

MIXZONE

Digital Backdrop

QUICK START GUIDE



Chapter 2: Getting Started

1) Go to our website at Mixzone.TV (image 1.0)

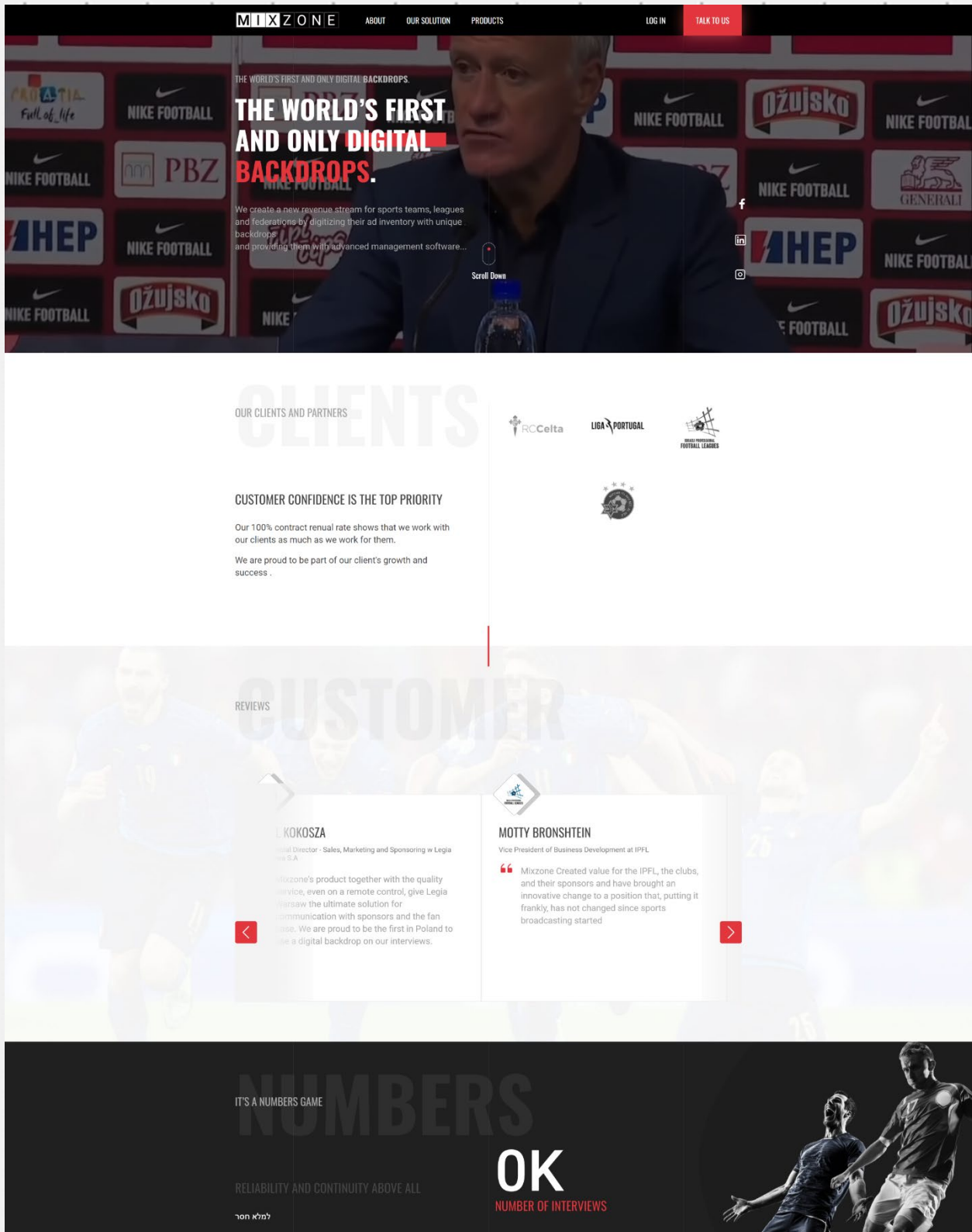


Image 1.0

- 2) Click on the "Studio" button or scan the QR code to enter the Username (image 1.1).

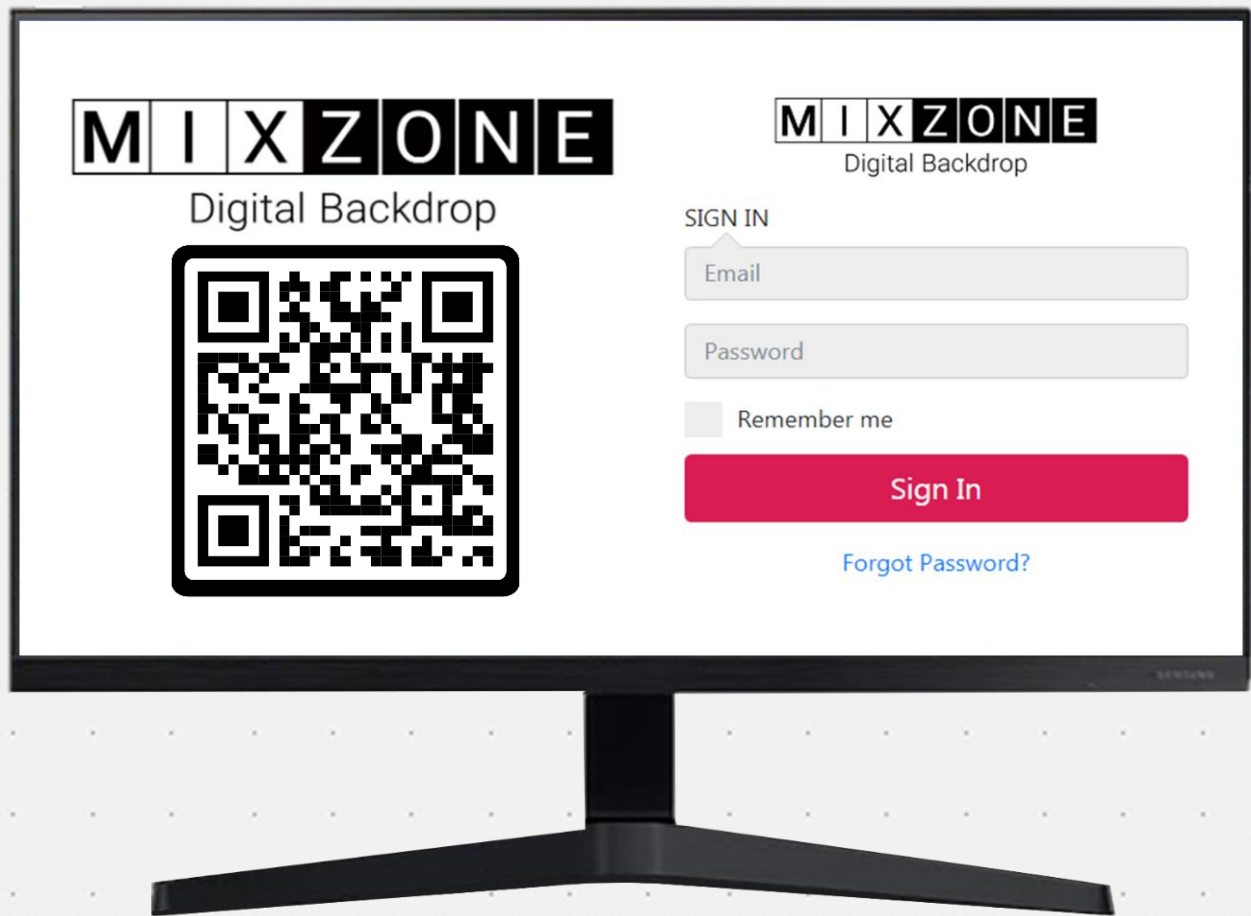


Image 1.1

Description:

This is the website that you will log into to enter your Mixzone Digital Signage account.

Once logged in, you will have full access and can edit, update, and manage content.

See "Image 1.0" for visual clarification. After logging in, a page will appear featuring a gray top bar that contains the Mixzone logo on the upper left side with the following tabs "Creative," "Playlists," and "Screens." (image 2.0).

Chapter 3: Setting Up the you playlist

Step 1: Upload a video from a local disk (Using the Creatives tab)

Our platform contains 3 main screens for uploading your creative content, making new playlists, and organizing your backdrop screens. (Image 2.0).

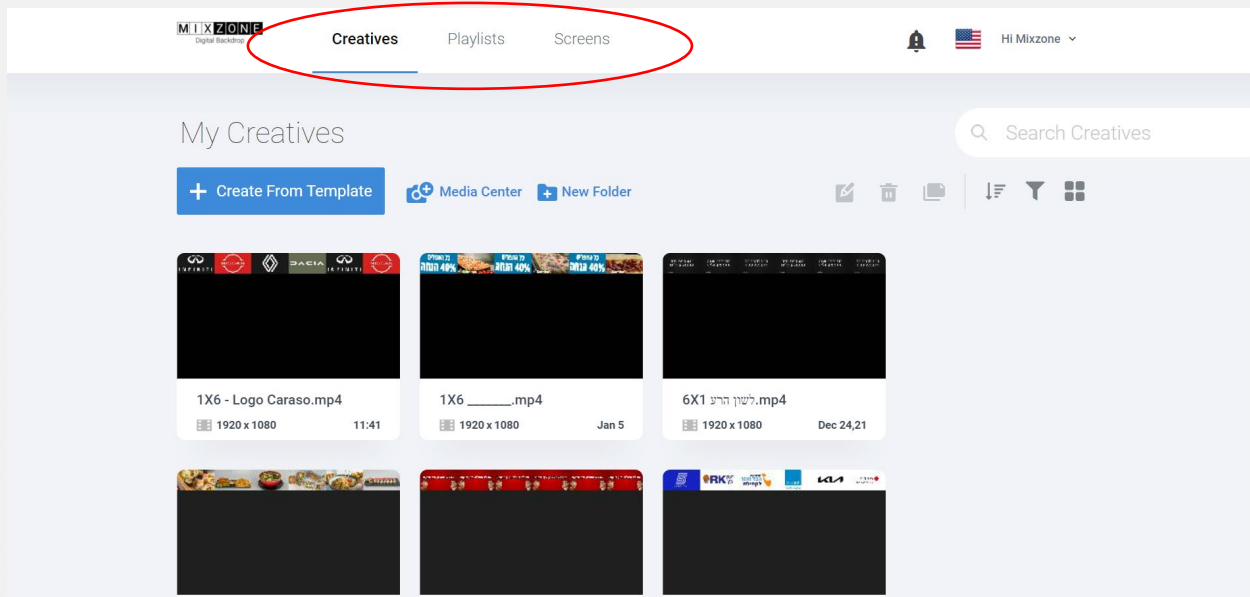


Image 2.0

Creatives page:

Here you can upload or create your own content. This page allows you to upload and organize the videos you want to work with.

Click on the add (+) button to open the media center (Image 2.1)

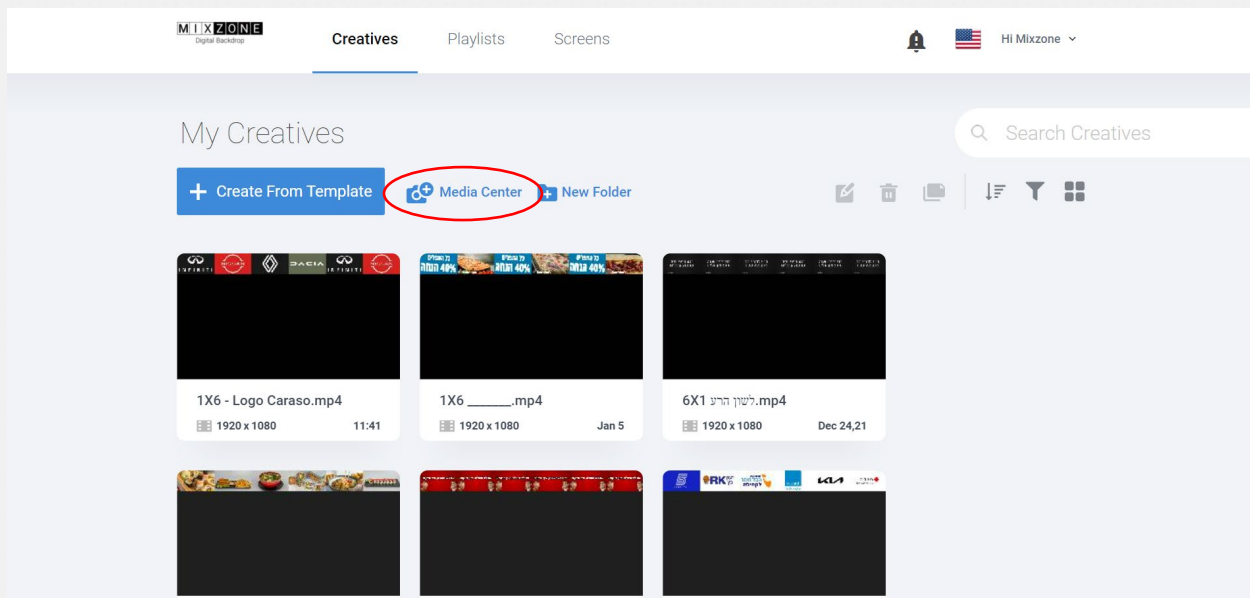


Image 2.1

To upload media, click on the "upload media" button (Image 2.2).

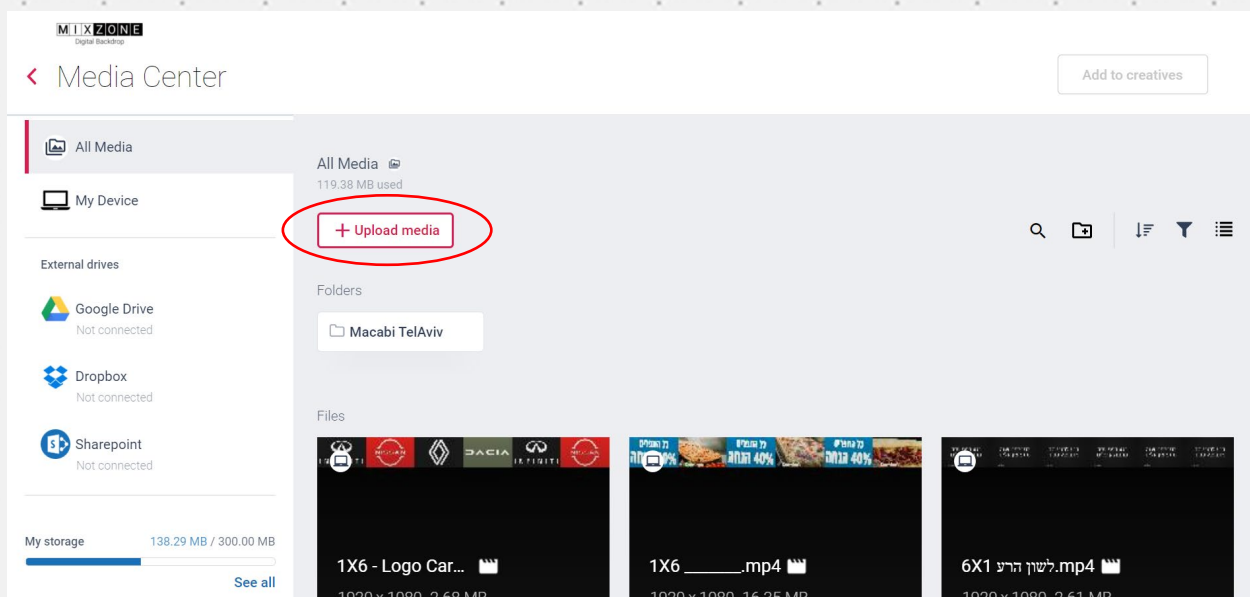
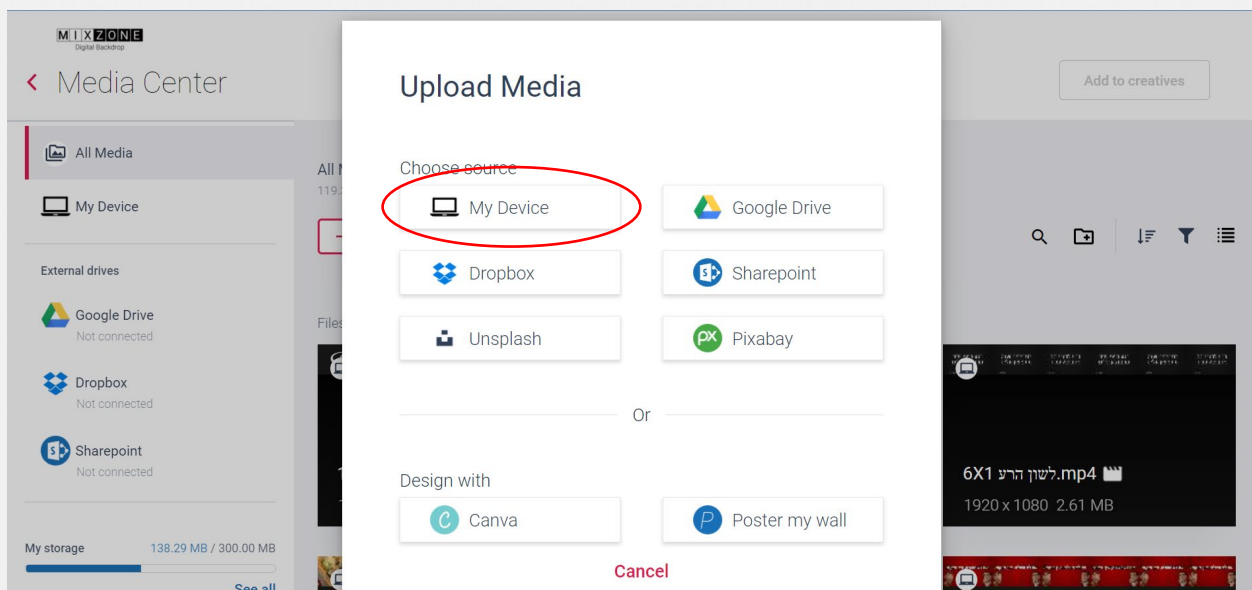
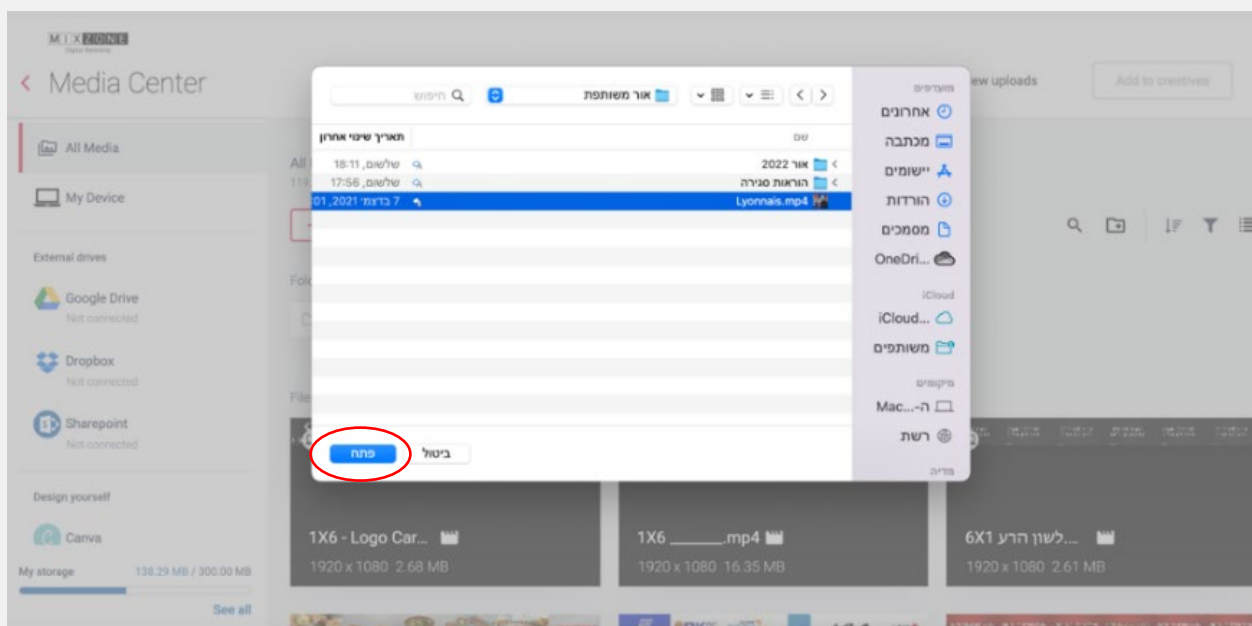


Image 2.2

First, choose the source of the media that you want to upload (image 2.3), and then choose the videos you want to upload (image 2.4).



(Image 2.3)



(Image 2.4)

Once you upload all videos to your list, you need to move them to the "Creatives" studio. You can do this by selecting them followed by clicking on the "Add to creatives" button (image 2.5)

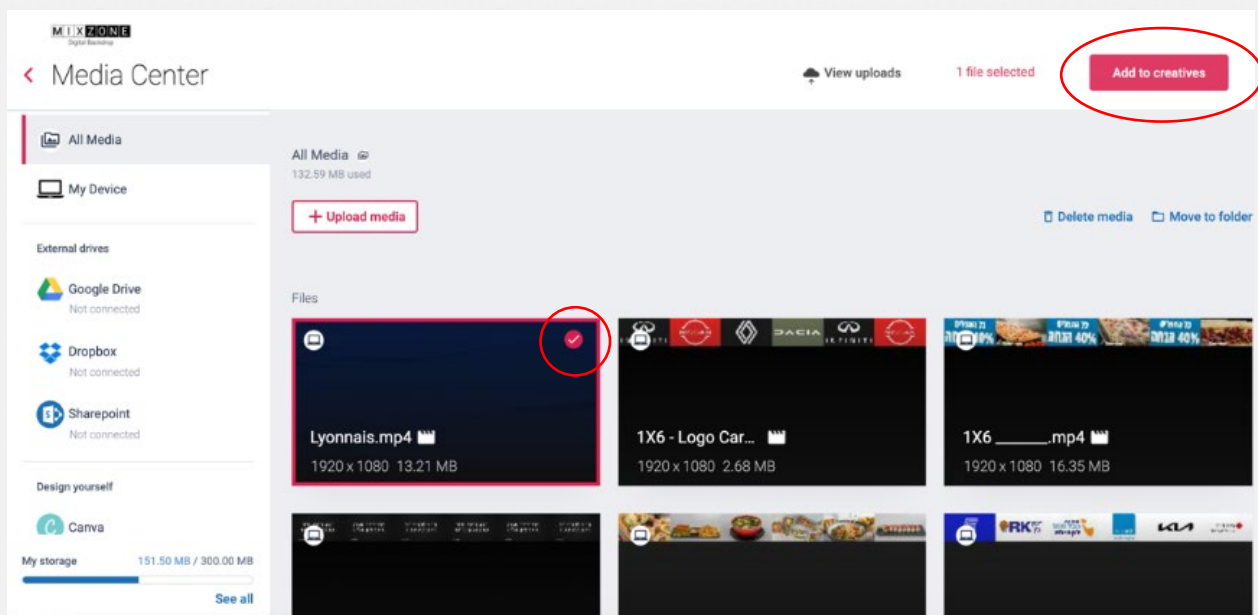


Image 2.5

Before moving to the next step, make sure that all your content was uploaded correctly. All the videos will now appear on "creatives" page (image 2.6).

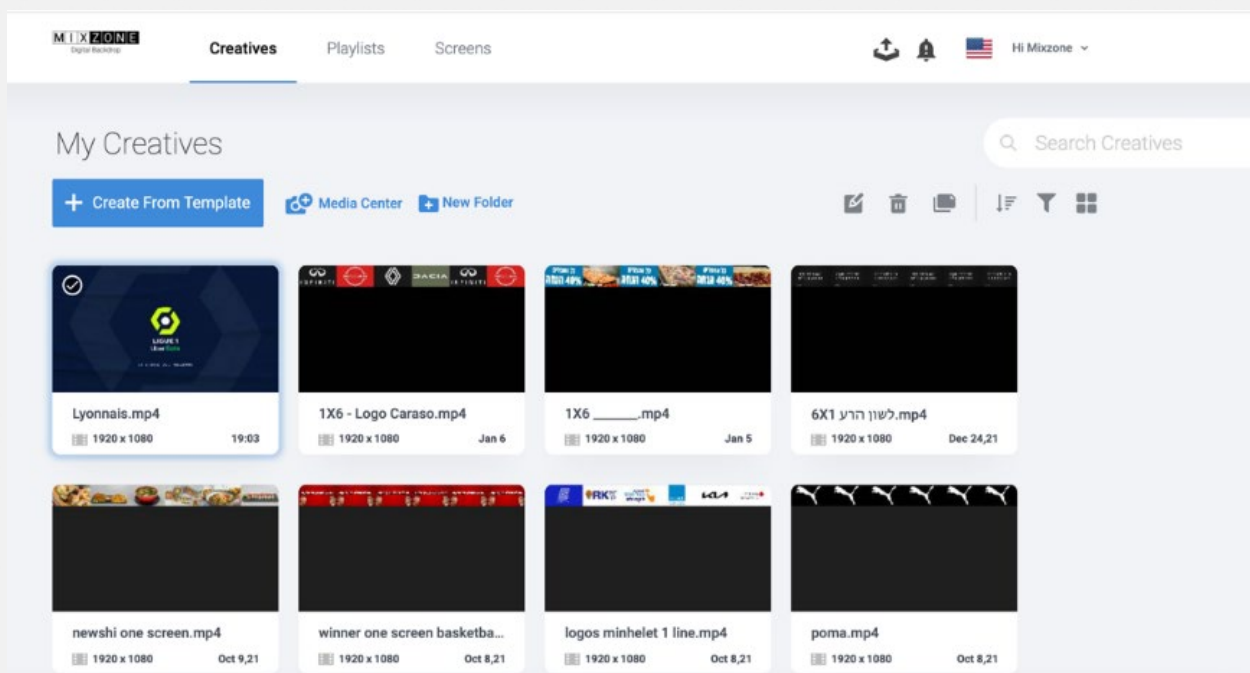


Image 2.6

Step 2: Create A Playlist

To start and prepare your playlists, go to the Playlists studio.

On this page, you can set the play order of your creatives and schedule them to play on specific days and at specific times. You can also set expiration dates. The "PLAYLIST" page has four primary features: (image 3.0).

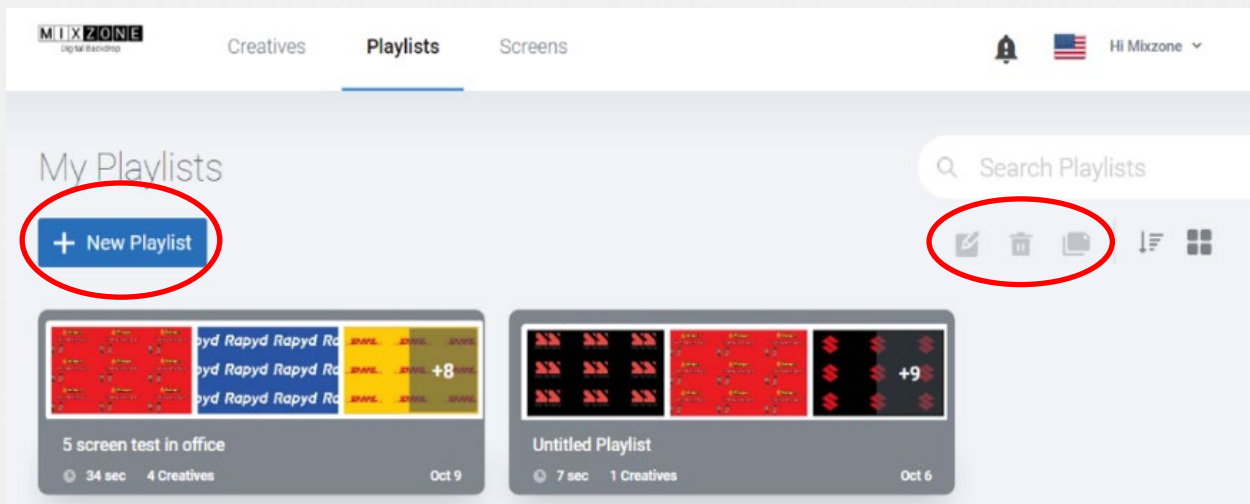


Image 3.0

Duplicate: This feature allows you to make a copy of an existing playlist.

Edit: This feature allows you to edit your playlist by first selecting a playlist and then clicking on "Edit."

Delete: This feature allows you to select and delete a playlist.

Add Playlist: This feature allows you to add a playlist by first clicking on the "New Playlist" button, followed by adding a new playlist name (name of the screen) and adding a description. (See image 3.1)

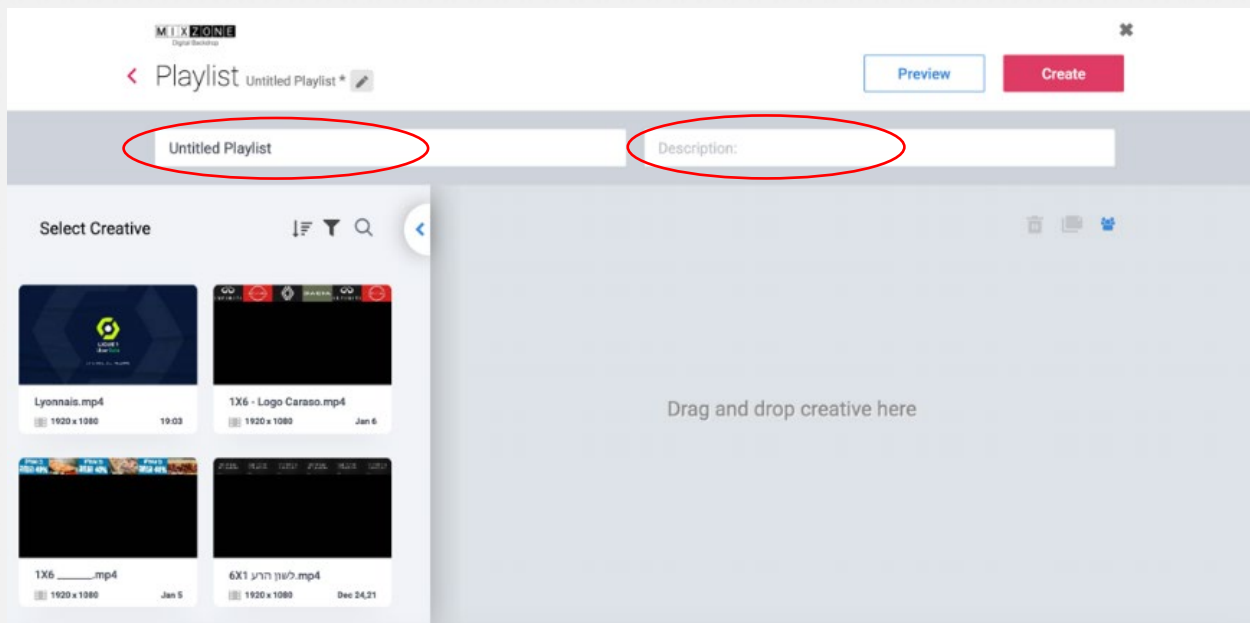


Image 3.1

You can add your videos to the playlist by clicking the + symbol on the center of each video. (Image 3.2)

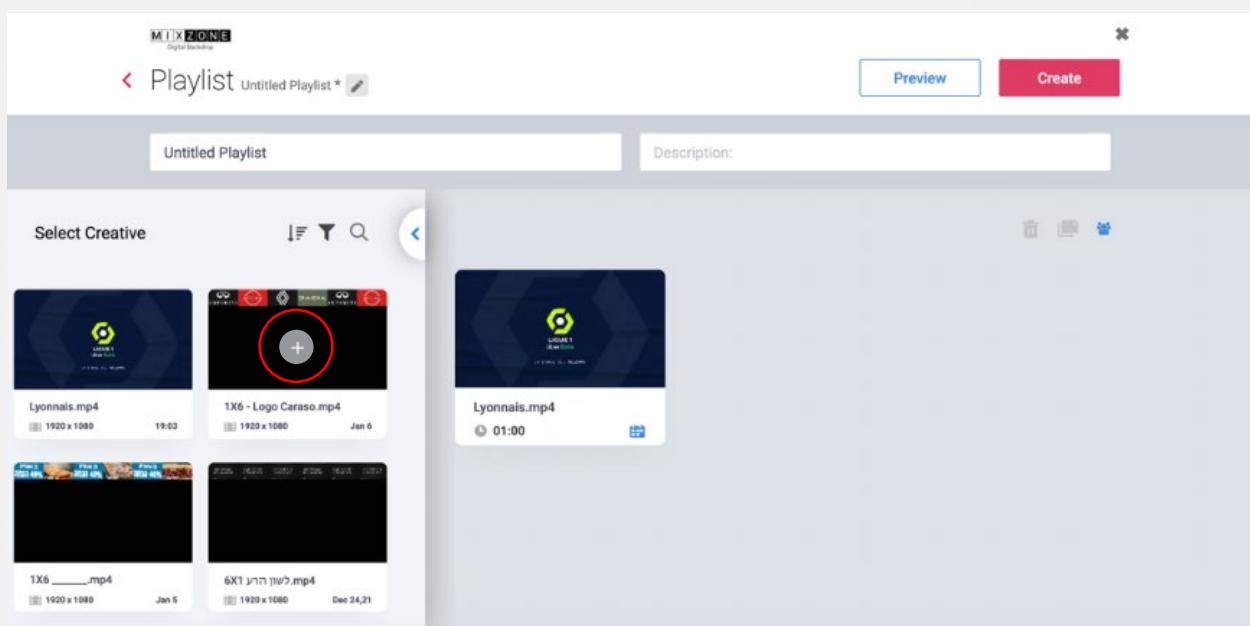


Image 3.2

After adding videos to your playlist, you can explore more options (Image 3.3)

- You can delete a video from your playlist.
- You can schedule when a specific creative will play by clicking on the calendar icon.
- You can change the order of the creatives by clicking on them and dragging them to rearrange.
- You can schedule how long you want each creative to play by clicking on the clock icon in the bottom left. This will control the duration (in seconds) of each creative in the playlist. We recommend setting it at 6 seconds per video.

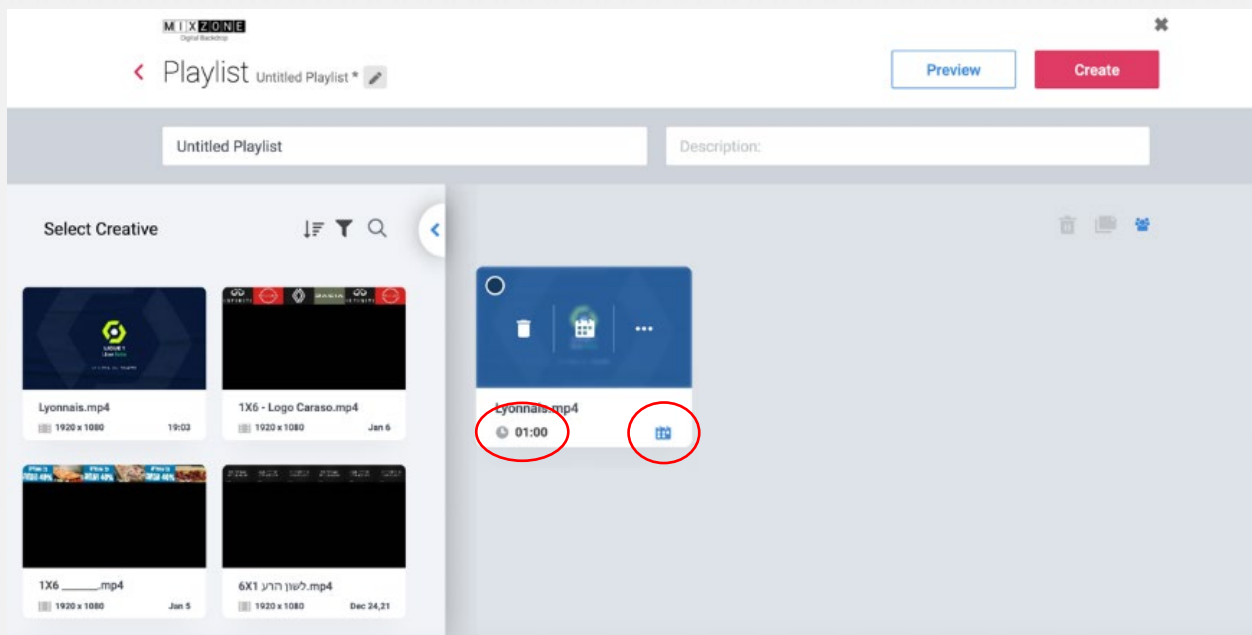


Image 3.3

Click on the **"create"** button to finish your playlist creation. (Image 3.4)

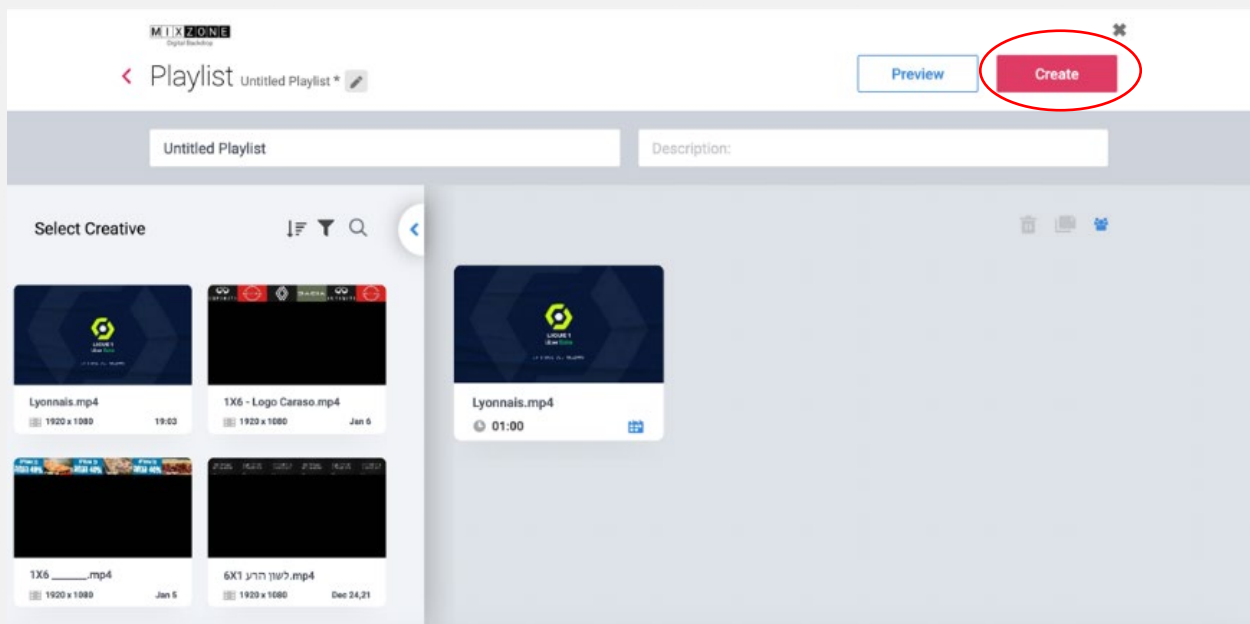


Image 3.4

Step 3: Sending A Playlist to Screen

You can send your playlist content to the screen. The "Screens" page displays the screens to the world. (Image 4.0).

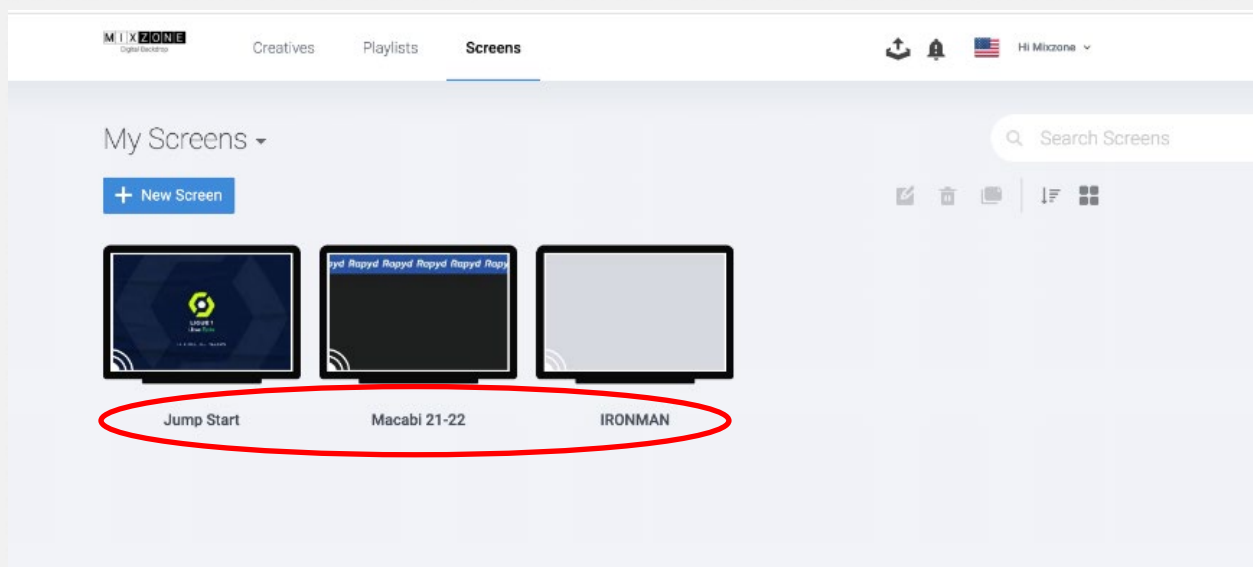


image 4.0

To start, double-click on the desired screen (Image 4.1). Alternatively, you can click on the **Pencil** icon)

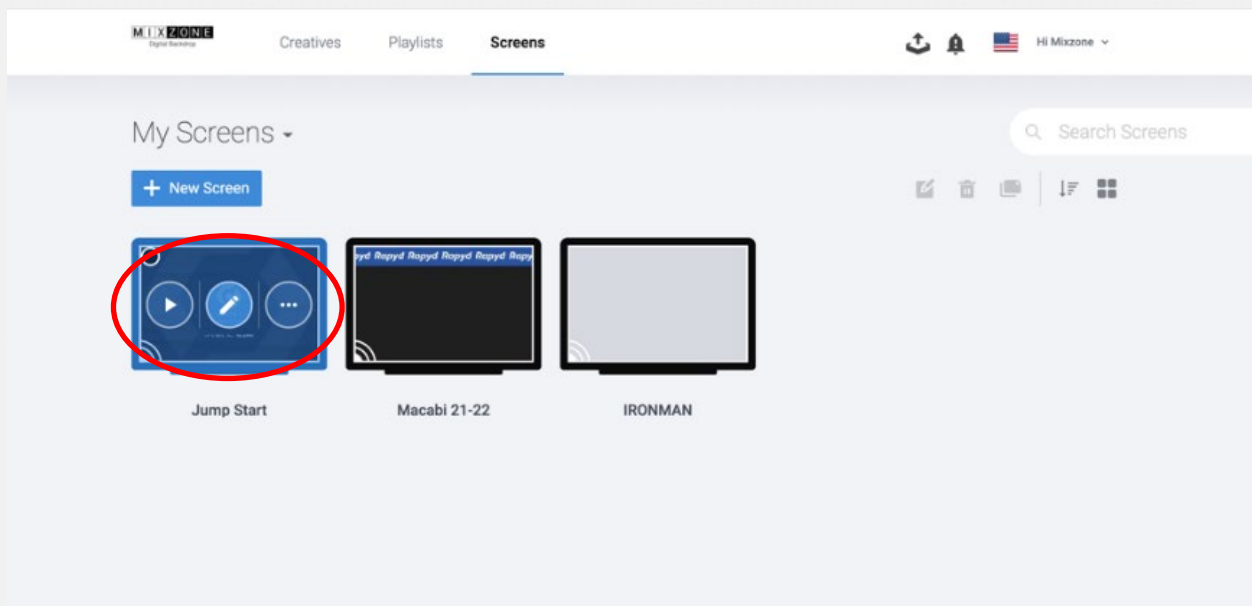


Image 4.1

2) A new window will open with the playlists on the left.

3) Drag and drop the playlist to the grey box /or click on the + sign. (Image 4.2).

a. To change the order of the playlists (a screen can have multiple playlists), click and drag it to rearrange.

b. To schedule a specific playlist to play, click on the calendar icon.

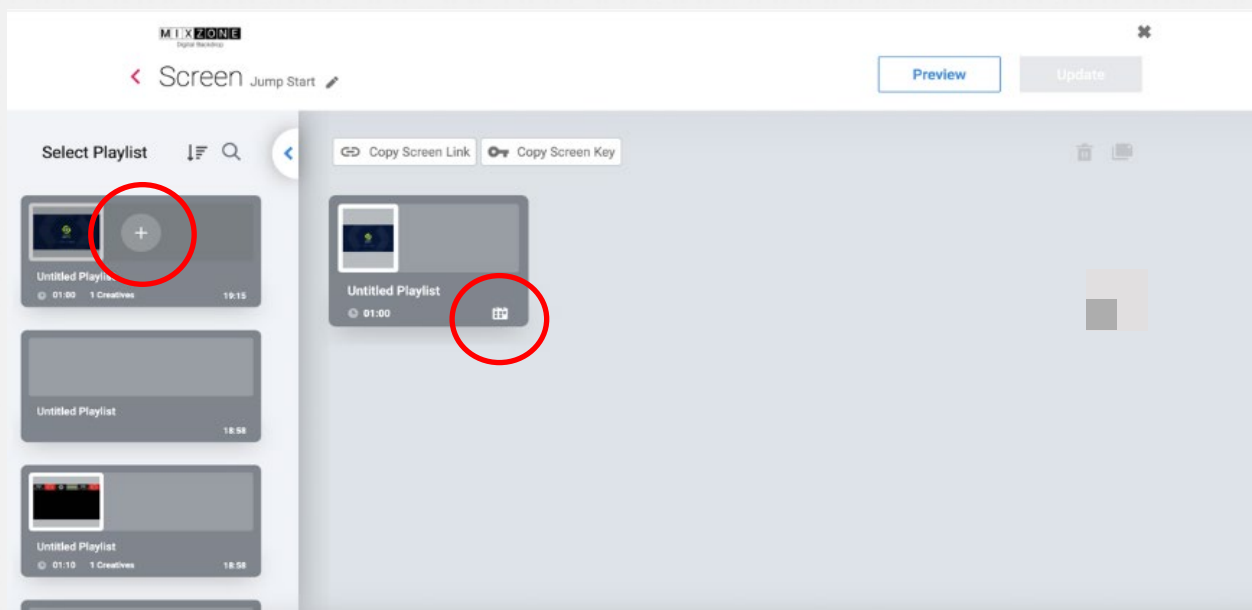


Image 4.2

4) Click on the **"Update"** button to update your screens with your new playlists. (Image 4.3).

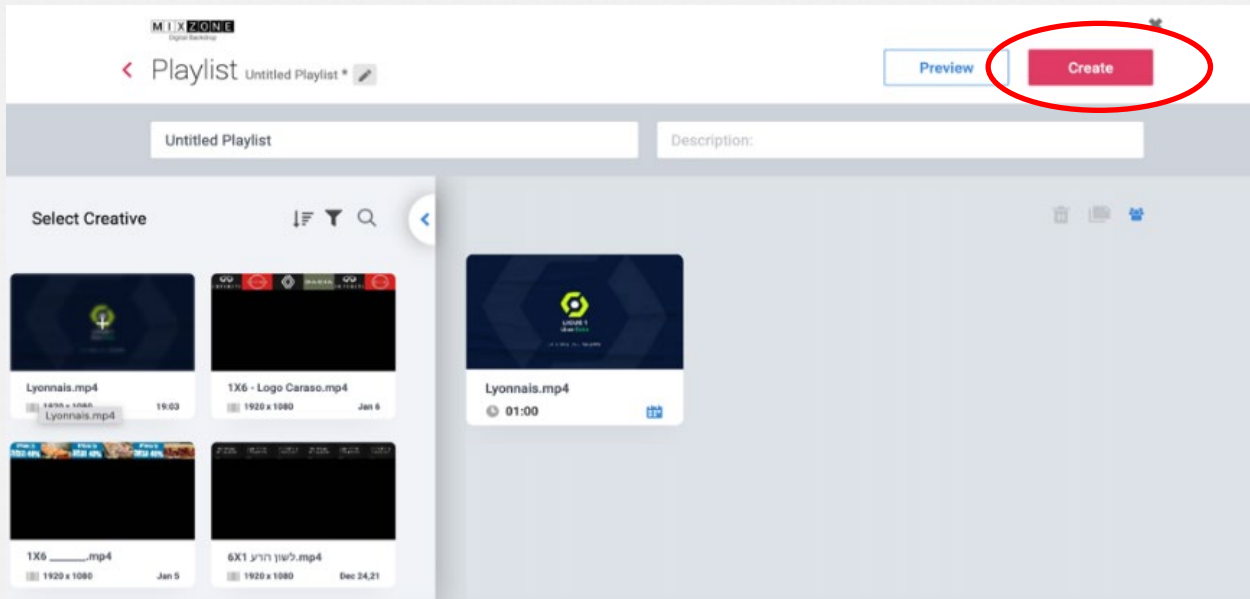


Image 4.3

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