and Delete select files.

## Content Tab

### Easy Update


Expand the Content Tab and select Easy Update.



Easy Update		Hello brooke
	Details	Actions
	[Data List] Directories 13 Approved: Approved	<a href="#">Edit</a>
	[Data List] Directories 2 Approved: Approved	<a href="#">Edit</a>
	[Slide Show] Album 1 Approved: Approved	<a href="#">Edit</a>
	[Slide Show] Main Zone Global Content Approved: Approved	<a href="#">Edit</a>

- Content Updates can be made to Playlists (Media Albums) and Datalist using iXML files as the source.
- Easy Updates are designated in Publisher Pro and show up highlighted in red.
- Select the Edit to the right of each.

## Datalists:



[Data List] Directories 13


Approved: Approved

Edit

- Datalist Updates will give you the option to Edit or Delete existing information and add new.

Data	+ Add
Name : H.R Department Number : 776	Edit Delete
Name : Procurement Number : 776	Edit Delete
Name : Customer Care Number : 125	Edit Delete

## Playlists:



[Slide Show] Main Zone Global Content

Approved: Approved

Edit

- Media Files are updated through the Playlist assigned.
- Edit or Delete Existing Media Files and Add New.


Easy Update

Hello brooke

Corporate Play List Main Area 16:9


+ Add Media + Add Message Preview Save

20171110-115532




Active: Always  
Duration: 0 sec  
Type: picture file

20180420-151100



Active: Always  
Duration: 0 sec  
Type: picture file

20180420-161730

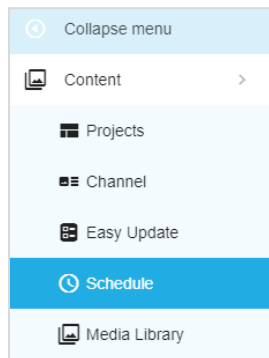


Active: Always  
Duration: 0 sec  
Type: picture file

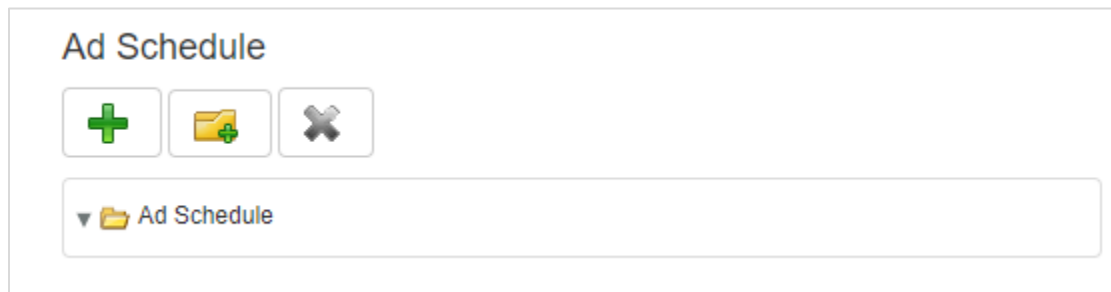
## Content Tab

### Schedule

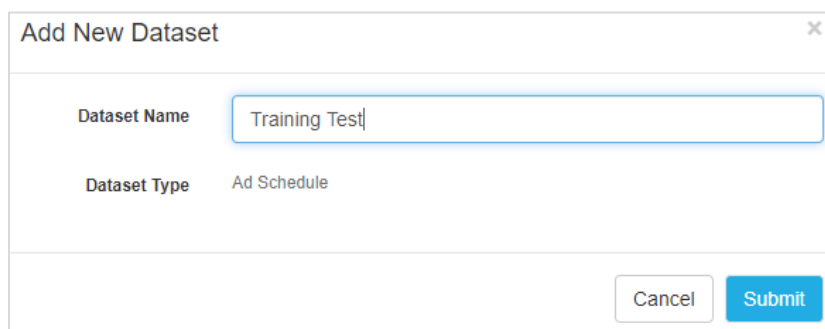
Expand the Content Tab and select Schedule.



Ad Schedule is a schedule for 1 or more AdSlide (Non-Touch) Projects.

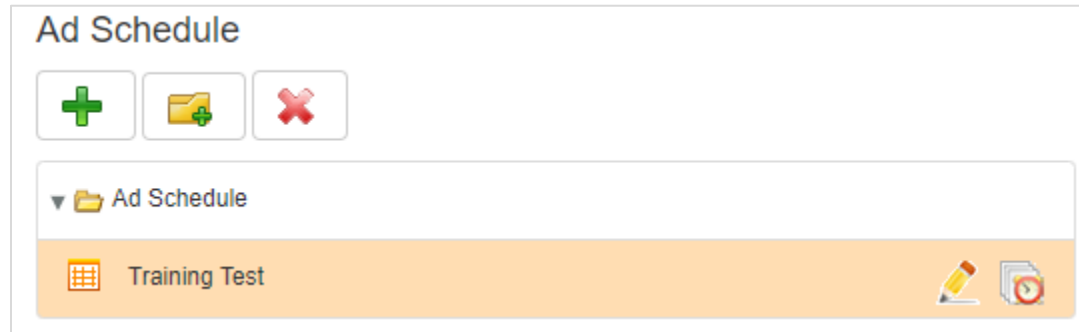


- Use the green Add Icon to add a new AdSchedule.


 A screenshot of a dialog box titled 'Add New Dataset'. It has a close button (X) in the top right corner. Inside the dialog, there are two fields: 'Dataset Name' with the text 'Training Test' and 'Dataset Type' with the value 'Ad Schedule'. At the bottom right, there are two buttons: 'Cancel' and 'Submit'.

- Type in a Dataset Name.
- Select "Submit".

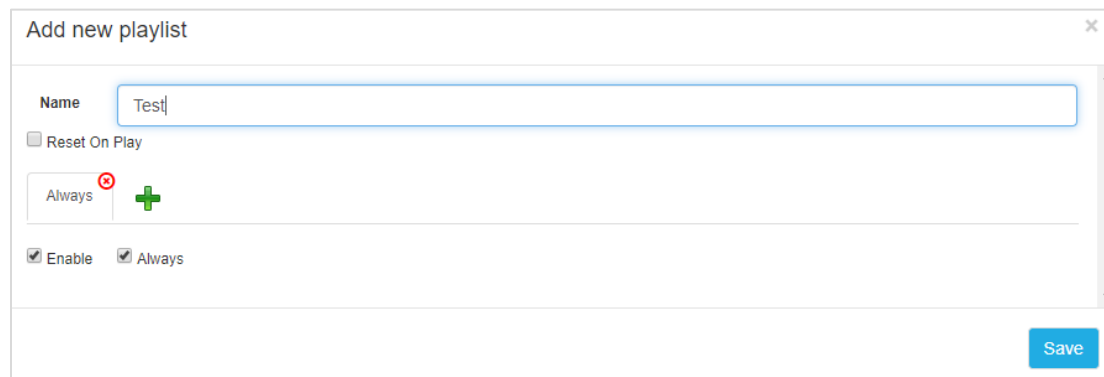




- Click on the Pencil Icon to the right of the New AdSchedule.

#### Add new playlist

- Select “Add New Playlist”



- Leave it on the default of “Always” or deselect to set a specific Schedule.

☒ Enable
 ☐ Always

Start Time 08 : 00
 End Time 18 : 00
 ☐ End by The Media File Duration

☒ Enable Repeat
 Repeat Every 60 Minute(s)
 + x

10 min

10 min

Start at 00 : 00
 End at 00 : 10

**Recurrence Pattern**

☐ None
 ☐ Daily
 ☒ Weekly
 ☐ Monthly

Every 1 Weeks(s)
 ☐ Sunday
 ☒ Monday
 ☐ Tuesday
 ☒ Wednesday
 ☐ Thursday
 ☒ Friday
 ☐ Saturday

**Include Dates**

2020-04-25

**Exclude Dates**

**Range of Recurrence**

Start 2020-04-22 00 : 00
 ☐ No End Date
 ☒ End By 2020-06-30 18 : 00

Set a Start and End Time:

Start Time 08 : 00
 End Time 18 : 00

- This will be the time frame each day that the Media will display.
- Uses Military Time.

Enable a Repeat:

☒ Enable Repeat

Repeat Every  Minute(s)
 + ×

10 min

10 min

Start at  :  End at  :

- Set a repeat interval. This will be a display time with the chosen interval. In this example every 60 Minutes.
- Select the blue Add Icon to add a green time bar. Slide it into the desired time within the 60 Minutes.
- Hover over the bar to see the breakdown of display times.

10 min

10 min

Start at  :

Recurrence Pattern  
☐ None  
☐ Daily  
☒ Weekly  
☐ Monthly

10 minute(s)  
 08:00 - 08:10  
 09:00 - 09:10  
 10:00 - 10:10  
 11:00 - 11:10  
 12:00 - 12:10  
 13:00 - 13:10  
 14:00 - 14:10  
 15:00 - 15:10  
 16:00 - 16:10  
 17:00 - 17:10

Set a Recurrence:

Recurrence Pattern  
☐ None  
☐ Daily  
☒ Weekly  
☐ Monthly

Every  Weeks(s)  
☐ Sunday ☒ Monday ☐ Tuesday ☒ Wednesday ☐ Thursday ☒ Friday ☐ Saturday

- None: The Media will show on this schedule only 1 time.
- Daily: Every day of the Week.
- Weekly: Select specific days of the Week.
- Monthly: Select specific days of the Month

Include or Exclude Dates:

**Include Dates**

**Exclude Dates**

- Include a date that doesn't fall in the normal set days.
- Exclude a date that is normally included.

Range of Recurrence:

**Range of Recurrence**

Start

:

☐ No End Date

☒ End By

:

- The Media file will start immediately unless you set a start date and time into the future.
- Select "No End Date" to have it display until you come in and remove it from the schedule.
- Set a Specific Date and Time for it to last displays.


Add new slide


- Select "Add New Slide".


▼ Slides


▼ In Progress


▼ Training



  
AECE Announcements



  
Corporate Communication Landscape



  
Corp Event Board



  
Directories 13



  
Directory Landscape 1


  
Easy Update Album



  
EU Directories 2


  
EU Directories1


  
Weather




  
World Time


- Select a Project or multiple ones.


Editing version 0 of 0 (live version 0) Training Test 



**Test** Schedule


Add new slide


AECF  



Fade 60(s) 

Coprorate\_Communication\_7  



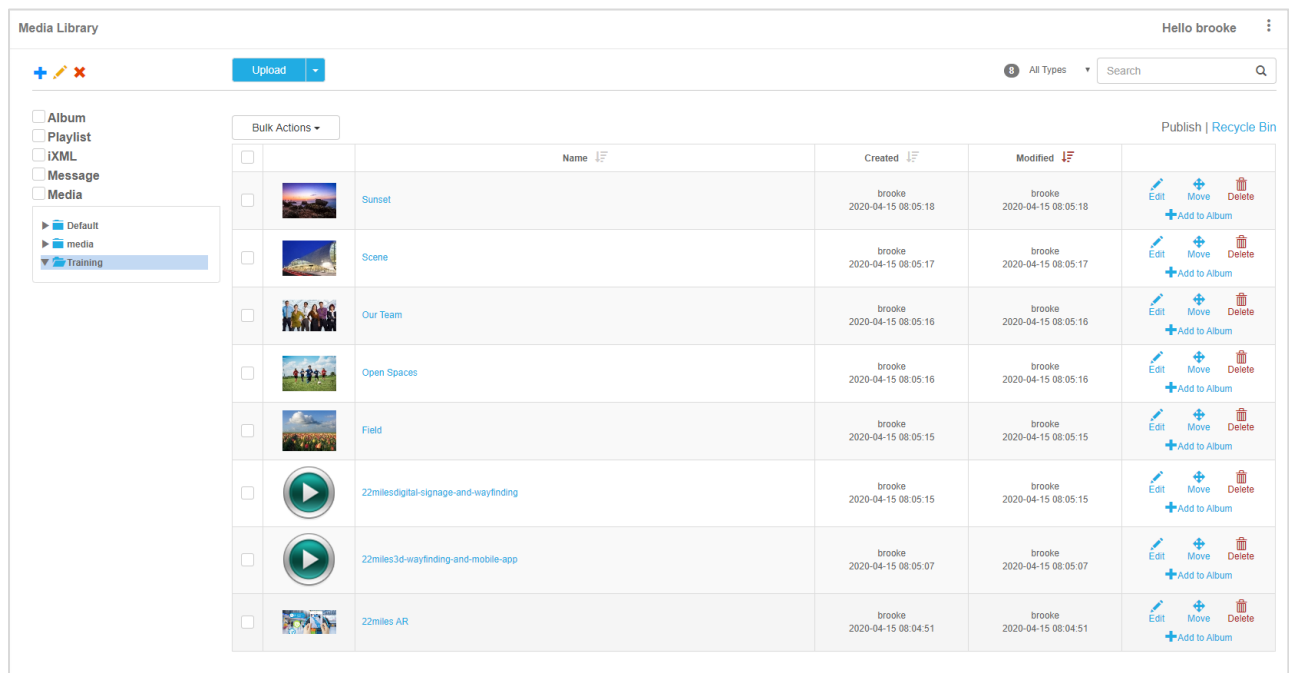
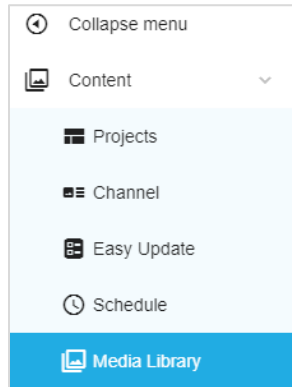
Fade 60(s) 

- The Projects will be added to the Playlist.
- You have the option to Edit or Delete each Project.
- The green arrows will adjust the order.

## Content

### Media Library

Expand the Content Tab and select Media Library.



- Create Folders to help organize Media Files.

+

✎

✖

☐ Album
 ☐ Playlist
 ☐ iXML
 ☐ Message
 ☐ Media

▼

Default

▶

media









▶

Training

- Add, Edit, and Delete Folders.



- Browse out to Upload files into selected folder.

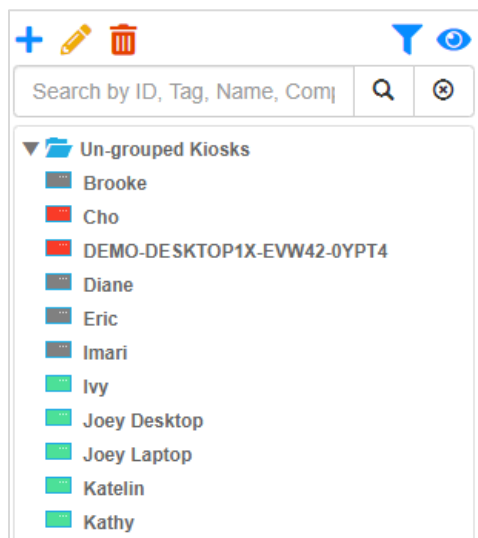
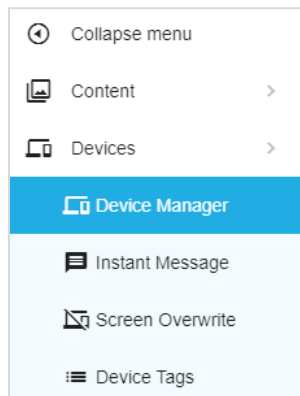
<input type="checkbox"/>		Name	Created	Modified	
<input type="checkbox"/>		Sunset	brooke 2020-04-15 08:05:18	brooke 2020-04-15 08:05:18	<div> <div>✎</div> <div>✎</div> <div>✎</div> </div> <div> <div>✎</div> <div>✎</div> <div>✎</div> </div> <div> <div>✎</div> <div>✎</div> <div>✎</div> </div>
<input type="checkbox"/>		Scene	brooke 2020-04-15 08:05:17	brooke 2020-04-15 08:05:17	<div> <div>✎</div> <div>✎</div> <div>✎</div> </div> <div> <div>✎</div> <div>✎</div> <div>✎</div> </div> <div> <div>✎</div> <div>✎</div> <div>✎</div> </div>
<input type="checkbox"/>		Our Team	brooke 2020-04-15 08:05:16	brooke 2020-04-15 08:05:16	<div> <div>✎</div> <div>✎</div> <div>✎</div> </div> <div> <div>✎</div> <div>✎</div> <div>✎</div> </div> <div> <div>✎</div> <div>✎</div> <div>✎</div> </div>
<input type="checkbox"/>		Open Spaces	brooke 2020-04-15 08:05:16	brooke 2020-04-15 08:05:16	<div> <div>✎</div> <div>✎</div> <div>✎</div> </div> <div> <div>✎</div> <div>✎</div> <div>✎</div> </div> <div> <div>✎</div> <div>✎</div> <div>✎</div> </div>
<input type="checkbox"/>		Field	brooke 2020-04-15 08:05:15	brooke 2020-04-15 08:05:15	<div> <div>✎</div> <div>✎</div> <div>✎</div> </div> <div> <div>✎</div> <div>✎</div> <div>✎</div> </div> <div> <div>✎</div> <div>✎</div> <div>✎</div> </div>
<input type="checkbox"/>		22milesdigital-signage-and-wayfinding	brooke 2020-04-15 08:05:15	brooke 2020-04-15 08:05:15	<div> <div>✎</div> <div>✎</div> <div>✎</div> </div> <div> <div>✎</div> <div>✎</div> <div>✎</div> </div> <div> <div>✎</div> <div>✎</div> <div>✎</div> </div>
<input type="checkbox"/>		22miles3d-wayfinding-and-mobile-app	brooke 2020-04-15 08:05:07	brooke 2020-04-15 08:05:07	<div> <div>✎</div> <div>✎</div> <div>✎</div> </div> <div> <div>✎</div> <div>✎</div> <div>✎</div> </div> <div> <div>✎</div> <div>✎</div> <div>✎</div> </div>
<input type="checkbox"/>		22miles AR	brooke 2020-04-15 08:04:51	brooke 2020-04-15 08:04:51	<div> <div>✎</div> <div>✎</div> <div>✎</div> </div> <div> <div>✎</div> <div>✎</div> <div>✎</div> </div> <div> <div>✎</div> <div>✎</div> <div>✎</div> </div>

- Edit files.
- Move files into a different folder.
- Delete Files.
- Add to an existing Media Album.

## Devices

### Device Manager

Expand the Devices tab and select Device Manager.



- See a list of all Players along with a status:



Healthy Player



Player Offline



Player not in tracking



- Create, Edit or Delete Player Groups.



## Filter Players



Filter

Online

Offline



Column

Player ID

✓ Player Name

Player Tag

Computer Name

IP

Hardware ID

Short Code

Select a Player to see Player Info, Player Content, and Player Remote Information.

## Player Info:

Player Info 🔍 📊 🟢 Last ping: 44 seconds ago.

Player ID:

Player Name: TMANN [🔗](#)

Player Tag: DEMO-DESKTOP1X-3X1L8-51SQB

Player Type: Desktop1X

Hardware ID: EBD0B69C-FFFFAD5A

Short Code: INYN5J7WQ6

Computer Name: TMANN

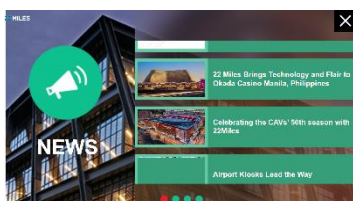
IP:

Notes: [🔗](#)

- See all available details with Player Information.

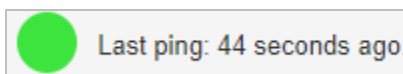
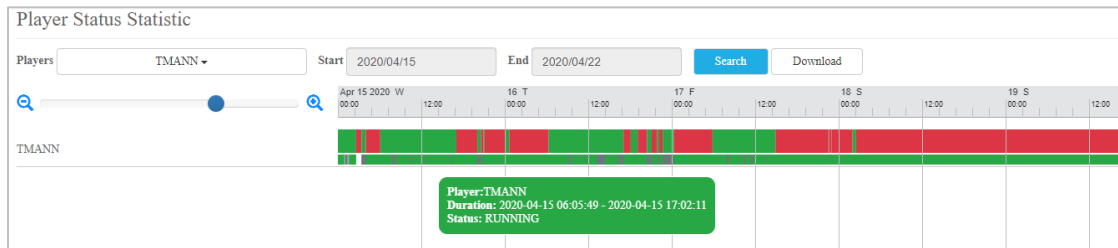


- Preview Player in Full Screen.













- View a breakdown of when Player was Online/Offline.



- See the Status Color for the Player and when it was last pinged.

## Player Content:

Player Content			
Module Name	Dataset Name	Current Data	
Player Settings	Desktop(0)	Desktop(0)	 
AdSign	Local Content(3)	Local Content(3)	  
Layout	Desktop Widget(4)	Desktop Widget(4)	  

## Player Settings:



- Select the green Link Icon to link a Dataset to the Player.

Link Dataset

- ☐ brightsign(0)
- ☐ Changesize(0)
- ☐ Desktop(0)

Cancel Submit



- Delete a Linked Dataset.

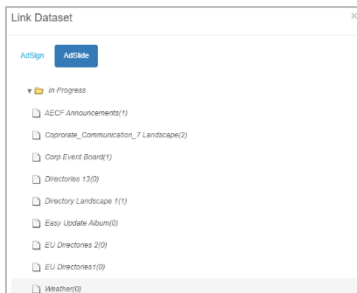
## AdSign (Non-Touch)



- Edit a Link Project. This will take you to the Pro Edit Screen.



- Select the green Link Icon to link an AdSlide (Non-Touch) Project.



- Delete a Linked Project.

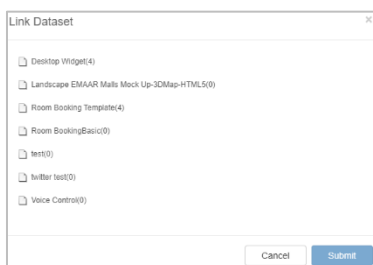
## Layout (Touch)



- Edit a Link Project. This will take you to the Pro Edit Screen.



- Select the green Link Icon to link an AdSlide (Non-Touch) Project.






- Delete a Linked Project.

## Player Remote Information

Player Remote Information



Windows 10 Home



CPU Usage: 13%



Memory: 69% of 8GB

C:\ Drive: 175GB / 212GB

Software Version: 6.0.413 04/13/2020

Last Updated: 4/13/2020, 3:36:04 PM

  Last Updated: 4/23/2020, 10:13:05 AM

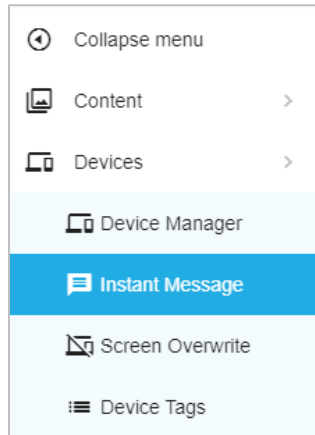
 

- Capture a Remote Screen Capture.
- View System Information.

## Devices

### Instant Message

Expand the Devices tab and select Instant Message.

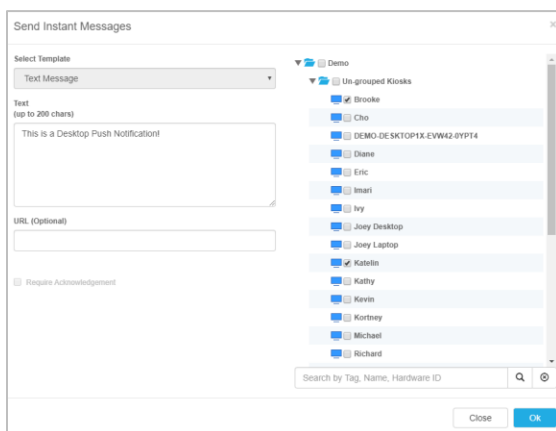


Instant Message				
Messages				
#	Message	User	Time	Actions
1	This is a Desktop Push Notification!	brooke	2020-02-27 10:01:23	<a href="#">Details</a> <a href="#">Edit</a> <a href="#">Revoke</a> <a href="#">Delete</a>

- Send Instant Messages to Desktops.

### Add New

- Select “Add New” to create a message.



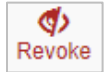
- Type in your Message.
- Add an Optional URL.
- Select the Desktop Devices from the list and “Ok”.



- See a List of Players that received each message



- Edit Message.



- Revoke a Message. It will remain visible in the list but have a strikethrough.

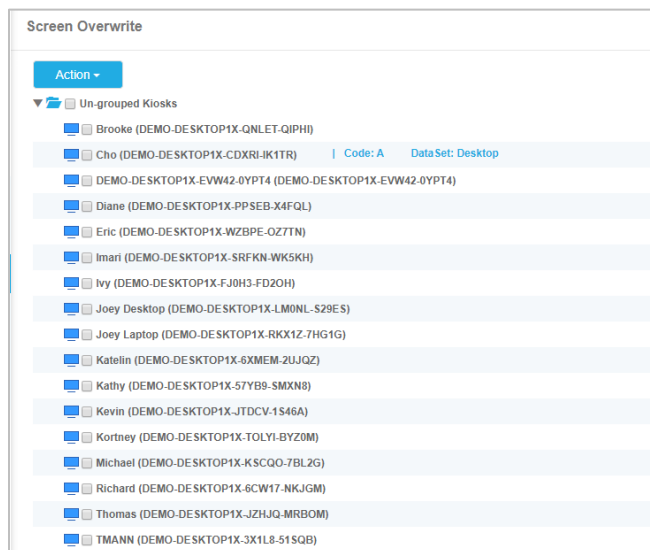
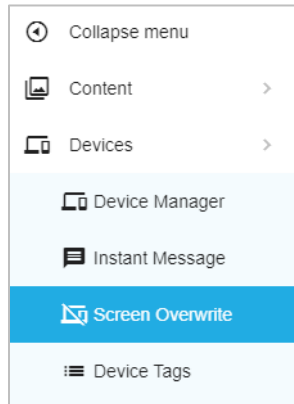


- Delete the Message from the list.

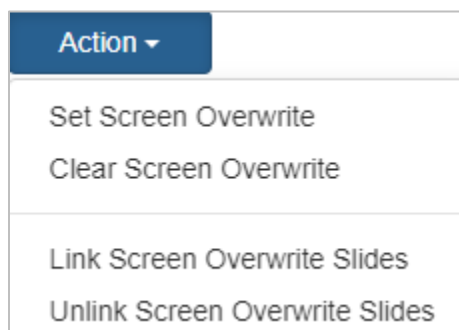
## Devices

### Screen Overwrite

Expand the Devices tab and select Screen Overwrite.



- Select 1 or Multiple Devices then use the “Action” option.



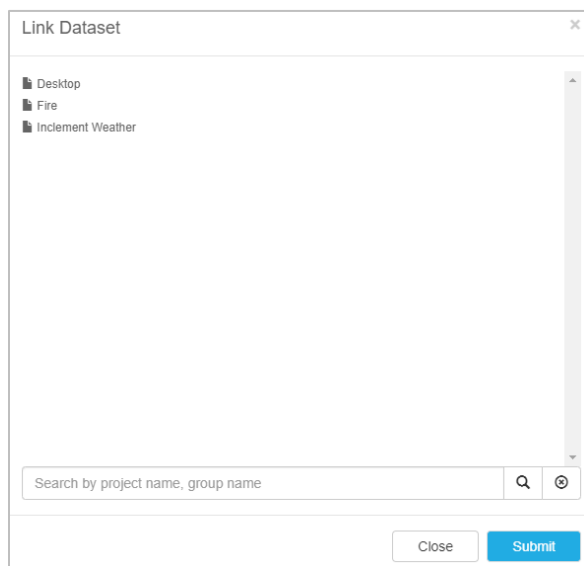
Set/Clear Screen Overwrite:



A dialog box titled "Set Screen Overwrite Code" with a close button (X) in the top right corner. It contains two input fields: "Code" (a single-line text box) and "Note" (a multi-line text area). At the bottom right, there are two buttons: "Close" and "Ok".

- Type in any Codes created for Emergencies.

Link/Unlink Screen Overwrite Slides:



A dialog box titled "Link Dataset" with a close button (X) in the top right corner. It features a list of datasets: "Desktop", "Fire", and "Inclement Weather". At the bottom, there is a search bar with the placeholder text "Search by project name, group name", a magnifying glass icon, and a refresh icon. Below the search bar are two buttons: "Close" and "Submit".

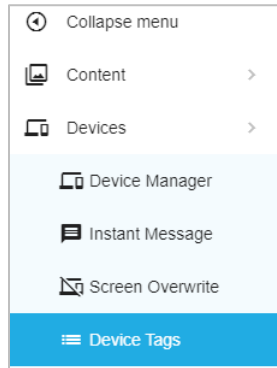
- Choose from a list of Pre-determined Emergency Datasets.



## Devices

### Device Tags

Expand the Devices tab and select Screen Overwrite.



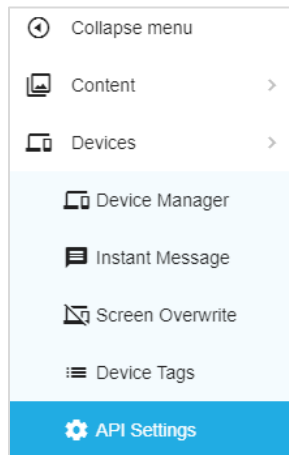
ID	Company	Kiosk Name	Type	KioskTag	Request-Code	Short Code	Created	
1	Demo	DESKTOP-MV7Q3OK	Desktop1X	DEMO-DESKTOP1X-OF4A6-FHG35	A791C594-FFFFD49E	dddddd	2019-08-01	<a href="#">Delete</a>
9	Demo	Player009	WayTouch	DEMO-WAYTOUCH-I6UHZ-FV4V9		EZ9N75L5T7	2020-01-22	<a href="#">Delete</a>
10	Demo	Player010	WayTouch	DEMO-WAYTOUCH-59EYR-WA1KT	BSL8J7CU000363	W76WZDQIGY	2020-01-22	<a href="#">Delete</a>
171	Demo	TMANN	Desktop1X	DEMO-DESKTOP1X-3X1L8-51SQB	EBD0869C-FFFFAD5A	INYN5J7WQ6	2020-04-08	<a href="#">Delete</a>
172	Demo	Cho	Desktop1X	DEMO-DESKTOP1X-CDXRI-IK1TR	164BF54-FFFFDE2D	UWEKOU2WDR	2020-04-08	<a href="#">Delete</a>
173	Demo	Thomas	Desktop1X	DEMO-DESKTOP1X-JZHJQ-MRBOM		V56QPASO44	2020-04-08	<a href="#">Delete</a>

- See a list of Active Kiosk Tags and the option to Delete if no longer in use.

## Devices

### API Settings

Expand the Devices tab and select API Settings.



**API Settings**

**Office 365 Authentication Token**  
☒ To grant full access rights (view, edit, delete, etc.)  
☐ To grant read-only access rights  

Demo-bsENYpZc

Get TokenVerify API

**Google Calendar Authentication Token**  
☒ To grant full access rights (view, edit, delete, etc.)  
☐ To grant read-only access rights  

Demo-fwyO0frz

Get TokenVerify API

**Twitter Authentication Token**  

Demo-ZZMgoV9K

Get TokenVerify API

**Facebook Authentication Token**  

Demo-0eV9m3eR

Get TokenVerify API

**Instagram Authentication Token**  

Demo-PHIFE2cX

Get TokenVerify API

**System Alert Email**  

zhang.wei@cn.22miles.com

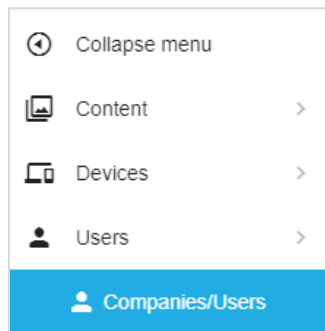
Save

- Verify API and retrieve Tokens by logging into Calendar and Social Media Accounts.
- Grant full or limited Access to Calendars.

## Users

### Companies/Users

Expand the Devices tab and Companies/Users.



Companies/Users

Hello brooke

Demo

Username	User Type	Email	Phone Number	Note	Status	Actions
Andy	Administrator	andy.young@22miles.com				<div><div>Block</div><div>Trash</div><div>Email</div><div>Password</div><div>Reset Link</div></div>
andy@TCMS	Administrator					<div><div>Block</div><div>Trash</div><div>Email</div><div>Password</div><div>Reset Link</div></div>
brooke	Administrator	brooke.graves@22miles.com				<div><div>Block</div><div>Trash</div><div>Email</div><div>Password</div><div>Reset Link</div></div>
cho	Administrator	cho.zhang@22miles.com				<div><div>Block</div><div>Trash</div><div>Email</div><div>Password</div><div>Reset Link</div></div>

- See a list of Existing User and the option to Block user, Delete Account, and email a Password Reset Link.

## User Types:

### Administrator

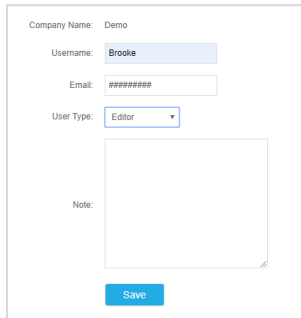
- Has access and use of all Menu Tabs.
- Creates and Manages User accounts.
- Has full access to create new Projects and Install Templates from the Template Center.
- Has Quick and Pro Edit on all Templates.

### Editor

- Has access to all Menu Tabs, except for the Users Tab and will not manage User accounts.
- Has full access to create new Projects and Install Templates from the Template Center.
- Has Quick and Pro Edit on all Templates.

## Invite User

- Inviting a User enables you to add their account and they will receive email notification to set their own Password.
- Type in their Name, Email and designate a User Type.



The screenshot shows a web form for inviting a user. It includes the following fields and controls:

- Company Name:** A text field with the value "Demo".
- Username:** A text field with the value "Brooke".
- Email:** A text field with the value "#####".
- User Type:** A dropdown menu with "Editor" selected.
- Note:** A large text area for additional notes.
- Save:** A blue button at the bottom right of the form.

## Add User

- The Only difference when Adding a User is that the Administrator will set the Password for them.

## Add New Access Code

- Type in a new Access Code provided by 22Miles.

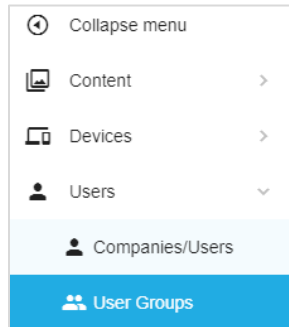
## Software Upgrade

- Check available Updates and Update History.

## Users

### User Groups

Expand the Devices tab and Companies/Users.



### Add A User Group

- Create User Groups.

User Group Management

Group Name:	<input type="text" value="Test Group"/>
Status:	<input checked="" type="radio"/> Unblock <input type="radio"/> Block
Notes:	<div></div>
<input type="button" value="Save"/>	

- Type in Group Name
- Unblock/Block User Group and add in any additional notes.

**Demo**

Configure default content access privileges of Editors/Contributors. Please use deny with caution – all new editors/contributors will NOT be able to access content unless assigned to a user group.

**Media**  
**Dataset**  
**Channel**  
**Player**

Group Name	Notes	Actions
Test Group		<input type="button" value="Block"/> <input type="button" value="Delete"/>

- Set default access for Administrators/Editors for Media, Dataset, Channel and Player Privileges. (Use with Caution – All new Users will not have access unless assigned to a group).

Click on the New User Groups to see assign Users and Privileges.

Users	Group Info	Media Management	Dataset Management	Channel Privileges	Player Privileges
User Group: Test Group					
<input type="checkbox"/>	Username	Email			
<input type="checkbox"/>	xttviewer	viewer@viewer.com			
<input type="checkbox"/>	xttcon	contributor@contributor.com			
<input type="checkbox"/>	zweicon	zweicon@22mile.com			
<input type="checkbox"/>	22miles@tcms				
<input type="checkbox"/>	brooke@TCMS				
<input type="checkbox"/>	Ivy	ivy.yu@mail.22miles.com			
<input type="checkbox"/>	richard	richard@mail.22miles.com			

- Select Users to add to the Group and “Save’.

Users	Group Info	Media Management	Dataset Management	Channel Privileges	Player Privileges
User Group: Test Group					
Group Name:		Test Group			
Status:		<input checked="" type="radio"/> Unblock <input type="radio"/> Block			
Notes:					
					Save

- Make changes to Group Info.

Users	Group Info	Media Management	Dataset Management	Channel Privileges	Player Privileges
User Group: Test Group					
Folder		Can access select media files			
+ Default		<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>			
+ media		<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>			
+ Training		<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>			
					Save

- Let Users have access to all Media folders or select specific folders and the level of access.

Users | Group Info | Media Management | Dataset Management | Channel Privileges | Player Privileges

User Group: Test Group

Dataset Folder Can update select datasets

Player Settings Can update select datasets

Emergency Template Can update select datasets

AdSlide Can update select datasets

-In Progress Can update select datasets

-Training Can update select datasets

Layout Can update select datasets

Map Can update select datasets

Ad Sign Can update select datasets

MixTile Can update select datasets

[Save](#)

- Let Users have access to all Project folders or select specific folders and the level of access.

Users | Group Info | Media Management | Dataset Management | Channel Privileges | Player Privileges

User Group: Test Group

Players Can update select players

Search Q

Players

Un-grouped Kiosks	<span>Can update select players</span>
Brooke	<span>Can update select players</span>
Cho	<span>Can update select players</span>
DEMO-DESKTOP1X-EVW42-0YPT4	<span>Can update select players</span>
Diane	<span>Can update select players</span>
Eric	<span>Can update select players</span>
Imari	<span>Can update select players</span>
Ivy	<span>Can update select players</span>

- Select Players for Users to have access to when using the Channel feature.

Users | Group Info | Media Management | Dataset Management | Channel Privileges | Player Privileges

User Group: Test Group

Players Can view select players

Search Q

Players

Un-grouped Kiosks	<span>Can view select players</span>
Brooke	<span>Can view select players</span>
Cho	<span>Can view select players</span>
DEMO-DESKTOP1X-EVW42-0YPT4	<span>Can view select players</span>
Diane	<span>Can view select players</span>
Eric	<span>Can view select players</span>
Imari	<span>Can view select players</span>
Ivy	<span>Can view select players</span>

- Select Players that Users will see and have access to push content to.