

Exibia 2

Video scheduling software.

version 2.1



www.plyxim.com



Exibia 2

Video scheduling software.

Welcome to Exibia.

Exibia allows clients in a multi-user, multi-platform environment to upload and schedule QuickTime-compatible videos to a centrally-located server. The Exibia Server, a Macintosh connected to a cable television (CATV) system for broadcast, a stand-alone flat panel display or television, or a digital billboard, handles the hosting, scheduling and playback of video content. Users of any platform can easily upload and schedule videos for playback using their web browser, including iPad, iPhone or iPod touch.

With the intelligent scheduling engine of Exibia, multiple videos cannot be scheduled for the same time. In fact, Exibia will notify the user if there is a conflict and suggest the next available time.

The Exibia application runs on Mac OS X.

This document will guide you through installation and configuration of your Exibia Server.

To Purchase Exibia:

To purchase an Exibia license, email **sales@plyxim.com** or visit **<http://www.plyxim.com/exibia/purchase>**



Exibia 2

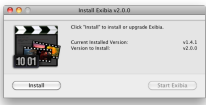
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This guide is divided into three sections:



Introduction to Exibia 2

A brief introduction to Exibia 2.



Exibia Installation and Administration

A guide to installing and configuring Exibia 2.



The Exibia Web Client

Using the Exibia Web Client to upload and schedule videos and playlists.



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An Introduction to Exibia 2





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About Exibia

Exibia consists of two components:

The Exibia application - This application is responsible for scheduling and playing the QuickTime content at the scheduled time. The Exibia application is also responsible for installing and/or updating the Exibia Web components the first time the application is run.



Exibia Web Client - Using the built-in Apache web server of Mac OS X, the Exibia Web Client handles the uploading and scheduling of QuickTime content. Since Apache runs continuously in the background of Mac OS X, users can upload and schedule content regardless of whether the Exibia application is actually running.

In Exibia 2, all administration takes place via the Exibia Web Client.

The Exibia Web Client can be accessed by pointing a web browser to the IP address of the Exibia Server. There is even a custom web client for iOS devices such as iPhone, iPod touch and iPad.





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New Features in Exibia 2.1:

- Adds the ability for the Exibia Administrator to copy the schedule of a specific day to other days
- Adds the ability for the Exibia Administrator to remove an entire day of scheduled videos from the schedule at once
- Adds the ability for the Exibia Administrator to delete multiple videos from the Schedule Videos page or the Validate Uploaded Videos page
- Adds Javascript to select and deselect all checkboxes when selecting multiple videos to upload (Bulk Import and Add External Storage Location) and to delete (Schedule Video and Validate Uploaded Videos)
- Adds the ability to reset the Exibia Schedule (i.e., to remove all scheduled entries at once)
- Adds the ability for the Exibia Administrator to check to see if updates to Exibia are available

New Features in Exibia 2.0:

- Complete web-based administration of all Exibia settings
- A completely redesigned web interface
- A "Default Playlist" of still images or videos that will loop continuously when there is no scheduled content
- Creation and scheduling of playlists of videos
- Repetitive scheduling of videos (i.e., daily, weekly, monthly)
- The ability to add descriptions to uploaded videos and playlists
- Automatic creation of thumbnail images for uploaded videos
- The ability to stop a scheduled video or playlist
- The ability to bulk upload video content
- Streaming audio playback when no videos are scheduled*
- The ability to add and display content from an external FireWire or USB 2 drive

*This feature works best with Mac OS X Snow Leopard and QuickTime X.



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Frequently Asked Questions (FAQs):

Q: Can I upgrade my existing Exibia 1.x installation?*

A: Yes. The Exibia application will upgrade any existing Exibia 1.x installation to Exibia 2.

Q: Will my content and scheduled remain intact?

A: Yes. After upgrading to Exibia 2, all uploaded and scheduled content will remain.

Q: If I purchase a license for the full version of Exibia, will I have to reinstall?

A: No. Upgrading to a licensed version of Exibia is as simple as purchasing a license key from **plyxim.com** and entering it in the Exibia Server Settings page of the Exibia Web Client. Instructions can be found on page 18 of this guide.

Q: How long will an upgrade take?

A: The base installation of Exibia 2 takes only a few minutes. Since Exibia creates thumbnail previews of all uploaded content, it can take 10-20 seconds per video to process during the upgrade.

Q: What are the recommended specs for Exibia 2.1?

A: We recommend an Intel-based Mac running Mac OS X Snow Leopard 10.6.3 or greater.

* A new license code is required to run the full version of Exibia 2.



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Exibia Installation and Administration





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Exibia Server Requirements.

Exibia Server

A Mac capable of running Mac OS X 10.4.2 or greater with available audio and video outputs. A Mac with an Intel processor running Mac OS X 10.6.3 or greater is recommended. A large hard drive is recommended for video storage.



Note: Once the Exibia application is running, a second computer or web-enabled device (such as an iPhone or iPod touch) will be required to upload and schedule content to play on the Exibia Server.

Connection Cables

To connect the Exibia Server to your CATV system you'll need a video output adapter and an audio out cable.



Example: A Mac mini would require an Apple DVI to S-Video/Composite adapter and a 1/8" stereo plug to RCA audio cable to connect to most standard definition CATV modulators.



Note: Some newer Macs with DVI or Mini-DVI ports do not support S-Video/Composite out. Please visit this Apple support article for more information: <http://support.apple.com/kb/HT3235>

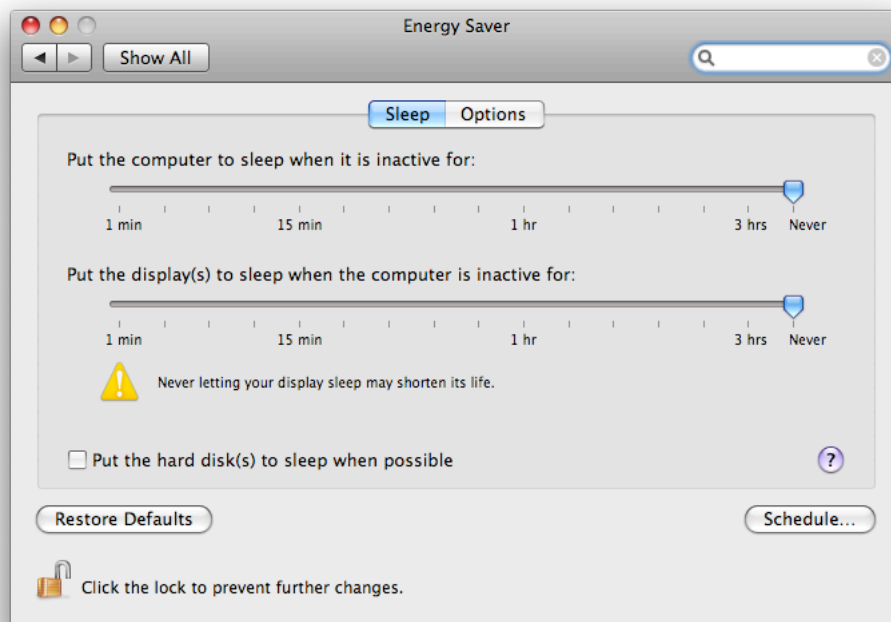


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Installing Exibia 2.

1. Start with a fresh install of Mac OS X 10.4 or 10.5, or 10.6.
2. Run Software Update until there are no more updates for your system.
3. Open System Preferences:
 - a. Set the Energy Saver preferences so your Exibia Server does not go to sleep



- b. Set the Desktop & Screen Saver preferences to never start the screen saver



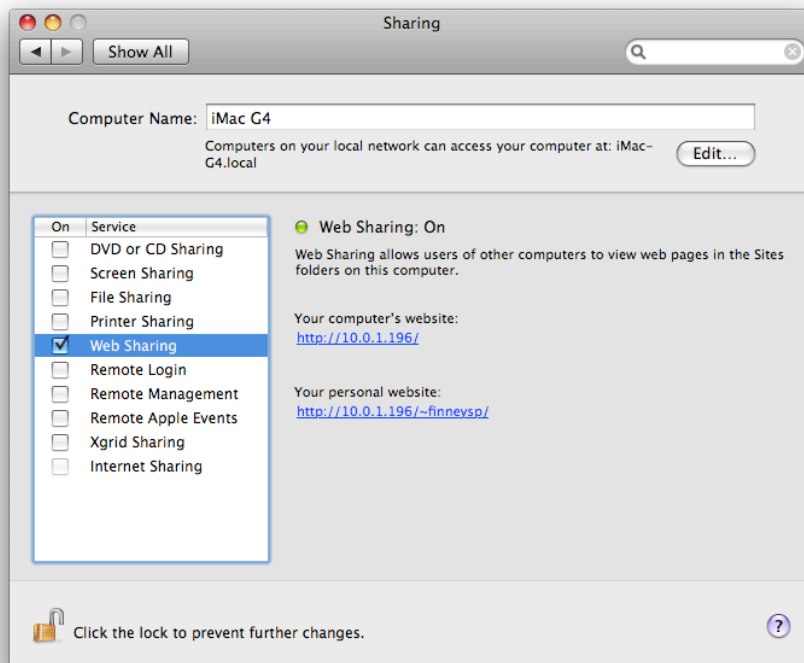


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Installing Exibia 2 (continued)

c. Turn on Web Sharing in the Sharing system preference pane



Note: The IP address listed in System Preferences is the IP address of the Exibia Server. You will use this to access the Exibia Web Client.

d. Set Software Update so it does not check for updates automatically





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Installing Exibia 2 (continued)

4. Install any relevant QuickTime codecs:

- a. **flip4mac** - for Windows Media compatibility
- b. **Perian** - for Flash, AVI, and MKV compatibility
- c. **DivX** - for DivX compatibility
- d. **A52Codec** - for AC3 compatibility

For more information on codecs visit: plyxim.com/exibia/server

5. Launch the **Exibia** application.



Note: On first launch, Exibia will install the relevant files for the Exibia Web Client and scheduling components.

- a. Agree to the End User License Agreement
- b. Click **Install** to install the Exibia Web Client and scheduling components



- c. The Exibia application will ask for an administrator username and password to complete the installation.



Note: Clicking the **Install** button will also update or upgrade a previous Exibia installation. It will leave any uploaded and scheduled videos in place during the update.



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Starting Exibia

Click the **Start Exibia** button to start Exibia Server. The display shows that the Exibia Server is now running.



Note: To quit Exibia Server press **Command-Q**.

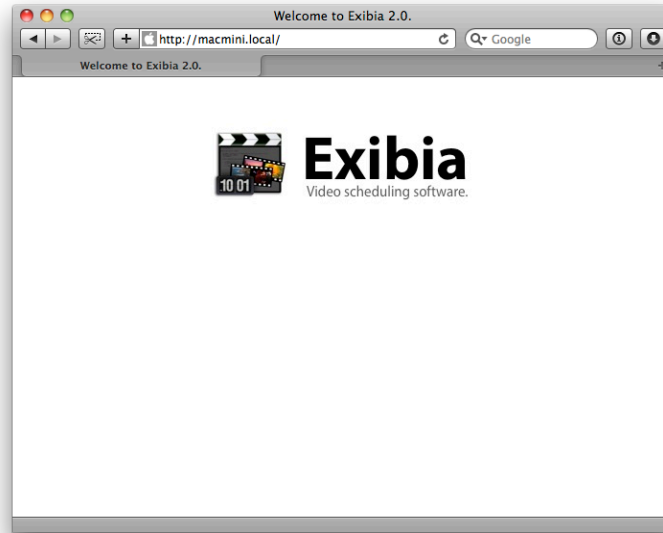
Exibia is now running. To configure Exibia, enter the IP address of the Mac running the Exibia application into a web browser.



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Once the page has loaded, click the Exibia logo to continue.



You should see the main Exibia page:



Note: You can bookmark this page for easy access.



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Exibia Administration and Configuration

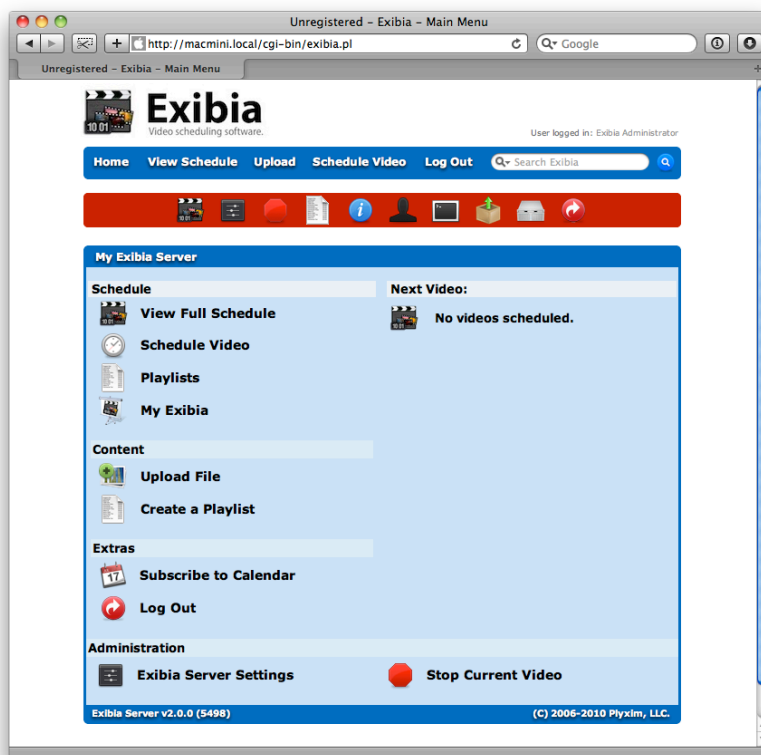
To configure Exibia, log in to the Exibia Web Client as the Exibia Administrator.

Username: Exibia Administrator
Password: ex1b1a!

Once you have logged in as the Exibia Administrator you will see the Exibia Web Client.



Note: For security reasons, it is recommended that you change the Exibia Administrator password after installation.



Note: The red **Administrator Toolbar** is present by default when logged in as the Exibia Administrator.



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The **Administrator Toolbar** offers quick access to the Exibia server settings.



1 2 3 4 5 6 7 8 9 10 11 12 13

1. Exibia Administration Home
2. Exibia Server Settings
3. Copy / Remove Days
4. Stop Current Video
5. Default Playlist Settings
6. Display Server Information
7. Exibia Authentication Settings
8. View Exibia Logs
9. Validate Files
10. Bulk Import Content
11. Add External Storage Location
12. Archive Exibia Settings
13. Log Out


You can disable the Administrator Toolbar in the Exibia Server Settings section of the Exibia Web Client.



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1. Exibia Administration Home
















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User logged in: Scott

[Home](#) [View Schedule](#) [Upload](#) [Schedule Video](#) [Log Out](#)



Exibia: Administration Menu

Exibia 2 Server

 Exibia Server Settings Update basic server settings, enter license information, change screen saver options.	 Stop Current Video Immediately stop the currently playing video or playlist.
 Copy Day Schedule Copy the schedule of an entire day to other days.	 Check for Exibia Updates Check online for Exibia updates.
 Default Playlist Settings Edit the playlist of slides and videos that play when no video content is scheduled.	 Display Server Information Display basic information about your Exibia server.
 Edit Authentication Settings Change your Exibia Administrator password, enable LDAP authentication.	 View Exibia Logs View detailed information about your Exibia server history.
 Bulk Import Video Content Import multiple videos to your Exibia server from an external drive connected to the server.	 Validate Uploaded Videos Check the status of videos on your Exibia server. Bulk delete unwanted videos from this page.
 Add External Storage Location Add video content from an externally connected drive to your Exibia server without copying files to the internal drive.	 Reset Exibia Schedule Remove all currently scheduled videos from the schedule.
 Archive Exibia Settings Compile current Exibia settings and logs into a disk image that can be sent to the Exibia Support team.	 Log Out Log out of the Exibia Administrator account.



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2. Exibia Server Settings

A majority of the settings for the Exibia Server can be accessed here.

Unregistered - Exibia - Server Settings

http://macmini.local/cgi-bin/exibia.pl?settings

Unregistered - Exibia - Server Set...

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User logged in: Exibia Administrator

Home View Schedule Upload Schedule Video Log Out Search Exibia

Exibia Server Settings My Exibia Server

Organization Name: My Exibia Server

Registration Email:

License Code:

Registration Status: Not registered. Running in demo mode.

Startup Settings:

☐ Launch Exibia on Startup

☐ Set Volume to 100%

Video Playback: Primary Display (1024x768@60Hz)

Default Video Scaling: Scale Proportionally

Screen Saver Settings: Play Default Playlist

Display "Next Up" Slide: Every 15s

Screen Saver Background Audio: No Audio

Screen Saver Image: Exibia Icon Add Image

Users Stay Logged In For: Two Hours

Web Interface Options: ☒ Display Administrator Toolbar

Submit Changes

- Organization Name:** This is the name of your Exibia server
- Registration Email** and **License Code:** Enter your license information here to register your copy of Exibia.
- Registration Status:** This will indicate whether Exibia will run in demo mode. If you have purchased a one-year license, it will also display the date when the license code expires.



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Registering Exibia

Exibia will run in Demo Mode without a license code. Demo Mode has the following limitations:

- Only the first five minutes of any scheduled video or playlist will play
- The Exibia application will quit after one hour

To register Exibia:

- Enter the Email Address and License Code provided by Plyxim
- Click the **Submit Changes** button at the bottom of the window

Exibia Server Settings		Exibia 2.0 Demo Server
Organization Name:	<input type="text" value="Exibia 2.0 Demo Server"/>	
Registration Email:	<input type="text" value="demo@plyxim.com"/>	
License Code:	<input type="text" value="....."/>	
Registration Status:	Registered. Expires: Monday July 12th, 2010	



Note: It is recommended to copy and past the Email Address and License Code into the fields in the Exibia Server Settings window, as they are both case-sensitive

To purchase an Exibia license: email **sales@plyxim.com** or visit:

<http://www.plyxim.com/exibia/purchase>


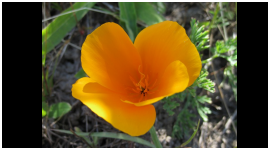


For registered users of Exibia 1.x: Please visit our Exibia 2 Upgrade page for a new license code to Exibia: <http://www.plyxim.com/exibia2/upgrade>



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- d. **Startup Settings:** Check the **Launch Exibia on Startup** checkbox to launch Exibia when the Mac starts up.
- e. **Startup Settings:** Check the **Set Volume to 100%** checkbox to automatically set the system volume of the Mac to 100%.
- f. **Video Playback:** Select which display to use to play video.
- g. **Default Video Scaling:** Choose the scaling method to use when displaying video.

Scale Proportionally	Scale To Fit
 	 

- h. **Screen Saver Settings:** Choose the default action of Exibia when there is no scheduled content to play back. The **Default Playlist**, the default option in Exibia 2, is an editable playlist of still images and videos that will continuously loop. The **Exibia Screen Saver** displays a black background and floats an image around the screen. It will default to the Exibia logo, however, you can also upload your own custom image.
- i. **Display "Next Up" Slide:** This determines how often Exibia will display a slide that shows information about the next scheduled video. This is turned off by default.
- j. **Screen Saver Background Audio:** Select "Streaming Audio" to have Exibia open a streaming audio feed in QuickTime Player. Exibia will only play the streaming audio feed when video content is not being played back.



Note: To check the validity of a streaming audio feed, open QuickTime player and press Command-U to open the URL. QuickTime X, a part of Mac OS X Snow Leopard, is much more capable of playing streaming audio feeds, and is recommended when using this feature of Exibia.

- k. **Screen Saver Image:** Select the image for the Exibia Screen Saver.



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- l. **Users Stay Logged In For:** Select the amount of time that users stay authenticated. For institutions such as schools and churches that use the multi-user capabilities of Exibia, it is recommended to set the time to two hours or less.
- m. **Web Interface Options:** This allows you to hide the Administrator Toolbar from the Exibia Web Client when an Exibia Administrator is logged in. It is set to display by default.



Note: To commit any changes to the Exibia settings, be sure to click the **Submit Changes** button in the bottom right corner of the Exibia Server Settings window.

3. Copy / Remove Days - New in Exibia 2.1

This allows an Exibia Administrator to copy the schedule for any given day to other days. Days can be copied up to a month in advance.



NOTE 1: Copying the schedule to the days selected above will overwrite any previously scheduled videos for the selected days!



NOTE 2: Scheduled videos that finish playing on the next day cannot be copied to another day, due to the possibility of scheduling conflicts.

The Exibia Administrator can remove the scheduled events of a day from the schedule through the Copy / Remove Days page.

4. Stop Current Video

This allows an Exibia Administrator to stop the currently playing video or playlist and remove it from the schedule. Once a video is stopped, other videos can be scheduled in the time slot which it had previously occupied.

Click the **Stop Video** button to stop the video and remove it from the schedule.



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5. Default Playlist Settings

The **Default Playlist** is a playlist of still images and videos that will play when no scheduled video content is being played back. It can be edited in real-time by an Exibia Administrator from the Exibia Web Client.



Note: After an installation of Exibia 2, the **Default Playlist** contains twelve slides that will each play for five seconds.

Playlist Information: Exibia 2 Server default playlist					
Return To Admin Page	Add/Manage Images	Add Video			
File Name and Description	Type	Resolution	Reorder	Length	
1. Meadow California Meadow	image	jpeg 1920x1080	Down	0m 05s	⊖
2. Purple Flower Purple California Wildflower	image	jpeg 1920x1080	Up / Down	0m 05s	⊖
3. Three Flowers Three California Wildflowers	image	jpeg 1920x1080	Up / Down	0m 05s	⊖

To add an image: Click **Add/Manage Images** to view a list of stored images or to upload more images. To add an image to the **Default Playlist**, click the name of the image to add.

To upload an image: Click the **Choose File** button to select a file, add a description in the description field, and click the **Upload** button at the top right of the window.

Exibia Administration - Stored Images			Exibia 2 Server	
Choose File no file selected	Description:		Upload	
Filename	Description	Resolution	Type	
1. Meadow.jpg	California Meadow	1920x1080	jpeg	⊖
2. Purple Flower.jpg	Purple California Wildflower	1920x1080	jpeg	⊖
3. Three Flowers.jpg	Three California Wildflowers	1920x1080	jpeg	⊖

To add a video: Click the **Add Video** button to view a list of uploaded video content.

To reorder the Default Playlist: Click **Up / Down** to move an entry in the playlist up or down in the list.

To remove an entry from the Default Playlist: Click the small red circle with the white minus sign.

6. Display Server Information

This displays the version and build number, free space available on the Exibia Server, installed video codecs, and other server information.



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7. Exibia Authentication Settings

By default, no username or password is required to log in and use Exibia. If you wish to require authentication, select **LDAP Authentication** as the authentication type.

Authentication Settings Exibia 2.0.0

Exibia Administrator Username: Exibia Administrator

Exibia Administrator Password:

Authentication Type: No Authentication

LDAP Server IP Address: macmini.local

LDAP Server Port: 389

LDAP Workgroup: staff

LDAP Search Base: dc=macmini,dc=local

Currently Bound LDAP Servers: 127.0.0.1

Submit Changes



Note: Without authentication, anyone who navigates to the Exibia Web Client will be able to upload and schedule content on the Exibia Server.

The Exibia Login window will look different when authentication is required:

No Authentication	LDAP Authentication
<p>Exibia Login:</p> <p>Your Name: <input type="text"/> Log In</p>	<p>Exibia Login:</p> <p>Username: <input type="text"/> Password: <input type="text"/> Log In</p>

Enabling authentication requires users to log in to the Exibia Web Client as the **Exibia Administrator**, or as a user whose credentials are stored in an LDAP database, such as Mac OS X Server.

To log in as the **Exibia Administrator**, use the username "Exibia Administrator", or the custom Exibia Administrator username and password set in the **Exibia Administrator Username** and **Password** fields of the Authentication Settings page.

For LDAP authentication to function correctly, the Mac running Exibia must be bound to the LDAP server that your users will authenticate to. The server(s) that the Exibia Server is currently bound will be visible at the bottom of the page.



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8. View Exibia Logs

This section detailed log information gathered by Exibia.

9. Validate Files

The **Validate Files** option allows the **Exibia Administrator** to view a list of all files in the Exibia database.



New in Exibia 2.1 - Delete multiple videos at once from the **Validate Files** page.

File Validation Table		All - Local - External
1	Duck And Cover.mp4	9m 16s -
2	Bridging (1937).mp4	16m 43s -
3	Liberty.mp4	10m 02s -
4	Shy Around	2m 37s -
5	Summer 1941	13m 14s -

Showing 5 of 5 total files. Bad Files: 0

	File exists, available for scheduling / playback
	File not found, not available for scheduling / playback
	File located externally

Click **All**, **Local**, or **External** to filter file by storage location. Mouse over any filename or icon to find out detailed information about the file.



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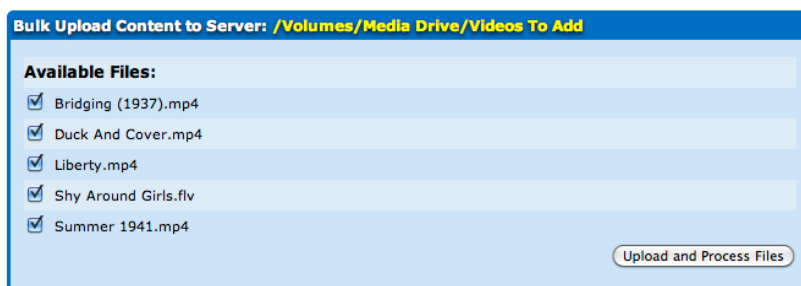
10. Bulk Upload Content To Server

This feature allows the Exibia Administrator to upload multiple files at once from a storage device connected to the Exibia Server.

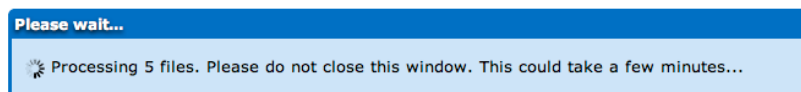


Note: This feature is incompatible with mounted AFP shares and home directories, as the www user (which the Exibia Web Client runs as) does not have access to files from an AFP share mounted at the user level, or a user's home folder in Mac OS X.

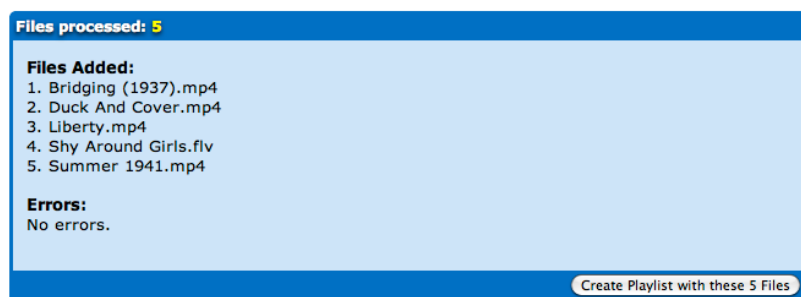
To upload multiple files to the Exibia Server, navigate to the directory containing the files to upload, select the files to upload.



Next, click the **Upload and Process Files** button. It is important not to close this window. Doing so will cancel the upload process.



After the files have been uploaded and processed, Exibia will provide details about the bulk upload, along with any error messages.





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To add bulk imported files to a playlist, click the **Create Playlist** button.

Bulk Upload Playlist

Playlist Name: Bulk Upload Playlist

Playlist Description: Exibia Bulk Upload playlist of 5 files created by Exibia Administrator on Monday July 12th, 2010 at 6:07 pm.

Files to add to playlist:

1. Bridging (1937)
2. Duck And Cover
3. Liberty
4. Shy Around Girls
5. Summer 1941

Create New Playlist

Exibia will create a playlist with the Playlist Name and Description entered above.

11. Add External Storage Location

This feature allows the Exibia Administrator to add files from an external storage device to the Exibia database. These files appear as normal files to Exibia, but are stored externally.

Functionally, this works the same as the Bulk Upload feature. However, files are not uploaded to the Exibia Server and remain on the external storage device.



Note: This feature is incompatible with mounted AFP shares and home directories, as the www user (which the Exibia Web Client runs as) does not have access to files from an AFP share mounted at the user level, or a user's home folder in Mac OS X.

If the external storage device goes offline, Exibia will display the following message:

Error:

Bridging (1937).mp4 is unavailable for scheduling.

And will appear with a red light in the File Validation page:

File Validation Table			All - Local - External
1		Bridging (1937).mp4	16m 43s
2		Duck And Cover.mp4	9m 16s
3		Liberty.mp4	10m 02s
4		Shy Around Girls.flv	2m 37s
5		Summer 1941.mp4	13m 14s
Showing 5 of 5 total files.			Bad Files: 1

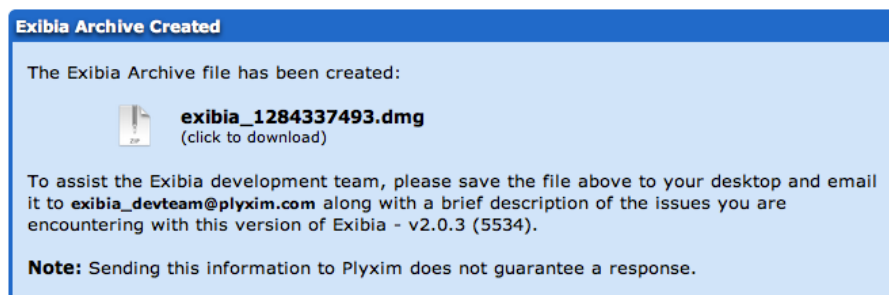


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12. Archive Exibia Settings

This option creates an encrypted disk image that contains an archive of information about your Exibia Server. This can be sent to the Exibia development team to assist with troubleshooting.



You can send this disk image to **exibia_devteam@plyxim.com** for assistance.

13. Log Out

This logs you out of the Exibia Web Client as the Exibia Administrator.



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Troubleshooting Exibia 2.1

Exibia 2.1 and Mac OS X Snow Leopard (before 10.6.3)

Exibia 2.1 runs best on Mac OS X Snow Leopard 10.6.3 or greater. Due to a bug in early versions of Mac OS X Snow Leopard, Exibia 2.1 will not function reliably when running on Mac OS X 10.6 earlier than 10.6.3. Please update to the latest version of Mac OS X before running Exibia.

Exibia and Multiple Displays

Currently, Exibia will only display video content on the primary display. A future update to Exibia is planned to resolve this issue.

External Storage Devices

The **Bulk Upload** and **Add External Storage Location** features are incompatible with mounted AFP shares and user home directories, as the www user (which the Exibia Web Client runs as) does not have access to files from an AFP share mounted at the user level, or a user's home folder in Mac OS X.

Exibia 2.1 and Mac OS X 10.6 Server

To resolve issues with the upload progress indicator when running Exibia 2.1 on Mac OS X 10.6.x Server, disable the **expires_module** from the Modules tab of the Settings pane of the Web server settings in Server Admin.

Exibia 2.1 and Flip4Mac (Windows Media Compatibility)

Video performance with Exibia 2.1 and Windows Media files can be poor. It is recommended that only QuickTime compatible media is used with Exibia 2.1.

Exibia 2.1 and Scaling

Slides on the Default Playlist will respect the default scaling settings. Movies will currently only respect the default scaling settings.



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The Exibia Web Client



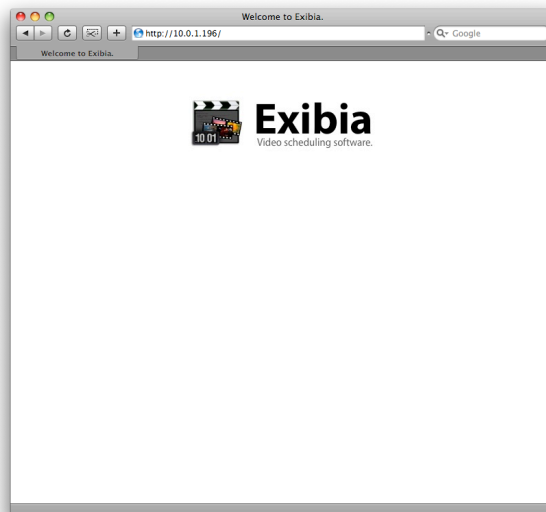


Exibia 2

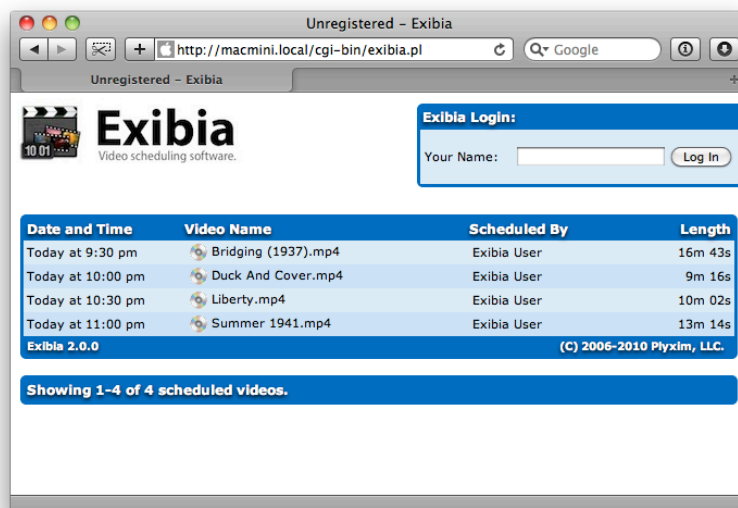
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Exibia Web Client

To access the Exibia Web client, type the IP address of the Exibia Server into the address bar of a web browser.



Click the Exibia icon (shown above) to begin using the Exibia Web Client.





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Exibia Web Client (continued)

To begin using the Exibia Web Client log in by entering a name:

Exibia Login:

Your Name:



Note: If Exibia is configured to require Authentication the login will look like this:

Exibia Login:

Username:

Password:



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Exibia Web Client (continued)

Once you have logged in you will see the Exibia Web Client:





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Exibia Web Client (continued)

The Exibia Web Client offers the following options:



Search - Search uploaded content by filename, file type or user.



View Full Schedule - Allows users to view upcoming scheduled videos.



Schedule Video - Allows users to schedule a video that resides on the Exibia Server.



Playlists - Create and schedule playlists of multiple videos to be played back-to-back.



Upload File* - Allows users to upload a video from their computer to the Exibia Server.

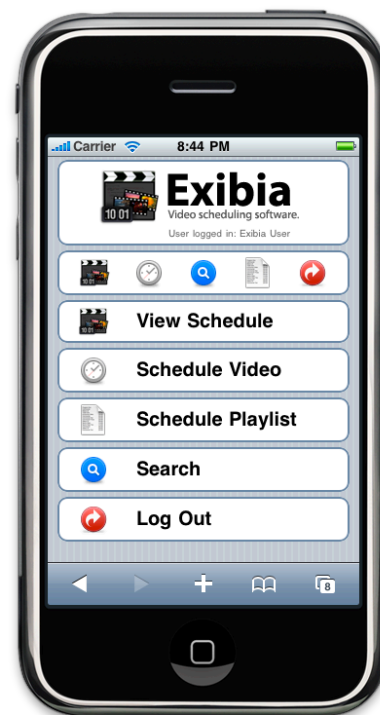


Subscribe to Calendar* - Provides a link to an industry-standard .ics file.



Log Out - Log out of the Exibia Web Client.

The Exibia Web Client also displays a preview image of the next scheduled video, as well as information about the video.



Note: *These options are not available on the iPhone and iPod touch.



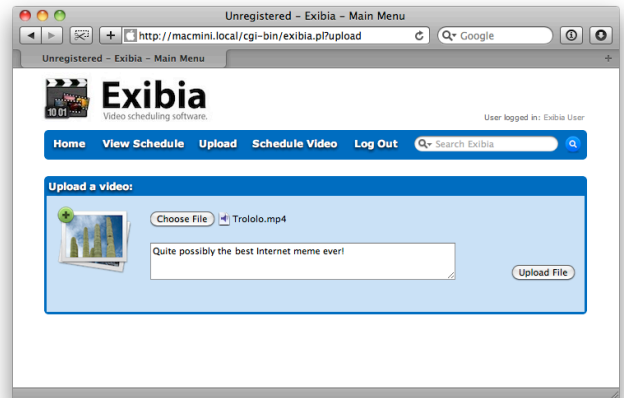
Exibia 2

Video scheduling software.

Exibia Web Client (continued)

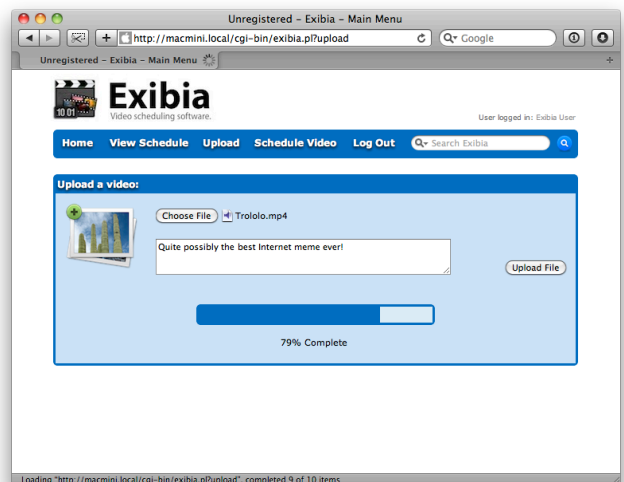
To **Upload a Video**:

1. Click **Upload** to access the Video Upload page.
2. Click the **Choose File** button and select a video on your computer to upload.
3. Enter a description for the video.



Note: Only QuickTime compatible videos can be used with Exibia.

4. The video will begin to upload to the Exibia Server. A progress indicator is displayed in the Exibia window.
5. When the upload is complete Exibia will display the Schedule Video page for the uploaded video.





Exibia 2

Video scheduling software.

Exibia Web Client (continued)


To **Schedule a Video**:

1. Click **Schedule Video** to see a list of available videos on the Exibia Server.
2. Click the title of a video to reveal the options:

 Schedule the Video

 Edit Description *

 Add to Playlist

 Create a Playlist

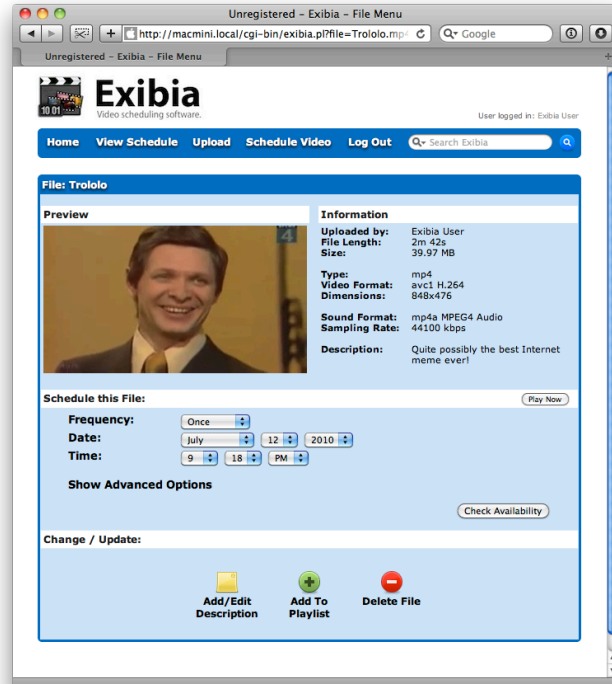
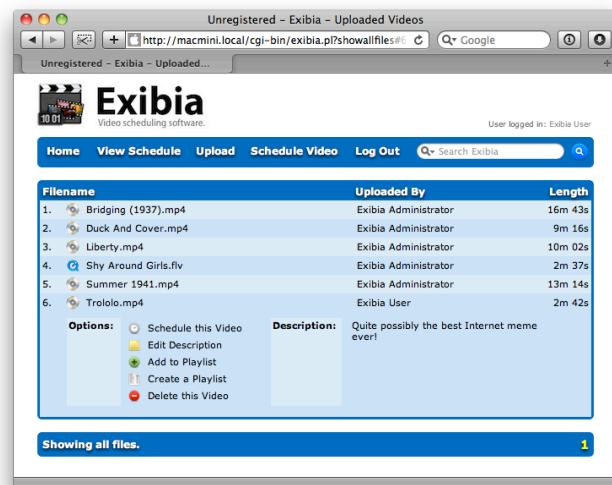
 Delete this Video *

3. To begin playback immediately, click the **Play Now** button.



Note: The "Play Now" button only appears when there is enough time to play the video before the next scheduled video.

* These are only available if the video was uploaded by the currently logged in user, or when logged in as the Exibia Administrator.





Exibia 2

Video scheduling software.

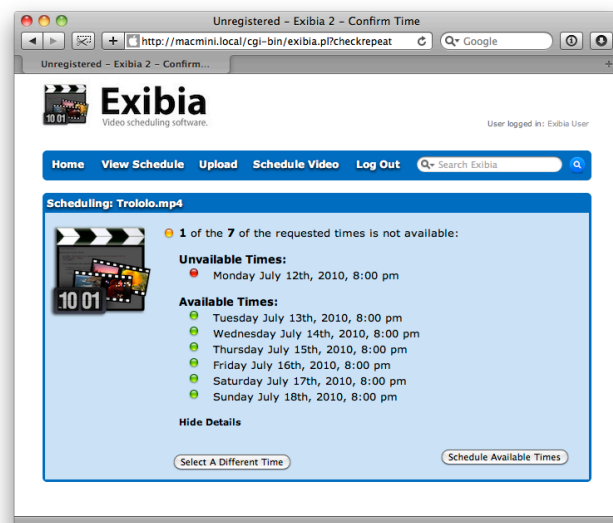
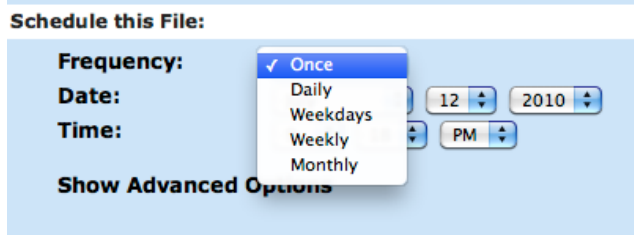
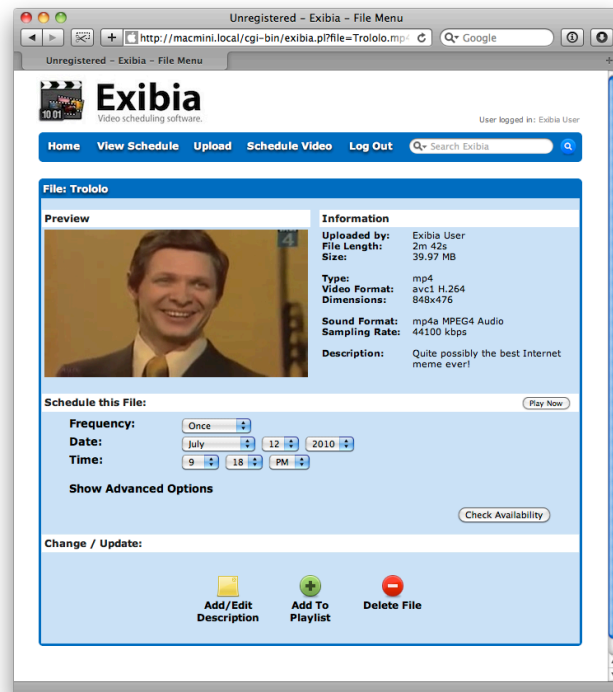
Exibia Web Client

4. Select a date and time to schedule the video.

To schedule a video more than once, change the **Frequency** selection. The options available are:

- Once
- Daily
- Weekdays
- Weekly
- Monthly

5. Click **Check Availability** to see if the times requested are available.
6. If the time is unavailable, Exibia will ask for a different time to schedule the video.



Note: For repeating videos, Exibia will show the times that are available for scheduling and allow you to schedule the available times.

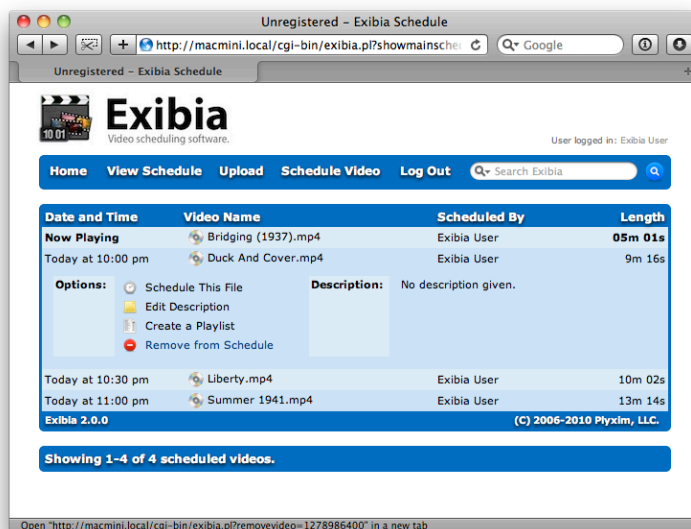


Exibia 2

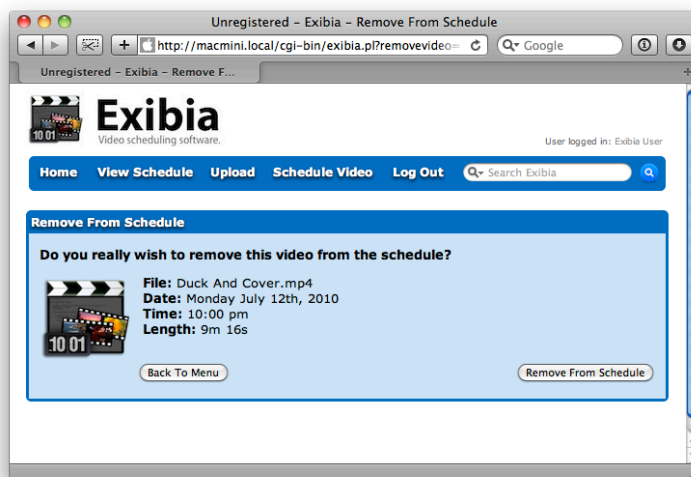
Video scheduling software.

Exibia Web Client (continued)

To **remove a video from the schedule** click **View Schedule** and click the title of the video.



Click the **Remove from Schedule** link that appears under the video title.



Note: Only the user who scheduled a video, or the Exibia Administrator, can remove it from the schedule.

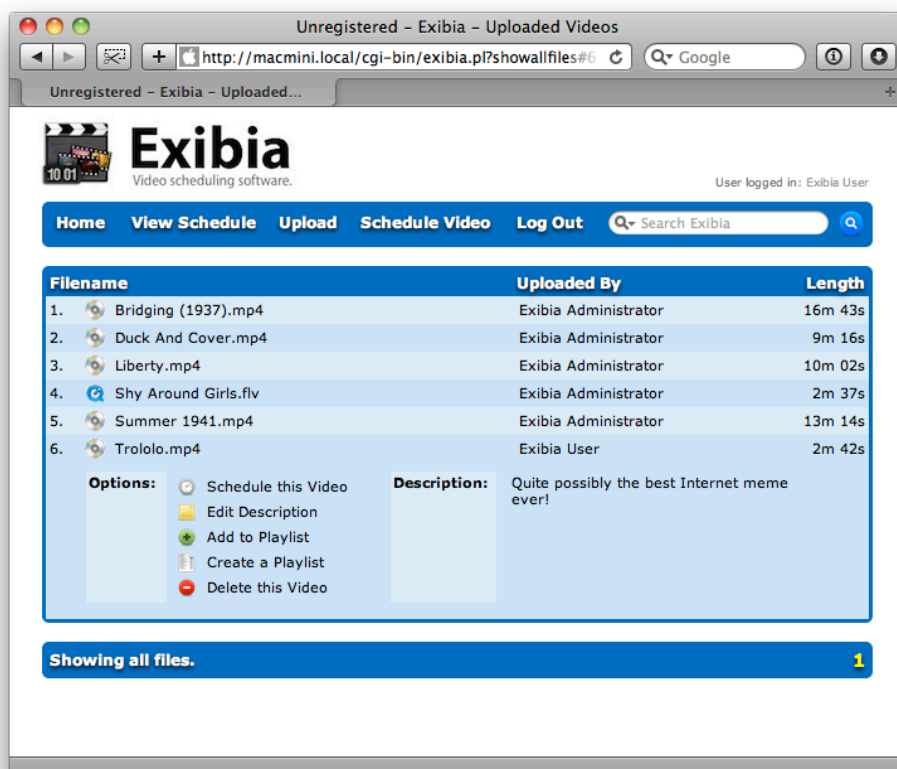


Exibia 2

Video scheduling software.

Exibia Web Client (continued)

To **remove a video from the server** click **Scheduled Video** and click the title of the video to remove from the server.



Click the **Delete this Video** link to remove the video from the Exibia server.



Notes:

1. Only the user who uploaded a video, or the Exibia Administrator, can remove it from the server.
2. Videos that are part of a playlist cannot be deleted.

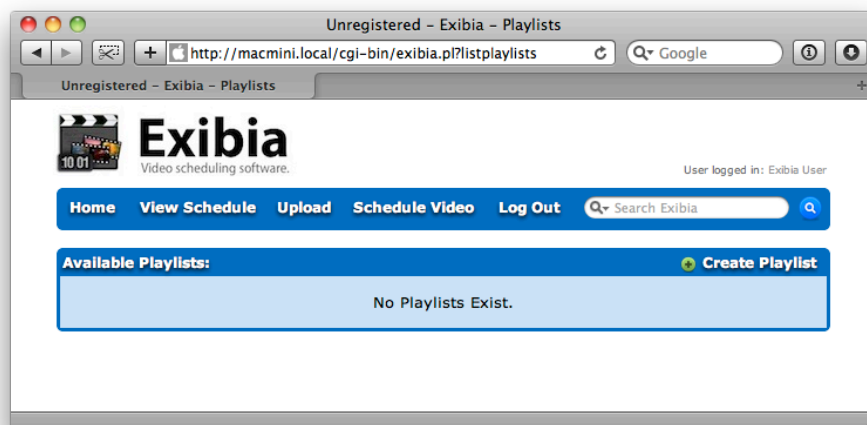


Exibia 2

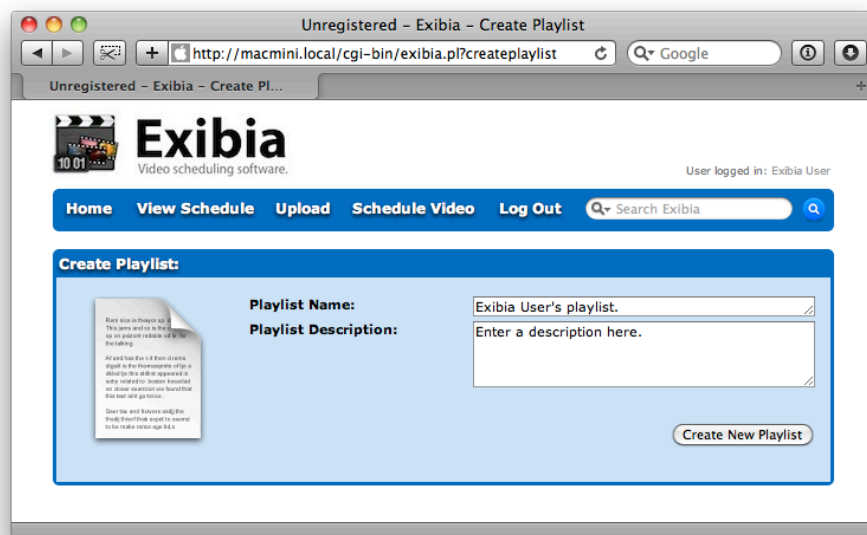
Video scheduling software.

Exibia Web Client (continued)

To **create a playlist** click the **Playlists** link on the main Exibia page.



Click the **Create Playlist** link in the top right corner of the window.



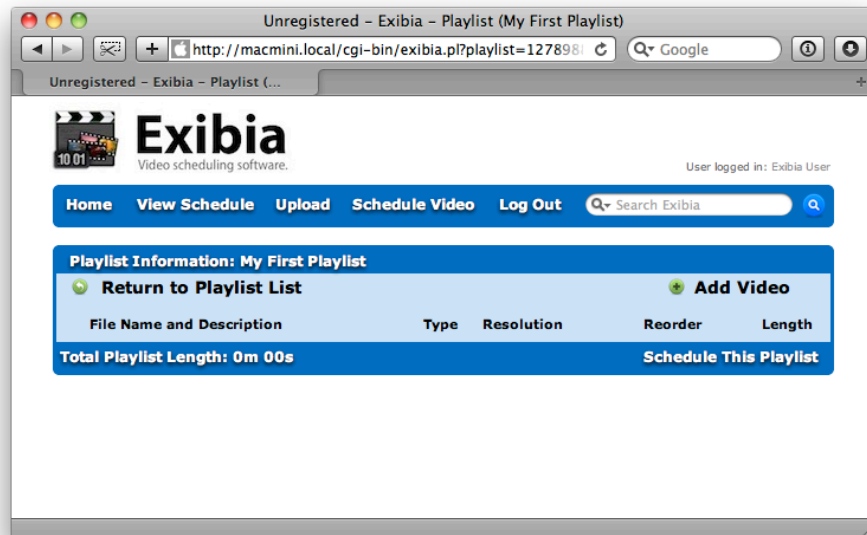
Enter a Playlist Name and Description and click **Create New Playlist**.



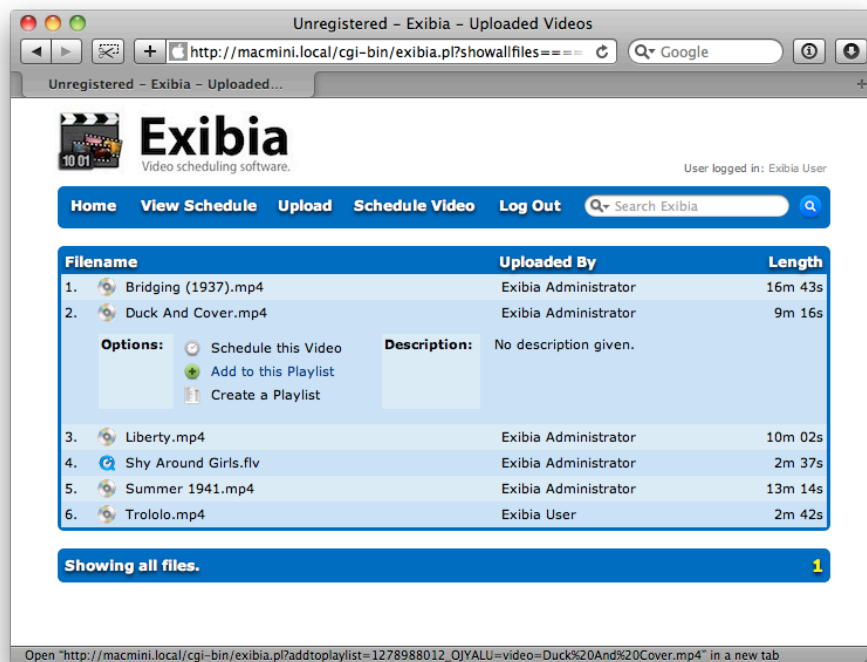
Exibia 2

Video scheduling software.

Click the **Add Video** link to add a video from the Exibia Server to the playlist.



Select the video to add to the playlist and click **Add to this Playlist**.

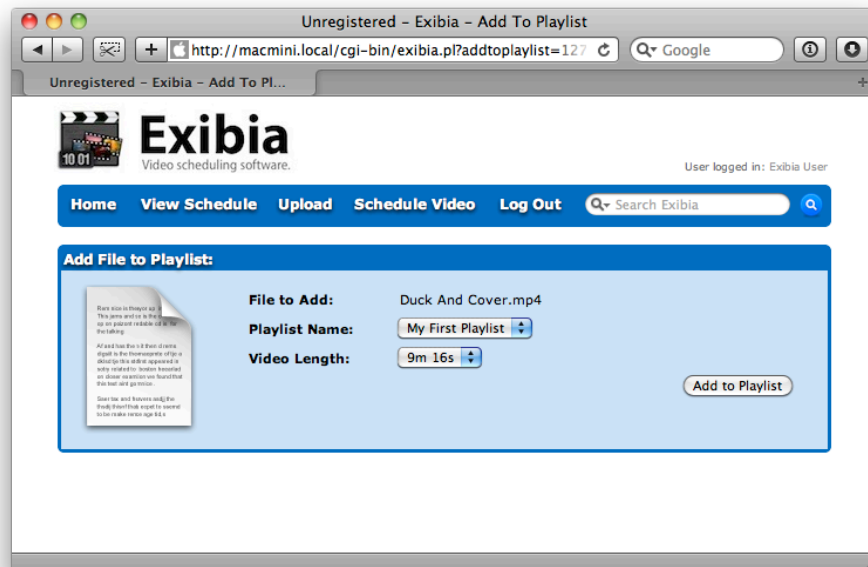




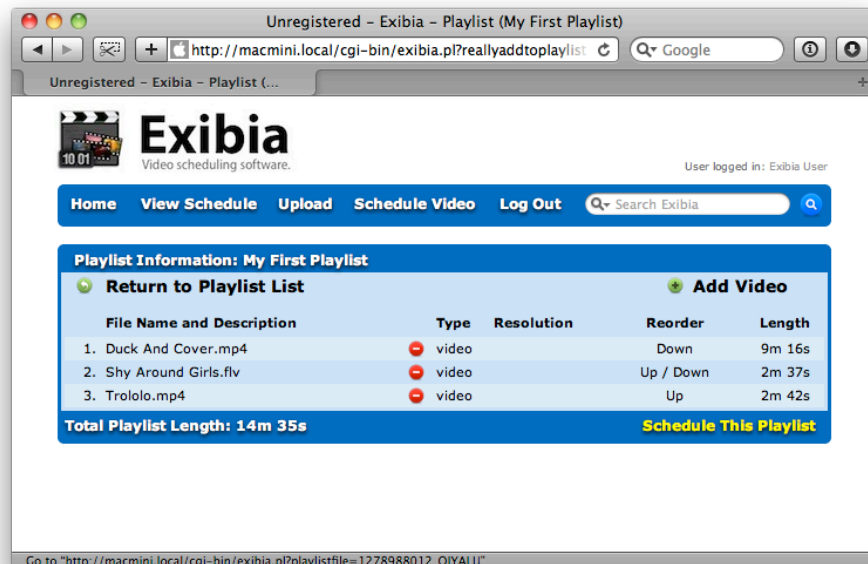
Exibia 2

Video scheduling software.

Add the file to the playlist by clicking the **Add to Playlist** button.



To reorder a playlist, click the **Up / Down** links



Click the **Schedule This Playlist** link to schedule the playlist.



Exibia 2

Video scheduling software.

Exibia Support

For more information regarding Exibia please visit the Exibia web site at **<http://www.plyxim.com/exibia>** or e-mail **support@plyxim.com**

Exibia Documentation v2.1

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