

# Nummax Manager

USER'S GUIDE



# Standard



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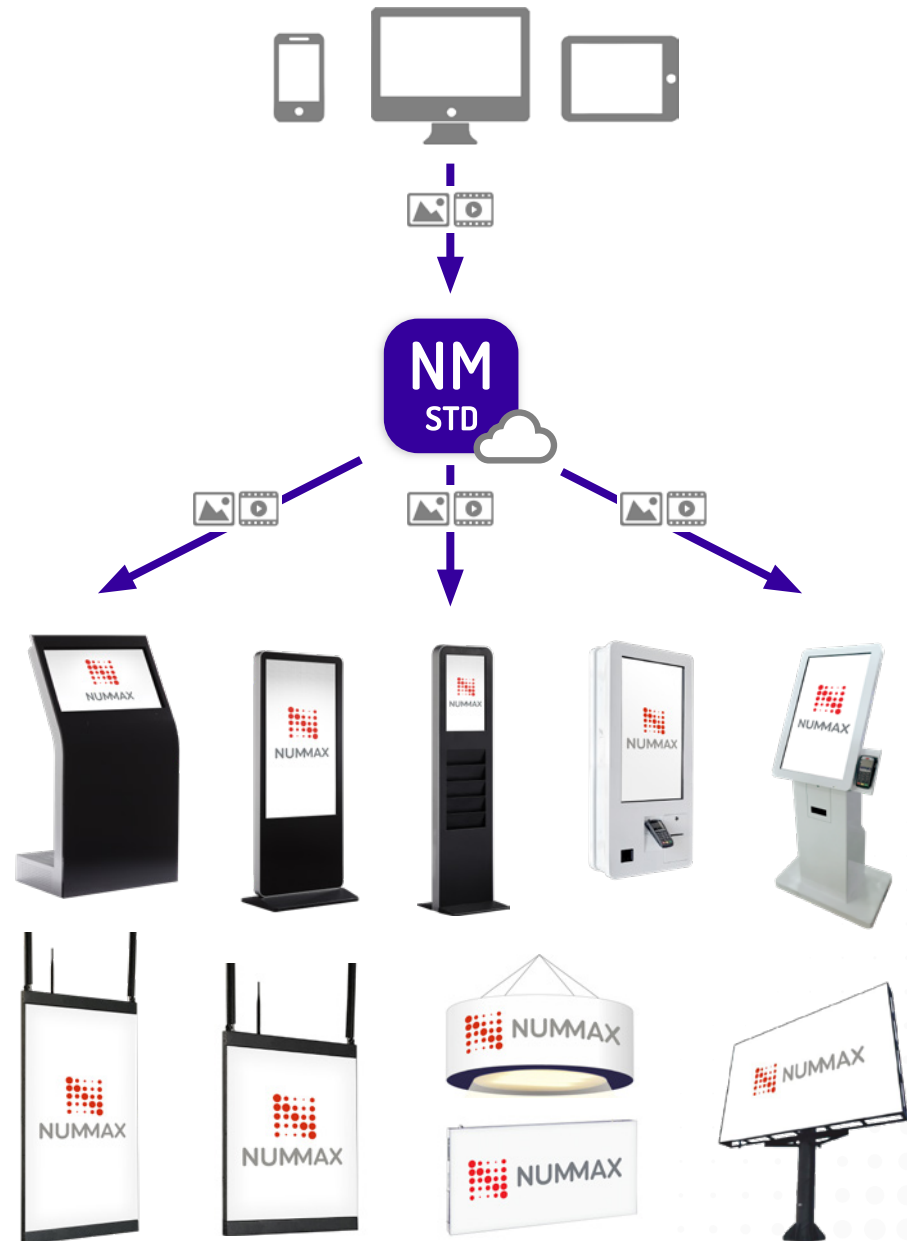
## OPERATION

Nummax Manager is a SaaS (Cloud) software that allows you to connect to your displays to broadcast and manage your content.

The connection can be made from any location from your connected devices (computer, tablet, cell).

You can broadcast images, videos and web links.

**All your content must be prepared beforehand.  
Nummax Manager does not support video editing  
or graphic design.**



Here is the working recommended process to broadcast content with Nummax Manager.

## 1 Fill the library

Your medias must be ready to use in the correct pixel dimensions



## 2 Create sequences

Set the interactivity (optional)  
Organize sequences' order  
Set timelines (calendar)



## 3 Send to your terminal

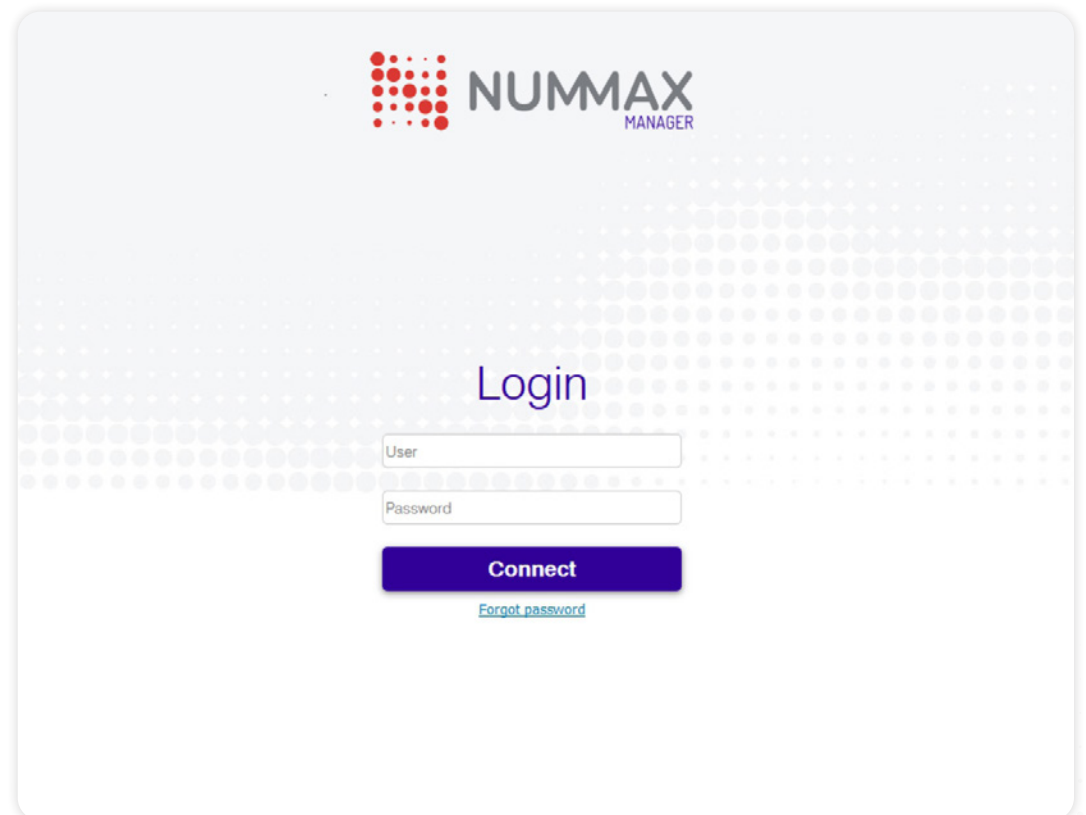
Save to the server



## LOG IN TO NUMMAX MANAGER STANDARD

With your browser, access to the site :  
[www.NummaxManager.com](http://www.NummaxManager.com)

In the home page, log in with your credentials  
(provided by Nummax)



NUMMAX  
MANAGER

Login

User

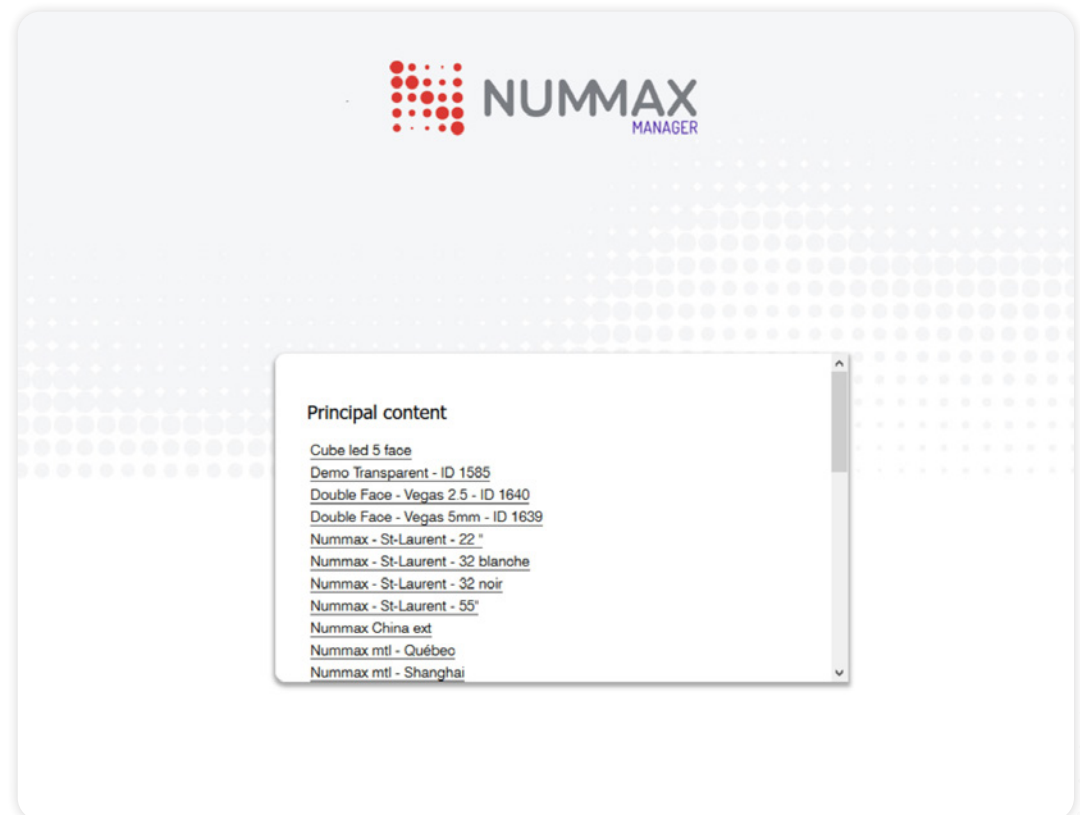
Password

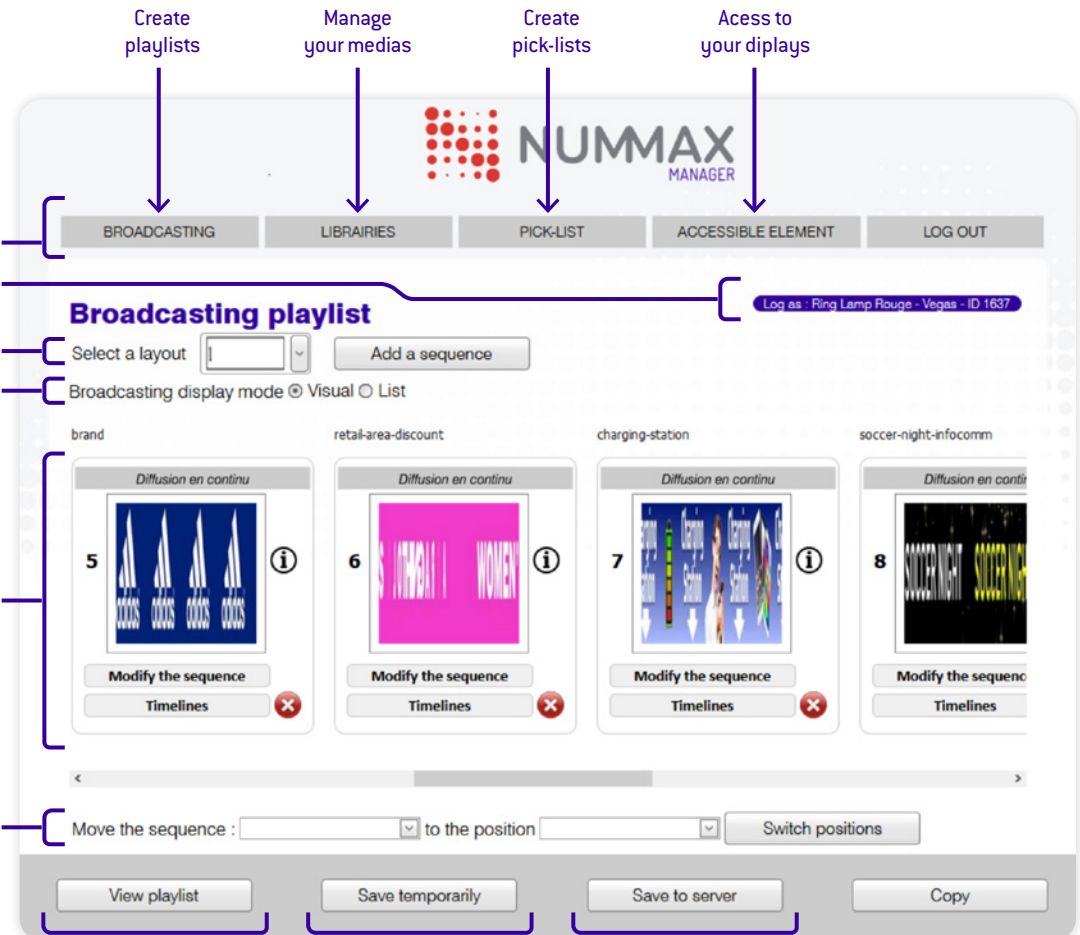
Connect

[Forgot password](#)

A window opens containing the list of displays connected to your account.

Click on the product on which you want to broadcast your content.





Create playlists

Manage your medias

Create pick-lists

Access to your diplays

Menu

Selected display

Create a sequence

Change list presentation

Programmed sequences (playlist)

Reorganize sequences' order

You access the main window **BROADCASTING PLAYLIST** where appear contents currently programmed and broadcast on the previously selected display.

Display simulator (requires the installation of a specific program on your computer. Option not available by default.)

Save the sequences' playlist in the cloud for further work (The playlist is not broadcast on the display)

Broadcast the playlist in your display. All the contents will be uploaded in the display. (Consider 3-5 min delay before the display updates) !

## UPLOAD MEDIAS

To add your media files in your display library click on **LIBRAIRIES**, then on **Add**.

### Media types

**Video** : wmv, avi, mp4

**Image** : jpg, bmp, png

**Web design** : html

**Web page** : URL(The site will be displayed as an image and without interactivity. To add interactivity and navigate into the web site, see the annex for the process)

**Multi** : Upload a batch of files (Nummax Manager will use the file name as a description and set by default the time to 10s for images. These settings are editable after the upload)

The screenshot shows the 'Library' management interface. At the top, there are navigation tabs: BROADCASTING, LIBRAIRIES (selected), PICK-LIST, ACCESSIBLE ELEMENT, and LOG OUT. Below the tabs, the user is logged in as 'Nummax - St-Laurent - 32 noir'. The main content area is titled 'Library' and contains a table with the following data:

#	Name	Type	Description	Duration	File name	Library	Pick-list
<input type="checkbox"/>	Nummax corporatif	Video	Nummax corporatif	N/A	Nummax_DemoReel_Oct2018.mp4	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/>	Test infolettre	HTML	Test infolettre	20 s	nummax-infolettre-181215.html	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

At the bottom of the interface, there are four buttons: 'Add' (highlighted with a purple circle and the number '2'), 'Modify', 'Delete', and 'Dependencies'.



**Name :** If you want to name your file, which will allow you to recognize the content easily in the library. This name will appear at the top of the sequence

**Description :** Describe the contents of your file (eg: resolution or specific comment).

**Duration :** Enter the length your media will be displayed. For videos, it will take one clip from the beginning.

**Use video duration (video only) :** If you do not know the duration of your video, check this option.

**Accessible to the library :** Confirms the insertion of the media that is added in the management of the library (Recommended).

**Accessible to the pick-list :** Allows you to retrieve this content in the selection management (Recommended). As soon as your choices are made, click on the « Add » button.



Learn how to easily create content with PowerPoint :  
Watch our tutorial at : <https://nummax.com/academy>

**ADDING MEDIA**

Type

File  No file selected.

Name

Description

Duration  seconds  Use the video duration

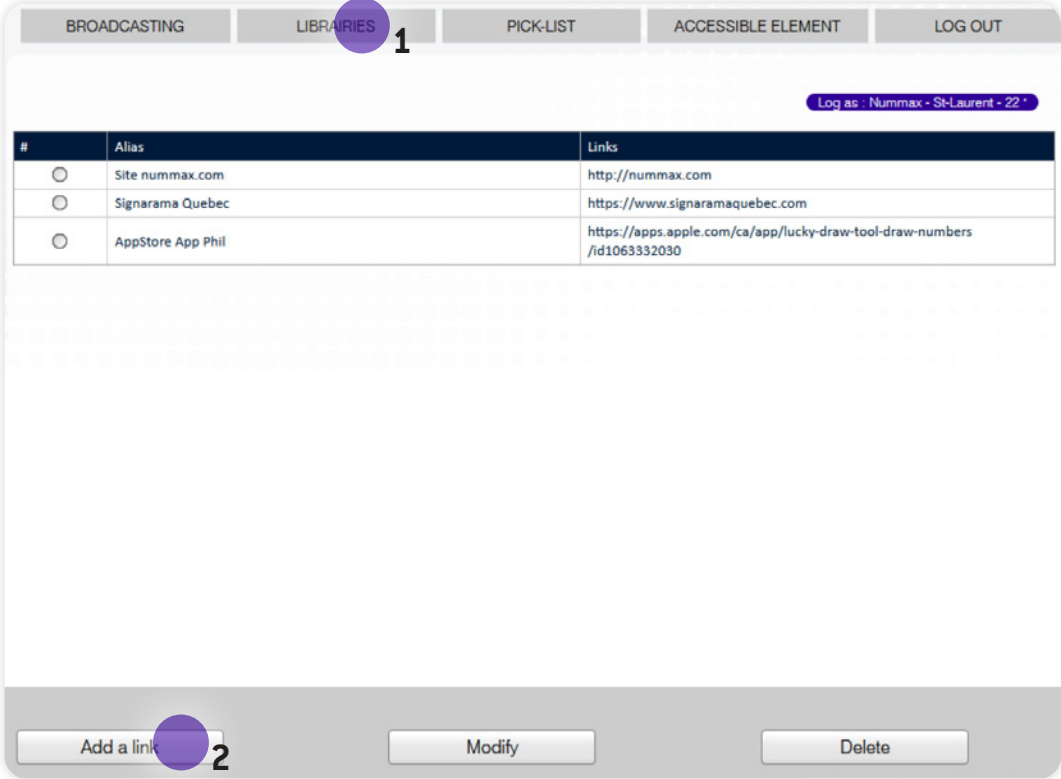
Access library

Access pick-list

# PREPARE WEB LINKS

(INTERACTIVE KIOSK ONLY)

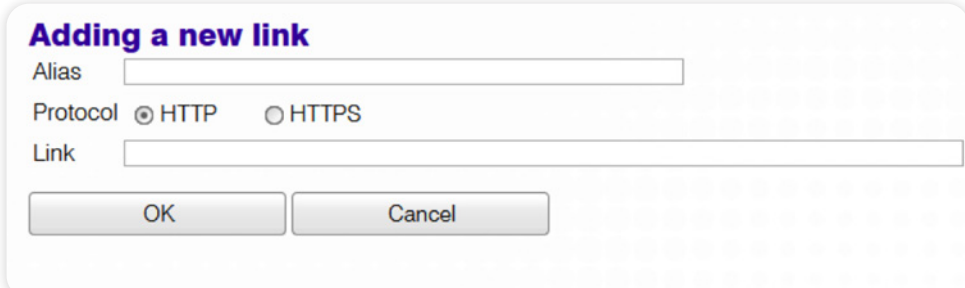
To prepare web links that will be used to add interactivity to your kiosk, click on **LIBRARIES** and then **Links Library**, then on **Add a link**.



**Alias** : Name of the link (Important if the URL is a complex code address)

**Protocol** : Select if it is a secured URL (🔒) or not (Locker in the browser URL bar)

**Link** : Input the URL address without « http:// ». Then click **OK**.



**Adding a new link**

Alias

Protocol  HTTP  HTTPS

Link

OK Cancel



This menu is used to add one or more sequences that you want to broadcast.

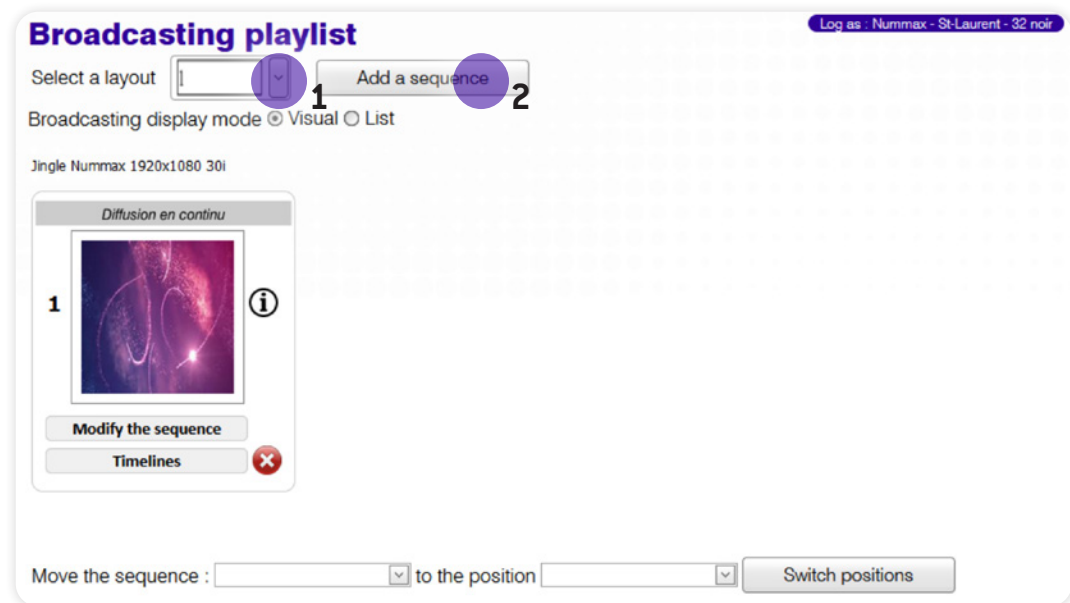
The playlist makes it possible to create a fluid (not redundant) reading of the information. It allows the mixing of sequences.

Here are the different options available in this window :

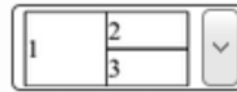
1. Select a layout. It allows you to display the images on your screen in different ways : full screen, two horizontal zones, two vertical zones, three zones 1, three zones 2, three zones 3, three zones 4,...

The full screen template is the default one. It is almost the only one used!

2. Click on **Add a sequence**.





Example with a multi zone layout



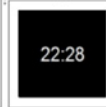
**!** Choosing a multizone layout will divide the number of pixels of the display. (Eg: for a total display 1920x1080 would be with this example, zone 1=960x1080, zone 2=960x540, zone 3=960x540. You must prepare your medias accordingly)

All thumbnails and layouts appear square in Nummax Manager. But the measurements in pixels, **dimensions and proportions are respected in the actual broadcast on your display.**

### Sequence

Active volume  
 Priority










Select an item in library and click in chosen area

Two or more videos in the same sequence may exceed the display's capacity.

Save
Cancel
Add a media

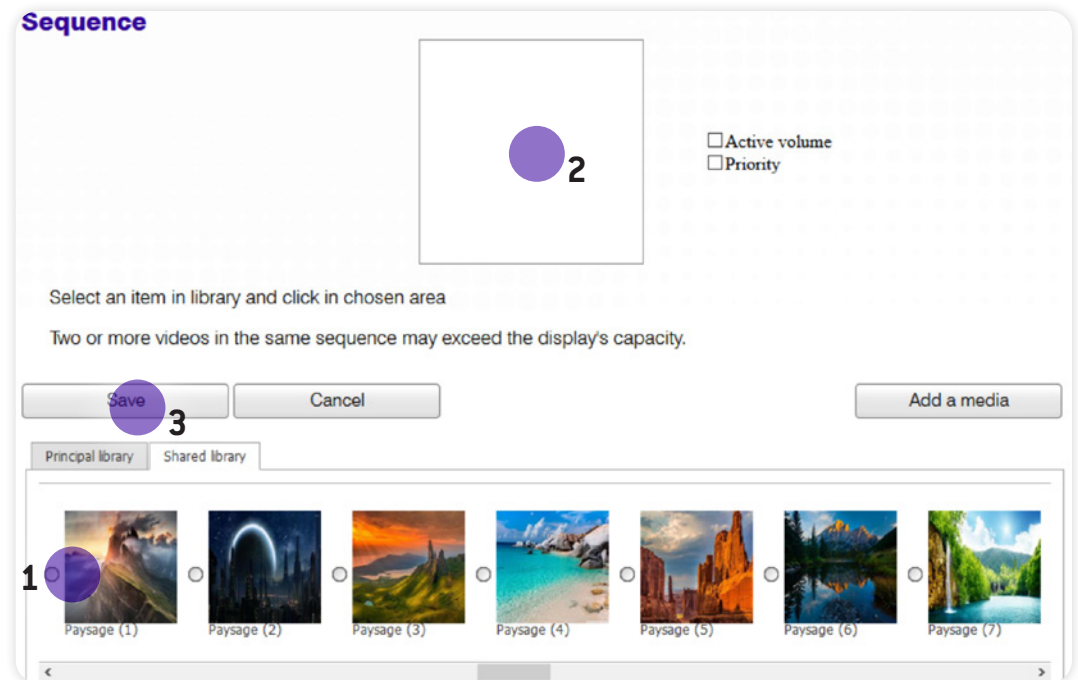
Principal library   Shared library

Paysage (3)
Paysage (4)
Paysage (5)
Paysage (6)
Paysage (7)
Paysage (8)
Paysage (9)

1. Select a media in the library.
2. Click in the area where you want to display the media.
3. Click **Save** to add the sequence to your playlist.

You have the options of **Active Volume** (to broadcast the audio in the displays or kiosks equipped with sound system) and **Priority** (to give priority to this sequence on the whole playlist. It is best used with timeline programming - See sequences programming examples page 25).



The new sequence is added.

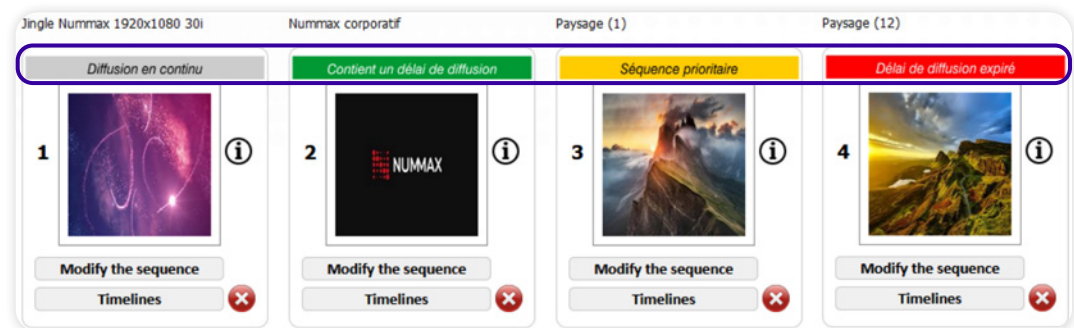
You can click **Save Temporarily** to save your list in Nummax Manager and/or **Save to Server** to save and broadcast contents in your display.

Save in the software only

Save and broadcast to your display

## Detailed definition of broadcast types

- Broadcasting** : Play a video or an image without interruption.
- Contains broadcast delay** : Time determined for a sequence to run (Date-Time - Broadcast Times).
- Priority Sequence** : Define the primacy of one sequence over another.
- Expired Broadcast Delay** : Timeline has expired, the sequence is not playing anymore.





To add a Timeline (temporal programming of a sequence) click on the button **Timelines**.

The screenshot displays the 'Broadcasting playlist' interface. At the top, there are navigation tabs: BROADCASTING, LIBRAIRIES, PICK-LIST, ACCESSIBLE ELEMENT, and LOG OUT. Below these, the title 'Broadcasting playlist' is shown, along with a 'Log as' indicator: 'Log as : Nummax - St-Laurent - 32 noir'. The interface includes a 'Select a layout' dropdown and an 'Add a sequence' button. Below this, the 'Broadcasting display mode' is set to 'Visual' (with 'List' as an alternative). Three sequences are listed: 'Jingle Nummax 1920x1080 30i', 'Paysage (1)', and 'Trailer-Aquaman'. Each sequence is represented by a card with a thumbnail, a number (1, 2, or 3), an information icon, a 'Modify the sequence' button, and a 'Timelines' button. The 'Timelines' button for the first sequence is highlighted with a red circle. At the bottom, there is a 'Move the sequence' section with two dropdown menus and a 'Switch positions' button. The bottom bar contains buttons for 'View playlist', 'Save temporarily', 'Save to server', and 'Copy'.


Click **Add a timeline**.

BROADCASTING
LIBRAIRIES
PICK-LIST
ACCESSIBLE ELEMENT
LOG OUT

## Broadcasting timeline

Log as: Nummax - St-Laurent - 32 noir

Jingle Nummax 1920x1080 30i

Diffusion en continu


#	Start date	End state	Start time	End time	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Daily
No timeline												

Add a timeline
Modify
Delete
Back

Program the schedule for this sequence.


- Day or broadcast period (eg: during holidays, national holiday, event, ...)
- Start and end time
- Day of the week

Then **Save**.

## Broadcasting timeline

Jingle Nummax 1920x1080 30i

Diffusion en continu



Log as : Nummax - St-Laurent - 32 noir

Start day  End day  Daily

Start time  End time

Sunday 
Monday 
Tuesday 
Wednesday 
Thursday 
Friday 
Saturday

Save
Cancel

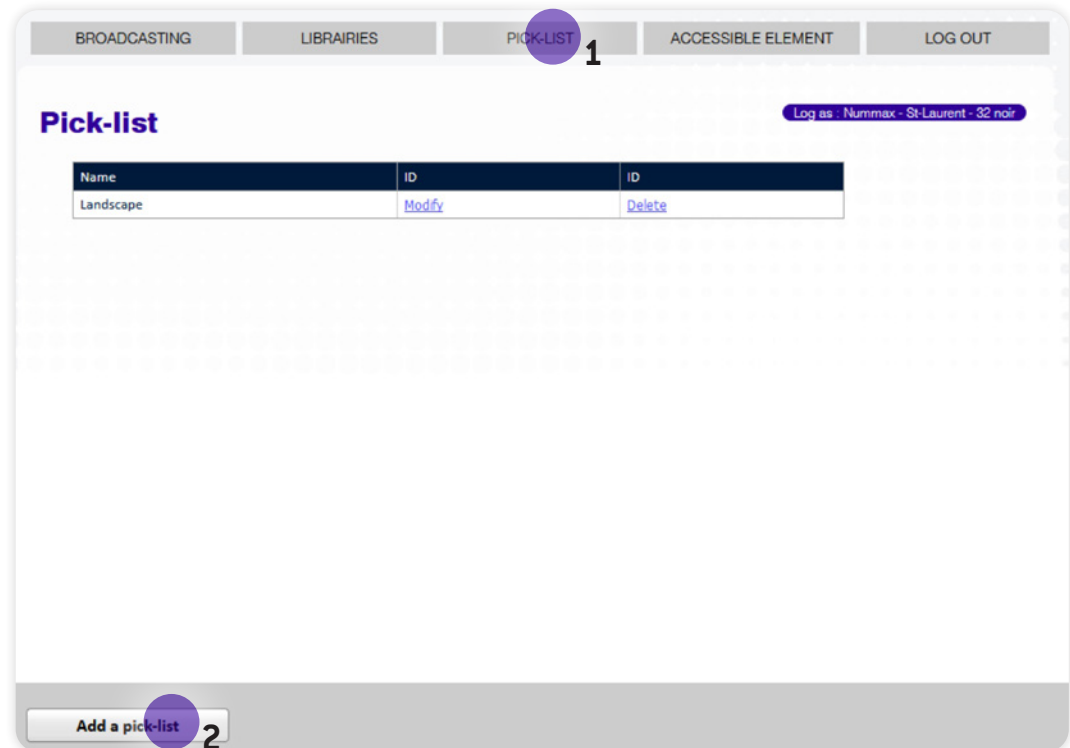
For a 24h broadcasting for a specific period, you must set the start time at 00:00:00 and end time at 23:59:59.

A timeline combined with the option «Sequence priority» makes it possible to design complex programming which is triggered according to the delay and replaces the standard broadcast.

Pick-lists are 'sub-lists' that you can insert into the main playlist.

A pick-list can vary the content displayed at each cycle of the playlist.

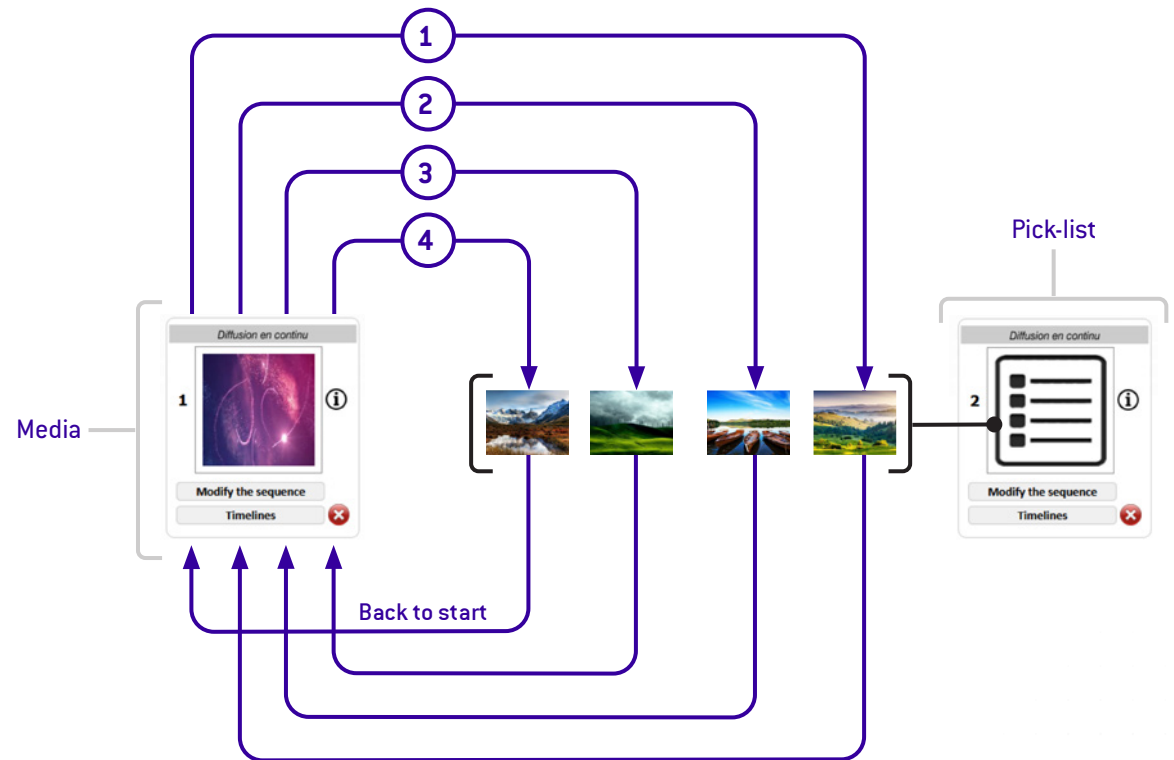
Click on **PICK-LIST** and then **Add a pick-list**.



A pick-list is a group of media that can be inserted as a sequence. It makes it possible to compose reusable complex broadcasting.

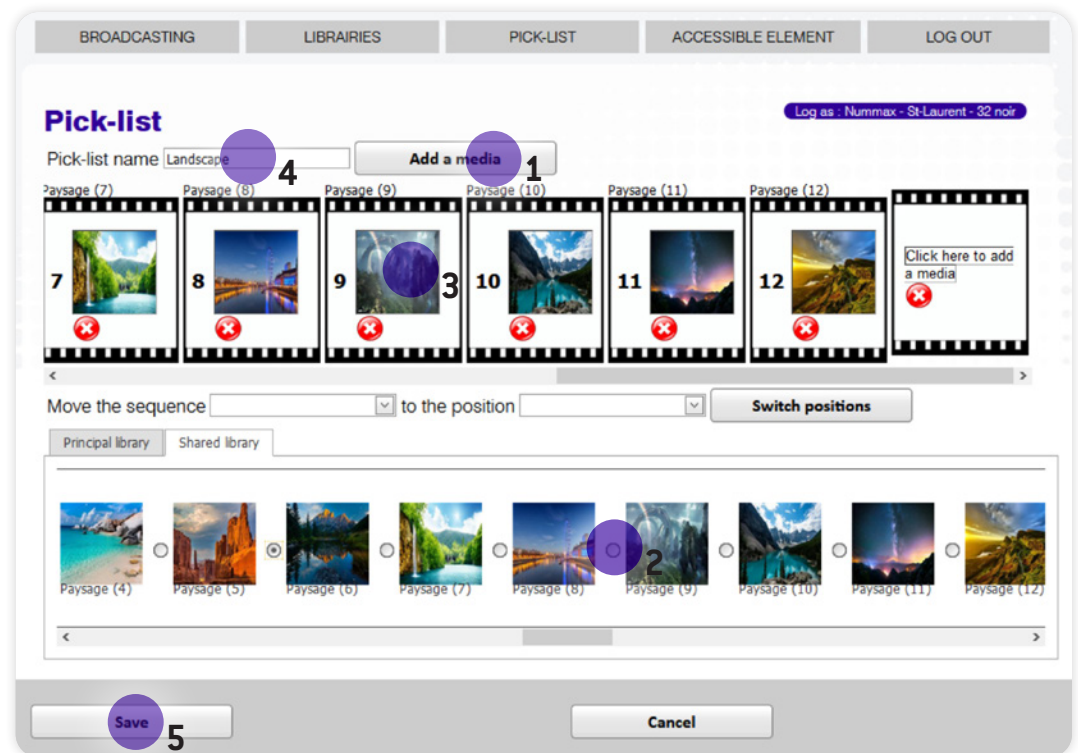
Each media is read at each playlist cycle during the broadcast. Medias are 'picked' one after the other at each cycle.

! A pick-list with a timeline combined with the option «Priority» makes it possible to design dynamic and complex programming that make the content manager work much easier.

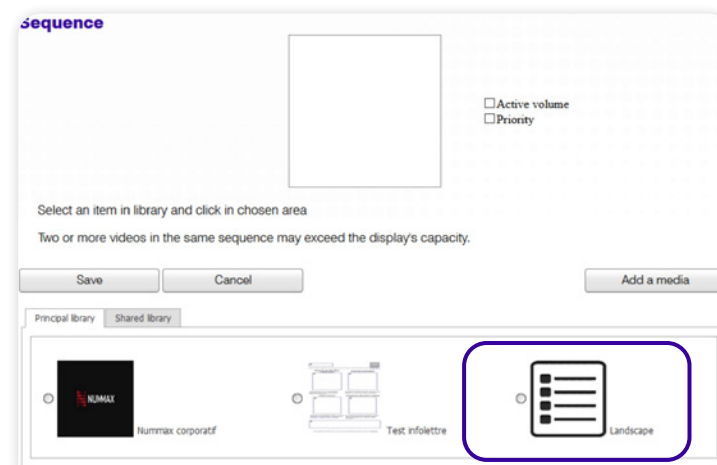


The pick-list is built like a playlist.

1. Click **Add a media**
2. Select the media in the library
3. Click on the slide
4. Give a name to your list
5. **Save** when the pick list is complete



When adding a sequence, your pick-list will be available in the library.



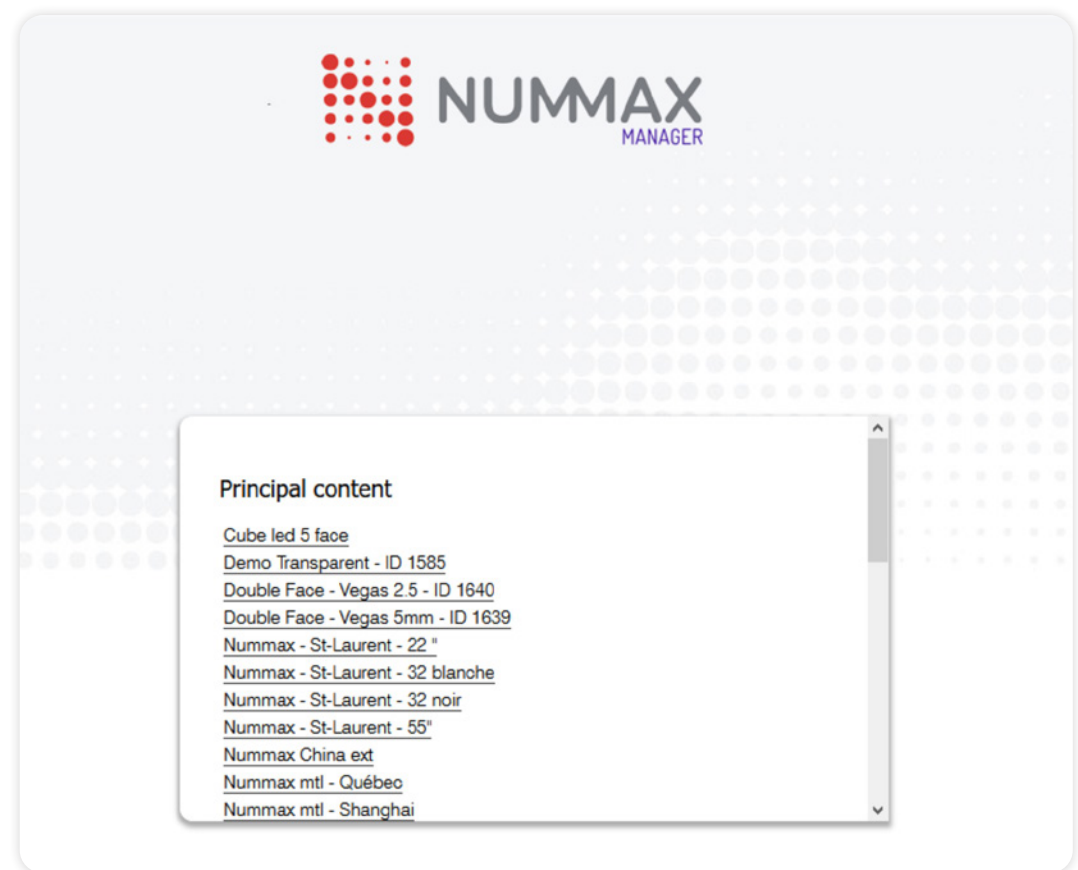
The accessible elements allow you to change the selected display without logging out.

You can work on another playlist and other content for another terminal.



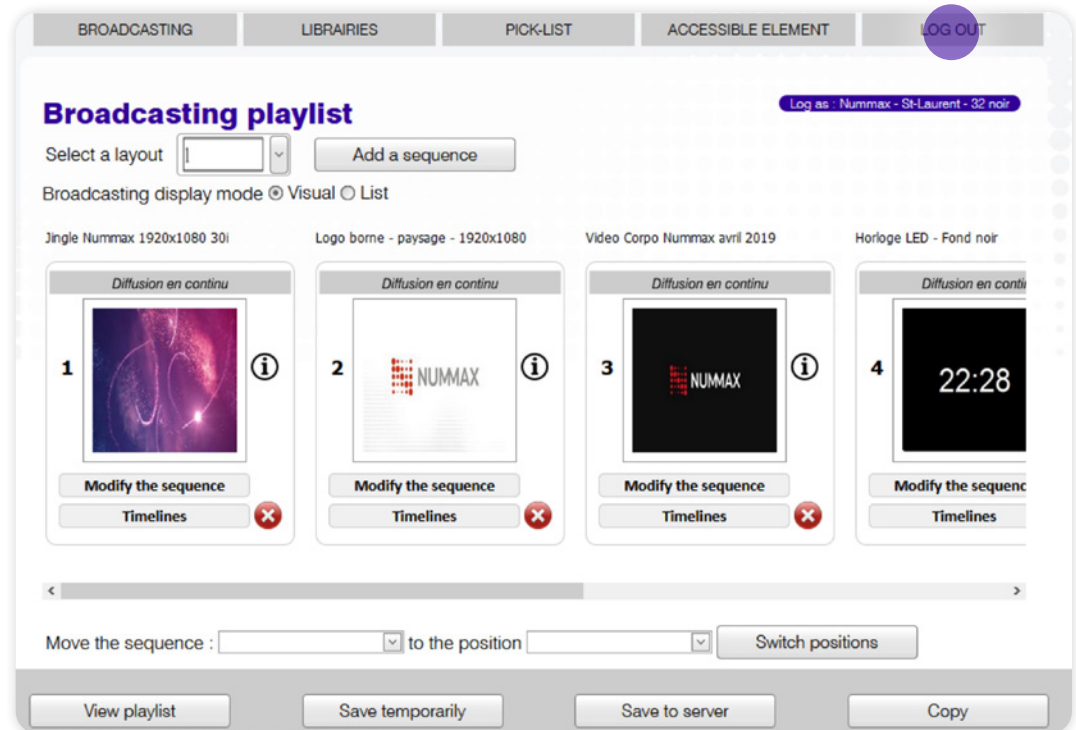
Each display has its own media library. To broadcast similar content on another display, you need to reload the desired media into its database.

Remember to save your work before changing the display (Save Temporarily).



Log out allows you to exit the Nummax Manager program.

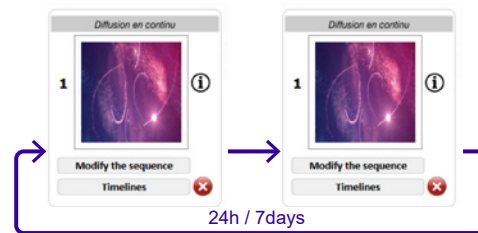
! If you have not saved your playlist temporarily and / or on the server your work will be lost at your next log in.





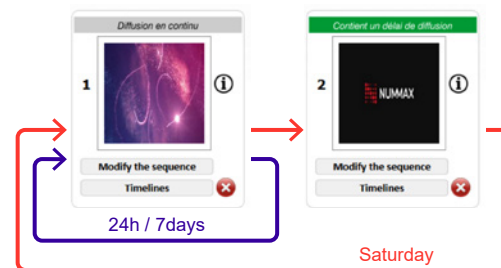
## PRIORITY AND TIMELINES

- Your display will automatically broadcast sequence 1, then sequence 2 continuously.



Here is an example in which we want to broadcast a sequence only on Saturdays.

- The display will broadcast sequence 1 during the week
- On Saturday, the display will broadcast **sequence 1 and sequence 2**
- On Sunday, the broadcast will revert to Sequence Sequence 1 only



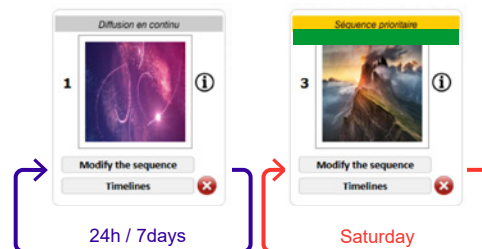
Regular programming

Scheduled in time

Priority

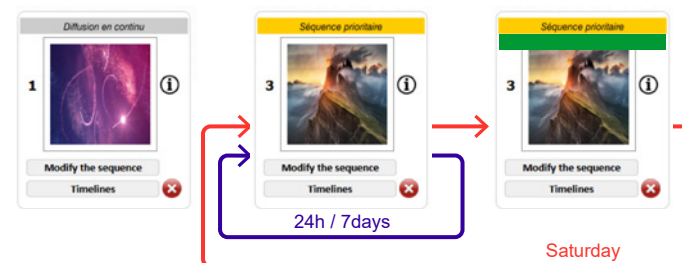
Here is an example in which we want to broadcast a sequence in a priority way on Saturdays.

- The display will broadcast sequence 1 during the week
- On Saturday, the display will broadcast sequence 2 only**
- On Sunday, the broadcast will revert to Sequence Sequence 1 only



Here is an example in which we have a priority sequence and another priority with a broadcast delay.

- The display will only broadcast sequence 2 during the week (sequence 1 will be ignored because of the priority of sequence 2)
- On Saturday, the display will broadcast sequence 2 and sequence 3**
- On Sunday, the broadcast will return to Sequence 2 only



## CREATE WEB INTERACTIVITY

(INTERACTIVE KIOSK ONLY)

1. Create a sequence with content you want to make interactive
2. Click sur **Links**
3. Select a link in the ones available in your library
4. Click **Save**
5. Click **Save** in the sequence area

When the sequence will be broadcasted, it will be interactive and will redirect the user to the URL assigned when he clicks on the touchscreen.

**!** Only works if the kiosk is connected to the internet.

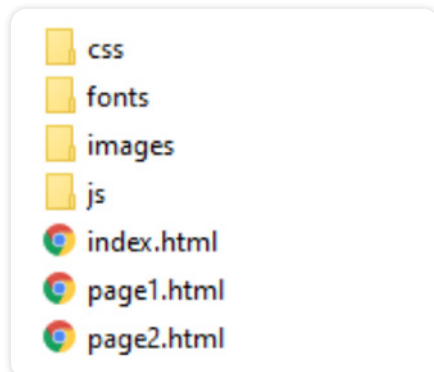
The image consists of two screenshots from the Nummax Manager interface, illustrating the steps to create web interactivity. The top screenshot shows the 'Sequence' editor. It features a video thumbnail (1) with checkboxes for 'Active volume' and 'Priority'. Below the thumbnail, there is a text prompt: 'Select an item in library and click in chosen area' and a note: 'Two or more videos in the same sequence may exceed the display's capacity.' At the bottom, there are buttons for 'Save' (5), 'Cancel', 'Add a media', and 'Links' (2). Below these buttons is a library of items including 'Trailer Aquaman 1080x 920 7s', 'Diaporama signarama', 'Index demo', 'Test mobile', 'Test 2', 'Lucky draw tool - phil', and 'Lucky draw PHI - appstore'. The bottom screenshot shows the 'Links' selection screen. It features a video thumbnail (4) and an 'Add a link' button (3). Below the button is a list of links under the heading 'Shared links', including 'Site nummax.com', 'App presentation nummax', 'Site nummax.com', 'CBC live streaming', 'TVA en streaming live', 'App White Board', 'App White Board Fox', and 'White Board enfants'.

## INSTALL A LOCAL HTML APPLICATION

It is possible to install a local site (application) in the kiosk. Installing an application locally allows faster browsing and does not require an Internet connection. However, if your terminal is still connected to the network, it is possible to call up data on the web from your local HTML. You can build rich local content touchscreen applications.

### How to prepare your local HTML site (application)

Here is a tree structure example :



1. The main page must be : **index.html** and be placed at the root of your compressed folder (see next page)
2. All the images contained in your application must be saved in the images folder (If the terminal is connected to the network, you can also call up media from the web)
3. Styles can be programmed in your HTML pages or in a .css file
4. You can integrate your own fonts and declare them in your .css (font-face)
5. If you are using a javascript library, it must be saved in your project

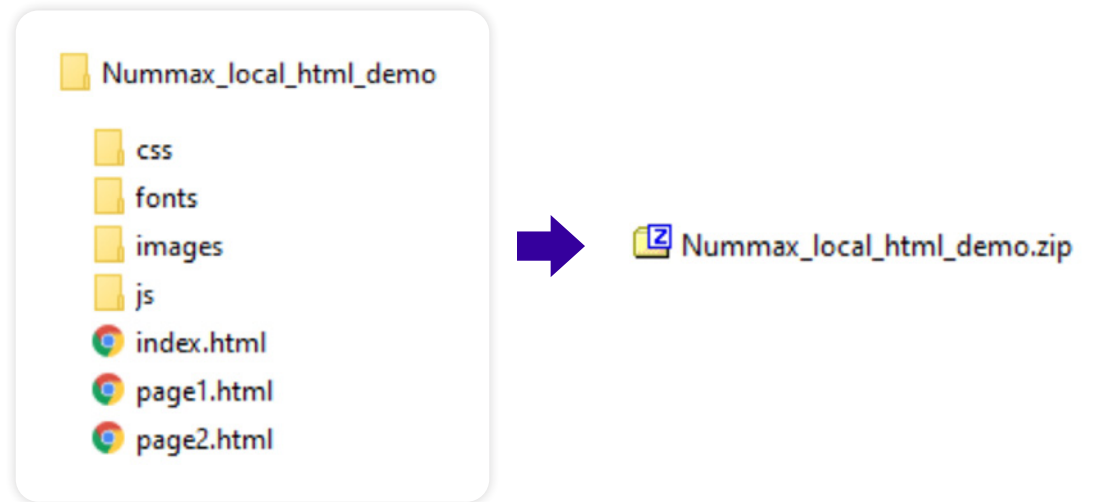


**Recognized formats** : HTML, CSS, JAVASCRIPT, Images (jpg, png, gif,...), Videos (avi, mp4,...)

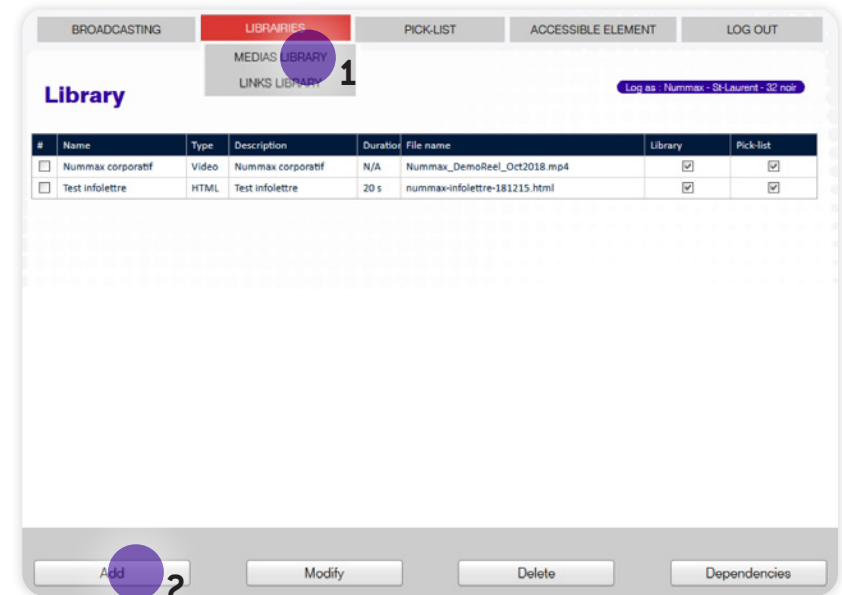
**Unrecognized formats** : PHP, ASPX,... or any server-side dynamic languages

## Loading your local HTML in Nummax Manager

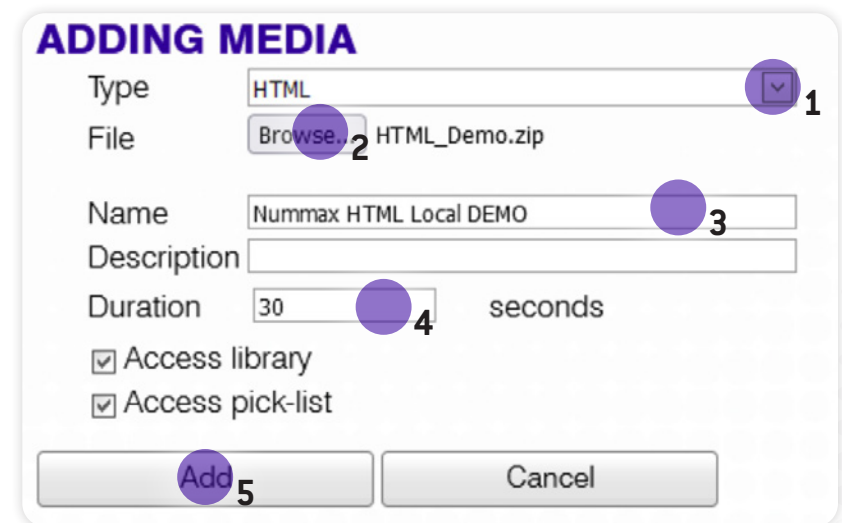
1. Compress your application's folders and files into a .zip folder format (your compressed folder can have any name you want without special characters).



2. In Nummax Manager, click on **LIBRARIES > Media library**, then on **Add a media**



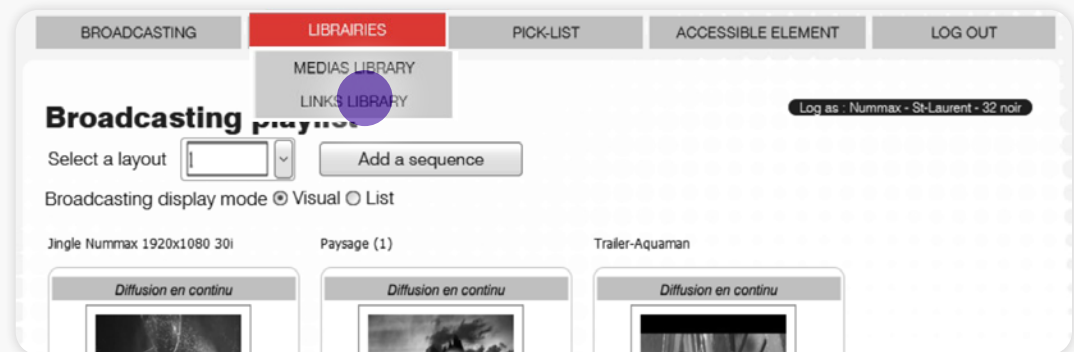
3. Select **HTML** as media type. Select your HTML application .zip folder on your computer. Add a name and a refresh duration period (used when there is no touchscreen activity in progress). Then click **Add**.



## Add touchscreen interactivity to your local HTML application

If you don't need interactivity in your local HTML, you can skip steps 4, 5, and 7 in gray.

4. Click on **LIBRAIRIES** > **Links library**, then **Add a link**.



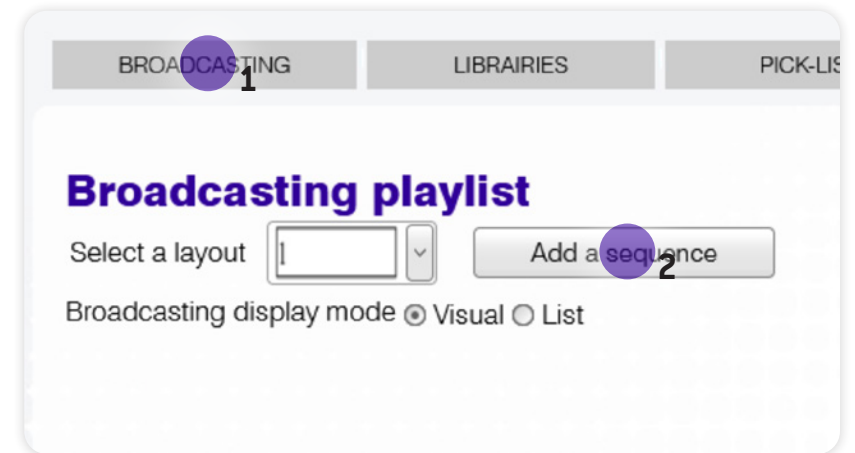
5. Select **Local HTML** and in the dropdown menu, select your application just downloaded (generally the last name in the list). Click **OK**.

### Adding a new link

Protocol  HTTP  HTTPS  Local Html

Link

6. In the **BROADCASTING** section, **Add a sequence**, select your HTML in the scrolling library, apply it to the zone (click in the zone) and **Save**.

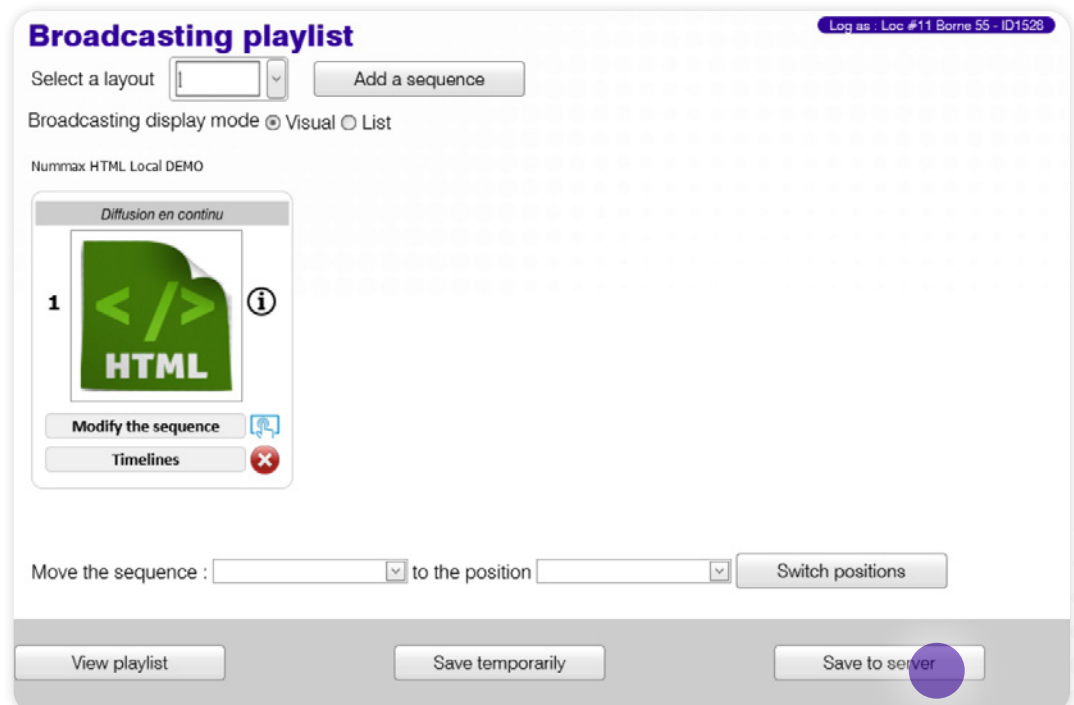


7. On the new sequence, click on the interactivity icon. In the dropdown menu, select your Local HTML link name (generally the last one in the list). Click **Save**.



8. Click **Save to server** to apply your new schedule programming to your interactive kiosk. **All your local HTML application content will be uploaded into your kiosk.**

✓ Your interactive kiosk will update and start broadcasting your local HTML.

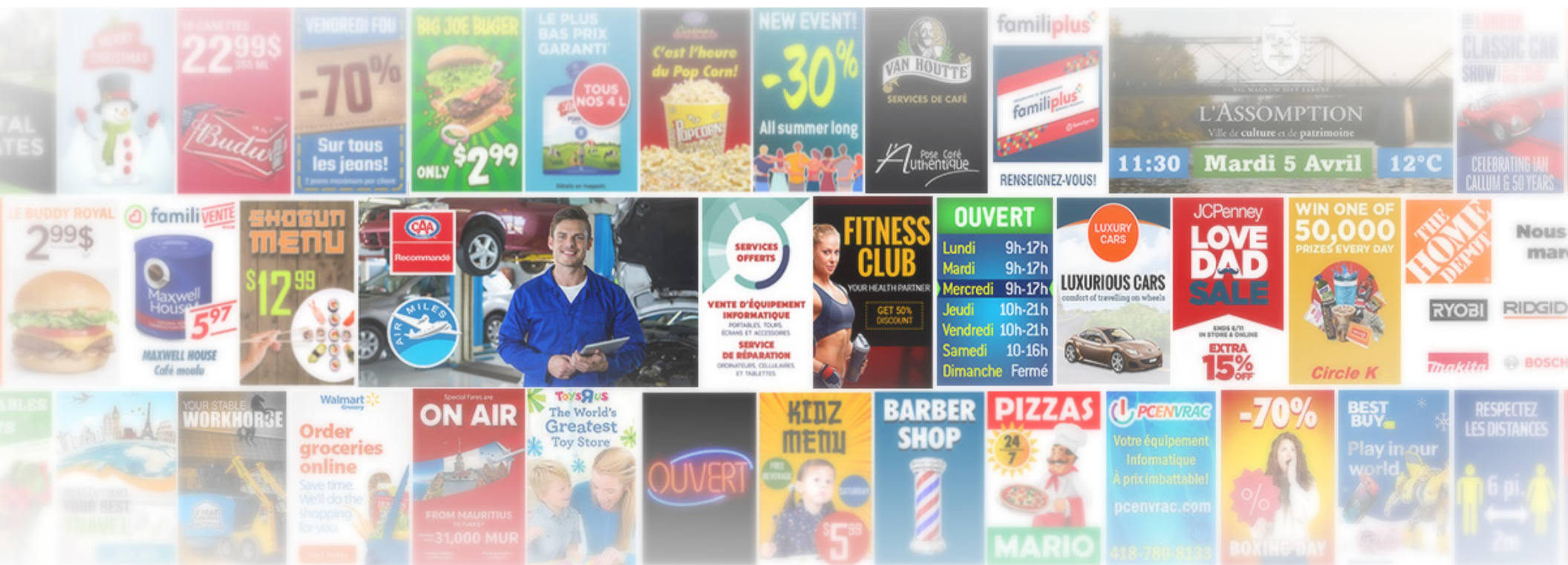




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