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I. Getting Started
1 Preface

1.1 Thank You

Thank you for picking Cablecast and thank you for choosing Tightrope! We appreciate your business, not only because we depend on it, but because we really believe in Cablecast as a uniquely powerful tool that has changed the lives of our customers since 1999. Your choice inspires us to keep going.

1.2 About This Documentation

This is the Cablecast Manual and it is intended for anyone who will be involved in the automation of your station.

This manual does not include:

- Instructions on installing and configuring the system for first-use. New systems include commissioning service for this purpose.
- Instructions on installing or upgrading the Cablecast software. New systems ship with the software pre-installed.
- Specific information about 3rd part device configuration. This is covered in the Cablecast Control Module Reference Guide.

1.3 About Tightrope

Tightrope Media Systems is a manufacturer of web-centric media delivery and display systems. We strive to provide integrated solutions designed specifically for the markets we choose to address, with a web-centric interface as a core design of everything we do.

For more information on Tightrope Media Systems, please visit our web site: www.trms.com

Email us at: info@trms.com

Our Address is:

Tightrope Media Systems
800 Transfer Road, Suite 1B
Saint Paul, Minnesota 55114

For customer service, please contact your dealer or Tightrope Media Systems directly:
The fastest way to get support is through email, the online support form, chat and our forum. The forum requires a free registration.

1.4 Conventions Used In This Guide

Throughout this guide, the following conventions will be used:

This is a note. Notes are used to call attention to special information that may be helpful to keep in mind.

This is a tip. Tips show unique ways to use the software, and tricks that have been picked up by other users.

This is a warning. Warnings call attention to actions that may result in unforeseen consequences, such as actions that delete large amounts of data or configurations that might have network security implications.

If we want to highlight an section of the text that is critical to a particular topic, we’ll insert a margin note, like the one you see next to this paragraph. Margin notes might also include small pictures of the user interface, when a figure would be too cumbersome.

If we need to call special attention to something that is critical, you might see the symbol you that you now see to the left.

When the text references a particular menu item, field or label within the software, that text will appear as follows:

Example: Click on the Main Menu button.

When we talk about or reference a menu in the software, we use a special style and reference it in the margin. When we reference menus, we leave out the main menu and we separate each menu with a colon (":").
Example: To edit your channel’s configuration, go to Configuration: Channel Configuration.

When the text references user input, “this format” will appear.

Example: When logging into Frontdoor from the main server, enter “localhost” into the browser’s address field.

When quotes are used to display user input, do not include them in your input unless specifically told to do so.

You’ll notice that we’ve used a couple of ‘Examples:’ in this section. You will see those throughout the text. They highlight...examples.
2 System Overview

2.1 What is Cablecast?

Cablecast is an audiovisual headend management system for television stations. It is capable of managing many aspects of your station’s life including: program information, schedules, routing switchers, digital video servers, public web schedule output, reports, video on demand servers, live streaming servers, TV Guide X-List output and Carousel schedule display. It is the automation and back office system for your headend operations.

Through its web interface, Cablecast gives your staff the tools they need to program their entire audiovisual headend.

2.2 System Components

There are several hardware and software components that together comprise a working Cablecast system.

Software Components:

**Frontdoor** : Frontdoor provides user login, security settings, user rights assignment and related functions. Frontdoor is a web application that you will log in to whenever you want to access Cablecast.

**Cablecast Web User Interface** : The Cablecast Web User Interface is the heart of your Cablecast system. Depending on your configuration, the Cablecast Web Interface may be hosted by your video server, or on a separate server.

**Cablecast Video Overlay** : The Cablecast Video Overlay application adds built-in, high quality channel branding capabilities to your SX series video server.

**Cablecast DSK** : The Cablecast DSK application allows Cablecast to control third-party downstream key devices for channel branding.

Hardware Components:

**Cablecast Server** : We call the server that is running the Cablecast Web User Interface the Cablecast Server. Depending on your configuration, the Cablecast Server might be the same physical computer as one or more of following additional devices.
**VOD Server**: The VOD server is responsible for transcoding video files so that your viewers can watch them on-demand from your website. The server also stores all of the resulting transcoded files.

**Video Server**: The video server is responsible for recording and playback of digital media files.

**Live Streaming Server**: The live streaming server encodes your final channel output in an Internet-friendly format. The resulting stream can be displayed on your website so that your viewers can watch your channel online.

**On-air CG**: Tightrope’s Carousel digital signage product is often used as a character generator between programs.

There are several additional devices that you will likely need beyond those that Tightrope has supplied. These devices might include:

**Routing Switcher**: The routing switcher controls how video and audio signals are connected within your facility. The Cablecast Server will directly control the routing switcher so that the appropriate connections are made as needed.

**Playback and Recording devices**: In addition to the Video Server, you may have additional playback and recording devices that you would like to use such as DVD players.

**Live Sources**: Beyond the playback devices already described, you might have additional sources that are used for live events.

**Preview Monitor**: It is always a good idea to have a monitor that you can use to check things without needing to put them out on-air. We call this a Preview Monitor.

### 2.3 Example System

The following system diagrams show an example Cablecast System.

The system in Figure 2.1 is comprised of:

**Cablecast Pro with VOD Server**: The CablecastPRO with VOD server includes the following software functions: hosts the Frontdoor web-based user-management application, hosts the Cablecast Web User Interface, acts as the Video On Demand server for the system, among other functions.

**An SX2HD Video Server**: The SX2HD Video Server includes two playback and one recording channel as well as storage for its video content.

**Two Cablecast Live Streaming Servers**: Each live streaming server is able to record one television channel’s output for Internet based streaming.
A **Blackmagic Designs Routing Switcher**: Cablecast can control hundreds of different routing switchers, for the purposes of this example, we will use the Blackmagic Design Smart Videohub.

**Feeds to two Cable TV channels**: This example system will feed HD-SDI video to two separate Cable TV channels. Each channel is independently controllable.
3 Quick Start

This chapter will walk you through a few basic operations of your Cablecast system. The purpose of this chapter isn’t to give you an in-depth explanation of how everything in Cablecast works. Instead, our aim is to walk you through a few of the basics that you will use virtually every day you use Cablecast.

This section assumes that your system has been installed and configured. If it has not, please contact us in order to arrange this service.

If you perform all of the following sections in order, you will have a basic idea of how to login to the software, add a digital file for playback, schedule that file, and commit the changes to automation. If everything works as expected, you will have a file playing back on-air in about 10 minutes.

3.1 Logging In

To log in to the Cablecast software:

Step 1: From the Windows desktop of your Cablecast Server, launch Internet Explorer.

Step 2: If the Frontdoor login screen doesn’t automatically appear, please navigate to “localhost”.

Step 3: Enter “admin” in the username field.

Step 4: Enter “trms” in the password field.

Step 5: Click Log In

You should change the password for the admin account right away, as it is never a good idea to use the manufacturer-provided password!

Step 6: Click Cablecast to launch the Cablecast Web User Interface.

3.2 Importing a Digital Media File into Cablecast

Cablecast is able to playback programming from a variety of sources. The most common type of source used is a video server that is capable of playing back files. This exercise will walk you through the steps needed to add a file to the video server and create a new Show record based on that file.
Step 1: From the Windows Desktop of your video server, locate the digital media file that you would like to import into Cablecast.

Step 2: Drag the file into the “E:” drive.

Step 3: From the Main Menu of the Cablecast Web User Interface, click Digital Files in the Side Menu on the left side.

Step 4: Navigate to the Orphaned tab.

Step 5: Click on the file that you added in the list of orphaned files.

The File Details screen opens.

**Figure 3.1:** The file details screen

Step 6: Click New Show.

The New Show screen opens.

Step 7: Scroll to the bottom of the New Show screen and click Save.

### 3.3 Scheduling a Show

Now that we have a Show we can add it to the Schedule so that we can play it back automatically.

Step 1: Click Schedule in the Side Menu.
The Cablecast Schedule interface will appear.

**Step 2:** Locate the *Show* that we just added in the list of Shows on the right side.

**Step 3:** Click on the Show to select it.

**Figure 3.2:** A selected show

**Step 4:** Locate an open time slot in the Schedule on the left side.

**Figure 3.3:** An open time slot

**Step 5:** Click on one of the open time slots in the Schedule on the left side to schedule the program.

**Figure 3.4:** Scheduled Show

### 3.4 Sending Autopilot

Now that we have a Schedule, it is time to commit these changes so that Cablecast can act upon them. We call this *Sending Autopilot*. To send Autopilot:

**Step 1:** Click ✈️ Autopilot in the Side Menu.

**Step 2:** Click Send Autopilot

**Step 3:** Click Go
Once the send is complete, you will be taken to the send report screen. This screen includes information about any errors or warnings that occurred while autopilot was being sent.
II. User Interface Reference

The following pages include an explanation of all of the screens, settings and options within Cablecast.
4 Main Menu

The Main Menu of Cablecast gives a comprehensive overview of the system which includes information on Autopilot, Digital Files, Video On Demand, System Health, and what is currently on air and up next on your system’s channels.

4.1 Menu Bar

The Menu Bar is present on every screen in Cablecast. It contains the Site Name, System Time, Breadcrumbs, and Quick Search.

**Site Name**: The Site Name is a user configurable name for your Cablecast system. It can be changed in the Server Setup section of Frontdoor. In Figure 4.2 the Site Name is **Tighty.TV**.

**Breadcrumbs**: The Breadcrumbs in the menu bar allow you to see where you are in Cablecast’s navigation hierarchy. Clicking on Main Menu will take you to the Cablecast Main Menu from anywhere in the application. Clicking on intermediate links in the breadcrumbs will bring you to that screen in Cablecast.

**Server Time**: The Cablecast server’s time is displayed in the Menu Bar. This time is corrected periodically to keep it as close to the
Cablecast Server’s actual time as possible. It is always shown using the Cablecast Server’s time zone.

**Quick Search**: The quick search box allows searching for Shows from anywhere in Cablecast. You can enter the ShowID to go directly to a Show Record if it exists.

### 4.2 Side Menu

The Side Menu in Cablecast allows access to any top level screen from anywhere in Cablecast. Table 4.2 describes each item in the Side Menu.

- **Schedule**: Use to manage runs, crawls and record events.
- **Shows**: Use to manage Shows and searches.
- **Producers**: Use to manage producers.
- **Autopilot**: Use to commit the schedule and send events to the hardware. You can also use this menu for real time control of the system.
- **Digital Files**: Use to view information on your system’s playback files. You can also rename files, create new Shows from orphaned files, and delete files from this screen.
- **Internet Video**: Use to manage Video On Demand and Live Streaming.
- **Tools**: Use to access Batch Functions, Plugins, Reporting and Developer Tools.
- **Settings**: Use to access Location Settings, System Settings, and User Settings.
- **About**: Use to display the About Screen. This screen will display the version of Cablecast currently installed.
- **Frontdoor**: Use to navigate to Frontdoor and the Carousel signage system.
- **Log Out**: Use to log out of Cablecast.

### 4.3 System Dashboard

The **System Dashboard** seen in Figure 4.3 displays various metrics about the Cablecast system.

**Figure 4.3**: The System Dashboard.
**Autopilot**: The Autopilot dashboard group displays when Autopilot was last sent. If the Schedule has been modified, or if the current send duration has elapsed, it will be highlighted red as seen in Figure 4.3.

**Digital Files**: The Digital Files dashboard group displays how many playback files are available to the system, and in what state they are in.

**Video on Demand**: The Video On Demand dashboard group displays how many VODs are available to the system, and in what state they are in.

**Server Health**: The Server Health dashboard group displays the condition of all RAID arrays, and disk volumes available to the system. If any RAID arrays are in a warning state, or if any disk volumes lack sufficient free space, the heart will appear broken and the icon will be red.

### 4.4 Channel Summaries

The Cablecast Main Menu will display a Channel Summary for any channel that has scheduled events at the current location. The Channel Summary will display any currently on air events, as well as up to three upcoming events. The timecode values listed below the **ShowID** countdown in real-time based on the Cablecast Server’s clock. Also listed is the device that will air the event such as a video server or live feed. When a passthrough is scheduled both the live source and the video server will be displayed as seen in 4.5.

**Figure 4.4**: A Channel Summary.

<table>
<thead>
<tr>
<th>17</th>
<th>Access SCC September/October 2014</th>
<th>00:28:22</th>
<th>7:01:39 AM-7:31:17 AM SX Out</th>
</tr>
</thead>
<tbody>
<tr>
<td>3</td>
<td>NAB 2014 Artbeats 30min</td>
<td>00:28:42</td>
<td>7:31:37 AM-7:57:31 AM SX Out</td>
</tr>
<tr>
<td>2</td>
<td>TRMS Rap Video</td>
<td>00:57:05</td>
<td>8:00:00 AM-8:01:26 AM SX Out</td>
</tr>
</tbody>
</table>

The blue color seen in the first event in Figure 4.4 indicates that the event is currently on air. This blue is used throughout the Cablecast interface to indicate on air items.

The gold color seen in the event in Figure 4.5 indicates that the event is a first run. This gold is used throughout the Cablecast interface to indicate first runs.
4.5 Location Changer

If your Cablecast system has more than one Location configured, you will see the Location Changer in the toolbar. Clicking this button will allow you to switch between Locations.
5 Schedule

The Schedule, shown in Figure 5.1, is where Shows, Crawls, and Record Events are scheduled. The Schedule is calendar based, meaning that any calendar day can be scheduled independently.

**Figure 5.1: The Cablecast Schedule.**

5.1 Schedule Toolbar

The Toolbar at the top of the Schedule, shown in Figure 5.2, allows for changing the current schedule day, switching modes, and performing bulk operations on selected items. Each item in the Toolbar is described in Table 5.1.

**Figure 5.2: The Schedule Toolbar.**

- **Channel:** Use to switch between channels. The **Record Schedule** at the bottom of the drop down is where record events can be scheduled.
- **Mode:** Use to switch between scheduled Shows or crawl events. The current mode is highlighted green.
**Date** : Use to choose date being worked on. The Left Arrow, T, and Right Arrow change the date to previous day, today and next day respectively.

**Undo & Redo** : Use to undo and redo changes to the Schedule. Note that undo history is only maintained in the current web browser session.

**Add & Delete** : Use Add to insert empty runs, crawls or record events into the Schedule. The Delete button is used to delete any selected runs, crawls or record events.

**Copy & Paste** : Use to copy any selected items into the clipboard. The Paste button is used to open up the Paste Side Pane and duplicate the items in the clipboard.

**Move** : Use to open the Move Side Pane which allows for moving any currently selected runs.

**Unbump** : Unbump is used to move any currently selected runs back to their original scheduled time, if they were previously bumped due to a schedule conflict.

**Autopilot** : When indicator is green, there are no changes to the schedule that would affect the current Autopilot send. When the indicator is red, there are modifications to the schedule that require an Autopilot send.

### 5.2 Shows Schedule

The Shows schedule mode is used to schedule runs of Shows. A run is shown in Figure 5.3. In the section below, the parts of a run are described from left to right.

**Figure 5.3:** A Show run.

**Checkbox** : Indicates if the run is selected. Selected runs can be moved, deleted, or copied as a single block using the Schedule Toolbar.

**Run Status** : Circle to the right of the selection checkbox is used to indicate if the run has been committed via Autopilot. Gray indicates the run is in the past, red indicates the run is uncommitted, green indicates the run is committed, and blue indicates the run is on air.

**Run Type** : Icon to the right of the Run Status indicates what type of device will be used for playback of the run. Run Types and their icons are described in table 5.2.
Start: The time the run is scheduled to start. The time can be changed by entering a new time directly in the form field.

ID: The ShowID of the scheduled show. The ID can be changed by entering a new ID or searching for a Show title in the form field.

Title: The title of the scheduled show.

TRT: The total run time of the scheduled show.

End: The time which the run will end. This field is calculated from the Start time and TRT.

Actions: Buttons which perform actions on the run. Described in table 5.2.

Valid File ✔: Indicates that this Show is a valid digital file.

Invalid File ✗: Indicates that this Show is an invalid digital file.

Missing File ?: Indicates that this Show is set to use a digital file, but that the file does not exist.

Tape ☑: Indicates that this Show will play back from tape.

DVD ☙: Indicates that this Show will play back from DVD.

Live 📽: Indicates that this Show will play live.

Network Stream ➤: Indicates that this Show will play from a Network Stream.


Bump ➡ & Unbump ➙: Use to move the run so it does not conflict with the previous run. The Bump icon is only displayed if there is a conflict. The Unbump icon is only displayed if the run has been bumped, and the conflict is resolved.

Locked 🗝 & Unlocked ✨: Locked indicates that the run is currently locked. Locking a run will prevent Autopilot from bumping the run because of conflicts. Unlocked indicates that the run may be bumped, if needed.

CG CG & CG Exempt ❌: Use to control whether runs will be presented on public facing schedules. CG indicates that the run will be publicly viewable. CG Exempt indicates that the run will be excluded from public schedules.

DSK DSK & DSK Disabled DSK: DSK is displayed if there is DSK data for the run. DSK Disabled indicates that there is no DSK data for the run. Clicking
this icon will bring up the Run Details pane to allow editing of the DSK info to add down stream key data (crawl text and bug text) to a run.

**Record ● & Recording Disabled ○**: Record is displayed if there is a record event associated with the run. Recording Disabled is displayed if there is no record event associated with the run. Clicking Recording Disabled will create a record event and open the Run Details pane for editing.

**Move Up ▲ & Move Down ◄**: Use to move a run. Move Up moves a run, so it begins when the previous run ends. Move Down moves a run, so it ends when the next run begins.

**Delete □**: Use to delete a run from the Schedule.

**Edit ▲**: Use to open the Run Details pane.

### 5.2.1 Right Side Pane

To the right of the runs in the Show schedule is a pane used for searching Shows and contextual controls for pasting, moving and editing of runs. The side pane in its default search mode is seen in Figure 5.4. Click the Shows, Saved, or Advanced buttons to bring up the different search options described next.

**Shows**: The simplest search mode. Type a search term into the Search box and click the magnifying glass to search.

**Saved**: Recall Saved Searches and list the most recent results.

**Advanced**: Build a custom query to filter available Shows by any property of the Show.

### 5.2.2 Adding Runs

There are three ways to schedule a new run.

**Select and Schedule**

Selecting a Show from the search results in the right side pane and then clicking a time slot is the simplest way to schedule a show.

**Step 1**: Find the Show you wish to schedule using any of the search methods in the Right Side Pane.

**Step 2**: Click anywhere in the Show card. The card will be highlighted blue as shown in Figure 5.5.

**Step 3**: Click anywhere in a time slot to schedule the show. While your mouse is over a time slot it will be highlighted blue if the Show can fit in the time slot, or red if scheduling the Show here would create a conflict.
**Figure 5.4:** Side pane on right side of schedule.
Click a selected Show card to deselect it or simply hit the ESC key on your keyboard.

**FIGURE 5.5:** A Show selected for scheduling.

Add Button

The **Add** button in the Schedule Toolbar can be used to add empty runs to the Schedule. These runs can then be edited manually to update the Start and ID fields. This is an efficient way to schedule, if you already have a list of start times and ShowIDs.

**Step 1:** Click the Add button in the Schedule Toolbar. The New Runs side pane will open on the right as shown in Figure 5.6

**Step 2:** Enter the number of new runs desired in the form field.

**Step 3:** Click Runs to create the empty runs. They will be placed at 12:00:00 AM as shown in Figure 5.7.

**Step 4:** Fill in the Start and ID fields.

**FIGURE 5.6:** New Runs side pane.
Clicking Timeslots

Any time slot in the Schedule can be clicked to create an empty run at that time. Then, the ID of a Show can be entered manually. This is useful if you already know the ID of a Show and know when the Start time should be.

**Step 1:** Click a time link in the time slot you wish to schedule the Show. An empty run will be placed at that time.

**Step 2:** Enter the ID of the Show you wish to schedule.

### 5.2.3 Deleting Runs

There are two ways to delete runs in the Schedule.

**Deleting Individual Runs**

You can delete any individual run in the Schedule by clicking the delete icon for the run, ![delete](delete_icon). A full list of run actions can be viewed in the Schedule Actions Table.

**Deleting Multiple Runs**

You can delete multiple runs in the Schedule by clicking the selection checkbox for any run that should be deleted. Then, clicking the Delete button, ![delete](delete_icon) in the Schedule Toolbar will delete the selected runs.

You can tick a run’s checkbox and then tick another run while holding the Shift key on your keyboard. This will select all the runs between them.

### 5.2.4 Copy / Paste

The Copy and Paste functions of the Schedule allow for duplicating runs. Runs can be duplicated from one day to any other day in the Schedule.

**Copying Runs**

**Step 1:** Tick the checkbox on the runs you wish to copy to add the runs to the current selection.
Step 2: Click the Copy button on the Schedule Toolbar or Ctrl + C on your keyboard.

Pasting Runs

When runs are in the clipboard, they can be pasted either by opening the Paste Pane or by clicking the Paste button in any timeslot.

Paste Runs Pane

The Paste Runs pane, shown in Figure 5.8, allows for multiple options of pasting.

Original: Runs will be scheduled at the same time, but on the current schedule date. This option is useful for repeating blocks of programming at the same times but on different dates.

Step 1: Copy the runs you wish to schedule.
Step 2: Navigate to the desired destination day in the Schedule.
Step 3: Click Paste in the Schedule Toolbar or press Ctrl + V on your keyboard.
Step 4: Click Original.

To Time: Runs will be scheduled starting at a user defined time while keeping the time between programs in a block the same. This option is useful for repeating blocks of programming at different times and days.

Step 1: Copy the runs you wish to schedule.
Step 2: Navigate to the desired destination day in the Schedule.
Step 3: Click Paste in the Schedule Toolbar or press Ctrl + V on your keyboard.
Step 4: Click To Time.
Step 5: Enter the desired destination time in the Paste to Time prompt.
Step 6: Click OK.

Advanced: Runs will be duplicated to multiple dates and times while keeping the spacing between programs in a block the same. This option is useful to repeat the same block of programming multiple times for a defined schedule. Read more about Advanced pasting in Advanced Paste.

Advanced Paste

Choosing Advanced from the Paste Runs pane allows you enter multiple dates and times to repeat a block of runs using the advanced paste builder. The advanced paste builder shown in Figure 5.9 will repeat a block of
**Figure 5.8:** The Paste Runs Pane.
programming on September 16th at 12:00:00 AM and 3:00:00 PM, and September 17th at 1:00:00 AM and 9:00:00 PM. The fields in the advanced paste builder are:

**Load Blocks**: This dropdown allows you to load pre-defined blocks of paste targets. See blocks for more information on creating blocks.

**Pick a Day**: The date picker allows for creating a new paste day.

**Date**: The Date at the top of a paste day displays what calendar date the copied runs will be pasted to.

**X**: The X in the upper right will remove an entire paste day from the advanced paste builder.

**Time**: Each paste day contains a list of times at which runs will be duplicated.

**Remove**: The Remove link removes an individual time from a paste day.

**Cancel**: Close the Paste Runs pane without pasting any runs.

**Reset**: Remove all paste days and paste times.

**Paste**: Perform the paste, duplicating any runs in the clipboard to each of the date time combinations defined in the paste builder.

**Time Slot Paste Button**

When runs are copied and in the clipboard, a Paste button will be available (Figure 5.10) on all time slots. Clicking this button will paste the copied runs to that time. This is equivalent to using the Paste To Time feature in the Paste Runs pane.

### 5.2.5 Moving Runs

Existing runs can be moved in three different ways.

**Moving Individual Runs**

You can move any individual run in the schedule by clicking the Move Up or Move Down buttons in the Actions section of a run. See the Actions Table for details about the Move Up and Move Down actions.
Figure 5.9: The advanced paste builder.
Moving Multiple Runs

You can move multiple runs in the Schedule by clicking the selection checkbox for any run that should be moved. Then, clicking the Move button in the Schedule Toolbar to open the Move Runs pane shown in Figure 5.11. All selected runs will be moved, so the time in-between runs is maintained. The options for the Move Runs pane are listed below.

- **Move Up**: Moves selected runs, so the first run in the selection begins when the previous run ends. If there is no previous run, the first run in the selection will be moved to 12:00:00 AM.

- **Move Down**: Moves the selected runs, so the last item in the selection ends when the next run begins. If there is no next run, the last item in the selection will be moved so it ends at 12:00:00 AM on the next day.

- **Move To**: Opens a prompt for a start time. The first run in the selection will be moved, so it starts at the specified time.

- **Move By**: Opens a prompt for a timecode. The first run in the selection will be moved by the entered value. Negative values will move the run earlier in time.

Time Slot Move Button

When runs are selected, a Move button will be available (Figure 5.12) on all time slots. Clicking this button will move the selected runs to that time. This is equivalent to using the Move To Time feature in the Move Runs pane.
**Figure 5.11:** The Move Runs pane.

### Move Runs

**Move Up**
Moves selected runs so that the first run starts at the end of the preceding program.

**Move Down**
Moves selected runs so that the last run ends immediately before the following program.

**Move To...**
Moves selected runs so that the beginning of the first run starts at the specified time.

**Move By...**
Moves the selected runs by a user-defined amount of time.

**Cancel**
5.3 Crawl Schedule

The Schedule can be switched to viewing crawls (Figure 5.13) by clicking the Crawl button in the Schedule Toolbar. The fields of a crawl event are described from left to right below.

**Checkbox**: Indicates if the crawl event is selected. Selected crawl events can be deleted or copied as a single block using the Schedule Toolbar.

**Start**: The time that the crawl event will begin to display.

**Text**: The message that will be displayed by the crawl event.

**Length**: The duration in hours:minutes:seconds that the crawl event will be displayed.

**End**: The time that the crawl event will stop being displayed. Calculated by adding the Length to the Start properties.

**Actions**: The delete button, can be used to delete an individual crawl. The edit button, will open the Edit Crawl Event side pane.

Figure 5.12: Time slot move button.

<table>
<thead>
<tr>
<th>Time</th>
<th>Message</th>
<th>Move</th>
</tr>
</thead>
<tbody>
<tr>
<td>7:00:00 AM</td>
<td>(Gap of 17:00:00)</td>
<td>Move</td>
</tr>
<tr>
<td>7:30:00 AM</td>
<td>(Gap of 16:30:00)</td>
<td>Move</td>
</tr>
<tr>
<td>8:00:00 AM</td>
<td>(Gap of 16:00:00)</td>
<td>Move</td>
</tr>
</tbody>
</table>

Figure 5.13: Working with crawl events in the schedule.
5.3.1 Creating Crawls

Creating a new crawl is easy.

Step 1: Navigate to the desired date for the new crawl event.

Step 2: Click Add in the Schedule Toolbar or Create New Crawl in the right side pane to bring up the New Crawl Event pane shown in Figure 5.14.

Step 3: Fill out Start, Length and Text fields.

Step 4: Click Save to save the new crawl event.

5.3.2 Editing Crawls

To edit an existing crawl, click the edit button, in the Actions section of the crawl event you wish to edit. This will open the same form described in Creating New Crawls. Make the desired changes and click Save to finish the edit.

5.3.3 Deleting Crawls

Deleting crawl events is the same as deleting runs described in Deleting Runs.

Single Crawl Event: To delete a single crawl event, click the delete button, in the Actions section of the crawl event you wish to delete.

Multiple Crawl Events: To delete multiple crawl events, click the checkbox of each crawl event you wish to delete adding it to the current selection. Then, click Delete in the Schedule Toolbar.
Figure 5.14: Creating a new crawl event.
5.4 Record Schedule

The Schedule can be switched to viewing record events (Figure 5.15) by choosing Record Schedule from the Channel dropdown in the Schedule Toolbar. The fields of a record event are described from left to right below.

**Checkbox**: Indicates if the record event is selected. Selected record events can be deleted, or copied as a single block using the Schedule Toolbar.

**Start**: The time that the record event will begin to display.

**Name**: A user-defined name for the record event. This is useful to be able to distinguish several record events on the same day.

**Length**: The duration in hours:minutes:seconds that the record device will be recording for.

**End**: The time that the record event will stop. Calculated by adding the **Length** to the **Start** properties.

**Device**: The name of the device that will be recording.

**Actions**: The delete button, ![delete](image1), can be used to delete an individual record event. The edit button, ![edit](image2), will open the **Record Event Settings** side pane.

**Figure 5.15**: Working with record events in the schedule.

5.4.1 Creating Records

Creating a new record event is easy.

**Step 1**: Navigate to the desired date for the new record event.
Step 2: Click Add in the Schedule Toolbar or Create New Record Event in the right side pane to bring up the New Record Event pane shown in Figure 5.16.

Step 3: Fill out form. The fields of the form are described below.

Step 4: Click Save to save the new record event.

Record Event Side Pane

The fields of the Record Event pane are described below. This is the same pane used to create new record events as well as edit existing record events.

Name: The user defined name of the record event.

Start: The time which the record event will start.

Length: The duration, in hours:minutes:seconds the record device will record for.

Source - Device: The device that will be recorded.

Destination - Device: The device that will perform the record.

Destination - Stream: The Network Stream that should be used as a source for the recording.

Destination - File Key: The name of the file that will be created if recording to a video server device.

Destination - Cue: Duration in hours:minutes:seconds that the record device will record prior to the actual start time of the record.

Some fields for Source and Destination are only shown depending on the type of device.

When in doubt, make your record events longer than expected. It’s easy to stop record events that end early using the Autopilot Force Matrix.

5.4.2 Editing Records

To edit an existing record event click the edit button, in the Actions section of the record event you wish to edit. This will open the same form described in Record Events Side Pane. From here, make the desired changes and click Save to finish the edit.
**Figure 5.16:** Creating a new record event.
5.4.3 Deleting Records

Deleting record events is the same as deleting runs described in Deleting Runs.

**Single Record Event**: To delete a single record event, click the delete button, ![delete](image) in the Actions section of the record event you wish to delete.

**Multiple Record Events**: To delete multiple record events, click the checkbox of each record event you wish to delete adding it to the current selection. Then, click Delete in the Schedule Toolbar.
6 Shows

A Show is the metadata that represents a single, self-contained item of programming. Examples could include a specific football game, a single city council meeting or an episode of a comedy series.

6.1 Show Screen

6.1.1 Basic Info

The following Basic Info fields are included in every Show:

ShowID: This number is assigned by Cablecast automatically and is the system-wide unique identifier for each Show. Cablecast allows you to enter a ShowID to instantly recall a Show in almost every screen.

Title: The user-defined name of the program. Using a concise, descriptive title will make it easier for you to find a given Show later when using Cablecast’s search system.

CG Title: The public-facing name of the program. The CG Title is used for any publicly viewable description of the program, such as on your channels Character Generator, website, and TV Guide output.

Local ID: A user-defined identifier for the show. This field is not automatically generated by Cablecast. Typically this field is used when data is migrated into Cablecast from a different automation system. This allows you to find Cablecast Shows based on the old system’s identifiers if needed.

Project: Defines a grouping of Shows such as episodes of the same series. You can create as many projects as you would like, but each Show can only belong to one project at a time.

CG Exempt: Checking this box tells Cablecast that this program should not be shown on your stations character generator, or other public-facing outputs. For example, you might not want to include each and every PSA on your website’s schedule display.

Ancillary Files: You can upload supplementary files for a Show here. Examples might include the minutes and agenda of a public meeting, the crew list of a live production and so on.
**Thumbnail**: The thumbnail of a Show is used on your website to give viewers a visual representation of the Show. Cablecast will automatically generate a thumbnail for digital files on supported video servers, and you can always upload your own thumbnail.

### 6.1.2 Reels

Each Show in Cablecast includes a single *Reel* by default. You can add and delete additional reels, but each Show must have at least one.

The reel represents a segment of a Show, such as each half of a football game. When it comes time to schedule your channel, you will simply schedule the Show and Cablecast will take care of playing all of the needed reels in order automatically.

**Reel Settings:**

- **Reel Count**: The total number of reels in the current Show.

- **TRT**: The *total running time* of the Show, expressed in hours, minutes and seconds. This is the sum of the lengths of all of the individual reels.

- **In**: The point in the source material at which the program starts. For example, if the file has 5 seconds of black before the beginning of the program, you will want to enter “0:00:04” or “0:00:05”. This field is expressed in hours, minutes, seconds.

- **Length**: The desired on-air duration of the program. This field is expressed in hours, minutes, seconds.

- **Out**: The point in the source material at which the program ends. This field is calculated based on the *In* and *Length* fields. In order to enter timing information for a given reel, you will need to populate the In field, as well as either the Length or Out field. This field is expressed in hours, minutes, seconds.

- **Format**: The type of content that this reel represents. Cablecast includes some default formats, but you will likely need to create more of your own.

- **Media**: The Cablecast Media record that is associated with this reel. Media records allow you to have several reels that use a single piece of physical media, such as several segments on a single tape. This feature is not often used.

- **Device**: Indicates if a specific playback device has been manually assigned for this Reel; otherwise, it displays Auto. This setting can be edited by clicking Media: Edit.
Network Stream: The Network Stream that should be used to play back this live content. See Network Streams for more information.

Aspect Ratio: (For Digital File formats only) Indicates if the assigned aspect ratio setting for this reel has been manually set; otherwise, it displays auto. This setting can be edited by clicking Media: Edit.

Digital Files: (For Digital File formats only) Lists the files that Cablecast has associated with this reel. Clicking the link will bring up a dialog with more detailed file information.

Copy time from file: (For Digital File formats only) Sets the In, Length and Out fields for this reel based on the length of the associated digital file.

DVD Title and Chapter: (For DVD formats only) Sets the Title and Chapter of the disk that should be played for this reel.

Thumbnail: The system-generated thumbnail for the associated digital file or a format-based icon, if there is no thumbnail image.

Add: Adds a new reel after the existing reels.

Delete: Removes the last reel.

6.1.3 Bibliographic Info

The Bibliographic Info section allows you to keep track of additional details about the Show. The following fields are available:

Event Date: The date on which the Show was recorded. Example: the date of the football game.

Category: You can associate a user-defined category with all of your Shows to facilitate easier searches. Cablecast includes several default categories. You can edit and delete them as you see fit as well as create new ones.

Producer: The person or organization that created this program. You can add as many Producers to Cablecast as you need.

Comments: Any additional notes about this program.

This field is exposed to the public through Cablecast’s API.

Custom Fields: Cablecast includes eight custom fields that you can name and use to store any other data you need.

6.1.4 DSK Settings

The DSK Settings section allows you to define default values to be used for DSK info when this Show is scheduled. For example, you can define
crawl text here, and it will be used automatically whenever this Show is subsequently scheduled.

These settings need to be set in the Show before it is scheduled. If you schedule the Show and then edit these settings, your changes won’t show up on-air.

**Bug Text**: User-defined text that will be shown on-screen such as “Live” for live programs.

**Crawl Text**: User-defined text that will be slowly moved across the top or bottom of the screen while this Show is on air.

**Crawl Length**: Sets how long the Crawl Text will be shown after the start of the Show. This field is expressed in hours, minutes and seconds.

### 6.1.5 Live Streaming

This section is only shown if your system includes Cablecast Live Streaming hardware.

**Live Streaming Exempt**: If this box is ticked, Cablecast will not broadcast this program via live streaming. Instead, users will see a page informing them that this Show can’t be viewed on-line.

### 6.1.6 TRMS Video On Demand

This section is only shown if your system includes Cablecast Video On Demand hardware.

**VOD Enabled**: If this box is ticked, Cablecast will automatically create Internet viewable versions of all digital files and publish them to your website.

**Quality**: Select the appropriate quality based on the content type of this Show. Higher qualities will improve the video quality at the expense of increased Internet bandwidth and storage space.

**Status**: Displays the current status of the automatic VOD transcoding operation.

**Watch**: Opens a separate window so that you can view the completed VOD file.

**Link**: Opens a dialog that allows you to copy a direct-link to the transcoded file.
Embed: Opens a dialog that allows you to copy a snippet of HTML code that can be placed on your website in order to display the completed VOD file.

6.1.7 Runs

This list shows all or some of the scheduled air times of this Show.

6.2 New Show

Use New Show to create an empty Show that you can then edit. See Show Fields for information about the fields on the Show screen.

6.3 Show Search

The Show Search screen allows you to search for Shows based on a variety of search terms.

Figure 6.1: The Show Search screen.

The right side of the screen in Figure 6.1 shows the filters that are currently applied to search. In the example seen in Figure 6.1, we are searching for Shows that contain the term “PSA” in their Title field.

The left side of the screen displays the list of Shows that match the current filters.

6.3.1 Filters

The filters area allows you to build complex searches quickly and easily. When you first enter the Show Search screen, the filters will look appear as shown in Figure 6.2.
**Figure 6.2:** The default search filters.
If we execute this search as-is, it will find all of the Shows in the system. This search consists of one search groups:

- *Title contains ""*

### 6.3.2 Groups

Each search group will filter the results to include only the Shows that match the group. To make powerful searches, you will combine many different groups.

**Figure 6.3:** The Title search group.

The group pictured in Figure 6.3 has a search that filters Shows based on the fact that they must contain “PSA” within the Title field.

The group consists of the following options:

- **Field Name:** The name of the field that is being used by a specific group will be shown in bold on the top line. In the previous example, we are filtering by the Title field. If you would like to change the field that a group is using, you will need to remove the existing group and add a new one using the desired field.

- **Remove Button:** The X in the top right of each group will allow you to remove a group from the search.

- **And / Or:** The second and subsequent groups in a search will allow you to specify how this group is to be combined with the previous groups. If you select And, the Show must satisfy both the previous groups and the current group. If you select Or, the Show must satisfy one or both of the groups.

- **Contains / Does Not Contain:** For text fields such as Title, you can set if the search should include items that contain or do not contain the specified text.

- **Belongs To / Does Not Belong To:** For fields that are selected from a list of possible values such as Producer, Category and Project, you can select if the
search should include items that belong to or do not belong to the specified value.

**On / Before / After**: Available for date-based fields such as Event Date, Disposition Date and Modified. For example, if you wish to search for Shows that have been recently modified, you might select After and enter “30 days ago”. You may also enter a specific date instead of a relative expression.

**Is / Is Not**: Available for the Digital File field. This filter will match Shows based on the status of their digital files.

**Equals / Greater Than / Less Than**: Available for numeric fields such as Run Count.

### 6.3.3 Order By

Below the search groups you can control the order in which the results are displayed.

**Field**: Selects the field that should be used to sort the results.

**Descending**: Reverses the sort order.

### 6.3.4 Buttons

- **+Add**: Press +Add to add an additional group to the search.
- **Save**: Press Save to store this search as a Saved Search so that you can easily recall it later.
- **Reset**: Press Reset to discard your changes and restore the search to its original state.
- **Search**: Press Search to execute the search using the current filters and order by settings. After executing the search, you can further refine the filters and search again.

### 6.3.5 Results

The search results area shows the following information:

**Result count**: Displays the total number of Shows that match the specified filters.

**ShowID**: The unique ShowID of the Show.

**Title**: The title of the Show.

**Producer**: The name of the producer, if set.
**Event Date**: The event date of the Show.

**TRT**: The *Total Run Time* of the Show.

**Runs**: The total number of times that the Show has ran.

### 6.4 Saved Searches

Saved Searches allow you to save and recall a search later. For example, you could create a search that looks for public service announcements or for episodes of a specific program.

![Saved Searches screen](image)

**Figure 6.4**: The Saved Searches screen.

If you use date-based filters in your saved search, those dates will be evaluated when you execute the search later. In this way, you can easily make a saved search that finds Shows that have been recorded (based on their *Event Date*) within the last 30 days.

![Search filter](image)

**Figure 6.5**: Search filter to match Shows recorded within the last 30 days.

From the main Saved Searches screen, you can click the searches name in order to load it, or you can click **Delete** to delete it from the system.
Saved Searches are used to populate portions of the Cablecast Public Site. You will be unable to delete any Saved Searches that are used in Public Site Galleries. A link to edit the public site will be listed below the Saved Search name. See Public Site Settings for information Public Sites.

**Figure 6.6:** Saved Searches used in Galleries.

6.5 Cleared Shows

The Cleared Shows screen allows you to see a list of Shows that have been cleared by clicking the **Clear** button in the Show screen. These Shows can be re-used if needed.

Clearing a Show removes all record of it’s existence from Cablecast. This Show will not appear in reports or any other fashion. Reusing Shows is, in many ways anathema to the design goals of Cablecast and should only be done under special circumstances.
7 Producers

A Producer represents a person or organization responsible for creating a Show.

**Figure 7.1**: The Producers screen.

### 7.1 Producer Fields

The following fields, shown in Figure 7.2, make up a Producer.

- **Name**: The name of the producer or organization. This is useful if the producer is an organization.
- **Contact**: The name of the contact of the producer.
- **Email**: Email address of the producer.
- **Website**: Website URL of the producer.
- **Notes**: Notes about the producer.
- **Address**: Mailing address of the producer.
- **Phone 1**: Primary phone number of the producer.
- **Phone 2**: Secondary phone number of the producer.
7.2 Creating Producers

Creating a new producer is easy.

**Step 1:** In the **Producers** screen, shown in Figure 7.1 click **New Producer**.

**Step 2:** Fill out the form. The fields are described in **Producer Fields**.

**Step 3:** Click **Save**.

7.3 Editing Producers

To edit an existing Producer:

**Step 1:** In the **Producers** screen, shown in Figure 7.1 click the **Name** of an existing producer.

**Step 2:** Fill out the form. The fields are described in **Producer Fields**.

**Step 3:** Click **Save**.
7.4 Deleting Producers

To delete an existing Producer:

**Step 1:** In the **Producers** screen, shown in Figure 7.1 click the **Name** of an existing producer.

**Step 2:** Click **Delete**.

**Step 3:** Your choice to delete the producer will be confirmed. This operation cannot be undone. Click **OK** to confirm your choice and delete the producer.
8 Autopilot

The Autopilot menu in Cablecast is used to control the automation of your station.

**Figure 8.1:** The Autopilot menu

8.1 Send Autopilot

*Sending Autopilot* will take data from your Schedule and generate all of the events needed to automate your station.

After you have entered schedule data, you must *Send Autopilot* in order to have Cablecast execute the schedule that you entered.

When you *Send Autopilot* you are replacing any previously sent data.

This screen has several options:

- **’To’ Date and Time**: Sets the date and time at which Cablecast will stop generating events.

A good rule of thumb is to *Send Autopilot* until the end of the schedule that is finalized. If you know that your schedule won’t change for two weeks, you can send for two weeks. There is no reason to send for six months, if you will be changing tomorrow’s schedule since you will need to resend it anyways.
**Figure 8.2:** The Send Autopilot screen.

**Use Sticky Devices:** Sticky Devices will attempt to keep physical media assigned to the same devices. If you are using devices that require manual loading such as VTRs and DVD players, you should check this box. This setting has no effect on video servers.

**Send events to hardware:** This box should be checked for day-to-day use. If this box is not checked, Cablecast won’t actually send the generated events to the devices. This is useful as a troubleshooting tool.

**Go:** Initiates the process of *Sending Autopilot.*

To Send Autopilot:

**Step 1:** Set the to date and time: Cablecast will only generate events from the current time until the date and time that you specify here.

**Step 2:** Check the use Sticky Devices checkbox.

**Step 3:** Ensure that **Send events to hardware** is checked.

**Step 4:** Click **Go.**

### 8.2 Event Table

The event table screen allows you to see the events that were generated the last time *Autopilot was sent.* This screen is useful as a troubleshooting tool.

This screen shows the following information:

**Events for Channel:** Allows you to select which channel’s events you would like to see.

**Date and Time:** The time at which this event is to be executed. Click to open the event details.
**Figure 8.3:** The Event Table screen.

**ShowID**: The ShowID of the Show that generated this event.

**Input**: For Take Events, this column displays the input of the routing switcher that will be used.

**Device**: Shows the name of the device that will be used for this event.

**Slot**: Displays the slot number of the given device that will be used. Many devices are single-slot and will just show “1”.

**Action**: The name of the action that will be performed for this event.

**Output**: For take Events, this column displays the name of the router output that will be used.

### 8.3 Device Assignments

The Device Assignments screen is used to manually load physical media into the correct playback device. If you are using VTRs or DVD players, you will need to ensure that the correct media is loaded where Cablecast expects it to be loaded before air time.

The following options are available:

**Channel**: Allows you to filter the list to show events only for a single channel or all channels.

**Viewing Mode**: Changes the display format of the information.
8.4 Force Matrix

The Force Matrix screen allows you to manually control your routing switcher as well as your playback and record devices. You can also use this screen to determine what is currently happening in real-time.

Each row in the Force Matrix screen represents a single device in your system.

Each row contains the following controls:

- Autopilot
**Device Name and Status**: The first column shows the user-defined name of each device as well as the status of the device.

**Action Button**: Clicking this button will open the Force Matrix action modal with the selected device pre-populated.

**Crosspoint Buttons**: One column of buttons will be shown for each router output that you have defined. A green button indicates the currently active crosspoint. Clicking a grey button will open the Force Matrix action modal with a switch pre-populated with the selected crosspoint.

### 8.4.1 Action Modal

There are 3 ways to open the action modal.

1. Clicking the **Take Action** button in the upper left.
2. Clicking a device’s **Action** button.
3. Clicking a crosspoint.

The Action Modal can be used to send a command to a device, have the router perform a switch, or both. Once the modal is open fill out the form and click **Take** to perform the action. The fields of the modal are described below.

**Device**: The device the command will be sent to.

**Action**: The command to send to the device if device supports actions.

**File Key**: The Show ID and Reel number combination to play if controlling a video server. For example, to play show 10 reel 1 enter **10-1**.

**Network Stream**: The network stream to play or record, if controlling a compatible video server. Optionally, a new network stream can be created.

**Output**: The destination output for a switch command. Leave blank to perform action only.

### 8.4.2 Override and Resume

Each router output that is defined as a channel will offer the option to **Override and Resume** automation.

Clicking the channel’s name will place the specified channel into Automation Override mode. While in this mode, the channel’s router output will skip any scheduled Take events.
This is an extremely useful tool when you are airing a live meeting that might run longer than expected. Once the meeting starts, you can press Override and Cablecast won’t switch away from the meeting even at it’s scheduled end time. Once the meeting is finished, click Resume and Cablecast will restore normal automation to the channel.

While the channel is overridden, the playback schedule will continue to operate normally but the routing switcher won’t switch to new sources. In this way, when the live event is finished, you can seamlessly switch back to the originally scheduled programming already in progress.

Clicking the channel’s name again for a channel that is currently in Automation Override mode will show the following screen:

**Execute Last Switch** : Tick this box if you would like the routing switcher to automatically switch to the programming that was originally scheduled to be on-air now.

**Enable Crawl** : Tick this box to enable the crawl defined in the Crawl Text field.

**Crawl Text** : Set the text that should be displayed if En-
**Figure 8.8:** A channel in Automation Override mode.

**Figure 8.9:** The Resume options screen.
able Crawl is ticked.

**Crawl Duration** : Set the length of time for which you would like to run the crawl defined in **Crawl Text**. The default is “00:02:00” (two minutes).

### 8.4.3 Simple Mode

On large systems with lots of devices and outputs, the amount of crosspoints can be cumbersome to work with. Use simple mode to display the devices and outputs side by side. All of the same status information and control options are available. To activate simple mode, click on the the toggle in the lower right of the page as seen in 8.10.

**Figure 8.10:** The mode toggle allows switch between matrix and simple modes.
**Figure 8.11:** In simple mode the Force Matrix displays the devices and outputs in a list.
9 Digital File Management

A Digital File represents a file located on a video server that can be associated with a Show Reel and used to play that part of a Show. Files are associated with reels by their name. Files should be named to begin with `<ShowID>-<Reel Number>`. For example, a file named `123-5-city-meeting.mpg` would be linked to ShowID 123, Reel Number 5. Cablecast will index digital files in order to ensure they are compatible and play without errors.

You can leave out the Reel number if your Show has only one reel. For example, a file for ShowID 10 with only one Reel could be named `10-my-show.mpg`.

### Figure 9.1: The Digital Files screen.

9.1 Filter Tabs

Cablecast categorizes digital files into one of the following four categories.

- **Orphaned**: Files that are not associated with a Show
- **Processing**: Files that are currently being indexed. The compatibility of these files is not yet known. Files typically take one to two minutes to index once they are finished being written or copied to the video server.
- **Valid**: Files that have been completely indexed and are deemed compatible with the video server.
Invalid: Files that have been completely indexed and are deemed incompatible with the video server. Cablecast will not allow these files to be scheduled and will return an error when sending Autopilot.

The tabs at the top of the digital files screen, shown in Figure 9.1 allow filtering the digital files by any of the above categories. In addition the All tab allows displaying all digital files available to the system.

9.2 Search

The Search all digital files input allows for searching for specific words from the FileName or Show Title. When performing a digital file search the Filter Tabs will switch to All. Clicking on any of the other tabs will filter the search results to just digital files in that state. Click Clear to reset the search filter.

9.3 File Details

Clicking on any digital file will display the details for that file. The details of a file, shown in Figure 9.2 will display metadata about the file. A valid digital file will have a green header. An invalid digital file, shown in Figure 9.3 will have a red header. Additionally an invalid file will also display a description of why the file was marked as invalid.

Above the details of a digital file are several buttons used to perform actions on the digital files. Each of these actions is discussed below.

Reindex: When a file is reindexed the video server will re-run its indexing and compatibility checks. This should be done if a file is believed to be incorrectly marked as invalid. This may happen because the file was indexed before it was fully copied to the video server.

New Show: Clicking New Show will create a new Show Record with the Title being set to the name of the file that is ready to schedule. Additionally the digital file will be renamed so it is correctly associated with the newly created show.

New Show is only available for Orphaned digital files.

Rename: Clicking Rename will allow for renaming the digital file. This is useful if you want to associate a digital file to an existing Show record.

Delete: Clicking Delete will permanently delete the digital file from the video server.
**Figure 9.2:** A valid digital file.

This operation cannot be undone.
**Figure 9.3:** An invalid digital file.

![Image of an invalid digital file with metadata details](image_url)

**6466-1 Ms Divine's Comedy - show 5 AptInspector**

<table>
<thead>
<tr>
<th><strong>Server:</strong> SX2</th>
</tr>
</thead>
<tbody>
<tr>
<td>This video does not have a compatible audio track.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>File Name</strong></th>
<th>6466-1-Ms Divine's Comedy - show 5 AptInspector.mp4</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Path</strong></td>
<td>E:\raid_transfer\6466-1-Ms Divine's Comedy - show 5 AptInspector.mp4</td>
</tr>
<tr>
<td><strong>Length</strong></td>
<td>00:27:55</td>
</tr>
<tr>
<td><strong>Codec</strong></td>
<td>MPEG2</td>
</tr>
<tr>
<td><strong>Frame Size</strong></td>
<td>720x480</td>
</tr>
<tr>
<td><strong>Bit Rate</strong></td>
<td>9.19 Mb/sec</td>
</tr>
<tr>
<td><strong>Created</strong></td>
<td>Thursday, December 18, 2014 8:09:45 AM</td>
</tr>
<tr>
<td><strong>Modified</strong></td>
<td>Thursday, December 18, 2014 8:10:54 AM</td>
</tr>
</tbody>
</table>
10 Internet Video

Internet Video menu items are only available if your Cablecast system is licensed for the appropriate products.

VODs respect the In and Length fields set in a Show’s Reels, no need to trim the digital file. Further your Cablecast VOD server can combine all of a Show’s Reels into a single VOD.

The Internet Video screen contains the Live Streaming and VOD screens both described in the following sections.

10.1 Live Streaming

A Live Stream represents a single channel that can be viewed in real time using the internet. The Live Streaming screen within Internet Video can be used for viewing the Live Stream, obtaining embed codes, and starting / stopping the stream. For configuring Live Streams see Live Streaming section in the Settings chapter.

Figure 10.1: The Live Streams screen.

Clicking on the name of a stream in the Live Streams list on the left side of the screen will display that stream’s details on the right side of the screen. The stream details has three tabs available, each of which is described below.
Watch: Will load the Live Stream Player. Click the Play button in the video player to watch the stream.

Embed: Displays the embed code that can be copied and pasted to embed the Live Stream Player in another website.

Log: Displays logs about when the stream has been started and stopped, and by what user.

10.1 Starting and Stopping

As seen in Figure 10.1, a button is located in the top right of a Live Streams detail screen that can be used to Start / Stop the stream depending on its current state. The button will be red and read Stop when the Live Stream is currently streaming. The button will be blue and read Start when the Live Stream is currently stopped. Clicking Start / Stop will change the state of the stream.

10.2 Video On Demand

A Video On Demand represents a single Show that can be viewed at any time using the internet. The VODs screen within Internet Video can be used for viewing VODs, obtaining embed codes, monitoring progress, and queuing for re-transcoding. For configuring Video On Demand see Video On Demand section in the Settings chapter.

Figure 10.2: The Video On Demand screen.

10.2.1 Filtering Tabs

Cablecast organizes VODs into one of the following four categories.
Waiting: VODs that cannot be transcoded because there are missing files, or the Show Reels are not properly timed. User action is required for these VODs to be transcoded.

Processing: VODs that are currently in some stage of the VOD process. These VODs will eventually enter the Complete tab once finished.

Complete: Finished VODs that are available for viewing.

Failed: VODs that have failed a stage of the VOD process.

The tabs at the top of the VODs screen, shown in Figure 10.2 allow filtering the VODs by any of the above categories. In addition the All tab allows displaying all VODs available on the system.

10.2.2 Search

The Search all VODs input allows for searching for specific words from the Show Title of the associated VOD. When performing a VODs search the Filter Tabs will switch to All. Clicking on any of the other tabs will filter the search results to just VODs in that state. Click Clear to reset the search filter.

10.2.3 Details

Clicking on any VOD will display the details for that VOD. What is displayed in the details section will depend on the state of the VOD. The information displayed is described below for different VOD states.

Waiting: The VOD details screen will display a Reel Status tab showing the status of each Reel that is preventing the VOD from being transcoded.

Processing: The VOD details screen will display the progress of the current transcoding step.

Completed: The VOD details screen will allow watching, assigning chapters, obtaining embed codes, and viewing the VOD logs. For more information see Completed VOD Details.

Failed: The VOD details screen will show the VOD logs.

Details

A completed VOD, shown in Figure 10.4, has three tabs which are described below.
**FIGURE 10.3:** A processing VOD.

Chapters: Displays the embedded chapter interface. You can “Edit”, “Delete”, and get a “Link” to each created chapter. Click the “Add Chapter” button to add a new chapter to the VOD. From the window that appears, you can add a “Title” for the chapter, “Body” with chapter details, and the “Position” of the start of the chapter.

The “Add Chapter” button notes the time that you’re at in the VOD file if you’re watching it, or you can enter it manually.

Embed Code: Displays the embed codes that can be copied and pasted into other websites to embed the VOD.

Log: Displays the VOD logs that show all the state transactions during VOD processing.

**FIGURE 10.4:** A completed VOD.

Retranscode & Retry

Depending on the state of the VOD, a button might be displayed in the upper left section of the VOD details area. These buttons are described below.
Retranscode: Displayed on Completed VODs. Clicking queues the VOD for re-transcoding. This is especially useful if the original source material of the VOD has changed.

Retry: Displayed on Failed VODs. Clicking queues the VOD for re-transcoding.
11 Tools

The Tools menu consists of four areas: Batch Functions, Reporting, Plugins and Developer Tools.

**Figure 11.1:** The Tools menu.

11.1 Batch Functions

Batch Functions allow you to perform common tasks on multiple items at a time. The Batch Functions screen can be seen in 11.1.

Be careful with Batch Functions! Mistakes with Batch Functions can cause major data loss which can be difficult to repair.

- **Copy Shows**: Creates multiple copies of a single Show.
- **Clear Shows**: Clears all Shows between the specified ShowIDs.
- **Create Series**: Creates multiple copies of a single Show. This is a more advanced version of the **Copy Shows** function.
- **Auto Schedule**: Automatically schedules a series of Shows based on simple rules. This can be effectively used with the **Create Series** function in order to create and schedule a series of Shows.
- **Clear Schedule**: Removes all Schedule runs from the specified **Channel** between the specified dates.
- **Find and Replace**: Replaces all instances of one Show with another Show on the specified **Channel** between the specified dates.
Fill gaps with Project: Uses Shows from the specified Project to fill in gaps in the Schedule on the specified channel.

Clear Filled Gaps: Removes runs from the Schedule that were originally created using the Fill Gaps with Project function.

11.2 Reporting

The reporting section allows you to generate reports and export data from Cablecast.

The following reports are available:

Schedule Report: Generates a report based on all Shows that have aired between the selected dates.

Shows Report: Generates a report based on Shows with an Event Date that is between the selected dates.

Export TV Guide X-List: Creates a file that can be sent to TV Guide for inclusion in their guide data.

Export Data: Exports data from Cablecast so that it can be used in an external system. Various options are available.

11.2.1 Schedule Report

You can edit the criteria for your report from within the Schedule Report menu in the following ways:
A Schedule Report will only report Shows that aired between the selected dates. The Total Runs, on this report, use the same dates to calculate the total number of runs during that time range. A Show Report will only report Shows with Event Dates between the selected dates, and, unlike the Schedule Report, the total number of runs for each show are used to calculate the Total Runs.

**Schedule Dates or Event Date**: Select the start and end dates which the report will pull report information from.

**Filters**: Select the Locations or Channels that you would like the report to show.

**Breakdowns**: Preconfigured report breakdowns based on a variety of criteria. Enable the ones you would like to show in the report. Configure them further if you’d like.

**View Report**: Click this blue button at the bottom of the page to view the report for your selected criteria.

**Figure 11.3**: Customizing a Schedule Report.

Within the report that was just generated, you’ll see each breakdown that was selected. The following buttons are available on this report:

**Edit Report**: This brings you back to edit the report criteria.

**View Public**: Opens up a new tab showing your report. The web address in this tab is public and can be copied/pasted and shared with others who may wish to view the report.

**Print Report**: Opens up a print dialog within your web browser to send the report to your selected printer.
**Breakdowns**: Click on the name of a Breakdown on the right side to jump to that section of the report.

**Figure 11.4**: Viewing a Schedule Report.

11.3 Plugins

The Plugins screen shows various plugins that are loaded on your system.

11.3.1 Default Plugins

Cablecast includes many plugins by default. The source code for these plugins is included and you are free to modify them if you would like to modify their functionality.

The following plugins are included with Cablecast:

- **Dashboard Widget**: Allows you to download and install a Mac OS Dashboard widget that shows the upcoming schedule for your channel.

- **Facil Import**: Allows you to import data into Cablecast from Facil.

- **iCal Schedule**: Allows you to generate an iCal compatible schedule of your channel’s programming.
**Label Printer** : Allows you to print labels for physical media using the data from Cablecast. You can create your own layouts that fit your workflow.

**Print Schedule** : Allows you to print formatted schedules of your programming.

**RSS Schedule** : Generates an RSS feed of upcoming schedule information.

**Web Schedule** : Generates a web page of upcoming schedule information.

### 11.4 Developer Tools

The Developer Tools area includes the following options:

**RESTful API** : Links to the help for Cablecast’s built-in RESTful API. The API can be used to integrate with external systems.
12 Settings

12.1 Location Settings

The Location Settings menu provides access to settings specific to the current Location. For more on multi-location setting systems see Locations.

Remember to navigate to the correct Location as all the settings described below apply to the current Location. For information on changing the current Location see Location Changer.

12.1.1 Shows Tab

Settings in the Shows Tab are used to configure options available when creating and editing Shows using the Show Record.

Categories

A Category is a Name used to group like Shows together. Sports, Meetings, Arts & Entertainment are all examples of categories.

From the Categories screen, shown in Figure 12.1, you can create a Category by clicking + New Category. Clicking on any Category in the list will bring up the details for that Category where it can be changed or deleted.

Figure 12.1: The Tools menu.
Custom Fields

Custom Fields allow you to store additional data as part of a Show record. These fields are searchable within Cablecast and are available for public use through the Cablecast APIs.

**Figure 12.2:** The Custom Fields screen.

Cablecast supports up to eight Custom Fields. Each field has the following options:

- **Name**: A descriptive name for the field. If this field is empty, the field will not be shown in the Cablecast User Interface.
- **Field Type**: Sets the desired display style of the field.

Dispositions

Dispositions set the current state of a piece of physical media.

**Figure 12.3:** The Dispositions screen.
Each Disposition has the following options:

**Name**: A descriptive name for the disposition. This value will be shown throughout Cablecast.

**Allow Assignment**: This setting determines if Autopilot will permit media having the given disposition to be assigned for playback.

*Example*: For a disposition such as “Erased” you should make sure that **Allow Assignment** is not ticked since the Show can’t be played.

**Formats**

A **Format** is used to link **Media** to the devices that can play it. The Formats screen, shown in Figure 12.4, can be used to add, edit, and delete Formats. The fields of a Format are described below.

**Formats**: The name of the format. This value will be displayed in the dropdown when selecting a format for a **Media**.

**Primitive Format**: The type of device the Format is compatible with. The Primitive Format will affect what **Devices** can use the Format. For more information see **Primitive Formats**.

*Figure 12.4*: The Formats screen.

The different **Primitive Formats** are described below.

**Generic** : Use for devices that do not fall into any of the below categories. Generic devices do not require any special configuration to operate. Tape devices that do not support Timecode are an example of Generic devices.

**Timecode Tape** : Use for tape devices that can be queued to a specified timecode.
**DVD**: Use for DVD players and changers.

**Digital File**: Use for video server devices that playback a piece of digital media requiring a filename such as the *SX Video Servers*.

**Live**: Use for live inputs into the routing switcher such as studio and satellite feeds.

**Network Stream**: Use for live sources that are delivered as a network stream. These streams will be played or recorded by a compatible video server.

**IFrames**

The IFrames settings screen allows you to configure sections of the Show Record that will display external websites. This is useful for integrating with 3rd party tools.

**Figure 12.5**: The IFrames screen.

Each IFrame has the following settings:

**Title**: The text that will be used for the heading of the Show Record section.

**IFrame Height**: The desired height of the IFrame in pixels.

**URL**: The page that should be used as the IFrame.

The URL field can include replacement patterns that will be replaced with data about the specific Show that is loaded. Click **Show/Hide Legend** to see all available patterns.

**Projects**

Projects are groups of Shows, typically a series of programs.
You can create a new Project by clicking + New Project.

You can click to select an existing Project to edit or delete it.

Each Project includes the following options:

- **Name**: A descriptive name for the Project.
- **Description**: A longer description of the project.
- **Producer**: The producer that normally creates episodes of this Project. You can still set the Producer of individual Shows within the Project.
- **Podcast**: If this box is checked, Cablecast will automatically expose an iTunes compatible Podcast feed for all episodes of this Project.

### 12.1.2 Schedule Tab

The Schedule tab allows you to configure various Schedule related settings.

**Blocks**

Blocks serve as a template for the Advanced Paste operation in the Schedule. See Advanced Paste for more information.

You can create a new block by clicking + New Block. You can click an existing block in order to edit it.

Each block has the following settings:
Figure 12.7: The Schedule settings screen.

Figure 12.8: The Blocks screen.

**Block Name**: A descriptive name for the Block. This name will show up in the Advanced Paste screen.

**Given Run at: Source Day**: Sets the date that the rest of the fields will base their calculations on.

**Given Run at: Source Time**: Sets the time that the rest of the fields will base their calculations on.

**Paste To**: Add as many individual dates as needed. After a date has been added you may add times.

The dates used in this screen are only there to make the concept easier to understand. Under the hood advanced paste simply cares about the offset between two runs. So if you create a block that takes runs from Monday at 2pm and pastes them Tuesday at 2pm, all that really matters is that it’s +24 hours between them.
12.1.3 I/O Tab

The I/O Tab allows you to configure your system’s devices, router, inputs, outputs, video on demand and live streaming.

**Figure 12.9:** The I/O Tab.

Control Module Sets

The Control Module Sets screen allows you to configure the Control Modules that will be used to control the various devices that comprise your system.

**Figure 12.10:** The Control Module Sets screen.

Each row in the table represents a Control Module that is running on a Server. Each Control Module controls a specific type of device.

**Example:** The “SX Playback” row in Figure 12.10 defines the Control Module that provides playback functionality on an SX series video server.
The following settings are available for each Control Module Set:

**CMS Name** : A descriptive name. This field is the label that will be shown throughout Cablecast.

**Control Module** : Select the Server / Control Module combination needed for your device. This list includes every Control Module that is running on each configured Server. See **Servers** for more information.

**Log and Events** : Click this link to open a pop-up window that allows you to view both the executed events log and the complete list of events that this Control Module received as part of the last Autopilot send.

**Port/IP/Local Path** : The purpose of this field depends on what Control Module is selected in the **Control Module** field.

**Network Path** : This field is only used by specific Control Modules.

**Auth** : This field is only used by specific Control Modules.

**Sync Time** : If this box is ticked Cablecast will automatically set the system time on the controlled device.

For detailed information about configuring individual Control Modules see the **Cablecast Control Module Reference**.

**Router**

**Figure 12.11**: The Router screen.

This screen allows you to select which of the configured **Control Module Sets** controls the Routing Switcher.
Devices

The Devices screen allows you to configure the Inputs of your Routing Switcher as well as the devices that are connected to them.

**Figure 12.12:** The Devices screen.

<table>
<thead>
<tr>
<th>Router Input</th>
<th>Name</th>
<th>Runs</th>
<th>Active</th>
</tr>
</thead>
<tbody>
<tr>
<td>0</td>
<td>SX Encoder</td>
<td>153</td>
<td>Yes</td>
</tr>
<tr>
<td>1</td>
<td>SX Out</td>
<td>144570</td>
<td>Yes</td>
</tr>
<tr>
<td>2</td>
<td>Carousel</td>
<td>7</td>
<td>Yes</td>
</tr>
<tr>
<td>3</td>
<td>Live Feed</td>
<td>2647</td>
<td>Yes</td>
</tr>
</tbody>
</table>

Each row in the table includes the following fields:

- **Router Input**: The Routing Switcher input that the device is connected to. This field will be empty for **Record Only** devices.
- **Name**: The descriptive name for the device. Clicking the **Name** will open the Device Edit screen which is described in **Editing Devices**.
- **Runs**: The total number of Shows that the device has played.
- **Active**: Indicates whether or not this device is available for use.

**Editing Devices**

For more details on configuring devices see the **Cablecast Control Module Reference guide**.

The Device Edit screen hides and displays various fields depending on the options you choose. Not all of the following fields will be shown at the same time.

The following fields are available:

- **Name**: A descriptive name for the device. This field is used as a label throughout Cablecast.
**Active**: Sets whether or not this device is available for use.

**Device Function**: Sets what functions the device is able to perform. See Device Functions for an explanation of possible values.

**Device Type**: Sets the class of device that is connected. See Device Types for an explanation of possible values.

**Router Input**: The Routing Switcher Input number that this device is connected to.

**Router Output**: (Only shown for devices that support recording) Sets the routing switcher output that is connected to this device.

**Device CMS**: Sets which Control Module Set is responsible for controlling this device. Multiple devices can be configured to use the same CMS. See Control Module Sets for more information.

**Shadow CMS**: Sets a secondary Control Module Set which can be used to provide redundancy in the event that the primary device fails. Both devices will receive identical events from Autopilot.

**Device Address**: This field is only required for certain Control Modules. Sets the sub-device that is to be controlled when multiple Devices are using the same Control Module Set.

*Example*: An SX series video server might have two independent outputs, one would use a **Device Address** of “0” while the other would use “1”.

**Device Formats**: Select up to three Formats that the device is capable of playing. See Formats for more information.

**Wake Device**: Tick this box if this device has a power-saving function that needs to be deactivated before playback can start.
Wake Duration: Sets the amount of time (in seconds) that should be allotted for the Wake Sequence to complete.

Load Duration: Sets the amount of time that is required for this device to complete a Load command. You will need to manually time the device in order to find the appropriate value.

Jump Duration: Sets the amount of time that is required for this device to complete a Jump command. For linear devices such as a Timecode VTR this field should be set to the maximum amount of time that it could take, such as cueing from the end of a tape to the start.

Take Delay: Sets the interval (in seconds) between the Play command to the device and the Take command to the routing switcher. Some devices (such as VTRs) take a few seconds to actually start playback. Correctly setting this value will prevent the tape startup from appearing on-air.

Post Roll: Sets the interval (in seconds) between the end Take command to the routing switcher and the user-defined End Actions.

Device End Action: Select one or more Actions that should be performed at the end of a scheduled playback.

Example: A VTR might require a Stop followed by a Rewind command.

Device Functions

No Device: Instructs Cablecast that there is no controllable device connected to this input. This setting is almost never used.

Playback Only: This device is used for automatic playback of scheduled programming.

Record Only: This device is used for automated recording.

Playback & Record: This device is capable of both playback and recording functionality. Note: this option implies that the device cannot perform both tasks at the same time. If your device is capable of both (like most video servers) you will need to create two separate devices.

GPI: This device is a GPI interface device which can be automated using Manual Events.

Device Types

Generic: Represents a standard VTR, or devices that perform similarly. This device will receive a Play command to initiate playback.
VTR(TC) : Represents a VTR that is capable of cueing tapes based on Timecode. This device will receive a Cue command prior to playback followed by a Play command.

VTR(TC-Multitape) : Represents a Timecode-capable VTR that can hold multiple tapes simultaneously. This device will receive a Load command to load the correct tape, a Cue command to cue it to the correct segment, followed by a Play command to initiate playback.

DVD : Represents a DVD player. This device will receive a Jump command which sets the Title and Chapter to be played followed by a Play command to initiate playback.

DVD(Multidisc) : Represents a DVD changer. This device will receive a Load command to load the correct disk, a Jump command to select the appropriate Title and Chapter followed by a Play command to initiate playback.

Digital File : Represents a video server. This device will receive a Cue command to select the correct file and start position followed by a Play command to start playback.

Live : Represents a Live source. No command is sent to start playback for live sources.

Bulletin Board : Represents a source that is available at all times such as an on-air character generator.

Network Streams

The Network Streams screen allows you to configure Network Streams that can be used throughout Cablecast.

**Figure 12.14:** The Network Streams screen.

The following fields are displayed in the table:
Name : The descriptive name of the Network Stream.

URL : The uniform resource locator for the stream.

**Figure 12.15:** The Edit Network Stream screen.

**Editing Network Streams** The following fields are displayed:

- **Name** : A descriptive name for the stream. This value will be displayed throughout Cablecast.
- **Host** : The host’s IP address or DNS name for the stream.
- **Port** : The port number associated with the host’s IP address.
- **URL** : The uniform resource locator for the stream. Cablecast Flex servers only support RTP streams, accordingly, this field should have the form of “rtp://<ip address>:<port>” or “rtp://<dns name>:<port>”. This field is read-only, use the Host and Port fields to populate it.

**Outputs**

The Outputs screen allows you to configure the outputs of your routing switcher.

The following fields are displayed in the table:

- **Router Address** : The routing switcher output number.
- **Name** : A descriptive name for the output. This field is used as a label throughout Cablecast. Clicking the Name will open the Edit Output screen as described in **Editing Outputs**.
**Editing Outputs**

The following fields are displayed:

- **Router Address**: The routing switcher output number.
- **Name**: A descriptive name that will be used as a label throughout Cablecast.
- **Type**: Either *Preview* or *Channel*. An output that is configured as *Channel* will be the final destination for a schedule, while a *Preview* output is used for internal monitoring of sources.

**Active**: Determines if this output is currently available for automation or not.
**Default Input**: The Device that should be on-air when nothing is scheduled, such as a bulletin board.

**Primary Device**: The video server Device that will air all the channel’s video server content. It will also be used to passthrough video from available encoders on the same server.

**Fade CMS**: The Control Module Set that controls fade-to-black for this channel.

**Rating CMS**: The Control Module Set that controls V-Chip rating insertion for this channel.

**Default Rating**: Sets the V-Chip rating that should be used if one is not set for a specific show.

Only Flex Servers can be used as a **Primary Device**. Additionally a **Device** can only be the **Primary Device** for a single output.

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**Video On Demand**

This screen allows you to configure Video on Demand for your station.

**Figure 12.18**: The Video on Demand screen.

The following settings are available:

**Video on Demand Server CMS**: The Control Module Set for the Video on Demand server.

**Transcoding Quality**: Sets the transcoding quality that will be used if one is not set in the specific Show.

**Public Address for Video on Demand Server**: The publicly-available IP address or DNS hostname of the Video on Demand server.
Public Address for Cablecast Server: The publicly-available IP address or DNS hostname of the Cablecast server.

Enable Reflect: Determines if this Video on Demand server will use the Cablecast Reflect bandwidth management service. This setting should only be modified by TRMS support personnel.

Embed Template: Sets the HTML that will be used to generate embed codes for VOD files. Clicking Restore Default will set the Embed Template back to the factory default setting.

Template Tokens: These tokens can be utilized within the Embed Template in order to further customize it.

Live Streaming

Figure 12.19: The Live Streaming screen.

This screen allows you to create and delete Live Streaming Configurations using the New and Delete buttons.

Clicking on the Name of a stream will open the Edit Live Streaming Configuration screen which is described in Edit Live Streaming Configuration.

Edit Live Streaming Configuration: This screen allows you to adjust the settings for a particular Live Streaming Configuration.

The following fields are available:

Name: A descriptive name. This field is used as a label throughout Cablecast.

Channel: Select the Channel that this stream will show.
**FIGURE 12.20:** The Edit Live Streaming Configuration screen.

- **Live Stream Base Address**: The publicly-available IP address or DNS hostname of the Live Streaming encoder for this channel.

- **Cablecast Server Url**: The publicly-available IP address or DNS hostname of the Cablecast Server.

- **Cablecast Reflect**: Determines if this stream uses the Cablecast Reflect bandwidth management service. This setting should only be adjusted by TRMS support personnel.

- **Live Streaming CMS**: The Control Module Set that controls the Live Streaming encoder for this channel.

- **Video Input**: Sets the video input source that should be used.

- **Audio Input**: Sets the audio input source that should be used.

- **Input Resolution**: Sets the input resolution that the encoder should be configured to use. This must match the resolution of the video connected to the encoder’s input.

- **Qualities**: Sets the encode qualities that should be used. You may select more than one quality.

  Hardware performance will determine how many qualities can be encoded at a time.

- **Live Streaming Exempt Paused Template**: The HTML template that should be displayed when an on-air program is set as Live Streaming Exempt.

- **Stopped Template**: The HTML template that should be displayed when the stream is stopped.
**Embed Template**: The HTML template that should be displayed when a user views the stream.

**Restore Default**: Resets the given template to the factory-default value.

**Template Tokens**: These tokens can be used in any of the templates to further customize them.

### 12.1.4 Autopilot Tab

The Autopilot settings screen includes default options that will be used when *Sending Autopilot*. If you find that you are adjusting the parameters of your Autopilot send each time you send, you might consider changing these defaults.

**Figure 12.21**: The Autopilot settings screen.

The following settings are available:

- **End Time**: Sets the time-of-day that the send should end at by default.

- **Send for**: Sets the number of days to send for.

- **Warn of bumps over**: Controls the Send Report screen that appears after the send finishes and adjusts the warning threshold based on bump length.

- **Use Sticky Devices**: Tick this box if you would like Sticky Devices enabled by default. See *Sticky Devices* for more information.

- **Send events to the hardware**: This box should normally be ticked. You may sometimes want to disable sending events to hardware for troubleshooting purposes.
Clear Previous Bumps When Sending: Ticking this box will cause Cablecast to reset the bumps on all Shows when Autopilot is sent. For best results, you should keep this box ticked.

12.2 System Settings

The System Settings menu allows you to adjust options that effect the Cablecast system as a whole.

Figure 12.22: The System Settings menu.

12.2.1 Locations

Locations allow your Cablecast system to perform complex automation involving multiple head ends. You could have one head end at City Hall and another on the other side of town. For example, Cablecast can be configured for network-style contribution routing allowing programs to originate from either Location and play on a single shared channel.

If you feel that additional Locations would be useful for your system, please contact our support department for more information.

To create a new Location:

Step 1: Click New.

Step 2: Click “New Location” to edit the new Location.

Step 3: Enter a descriptive name for the new Location.

Step 4: Click Save.

Deleting a Location will delete all associated records such as Shows, Schedule information, Producers. Most of this data cannot be recovered. Exercise extreme caution!
To delete a Location:

**Step 1:** Tick the box next to the Location that you would like to delete.

**Step 2:** Click **Delete**.

**Step 3:** Click **Delete** to confirm that you would like to delete the Location.

### 12.2.2 Channels

Each Channel in Cablecast represents an automation destination. Each Channel has its own independent schedule and settings.

To create a new Channel:

**Step 1:** Click **New**.

**Step 2:** Click on “New channel” in order to edit it.
Step 3: Click Channel Details.

Step 4: Enter a descriptive name for the new Channel.

Step 5: Click Save.

Deleting a Channel will also delete all scheduled runs on that Channel. Exercise caution when deleting Channels.

To delete a Channel:

Step 1: Click Delete next to the Channel that you would like to delete.

Step 2: Click OK to confirm that you would like to delete the Channel.

Clicking the name of a Channel will open the Channel settings screen.

**Figure 12.25:** The Channel Settings screen.

**Figure 12.26:** The Channel Details screen.
Channel Name: Sets the name that will be used for this Channel throughout Cablecast.

Interstitial Length: Defines a minimum gap between programming on the Schedule. Setting this to “0” will disable interstitial gaps and allow true back-to-back playback.

Channel I/O

**Figure 12.27:** The Channel I/O screen.

Location: Sets the Location that produces the final channel output. If there is only one Location defined, this setting is disabled.

Output: Sets the routing switcher output that is used as the final channel output. For more information on outputs see Outputs.

DSK

**Figure 12.28:** The DSK settings screen.
**Show Bug Graphic**: Determines when the Channel’s bug will be active. Choose from: *Always*, *Never* or *During Run*.

### 12.2.3 Public Site

**Figure 12.29**: The Public Site settings screen.

This screen allows you to configure the Cablecast Public Site. The Public Site is a ready-made website for your station that includes schedule information, VOD playback and the ability to view live streams.

**Site Name**: The site name will appear on the client browser’s tab as well as in search engines.

**Header Logo**: Upload your station’s logo here. Your logo should be 400px wide and 75px tall for best results.

**Social Media Logo**: Upload a square version of your station’s logo here. The square logo is used when sharing your page on social media. If multiple channels are present, it will also appear in the channel index at the bottom of each page. If no social media logo is uploaded, it will either default to the header logo or pick an image from within the public site’s page.

**Channel Index**: Specifies if this channel will appear in the list of available channels on your public site.

**Footer Title**: The text that will appear as the heading of the footer section of the page.

**Site Description**: The content (HTML or text) that will appear as part of the footer section of the page.

**Email**: The email address that viewers should use to contact your station. Leave this field blank if you don’t want to provide an email address.
Phone: The phone number that viewers should call to contact your station. Leave this field blank if you don’t want to provide a phone number.

Blog URL: The web address of your station’s blog. Leave this field blank if you don’t want to link to a blog.

Facebook Page: The name of the Facebook page for your station. Leave this field blank if you don’t want to link to your Facebook page.

Twitter Handle: The Twitter handle for your station. Leave this field blank if you don’t want to link to Twitter.

Galleries: Use site galleries to organize the presentation of shows on your home page. A gallery is a set of shows, defined by a saved search. Galleries can be titled and ordered as needed. If no galleries are created, a default gallery will be shown containing a list of recent shows. For more information see Edit Gallery.

Drag the gallery handle to change the sorting order of the galleries.

Slideshow Search: Select the saved search that will be used to populate the Slideshow at the top of the page. For more information see Saved Searches.

Banner Color: Select the color that will be used for the top banner of the site. You may also enter a hexadecimal color value such as “#ffffff” for white.

Background Color: Select the color that will be used behind the content of your page.

Gradient Color: Select the color that will be used for the top of the page. This color will gradually transition to white at the bottom of the page.

Edit Gallery

This overlay will be shown when creating a new gallery or editing an existing one.

Title: The title of the gallery as it will appear on the public site.

Saved Search: The saved search that will be used to select shows for the gallery. For more information see Saved Searches

Maximum number of shows in gallery: The maximum number of shows that will be shown in the gallery on the home page.
12.2.4 Servers

The Servers page allows you to configure all of the servers that will be controlled by Cablecast for automation.

To create a new Server:

**Step 1:** Click **New**.

**Step 2:** Enter a descriptive name for the Server in the **Name** field.

**Step 3:** Enter the IP Address or DNS Hostname of the Server in the **Host Address** field.

**Step 4:** Click **Save**.

To edit a Server:

**Step 1:** Click **Edit** for the Server that you would like to edit.
**Step 2:** Update the **Name** or **Host Address** to the desired value.

**Step 3:** Click **Save**.

To delete a Server:

**Step 1:** Tick the box next to the Server that you which to delete.

**Step 2:** Click **Delete**.

**Step 3:** Click **OK** to confirm.

Once Cablecast connects to a Server it will populate the remaining fields in the table. The displayed fields are:

- **Name**: The user-defined name of the Server. This value will be displayed throughout Cablecast.
- **Host Address**: The IP Address or DNS Hostname of the Server.
- **Connection**: Indicates the real-time status of the connection to the Server.
- **RAID**: Indicates the current status of any RAID storage volumes on the Server. This data is updated every few minutes.
- **Volumes**: Indicates the current status of free space on the Server’s storage volumes.
- **Last Update**: Shows the time at which the system last updated information about this Server.
- **Version**: Shows the version of Cablecast that is installed on the Server.
Time Difference: Shows the offset between the clock of the Server and the main Cablecast Server.

Remote Access: Provides the remote access code that TRMS tech support staff will need in order to connect to this server for troubleshooting.

Edit: Click to update the Name or Host Address of the Server.

12.2.5 Time Syncing

This screen controls how often Cablecast sets the time on each of the configured Servers.

**Figure 12.32:** The Time Syncing screen.

12.2.6 Database Backups

**Figure 12.33:** The Database Backups screen.
This screen allows you to configure automatic database backups. In the event of a hardware failure or accidental data loss, these backups provide a possible means of data recovery. There is no charge for this service.

Enabling the built-in automatic database backups is a good start to protecting your data. Please note, however, that this service only backs up the Cablecast database. Your Carousel content and database, Frontdoor database and Cablecast content will need to be backed up to fully protect your data.

To enable automatic database backups:

**Step 1:** Tick Backup my database.

**Step 2:** Enter the name of the person that is the main contact for your station in the Contact Name field.

**Step 3:** Enter your station’s name in the Station Name field.

**Step 4:** Enter your station’s phone number in the Phone Number field.

**Step 5:** Enter your station’s ZIP code in the Zip Code field.

The contact details requested on this form are used to identify your station’s database backups within our system. Please enter the best data that you can as it will be needed in order to locate your backups.

### 12.2.7 Software Metrics

**Figure 12.34:** The Software Metrics screen.

This screen allows you to opt-in to anonymous statistics gathering. This data is used to help shape future versions of Cablecast. You are under no obligation to participate, but we would appreciate if you do.
12.2.8 System Information

This screen provides diagnostic information about the server that is running Cablecast.

12.3 User Settings

User settings allow you to customize Cablecast to your preference. These settings apply to the currently logged-in user, each user can set them individually.

12.3.1 Location

Select the Location that you would like to use when you first log into Cablecast.

12.3.2 Channel

Select the Channel that you would like to see when you first load the Schedule.

12.3.3 Time Format

Select whether or not you would like to use 24-hour time.