

A-LIST Broadcast Automation
USER GUIDE Version 5.0 (2014)

A-LISTTM
BROADCAST AUTOMATION



Contents

A-LIST Overview.....	5
Signal Flow Diagram	6
User Interface.....	6
File Browser.....	7
File Browser: Text/Icon view.....	7
File Browser: Browse button	7
File Browser: Find: full text search entry.....	7
File Browser: Media sub-folders.....	7
When the CLIPs button is clicked.....	7
When the PICs button is clicked	8
(5c) File Browser: File information	8
PREVIEW Window	8
Preview Window: Motion controls.....	8
Preview Window: File lock status indicator.....	8
PLAYLIST Window	9
Playlist: Header information.....	9
Playlist: Automation Auto-Run/Auto-Load/Resume In Progress	9
Playlist: Drag-and-Drop Icon Palette.....	9
Playlist: Drag-and-Drop PLAYLIST ITEMS.....	9
Playlist: GRAPHICS.....	10
Playlist: TRIGGERS	10
Playlist: SNAP TO	10
Playlist: As-Run logs.....	10
Playlist: File Menu	11
Playlist: Edit Menu.....	11
Playlist: Help Menu.....	12
PROGRAM Window	12
Program Window design	12
Program Window: Audio Monitoring.....	12
Program Window: Bug On/Off (manual)	12
Program Window: Bug selection	12
Program Window: Crawl 1 On/Off (manual)	13
Program Window: Edit Main Crawl... ..	13
Program Window: Crawl 2 On/Off (manual)	13
Program Window: Displaying two crawls simultaneously.....	13
Program Window: EAS Crawl.....	13
Program Window: File Player controls (manual).....	14
Automation Clock.....	14
Audio Level Monitoring and Control	14
Routing Switcher Virtual Control Panel	14
DSK Window.....	15
Settings Panel	15
A-LIST tab.....	15
Audio tab.....	15
Encode tab.....	15
Playlist Creation and Management	18
Managing Daily Playlists	18
Using TemplatesTime of Day (TOD) scheduling templates:.....	18
Creating Your Schedule: The Basics	19
AUTO-BUG: Turning it On and Off	19

AUTO-LOOP: Automatically fill unscheduled time.....	19
AUTO-LOOP: Example of function in playlist	20
Adding Events.....	21
(16a) Adding scheduled Events (Event headers) to the playlist.....	21
Event Types.....	22
OPERATIONS SCENARIOS using JIP and DLY.....	23
Change Event Properties	24
Managing Content in a Playlist Event	25
Dragging Clips into Events	25
Dragging Graphics into Events.....	25
Inserting sub-playlists into Events	25
Inserting MEDIA files into Events	25
Adding Folders to playlist Events.....	26
Folder Types:	26
Normal Folders	26
ROS Folders	26
Slideshow Folders.....	26
Creating an Audio/Graphics SlideShow	27
Setting the picture order in a SlideShow	27
Adding graphics and SlideShow folders to a playlist	27
Folder Playback Order:	28
Edit Folder Properties:.....	28
AUTO-FILL Folders	29
START and END dates for Files and Folders	30
Managing Short and Long Events	31
Event Short.....	31
Event Long.....	31
Filling Unscheduled Time	31
Tips for Playlists.....	31
Flow Show through Multiple Events.....	32
Color codes in Playlists	33
Scheduling LIVE Input Segments (pass-through).....	34
Dragging an INPUT (live) item into a playlist	34
Specifying FIXED or FLEX input segment durations	34
Example: Build a half-hour newscast.....	35
Step 1: Create the Event.....	35
Step 2: Populate with Input Segments	35
Optional: Show Item Times (“Hit Times”)	36
Optional: Changing Trigger Types.....	36
Bugs, Crawls and Snipes	37
Selecting and Displaying a BUG (graphic) when Automation is ON	37
Using AUTO-BUG during Automation.....	37
Setup and display a CRAWL during Automation.....	37
Configure CRAWL Parameters	39
Customizing Your Crawls	39
Selecting and Displaying a Snipe (animated overlay) when Automation is ON.....	40
Scheduling a BUG (branding graphic or logo).....	41
The Add BUG window	41
Choosing a Bug file	41
Setting the Bug ON and OFF times	42
Extend the Bug over multiple items	42

Editing existing Bug Properties	42
Creating multiple Bugs	42
Scheduling a CRAWL.....	43
Instant Display	43
Scheduled Display	43
The Add CRAWL window	43
Auto-Update Crawl from Text file	44
EXTEND the Crawl over multiple playlist items	44
Setting the Crawl ON and OFF times	44
Editing existing Crawl Properties	45
Adding a Crawl separator image (Message Logo).....	45
Scheduling a Snipe (animated overlay)	46
Creating and adding TEXT.....	47
Configure TEXT parameters.....	48
Advanced Mode	48
Enabling UP NEXT information display	49
Displaying the Time and Date.....	50
Scheduling BREAK Triggers	51
Scheduling a MANUAL trigger	51
Scheduling a DTMF trigger	51
Scheduling a GPI (Input) trigger	51
Scheduling a GPO (Output) trigger.....	52
Scheduling Multiple Instructions per File	53
Create Playlists for Insertion into a Daily Playlist.....	54
Configure a Routing Switcher	55
Naming Inputs and Outputs	55
Using the Virtual Routing Switcher Panel.....	56
Locking a Router Output	56
Multi-Channel Operation and Monitoring.....	57
Recording in A-LIST	58
Record Scheduled Events	58
Manual Recording without Scheduling.....	59
AUTO-RECORD EVENTS: Output or Input Segments Only	59
Zone Bulletin Board Mode (MultiZone).....	61
Use Zone Display for a new or existing Event.....	61
Setting the AUTO-LOOP folder for Zone Display.....	61
Playing audio during a Zone Display Event	62
Setting up your Zone presentation	62
Zone layout options.....	63
Duration and playback order of individual graphics in Zones.....	63
Displaying NOAA weather information in a Zone	63
Creating Zone graphics with PowerPoint.....	64
Using Save As to create content folders for Zones	64
Using A-LIST Prep SOLO for Playlist Creation & Editing	65
Adding Segments to a Playlist (with A-LIST and A-LIST Prep)	66
Using the SegmentR™ File Segmenting Utility	67
Traffic & Billing (Third Party Software)	71
Importing Traffic Logs.....	71
Creating & Using an Electronic Program Guide	72



A-LIST BROADCAST Automation System USER GUIDE Version 5 (2014)

Features and functions are being added continually, and this Guide will be updated frequently.
As a result, the content herein may not reflect the current feature set and behavior of the application.

A-LIST Overview

A playlist is a simple, useful mechanism that lets you specify WHAT you want to happen ... and WHEN it happens. Once a playlist is created, automation takes over, following the 'rules' you've defined in the playlist.

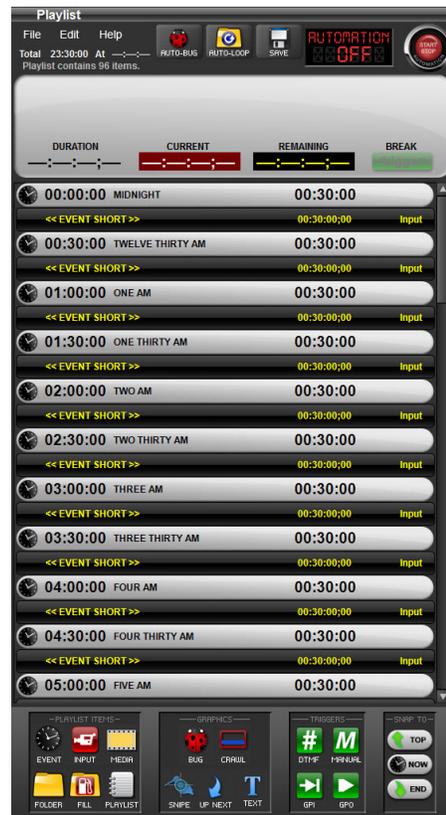
In general, A-LIST Playlist Automation utilizes (1) **drag-and-drop** and (2) **cut, copy and paste** to build your playlists.

Your presentation can be as simple as repeating the contents of one or more folders ... or as complex as scheduling Events with playback accuracy down to the second.

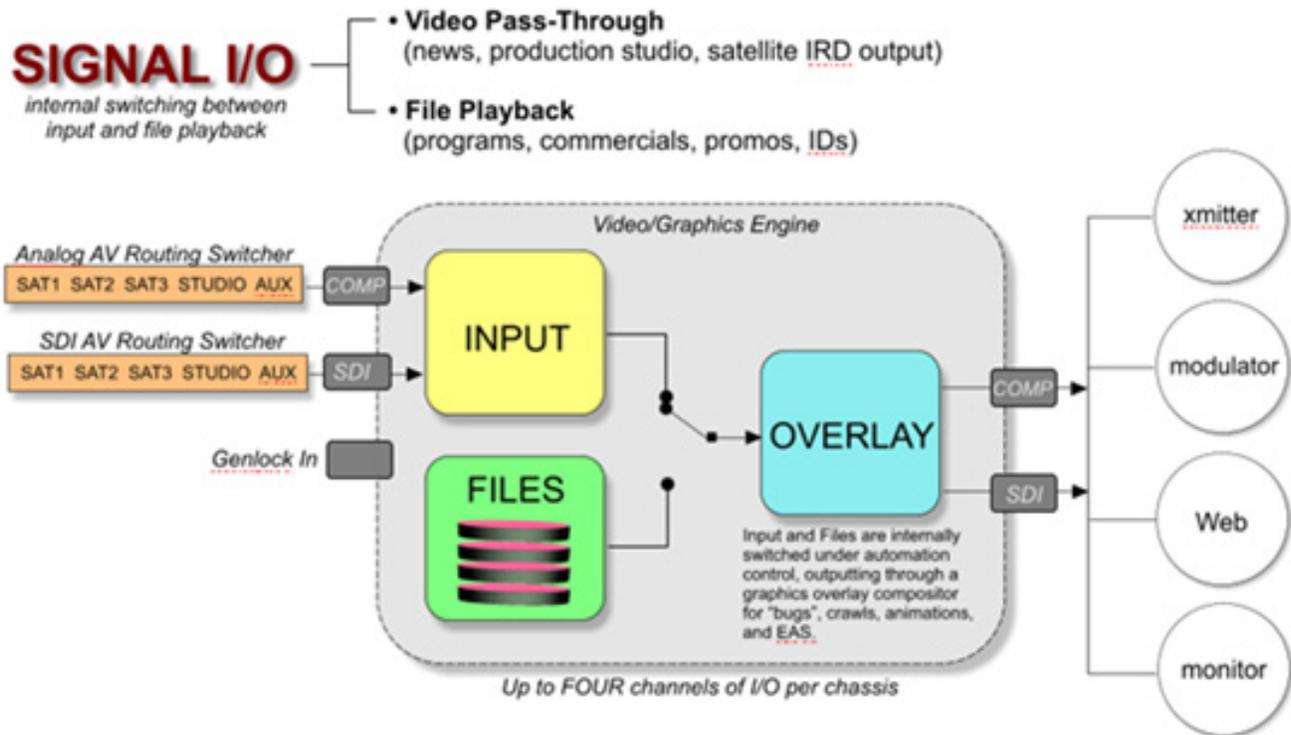
A-LIST supports a mix of both, letting you manage and produce the content presentation that best fits your information display requirements and visual style.

The ability to display clip and graphic content in Zones on the screen makes A-LIST a media hybrid, combining a sophisticated scheduling system with "bulletin board style" playback that's ideal for PEG channels and many digital sub-channel presentations.

A-LIST Prep lets you create and/or edit a playlist at any time, except for the one that's currently running. You can make changes on the current list up to about 15 seconds before the next item or Event is scheduled to occur.



Signal Flow Diagram



The A-LIST I/O SD and HD engines support video pass-through, which lets you switch internally between an external source and files stored on the hard drive(s) for scheduled playback. Output can be delivered to several media portals.

User Interface



The User Interface consists of the following:

- (1) File Browser
- (2) PREVIEW Window
- (3) Playlist
- (4) PROGRAM Window
- (5) Automation Clock
- (6) Audio Level Monitoring and Control
- (7) Routing Switcher Virtual Control Panel
- (8) DSK Window
- (9) System Info Panel

The sections on the following pages explain the features and functions of each.

File Browser

The A-LIST File Browser works very much like Explorer or any other file browser you're accustomed to working with. However, there is a specific folder structure included as the default, with a Media folder at the root of the D: drive.

Inside that folder are four sub-folders with general classifications as follows: ALL (Default view), CLIPs, PICs, and CGs. This is generally a good and useful starting point for helping you organize your media library.

File Browser: Text/Icon view

By clicking the Text or Icon view buttons, the files will be displayed according to your preference.

File Browser: Browse button

When you click the Browse button, a *Browse for Folder* window will open to assist in locating files. You can use the UP button to move vertically upwards through hierarchical folders as you browse.

File Browser: Find: full text search entry

The A-LIST File Browser supports a fast, full-text search engine that let's you quickly locate files with matching search criteria as you enter each new letter. The backspace key will delete a character and widen the search again. Delete the text to eliminate filtering the displayed files.

NOTE: The search is confined to the folder contents currently displayed in the window, and NOT the entire drive.w

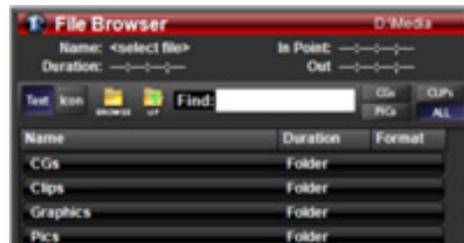
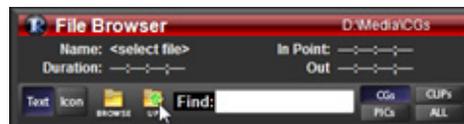
File Browser: Media sub-folders

When the ALL button is clicked, you'll see whatever folders are currently at the root of the D:\Media folder. Although there are default folders present when the system is configured, you can add as many sub-folders as you wish to the D:\Media folder at any time.

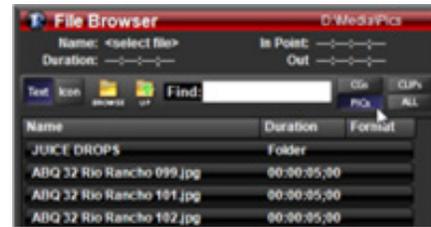
When the CLIPs button is clicked you'll see the contents of the CLIPS folder at the root of the D:\Media folder. As shown in this example, you can organize as many sub-folders as you wish to provide quick and logical access to your clip content.

This is where you'll store your motion clips in **MPEG-2, DV, MOV** or **H.264** format

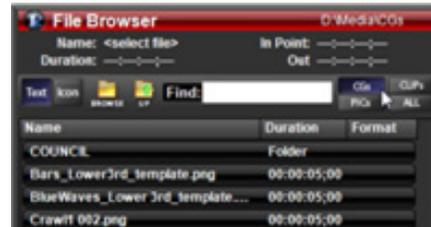
NOTE: For maximum system stability the minimum duration of a clip scheduled for playback should be three seconds (:03).



When the **PICs** button is clicked you see the contents of the PICs folder (D:\Media\PICs). A-LIST supports graphic files (**BMP • JPG • TIF**) as valid playlist items with Default durations of five seconds (:05), with the ability to change DISPLAY duration on a file-by-file basis.

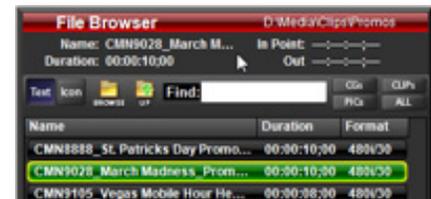


(5b) When the **CGs** button is clicked you see the contents of the CGs folder at the root of the D:\Media folder. This is typically where you'll store graphic files with alpha level transparency (PNG) to use for 'lower-thirds', branding 'bugs' and any other files where the background video will be visible behind the overlay graphic.



(5c) File Browser: File information

When a single file is selected in the File Browser, it will be highlighted in GREEN, and any associated file metadata will be displayed at the top of the Browser window. Metadata includes the File Name, Duration, File Format, and any embedded 'segment' information (In/Out Point).



PREVIEW Window

Preview Window: Motion controls

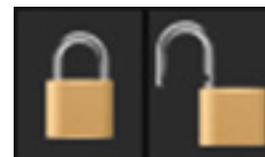
This window is used to preview **motion clips** and **non-transparent graphic files** in the File Browser, as well as in the Playlist. When a clip or graphic is selected, it turns GREEN in the Browser/Playlist, and is loaded into this window. Use the motion controls to **Play**, **Fast Forward**, **Fast Rewind**, **Go To File Beginning** and **Go To File End**. The shuttle tab to 'scrub' the video forward and backward is disabled when automation is ON. Both the LOCATION and DURATION of the loaded file are displayed.



NOTE: CG files (PNG with transparency) are NOT previewed in this window, but rather in the DSK (Down Stream Keyer) display in the User Interface.

Preview Window: File lock status indicator

Since this window is associated with playlist file cueing, it is unavailable for user interaction several seconds prior to the playback of the next file in the playlist. During that period of time, the graphic padlock will show 'closed'. When it is open as shown here, files can be previewed at any time.



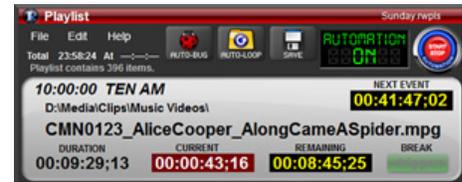
NOTE: When Automation is ON and a clip is playing, use of the shuttle function is prohibited.

PLAYLIST Window

Playlist: Header information

The header on any playlist tells you everything you need to know at a glance:

- The number of items in the list
- The currently playing file name
- The file path (location) of the playing file
- The duration, current time code and time remaining of the playing file
- Time until the Next Event
- AUTO-LOOP on/off status
- AUTOMATION ON/OFF status



Click the **START STOP** button to turn **AUTOMATION ON** and **OFF**.

Playlist: Automation Auto-Run/Auto-Load/Resume In Progress

The system Default is to automatically open and run A-LIST when the system is started up. The Auto-Load function locates the appropriate playlist (DAY or DATE) and jumps to the exact point where the system should be automating relative to the system clock. This feature is called Resume In Progress, so if Automation is turned off for any reason and then turned on again, "RIP" will start playing at precisely the appropriate time. If Resume In Progress is NOT the configured start-up mode, the application will open, load the appropriate list, but wait for operator instructions.

Playlist: Drag-and-Drop Icon Palette

These icons represent the methods used to define virtually all the elements you drag-and-drop to create the playlist schedule.



Playlist: Drag-and-Drop PLAYLIST ITEMS

EVENT: Drag the clock icon into the list and drop it where you want a new time Event to be. A window will open where you specify the TIME and NAME of the Event.

INPUT: Drag the INPUT icon to the place in the list where you want to insert a 'live' signal. At that point the input to the A-LIST I/O card will pass through (closed captioning included if present). You can add branding graphics or other overlays to the INPUT signal.

MEDIA: Drag the MEDIA icon to the place in the list where you want to insert a 'placeholder' for a file you want to schedule, but may or may not have been transferred to the Media inventory. When you drop the icon a naming window will open where you enter the exact name of the file you're expecting.

FOLDER: Drag the FOLDER icon to the place in the list where you want to insert any of three types of FOLDERS:

- (1) **NORMAL** – any combination of clips and graphics
- (2) **ROS** (Run of Station) – specify the number of files to play in random order at the scheduled time
- (3) **SLIDE SHOW** – any folder containing graphics and audio files (mp3 and/or WAV)

FILL: Drag this icon to the end of a SHORT Event, and browse to a "FILL" folder that will fill remaining time with playout (looping if necessary) of its content.

PLAYLIST: Drag the PLAYLIST icon into an Event where you want to insert a separately prepared 'subplaylist' with clips, graphics, folders, live inputs, etc.



Playlist: GRAPHICS

- (1) **BUG**: Drag this icon into the playlist where you want to display a graphic – usually a PNG with transparency. A dialog lets you enter Start and End offsets.
- (2) **CRAWL**: Drag this icon into the playlist where you want to display a crawling message. A dialog lets you determine if it is Crawl 1 or Crawl 2, as well as Start and End offsets.
- (3) **SNIPE**: Drag this icon into the playlist where you want to display an animated graphic – with or without audio.
- (4) **UP NEXT**: Drag this icon to the end of an Event to automatically display NAME, TITLE and TIME text from the upcoming Event header.
- (5) **TEXT**: When dragged on top of a playlist clip or input item, you can manually enter one or more lines of text to overlay the item. You can specify the offset when the text appears and disappears, and how long it displays. This feature can also be used to identify metadata associated with music videos, e.g. ARTIST, SONG, ALBUM, RELEASE DATE, etc. or to show details of the replay of a live Event.



See [Creating and adding TEXT](#) in this Guide for instructions on how to use this feature.

Playlist: TRIGGERS

MANUAL: Drag this icon onto an INPUT segment to identify the segment as a 'live' event where BREAKS will be triggered by an Operator clicking the F5 key or the Manual break button to switch from INPUT to BREAK playback and back to INPUT automatically, sequencing through the BREAKS with single keystrokes throughout the Event.



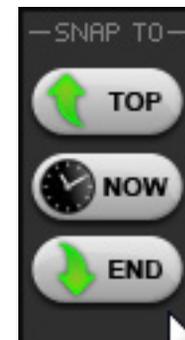
DTMF: Drag this icon onto an INPUT segment to identify the segment as a 'live' event that will be triggering BREAKS from a DTMF sequence, typically from a satellite receiver. A dialog lets you select preconfigured DTMF sources to automatically determine which INPUT will be selected (card Input Only or external routing switcher input)

GPI (Input): Drag this icon onto an INPUT segment ... or before a particular file. From a dialog you select the predefined GPI source (either RS-232 or contact closure), with the ability to offset (delay) the input trigger as desired.

GPO (Output): Drag this icon onto an INPUT segment ... or before a particular file. From a dialog you select the predefined GPO destination (either RS-232 or contact closure), with the ability to offset (delay) the output trigger as desired.

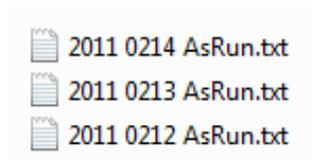
Playlist: SNAP TO

Click any of these buttons at any time to 'snap' the scrolling playlist display to the current computer time and associated Event (NOW), or to the TOP or END of the playlist. It's just a quick and handy method for moving around in the playlist display view.



Playlist: As-Run logs

A-LIST keeps a list of the playback of every file in the playlist. These are saved as tab-delimited text files which can be opened in Notepad or any other text editor ... as well as in Excel, where you can format, filter, search and sort. These files are typically provided to third-party traffic and billing software for reconciliation with their generated automation schedule/log files.



02/21/2011	00:19:26	OK	D:\Media\Clips\Promos\ExtremeTV_Empire_10sec.mpg	00:00:10:01
02/21/2011	00:19:36	OK	D:\Media\Clips\Promos\ExtremeTV_KatiePerry_10sec.mpg	00:00:10:01
02/21/2011	00:19:45	OK	D:\Media\Clips\Promos\FastTV_BonJovi_11sec.mpg	00:00:11:29
02/21/2011	00:19:57	OK	D:\Media\Clips\Promos\FastTV_Prince_13sec.mpg	00:00:13:06
02/21/2011	00:20:10	OK	D:\Media\Clips\Music Videos\CMN5927_BeachBoys_HelpMeRhonda(live).mpg	00:03:50:07
02/21/2011	00:24:01	OK	D:\Media\Clips\Music Videos\CMN6103_James Brown_Papas Got a Brand New Bag.mpg	00:02:12:02
02/21/2011	00:26:13	OK	D:\Media\Clips\Music Videos\CMN6160_SteveMillerBand_TheJoker.mpg	00:03:38:04

Playlist: File Menu

These items are fairly self-descriptive as they pertain to A-LIST operations:

New Empty Playlist creates a playlist with NO Events or items

New 24 Event Playlist (Hour) and **New 48 Event Playlist (Half-Hour)** load templates for creating new schedules. They are populated with events but no content. These are a great place to start when creating a schedule from scratch.

Open Playlist ... will do just that, open a playlist. The important thing to note is that it must STOP AUTOMATION to do so.

Show Item Times – when checked will show the start time of each playlist item instead of the duration.

Show Missing/Error Files ... scans the current playlist for any missing or items containing errors, then creates and opens a text file containing that list.

Verify Playlist is designed for use as a file verification tool. It will run A-LIST in a special mode that plays the first 10 seconds of each file in order to verify that all clips are playable and error free. This mode can't run while automation is on, but it can be run in A-LIST Prep at any time.

Open A-LIST Prep will launch the separate application named A-LIST Prep. This application enables editing of future playlists while A-LIST runs your current playlist.

Auto-Save Playlist When checked, a modified playlist (add, delete, reorder, etc.) is automatically saved at an interval defined by "Set Auto-Save Interval".

Restore Estimated Times resets Event and Flex Input times after a Break Trigger (with or without Delay and/or Join In Progress Events). Actual Times are restored to the original Estimated Times, so you can re-use the unmodified original Playlist for another day's list.

Playlist: Edit Menu

All these operations are supported in A-LIST, along with their keyboard shortcuts. These include the system standards:

Cut:	Ctrl + X
Copy:	Ctrl + C
Paste:	Ctrl + V
Delete:	Del

Repeat Untimed Playlist runs the current list of files in loop mode when there are no scheduled Events. A-LIST will continue to play the list in a loop until automation is turned off manually.

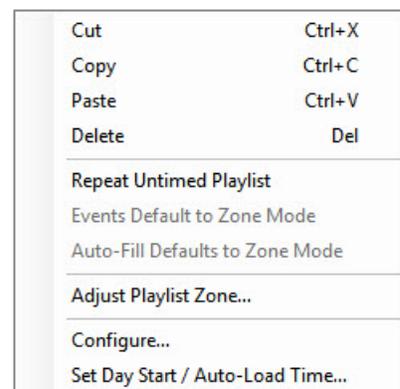
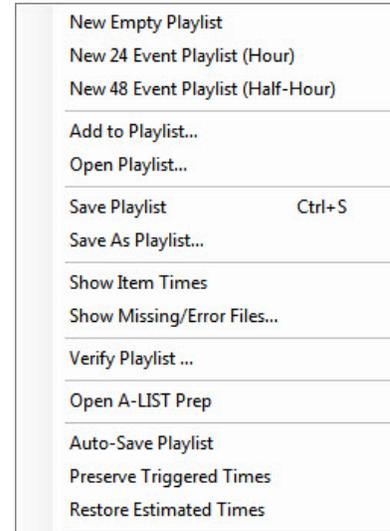
Events Default to Zone Mode enables or disables the default Event behavior.

Auto-Fill Defaults to Zone Mode also falls under this category.

Adjust Playlist Zone lets you trim the location of the zoomed back picture when you're displaying in Zone Mode. Zone Mode is described in Appendix A.

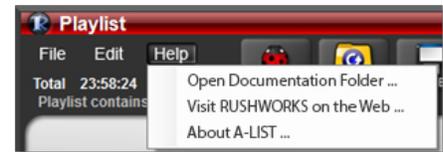
Configure opens the settings panel.

Set Day/Start / Auto-Load Time opens the Auto-Load settings window.



Playlist: Help Menu

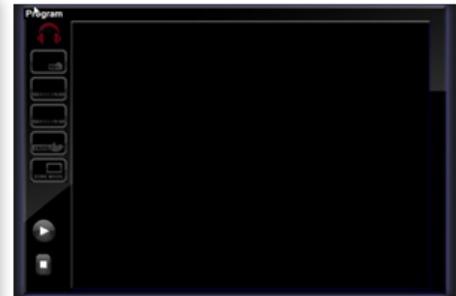
- **Open Documentation Folder ...** Select this option to open the Documentation folder, which contains the User Guide and training videos.
- **Visit RUSHWORKS on the Web ...** Select this to go to the RUSHWORKS Web site, www.RUSHWORKS.tv, if you are connected to the Internet.
- **About A-LIST ...** Select this for information about the currently installed application Version.



PROGRAM Window

Program Window design

A-LIST features a large and versatile Program Display area that's used not only for monitoring the Program output, but also for allowing an operator to initiate several 'real time' functions without having to make changes to the playlist. These include a BUG, two independent Crawls, an animated Snipe and a DVE move.



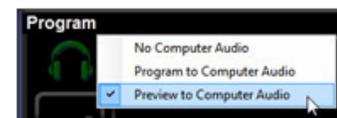
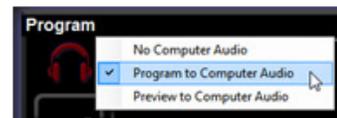
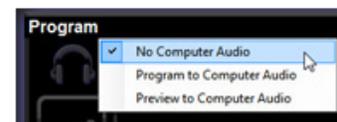
Program Window: Audio Monitoring

The Program audio from A-LIST is output through balanced analog audio (XLR), embedded SDI audio (BNC), or AES/EBU (BNC). However, you can monitor both Program and Preview output using the audio Line Out connector on the computer motherboard ... or from an audio card if installed. It's generally useful to connect headphones or powered speakers to the Line Out for flexibility in monitoring the signals.

When **No Computer Audio** is selected, the headphones icon is grayed out, and no audio sent to the Line Out connector.

When **Program to Computer Audio** is selected, the headphones icon turns red, indicating that the output is monitoring the Program audio. ... and RED indicating that the output is monitoring the Program signal.

When **Preview to Computer Audio** is selected, the headphones icon turns green, indicating that the output is monitoring the Preview audio.



Program Window: Bug On/Off (manual)

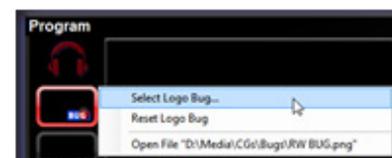
You can display a BUG (usually a 'branding graphic') at any time by clicking once on the BUG icon. It will illuminate (glow RED) and the currently selected graphic - a PNG file - will fade on. Click again to deselect the BUG. The icon will be grayed out, and the currently displayed graphic will fade off.



Program Window: Bug selection

To select the graphic associated with the BUG, right-click on the BUG icon.

- **Select Logo Bug ...** A browser window will open, revealing the contents of the BUGS folder. Select the desired graphic and click OK. When you click the Bug icon to activate it, the attached graphic will fade on.
- **Reset Logo Bug ...** removes the current bug file association, so nothing will be displayed with you click the Bug icon.
- **Open File ...** opens the currently associated Bug graphic for verification.



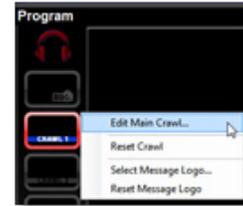
Program Window: Crawl 1 On/Off (manual)

To display crawl text associated with Crawl 1 (Main Crawl), click on the Crawl 1 icon. Any text entry currently stored for Crawl 1 will immediately display on the Program output.



Program Window: Edit Main Crawl...

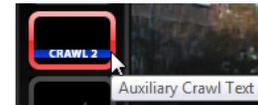
To enter crawl text associated with Crawl 1 (Main Crawl), right-click on the Crawl 1 icon. Select **Edit Main Crawl ...**



Enter the text you want to display in the Main Crawl ... and enter the number of repetitions of the crawl message you want to display (1-50) ... or enter 0 to crawl continuously until you manually click on the Crawl 1 icon on the Program Display to deactivate it.



Choose the **Reset Crawl** option to clear the currently entered crawl text. Choose **Select Message Logo ...** to open the **BUGS** folder where you should keep your branding logos – both large and small. When selected, the Message Logo can appear between sentences in crawls.



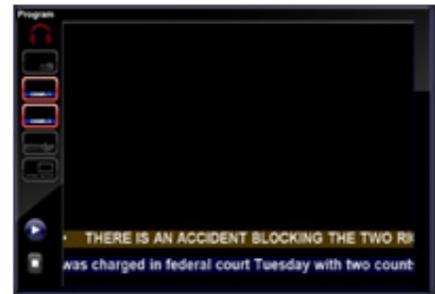
Program Window: Crawl 2 On/Off (manual)

Crawl 2 is a completely independent crawl layer, so just follow the procedures above for Crawl 1. You can display either or both Crawl 1 and Crawl 2 at any time.

Program Window: Displaying two crawls simultaneously

Since the two crawls are independent, when you left-click either Crawl 1 or Crawl 2, the crawl begins immediately, following the repetition rule you create in the Main Crawl Properties.

Crawl set up properties include font, font size, font color, background color, transparency, and speed.



Program Window: EAS Crawl

The **EAS** (Emergency Alert System) crawl layer is a third independent layer that is not generally user-addressable. It automatically appears when the system is configured with an EAS receiver that is connected to A-LIST via RS-232 or IP, depending on the manufacturer.

The crawl appears near the top of the Program screen, with white letters over a **RED** background in accordance with the defined requirements of the FCC regarding EAS crawling text display.

The FCC also requires certain regularly scheduled tests of the EAS functionality. If those tests require visual confirmation, the crawl message is displayed on a **GREEN** background as shown.



Program Window: File Player controls (manual)

When Automation is **OFF**, you can manually select and play any file to the Program output.

Select a file in the playlist. It will cue (green). The Play arrow will become active (blue). Click the arrow (PLAY) and the file will play.

While the file is playing (red) you can stop playback at any time by clicking the square button (STOP).

When Automation is **ON**, these controls are grayed out and not available.



NOTE: When Automation is OFF and you select a clip, you can play it EITHER in the Preview window OR to the Program output.

Automation Clock

This clock reflects the current computer system clock time. Delivered systems are set to synchronize to Internet time (NIST) once every hour. You can toggle between 24 hour time (military) and AM/PM by simply clicking on the yellow time display. The clock also has a 'stopwatch' style timer for convenience. Just use the Click for Timer button to start ... and Reset to set the timer back to zero.



Audio Level Monitoring and Control

This control actively changes the output level of the Program audio. The two vertical LEDs meter the current audio output level.



If you click the Mute button, the Program output will no longer be sent to the system outputs.



Routing Switcher Virtual Control Panel

A-LIST controls external routing switchers via RS-232, RS-422 or IP communications. The default virtual control panel emulates a Kramer 16x16 model, allowing you to manually select all matrix inputs and outputs. You can enter custom names for all inputs and outputs.



See [Configure a Routing Switcher](#) in this Guide for instructions on how to name and save your virtual router cross points, and how to connect and display the QC monitor window

NOTE: If your routing switcher is larger than an 8x8 configuration, the selection buttons appear in scrolling banks of eight at a time. There is also a FAVORITE button that stays visible during bank scrolling. You can assign any one of the router inputs to this button for quick assignment to the main router output.

DSK Window

All PNG graphic files with transparency are displayed as 'overlays' to the PGM stream, and are loaded into and generated by the DSK (Down Stream Keyer) window.

Supported graphic file formats are BMP, JPG and PNG. Only PNG supports 'alpha' channel transparency, revealing whatever is in the Program stream underneath.

Any graphics in the playlist are generated using the DSK overlay. While Automation is ON, you can select any graphic in the File Browser. It will appear in the DSK PVW window. Click the AUTO to AIR (fade on) or TAKE to AIR (cut on) ... and that graphic will be placed over the Program output.

When any graphic is being displayed over Program output, the ON AIR indicator will glow RED, and the graphic will show in the DSK PGM window (8c).

To remove the graphic, click AUTO OFF (fade out) or TAKE OFF (cut out).



Settings Panel

There are three tabs in the upper left of this panel: **A-LIST**, **Audio**, and **Encode**.

A-LIST tab

The default display is the A-LIST tab. On this tab you can quickly verify the currently running program Version (lower right); click the Show User Guide button to open that document; and click the Configure ... button to open the System Configuration set up window.



Audio tab

Click the Audio tab to display the audio mixer.

LIVE controls the input level of audio coming directly into the I/O card.

PLAY controls the playback level of clips. Green indicates the clip is playing on the PVW buss. Red indicates it is playing on the PGM buss.

BGND controls the playback level of the MP3 or WAV audio files in the D:\Audio folder **OR** a second audio-only input (CD, MP3, satellite music, etc.) if such a device is connected and you have selected **external audio** as the BGND source.

SNIP controls the audio level of an animated sequence (file) if that file has audio.

VO controls the level of narration files – usually MP3 or WAV – associated with a specified graphic file.



Encode tab

Click the Encode tab to open a window where you can define parameters for manually encoding anything on the main output of the A-LIST system. You can provide a Program Name, select a file Format and Bit Rate, and specify simultaneous creation of a Windows Media file if you wish.

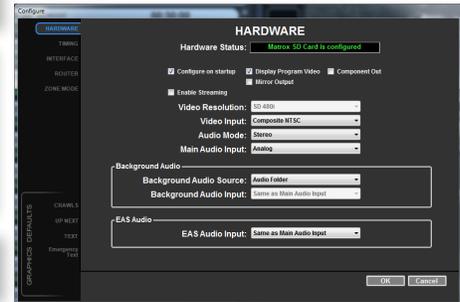
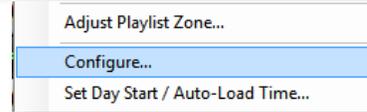
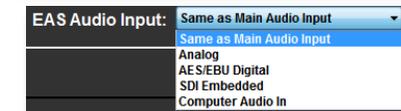
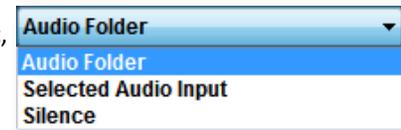
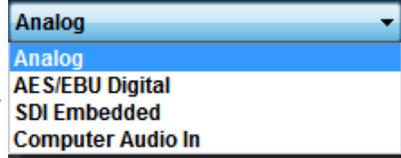
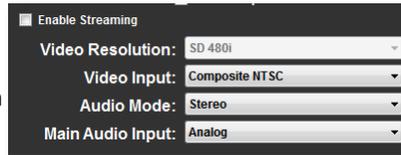


Configure button

The **Configure ...** button on the **Settings Panel** is a handy shortcut to the same function you'll find in the **Edit** drop-down menu. They both open the Configuration Panel which is organized by blue tabs on the left side.

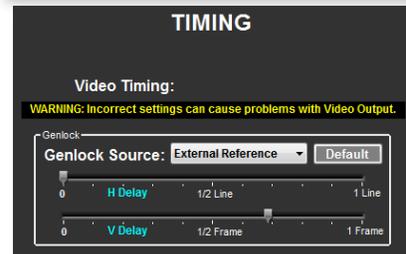


The first tab is **HARDWARE**. In the top section you **Enable Streaming** with the checkbox. Select your **Video Resolution** output/input (480i, 720p, 1080i). Select your **Video Input**. The options depend upon the type of I/O card you are configuring, but in general you'll choose between composite NTSC and SDI). Choose your **Audio Mode** (stereo/mono). And select your Main Audio Input.

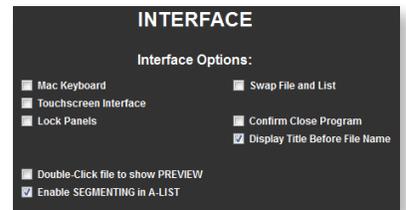
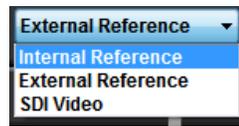


For the **Background Audio Source** when playing graphic files, choose the **Audio Folder**, the **Selected Audio Input**, or **Silence**.

For **EAS Audio** use the dropdown to make the appropriate input selection.



The next tab is **TIMING**. Use the dropdown to select from the three available input signal options. If you choose **External Reference** or **SDI Video**, you'll then use the **H Delay** and **V Delay** sliders to change the output signal timing relative to the selected source.

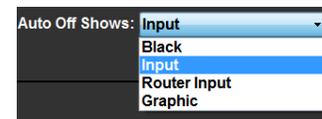
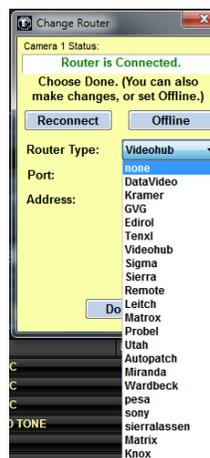


The third tab is **INTERFACE**. Here you'll find checkboxes that apply to general system configurations and operations. These come with defaults selected.

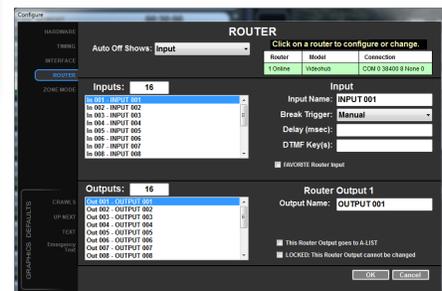
Next is the **ROUTER** tab. If you have a an audio/video routing switcher connected to your A-LIST, this is where you (a) select what you see when Automation if turned OFF, and (b) the type of router you can configure.



Just right click anywhere in the grade to open the Change Router panel. Select your router from the dropdown list and assign it a Port or Address based on serial or IP protocol used to control it.



Once configured you'll see the router setup windows for naming and saving your router operations.



Configure button (cont'd)

The next tab is for **ZONE MODE**. Since A-LIST is a “hybrid” automation engine that supports both traditional full-screen playback and MultiZone bulletin board style display and functionality, you can create up to five (5) independent zones for playing graphics.

Just create graphics using PowerPoint (or your favorite design software) and place the exported JPG, BMP, or TIF files in a folder for looping playback. Please refer to Zone Mode operation later in this Guide.

The next tab is **CRAWLS**. A-LIST supports three independent crawls: Main, Auxiliary and EAS.



Please see the section on setting up CRAWLS later in this Guide.

The next tab is **UP NEXT**. This is where you set up the behavior of the on-screen display that appears before the next scheduled Event. It uses the title of that Event for the text, and allows you to create a line of Header text as shown in the example on the right. You can also use a Background Image (PNG only) in association with the displayed text.

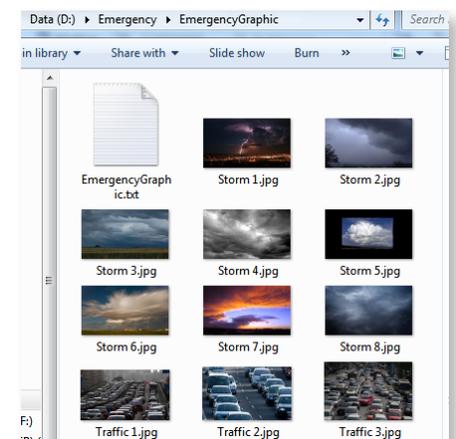
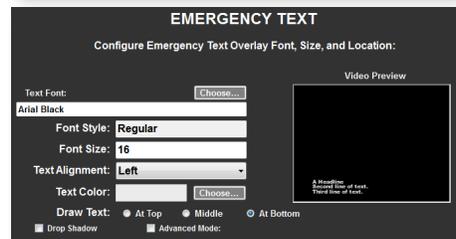
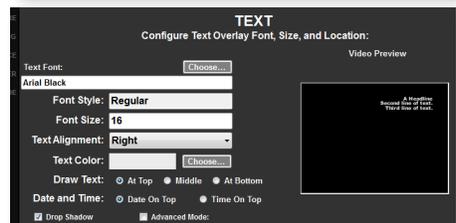
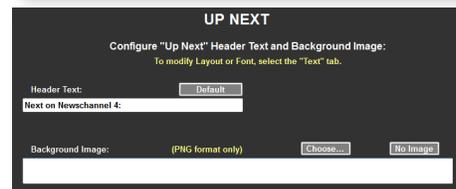
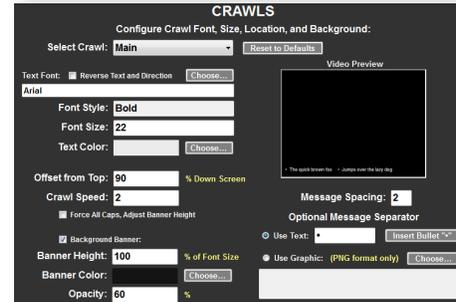
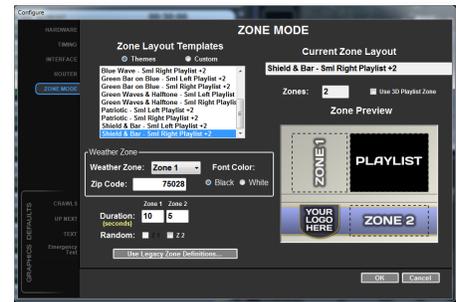
The next tab is **TEXT**. This allows you to create and schedule text blocks to appear based on when you drag them into the playlist. The most common default is Date and Time. You can configure where you want them to appear over the output image, as well as the order in which they are displayed.

The last tab on the Configuration panel is **EMERGENCY TEXT**. This is displayed over a background graphic when you modify the text file in the EmergencyGraphic subfolder in the Emergency folder on your D: drive.

Double click to open the empty text file and enter lines of text as you would want them to display. When you Save the file, it will appear on the Program output of A-LIST in about three seconds (:03).

You can keep a number of background files in the folder, and Windows will automatically sort based on the names of the files. So in the example to the right the Storm 1.jpg would be selected.

If there was a traffic emergency you could rename Traffic 3.jpg to 01-Traffic 3.jpg and that file would be used for the background behind the emergency text.

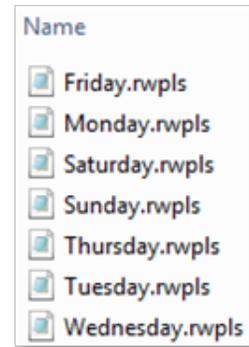


Playlist Creation and Management

Managing Daily Playlists

There are three ways to manage your primary automation playlist(s):

- (1) Create seven default playlists – **MONDAY** through **SUNDAY**. 'rwpls' is the playlist file extension name.
- (2) Use day/date specific lists that can extend as far into the future as you wish, e.g: **2016-02-01**
- (3) Import your playlist(s) using files generated by other programs such as from commercial traffic and billing systems and even Excel.



The primary A-LIST playlist can be **DAILY (MONDAY - SUNDAY)** and/or **DATED**, e.g. **2014 0412**. You can intermix these playlists, but **DATED** playlists always take precedence over a **DAILY** playlist. The system will automatically load the next day's playlist at the time of day you specify.

Using Templates

Time of Day (TOD) scheduling templates: 24 or 48 Events (Hour or Half-Hour)

If your operations model is more closely aligned with traditional Time of Day (TOD) scheduling – such a broadcast TV station – there are two TOD **templates** you can use to create playlists. One of them features **24 one-hour** Events, and the second provides **48 half-hour** Events.

In A-LIST, EVENTS are defined as a Time-of-Day markers.

You can automate using only a single Event if you wish ... starting at midnight every day. Or you can create as many Events as you wish at any times you choose.

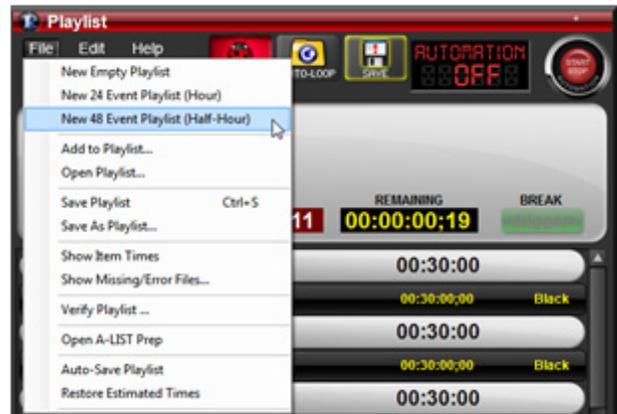
In A-LIST, ITEMS are defined as a files, folders, graphics or “LIVE” input switches inserted between two Events.

A playlist generally consists of one or more EVENTS, each with multiple ITEMS between them.

You can **Add**, **Delete** or **Modify** any of the time-specific Events at any time after you've opened and named a Playlist file from a template, so these templates simply provide an appropriate starting point for adding content to your schedule.

From the dropdown menu select **New 24 Event Playlist** or **New 48 Event Playlist**. The selected template will open a new, unsaved Playlist.

Click the **File** menu again and select **Save** or **Save As**. When the dialog box opens, just name the list. It will automatically be saved in the D:\Playlists folder.



Empty 48 Event Playlist Template

Creating Your Schedule: The Basics

Shift+Click to select contiguous Events and files

So if you want to start with a single six-hour long Event from midnight to 6:00am, **click once** on the 12:30am Event (00:30:00) ... then hold down the **Shift** key and **click once** on the 5:30am Event (05:30:00). All the Events from 12:30am to 5:30am will be selected (highlighted yellow). Click the **Delete** key and they will disappear, creating a single six-hour Event starting at midnight.

Ctrl+Click to select non-contiguous Events and files

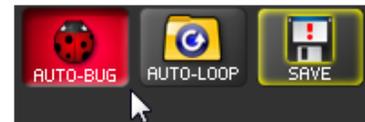
You can select and delete specific Events/files by holding down the Ctrl key while clicking on the respective items.

Once you're happy with your selection, click the Delete key and they will disappear, and your Playlist will immediately reflect the changes.

NOTE: If you do NOT have Auto-Save Playlist checked in the File menu, the Playlist changes **WILL NOT BE SAVED** until you click the **SAVE** icon at the top of the Playlist header. It will automatically be highlighted in **YELLOW** when you've made any changes and haven't saved them.

AUTO-BUG: Turning it On and Off

When AUTO-BUG is enabled it automatically fades on your selected BUG (branding logo) three seconds after the beginning of any file or live segment that is 00:02:03:00 or longer. If the next file or live segment is shorter than that interval, the bug automatically fades off before the next, shorter element is played. It's a handy feature that keeps your logo prominent without having to manually schedule anything at all.



AUTO-LOOP: Automatically fill unscheduled time

This feature ... one of the useful and versatile "flex" elements in A-LIST ... assures that you will always be playing content ... even if you don't schedule a single Event or file for playback.



If your content is primarily 'looping' playback of clips and/or graphics – with relatively few videos that need to be scheduled to play at specific times – the AUTO-LOOP feature makes managing your Playlist virtually effortless.

There is one **AUTO-LOOP** folder at the root of the D: drive on your A-LIST system – just right-click on the AUTO-LOOP icon to open the folder and view the contents in Windows Explorer. You can just **COPY** the clips and graphic files you want to play into this folder.



The contents can include clips, graphics, and sub-folders. The order in which the content plays is based on the normal Windows sort order of the file and folder names.

Right click the AUTO-LOOP folder to (1) Open the AUTO-LOOP Folder to view the contents, (2) check or uncheck the **Play All Before Repeating** function, and (3) check or uncheck the Random Order playback function.

Play All Before Repeating means that automation 'remembers' what has played in the AUTO-LOOP folder, and the next instance where AUTO-LOOP plays files will resume with the file after the last played file. If **Random Order** is checked, it will pick another previously unplayed file. If **Zone Mode** is checked, whenever AUTO-LOOP is active the current playlist will be displayed in the Video Zone, revealing any background graphics Zones you've created.



Click on the AUTO-LOOP icon to activate it. If you have NO Events in the playlist ... or any number of Events with no files or segments ... when you click the AUTOMATION ON 'keyless ignition' button, the contents of the AUTO-LOOP folder will play continuously, 24/7.



To control the order in which the files and subfolders play, use standard Windows file-naming techniques to assign "leading numbers" to each of the content items. This example is a hierarchical arrangement for playback of files, sub-folders and various graphics in the AUTO-LOOP folder, and is based on a user-defined numbering structure. Graphic files have a default duration of five seconds (:05) which can be changed.

You can override the default on individual graphics by adding a 'tag' to the end of the file before the extension, e.g. **vincente[12].jpg**, where **12** inside brackets [] indicates the duration, in seconds, that the graphic will display.

When the contents of the AUTO-LOOP folder are playing, the individual files cue and play in order, appearing sequentially as indented playlist items under the AUTO-LOOP folder placeholder. The currently playing file is indicated in RED. The next file always cues seven seconds (:07) before it plays, and will be displayed as GREEN while it is cued.

- 001 - playday.mpg
- 002 – ARCHANGELS (SUB-FOLDER)
 - 01 - vincente.jpg
 - 02 - raphael.png
 - 03 - arturo.mpg
- 003 - council.mpg
- 004 - city sunset (10).jpg
- 005 - HOLIDAY FIREWORKS (SUB-FOLDER)
 - 001 - event banner (9).jpg
 - 002 - opening ceremony.mpg
 - 003 - event calendar (15).jpg

Note: You can NOT make changes to the active playlist when a file is in the 'cued state' for seven seconds.



AUTO-LOOP: Example of function in playlist

In this example, a program-length clip was dropped into the playlist at FOUR PM, with duration of 28:30:14. That would leave the Event SHORT by 01:29:16. If AUTO-LOOP is active, that amount of time would automatically be filled by the content of the AUTO-LOOP folder. Whatever clip or graphic file is playing at FOUR THIRTY will fade out the video and audio one second (:01) before the beginning of the next Event.



SUGGESTION: You may find it helpful to keep a shortcut to the AUTO-LOOP folder (D:\AUTO-LOOP) on your local system's desktop so you can add or delete AUTO-LOOP files from anywhere on your network. You don't even have to be connected to the A-LIST server. Changes to the content are recognized and updated immediately. However, you can NOT delete the currently playing file.

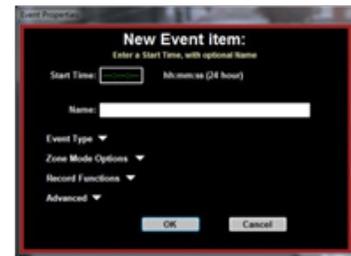
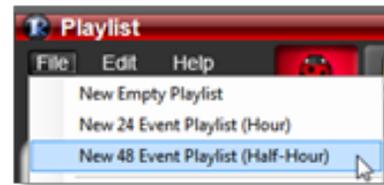
Adding Events

(16a) Adding scheduled Events (Event headers) to the playlist

If you're building a playlist "from scratch", you can start with one of the two templates selectable from the **File Menu** and then add, delete or modify Events.

To add individual scheduled Events to a playlist, just start with a **New Empty Playlist** and drag Events into the playlist and select the Event types and specify the Event times. You can also add Events between existing Events. Be sure to specify a time between the preceding and following Events.

If you already have content in your list you can drag the Event into the middle of an existing Event. This will create a new Event at this location.



When you release the mouse, a dialog opens.

There are four **dropdown arrows** that reveal option settings for the following:

Event Type:

Normal – Start at the exact time specified.

Delay - Start after previous Event completes, with final break triggered and played.

Join in Progress - Previous Event has priority. JIP Event will begin from the point it would be at if it had started on time.

Zone Mode Options:

Use Default – Uses the default selection from the Edit Menu.

Full Screen – Always plays Event content Full Screen (no Zone).

Zone Mode – Always plays Event content in the Playlist Zone.

Record Functions:

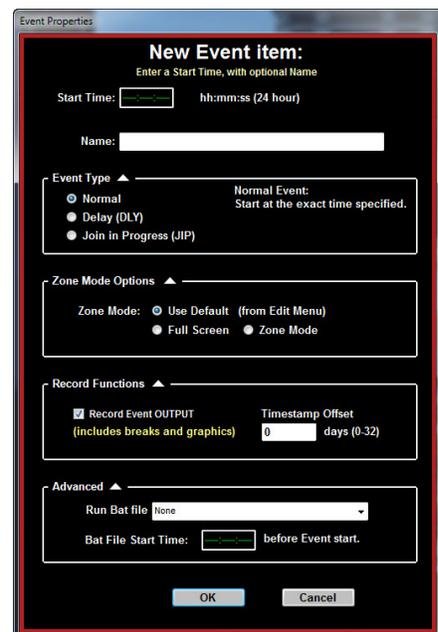
Record Event OUTPUT – Enables recording of the PGM output in two modes:

Include Breaks and Graphics – Records everything on the PGM output into one file for the duration of the Event.

Live Pass-through Only – Records only the input signal segments of the Event. This also includes any graphics superimposed on the input signal, including a Bug and/or crawls. This mode creates individual files for each input segment and places them in the D:\Recordings folder with file names containing the Event Name, Segment number and timestamp. You can offset the timestamp from 0 to 32 days. This is used if you want the file to contain the date you want the file to run. It's just for convenience in managing your file inventory.

Advanced:

Run Bat file – You can select a preprogrammed windows Bat file that sends a command to another computer/device when the Event time is reached.



Event Types

A-LIST supports three distinct **Event Types**, two of which are specifically designed to help you manage “LIVE” playlist items that run longer than the time scheduled in A-LIST. This is common when scheduled sporting events run longer than anticipated.

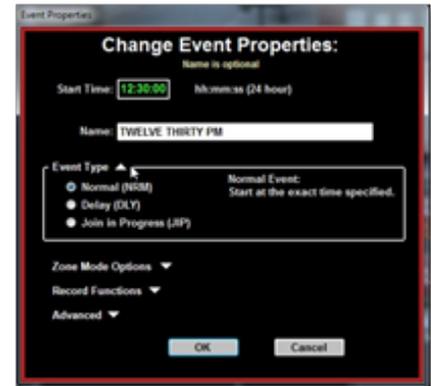
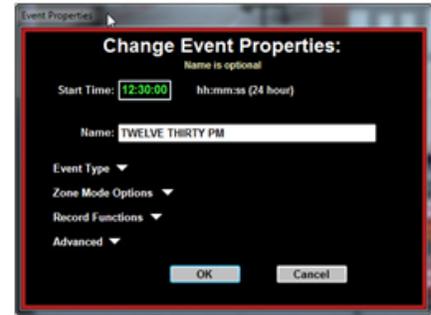
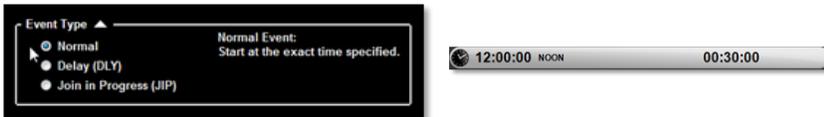
The Event Types are Normal, Delay (DLY) and Join in Progress (JIP). At a glance you can determine which Event Type is currently selected by the color of the Event banner ... as well as the three-letter abbreviation (DLY or JIP) in the oval icon at the far right of the banner.

NOTE: In all cases the playlist MUST begin with a Normal Event.

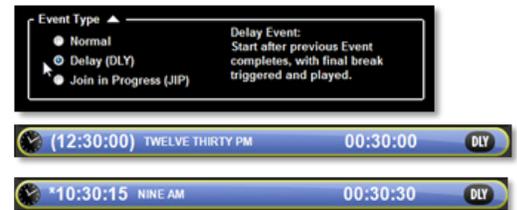
To change or edit the Event Type, right-click on the Event banner you want to change (or double-click the banner) and select **Event Properties...** from the drop-down menu.

Here you can change the **Start Time** for the Event, give the Event a custom **Name**, and use the four arrows to open the respective options for each function: **Event Type**, **Zone Mode**, **Record** and **Advanced**.

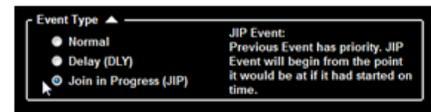
Normal: Normal Events begins exactly at the scheduled and displayed time.



DLY: Delayed Events will NOT start at their scheduled start time. They will begin after all items in the previous Event have played, or after the final break of the previous Event has been triggered and played. The original scheduled start time is contained by parentheses () and will be updated to the actual time when the delayed Event starts. The parentheses are replaced by an asterisk which indicates that the time has been modified due to the DLY or JIP.



JIP: Join in Progress Events rely on their originally scheduled start time, even if that start time has passed. These Events will only begin once the previous Event has completed. Instead of starting at the beginning, they start at the place they would be if they had started on time, the difference being the time offset between the scheduled and the actual “join” time.

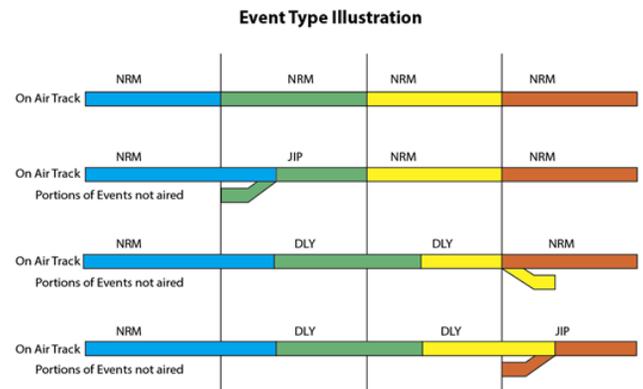


The start time remains the same, but displays a “greater than” sign > to the left of the time, indicating the originally scheduled time was overrun by the previous event. The duration displays the remaining duration of the Event when it is Joined in Progress.



This illustration shows what happens during various Event type combinations. The “On Air Track” is the portion of the program that is actually played, while the lower track is the portion not played because of the adjustments in the schedule.

In ALL cases, if a program runs long the time must be made up at some point in the schedule by a Normal or JIP Event. If the Playlist contains a DLY Event as the last Event, then the first Event of the next day’s Playlist will be the Normal Event that cuts off the end of that DLY Event since all Playlists must begin with a Normal Event.



OPERATIONS SCENARIOS using JIP and DLY

When scheduling a typical “live” sporting event, you’ll create break ‘segments’ by first adding a number of INPUT items, each followed by a group of clips representing the ads, PSAs, IDs, etc. you’ll play in each break.

If you are using a commercial traffic and billing system and import a playlist, all the INPUTS and spots will simply appear without the need to drag and drop playlist items and clips into the playlist. In this illustration the M signifies a Manual trigger by the operator to ‘fire’ each break. The green arrow indicates a GPI trigger will be used. DTMF tones can also be used to trigger the ‘break’.

In any case the trigger will switch from the live pass-through to the next group of clips, play those clips, then automatically switch back to live pass-through mode. This example is typical of how the segments appear when populated with clips associated with each LIVE input item.

You can create as many INPUT segments as you wish ... and copy/paste or drag in clips at any time. In this example, when it’s obvious that the Event will be extending past the 11 o’clock LOCAL NEWS ... and you want to view the news in its entirety ... just double-click the 23:00:00 Event banner and select the Delay Event type.



The Event banner will turn blue, and you’ll see the **DLY** icon on the far right. The parentheses around the scheduled time indicate that this is no longer a fixed time, but will change depending upon when the prior Event ends and the delayed Event begins.

Throughout the course of the game, and within the Normal Event, you’ll trigger your sequential breaks using any of the following methods:

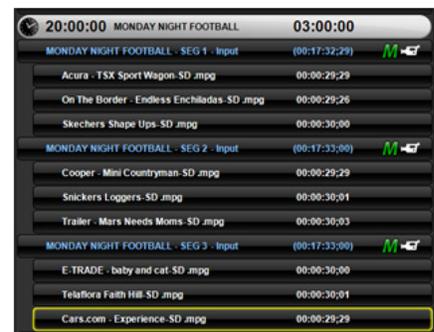
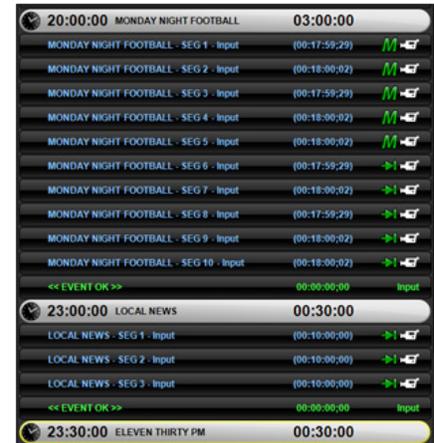
- (1) click the Manual trigger button
- (2) send a GPI command from a switcher or other device
- (3) send a DTMF tone

When you know the game will run long, change the next Event to **DLY** or **JIP**, depending on which type of playback behavior you want. When the automation reaches the DLY or JIP Event, the NEXT EVENT timer label changes to **EVENT OVERRUN**, and the timer displays red numbers counting up,

Generally you will create more Input segments/breaks than you need since you don’t know when the game will end. So we’ve provided two methods for triggering the LAST break at the end of the game when you’re ready to move to the next Event. When the game ends, right-click the **BREAK** button to select one of these actions: **Cue Last Break / Play Last Break**.

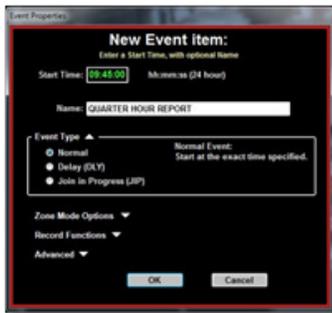
Cue Last Break: If you’re using a GPI or DTMF trigger, selecting this action actually places the current time in the last INPUT segment, so when the GPI or DTMF is fired the clips in the LAST SEGMENT will play and the playlist will automatically sequence to the next Event.

Play Last Break: If you’ve specified a MANUAL trigger, selecting this action immediately fires the clips in the LAST SEGMENT, and the playlist will automatically sequence to the next Event.



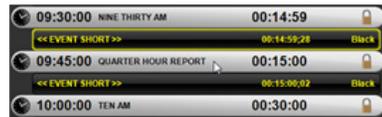
Adding Events (cont'd)

Enter the **Start Time** for the Event. This is the only mandatory entry field. However, it is generally helpful to create a **Name** for an Event. That name will be displayed in the Event banner in the playlist and will also be used as on screen data with our **Up Next** feature.

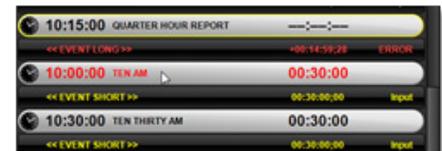


Click **OK**, and the new Event appears in the playlist.

Notice that by creating a New Event between two existing Events, you've shortened the duration of both the previous and next Events as indicated by the **LONG** (red) and **SHORT** (yellow) status display. So you would need to remove and add files accordingly to fill the durations of the respective Events.



If you're Adding Events between existing Events, be sure that the Event time you specify is between the preceding and next Event times. Otherwise you will get an error (red) telling you to correct the condition before proceeding.

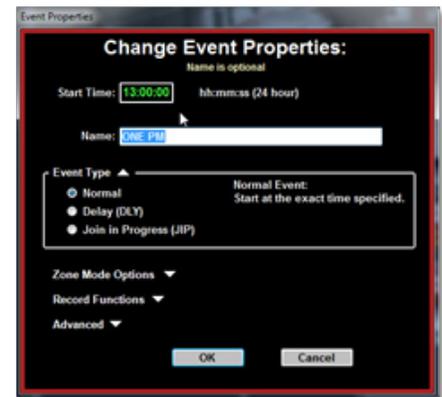


Change Event Properties

To **CHANGE** an existing Event in a Playlist, double-click the Event in the playlist. You can change the **TIME** and/or **NAME**, as well as any of the other Event Properties ... including

- Event Type
- Zone Mode Options
- Record Functions
- Advanced

When you click **OK**, the Event banner will update to reflect the changes.



To **DELETE** an existing Event from a Playlist, simply select the Event banner and click the Delete key on the keyboard. Notice that that duration of the preceding Event increases by the same amount of time as the deleted Event.



REMINDER: Whenever you make a change to a Playlist, the **SAVE** button at the top of the Playlist header will highlight (yellow). If **Auto-Save Playlist** is **NOT** checked in the File Menu, click the button to **Save** the changes to the Playlist.

Managing Content in a Playlist Event

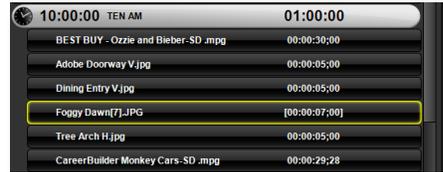
Dragging Clips into Events

Once you've created one or more Events, drag files from the File Browser into an Event. If an individual file length is greater than two minutes the file name appears in blue to provide a visual differentiation between generally longer program segments and short-form commercials, promos, IDs, etc.



Dragging Graphics into Events

In addition to video clips, non-transparent graphic files (JPG/BMP/TIF) can be dragged into a playlist. The default duration for graphic file playback is ten seconds (:10). Contiguous graphics will transition between each other with a 15 frame dissolve.



This example shows 4 x JPG files inserted between 2 x MPG files. Three JPGs are showing the default duration of five seconds (:05). One file has been modified to display longer by adding the desired display duration inside brackets [07].

You can change the default duration and/or customize the duration for each graphic by **adding the desired number of seconds between brackets** before the file extension, e.g. "Seaside Sunrise [12].jpg"

Based on your configuration, while graphics are displaying you'll hear audio based on **MP3** and/or **WAV** files in the **D:\Audio** folder - or if you've selected External Audio, during graphics playback you'll hear whatever source you've connected to the external audio input(s). Examples of external audio devices include MP3 players, CD players, cable receiver music channels, etc.

When the next playlist item is a clip or LIVE insert, the last graphic file will fade to black, along with the audio file, providing a seamless transition to the next non-graphic playlist item or Event.

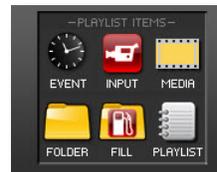
NOTE: RUSHWORKS includes a number of audio files in the D:\Audio folder with each system. These files have no copyright use restrictions. You can delete these files at any time, or add your own audio files to the folder.



Name	Length
RW - Hit Me 60.wav	00:00:59
RW - Plinking Out Loud.mp3	00:02:30
RW - R and Bees.wav	00:00:36
RW - Too Pretty.wav	00:01:37
RW - Traffic.wav	00:00:33
RW - V-Girl.mp3	00:02:12

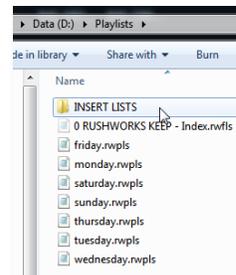
Inserting sub-playlists into Events

One method of managing content for Events is to create separate, named playlists (*name.rwpls*) and insert them into Events in the primary playlist. These "untimed" playlists (no Events in the list) allow you to create Event programming 'blocks' where items can be edited 'off-line' at any time without having to change the schedule position(s) of the sub-playlist in the primary playlist.



Drag the **PLAYLIST** icon anywhere in the master Playlist to open the Playlists folder.

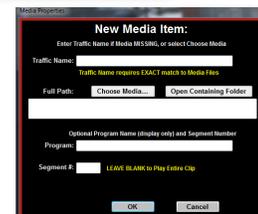
Drag the **LIST** icon into the Event. The **D:\Playlists** folder will open, and you can select the desired playlist - usually from user-managed sub-folders - for insertion. The LIST icon will display in the Event until the first item cues for playback. You'll then see all the items in the sub-playlist listed in the Event.



Keep subplaylists in an **INSERT LISTS** folder for selection.

Inserting MEDIA files into Events

If you don't have a file in your Media folder but are expecting it to be copied to your system for playback, drag the **MEDIA** icon to the appropriate place in the playlist. A naming window will open where you'll enter the exact name of the file you're expecting. The playlist constantly scans for inventory, so when it 'finds' the file it will be ready for playback in the schedule. If it isn't present the item will show as MISSING in yellow until it's located by the scan.



Adding Folders to playlist Events

It's often convenient to use Folders to organize groups of files ... or sub-folders with files ... and schedule them in a playlist. There are two ways to add a folder (and its sub-folders, if any) to a playlist.

- (1) **From the File Browser**, locate the folder you want to add to the playlist, and simply drag it to the desired position in the list.
- (2) Drag the normal **Folder button** from the PLAYLIST ITEMS group beneath the playlist.

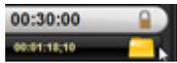
In either case, when you drop in the Folder, a dialog opens where you define the folder characteristics and behavior.

Choose Folder ... Click to open the "Browse for Folder" window select the folder you want to insert in the playlist, and click OK.

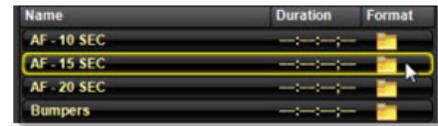
Folder Types:

Normal Folders

This is the default selection, which means that all files will be played using a Windows alphanumeric sort from the top down. The **Total Duration** of the folder contents is displayed at the bottom right of the window.



In the playlist these are displayed as a plain yellow folder with the duration shown.



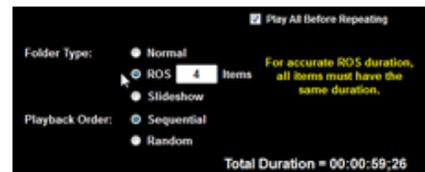
ROS Folders

This acronym stands for **Run of Station** or **Run of Schedule**. It's based on broadcasters selling 'avails' for advertiser spots that aren't tied to specific times during the day. They schedule an ROS folder during otherwise unscheduled breaks, specifying the number of spots to randomly select and play from that folder to fill the break time. Specify ROS from the list and enter the number of items you wish to play in that slot. The order can be set to **Sequential** or **Random**, and the option to **Play All Before Repeating** is available. If all items in the folder are the same length you will see an accurate



Total Duration displayed in the lower right hand corner.

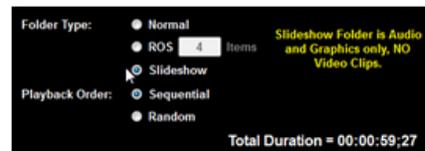
Once added to the playlist they will show a folder with small running man icon.



Slideshow Folders

This is an easy way to automatically display a collection of pictures with a specific audio track or song playing under them. As indicated in yellow, these folders are restricted to **audio files and pictures**, and **NO** video clips. Place one or more audio files (.wav or .mp3) into a folder with any number of images (JPG or BMP) and the total length of the audio clips is divided by the number of graphics to create a display duration for each graphic. These items are displayed as folder with pictures and a music note on top. Here is an example of slideshow folder contents and the resulting timing:

- Audio file(s) = :60
- 10 x graphic files
- :60 / 10 = :06 display per 'slide'



When audio playback starts, the first graphic fades from black, with dips to and from black between each of the remaining graphics. The Slideshow fades out the last graphic at the end of audio playback.

Creating an Audio/Graphics SlideShow

There is a fast and easy way to create a synchronized slideshow with audio and graphic files.

Example: Create a Folder with an appropriate name, like “My Summer Vacation”. Copy any number of your favorite **picture files** into the folder (usually JPG format, but BMP and TIF are also supported).

Now copy one (or more) of your favorite **.mp3** or **.wav** audio files (*.wav at 48K only*) into the same folder.

And that’s all there is to it! When the folder is placed in the playlist, the program calculates the total duration of the audio file or files ... and divides that duration by the number of pictures in the folder. That determines how long each of the pictures will display before moving on to the next picture.

So if you have 30 pictures in the folder ... and a music file that’s three minutes long ... each picture will display for six seconds:

3 minutes = 180 seconds
divided by 30 pictures = 6 seconds per picture

Setting the picture order in a SlideShow

The default Windows sort is by picture file name, but you can determine the order of picture playback by renaming the files with numbers at the beginning (see **To Rename a File** on the previous page):

001-Dawn on the Beach.jpg
002-Surfing the Sun Up.jpg
003-Volleyball R Us.jpg

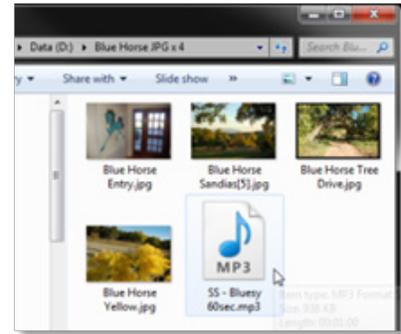
You can also use narrations and other audio content for your audio. This can work well for “instant” slideshows dealing with weather events or other situations where immediate transmission is required. For example, a narrative voice-over description could be placed in a folder with user-submitted cell phone pictures to quickly display important information to viewers. It’s both a fun and useful tool for creating content immediately with a minimum of time and effort.

Adding graphics and SlideShow folders to a playlist

You can drag and drop one or more graphics into a playlist, exactly as you would with video clips.

When viewed in the File Browser, graphics display either the Default duration or the specified duration (created by adding the [#] to the file name, where # is the number of seconds you want to graphic to display.

When viewed as individual files in a playlist, they are displayed in similar fashion.



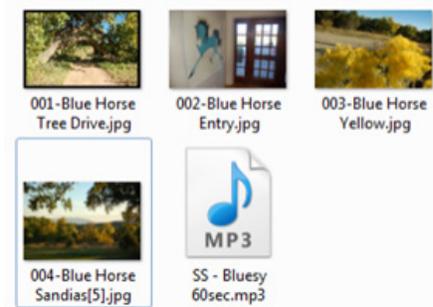
THE MATH:

Since the mp3 file is 60 seconds long – and there are four slides – the display duration for each of the slides would be 15 seconds.

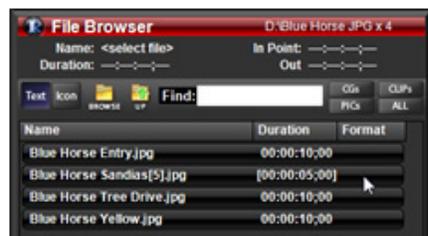
In this example, we renamed the Blue Horse Sandia slide and added a ‘forced’ duration of five seconds, as indicated by the brackets.

So the duration of the each of the remaining THREE slides would be 18.33 seconds.

:60 - :05 = :55 / 3 = :18.33



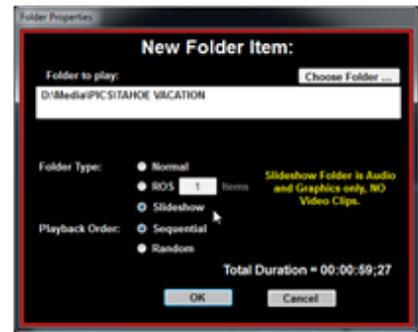
SlideShow playback order can be specified by adding numbers to the beginning of each graphic



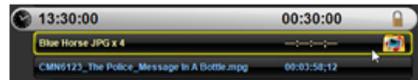
When you drag a FOLDER into a playlist, the **New Folder Item** window will open. It will display the name of the Folder in the Folder to play field.

If you want to change the Folder, click the **Choose Folder ...** button to browse to another folder.

In this case, you want the folder to follow the rules for a SlideShow folder ... just click the **SlideShow** radio button. You can also specify **Sequential** or **Random** playback of the graphic files in the folder, while still following the SlideShow rules.



Click **OK ...** and the folder is displayed with the SlideShow icon in the playlist.



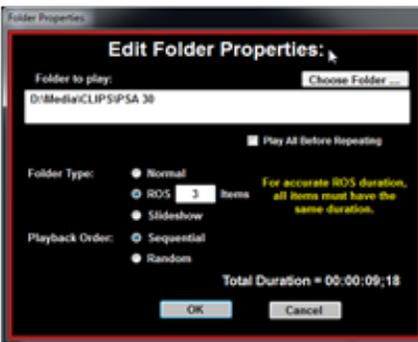
Folder Playback Order:

Sequential or **Random** – choose the order you want the files to play back. **Sequential** is the default, using the standard Windows alphanumeric sort to play from the first to the last file in the folder. Choose **Random** for random selection and playback. The automation ‘remembers’ what has played, and doesn’t start playing a new random order until all the files have played once.



Edit Folder Properties:

If you want to change the type of folder description and/or behavior on an existing Folder in the playlist, just double-click the folder placeholder in the playlist ... or select it and click the Folder icon in the Playlist Items below the playlist ... or right-click the folder placeholder and click **Folder Properties**. Any of these three methods will open the Edit Folder Properties window.



AUTO-FILL Folders

An **AUTO-FILL** folder functions much the same as the Master AUTO-LOOP folder, except that it is dragged into an Event to play specific content at the end of an Event where the primary content is shorter than the total Event time. Like the AUTO-LOOP folder, you manage the specific content in the folder, but you can also create as many different AUTO-FILL folders as you wish. AUTO-FILL folders take precedence over the AUTO-LOOP folder, providing a higher level of EVENT-specific control.

Example: We've created an Event with a duration of thirty minutes and dragged in a program clip along with some spots and promos. The Event is SHORT 00:00:11:27, as indicated in yellow.

Rather than having to find some files with appropriate lengths to fill the remaining time ... or have the AUTO-LOOP folder start playing ... we've dragged the AUTO-FILL folder icon to the end of the Event. The RED 'drop bar' indicates the only places where you can place the AUTO-FILL folder, which is always at the end of an Event and before the <<EVENT SHORT>> placeholder.

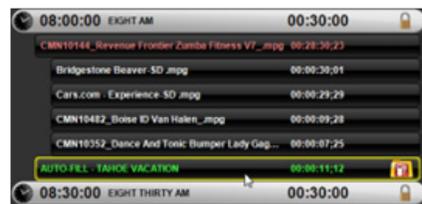
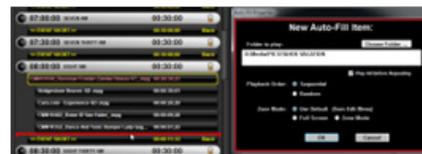
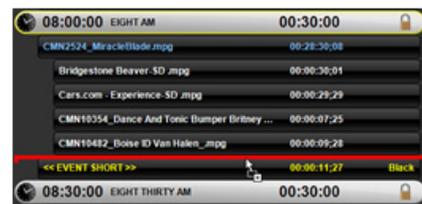
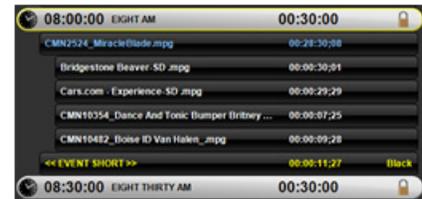
When you release the mouse, the New Auto-Fill Item window appears. Browse to select which folder you want to use to fill the remaining time. Whatever is playing from this folder will automatically fade audio and video one second (:01) before the next Event time, looping as necessary to fill the remaining time. You can also specify that the Auto-Fill content be displayed in Sequential or Random order ... and/or in Zone Mode.

You can see that the <<EVENT SHORT>> indication is now replaced by the selected AUTO-FILL folder, and the FILL icon is displayed on the right of the placeholder.

NOTE: If you select (highlight) and DELETE the AUTO-FILL folder, the <<EVENT SHORT>> condition will reappear.

Typically, AUTO-FILL folders include short promos or IDs ... often with looping graphics and music ... that provide a visually engaging and informational transition to the next program.

A good example of this 'look and feel' is used in PBS programming, where there will be subtle network animation (looping) and a single announcer line at the beginning saying, "You are watching PBS" – with a fade to black at the end.



START and END dates for Files and Folders

A-LIST lets you specify the START and END dates that scheduled files and/or folders will display. This is helpful when time-sensitive content is a part of your presentation. This applies to files/folders that are placed in the repeating ON-AIR folders for the respective Zones ... as well as files/folders that are scheduled in the playlist.

The program uses brackets [] in the file/folder name to specify the START and END dates of the file/folder you wish to display. The date format is: **mm-dd-yy** ... followed by the **START** character (**S**) or **END** character (**E**). The most common is to add the end date to a file promoting a specific event. This will stop it from playing past the date the event takes place. Ex. **City Lights [12-31-12E].mpg**

The following examples show how you can simply rename files and folders to accomplish this task:

PER FILE NAME:

City Lights [12-31-04E].mpg

The date in the brackets is the END DATE the file will be played.

City Lights [12-31-04S].mpg

The date in the brackets is the START DATE the file will be played.

City Lights [12-01-04_12-31-04].mpg

The dates in the brackets indicate the INCLUSIVE DATES the file will be played.

PER FOLDER NAME:

January Tour Of Homes [01-31-05E]

The date in the brackets is the END DATE the contents of the folder will be played.

January Tour Of Homes [01-01-05S]

The date in the brackets is the START DATE the contents of the folder will be played.

January Tour Of Homes [01-01-05_01-31-05]

The dates in the brackets indicate the INCLUSIVE DATES the contents of the folder will be played.

Managing Short and Long Events

Event Short

When you drag content into an Event the available remaining time displays in a placeholder at the bottom of the Event. As long as the total duration of the content is shorter than the duration of the Event, the placeholder will indicate << EVENT SHORT >> in yellow, as well as the amount of time needed to exactly fill the Event.



Event Long

If the total file duration is longer than the Event time, the placeholder will indicate << EVENT LONG >> in red, as well as the amount of time that exceeds the total time of the Event.

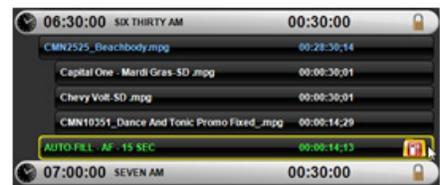
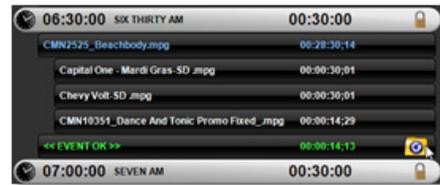


If you do NOT shorten the total file duration that exceeds the Event duration (LONG), playback of the currently playing file will automatically be terminated at the end of the Event, fading video and audio to black one second before the beginning of the next Event.

Filling Unscheduled Time

If the total file duration is less than the Event time, the remaining time will be filled based on the following user actions:

- 1) The screen will display either BLACK or the default input signal. If you have a routing switcher connected, you can specify a default input cross point to be selected and automatically displayed if an Event is short.
- 2) If **AUTO-LOOP** is enabled, the content will automatically play, fading out the video and audio one second (:01) before the next Event begins.
- 3) Drag and drop the **AUTO-FILL** icon at the end of the Event and select any folder the contents of which you want to play during a 'short' condition. Playback will fade out one second (:01) before the next Event begins.



NOTE: You can NOT add an AUTO-FILL folder to an Event that is displaying << LONG >>

If AUTO-LOOP is enabled, the AUTO-LOOP icon and functionality will disappear if an Event is displaying << LONG >>

Tips for Playlists

TIP 1: AUTO-LOOP contents automatically play between Event times IF the total duration of dragged-and-dropped files and folders is LESS than the total time between two headers. See example at right:

TIP 2: The default **AUTO-BUG** feature provides automatic branding over program-length segments, both in the AUTO-LOOP folder and during TIME EVENTS. When AUTO-BUG is enabled, the bug will display (fade on and fade off) whenever the Event or file duration is longer than two minutes and three seconds (00:02:03). You can change that default to whatever value you wish. You can always select and display any graphic BUG whenever you wish if AUTO-BUG isn't active.

TIME EVENT: 10:00:00

File 1: 21:30

File 2: 4:30

File 3: 2:30

SHORT 1:30

TIME EVENT: 10:30:00

TIME EVENT: 10:00:00

File 1: 21:30

File 2: 4:30

File 3: 2:30

AUTO-LOOP 1:30

TIME EVENT: 10:30:00

Flow Show through Multiple Events

This is a 'special case' function that allows you play a long clip across multiple Events without having to create actual or virtual clip segments in the file. You can effectively create "timed breaks" as Events. The Flow Show item will automatically "stop" and "start" at the beginning and ending of each Event over which the clip playback "flows".

This is also useful if you have a file accompanied by a timing sheet that shows when the embedded breaks occur. You can use that information to create your timed Event breaks.

The default is to "rewind" the clip to two seconds (:02) before where it "stopped" for the overflowed Event. You can change that variable to any value, including 0 if you want the file to resume at exactly the place it was when it flowed over another Event.

When an Event with a longer clip at the end creates a LONG condition, a new Playlist Clip Properties checkbox "**Flow Show through multiple Events**" is added. This can only be enabled for the last clip in an Event.

A Flow Show has a "green-red-green" dotted icon. Unsegmented and trimmed clips can be used, but full shows with multiple segments are not supported.

If the checkbox isn't displayed, Flow is not allowed. Once selected, the Event timing is still "LONG", but the filler shows "<< EVENT LONG - FLOW SHOW >>" in green.

For subsequent Events with clips at the top, and a "SHORT" condition, we place a new "Flow Segment" at the end, with a hollow circle green-red-green icon. After all of the time is allotted, the last Flow Segments leaves a normal SHORT condition.

The example below shows how a **Flow Show** appears in the playlist.



To allow a clip to flow across Events, double-click the clip to open the Clip Properties dialog. Check the **Flow Show through multiple Events** checkbox.

You can add a **Title** that will appear in front of the clip name in the playlist.

Color codes in Playlists

A-LIST utilizes colors to help you identify processes, procedures and status indicators as the automation progresses. Here is a summary of what the colors convey:

CMN0011_Julianne Hough_My Hallelujah Song_Fi... 00:03:22;06

Blue text on black background: The file is longer than two minutes and two seconds (00:02:02)

CMN10145_Smoking Cessation_Forklift31sec.mpg 00:00:31;01

White text on black background: The file is shorter than two minutes and two seconds (00:02:02)

CMN6160_SteveMillerBand_TheJoker.mpg 00:03:38;04

Red Background: The currently playing file.

CMN10355_Dance And Tonic Bumper Ke\$ha_.mpg 00:00:07;25

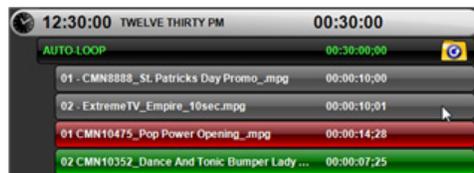
Green Background: The currently cued file (:07 prior to playing)

CMN9411_Memorial Day Spot_.mpg 00:00:10;00

Gray Background: The file has already played in the Playlist.

Bars&Tone-12dB.mpg 00:00:30;23

Yellow text on black Background: File Error. Generally indicates MISSING or RENAMED.



Indented Files: Files played/playing in an AUTO-LOOP or AUTO-FILL folder

Scheduling LIVE Input Segments (pass-through)

Dragging an INPUT (live) item into a playlist

The A-LIST processing engine supports both input and output, with graphic overlays on both “live” pass-through and file playback.

You may have just one external source, such as a studio or single satellite receiver, so you can connect that source to the input and schedule times to pass that signal.

Or you may have a routing switcher with several input sources that can be selected for switcher output to the A-LIST input.

A-LIST supports both scenarios, allowing you to schedule a “live” segment by internally switching to the input only, or by automated selection of an input on your routing switcher which is outputting to the A-LIST engine.

Just drag the INPUT icon where you want it to occur within an Event. When the entry window appears, click **Input Only** or **Router Input**. With Router Input active, use the Input Selection list to choose any input currently configured on your routing switcher.



Specifying FIXED or FLEX input segment durations

In the entry window for creating an Input Event you can also enter a NAME for the segment, and a DURATION. If you specify a **Fixed** Duration, that amount of time is added to the total duration of the segment, so all the rules of LONG, SHORT, AUTO-LOOP and AUTO-FILL will apply, just as if it were a file duration.

If you do NOT specify a DURATION, the INPUT segment becomes a “flex” item, filling any time remaining in the Event after calculating all the file and graphic durations.

Unlike the AUTO-FILL folder that can only be placed at the end of a SHORT Event, an INPUT segment with no specified duration (FLEX) can be placed anywhere in the Event, and can be dragged up or down between other Event elements.

In the THREE AM example on the right, a FIXED input event has been created. Notice that no Segment identifier (e.g. SEG 1) is in the description – and that there are no parentheses around the displayed duration.



In the FOUR AM example, notice the Segment identifier is shown – along with the name of the router cross point. The duration can FLEX as indicated by the parentheses around the duration. And the DTMF icon indicates the segment is waiting for a satellite delivered tone signal to trigger playback of any subsequent clips.



Example: Build a half-hour newscast

The following exercise demonstrates how INPUT (live) segments with no duration “flex” within an Event. This would be appropriate for newscasts, live sporting events, etc. In this case you will generally know in advance how many commercial ‘breaks’ you want to create.

Step 1: Create the Event

Schedule an Event at 12:00 named “NEWS AT NOON” and then create a second Event at 12:30 to make the first event 30 minutes in duration.

Step 2: Populate with Input Segments

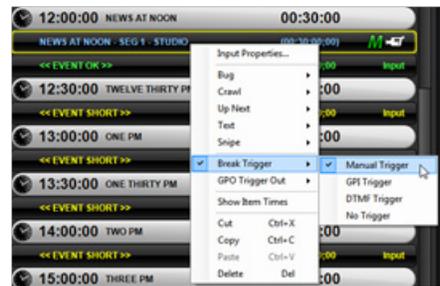
Now drag the INPUT icon into that Event, and in the Input Event Properties window specify **Input Only** or an appropriate **Router Input**. In this example we have named input 003 on the routing switcher to STUDIO, which makes the input selection intuitive, simple and quick.

Since there are no other files currently in the Event, A-LIST will switch to the specified input at exactly 12:00, and display the input signal for thirty minutes. By default it expects a **Manual** trigger for each spot break, as indicated by the **M** next to the input icon.



NOTE: There are two other ways to assign triggers to an INPUT segment. You can use the method that’s most appropriate for you. (1) drag and drop the trigger icon above the INPUT segment; or (2) right-click the INPUT segment and select the assignment from the fly-out menu.

To add the next three INPUT segments, **right-click** the input segment, select **Copy**, then select **Paste**. It will create the second INPUT segment, retaining the same name and trigger type, but automatically increment the segment number.



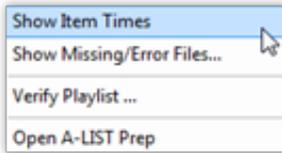
Use the Paste shortcut – **Ctrl + V** – two more times to create the third and fourth INPUT segments. When you create a new INPUT segment, the total time of the Event is divided by the number of INPUT segments.

NOTE: With ‘flex’ segments, durations are relative ... not absolute. If you specify DURATION for INPUT segments, automation will execute the instruction at a precise time of day in the playlist.

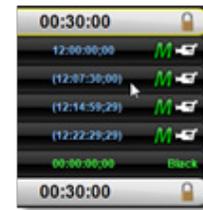


You should now have an Event where each of the four segments shows a duration of 00:07:30:00.

Optional: Show Item Times (“Hit Times”)



In A-LIST you can display file and input segments as either (1) duration or (2) time-of-day that they are scheduled to occur. The only time you don't know exactly when something will occur is if you have placed FLEX segments in the playlist.



In this example of a typical half hour newscast with Show Item Times enabled you can see the ‘approximate’ hit times for each of the commercial breaks. Actual times will be determined from when the Manual trigger is pressed. Remember: these times are based on dividing the number of minutes by the number of FLEX segments, so they do NOT reflect accurate playback times.

Step 3: Fill the Breaks

In the File Browser, select the clips you want to include in the first Break, then drag and drop them under the first INPUT segment. Repeat this procedure for the remaining three INPUT segments to populate the Breaks for each segment.

And there you have it. This is what you can expect your playlist to display for ‘live’ events using manually triggered FLEX input segments.

NOTE: You can have as many flex or fixed INPUT segments as you wish within an Event.

As with all Events, if they are LONG, the last file or segment ‘playing’ when the next Event time is reached will fade out one second before the next Event begins.



Optional: Changing Trigger Types

Add triggers to INPUT segments three ways:

- 1) Drag and drop the desired trigger icon on top of the INPUT Segment
- 2) Highlight the INPUT segment and click once on the desired trigger icon
- 3) Right-click on the INPUT segment and use the fly-out menu to select the desired trigger type



The selected trigger icon displays on the INPUT segment placeholder next to the camera icon.

Bugs, Crawls and Snipes

Selecting and Displaying a BUG (graphic) when Automation is ON

Right-click the BUG icon on the Program monitor bezel, and choose **Select Logo Bug**. This opens a dialog where you can select the graphic you want to use for the primary BUG. Most often this will be a 'branding' graphic that's typically displayed in the lower right corner of the screen.

Once that association is made, whenever you click the BUG icon it turns bright red, and the selected graphic fades on. It will stay active (displayed) until you click the bug icon to deactivate it. When you click the bug icon the graphic will fade off.



Using AUTO-BUG during Automation

To enable or disable AUTO-BUG, just click on the AUTO-BUG button at the top of the playlist window. When the button shows active (red) (the currently selected bug will be displayed automatically over any clips longer than two minutes and three seconds. To disable this feature simply click the button again and it will deselect (gray).



When the AUTO-BUG feature is active, the selected graphic will fade on and be displayed over any file or Event duration over two minutes and three seconds long (00:02:03:00). It will automatically fade off when the next file or event is less than that duration. When the graphic is being displayed, the BUG icon on the Program monitor bezel will glow red. Manually turn of the bug at any time by clicking on the icon.

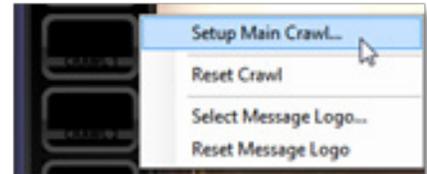
NOTE: For AUTO-BUG (and other graphics with transparency) use **PNG** files with a size of **720 x 480** for Standard Definition (SD), and **1920 x 1080** for 1080i HD and **1280x720** for 720p HD.



Setup and display a CRAWL during Automation

A-LIST supports TWO independent USER crawls and a third crawl that defaults to EAS display. On systems where EAS functionality is not required, the third crawl can be utilized as an additional USER layer.

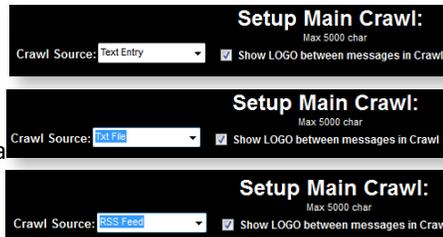
To prepare your first crawl message, right-click on the **Crawl 1** and/or **Crawl 2** icons. Choose **Setup Main Crawl** and the Setup window will appear.



You have three drop-down selection options for your Crawl Source:

- 1) Text Entry
- 2) Text File
- 3) RSS Feed

Choose the Source you want to use for your Crawl display. Following is a description of the functions of each of Crawl Source entry windows.



The default Crawl Source is **Text Entry**. Just place the cursor in the scrolling text box and enter your message.

REMEMBER: When you press the **Enter** key you create a line break that the software interprets as a separator between messages. Depending on your crawl configuration setting, the separator can be a spaces, spaces with a bullet (•), or a small logo. So to create a continuous crawl comprised of several messages, just press **Enter** to create separators between multiple messages.

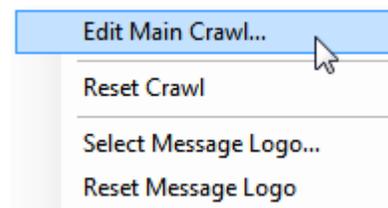
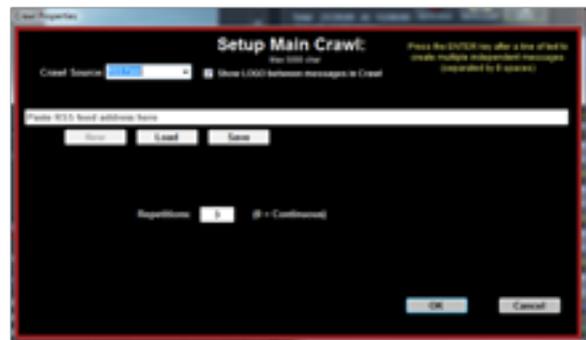
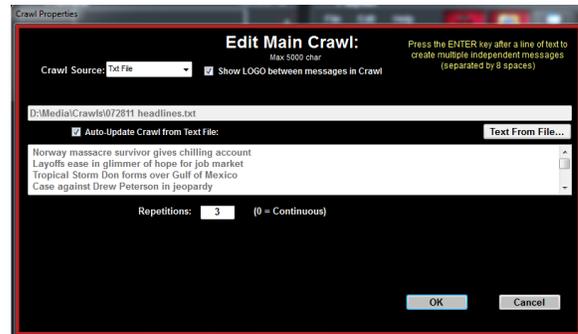
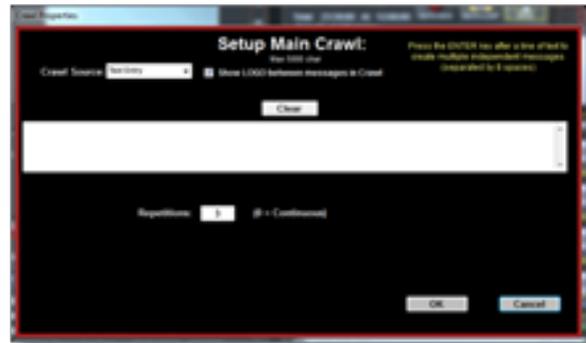
The default number of **Repetitions** is **3**. Change this value to the number you wish, or enter **0** to create a **Continuous** crawl that will display until you click the active Crawl icon on the PGM bezel to deactivate it.

If you select **Text File** in the Crawl Source drop-down, the window changes slightly. To browse for the text file you want to use for your crawl, click the **Text from File ...** button at the right.

The file path of the selected text file displays in the line at the top, and the text appears in the scrolling window as formatted in the text document. If you want the crawl to constantly 'check' the text file for changes and update the crawl after the current repetition, check the **Auto-Update Crawl from Text File** box.

If you select **RSS Feed** in the Crawl Source drop-down, the window displays a single entry box where you can paste a copied URL for an RSS feed. If you want to save that address for later use, click the **Save** button after you've pasted in the link. To recall that or other addresses at any time just click the **Load** button. It will open a folder of saved addresses for your selection. To enter a new address, just click the **New** button to clear out the entry field so you can paste in a new link address or **Load** an existing one.

To review or make changes to current Crawl Source selections and text, **right-click** the crawl icon, select **Edit Main Crawl...** and make desired changes on the **Edit Main Crawl** form.



Configure CRAWL Parameters

To define the font, size, location, background and speed for each crawl, select **Configure** under the **Edit Menu** and then select the **CRAWLS** tab at the lower left. When active it will be highlighted in blue as shown.

In this window you can also specify the height, color and opacity of the Background Banner behind crawl text.

You can also specify a **Message Separator** as **Text**, **Bullet**, or **Graphic**. The **Video Preview** window updates in real-time as you make your configuration selections, providing you with a good representation of how your crawl settings will be displayed on your system output.

Customizing Your Crawls

Following is a step-by-step guide for understanding and using the available crawl setup parameters.

First, click the **Select Crawl** dropdown – and choose between the three available crawls: **Main**, **Auxiliary** and **EAS**.

Click the **Choose ...** button to the right of the **Text Font:** label to open the font selection panel. Your current **Font**, **Style**, **Size** and **Color** will always be displayed in the four fields in this section.

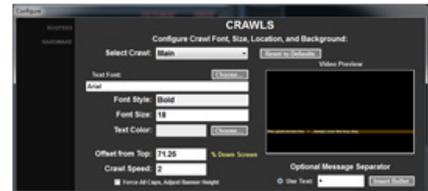
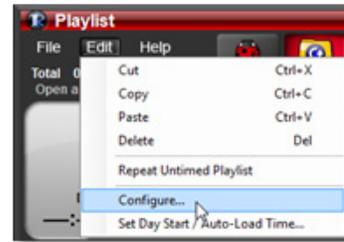
The font selection panel is a standard Windows selection dialog, so choose the attributes you want to use for the crawl display.

You can also select the **Script format ...** as well as the **Color** from the standard drop-down menu.

If you click the **Choose ...** button to the right of the displayed text color, it will open a color selection palette with many more options. You can click the **Define Custom Colors** button to open an even more versatile color selection tool. This also gives you the ability to enter a text color with a specific value in either HSL (Hue, Saturation, and Luminance) or RGB (Red, Green, and Blue).

The **Offset from Top** is the vertical distance from the top of the screen to where the crawl is positioned. This is calculated as a percentage. So to put the crawl in a typical position near the bottom of the screen, you might start with a value of 80 and see if you like it.

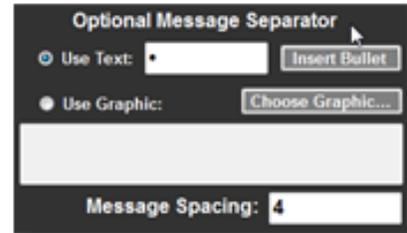
Set the **Crawl Speed** to whatever looks good relative to the font style and size you've chosen. You can even force all letters to be displayed as capital letters by checking the **Force All Caps** button. This action automatically adjusts the Banner Height as necessary, if a Background Banner is being used.



The **Background Banner** is also calculated as a percentage of the Font Size. Click the **Choose ...** button to select a banner color – and enter a value for the Opacity (transparency) of the banner. A value of 100 means there is no transparency, and the banner will display as a solid color. If the Background Banner checkbox is NOT checked, none of the other field information will be displayed.



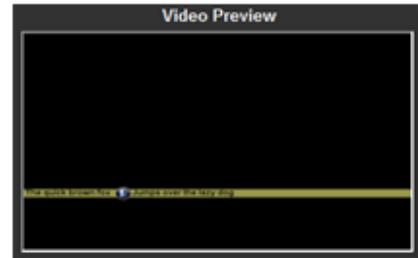
Use a **Message Separator** to place Text and/or insert a Bullet between lines of text created in a New Crawl entry. There the individual lines are created by entering ENTER between lines.



Use the **Message Spacing** value to control the spacing between the messages on the crawl.

If you choose **Use Text**, you can enter any characters as separators.

If you click the **Insert Bullet** button, that character will be added. You can enter text and bullets if you wish.



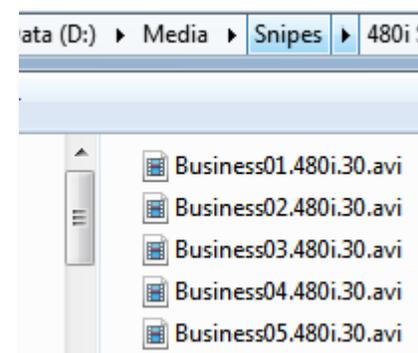
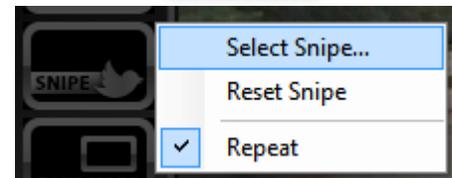
If you choose **Use Graphic**, click the **Choose Graphic** button and browse to a graphic, like your branding logo, to use as the separator between crawl messages.

Selecting and Displaying a Snipe (animated overlay) when Automation is ON

Right-click the SNIPE icon on the Program monitor bezel, and choose **Select Snipe**. This opens a dialog where you can select the animation overlay file you want to use for the primary Snipe. The file can be created as an .avi or .mov file, and there are specific instructions on how to create them using third-party editing systems such as Adobe After Effects and Final Cut Pro.



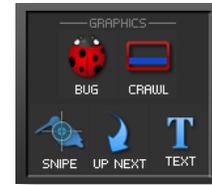
Once that association is made, whenever you click the SNIPE icon it turns bright red, and the selected animation plays on the Program output. It will remain highlighted in red until the file has completed playing, and then the highlighting will turn off. At any time during the animation you can click the highlighted SNIPE icon to stop the animation.



Scheduling a BUG (branding graphic or logo)

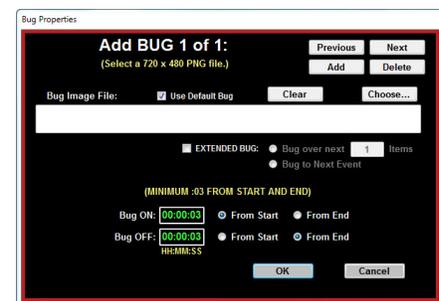
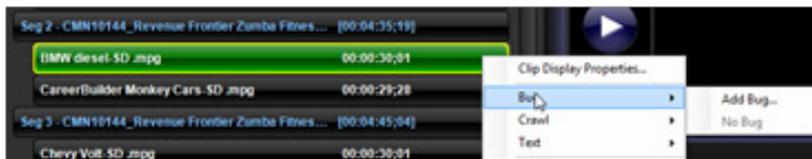
Whereas AUTO-BUG fades a 'master' Bug on and off over files that are longer than 00:02:03:00, a scheduled Bug is associated with a specific file or files. You can schedule multiple bugs (but not overlapping) over the duration of an item. There are three ways to schedule a Bug relative to a file.

1) Drag the **BUG** icon above the item where you want the bug to appear. The red line indicates the drop point. When dropped into the list, the **Add BUG** window opens. Click the **Choose ...** button to open the D:\Media\Bugs folder where you can select the desired Bug graphic. Be sure to select a PNG formatted graphic with resolution that matches your current system output: 720 x 486 (SD) • 1280 x 720 (HD) • 1920 x 1080 (HD)



2) The second way to schedule the Bug is to click on the file you want to associate with the Bug ... then click the BUG icon at the bottom of the playlist. The **Add BUG** window will open where you can select the desired Bug graphic, as well as the display properties of that graphic.

3) The third way to schedule a Bug is to right-click the file you want to associate with the Bug. A fly-out menu will appear. Select **Add Bug ...** and the **Add BUG** window will open for output selection.



To remove a Bug ... select **No Bug** from the fly-out menu.

The Add BUG window

Use this function (to select your Bug graphic file. It must be a PNG file with transparency and match the output resolution of the system.

- **480i:** 720x480
- **720p:** 1280x720
- **1080p:** 1920x1080

This window is also where you can configure when you want the Bug to fade ON and OFF relative to the file you are associating with the Bug display, and to generate multiple bugs (linear, not overlapping) based on times from Start and End that you specify.

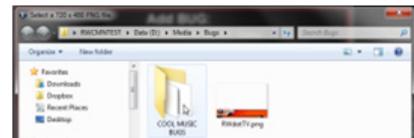
You also have the option to extend the BUG display over a defined number of sequential items between Events in the Playlist ... or display until the next Event (timed Event banner).

Choosing a Bug file

Click the **Choose ...** button to open the path to the **Bugs** folder. If the folder doesn't exist, the system automatically creates a **Bugs** folder here:

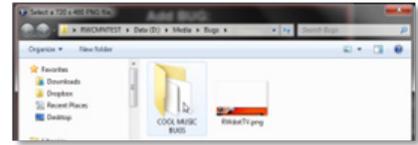
D:\Media\Bugs

Since the files and folders are managed in the standard Windows file system, you can store your Bug files at the root of the Bugs folder ... or create sub-folders that are associated with your unique automation content management.



In this case we've stored all The COOL TV bugs in their own folder.

Double-click to open the sub-folder ... then click once to select a file and click **Open** – or just double-click the file to assign it as the Bug Image file for the Bug insertion. When the Bug graphic has been selected, its name and file path appear in the Bug Image File display window. If you change your mind, just click the **Clear** button to remove the selection from the window.



Setting the Bug ON and OFF times

The default setting is to fade the **Bug ON** three seconds after Start of file playback ... and fade the **Bug OFF** three seconds from the End of file playback.

Note: 3 seconds is the minimum offset for each in order to preserve automation system operation integrity.



You can set the **ON** time relative to the Start or End of the file, and likewise set the **OFF** time relative to the Start or End of the file.

Extend the Bug over multiple items

Check this box and select EITHER the number of items over which you want to display the Bug ... OR display the Bug until the next timed Event.

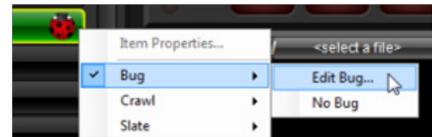


Once you've selected your Bug graphic and entered the desired display and ON / OFF properties, click OK. The Bug icon will appear on the right of the file display.

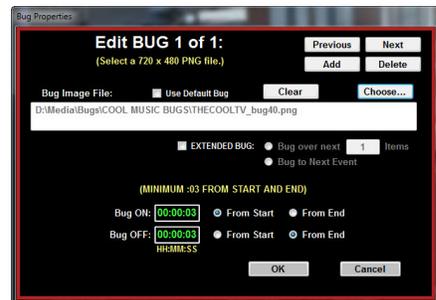


Editing existing Bug Properties

To review and/or edit a currently scheduled Bug, right-click on the file to open the Properties drop-down menu. Select the Bug fly out menu and select **Edit Bug ...** to open the Edit Bug Properties window. You can also select **No Bug** to remove it from the schedule.



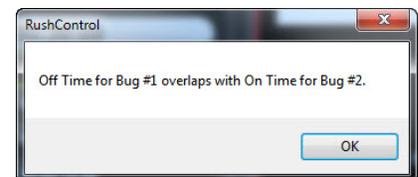
This window is identical to the Add BUG window except for the title. It lets you make changes to an already scheduled Bug graphic assignment. Just follow the procedures in the preceding paragraphs to Clear, Choose, or change the Bug ON and OFF timing properties relative to the associated file.



Creating multiple Bugs

If you've defined a Default Bug by right-clicking the Bug icon on the PGM monitor then selecting a Bug graphic, that will also be the Default for multiple Bug display. To use that same graphic just be sure the **Use Default Bug** checkbox is checked.

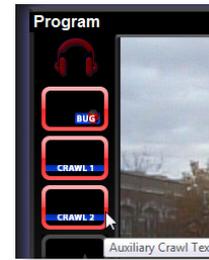
Otherwise click the **Choose ...** button and select the appropriate Bug graphic for each Bug you schedule. To add more than one Bug, after you've specified the ON/OFF relative times for the first Bug, click the Add button in the upper right. Enter the ON/OFF relative times for the 2nd Bug, and use either the Default Bug or Choose another one. Continue to click the Add button to add as many Bugs as you wish. If any of the Bugs happen to overlap, you will receive a notification as indicated here. You'll need to correct that condition before adding another or clicking OK to save the Bug information.



Scheduling a CRAWL

Instant Display

You can always create and display crawl messages “live” while automation is running by clicking on either or both of the Crawl icons (Crawl 1 and Crawl 2) on the Program monitor bezel. See Page 32

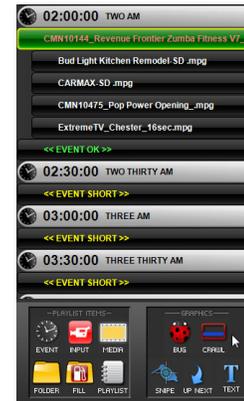


Scheduled Display

But you can also schedule a crawl to be associated with a specific file or files. There are three ways to schedule a Crawl relative to a file.



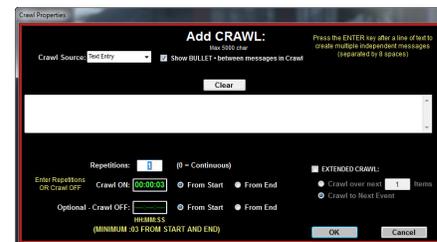
- 1) Drag the **CRAWL** icon above the item where you want the trigger to ‘fire’. The red line indicates the drop point. When dropped into the list, the **Add CRAWL** window opens, where you can select the desired Bug graphic.
- 2) The second way to schedule the Crawl is to select the file you want to associate with the Crawl ... then click the CRAWL button at the bottom of the playlist. The **Add CRAWL** window will open where you can manually enter text you want to use for your Crawl message ... or select the desired CRAWL text file, as well as the display properties of that crawl message.
- 3) The third way to schedule a Crawl is to right-click the file you want to associate with the Crawl. A fly-out menu will appear. Select **Add Crawl ...** and the **Add CRAWL** window will open for output selection.



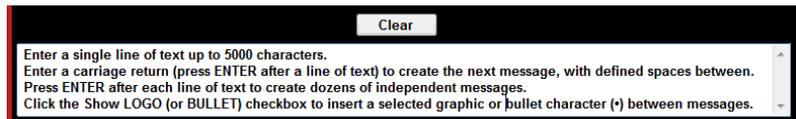
The Add CRAWL window

Use this window to manually enter a Crawl message or select text from an existing text file.

You will also enter the offset times when you want the Crawl to appear and disappear relative to the file you are associating with the Crawl display, and how many repetitions of the message you want to display.

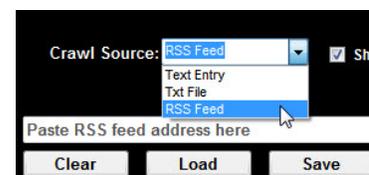
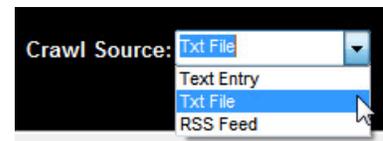


In this example, what we’ve manually entered in the Crawl text field will actually be displayed using the description as written.



- 1) You can enter up to 5000 characters in a single entry, allowing the text to ‘wrap’ in the display. That message will display in its entirety as entered.
- 2) When you press the ENTER key after a line of text, the next text entry will follow the previous entry in the scrolling message, with the two messages separated by a user-defined number of spaces. The default is four (4) spaces.
- 3) If you check the **Show BULLET (or LOGO)** checkbox, each text entry will follow the previous entry in the scrolling message, separated by 4 spaces ... then a BULLET character (•) or selected logo file ... and another 4 spaces. This can be customized on the Crawl setup window.

You can also browse to and display text from any number of sample text files that have previously been prepared. Or paste RSS feed links for crawl display, with the option to **Save** and **Load** links for your convenience.



Auto-Update Crawl from Text file

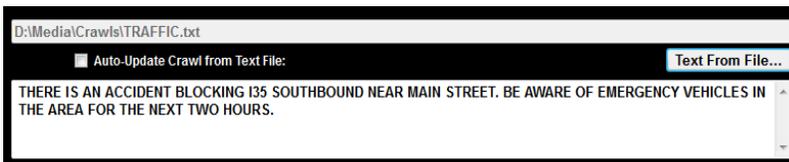
When this box is checked, the system constantly monitors this file for changes, and will update the displayed message even while it's active. If a change is made to the file (and Saved) while the file is active, the text will update after the last displayed repetition.

EXTEND the Crawl over multiple playlist items

When the EXTENDED CRAWL is checked, the Crawl duration is NOT limited to the length of the file with which it's associated. The crawl message (manual or from a text file) will continue to display until (a) the next scheduled Event in the playlist, or (b) until the number of specified files has been played ... whichever happens first.

Since the files and folders are managed in the standard Windows file system you can store your text files at the root of the **Crawls folder** ... or create sub-folders that are associated with your unique automation content management.

In this example we'll select the **TRAFFIC.txt** file, and then click **Open ...** or just double-click the file.



The selected file and file path are displayed in the **Text From File...** window.

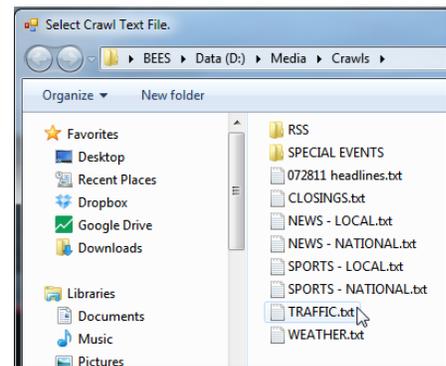
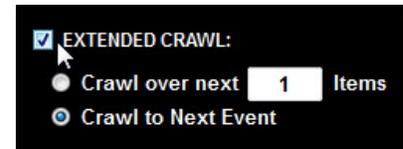
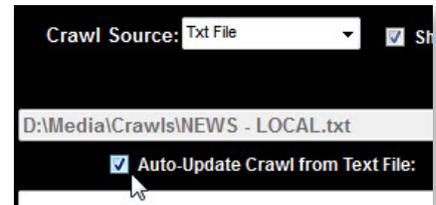
Setting the Crawl ON and OFF times

The default setting is to fade the **Crawl ON** three seconds after Start of file playback ... and fade the **Crawl OFF** three seconds from the End of file playback.

You can set the ON time and OFF time relative to the Start or End of the file. Enter a number in the **Repetitions** field to specify how many times you want the text message to repeat before going off. **The default is 1**. If you set it to **0**, it will display continuously until the next Event scheduled in the playlist.

NOTE: Enter **EITHER** the number of repetitions you want to display **OR** a Crawl OFF time. 3 seconds is the minimum offset for each in order to preserve automation system operation integrity.

Once you've selected your Crawl text and entered the desired ON, OFF, Repetitions and EXTEND properties, click **OK**. The red Crawl icon will appear on the right of the item display.



Editing existing Crawl Properties

To review and/or edit a currently scheduled Crawl, right-click on the file to open the Properties drop-down menu. Select the Crawl flyout menu and select **Edit Crawl ...** to open the **Edit CRAWL Properties** window. You can also select **No Crawl** to remove it from the schedule.

This window is identical to the **Add CRAWL** window except for the title. It lets you make changes to an already scheduled Crawl text or text file assignment.

Just follow the procedures in the preceding paragraphs to Clear, Choose, or change the Crawl ON, OFF, Repetitions and EXTEND timing properties relative to the associated file.

Adding a Crawl separator image (Message Logo)

You can select a Message Logo to use instead of a BULLET separator. This is a global setting that applies to manually initiated crawls (from the Program bezel on A-LIST) as well as to scheduled crawls. Right-click the CRAWL 1 (or CRAWL 2) icon and choose **Select Message Logo...**

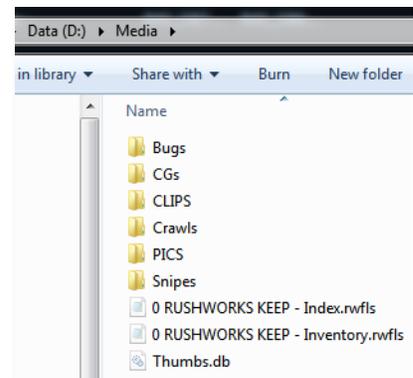
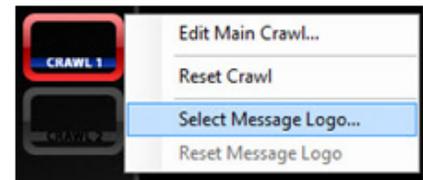
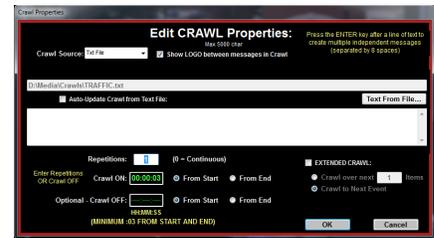
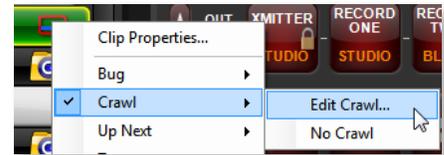
The Bugs folder will open in Windows Explorer – where you can browse for the logo you wish to use. Use the Bugs sub-folder in the D:\Meda folder to keep graphics you want to use for branding or crawl Message Logos.

Use the rest of the sub-folders as a hierarchical storage method to help you quickly locate and access **CG** files (with transparency), **CLIPS**, **Crawls**, **PICS** (non-transparent e.g. bmp, jpg and tif) and animated **Snipes**.

Once you've assigned a Message Logo to the Main and/or Auxiliary Crawl, the 'Show BULLET ...' changes to 'Show LOGO' in the Add CRAWL or Edit CRAWL properties window.



To clear the logo assignment, right click the Main or Auxiliary Crawl icon and select **Reset Message Logo**.



Scheduling a Snipe (animated overlay)

A scheduled Snipe is associated with a specific file or files. You can schedule multiple snipes (but not overlapping) over the duration of an item. There are three ways to schedule a Snipe relative to a file.

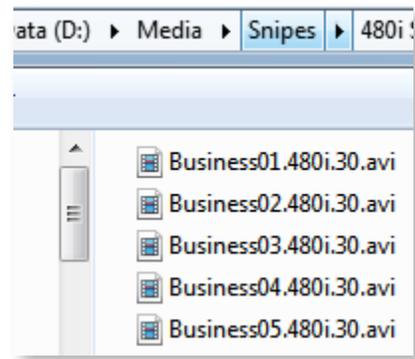
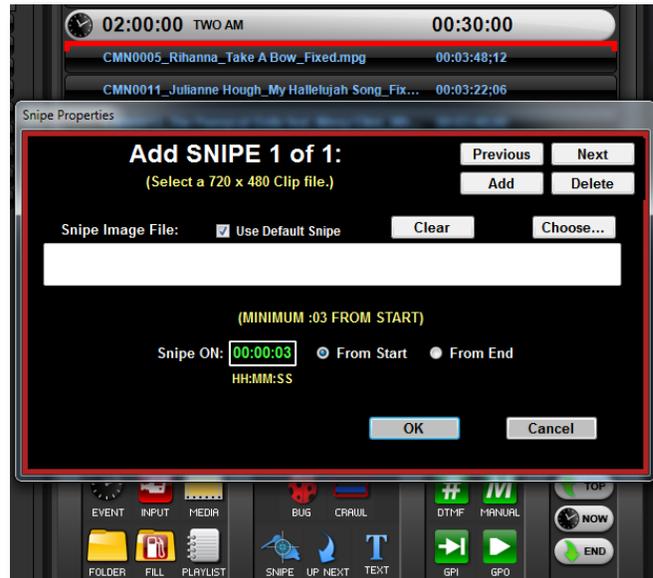
NOTE: These procedures are identical to the ones you use for scheduling a **Bug**. Please refer to **Pages 36 and 37** for step-by-step instructions.

1) Drag the **Snipe** icon above the item where you want the snipe to appear. The red line indicates the drop point. When dropped into the list, the **Add Snipe** window opens. Click the **Choose ...** button to open the D:\Media\Snipes folder where you can select the desired Snipe file. Be sure to use animation files created as .avi or .mov files that conform to the specifications required for use in A-LIST. The file resolution needs to matches your current system output: 720 x 486 (SD) • 1280 x 720 (HD) • 1920 x 1080 (HD)

2) The second way to schedule the Snipe is to click on the file you want to associate with the Snipe ... then click the SNIPE icon at the bottom of the playlist. The **Add Snipe** window will open where you can select the desired Snipe graphic, as well as the display properties of that graphic.

3) The third way to schedule a Snipe is to right-click the file you want to associate with the Snipe. A fly-out menu will appear. Select **Add Snipe ...** and the **Add Snipe** window will open for file selection.

As with Bugs, you can schedule multiple - but not overlapping - Snipes. Because a Snipe file has a finite length based on how it was produced, you can on set the **Snipe ON** time relative to the **Start** or **End** of the item over which you'll be displaying the Snipe.



Creating and adding TEXT

Use the TEXT feature to display several lines of user-defined or imported text at the beginning of a clip or live input ... or at the beginning AND end. There are three ways to add TEXT to a playlist:

1. Drag and drop the TEXT button on top of the clip or input you want the text to appear over. This opens the text entry window.
2. Single-click to select the desired file or input item and then click the TEXT button at the bottom of the playlist to open the text entry window.
3. The third way is to right-click on the file or input event, choose the TEXT fly out and select **Add Text**. When the text entry window is open, type one or more lines of text, using the Enter key to start a new line. You'll see the text appear in the Video Preview window as you type. This window simulates the actual system output to a TV screen.

There is no limit to the number of lines you can enter. However, if a line length extends past "title safe" on the video display, a warning will appear below the entry window.

You can also specify a background image (PNG) that will be composited with the text for enhanced visual effect. Just click the **Choose...** button to browse for a desired image. When selected, the image immediately displays in the Video Preview window.



If you click **Preload Text**, the image will be loaded into the DSK PVW window, where you can AUTO to AIR or TAKE to AIR as you wish.

Here is the text with background displayed on the DSK PGM output after an AUTO to AIR or TAKE to AIR.

This shows the composited DSK on the PGM (output) screen. If you are passing a LIVE signal or playing a clip and use a PNG that doesn't fill the screen, you'll see the LIVE or clip video behind the text - and PNG if chosen.

Here are the rules for TEXT visibility. Short clips have text at the beginning only. Longer clips display text at the beginning and at the end:

Single Text Clip Minimum - "00:00:15;00" dur

FrameOn "00:00:05;00" from start

FrameOff "00:00:12;00" from start

Dual Text Clip Minimum - "00:01:02;00" dur

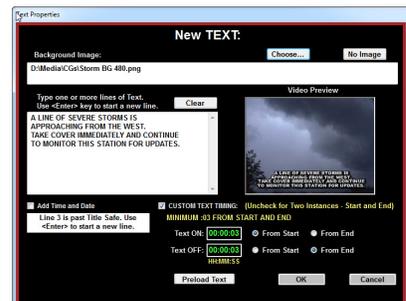
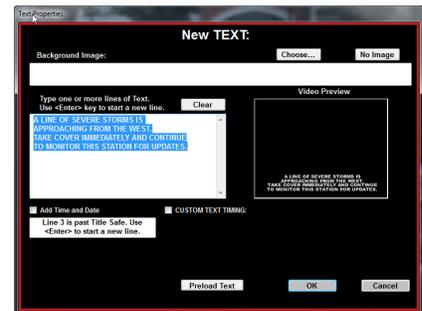
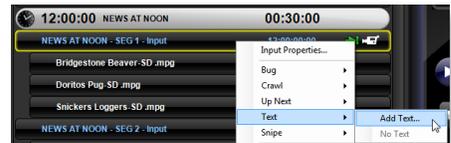
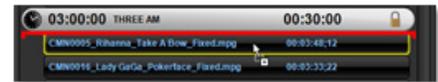
FrameOn1 "00:00:10;00" from start

FrameOff1 "00:00:17;00" from start

FrameOn2 "00:00:20;00" from end

FrameOff2 "00:00:13;00" from end

NOTE: you can define the font, font size 1, font size 2, font style, font color, horizontal screen position, vertical screen position, and vertical line spacing for font 1 and font 2 on the configuration window.



Configure TEXT parameters

To define the font, style, size, alignment, color, and screen position, select **Configure** under the **Edit Menu** and then select the **TEXT** tab at the lower left. When active it will be highlighted in blue as shown.

In this window you can also specify the “Title Safe” boundaries for Horizontal and Vertical.

The system defaults to TWO different font sizes. The Top Line Size is specified as a percentage of the defined font size, making the first line of text larger than the following lines.

Click the **Choose ...** button to the right of the **Text Font:** label to open the font selection panel. Your current Font, Style, Size and Color will always be displayed in the four fields in this section.

Use the **Draw Text** choices to determine if your lines of text start displaying from the top of the screen (within Title Safe) or from the bottom. By manipulating text lines with Top/Bottom placement, Alignment, and appropriate uses of carriage returns and spaces when creating your text, you can position lines of text virtually anywhere on the screen. If you choose to display **Date and Time** as a Text item in the playlist, here you can select whether the Date or Time is displayed on top of the two line rendering.

The font selection panel is a standard Windows selection dialog, so choose the attributes you want to use for the crawl display.

You can also select the Script format ... as well as the Color from the standard drop-down menu.

Click the **Text Alignment** drop-down menu to choose between Left, Right, and Center alignment on the screen

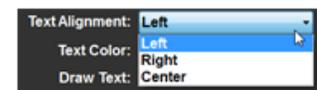
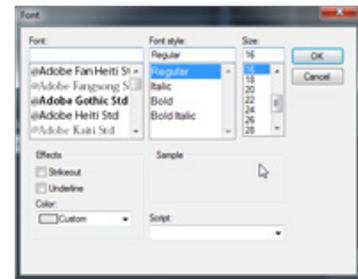
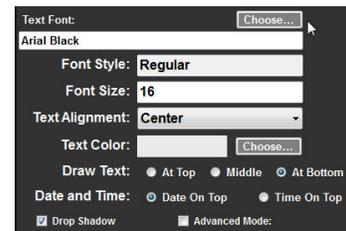
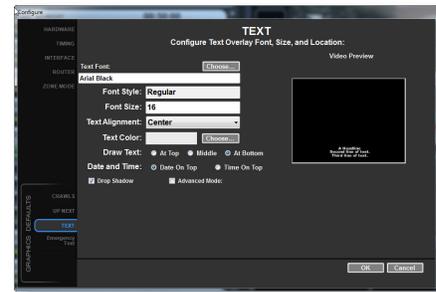
If you click the **Choose ...** button to the right of the displayed text color, it will open a color selection palette with many more options. You can click the **Define Custom Colors** button to open an even more versatile color selection tool. This also gives you the ability to enter a text color with a specific value in either HSL (Hue, Saturation, Luminance) or RGB (Red, Green, Blue).

There is a single style of drop shadow available, which is generally useful when you are displaying light colored text over a video background. Check the Drop Shadow checkbox to activate it for all Text displays.

Advanced Mode

If the Advanced Mode checkbox is checked, you'll see the Title Safe, Top Line Size and Line Spacing entry fields. “**Title Safe**” comes from a SMPTE defined percentage of the viewing area – specifically the top, bottom and sides – that may be hidden due to individual TV set display capabilities. In many applications there will be both “Title Safe” and “Action Safe” with the former being 20% and the latter 10%. For most current LCD, LED and Plasma wide screens the Action Safe area is acceptable for most titles in both X and Y (horizontal and vertical) dimensions.

The system defaults to TWO different font sizes. The Top Line Size is specified as a percentage of the defined font size, making the first line of text larger than the following lines. If you set this value at 100%, all the lines of text will be the same size.

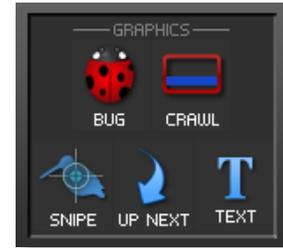


The Video Preview provides a representation of how your text will appear on your system output.

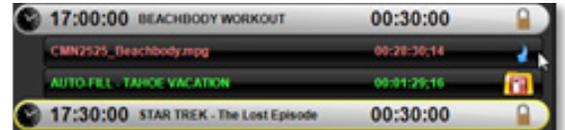
Enabling UP NEXT information display

Use this handy feature to **automatically display the information contained in the next Event Header** over a file or input item in your playlist.

To enable, just highlight (touch to select) the item over which you want the text to appear ... and click the **UP NEXT** arrow. Alternately you can drag the UP NEXT icon from the GRAPHICS tray and place it above the file or input item.



The UP NEXT icon then appears at the right side of the item in the playlist.



It uses the display “rules” of the Default Text display, which you can open by selecting the TEXT tab on the Configure window.

The length of the file or input item over which the text will be displayed determines whether it appears once at the beginning of the file or item ... or twice - once at the beginning and again at the end.

Single Text Clip Minimum - “00:00:15;00” dur

FrameOn “00:00:05;00” from start
FrameOff “00:00:12;00” from start

Dual Text Clip Minimum - “00:01:02;00” dur

FrameOn1 “00:00:10;00” from start
FrameOff1 “00:00:17;00” from start
FrameOn2 “00:00:20;00” from end
FrameOff2 “00:00:13;00” from end

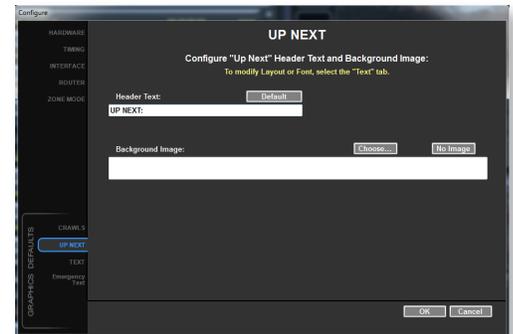
To set your UP NEXT text and graphic properties, click the **Edit** menu and select **Configure** from the drop-down ... or click once on the **Configure** button on the A-LIST display panel.



The Default Header Text is **UP NEXT**. However, you can enter any text you wish to customize the announcement.



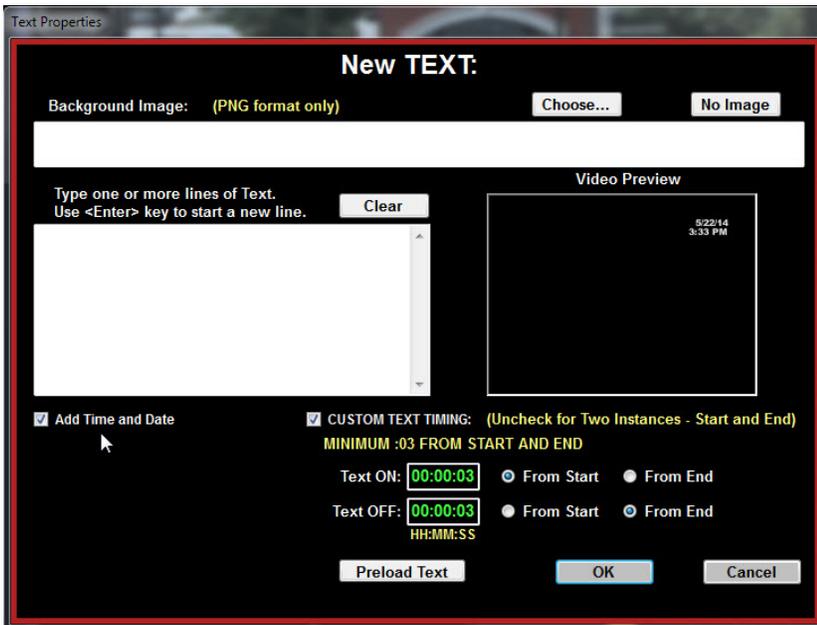
You can also composite the text over a selected **background image (PNG only)** to enhance the ‘branding’ of your presentation.



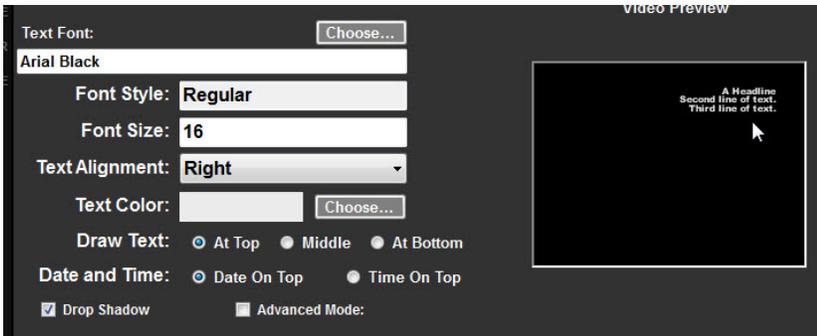
Example of default UP NEXT display

Displaying the Time and Date

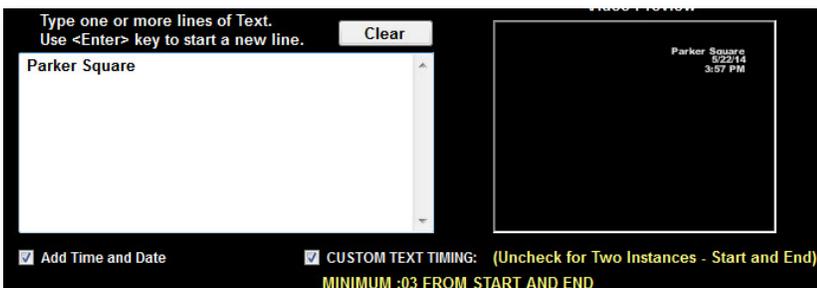
You can display the Time and Date as a Text overlay by checking the Add Time and Date checkbox in the Add TEXT window.



If you don't enter any text and just check the checkbox, the Time and Date will display, using the text format currently defined in the Text Configuration tab.



On this tab you can also select if you'd like to display the **Date on Top** or the **Time on Top** of the two-line display.



If you enter text and have Add Time and Date checked, the text will always appear as lines preceding the Time and Date character display.

Scheduling BREAK Triggers

BREAK triggers are typically used in association with “live” Events, where you are passing through a video signal that you want to interrupt with spot playbacks, i.e. “breaks” in the live Events. We’ll use the playlist example on the right, with variations, to indicate how triggers are used.



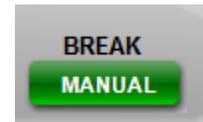
This Event was created by dragging the INPUT icon into the 12 o’clock Event (NEWS AT NOON) three times. Each INPUT item is automatically named using the Event Name we’ve given, followed by a linear Segment number and the type of playlist item (INPUT) it is.



The indicated breaks show estimated times only, since it is a “live” event and break times are not scheduled absolutely. After a Break is triggered the list updates to reflect ‘actual’ times for the live segment and spot playback. Breaks can be triggered using any of the following methods.

Scheduling a MANUAL trigger

Drag this icon onto an INPUT segment to identify the segment as a ‘live’ event where BREAKS will be triggered manually by an Operator. You can press the **F5** key or the **Manual break button** to switch from INPUT to BREAK playback and back to INPUT automatically, sequencing through the BREAKS with single keystrokes throughout the Event.



Scheduling a DTMF trigger

If you are using satellite-delivered program services that provide DTMF trigger tones (e.g. America One, FamilyNet, etc.) you can enter specific properties associated with this input which are used in the automation workflow.

Using America One as our example, we’ll select DTMF 1 from the Break trigger dropdown. Enter the trigger offset delay in milliseconds. In the DTMF Key(s) field enter any unique tones we expect to receive from the network. In this case these are the Break Start and local ID tones, 509* and 918*, respectively.



When you drag and drop an INPUT segment into the playlist and specify the router cross point, the DTMF trigger information is automatically recognized during Events where that cross point is active. This provides seamless, unattended automation during periods of satellite program delivery.

Scheduling a GPI (Input) trigger

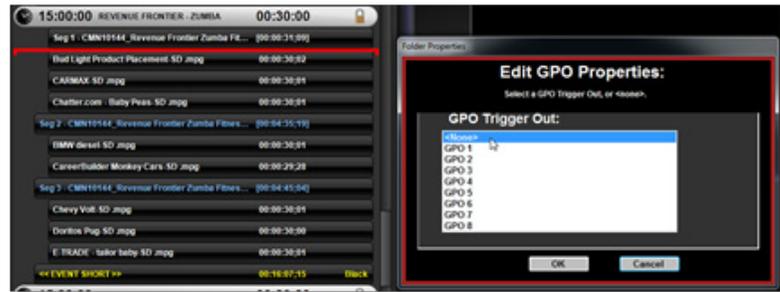
Drag this icon onto an INPUT segment to identify the segment as a ‘live’ event where BREAKS will be triggered by an Operator clicking the F5 key or the Manual break button to switch from INPUT to BREAK playback and back to INPUT automatically, sequencing through the BREAKS with single keystrokes throughout the Event.

Scheduling a GPO (Output) trigger

The selected GPO output sends a TTL contact closure using the on-board DB25 parallel port connection. There are three ways to schedule an 'output' trigger.

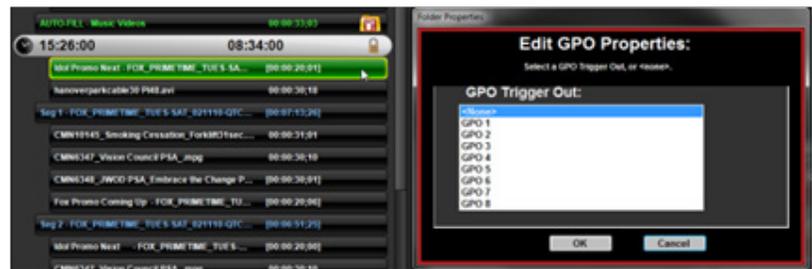


1) Drag the **GPO Trigger Out** button above the item where you want the trigger to 'fire'. The red line indicates the drop point. When dropped into the list, the Edit GPO Properties window opens, where you can select the desired output trigger.

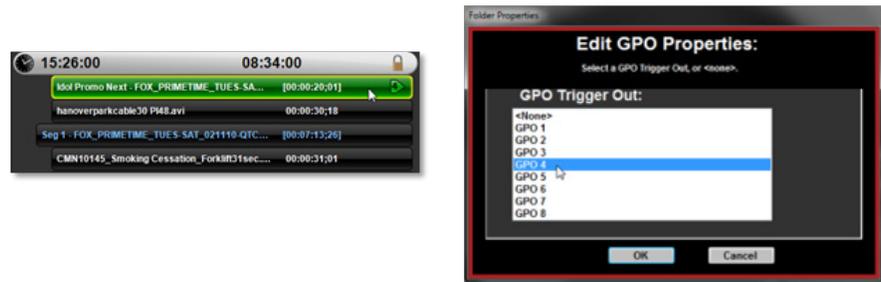


The current trigger will be highlighted. In this case, nothing is assigned, so the output is None.

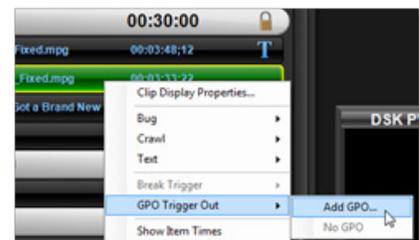
2) The second way to schedule the GPO is to click on the file you want to associate with the GPO ... then click the GPO icon at the bottom of the playlist. The Edit GPO Properties window will open for output selection. Select the output you want to use for that insertion, then click OK ... or Cancel.



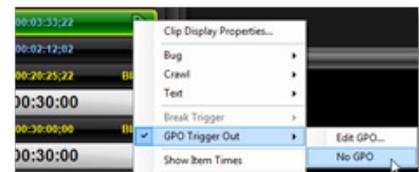
When you click OK, the GPO icon appears at the right of the playlist item ... and displays the number of the GPO assigned to that output. The trigger will be generated at the beginning of the item.



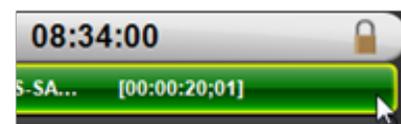
3) The third way to schedule a GPO is to right-click the file you want to associate with the trigger. A fly-out menu will appear. Select GPO Trigger Out ... and the Edit GPO Properties window will open for output selection.



To remove a GPO from an item ... right-click on the item. It will display the currently assigned GPO. Select None, then click OK.



The GPO display icon will disappear from the item in the playlist.

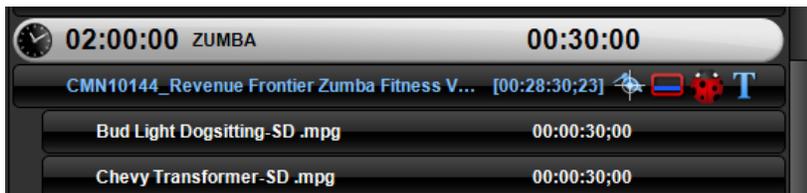


Scheduling Multiple Instructions per File

You can schedule several different actions for association with a file. These may include a **Bug**, **Crawls**, **Input**, **Text**, **GPIO**, etc. Each time you add an instruction, its icon is added to the right side of the item placeholder in the playlist.

When you add more than three instructions (icons), the **Duration/Show Item Times** (Hit Times) time code display is shifted LEFT to accommodate. This also truncates the display of the Item Name.

NOTE: You can use EITHER a TEXT overlay OR an UP NEXT overlay ... but not both simultaneously.



Create Playlists for Insertion into a Daily Playlist

Using **A-LIST Prep** you can create as many playlists as you wish. You can also create short lists and insert them into your daily playlist. You may schedule, or “insert”, these “sub-playlists” to play multiple times in the daily list. When you edit the sub-playlist the changes automatically propagate throughout the main schedule.

In this example we’ll create a 15 minute music video block with commercials inserted between each video.

Open a **New Empty Playlist**, and drag in an **EVENT** from the PLAYLIST ITEMS group on the insertion palette. This opens the New Event item window, where we’ll specify a Start Time of midnight (00:00:00).

Then drag in a second EVENT and give it the time that represents the length of the list you want to insert. In this example it is 15 minutes.

NOTE: The Event Times you drag in to create Insert Playlists are used to help you accurately time your list ... and are IGNORED when you insert the list into an Event in the daily playlist.

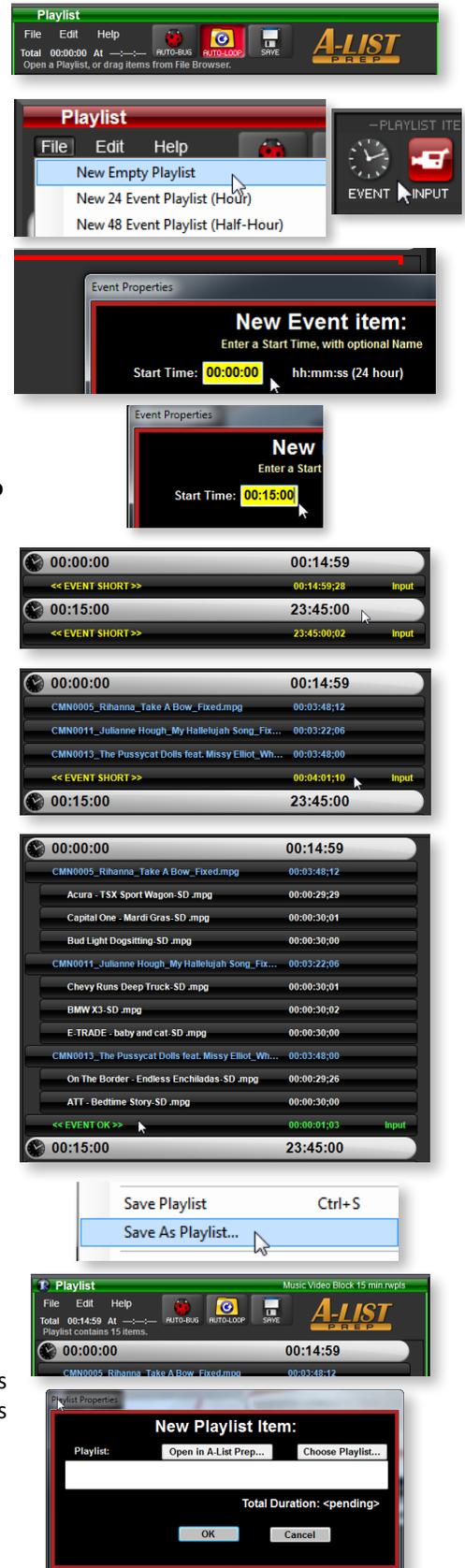
Now you have two Events in your playlist. **Remember:** the second Event is only there to assist with accurately timing the length of the first Event.

Next we’ll drag and drop three music videos into the first Event. We see the calculated **EVENT SHORT** indication of 00:04:01:10.

Now we’ll drag in files (commercials, promos, IDs, graphics, etc.) as desired between each of the music videos, continually monitoring the length. It will display one of three states: **EVENT SHORT** (yellow), **EVENT LONG** (red), and **EVENT OK** (green). The OK status appears if your content total is less than two seconds before the beginning of the next Event.

Finally, choose Save Playlist or Save As Playlist ... to create a name for the playlist and put it in an appropriate folder. If you use Save Playlist it will always save it at the root of the D:\Playlists folder.

We’ve named this one Music Video Block 15 min.rwpls. To insert it into a daily playlist, drag the PLAYLIST icon into the EVENT you want to populate. When this window appears, click the **Choose Playlist ...** button. It will open the D:\Playlists folder where you can select the file for insertion.



Configure a Routing Switcher

If you are using an external AV routing switcher to handle multiple input sources, RUSHWORKS will do the initial configuration when your system is shipped. The virtual Router panel (48a) displays all the available inputs and outputs. In this example, we've attached a Kramer 8in 8out router - although the system supports up to 128 inputs and outputs. For larger routers, the bank selectors on the left side let you view and select 8 inputs and outputs at a time.

Click the **Edit** menu and select **Configure**.

Click the **ROUTERS** tab on the left to display the ROUTERS set up screen.

Click on the green portion of the router table to configure a new router or change a current configuration.

The Change Router window will appear. With your router connected to your A-LIST system, click the Router Type drop-down and select the appropriate manufacturer/model. If it's connected using serial protocol and you click the **Port:** dropdown, you'll see available COM ports you'll use to identify/assign the AV routing switcher connection. If you select IP protocol from the **Port:** dropdown the Address: field will appear where you can enter the IP address of your AV routing switcher. Click the Connect button, and if all is well you'll see confirmation that **Router is Connected**.

Naming Inputs and Outputs

Naming your crosspoints makes it much quicker and easier to make appropriate routes using the Virtual Router Panel and scheduled routes.

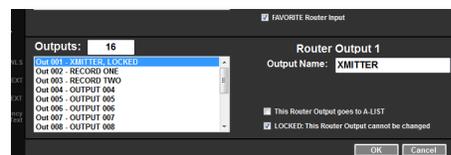
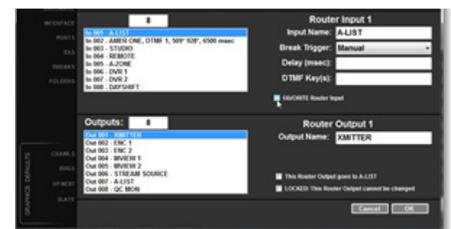
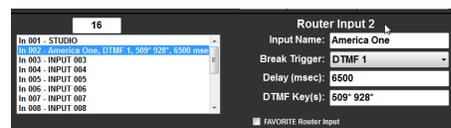
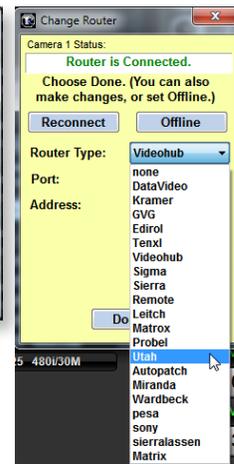
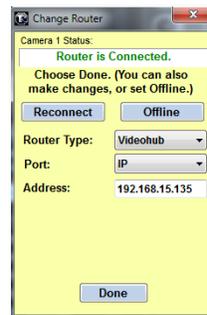
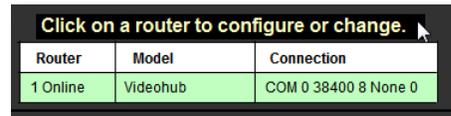
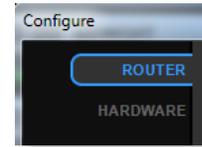
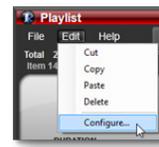
Select Output 001 and rename it in the naming field. Here we've called it XMITTER. Use this same procedure to give a descriptive name to all your Outputs. Follow the same procedure for naming the inputs. If you are using satellite-delivered program services that provide DTMF trigger tones (e.g. America One, FamilyNet, etc.) you can enter specific properties associated with this input which are used in the automation workflow.

Using America One as our example, we'll select DTMF 1 from the Break trigger dropdown. Enter the trigger offset delay in milliseconds. In the DTMF Key(s) field enter any unique tones we expect to receive from the network. In this case these are the Break Start and local ID tones, 509* and 918*, respectively.

When you drag and drop an INPUT segment into the playlist and specify the router cross point, the DTMF trigger information is automatically recognized during Events where that cross point is active. This provides seamless, unattended automation during periods of satellite program delivery.

This shows a fully customized configuration of an 8 x 8 routing switcher.

- To assign one of the inputs as a FAVORITE, just select (highlight) the input and click the FAVORITE Router Input checkbox. This crosspoint will remain displayed as you scroll through banks on routers larger than 8 x 8.
- To insure reliable automation, select the output that you always want to send to the Input of A-LIST.
- To LOCK any router output from user changes, select the output(s) and check this box.



Using the Virtual Routing Switcher Panel

The **Virtual Routing Switcher** works much like a traditional router control panel. You first select an OUTPUT, and then select which INPUT to send to that OUTPUT.

- Click any OUTPUT and it will glow ... along with the current INPUT assignment (AMERICA ONE to A-LIST). Notice that AMER ONE is displayed on the bottom of the A-LIST OUTPUT button.
- Select the new INPUT you want to assign to the OUTPUT (STUDIO to A-LIST). It will blink RED momentarily while the route occurs ... and then display the new route, as indicated on the bottom of the A-LIST OUTPUT button.
- To remove any INPUT from an OUTPUT, click the OUTPUT to show the current INPUT assignment ... then click the **NO INPUT** button on the right.

Notice that there is now nothing on the bottom part of the MVIEW 1 OUTPUT button, indicating there is no INPUT assigned.

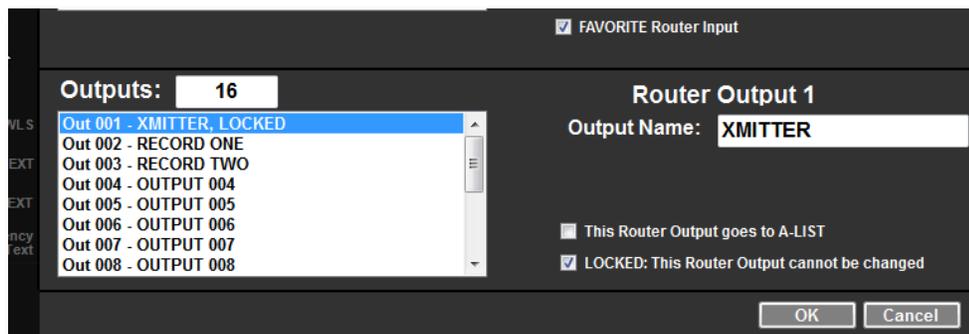


Locking a Router Output

Here is an example of locking the OUTPUT so it can't be easily changed. Select the OUTPUT cross point, then check the LOCKED button, and click OK.

When the OUTPUT is locked, you'll see the tiny lock icon displayed on the OUTPUT button.

To UNLOCK the output, just open the ROUTERS configuration panel, select the LOCKED output, uncheck the LOCKED box ... and click OK.



Multi-Channel Operation and Monitoring

You can operate up to four (4) independent channels in a single chassis, depending on your configuration requirements. Typically, however, you will configure HD channels in one chassis and SD channels in a second chassis, with I/O card structures determining configuration capability.

If you have more than one channel in your system chassis, when you double-click the A-LIST desktop icon to open the program, you will see the MultiView channel display. Each channel displays its own playlist, providing a continuous overview of exactly what is playing on each channel.

On the right side of the screen is the A-LIST Multichannel selection interface. Here you can select any configured channel to display its interface full screen. Click the **MultiView** button to return to the Multichannel view at any time.



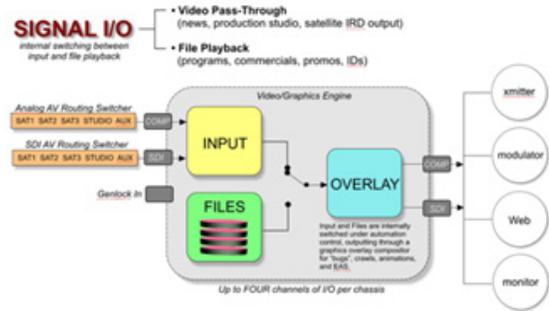
NOTE: MultiView is for viewing only. You cannot edit the playlist in any way. To edit any playlist, click the desired Channel number for the full-screen display. And remember: you edit the current playlist in A-LIST, and any other playlists using A-LIST Prep.



Recording in A-LIST

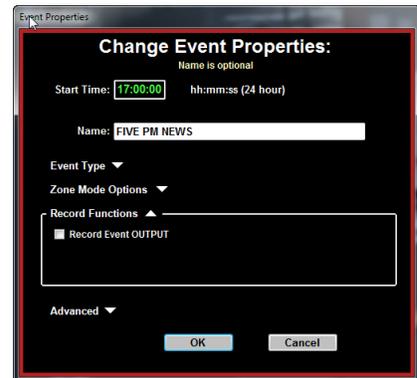
Record Scheduled Events

You can record (encode) any scheduled Event, regardless of the contents of that Event. The Event may include any combination of clips, graphics, or LIVE segments. By definition, LIVE Events are those where the video INPUT to the graphic engine is passing through the card to the output for a specified duration. Typically these are satellite-delivered segments from a Network or other program provider, e.g. ABC or America One, but can also be studio-originated programs such as news and other local programs.

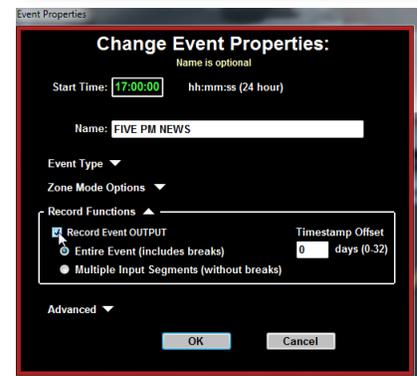


To record an existing Event, right-click the Event banner and select **Event Properties ...** or simply double-click to open the **Change Event Properties** window.

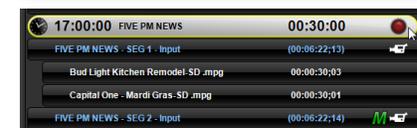
Click the **Record Functions** drop-down arrow and check the **Record Event OUTPUT** checkbox. Select the **radio button** that describes what you want to record. You can record EITHER the PROGRAM output that includes all bugs, crawls, and other graphic overlays ... OR you record ONLY the “live” (input signal pass-through) of the Event. When you select this option, recording will automatically Start and Stop for the live pass-through portions, creating sequential named files in the **D:\Recordings** folder. No graphic overlays will be recorded, since this is an “Input only” record feature.



Click OK, and you’ll notice the **RECORD LED** indicator appears on the Event banner next to the Event locked icon. The recording will automatically start about a half second before the Event playback begins. You’ll see the RECORD LED indicator glow bright red to indicate record-in-progress.



The **Settings** panel in the lower right will also be outlined in red with the file name of the currently recording file displayed in the upper right of the window title bar.



If you click the **Encode** tab in that window, you’ll see the name of the file being recorded, a glowing red RECORD button, and a timer that indicates how long the file has been recording.



The file prefix is automatically copied from the Program Name of the scheduled Event ... followed by a date/time stamp in the complete file name. The encoding parameters, such as file type and data rate, are taken from the settings you have previously selected on the user-defined fields on the Encode tab.

Manual Recording without Scheduling

You can record (encode) the output at any time without having to schedule the recording. Here's what you do:

- 1) Click the Encode tab on the Settings window.
- 2) Verify the Recording Path. Browse to select a destination other than the default D:\Recordings folder.
- 3) Enter a Name that describes what you're going to record.
- 4) Select the desired format (MPG, AVI, WMV).
- 5) Select the desired Bit Rate.
- 6) Click the RECORD Button.

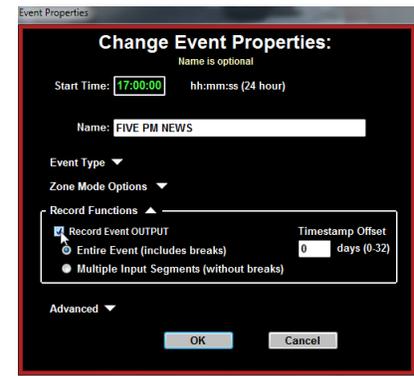
The duration counter will activate, and the name of the file will appear in the upper right of the title bar.



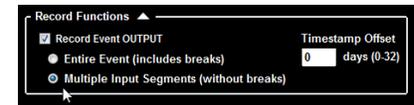
AUTO-RECORD EVENTS: Output or Input Segments Only

Under the **Record Functions** drop-down, check the **Record Event OUTPUT** box ... and use the radio buttons to select if you want to record the Entire Event, including Breaks (clips and graphics) ... or if you want to record only the Live Pass-through (Multiple Input Segments without Breaks) if you've created multiple break Segments within the Event.

If you have multiple Segments and the **Multiple Input Segments** radio button is selected, the system will create individual files for each live segment. The recorded segment files will be placed in the D:\Recordings folder. Each file is automatically named using the Event Name plus the Segment number.



This "Auto-Segmenting" of live pass-through Events is very useful if you want to rebroadcast the live segments of an Event but insert different clips and/or graphics in the breaks. Since you are creating individual files you can just drag those 'Segment' files into another Event in the same playlist ... or into a different playlist. Then just drag in the appropriate clips between the longer program files as usual to create your new Event.



In this example the Event is named FIVE PM NEWS, and there are four segments in the Event. The first Segment is triggered by the Event time, and the next three will be triggered manually, as indicated by the M next to the "live" icon on the Break line. The resulting four recorded files will be named:

- FIVE PM NEWS - SEG1 Input - YYYY MMDD HHMMSS.mpg
- FIVE PM NEWS - SEG2 Input - YYYY MMDD HHMMSS.mpg
- FIVE PM NEWS - SEG3 Input - YYYY MMDD HHMMSS.mpg
- FIVE PM NEWS - SEG4 Input - YYYY MMDD HHMMSS.mpg

YYYY MMDD HHMMSS will reflect your actual system date and time stamp. Since you typically won't know exactly when each break will be triggered, your initial playlist Segment lengths are calculated by dividing the total Event length by the number of Segments ... minus the total length of clips after each respective Segment. After each break plays, the times are automatically adjusted to show the ACTUAL duration of the INPUT Segment.





Break triggers can be **Manual**, **GPI** or **DTMF**. After each trigger the associated clips in the break will play ... then the system will return to the live pass-through. Here is the logic for how the individual clips are created:

Scenario: 30 minute LIVE Event with four (4) Segments. Each Segment consists of two clips.

Segment 1

START RECORD: At the Event time
 STOP RECORD: At the first trigger

Segment 2

START RECORD: At the end of Segment 1 clips / switch back to pass-through
 STOP RECORD: At the second trigger

Segment 3

START RECORD: At the end of Segment 2 clips / switch back to pass-through
 STOP RECORD: At the third trigger

Segment 4

START RECORD: At the end of Segment 3 clips / switch back to pass-through
 STOP RECORD: At the fourth trigger

If the last Segment is NOT followed by clips, the STOP RECORD for that INPUT Segment happens at the beginning of the next Event.

Time	Event Name	Duration	Trigger
17:00:00	FIVE PM NEWS	00:30:00	
	FIVE PM NEWS - SEG 1 - Input	(00:06:22;13)	DTMF
	Bud Light Kitchen Remodel-SD .mpg	00:00:30;03	
	Capital One - Mardi Gras-SD .mpg	00:00:30;01	
	FIVE PM NEWS - SEG 2 - Input	(00:06:22;14)	MANUAL
	Chevy Runs Deep Truck-SD .mpg	00:00:30;01	
	E-TRADE - baby and cat-SD .mpg	00:00:30;00	
	FIVE PM NEWS - SEG 3 - Input	(00:06:22;13)	MANUAL
	Bridgestone Beaver-SD .mpg	00:00:30;01	
	Chatter.com - Baby Peas-SD .mpg	00:00:30;01	
	FIVE PM NEWS - SEG 4 - Input	(00:06:22;14)	MANUAL
	Skechers Shape Ups-SD .mpg	00:00:30;00	
	Hyundai Elantra - Kaleidoscope-SD .mpg	00:00:29;22	
	Trailer - Rango-SD .mpg	00:00:30;01	
	<< EVENT OK >>	00:00:00;00	Input
17:30:00	NETWORK NEWS	00:30:00	

Zone Bulletin Board Mode (MultiZone)

This feature allows you to use A-LIST as a “hybrid” media playback engine – a scheduled broadcast automation server AND a bulletin board presentation with a 2D or 3D video window that supports both file and graphics display. This provides you with the power and versatility of two systems in one chassis, and most importantly, only one schedule to create and maintain.

Zone display is associated with an Event in the playlist. You can create as many Events as you wish, scheduled at any time you wish. Many simple billboards have one Event, with content playback repeating throughout the day starting at midnight. More structured playlists may contain scheduled Events every half hour.

Use Zone Display for a new or existing Event

When you drag and drop a new Event into a playlist, a **New Event item** window (61a) opens where you enter a **Start Time** and **Name** for the Event. In this same window click the Zone Mode Options drop-down arrow and use the radio button to select Zone Display for the content in that Event. You can also change an existing Event to Zone Mode display by double-clicking that Event to open the **Change Event Properties** window.

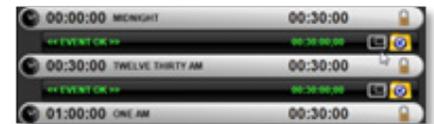
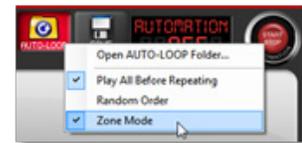
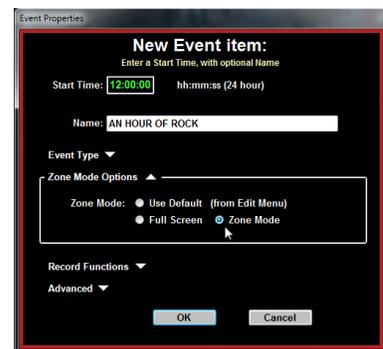
Here is how a Zone Display Event appears in the playlist. When the Event time is reached, the file in the Main Zone appears full screen ... then transitions as a DVE move (2D or 3D) from full screen to its final screen position in one second. As it makes the transition, it reveals the graphics from the other Zones behind it.

Note: The Playlist Zone is always on top of all background Zones.

At the end of the Zone Display Event ... and presuming that the next Event is NOT another Zone Display Event ... the Zone image transitions back to full-screen immediately prior to the start of the next Event.

Setting the AUTO-LOOP folder for Zone Display

If you would like the contents of the AUTO-LOOP folder always to display in Zone Mode, just right-click the AUTO-LOOP folder and select **Zone Mode** (62a) from the dropdown menu. If AUTO-LOOP is on, your playlist will show ALL Events with the Zone Display icon next to the AUTO-LOOP folder as shown here.

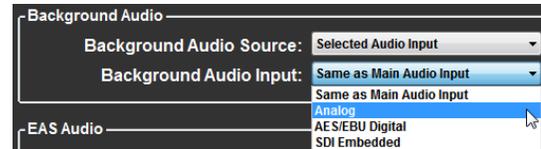


Playing audio during a Zone Display Event

A Zone Event displays the contents of the current playlist in a Playlist Zone on the screen, with user defined graphics surrounding that zone. If the playlist is playing a clip, the audio from that clip will be the program audio output. If the playlist is showing graphic files, the program will play any audio files (mp3 or WAV) that you've put in the **D:\Audio** folder.

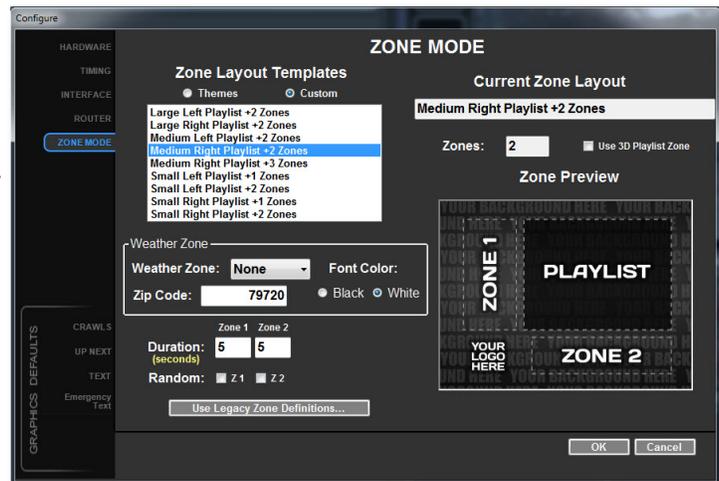


As an alternative to playing audio files in this situation, you can specify that audio be selected from an available audio input on the A-LIST workstation. You can use sources like mp3 players, CD players, cable receiver box, etc. That selection is in the **File/Configuration** window on the **HARDWARE** tab:



Setting up your Zone presentation

To set up your zone presentation, go to **Edit/Configure** and click the **ZONE MODE** tab. Select a screen layout from the available templates. Select the Themes or Custom radio button to view the thumbnails of all the available **Zone Layout Templates**. The difference is that there are **NO BACKGROUNDS** for the Custom templates. You can design a background that will work well with the number of zones and their screen placement in your Custom template selection. We can also design or customize a **Master Theme** that incorporates your website 'look and feel' for a nominal fee.



In either case, each of the zones has an associated **PowerPoint** presentation in the corresponding Zone folder so you can create all your zone content on any computer on which PowerPoint is installed.

NOTE: The Templates available correspond to the current OUTPUT format of your A-LIST. The choices are 480i (SD), 720p (HD) and 1080i (HD).



THEME templates

CUSTOM templates

RUSHWORKS customized templates

Zone layout options

After you've previewed the Themes and Custom template options, select the one you want to use and click the **Apply New Template** button beneath the preview of your selection. You'll receive a prompt confirming that you want to make that selection. The name of the selection will appear beneath the **Current Zone Layout** label as shown here.

Notice that the Playlist display isn't considered a zone as such. When you are in Zone Mode the normal full screen playback moves into the position defined by the Zone Layout you've selected. In this example there are actually TWO zones, each with corresponding folders and associated PowerPoint presentation templates.

To display your branding logo you can either incorporate it into a Custom background so it always displays in Zone Mode ... or you can use the Bug function in A-LIST to fade your logo on and off based on length of playback content. In that case you'll need to create a PNG graphic with the logo sized and positioned to appear in the desired place when the Bug fades on and off.

Remember: When you're creating PNG graphics, make a file with the same resolution as your A-LIST system output. Your choices are **720 x 480 (SD)**, **1280 x 720 (720p HD)** and **1920 x 1080 (1080i HD)**.

Duration and playback order of individual graphics in Zones

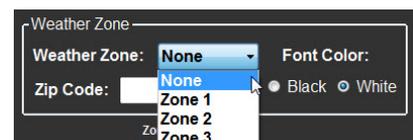
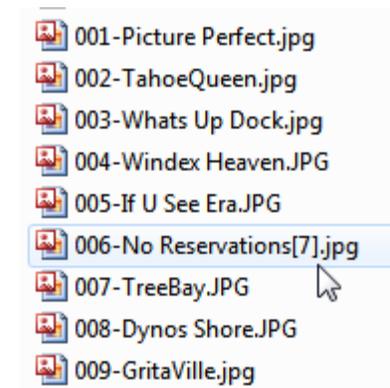
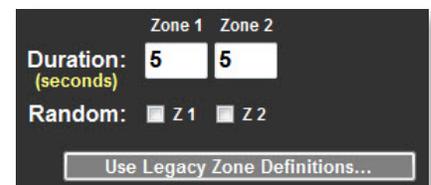
The interface indicates the number of Zones in your selected layout. You can enter the Duration, in seconds, that you want each of the graphics to display before "dissolving" or "fading" to the next graphic. The graphics will be played in the order based on Windows rules for sorting: alphanumeric - using numbers first.

If you want the graphics to play randomly (no automatic sort), check the Random: checkbox for the selected zone(s).

Tip: You can control the order in which graphics play by adding numbers to the beginning of the file name ... and you can override the default Duration by inserting a bracketed number at the end of the file name and before the extension. These customizations are shown in the example on the right.

Displaying NOAA weather information in a Zone

If you want to display local weather information in one of your zones, select that zone from the **Weather Zone:** dropdown ... and enter your Zip Code in the entry field. Use the radio button selection to display the weather font overlay in either **Black or White** based on the color of the background of the Zone Template you're using.



Creating Zone graphics with PowerPoint

Although you can use any graphics design program to create content for Zone playback, the easiest way to create graphics is to use PowerPoint as the content creation tool. Each of the Zone Templates includes associated folders you'll use for creating and storing content for each respective Zone. These are located in the **D:\Zones folder** on your A-LIST system.

Using Save As to create content folders for Zones

When you complete a zone PowerPoint slide show, the last thing you do is select Save As from the File menu and choose JPG as the output format. PowerPoint will 'ask' if you want to save the Current Slide Only or Every Slide.

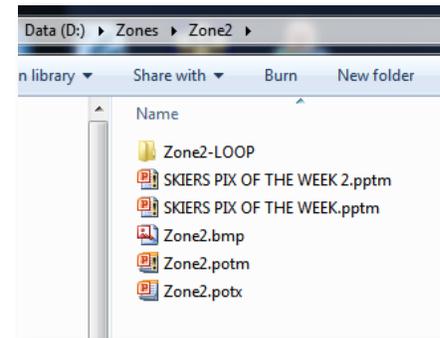
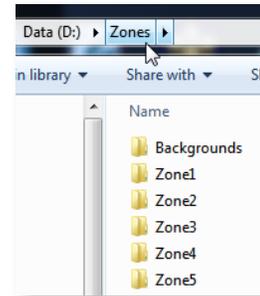
Note: A-LIST does NOT include or use the PowerPoint application for presentation. It simply plays graphic files that you create on another computer, using PowerPoint or other graphic content creation program.

Choose Every Slide, and it will create a folder with the same name as your presentation, and convert all your slides to numbered JPG files inside that folder.

You can choose if those files will play in order or with random selection. You can also set a default display duration ... but modify individual graphic file durations by putting the number of seconds within brackets at the end of the file name, e.g. **Sunrise[8].jpg**

There can be as many sub-folders as you wish in a Zone folder. Files and folders will be played in an order determined by a Windows sort ... so to control the play order just add numbers to the beginning of the files/folders:

001-New Day Dawn.jpg	(file)
002-Baseball Camp	(FOLDER)
003-Litterbug.jpg	(file)
004-Summer Vacation	(FOLDER)



Using A-LIST Prep SOLO for Playlist Creation & Editing

With the A-LIST Prep utility you can create as many NEW playlists as you wish ... and edit any EXISTING playlists ... except the one that's currently loaded and active on the A-LIST playback server. The currently active playlist is always "locked" so it can't be opened by other instances of A-LIST or A-LIST Prep. All playlist creation and editing functions are identical to A-LIST, but there is no video preview available.

Although Prep can be opened on the A-LIST automation system, this app is often installed on a separate computer, and works in tandem with RUSHWORKS' **SegmentR** utility for creating virtual and/or actual file segments within a program-length file.

Activation of the software on a secondary computer must be done by RUSHWORKS support personnel. You can move A-LIST Prep between computers at any time, but a no-charge software activation will be required for each computer it runs on.

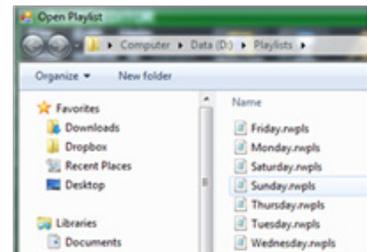
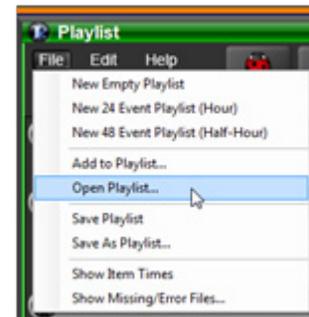
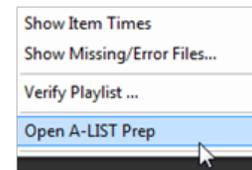
Under the File Menu select **Open A-LIST Prep**, and the application will open with an empty, untitled playlist – or double-click the A-LIST Prep shortcut icon on the desktop.

The A-LIST Prep panel has a gold border, and the playlist window has a unique logo and bright GREEN outline to set it apart visually from the active playlist.

Under the A-LIST Prep File menu, select **Open Playlist**. A file selector window will open the Playlists folder on the D: drive. Select the playlist you want to edit and click Open (or double-click on the file).

NOTE: If you are using A-LIST Prep on another computer, you'll need to locate the D:\Playlists folder on the active A-LIST workstation on the network. The same applies for the D:\Media file when you're editing a playlist or creating a new playlist. If the drive letter D is available on the other computer you will need to map the A-LIST D: drive to the other system in order to use the utility.

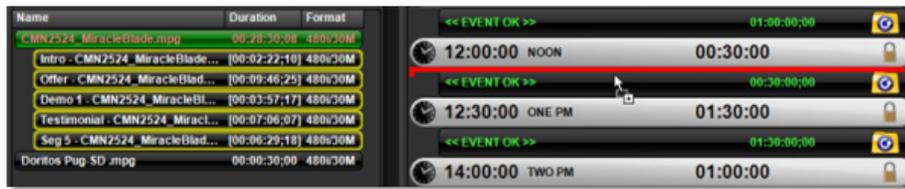
A-LIST Prep is a 'floating' window, so you can move it anywhere you wish. If you use this utility a lot, you may find it useful to have a second monitor connected to your A-LIST computer for displaying the A-LIST Prep interface.



IMPORTANT: You can NOT edit the current and active playlist in A-LIST Prep. All editing of the active playlist must be done using the Playlist window in the main A-LIST application.

Adding Segments to a Playlist (with A-LIST and A-LIST Prep)

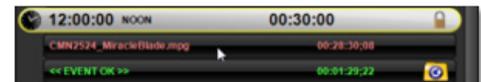
Simply select, drag and drop one or more segments into the playlist as shown below:



The playlist recognizes segments as ‘virtual files’, and manages them like any other file, cueing and playing them from the marked IN and OUT points. The appropriate file names and durations will be reflected accurately in the as-run list.

Segment titles generally display in blue because they are longer than two minutes. Short-form clips (less than two minutes) are typically spots, IDs, promos and PSAs. Their clip names are displayed in white, and are indented beneath the longer segments/clips to provide a better visual relationship of program length material and ‘interstitial’ clips.

You can always drag the original clip into the playlist. All segment information will be ignored, and it will play in its entirety.



The “Master” clip will always display in red, indicating it does have segments associated with that file.

Using the SegmentR™ File Segmenting Utility



SegmentR is a stand-alone utility for creating “virtual segments” - as metadata - stored within a single MPEG-2 or MP4 (H.264) file ... or for saving marked segments as multiple, individual files. After you’ve installed the SegmentR application, you’ll see this icon on your desktop.



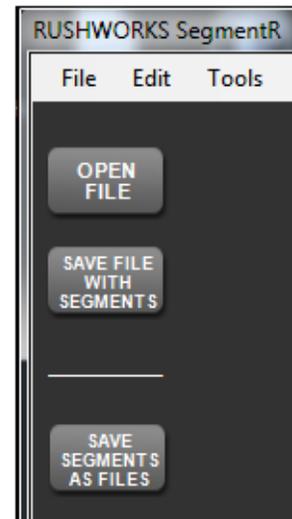
Double-click the icon to open the program.



When no file is open in SegmentR, the screen looks like this. Here is a summary of the interface and its components:

Click the **OPEN FILE** button to open a browse window that defaults to the D:\ drive on your computer. If there is no D:\ drive, it will open the C:/ drive. It will always ‘remember’ the last location you browsed to when selecting a file to open.

When you’ve completed the segmenting of a file, click the **SAVE FILE WITH SEGMENTS** to add the segment information as metadata to the end of the file. This information is part of the file, so it ‘travels’ wherever the file goes, and with any copies made. This is often called “non-destructive” editing because it leaves the original file intact, just adding segment data for managing.

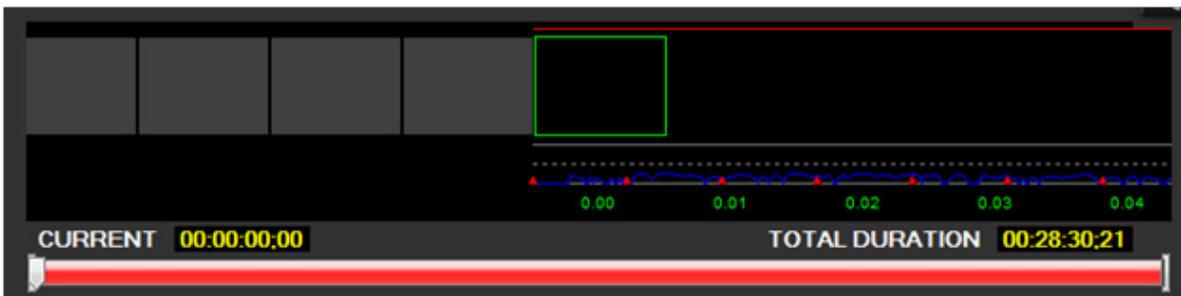


If you want to create individual files based on the segments you've identified, click **SAVE SEGMENTS AS FILES**. You'll see a window asking you to confirm that you want to create NEW, SEPARATE FILES for each of the segments. If you click OK, you'll see a browser window open to place where the original file is located. You can Save the individual files to the same folder, or create a New folder into which you can save the individual files. In either case the new files will have the same name as the original file, but with a segment number at the end and before the extension, e.g. "Sports Sunday -01.mpg, Sports Sunday -02.mpg", etc.

When you've opened a file, the interface looks like this:



Here is a description of the operative features and functions.



This is the timeline bar with video thumbnail frame display above it. The slider is 'parked' at the first frame of the clip. Left-click and hold the mouse down to 'scrub' through the video.

Note: You will only hear audio at normal Play speeds.

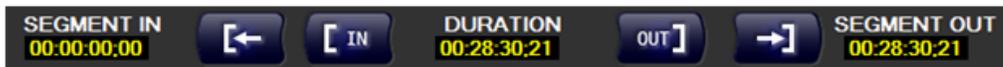


The motion controls are used by left-clicking buttons with the mouse, or by using a number of keyboard shortcut keys that can make extended segmenting sessions a lot quicker and easier. The 'interval jump' buttons (+:01, +:30 etc.) are just shortcuts to let you move forward and backward on the timeline.

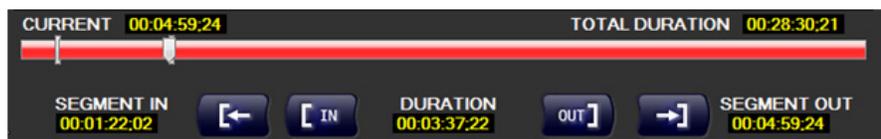
Contour ShuttleXpress



For those who like to work with an external controlling device, we've optimized our interface for use with the **Contour ShuttleXpress USB controller**. It keeps all the most active functions under one hand for speed and efficiency when you're doing a lot of segmenting. It's readily available from a number of on-line retailers for about \$38.



To create a segment: use any combination of the slider and various play buttons to place the timeline cursor where you want to Mark your In point. Then click the **[IN]** button. Use the motion controls to find where you want to Mark your Out point, then click the **OUT]** button. The SEGMENT IN, DURATION and SEGMENT OUT fields display the respective time codes.

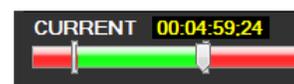


This illustrates what the timeline looks like after you've Marked an In and Out point. There are two inward facing brackets representing the duration between the Marks.

To add the segment to the segment list, click the **ADD[]** button.



The space between the In/Out brackets turns green, indicating you have created a valid segment.



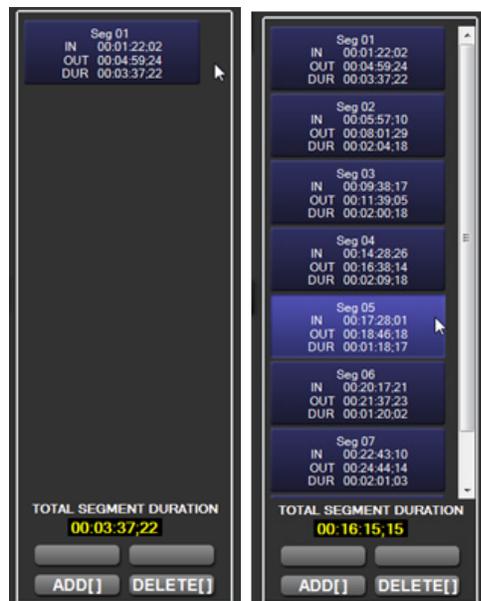
In the Segment Window you'll see a summary of the information for Segment 01, which you just added.

Continue marking and adding segments using the same procedures. As you add segments, they accumulate in the segment window, which displays up to seven segments at any time.

When you add the eighth segment, the scroll bar appears for movement in the segment list.

When you single-click on any of these segments in the list, they highlight – as shown here – and that segment becomes selected on the timeline. You can then play that segment, edit the In/Out points, or even delete it by clicking the DELETE[] button at the bottom of the segment window. If you delete Segment 3 out of 8 segments, the remaining segments 4-8 will automatically be renumbered as 3-7.

The **TOTAL SEGMENT DURATION** is always displayed in yellow at the bottom, and updated as you ADD or DELETE segments.



Using the SegmentR is fast and simple. It should just take a few minutes to create your own rhythm in opening and segmenting your clips. Here is a summary of the **Menu** items:

o **File**

- Open Video
- Save Video w/ Metadata
- Save Video w/ Metadata As...
- Save Segments As Files...
- Close

o **Edit**

- Undo
- Redo
- Preferences

o **Segment**

- Add []
- Delete []
- Save []
- Save As New []
-
- Jump to In Point []
- Jump to Out Point []
-
- Go To Timecode

o **Tools**

- QuickFix
- Show Video Program Info

o **View**

- Show Thumbnails
- Display Closed Captions

o **Help**

- Show license manager options
- Show User Guide
- About SegmentR

Traffic & Billing (Third Party Software)

Importing Traffic Logs

A-LIST supports simple drag-and-drop scheduling to create playlists, but many broadcast operators utilize third-party traffic and billing systems for selling air time and managing the accounting associated therewith. These systems generate schedules that can be exported as text files that are imported directly into A-LIST to create the daily Playlists. A-LIST provides as-run logs used for reconciliation of the schedules in the T&B billing affidavits. The companies shown here are just an example of software providers with whom we have worked. If you have purchased the Traffic Import utility option, it will reside in the D:\RUSHWORKS\TRAFFIC IMPORT folder on the A-LIST server. Double-click the icon to open the application.



Source Dir - Use the browse button to locate the directory where you will keep the exported text file logs from the traffic system.

Source Type – Use this pull-down menu to select the traffic system author.



Filename – This sub panel contains three fields used to auto-generate a playlist filename for the import. Specify which characters in the exported log text file you want to REMOVE to create a date.

Pre – Enter the number of characters, left to right, to remove from the prefix from the final date format.

Date Format – Use Month, Date and Year abbreviations to create the playlist Filename

Extension – Enter characters following the MMDDYY you want to remove from the Filename in the playlist.

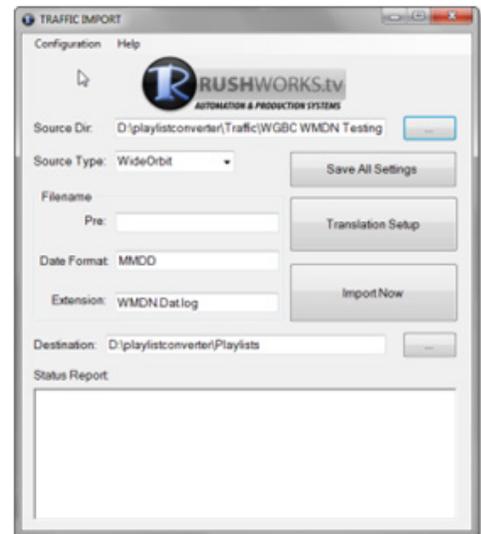
Destination – Use the browse button to locate the directory where you will keep your automation playlists. (D:\Playlists is the default)

Save All Settings – Once the Filename structure is defined, click this button to Save the settings for all log imports.

Translation Setup – Used to define and associate scheduled 'live' Events with designated routing switcher cross points.

Import Now – Click this button to create the Playlist from the traffic log text file.

Status Report – Provides visual feedback during file processing. After the process is complete, the system displays a modal indicating successful import. If there is a problem with the import, a message will indicate it has failed. Scroll up to locate and identify the original filename that caused the import to fail.



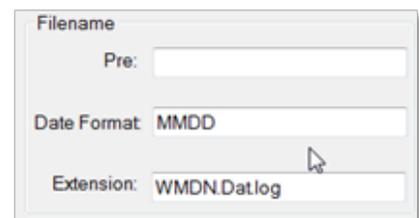
Use Case Example:

Exported from Wide Orbit traffic:
1015WMDN.Dat.log

Pre: Leave blank because there is nothing to remove

Date Format: MMDD will create 10-15

Extension: WMDN.DAT.log will be removed



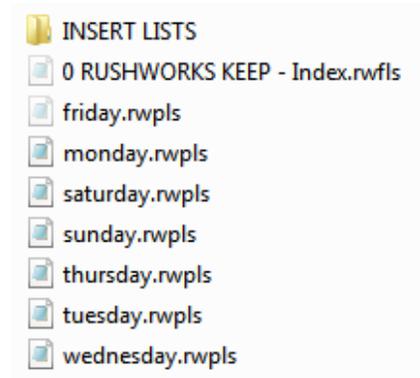
Creating & Using an Electronic Program Guide

An “electronic program guide”, often referred to as a playback calendar or calendar of events, is useful for displaying upcoming content on a website or as a recurring graphic within the playlist itself.

When you create a playlist you generally schedule times of day you want specific programming (files and/or “live” pass-through) to appear. In A-LIST, these scheduled times are called **Events**. Files and pass-through sessions are called **Items**.

The program automatically generates an html file in the form of a table that contains a list of all **Event** descriptions and the times they are scheduled to run. The information is automatically updated whenever the playlist content is changed.

The span of content that can be displayed is ONE WEEK ... based on information pulled from the A-LIST weekly playlist format. The text files that generate the html information can always be found in the D:\Playlists folder, and appear as shown here.



It’s important that you give your Events an appropriate name that you want to appear on the Program Guide.

NOTE: We do NOT include **Item** names and times in the Program Guide listing - only **Event** names and times. So if you want something to appear in your Program Guide you need to include its description as an Event name.

In this example we have scheduled AUTO-LOOP playback (in Zone Mode) for the DEPARTMENT INFO Events at midnight and 11:00am. We’ve dropped in specific AUTO-FILL folders for each of the scheduled Events. By not specifying Zone Mode for the Events these items will display full screen.

Here is an example of information from those Events in the playlist as they are formatted in html:





www.RUSHWORKS.tv

888.894.7874

Sales: Extension 1

Support: Extension 2

Accounting & Logistics: Extension 3

support@RUSHWORKS.tv

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