

EZ-DigiSign

Quick Start Guide

Getting Started:

Go to <http://www.ezdigisign.com/>

Click Login on the left of the page.



EZ-DigiSign Login:

User ID:

Password:

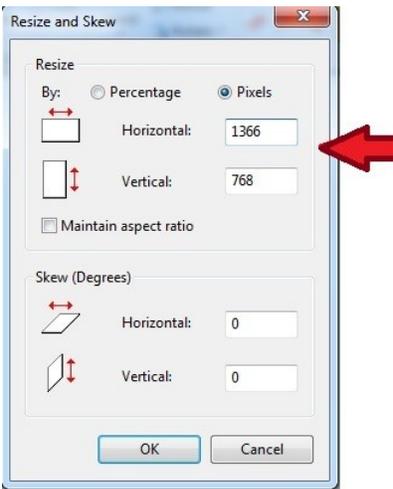
[Forgot your password?](#)

After you have submitted your user name and password, you will be taken to your sign manager.

You will see 4 tabs at the top of the page. Administrative Tools, Construction Tools, Promotion Tools and Resources).



Adding Images to your EZ-DigiSign:



You will first need to have your images created. You can use any photo editing software such as Adobe Photoshop, or Photo Impact to create your slides. If you are using a standard screen size your slides will need to be 1366 pixels wide by 768 pixels high.



After your images are ready you will need to upload them to your File Manager. To get to the File Manager, login to your EZ-DigiSign account, click on Construction Tools, then Choose EZ-FileManager from the list on the left.

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Once you are in the File Manager you can create folders to keep your images organized or you can go ahead and upload your images to the root directory where you are.

Click Upload in the red tool bar at the top. Browse for your images, then click Open

After your images are uploaded to your File Manager you can begin scheduling your slides.

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Creating Slides:



Click on Construction Tools

Click on EZ-SignManager

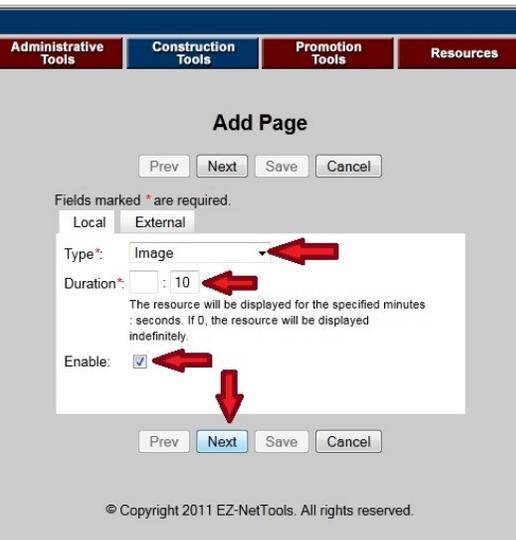
Click on Add



Select your file Type from the drop down menu. For slides that are images only choose Image

Select the amount of time you want the slide to display on your DigiSign. The default is 10 seconds.

Be sure that Enable is checked or this slide will not display. Click Next



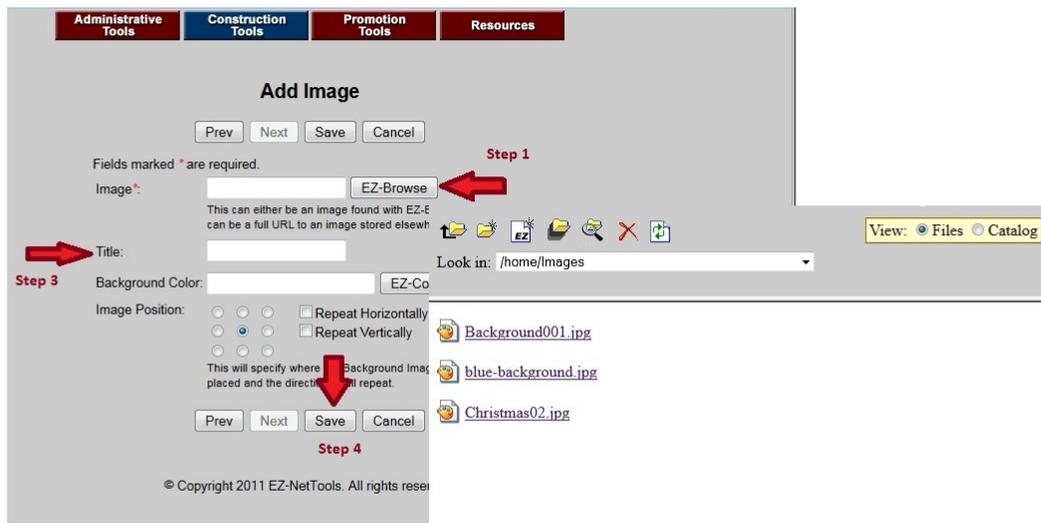
Browse for your image file that you uploaded to your File Manager- Select and click on Open

Type in a Title for your slide

Choose your background color

You can change the image position, however we recommend keeping the image centered.

Click Save This will take you directly to your playlist.



Editing Your Playlist:

You can see every slide on your DigiSign and the options you have for each.



The screenshot shows the EZ-SignManager interface. At the top, there are buttons for 'Preview', 'Add', 'Refresh', and 'Return'. Below these is a 'Player Configuration' button and a text field for the EZ-DigiSign player address. A table lists three slides in the playlist. Red arrows point to the 'Add' button, the player address, the 'Schedule' column, the 'Duration' column, the 'Enabled' column, and the 'Actions' column.

Position	Page		Schedule	Duration	Enabled	Actions
1	samples/digisign-title.jpg EZ-Digisign Title Page	Image X379860	schedule	00:07	<input type="checkbox"/>	+ ↓ + ×
2	samples/welcome.html Welcome	HTML X379860	schedule	00:08	<input checked="" type="checkbox"/>	+ ↑ ↓ + ×
3	samples/wallmount1.jpg Wall Mount - Capture Attention	Image X379860	schedule	00:07	<input checked="" type="checkbox"/>	+ ↑ ↓ + ×

Position – This is the placement in the list.

Page – This tells you if your sign is an image, html page or an RSS feed.

Schedule – Select this option to schedule your slide for certain days and times

Duration – You can edit the time the sign is visible. The default is 10 seconds.

Enable – You can Enable or Disable a sign to add it to the play list or take it out of the playlist without deleting the slide completely.

Actions – Here you can add new slides, edit the slide, edit slide in page builder move the slide up, move the slide down, move it to a specific location in the playlist.

Be sure to Save Changes at the bottom of the playlist if you edit from this screen. Your changes will not automatically change.



The screenshot shows the EZ-SignManager interface with a single slide in the playlist. A red arrow points to the 'Save Changes' button at the bottom right.

17	http://abc.eznettools.net/graphics/stock/EZDigiSign/Introduction/Poweredby.jpg Powered by EZ-DigiSign	Image X379860	schedule	00:07	<input checked="" type="checkbox"/>	+ ↑ + ×
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Total Duration: 2 min 11 sec

Buttons: Discard Changes, Save Changes

Buttons: Preview, Add, Refresh, Return

Scheduling Your Slides:

Click on Schedule



The screenshot shows the EZ-SignManager interface with a red arrow pointing to the 'Schedule' link in the first row of the playlist table.

Position	Page		Schedule	Duration	Enabled	Actions
1	samples/digisign-title.jpg EZ-Digisign Title Page	Image X379860	schedule		<input type="checkbox"/>	+ ↓ + ×
2	samples/welcome.html Welcome	HTML X379860	schedule	00:08	<input checked="" type="checkbox"/>	+ ↑ ↓ + ×
3	samples/wallmount1.jpg Wall Mount - Capture Attention	Image X379860	schedule	00:07	<input checked="" type="checkbox"/>	+ ↑ ↓ + ×

This will take you to a page that has options for your to choose what days and times you would like this particular slide to run on your DigiSign.

Daily – you can choose to have your slide run every day or every 5 days or every other day, etc.

Weekly - You choose the number of weeks to play and the days of those weeks.

Monthly – You can choose how many months and what days of the month to play your slide.

Yearly – lets you schedule your slide to play continuously for a year or more as well as selected months and days within that year.

Selected Dates – Add only specific dates for your slide. You can also add exceptions to this rule.

If you want your slide to display every day you can simply put in a Start Date and an End Date or choose Never Ends for continuous play.

Your selected dates will show as highlighted areas in the calendar preview section.

Click Submit

That's it! You have created a Sign for your EZDigiSign! Above are just some basic instructions to get you started. If you have more questions or need further assistance please call our Technical Support line at **1-800-627-4780 extension 124**

Thank you for choosing EZ-DigiSign!

Administrative Tools Construction Tools Promotion Tools Resources

From 12:00 AM To 11:59 PM

Daily Weekly Monthly Yearly Selected Dates

Every 1 Day(s)

Exceptions

Start Date 9/2/2011

Never Ends
 Ends On 9/2/2011
 Ends After 1 occurrences

Preview

September 2011							October 2011							November 2011						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
28	29	30	31	1	2	3						1			1	2	3	4	5	
4	5	6	7	8	9	10	2	3	4	5	6	7	8	6	7	8	9	10	11	12
11	12	13	14	15	16	17	9	10	11	12	13	14	15	13	14	15	16	17	18	19
18	19	20	21	22	23	24	16		19	20	21	22		20	21	22	23	24	25	26
25	26	27	28	29	30		23	24	25	26	27	28	29	27	28	29	30	1	2	3
							30	31						4	5	6	7	8	9	10

Return Submit