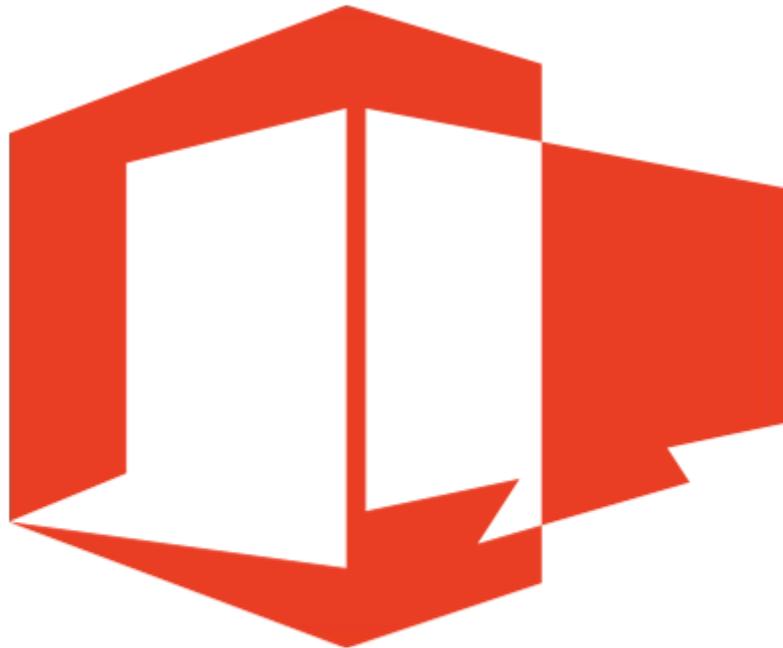


# PowerSignage Quick Start Guide

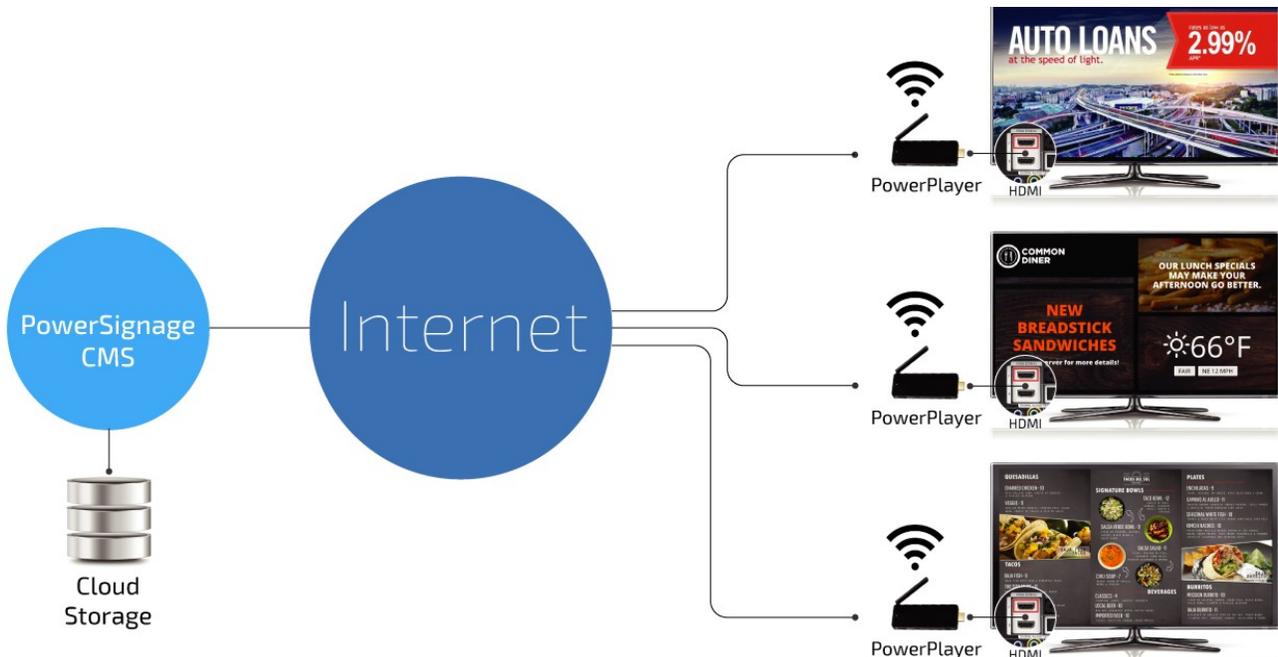


**POWER** <sup>TM</sup>  
**SIGNAGE**

## PowerSignage Overview

PowerSignage™ is a cloud-based digital signage content management service (CMS). Our CMS is used to upload, store and manage PowerPoint digital signage presentations. To display signage presentations you need PowerPlayer™ which plugs into your TV. PowerPlayer automatically downloads signage presentations from the CMS and displays them on your TV.

### PowerSignage Digital Signage Network



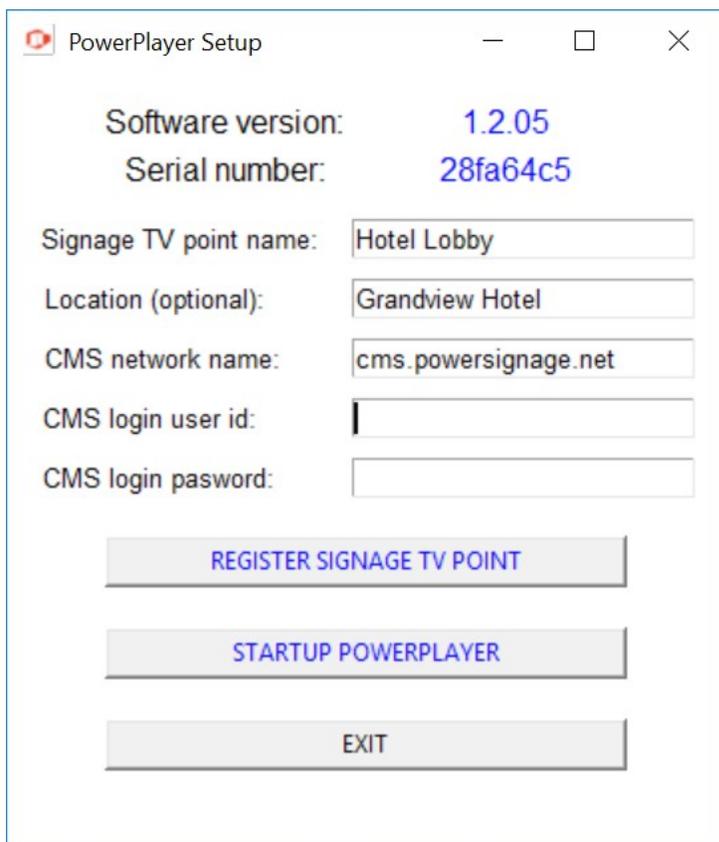
Display digital signage in three steps. **Step 1.)** Create digital signage presentation using PowerPoint. **Step 2.)** Upload your PowerPoint signage presentation to the CMS and assign them to your TV point(s). **Step 3.)** Plug PowerPlayer into your TV's HDMI source input. PowerPlayer automatically connects to the CMS, downloads assigned signage presentations and displays them on your TV screens.

**Note:** You can only display signage presentations that have been uploaded to the PowerSignage CMS.

### Registering PowerPlayer/TV Points

You must register each signage TV point with the CMS. Plug PowerPlayer into your TV's HDMI source input and apply power. PowerPlayer is a Windows 10 mini PC stick. After it boots up it displays the standard Windows 10 desktop. You must first configure Wifi. Double-click the Wifi icon on the Windows 10 taskbar and select your Wifi access point.

Once you have Internet connectivity double click the PowerPlayer Setup icon located at the upper-left corner of the desktop. This will display the PowerPlayer Setup form:



PowerPlayer Setup

Software version: 1.2.05  
Serial number: 28fa64c5

Signage TV point name: Hotel Lobby  
Location (optional): Grandview Hotel  
CMS network name: cms.powersignage.net  
CMS login user id:   
CMS login password:

REGISTER SIGNAGE TV POINT  
STARTUP POWERPLAYER  
EXIT

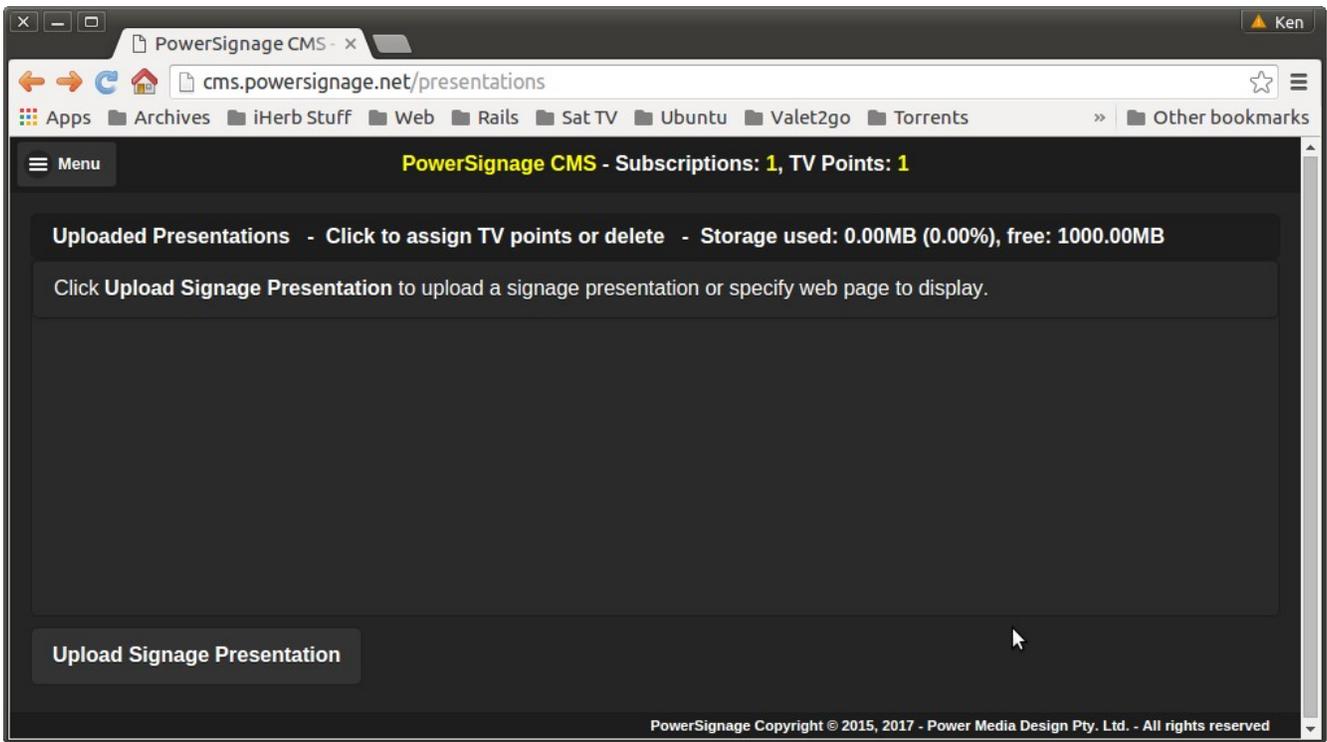
Enter a descriptive name for the TV point and (optionally) the location of the TV point. For the network name enter *cms.powersignage.net*. For the CMS login User ID enter the email address used to purchase PowerPlayer. Enter *signage* for the login password. Then click **REGISTER SIGNAGE TV POINT** to register the TV point.

### Uploading PowerPoint Files

The PowerSignage CMS is a web application that is used to upload PowerPoint signage presentations and assign them to your TV points. A standard PowerSignage account provides 128MB cloud storage to uploading your PowerPoint signage presentation files.

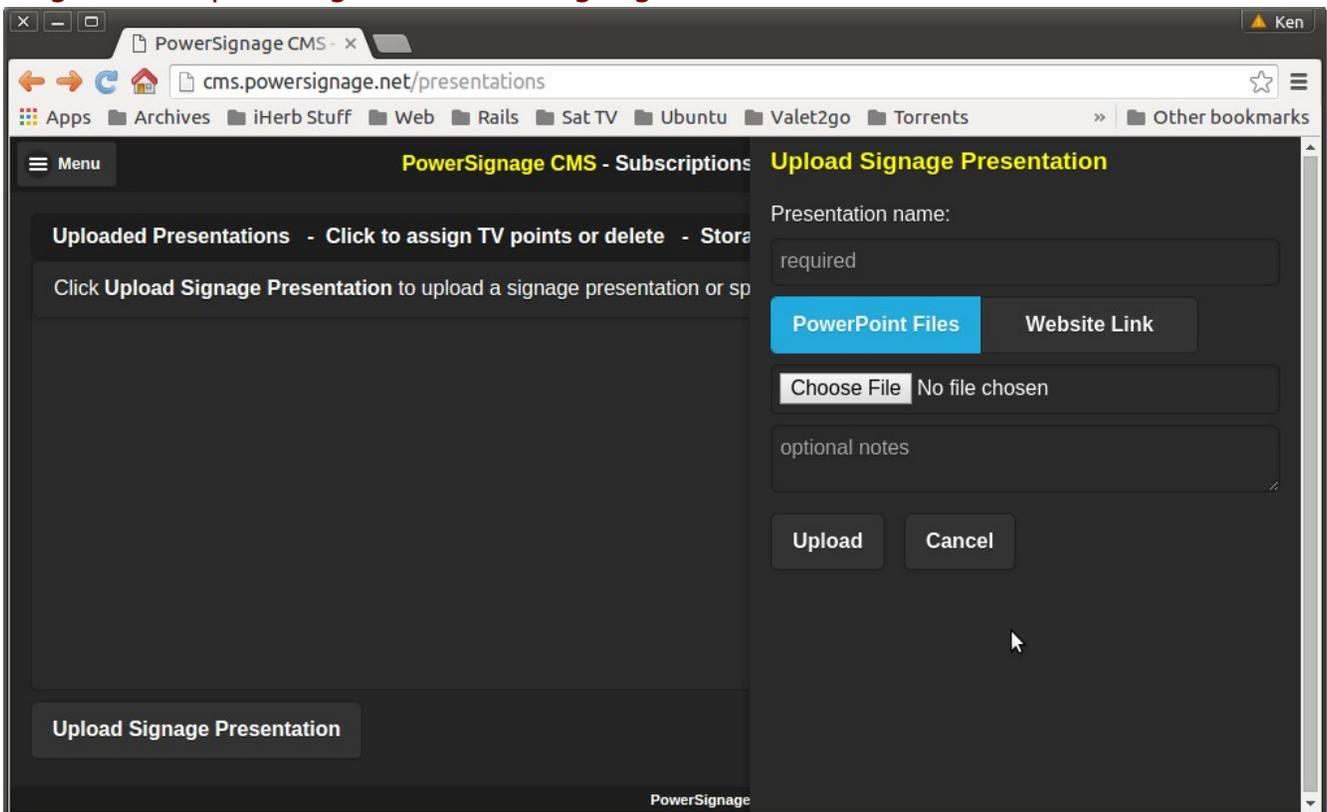
To access the CMS open your web browser and goto <http://cms.powersignage.net>. The CMS login page will be displayed. For the *User ID* enter the email address used to purchase PowerPlayer. For the password enter *signage* (the default password). After successfully logging in the CMS home page will be displayed (see Figure 1). The home page displays all your uploaded digital signage presentations.

Figure 1 - PowerSignage CMS Home Page

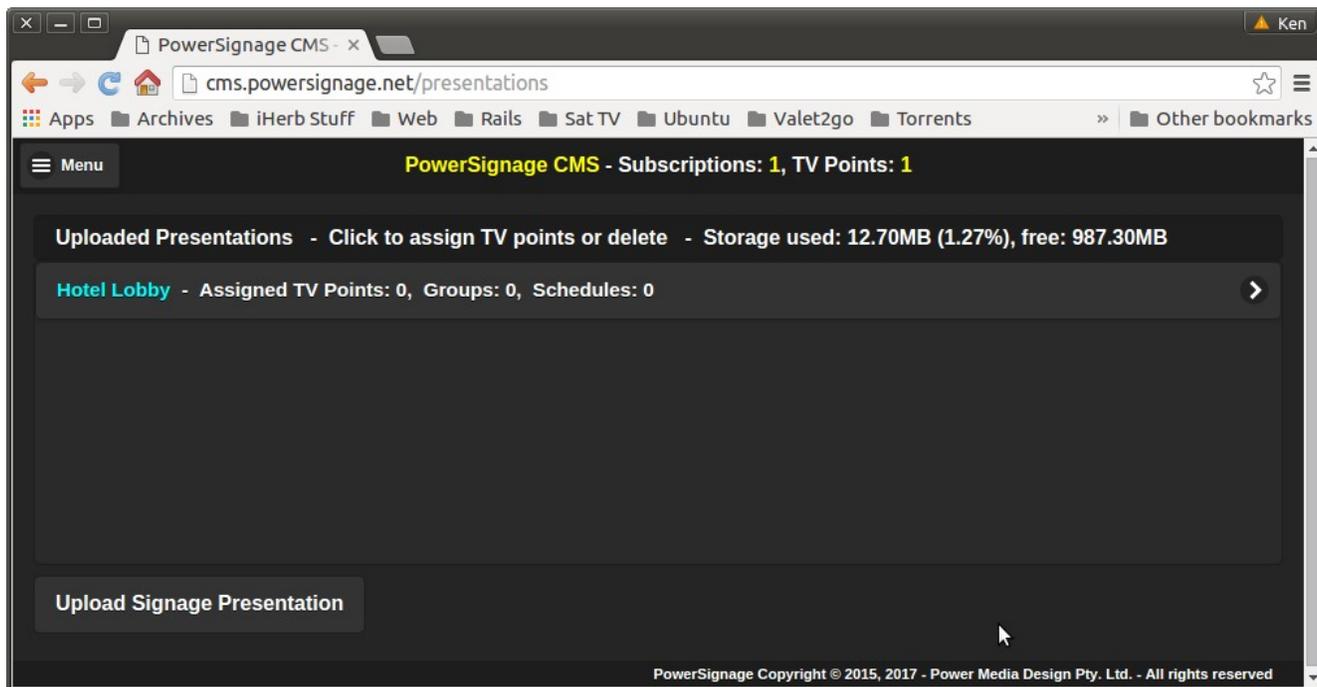


To upload a signage presentation file click *Upload Signage Presentation*. A form will be displayed allowing you to select the PowerPoint file (see Figure 2).

Figure 2 – Uploading PowerPoint Signage File

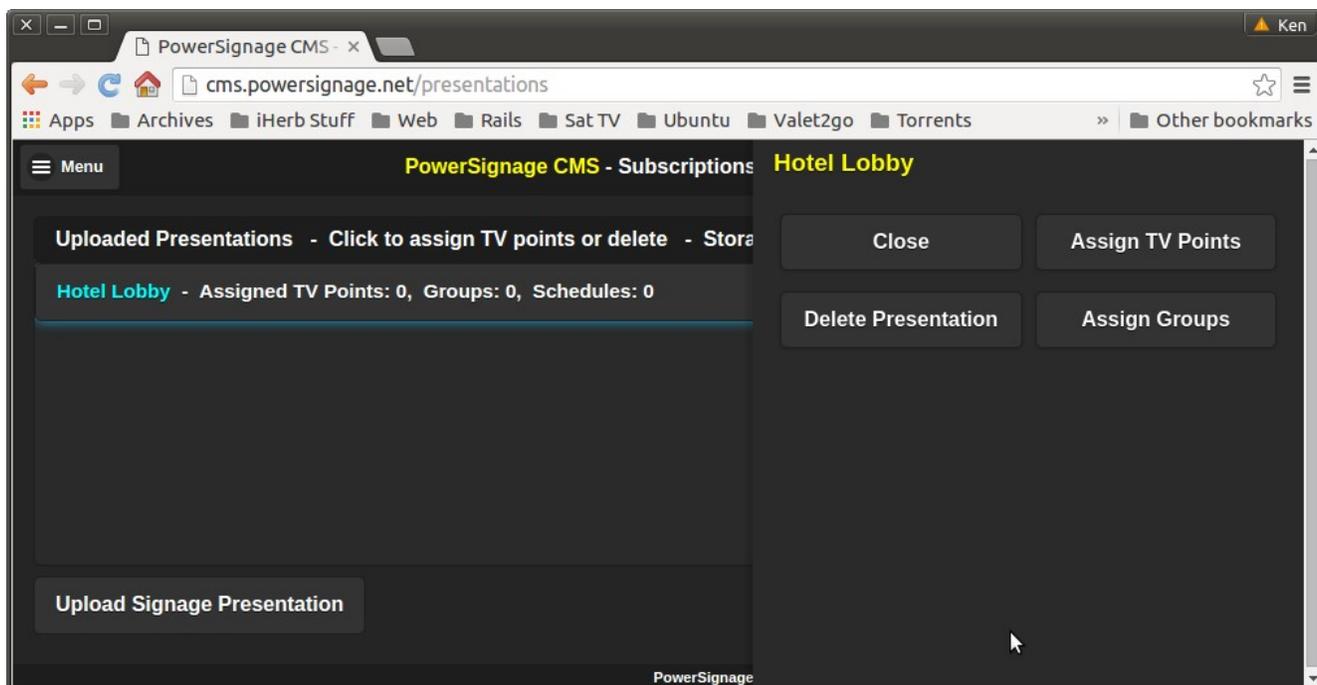


Enter a descriptive name for the signage presentation. Click *Chose File* to select the PowerPoint presentation file on your PC and click *Upload*. The browser will upload the file to the CMS. Depending of the file size this will take a few seconds.

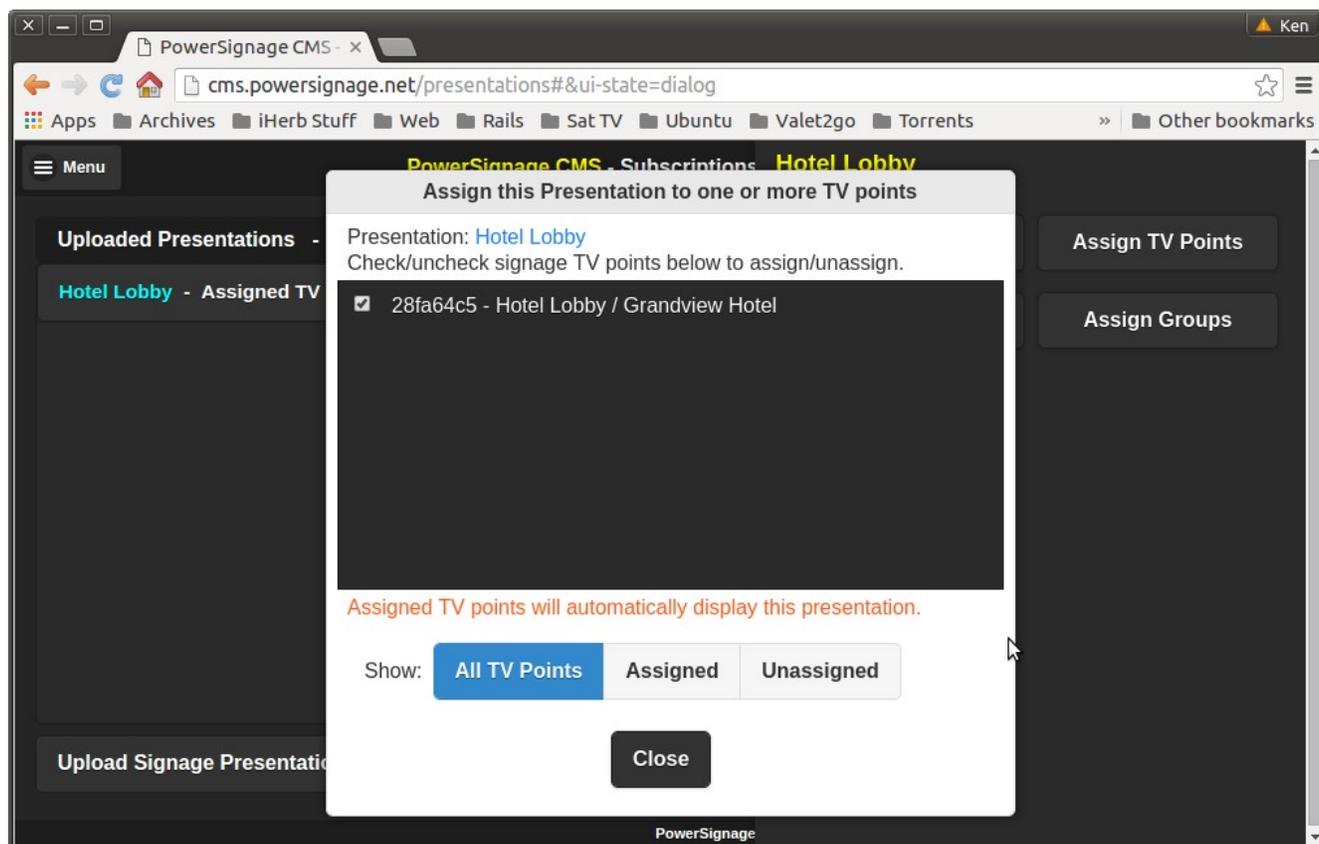


### Assigning Signage Presentations to TV Points

To display a signage presentation you must assign it to a TV point(s). First, click the signage presentation in the home page. The following form will be displayed:



Next, click *Assign TV Points*. The following screen will be displayed, showing a list of all your registered signage TV points:



From this list, check the TV points assigned to the presentation. After assignment the PowerPlayer will automatically download and display the signage presentation on your TV screen. *Assigned signage is displayed by TV points continuously, 24x7.*

To delete a signage presentation click the *Delete Presentation* button. Any TV point assigned to the deleted presentation will display a blank (black) screen. Deleting a presentation also deletes the PowerPoint file uploaded to the CMS, reducing the total used of your 1GB upload storage limit.

### Using Microsoft PowerPoint for Digital Signage

To use PowerPoint you must setup your presentation to be self-running—without the need for any keyboard/mouse actions to advance from slide-to-slide. Second, the presentation must be setup to loop to the first page when it reaches the end. This can be accomplished in two steps.

Step 1: Setup the PowerPoint presentation to run in *kiosk mode*. By selecting kiosk mode your PowerPoint will automatically loop once it reaches the end. To setup kiosk mode, click the *SLIDE SHOW* tab from the PowerPoint main menu. Then click *Set Up Slide Show* from the sub-menu, which will display the *Set Up Show* popup menu. From this popup check *Browsed at a kiosk (full screen)* and then click OK.

Step 2: Specify the display time for each page in the PowerPoint presentation. Click the **TRANSITIONS** tab from the PowerPoint main menu. Notice the **Advance Slide** section at the far right of the **TRANSITIONS** sub-menu. Uncheck **On Mouse Click**. Check **After** and specify the display time for the selected page. Repeat these steps for each page in your PowerPoint presentation. If you want a same display time for all pages, click **Apply To All**.

### **PowerPoint Font Issues**

It is possible that fonts used by your presentation will not be available on the PC stick. The PowerPoint Viewer running on the PC stick will use the “best available font”. However you can embed your fonts into the PowerPoint file itself.

To embed fonts select the **FILE** tab from the PowerPoint menu and click **Options** from the command list. This will display the PowerPoint **Options** dialog box. Select the **Save** option from the left side of the dialog box. On the right side click the **Embed fonts in the file** checkbox and click OK.

### **Pre-Testing Your PowerPoint Presentations**

Before you upload your PowerPoint to the PowerSignage CMS you should always run the presentation on your PC stick. It is always easier to find/resolve any display problems in this way. From **SLIDE SHOW** tab click **From Beginning**. Your PowerPoint should now be running full-screen, advancing page-by-page without any keyboard action or mouse clicks. At the last slide the presentation should automatically loop to the starting page and continue on. To end the PowerPoint demo on your PC press the **Esc** key.

PowerSignage CMS supports TV point groups and signage schedules. By default an assigned presentation displays continuously, 24x7. You can create a schedule that specifies when a signage presentation is displayed. A group is a related set of TV points. TV points that are a member of the group will display any presentation assigned to the group.

### **Advanced Features**

Our CMS supports schedules and TV point groups. Schedules allow you to specify when a presentation is displayed. Groups allow you to push digital signage content to TV points based on their location or role. For more information please download our PowerSignage CMS User Guide or Using PowerPoint for Digital Signage from our website at <http://www.powerdigitalsignage.com/resources>.