

On-Vision

USER MANUAL



Libertevision 

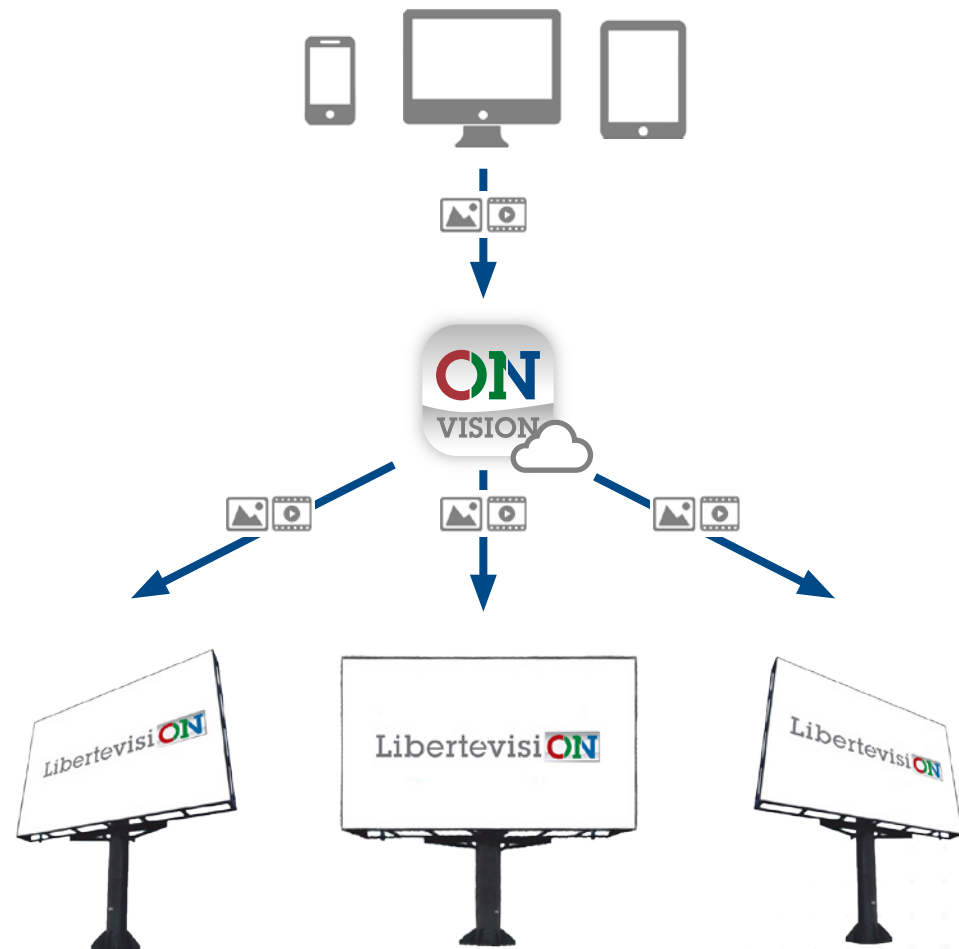
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HOW IT WORKS

On-Vision is an online control system developed and personalized for Libertévision's digital displays.

Advantages

- No software installation is needed, On-Vision is accessible from any web browser.
- Secure Storage: Images, videos, playlists, and other data are stored on secure servers provided by Google in California.
- Accessible at all times via your computer, phone, or tablet.
- Multi-screen: you can control one or more screens from the same On-Vision account.
- Intuitive and easy-to-use software to manage the content of your digital screen.
- Ability to determine the viewing time and date of each content added to your playlist.
- Display live content from the web (videos, webpage, weather, time, etc.).
- Several display options are available: banners, subdivided screens for multiple displays, etc.
- Ability to receive email notifications.
- Automatic updates included.



ACCESS PATH

Access the On-Vision interface via the web address www.libertevision.com on your browser.

- 1 Click on the "On-Vision" logo to access the On-Vision interface

Log in with the credentials provided by LibertéVision.

If you do not have your credentials, please contact LibertéVision, info@libertevision.com 1 855 437-8720

INTERFACE

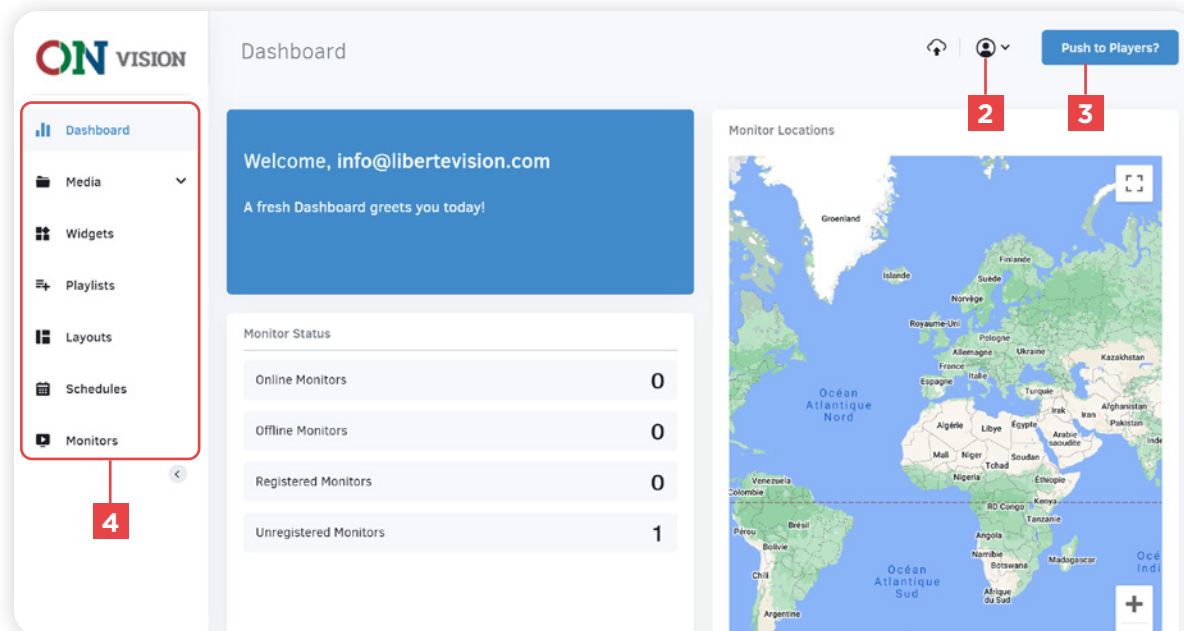
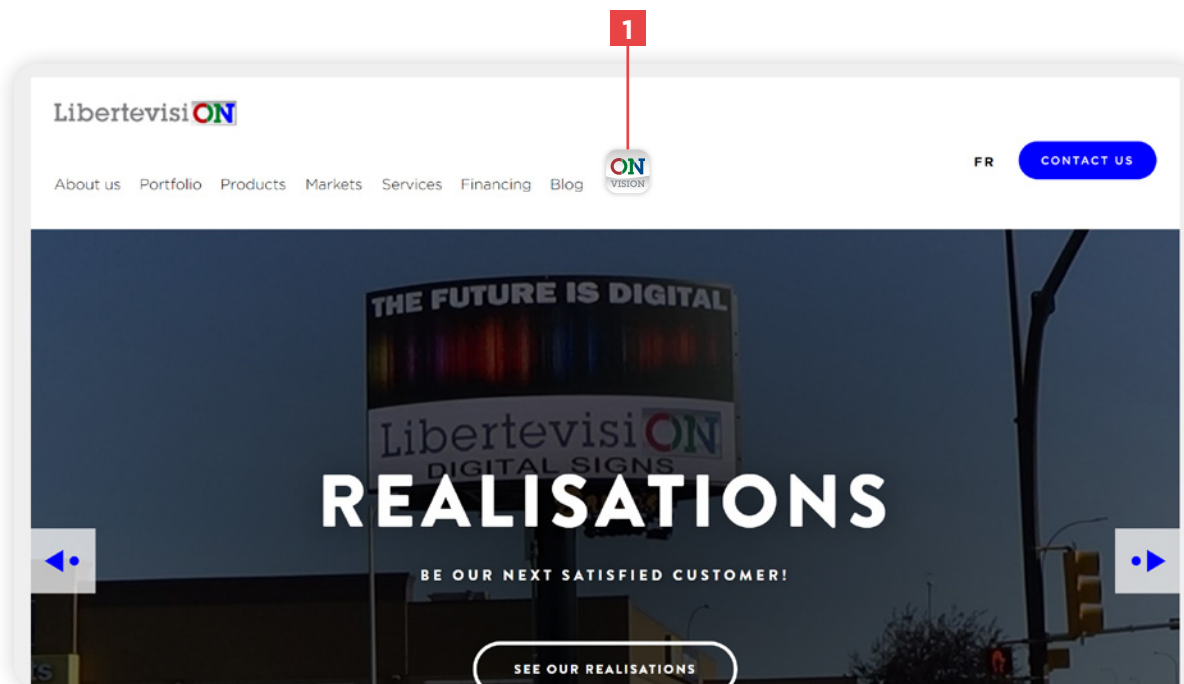
The dashboard is your home page. It allows you to have access to information as well as an overview of your displays. It also allows you to navigate the interface sections.

- 2 Your account settings
- 3 Push the content to your players

It's important to push the content to the player after you make any changes to broadcast the updated messages on your displays.

Saved changes will not be broadcasted until an authorized user clicks on this button.

- 4 Menu to access the different sections



CONTENT HIERARCHY

Schedules

The schedules manage the content that is broadcasted on your display. A schedule allows you to group your **Layouts**, **Playlists**, and **Media** to define a custom schedule.

Playlists

The playlists lets you group content into a list. Playlists can contain **Media**, **Widgets** as well as **Layouts**. They allow you to alternate the content being broadcasted.

Layouts

The layouts lets you create and manage content to broadcast. Layouts allow you to use your **Media**, **Widgets**, **Playlists**, and other elements such as **Text** or **Clipart** shapes together.

Media

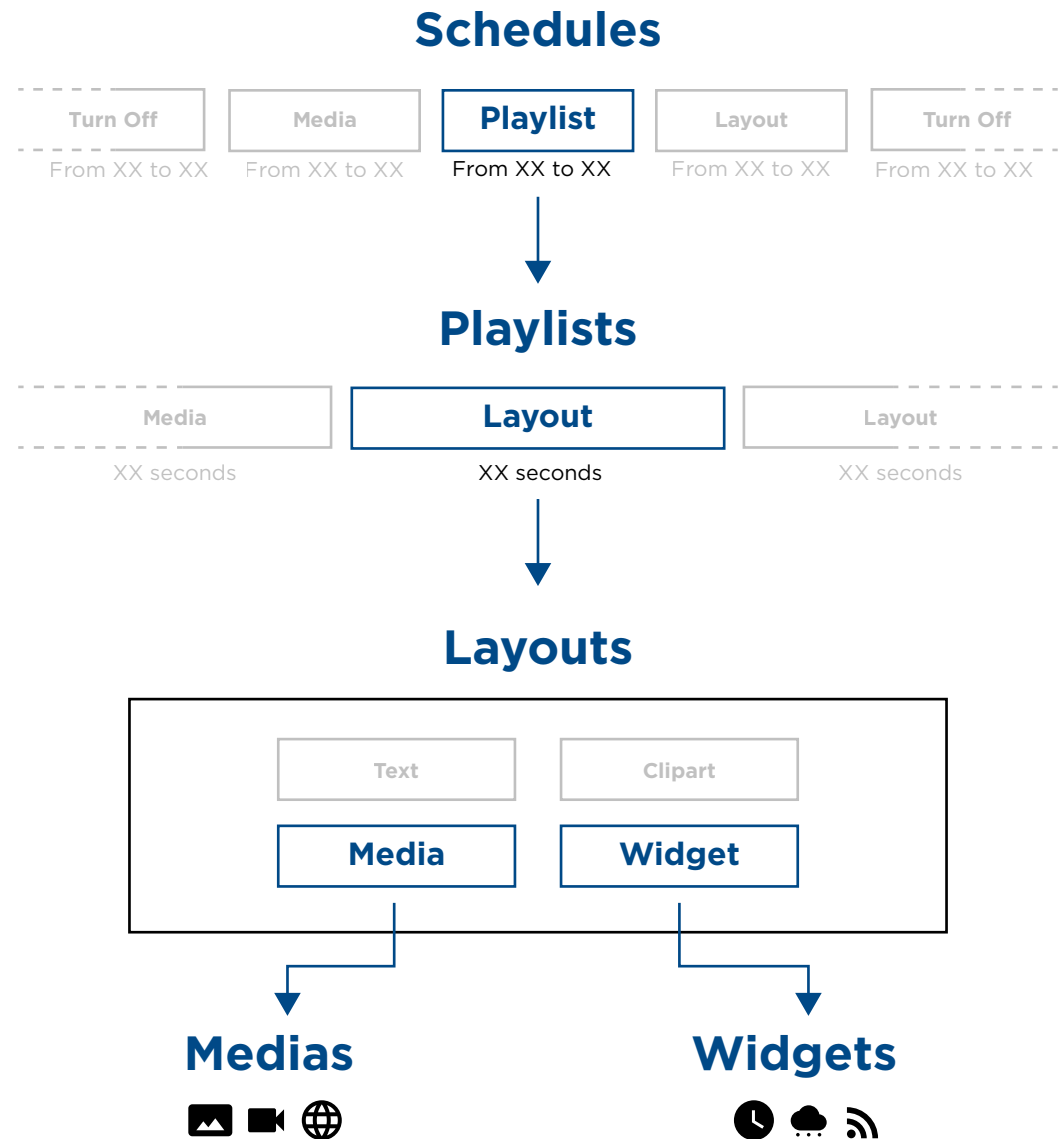
The media section groups together all your **Images** and **Videos** type content from your media library.

Widgets

Widgets allows you to use more advanced content to display information such as **Time**, **Weather**, and more.

RECOMMENDATION

Use **Playlists** in your **Schedule** to display multiple **Layouts** and **Media**.



NEED HELP CREATING YOUR MARKETING CONTENT?

Search no more!

Take advantage of our graphic design services now.

Contact us to receive our documentation.
1 855 437-8720 | info@libertevision.com



TECHNICAL SUPPORT

At any time you can contact our technical support for any software or technical questions at:

info@libertevision.com
1 855 437-8720
8 a.m. to 4:30 p.m. Eastern Time.
French and English.



YOUR ACCOUNT

Access your profile

- 1 Click on your account icon
- 2 Click "My Profile"
- 3 Select the "Basic Info" tab
- 4 Complete your information
- 5 Save

Change the language

- 6 Select your language in the "Basic Info" tab
- 5 Save

Change your password

- 7 Select the "Password" tab
- 8 Change your password
- 9 Save

This screenshot shows the 'Basic Info' tab of the ON VISION user profile page. The interface includes a sidebar with navigation options like Dashboard, Media, Widgets, Playlists, Layouts, Schedules, and Monitors. The main content area has tabs for Basic Info, Notifications, Password, and Two Factor. A dropdown menu is open, showing options: My Profile, Account Settings, Users, and Logout. The 'Basic Info' form contains fields for First Name, Last Name, and Email (pre-filled with info@libertevision.com). Below these are 'Time & Language' settings with dropdowns for Continent (Country), City (Zone), and Language. At the bottom, there is a 'Privacy' section with a link to 'Request full profile deletion' and 'Save' and 'Cancel' buttons.

This screenshot shows the 'Password' tab of the ON VISION user profile page. The 'Password' tab is selected in the top navigation bar. The form contains three input fields: 'Old Password*', 'Password*', and 'Verify Password*'. At the bottom, there are 'Save' and 'Cancel' buttons.

USERS

In On-Vision, you can create user accounts for each of your clients and stakeholders.

The accounts are managed by administrators and have a specific scope of action allowed.

Access to users

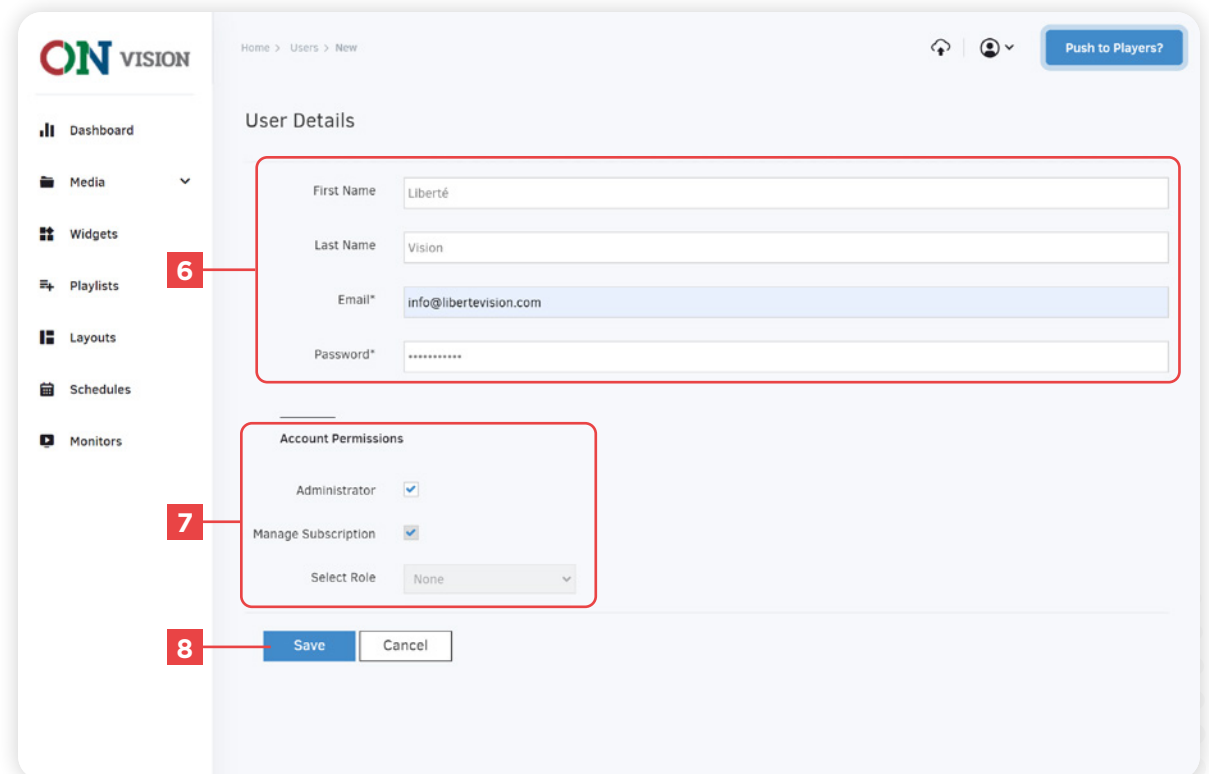
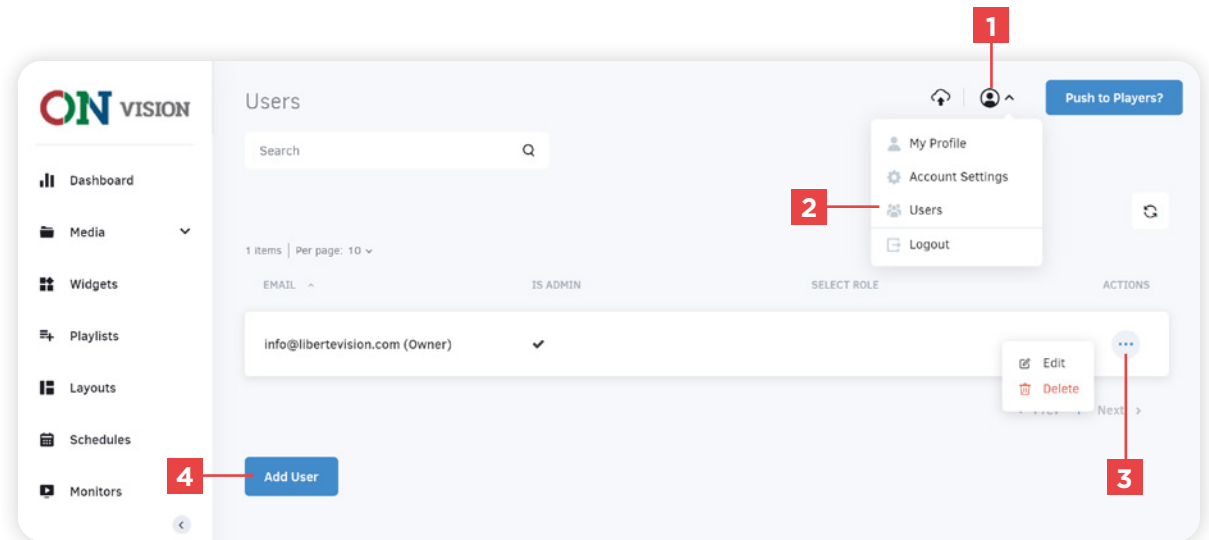
- 1 Click on your account icon
- 2 Click on "Users"

Edit or delete a user

- 3 Click the action button
- 4 Action menu (Delete, Edit)

Adding a user

- 5 Click on the "Add User" button
- 6 Fill in the information
- 7 Select the permissions
- 8 Save



PERMISSIONS

Each account has specific permissions depending on their role. The user have only access to its features. This creates a level of security for all the content broadcasted on your display.

Administrator accounts access all features from the software, and gives the ability to manage other users.

It is important to select a role for users and not give them all access permissions.

	Administrator	Workspace Admin	Content Viewer	Content Manager	Content Publisher	Media Creator	Media Manager	IT Manager	Publisher	Emergency Broadcaster
Push to Players	✓	✓			✓				✓	
Broadcast Emergency	✓	✓			✓				✓	✓
Media										
Playlists										
Layouts										
Schedules										
Monitors										
Manage Users	✓									

Can: View Change Delete

User roles

User roles give access to certain permission and features.
(See the previous page for the permissions table)



ADMINISTRATOR

Role given to the Libertévision display owner

Role that grants access to all features of its display group.

Important: Never give this role to external or occasional service providers.



WORKSPACE ADMIN

Recommended for: Technician and Maintenance Manager

This role gives access to all the features of the software, same as the administrator except for the management of user accounts.



CONTENT VIEWER

Recommended for: Marketing Consultant

This role only allows you to view the content library.



CONTENT MANAGER

Recommended for: Graphic designer (outsourced)

This role is used to manage the content library as well as the monitors.



CONTENT PUBLISHER

Recommended for: Marketing manager and Technical manager

This role has the same permissions as the Content Manager and allows to publish content to the display.



MEDIA CREATOR

Recommended for: Graphic designer (outsourced)

This role limits user actions to uploading images and videos to the media library.



MEDIA MANAGER

Recommended for: Graphic designer (in house)

This role is used to manage the content in the media library.



IT MANAGER

Recommended for: Technical support (in house)

This role allows the user to manage the display.



PUBLISHER

Recommended for: Marketing Manager

This role allows the user to publish content to the display and only view the content in the content library.

This role cannot create, edit or delete content.



EMERGENCY BROADCASTER

Recommended for: Communications manager

This role allows the user to only broadcast emergency alerts.

WHAT ARE THE DIFFERENT TYPES OF MEDIA?

Media are content such as **Images** and **Videos** located in the media library.

INTERFACE

The media section allows you to add and edit images, videos, audio files, documents as well as web pages to your media library.

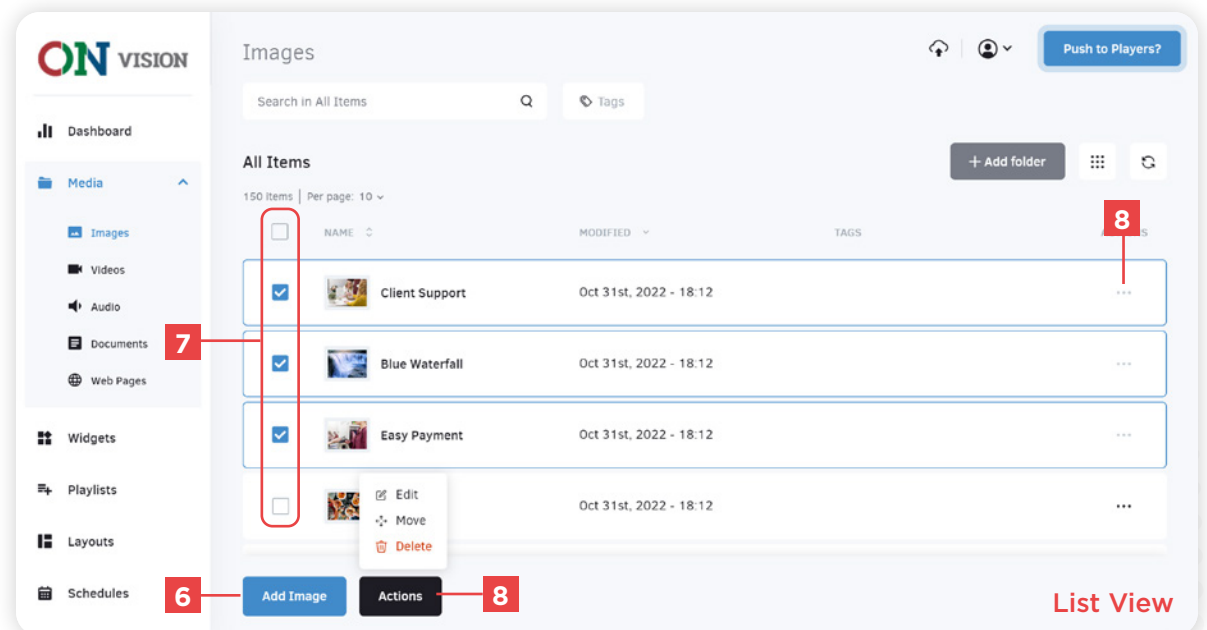
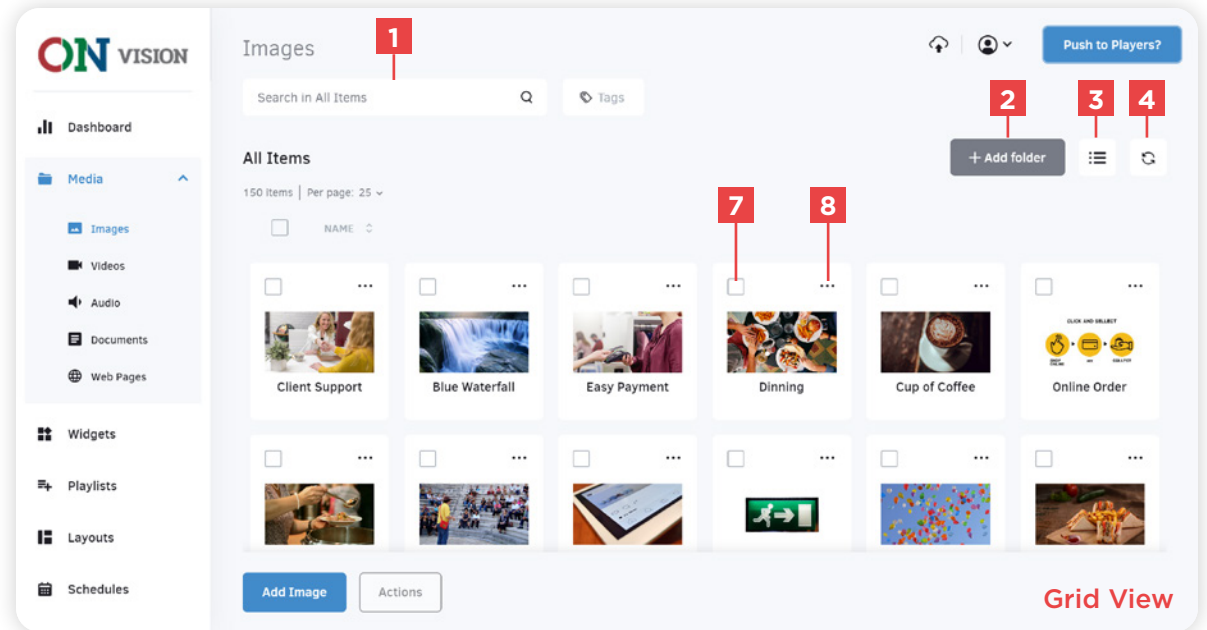
- 1 Search bar
- 2 Add a folder
- 3 Change view (List/Grid)
- 4 Refresh the media list

MANAGE MEDIA

You can add, edit, duplicate, move or delete your media through the dashboard Media section.

- 6 Add media
- 7 Multiple selections
- 8 Action menu (Edit, Move, Delete)

You can always click on an image preview to reach the edit page directly.



Adding media

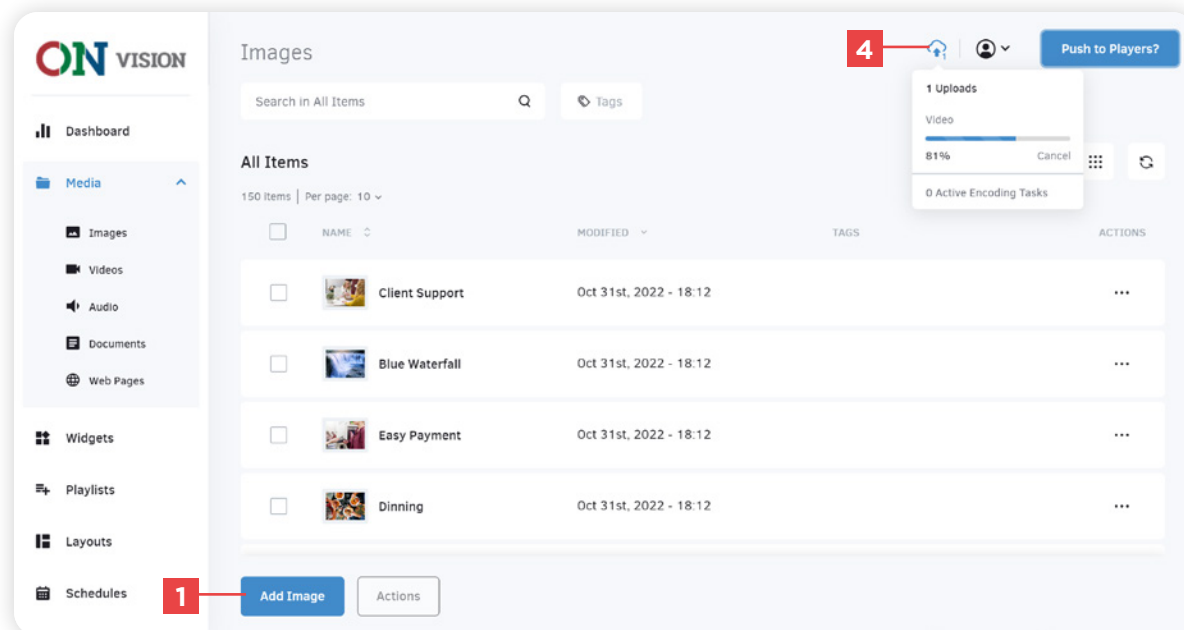
You can add media from a file, external link or you can select a media from our images stock digital library.

Media sources may vary by media type, see the "Media Type" section on the next pages.

- 1 Click on the "Add media" button

Uploading media

- 2 Select the media source
- 3 Click on "Add"
- 4 Uploading list



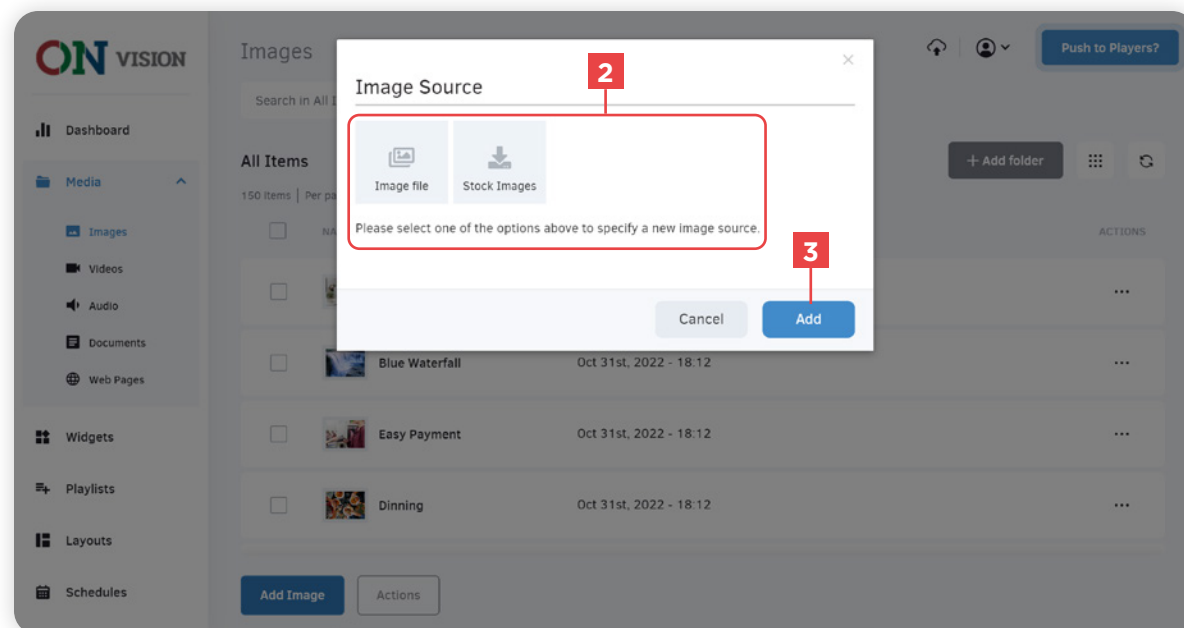
When you upload media, the preview may display a symbol instead of the media.



This symbol means that the media is being downloaded



This symbol means that the media is being encoded



Edit media

1 Media preview

This also allows you to preview a video

2 Edit/Replace media source

3 Media information

4 Duration of the media's display time (in seconds)

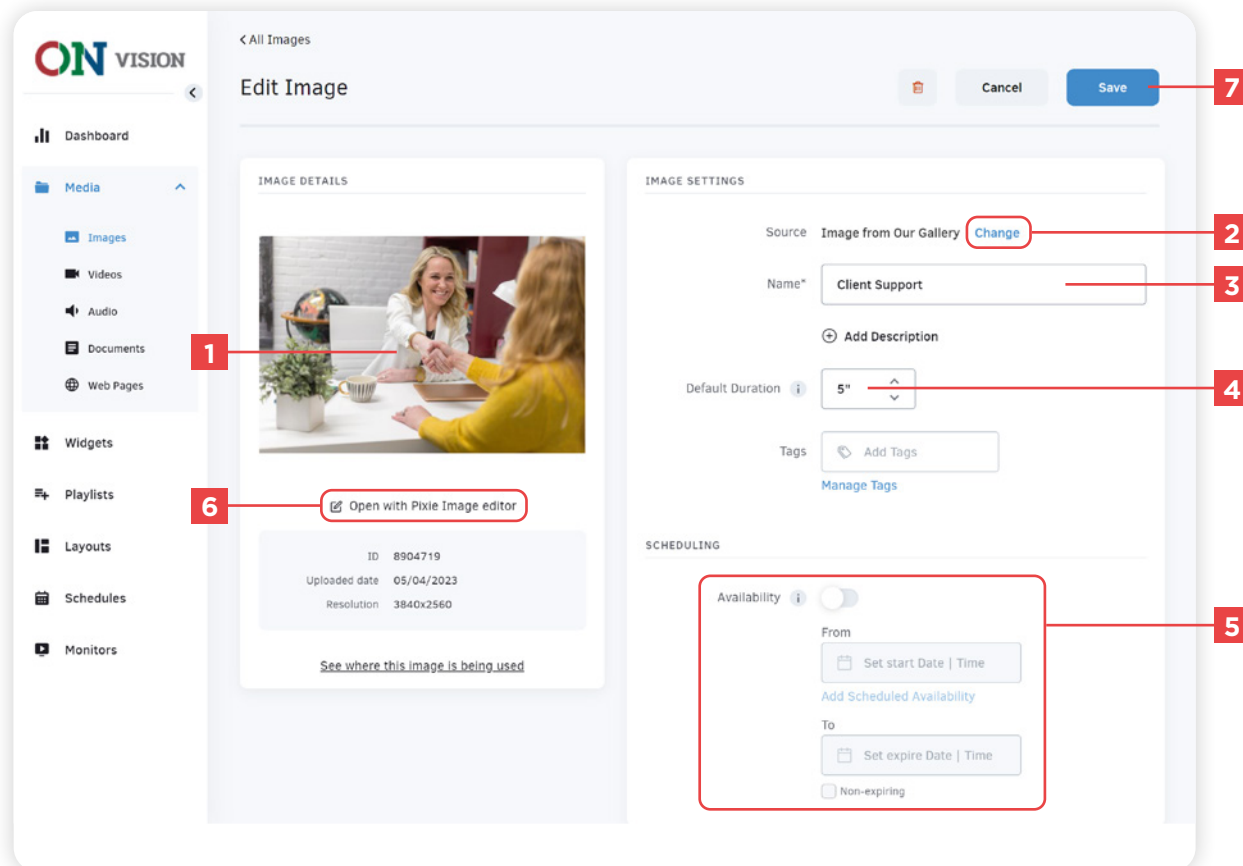
5 Scheduling

You can define a duration for which your media will be available according to your needs. You can set a start and end date as well as a weekly schedule to define the days of the week when the media will be available.

6 Pixie Image Editor

You can quickly edit your media using the Pixie Editor tool. See the following pages for more information.

7 Remember to always save your changes



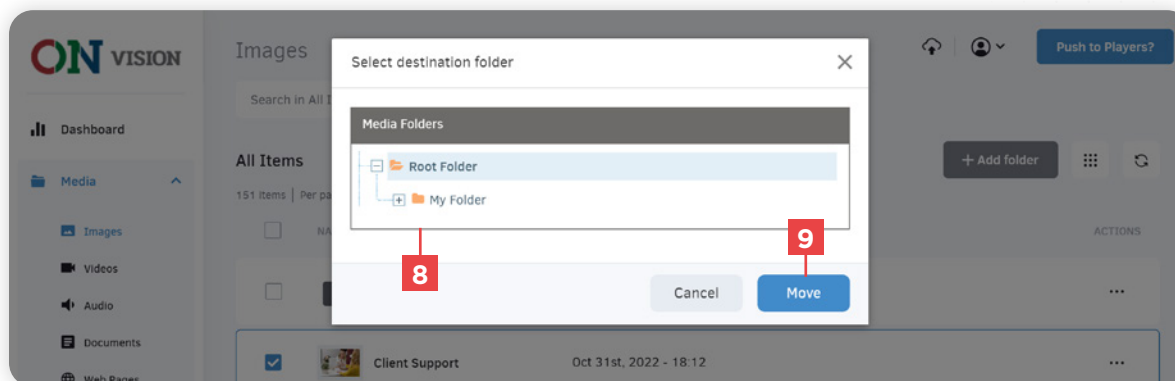
Moving media

You can move media or folders to any folder in your Root Directory.

The "Root Directory" is your main folder where all your media and other folders are located.

8 Select the destination folder

9 Apply changes



PIXIE EDITOR TOOL

You can change the look of the image (crop, rotate, resize), add filters, text, stickers and much more with this tool.

Interface

- 1 Main menu
- 2 Remember to always save your changes
- 3 Image settings

Here you can use "Open" to insert an image as well as open the "History" and "Layers" panels which correspond to the history of your modifications and the Layers.

- 4 Layers

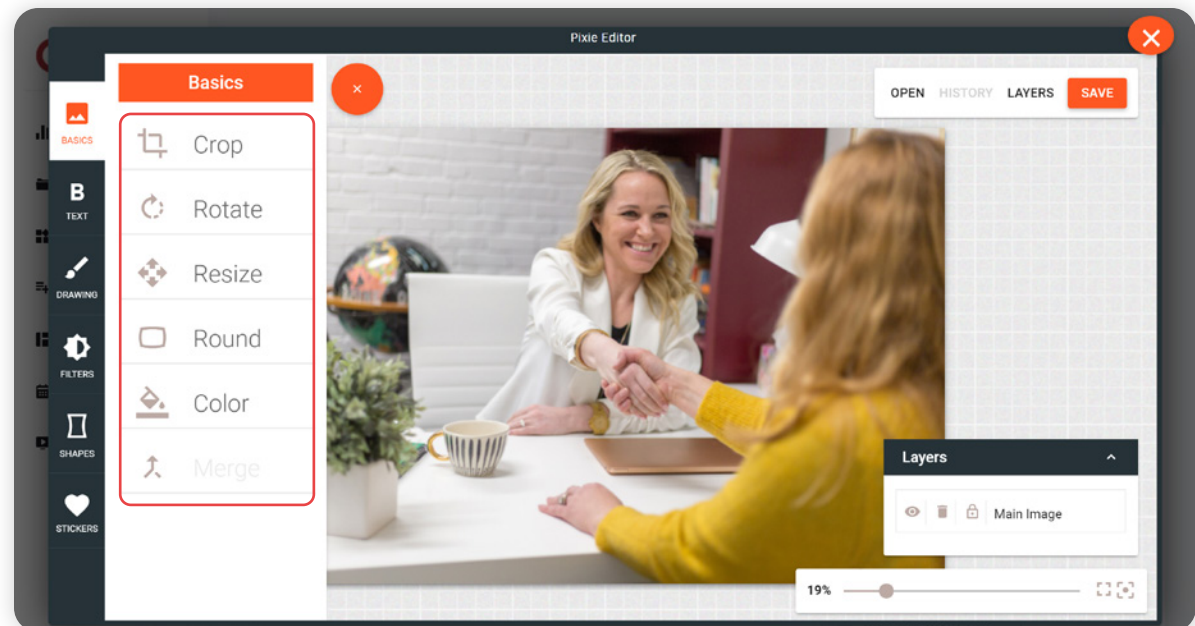
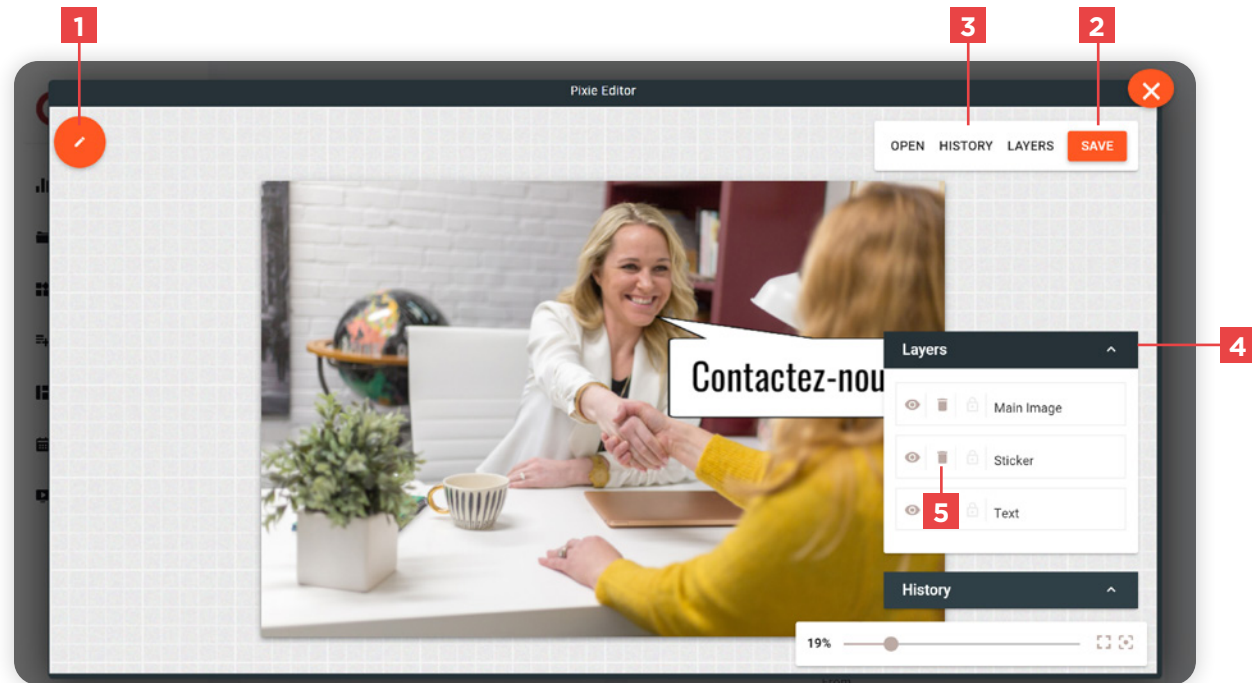
You can hide and delete elements as well as change the order of the layer display with this panel.

- 5 Delete a layer

Basic Editing

You can apply basic changes to your image that affect the background.

- | | |
|---------------|--|
| Crop | Lets you cut your image |
| Rotate | Lets you rotate your image |
| Resize | Lets you resize your image |
| Round | Lets you round the corners |
| Color | Lets you change the background color |
| Merge | Merges the changes into a single image |



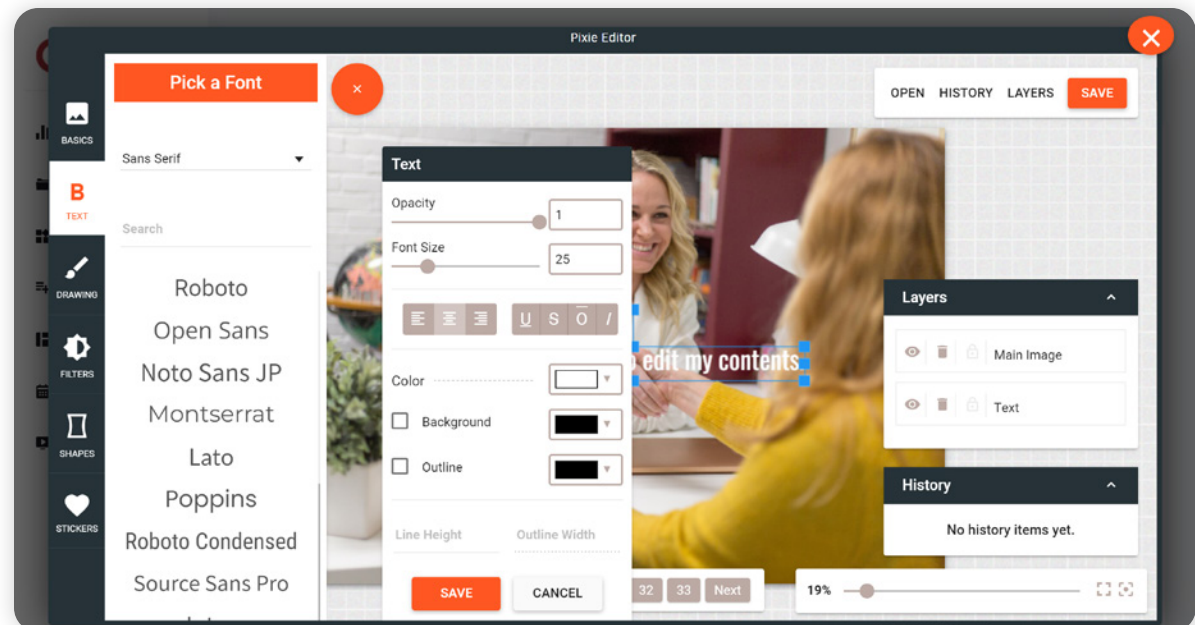
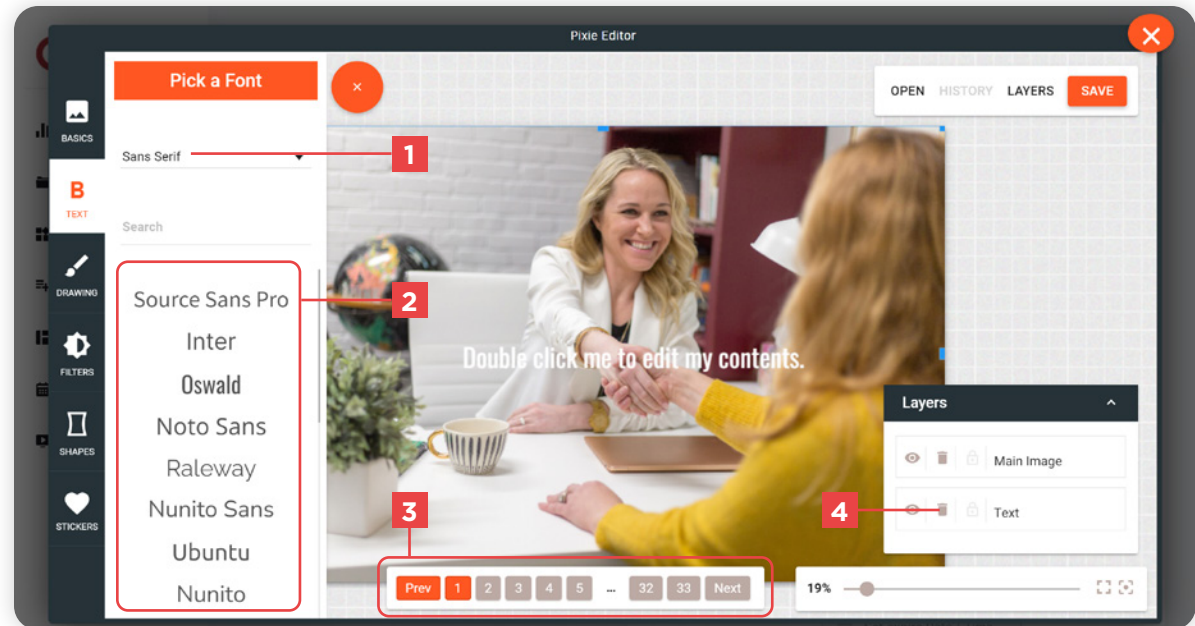
Text Editor

In order to create and change a text, you must first select the desired font on the menu **2** and then double-click the text on the image.

- 1** Select the font type
Serif, Sans Serif, Display, Handwriting, Monospace
- 2** Select the text font
Source Sans Pro, Inter, Oswald, Noto Sans, Raleway, Nunito Sans, Ubuntu, Nunito
- 3** Show more fonts
- 4** Delete text (from the layers panel)

EDIT A TEXT

You can change the parameters of the text such as its opacity, its color by selecting the text. You can also move the text and change its size by dragging the text box.



Draw with the Brush tool

You can add annotations or hand drawn pictures with the brush tool.

- 1** Select the brush type

Once a brush is selected, you can draw directly on the image to add drawings.

- ## 2 Brush settings

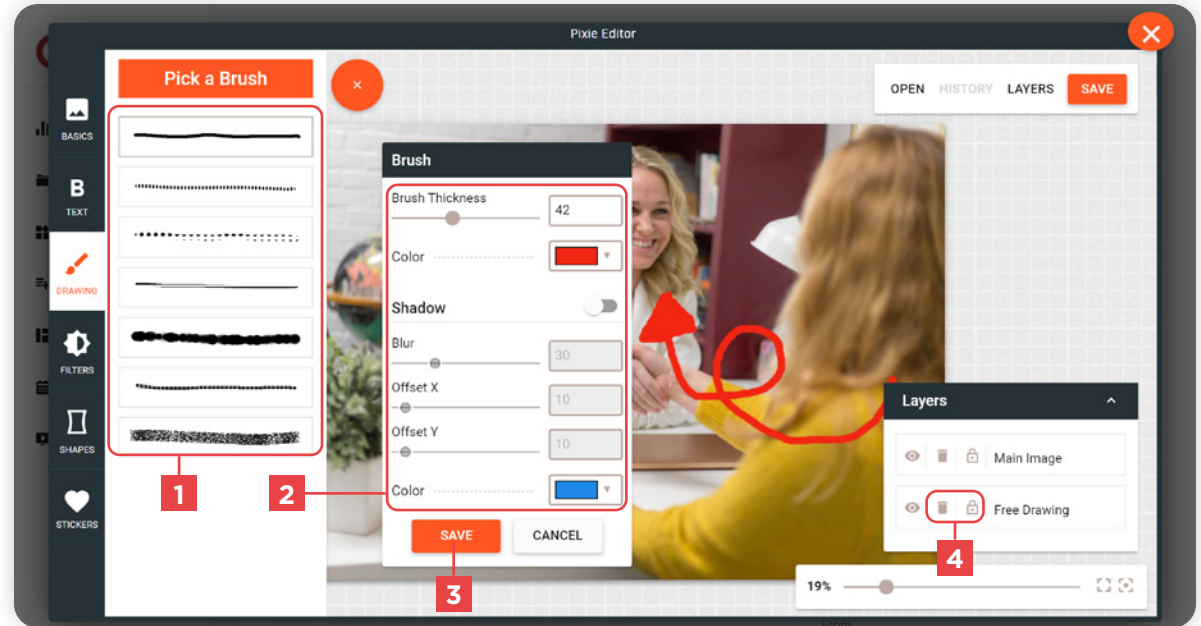
You can change the settings of your brush such as its size and color.

- ### 3 Don't forget to save your drawing

- #### 4 Unlock and delete a drawing

Once a drawing is unlocked, you can move it as well as resize it.

To delete a drawing, simply delete the "Free Drawing" item in the layers pane.



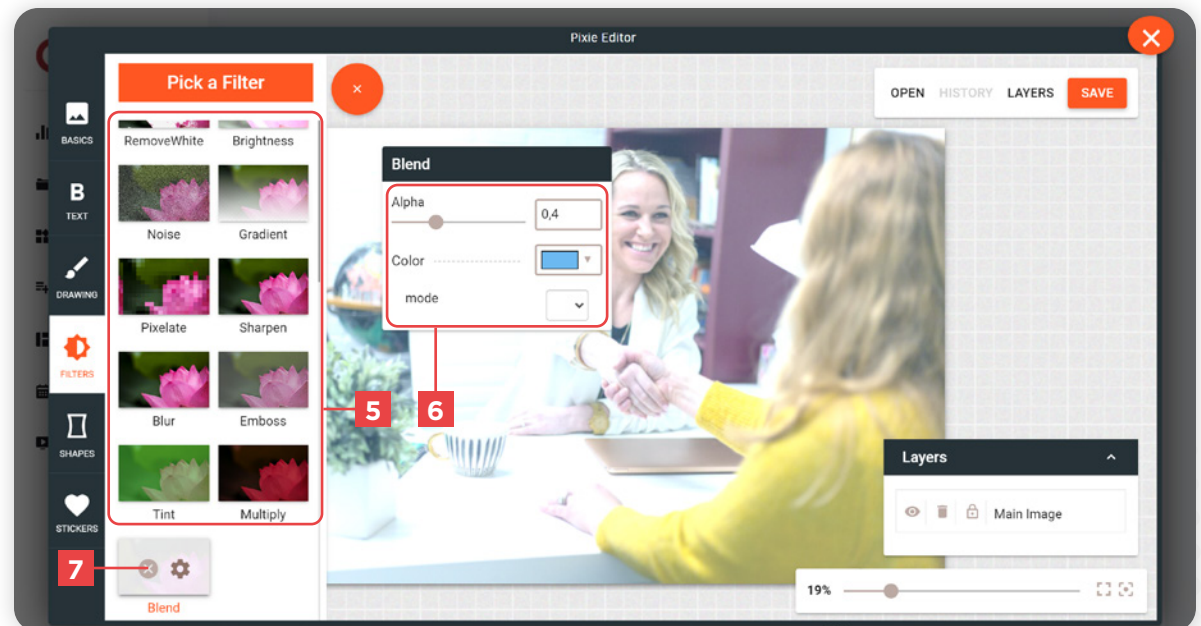
Apply a Filter

You can apply a filter to the background image using the filters provided.

- ## 5 Filter gallery

- ## 6 Filter settings

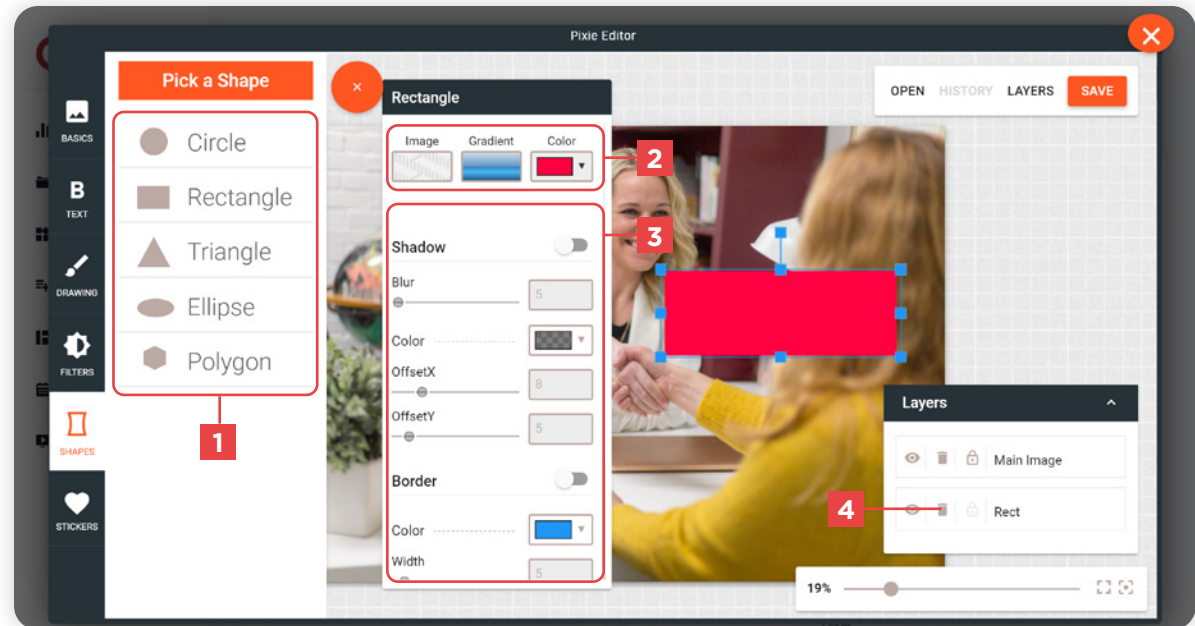
- ## 7 Remove a filter



Add a Shape

You can add shapes to your image from our selection of shapes. Shapes can be selected below text to make them more visible when displayed on images.

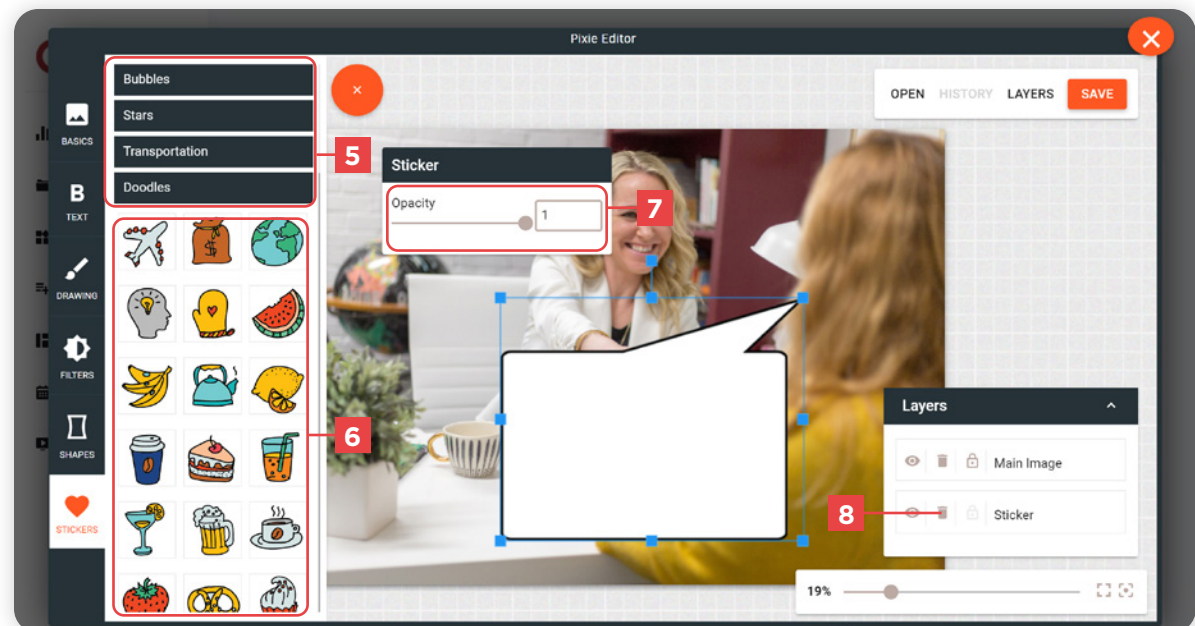
- 1 Select a shape
- 2 Change the color or background of a shape
- 3 Shape settings and effects
- 4 Remove a shape



Add a Sticker

You can add stickers to your image from our sticker library. Stickers can be inserted to your images to make them more dynamic.

- 5 Select the sticker category
- 6 Select the sticker from the library
- 7 Sticker settings
- 8 Remove a sticker



MEDIA TYPES

Images

Supported files: JPEG, PNG, SVG, GIF

You can use the images and videos provided in our free stock media library and search with keywords to select the media source.

Videos

Supported files: MP4, MOV, WMV, AVI

It is strongly recommended to use the .mp4 file format because the video files will be automatically converted.

You have the option of using YouTube and Vimeo links and links for live content.

You can use Powerpoint presentations (PPT Files), the file will be automatically converted into video format and can also include animations.

Note that GIF animations must be uploaded as an Image.

Audio

Supported files: AAC, MP4, M4A, MP3, OGA, OGG, WAV, OPUS

You can also convert a video to an Audio format.

Documents

Supported files: PDF, Word, Powerpoint (PPT), Excel

Web Pages

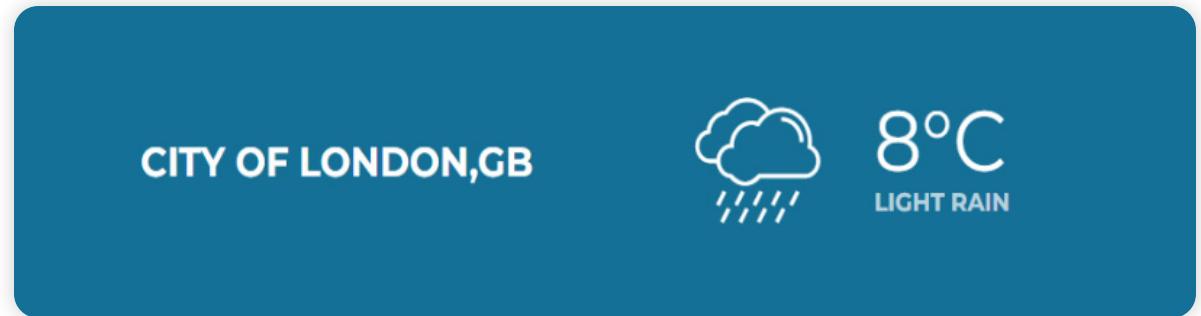
You can broadcast the content of a web page.

WHAT ARE WIDGETS?

Widgets are advanced content, allowing you to display information such as **Time**, **Weather**, and more.

For example:

- **Date & Time:** Displays the time and date
- **Current Weather:** Displays the current weather
- **Scrolling text:** Displays a scrolling text or RSS feed

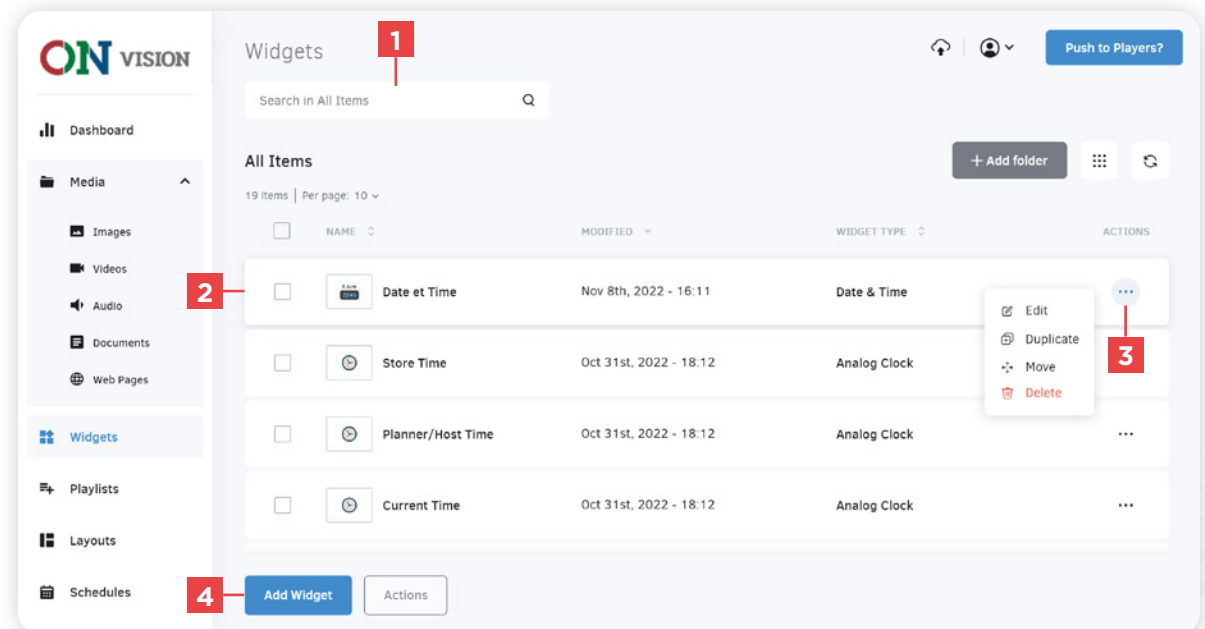


Widget displaying the city as well as the current weather (Current Weather)

MANAGE WIDGETS

Widgets are managed like media. You can add one from the existing library or create one from scratch.

- 1 Search bar
- 2 List of your widgets
- 3 Action menu (Edit, Duplicate, Delete)
- 4 Button to add a widget



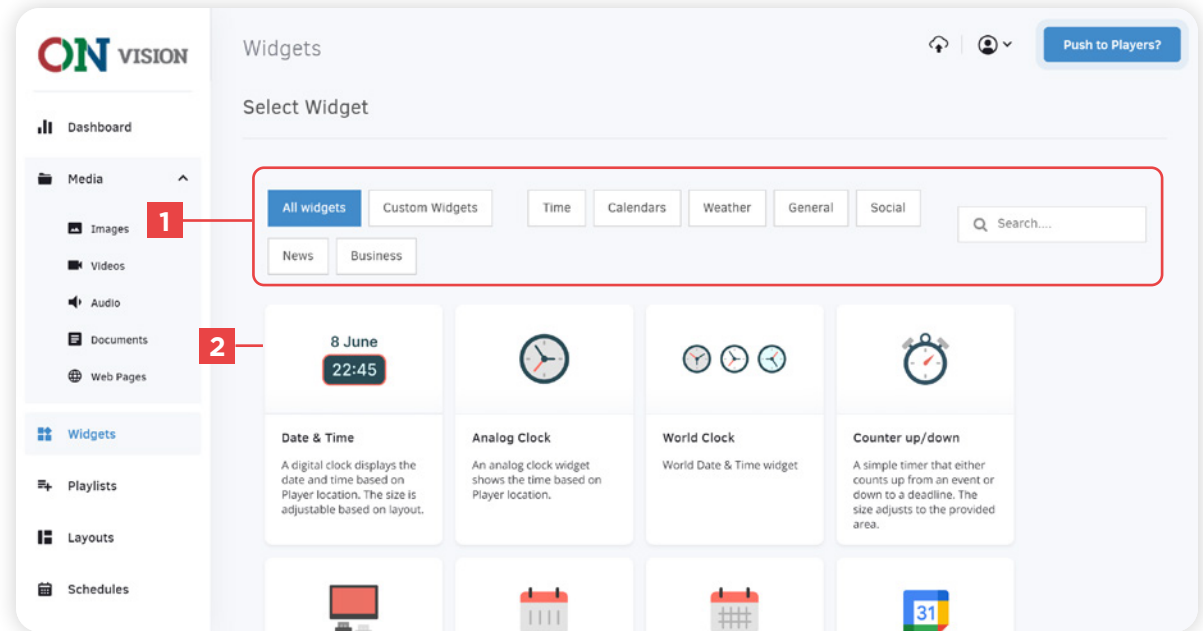
Selecting a widget

1 Search area

You can filter widgets by category or use the search bar to find a widget that meets your needs.

2 Widget library

By clicking on a widget, you can preview it in action. Click on the "Use Widget" button to confirm your choice.

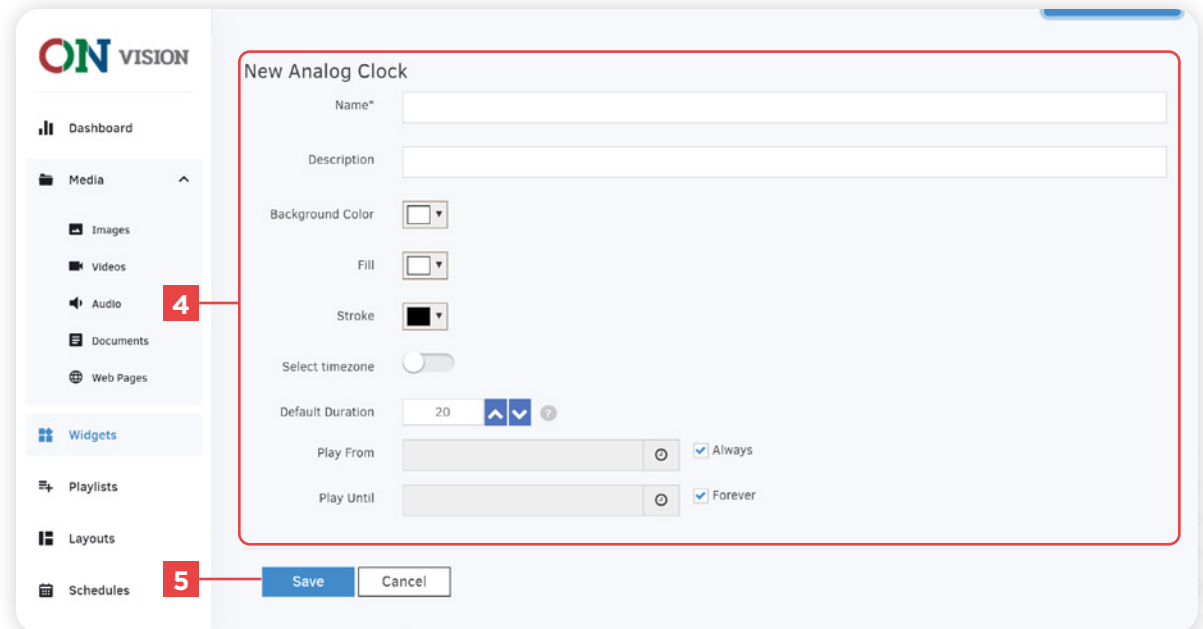


Edit a widget

4 Widget settings

Each widget has different settings and options.

5 Confirm changes



WHAT ARE PLAYLISTS?

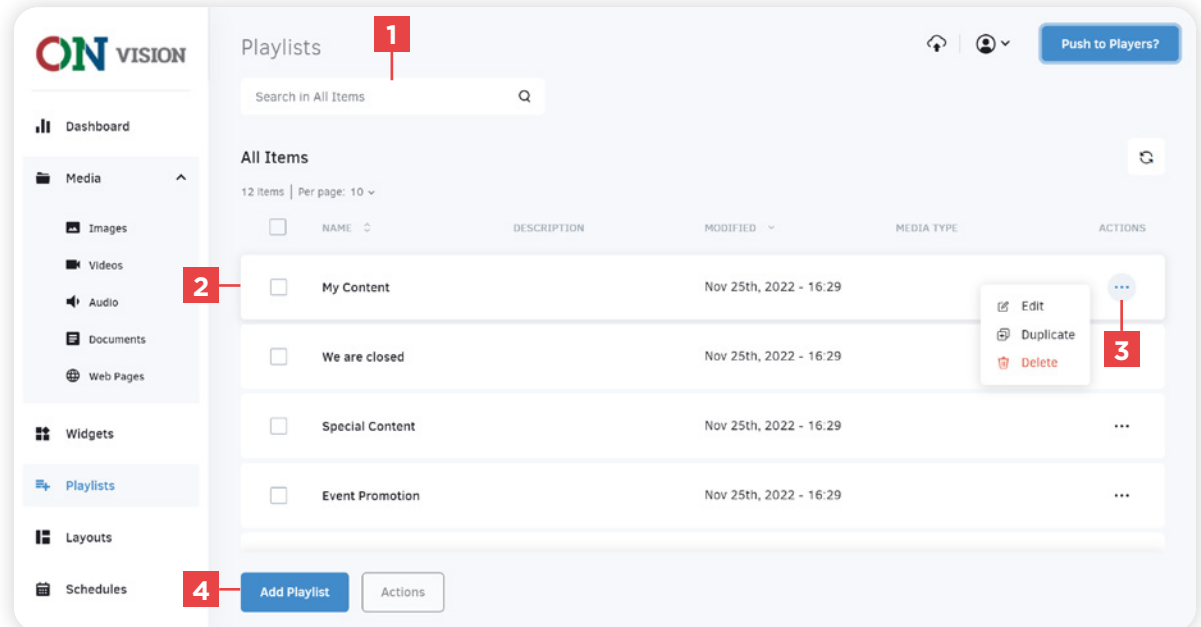
Playlists group contents into lists. They can contain **Media**, **Widgets** and **Layouts**. Playlists are useful for displaying alternating contents.



MANAGE PLAYLISTS

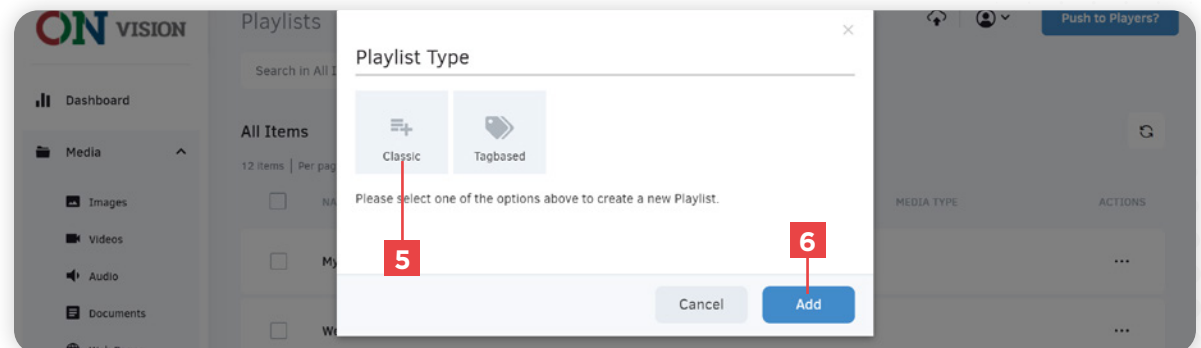
Playlists are managed like your media. You can create them by combining your media and your widgets.

- 1 Search bar
- 2 List of your playlists
- 3 Action menu (Edit, Duplicate, Delete)



Adding a playlist

- 4 Click on the button to add a playlist
- 5 Select the "Classic" type
- 6 Click on "Add"



Edit a playlist

1 Playlist preview

2 Save

3 Folder View

The folder view is a more advanced view of your playlists according to your preference.

4 Playlist information

5 Playlist options

Synchronized lists (Sync Playback) will play starting at the same time.

Random Playback will shuffle your media in a different order each time the playlist is played.

6 Playlist

You can control the media order and change the display duration.

You can change the content order by dragging the media.

To add your media to the playlist, select it from your content library.

The total duration of your playlist is displayed in the corner and updates as you make changes.

7 Content Library

8 Search area

The screenshot shows the 'Playlist Details' page in the On-Vision application. The interface includes a sidebar on the left with navigation options: Dashboard, Media (Images, Videos, Audio, Documents, Web Pages), Widgets, Playlists, Layouts, Schedules, and Monitors. The main content area is titled 'Playlist Details' and includes a breadcrumb 'Home > Playlists > New'. At the top right, there is a 'Push to Players?' button and a 'Folder View' toggle. Below the title, there are 'Preview', 'Save', and 'Cancel' buttons. A form for 'Name*' and 'Description' is present. Under 'Transition Options', there are toggles for 'Add black gap between videos' and 'Image Transitions'. Under 'Playback Options', there are toggles for 'Sync Playback' and 'Random Playback'. A 'Playlist' section shows a grid of media items with a '+ Add an item from library' button and a 'Total duration 00:00:00' indicator. Below this is a 'Library' section with tabs for 'All Media', 'Images', 'Videos', 'Audio Assets', 'Documents', 'Web Pages', 'Widgets', 'Playlists', and 'Layouts'. A search bar is located at the bottom right of the library section. The interface is annotated with red numbered callouts: 1 points to the 'Preview' button, 2 points to the 'Save' button, 3 points to the 'Folder View' toggle, 4 points to the 'Name*' and 'Description' form, 5 points to the 'Transition Options' and 'Playback Options' sections, 6 points to the 'Playlist' media grid, 7 points to the 'Library' media grid, and 8 points to the search bar in the library section.

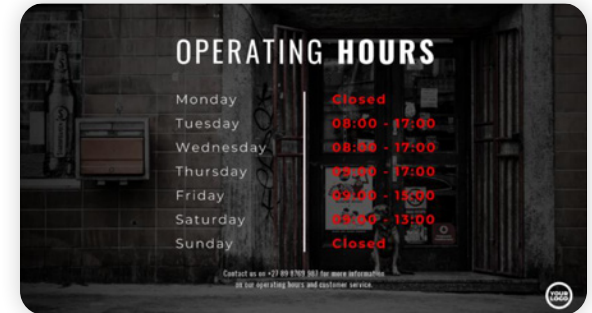
WHAT ARE LAYOUTS?

Layouts are a simple way to broadcast content. You can use your **Media**, **Widgets**, **Playlists** and other elements such as **Text** or **Clipart** shapes.

You can create a layout from a template and edit the content later.



Template for displaying sanitary measures

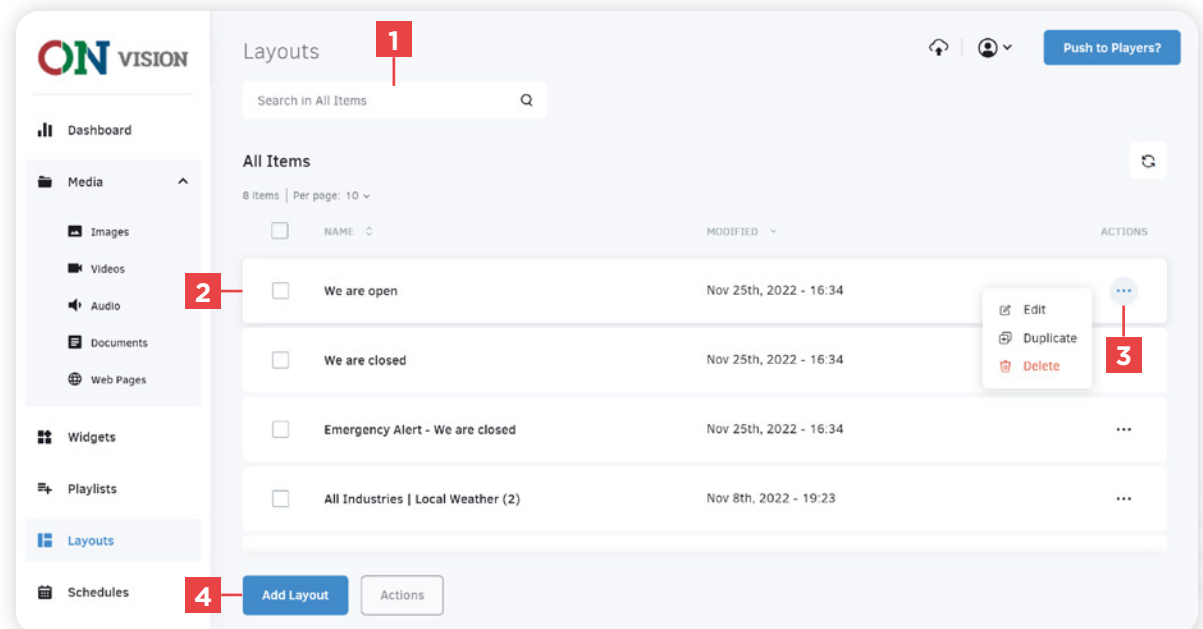


Template for displaying opening hours

MANAGE LAYOUTS

Layouts are managed like your media. You can create them by combining your media, widgets, and playlists.

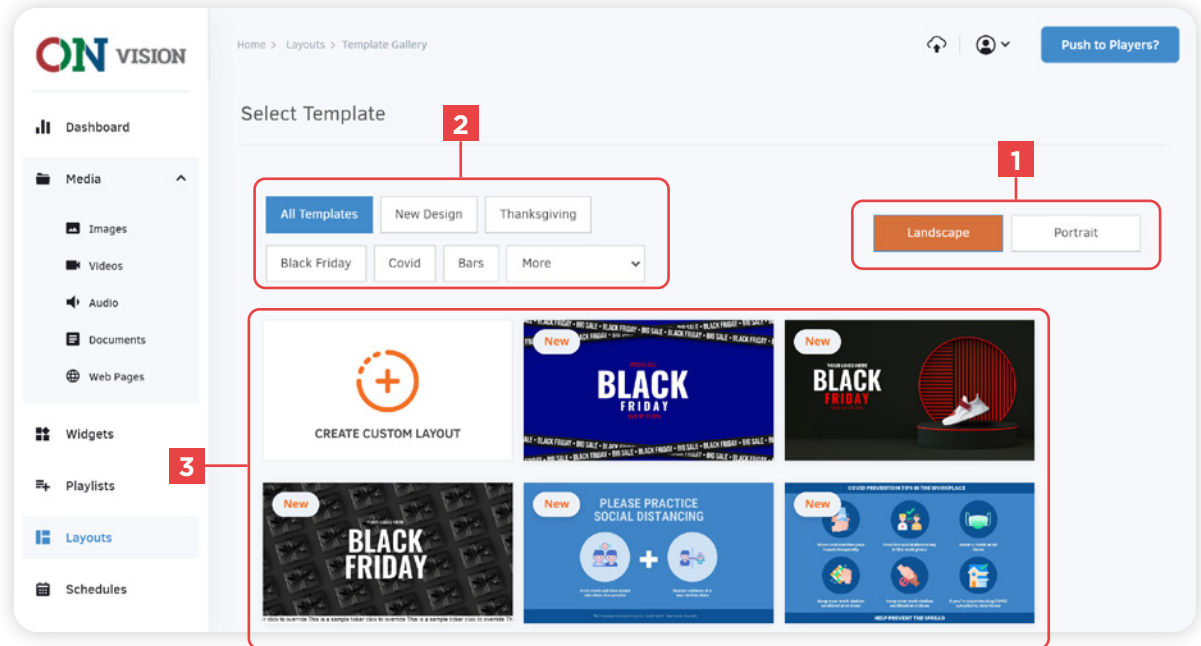
- 1 Search bar
- 2 List of your Layouts
- 3 Action menu (Edit, Duplicate, Delete)
- 4 Button to add a layout



Select a template

You can create a layout from a template or from scratch.

- 1 Select the orientation
- 2 Filter your search
- 3 List of available templates



Edit a layout

- 4 Layout settings

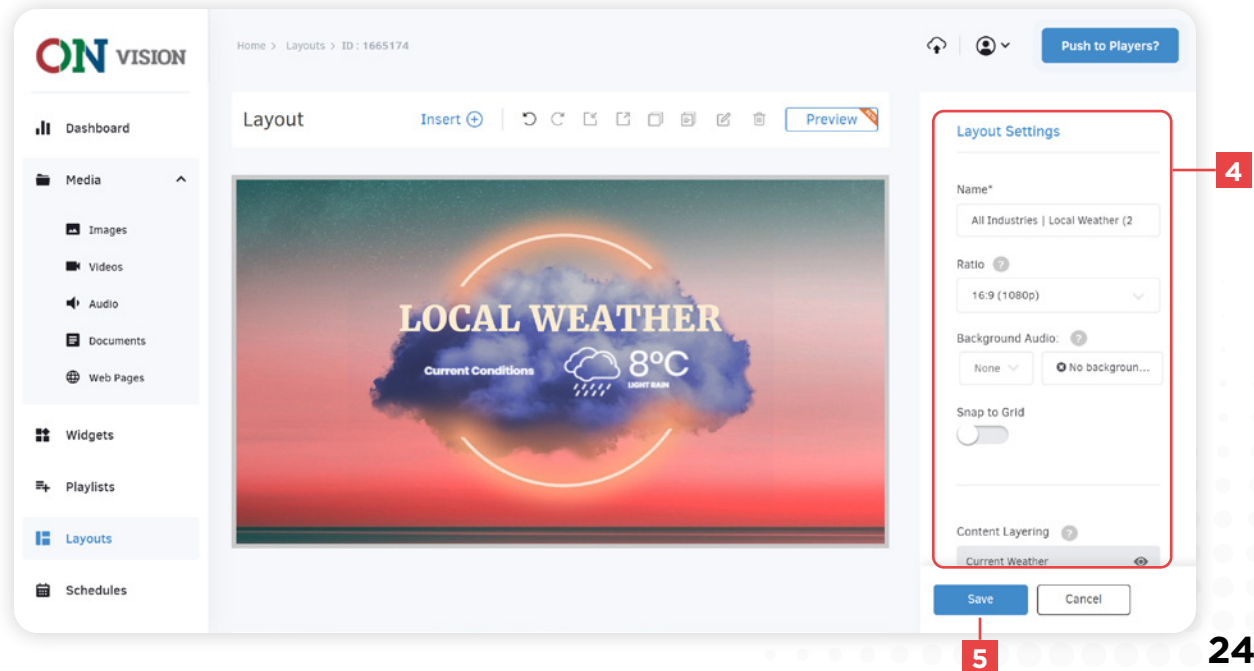
CHANGE THE RATIO

We recommend that you use a custom ratio with the "Add custom ratio" option to enter the pixel dimensions of your display.

CONTENT LAYERING

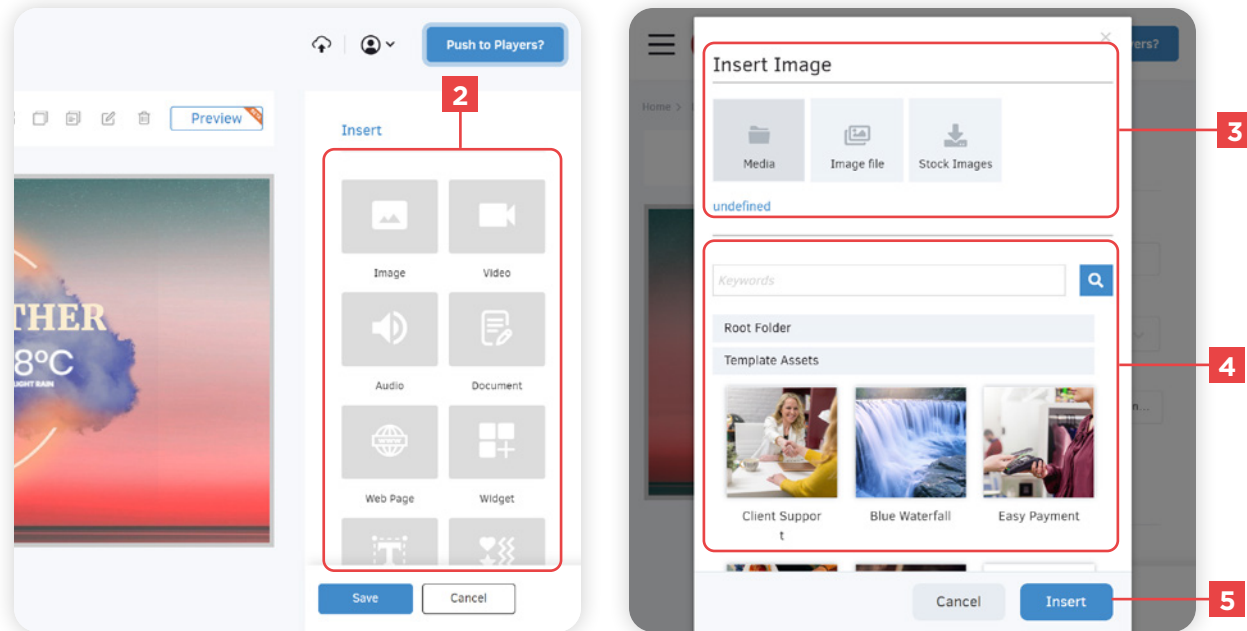
You can change the order of the elements by dragging them from foreground to the background.

- 5 Save



Adding content

- 1 Add content (Text, Media, Widget, Playlist)
- 2 Select the type of content
- 3 Select the source
- 4 Select the content
- 5 Confirm your selection

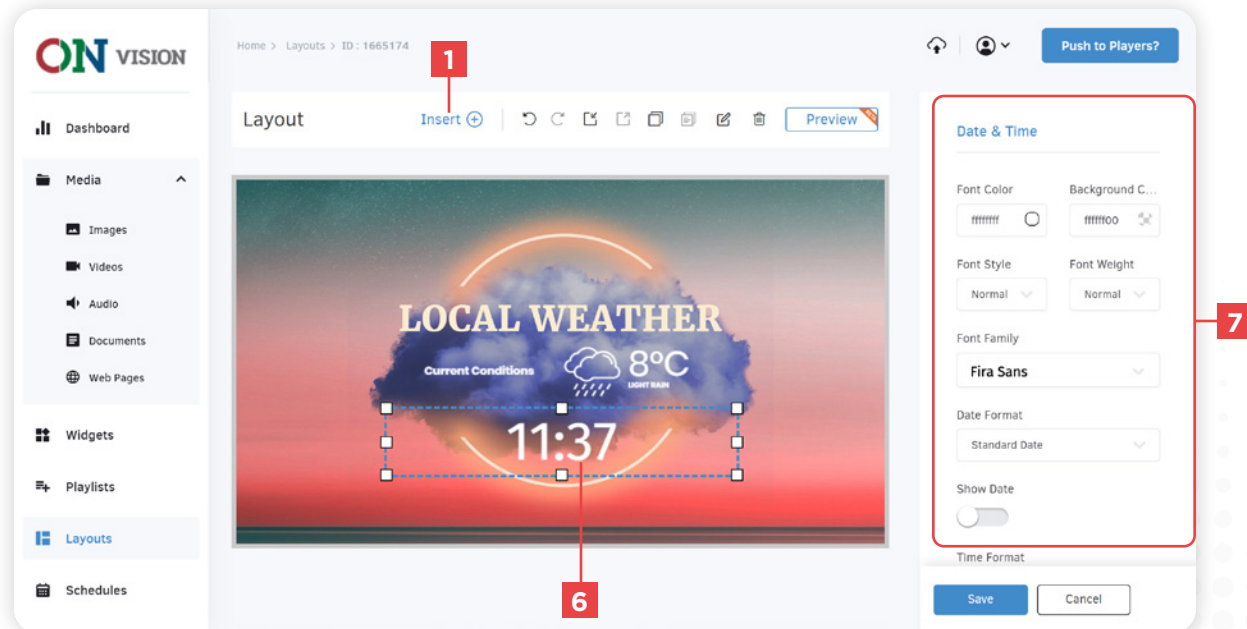


Edit content

- 6 Select the content in the layout
- 7 Change the settings then save

LAYER TRANSPARENCY

To make the background layer transparent, set the background color to transparent and select the transparency option in the settings.

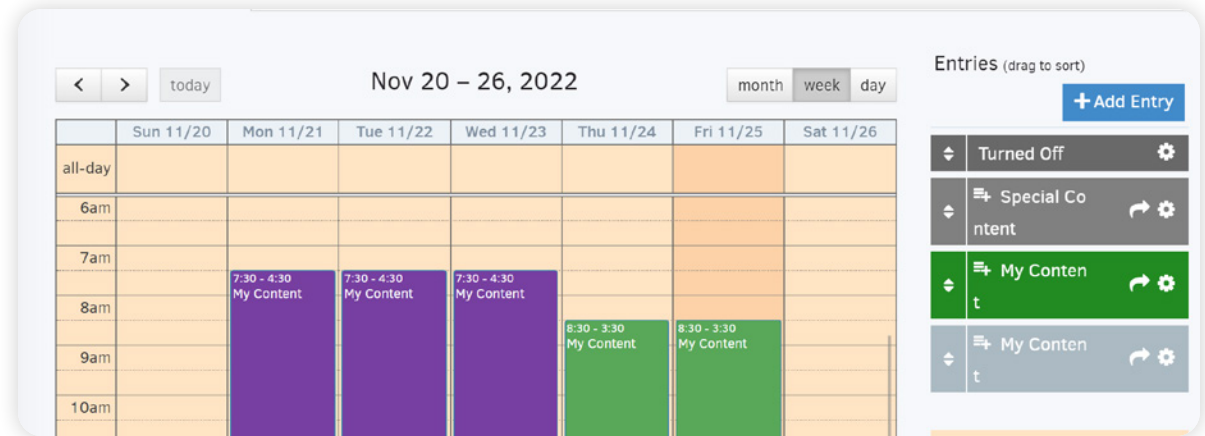


WHAT ARE SCHEDULES?

Schedules are defined times for broadcasted content. You can group all your **Compositions**, **Playlists**, and **Media** to set a schedule.

With the schedule you can control how often your content is displayed.

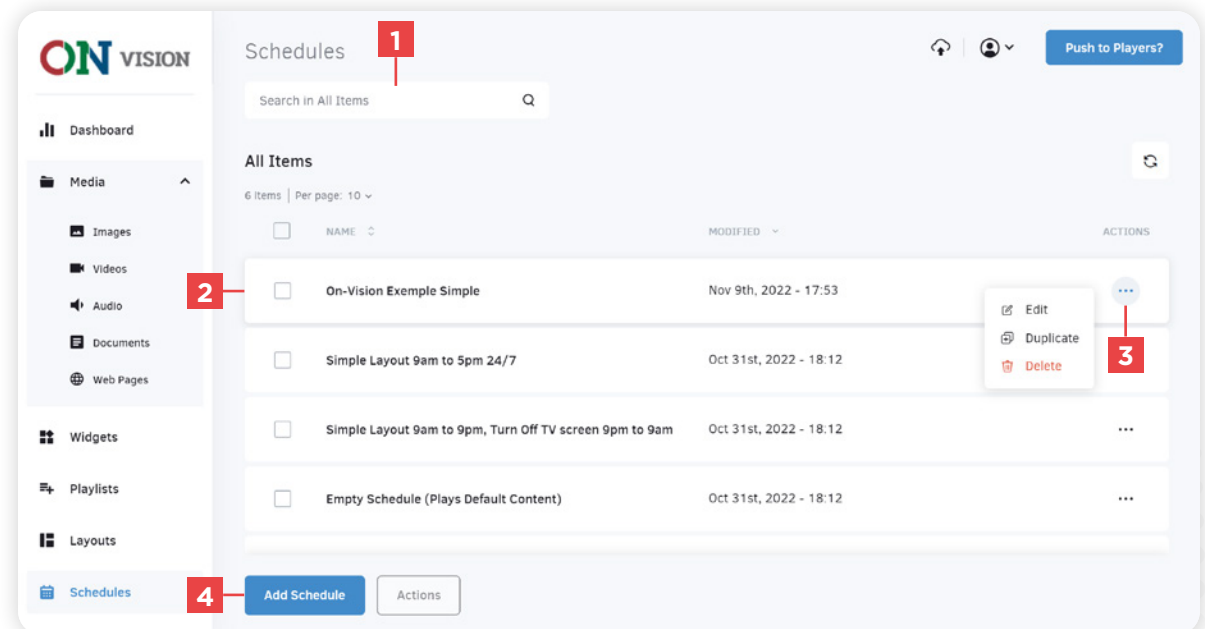
A display can only have one schedule at a time.



MANAGE SCHEDULES

The schedules are managed like your media. You can create them by combining your media, widgets, playlists and your layouts.

- 1 Search bar
- 2 List of your schedules
- 3 Action menu (Edit, Duplicate, Delete)
- 4 Button to add a schedule



ENTRIES

Entries are contents programmed in your schedules. Each entry can display a content (Layout, Playlist, Media) with a custom schedule.

- 1 Schedule calendar
- 2 View mode (Month, Week, Day)
- 3 List of Entries
- 4 Add an Entry
- 5 Edit an Entry

ON VISION

Schedule Details

Save Cancel

See where this schedule is being used

Name* On-Vision Example Simple

1 2 3

Nov 20 – 26, 2022

month week day

all-day 6am 7am 8am 9am 10am 11am 12pm

7:30 - 4:30 My Content 7:30 - 4:30 My Content 7:30 - 4:30 My Content 8:30 - 3:30 My Content 8:30 - 3:30 My Content

Entries (drag to sort)

+ Add Entry

Turned Off Special Content My Content My Content

Monitor's Default Content

Add or edit entries

- 6 Select the type of content
- 7 Select the content
- 8 Set the content's schedule
- 9 Save

ON VISION

Home > Schedules

Schedule Details

Edit Entry

Content Playlist My Content

First Start 2022-01-01 07:30:00

First Stop 2022-01-01 16:30:00

Repeat Daily

M T W T F S S

Repeat Until 2023-11-25 11:42:07

End of time

Delete Entry Cancel Save

Push to Players?

See where this schedule is being used

Entries (drag to sort)

+ Add Entry

Turned Off Special Content My Content My Content

Monitor's Default Content

Setting up an entry

1 Broadcasting length

The length of your broadcasted content depends on the start date and the end date assigned to the entry.

For repeated scheduling, the start and end date are important if you want to broadcast content according to a schedule for a day or for a specific duration like a week.

2 Repeated scheduling

You can display your content on specific days of the week with the Daily option

ONCE

When you want to broadcast content once at a specific time.

DAILY

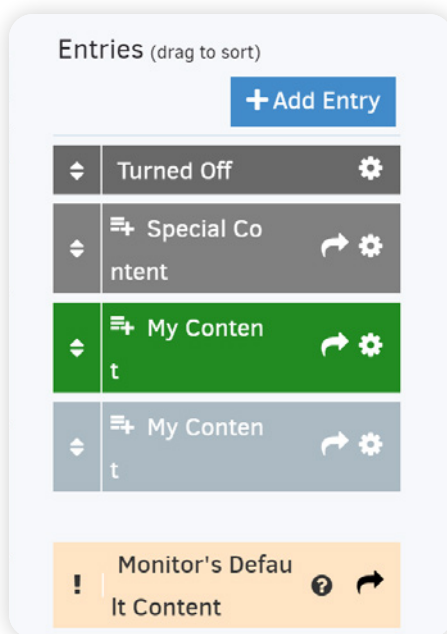
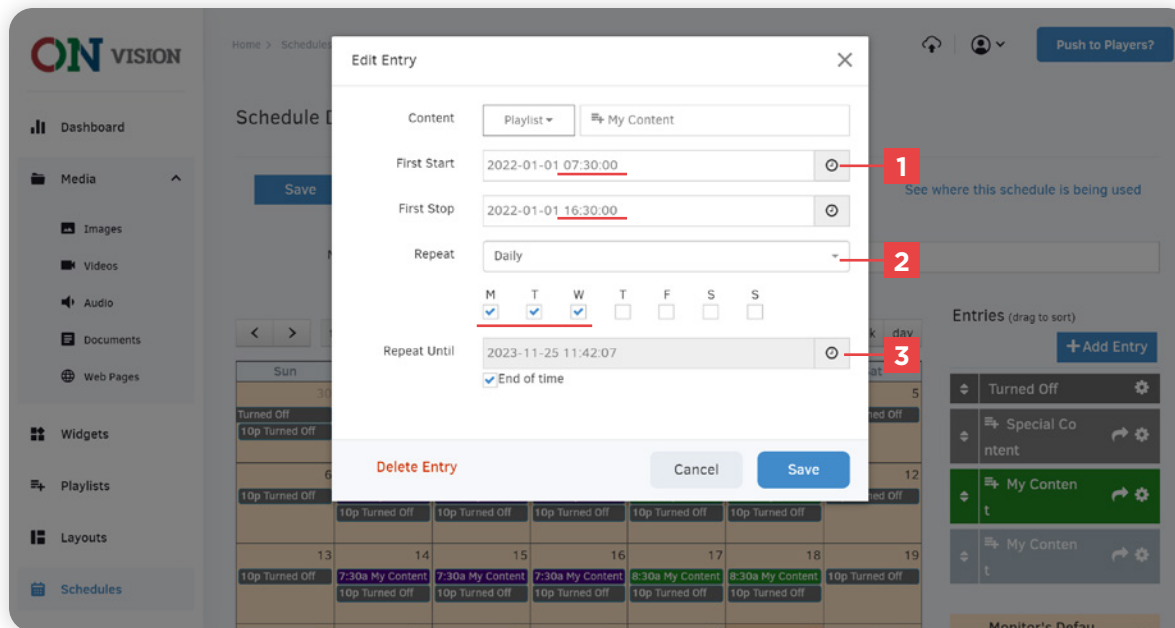
To broadcast your content on a specific day of the week.

WEEKLY, MONTHLY, YEARLY

If you want your content to be broadcasted once a week, month or year.

4 Repeat Until

You can uncheck the option to stop repeated content at a specific date.



Content priority

The display's default content will be showing if there is no active entry at that time, you can change the default content in your monitor's settings.

The entry's order in the list defines their priority from top to bottom, drag them to change the order.

It is recommended to have the "Turned Off" entries at the top of the list.

DEMO - HOW TO...

Turn off the screen at night

Here is a schedule that turns off the screen every day from 10 p.m. to 5 a.m. the next day.

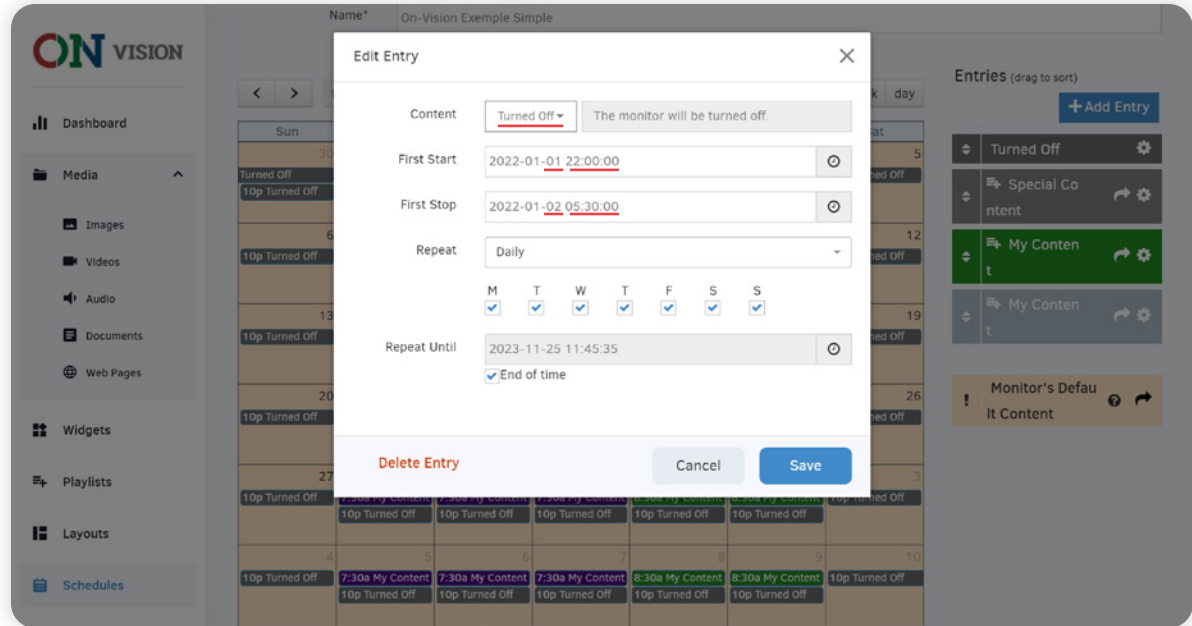
Content: Turned Off

First Start: 22:00

First Stop: The next day at 5:00

Repeat: Daily

Use this method to turn off your screens according to your closing hours (and save energy).



Broadcast weekly content

This example shows a schedule broadcasting content each weekday according to the opening time from 7:30 a.m. to 4:30 p.m.

Content: Your content

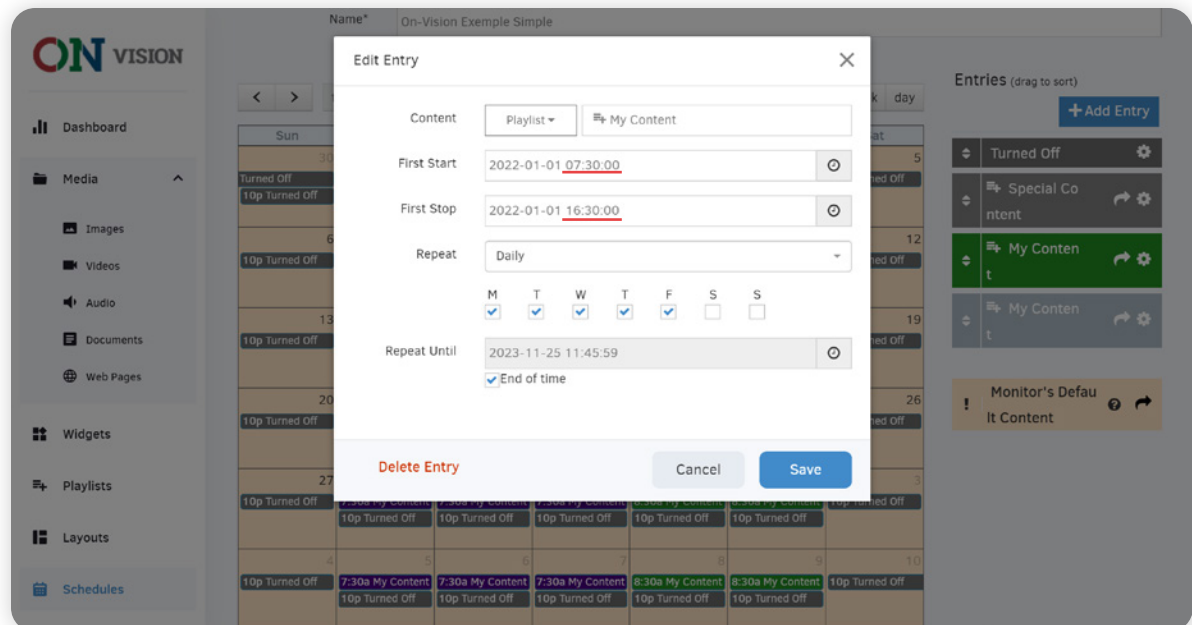
First Start: 7:30

First Stop: The same day at 16:30

Repeat: Daily, from Monday to Friday

TIP

When assigning a daily repeat, select January 1st to ensure that you don't assign a duration longer than one day.



Manage a varied schedule

This example shows a schedule broadcasting the same content on a different schedule.

Simply create an entry for each different schedule and select the days in the daily repeat option.

ENTRIES

My Content: from 7:30 to 16:30 Monday to Wednesday

My Content: from 8:30 to 15:30 Thursday and Friday

The screenshot displays the 'Schedule Details' page in the On-Vision interface. The left sidebar contains navigation links: Dashboard, Media (Images, Videos, Audio, Documents, Web Pages), Widgets, Playlists, Layouts, and Schedules. The main content area shows a weekly calendar for 'Nov 20 - 26, 2022'. The schedule grid has columns for each day and rows for time slots from 6am to 12pm. Content blocks are visible: 'My Content' from 7:30-4:30 on Mon-Wed and 8:30-3:30 on Thu-Fri. A right-hand panel titled 'Entries (drag to sort)' lists: 'Turned Off', 'Special Content', 'My Content', and 'Monitor's Default Content'. At the top, there are 'Save' and 'Cancel' buttons and a link 'See where this schedule is being used'.

Broadcast content with a specific duration

This example shows how to manage content broadcasted at a specific time.

The schedule in this example displays special content every weekday from 12 p.m. to 1 p.m. and from January 1st to January 12th.

Content: Your content

First Start: January 1st at 12:00

First Stop: The same day 12:00

Repeat: Daily, Monday to Friday

Repeat Until: End the broadcast on January 12th at 13:00

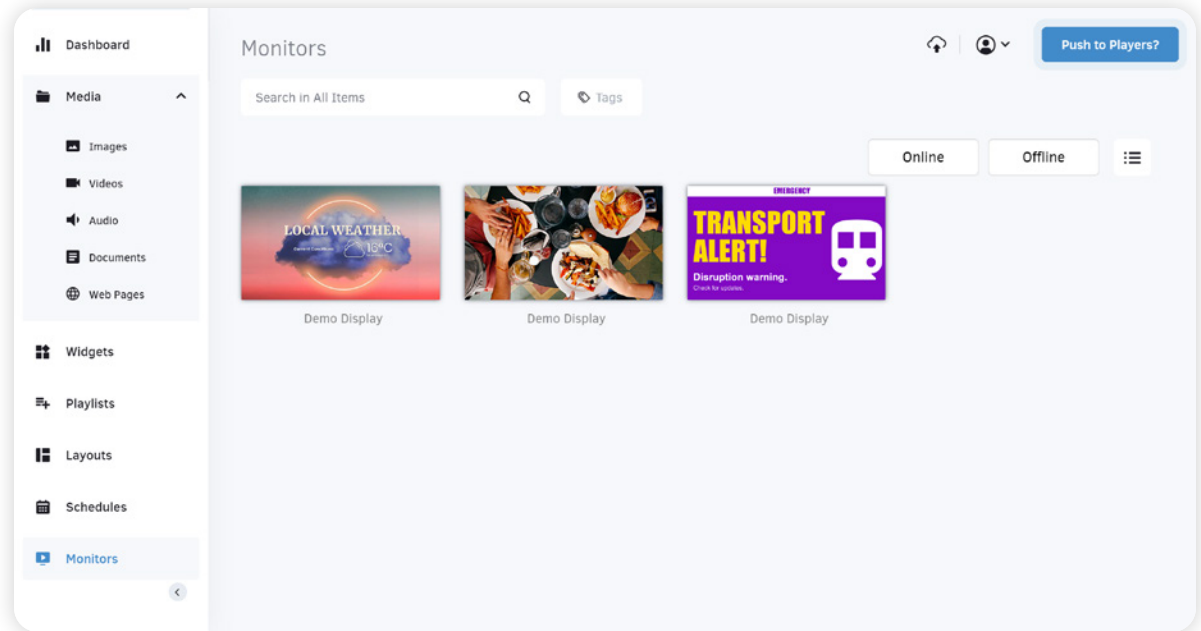
This screenshot shows the 'Edit Entry' dialog box in the On-Vision interface. The dialog is for editing an entry named 'Special Content'. It includes fields for 'Content' (set to 'Special Content'), 'First Start' (2022-01-01 12:00:00), 'First Stop' (2022-01-01 13:00:00), 'Repeat' (set to 'Daily'), and 'Repeat Until' (2022-01-12 13:00:00). The 'Repeat' section shows a weekly pattern where Monday through Friday are selected. The background shows a schedule grid with various content blocks, including '10p Turned Off' and '7:30a My Content'.

MY MONITORS (DISPLAYS)

You can edit the settings of your monitors to define the content that will be broadcasted.

The easiest way to display content on your monitors is to create a playlist of your media and assign it to the display's default content.

You can assign a schedule to your display that will contain more specific contents with a schedule such as promotions for a limited time.

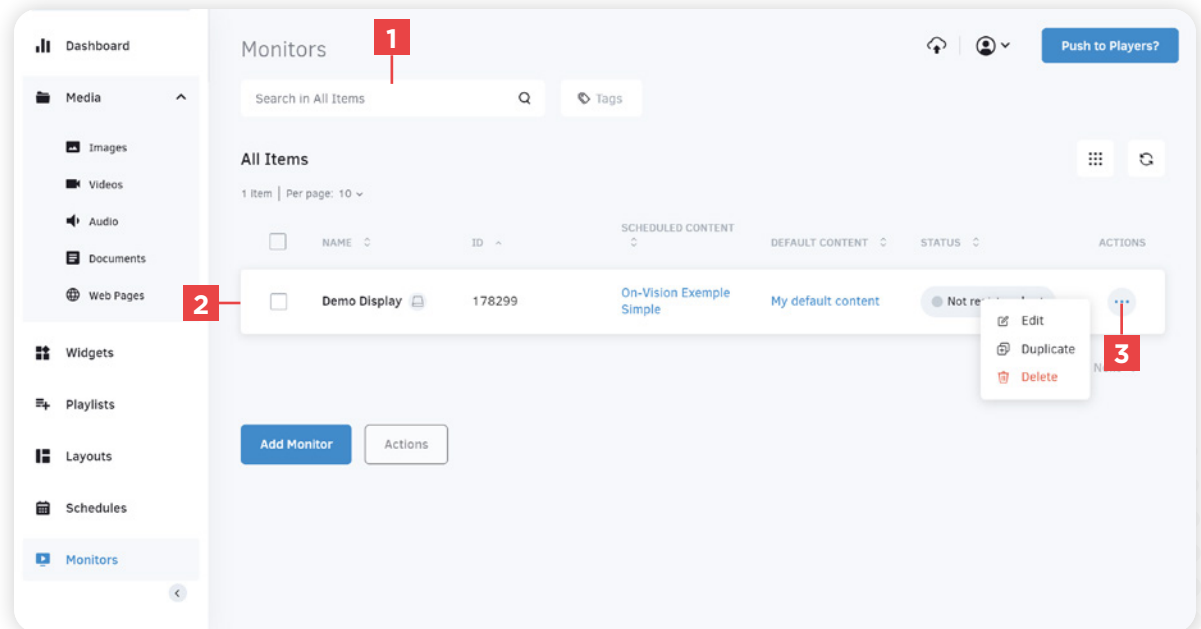


MANAGE MONITORS (DISPLAYS)

You can manage your monitors like your media. **It is not recommended to make modifications.**

- 1 Search bar
- 2 List of your Monitors
- 3 Action menu to edit a monitor

You can also double-click on the monitor to access its settings.



Edit a monitor

1 Monitor's preview

The preview shows a screenshot of your display.

2 You can change the name of your display

! Important: Never change the Registration Code.

3 Select the content to broadcast

Each monitor can only have one schedule.

4 Default Content

You can assign a content that will be displayed as default when there is no content in the schedule.

5 Monitor Actions

! Important: Never "Turn Off" the screen with this button, a manual restart will be required.

6 Save and Push the changes to the Monitor

7 Emergency Alerts

The screenshot shows the 'Monitor Details' page for monitor ID 178299. The interface includes a sidebar with navigation options: Dashboard, Media, Widgets, Playlists, Layouts, Schedules, and Monitors. The main content area displays the monitor's status and configuration options.

Callout 1: Points to the monitor's preview image showing a 'LOCAL WEATHER' widget with a temperature of 8°C and the time 08:11.

Callout 2: Points to the 'Name*' input field, which currently contains 'Demo Display'.

Callout 3: Points to the 'Scheduled Content' dropdown menu, which is set to 'On-Vision Exemple Simple'.

Callout 4: Points to the 'Default Content' section, which includes a 'Playlist' dropdown and a 'My default content' checkbox.

Callout 5: Points to the 'Content status: Up to date' indicator.

Callout 6: Points to the 'Save & Push to this Monitor' button.

Callout 7: Points to the 'Emergency Alerts' tab, which shows a list of alert types: Fire, Health, Environmental, and Transport, each with a 'Standard Alert Template' and a close button.

Other visible elements include the 'Registration Code' field, the 'Add Description' button, and the 'Push to Players?' button in the top right corner.

WHAT ARE EMERGENCY ALERTS?

Emergency Alerts are a way to display emergency content. The display's broadcasted content is instantly replaced by the Emergency Alert message.

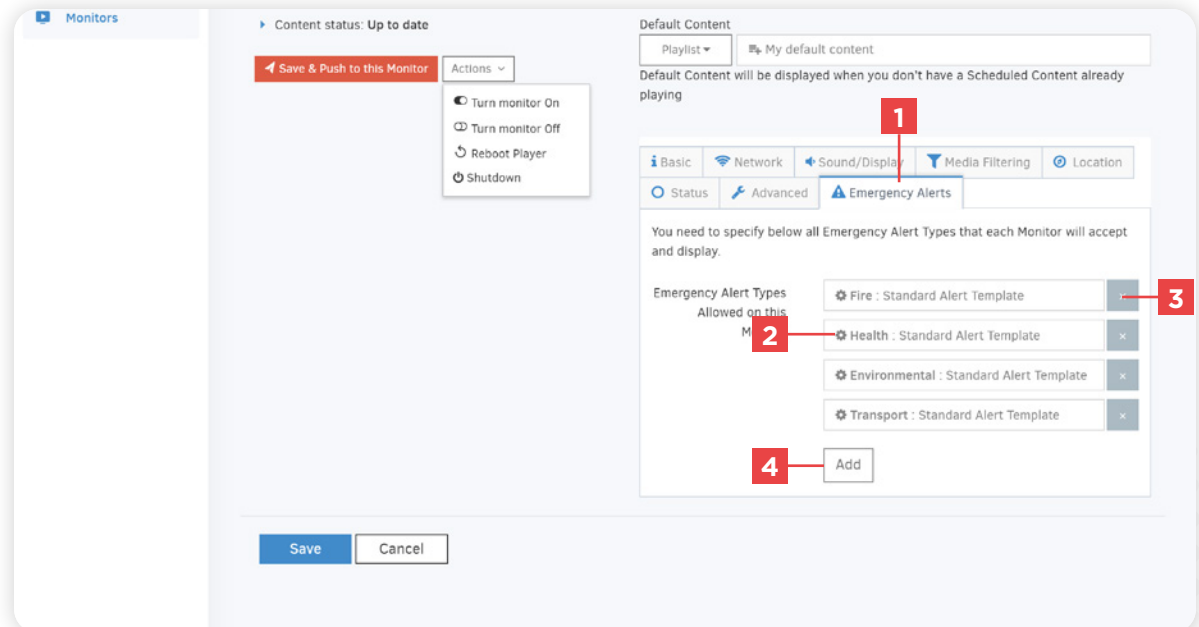
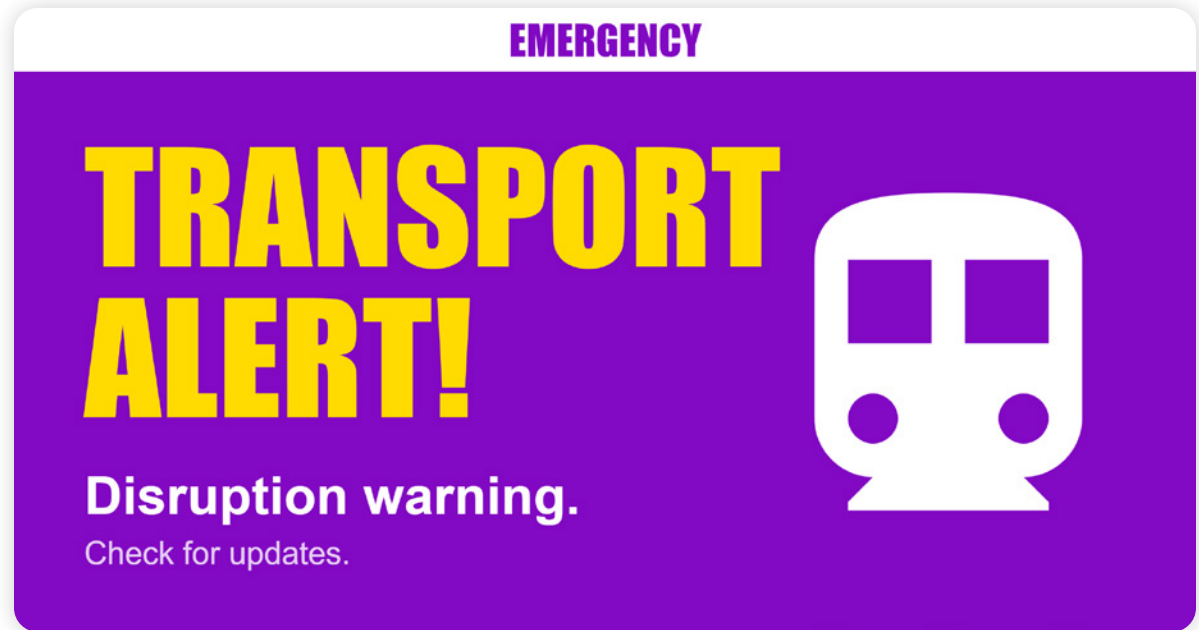
Emergency alerts can be used for unplanned shutdowns, fires, and for specific events instructions.

They can be launched from the dashboard and you can assign a specific account to launch alerts, managed by the "Emergency Broadcaster" role.

MANAGE EMERGENCY ALERTS

You will find the emergency alerts tab in the settings of your monitors.

- 1 Select the "Emergency Alerts" tab
- 2 Edit an alert
- 3 Delete an alert
- 4 Add an alert

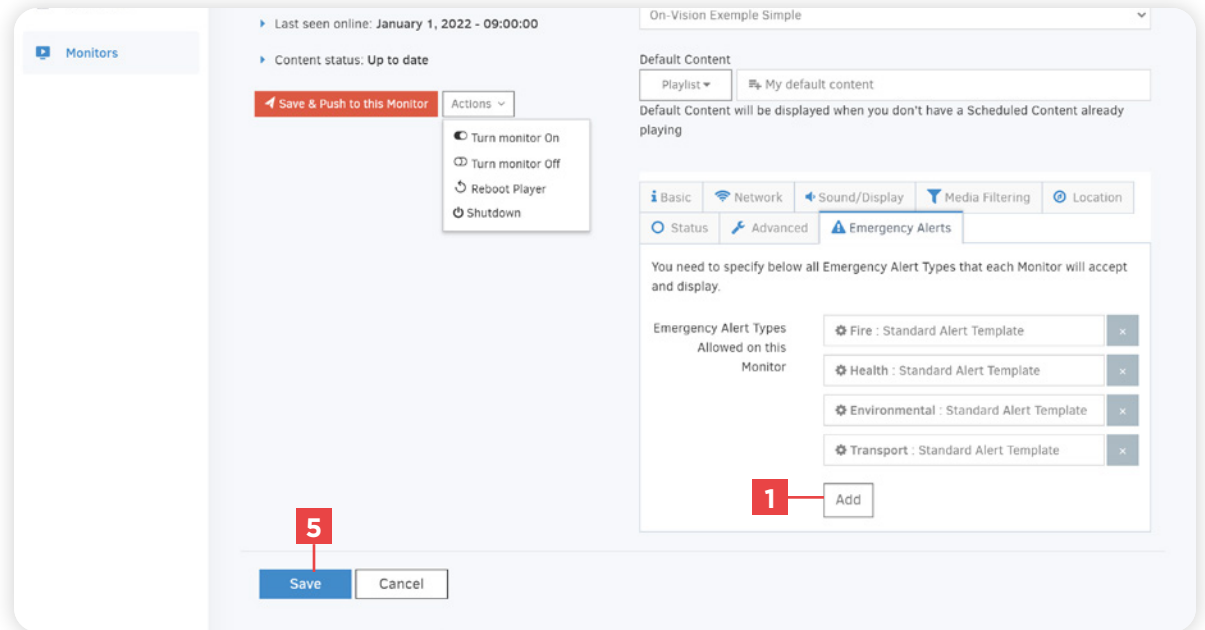


Create an Emergency Alert

- 1 Click on the button to add an alert
- 2 Select the alert type from the list
- 3 Select the content to broadcast

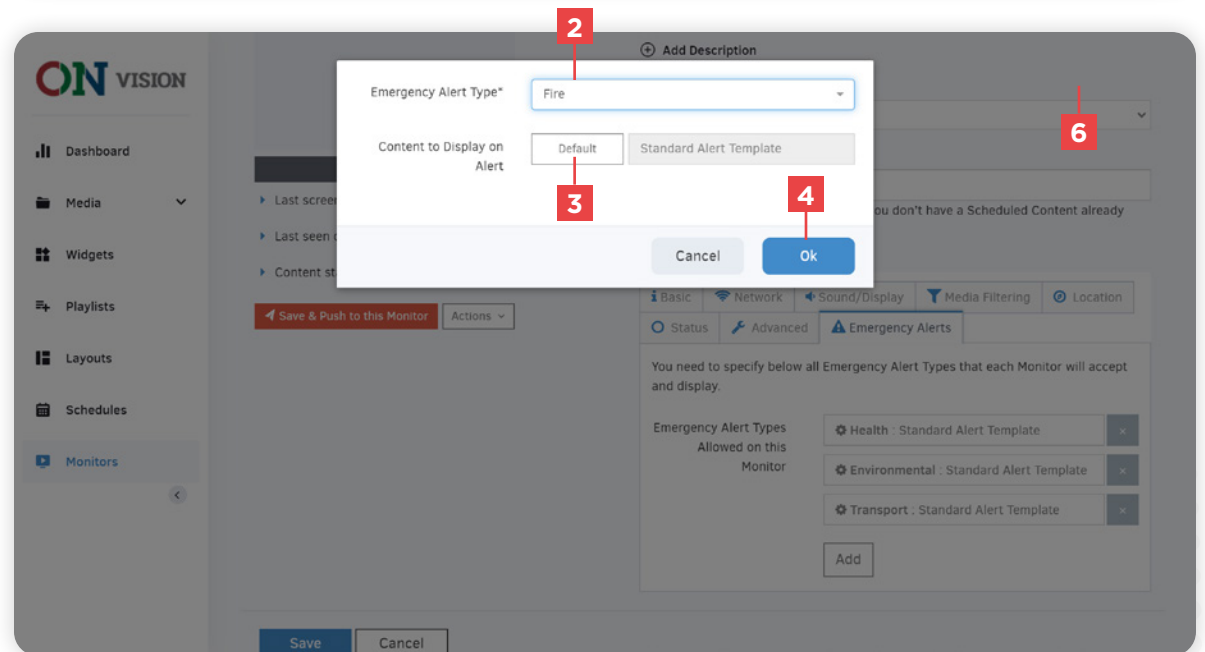
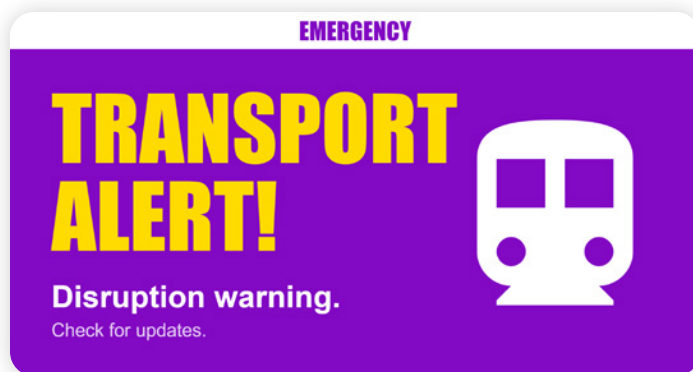
You can select from your layouts, playlists, media or keep the default alert.

- 4 Confirm
- 5 Save
- 6 Push to players



DEFAULT ALERT

The default alert displays the alert below using the associated icon and type as well as customizable texts.



Issue an emergency alert

- 1 In the dashboard, click the "Broadcast Emergency Alert" button in the Emergency Alerts tab
- 2 Select the type of emergency
- 3 Fill in the information
- 4 Select the length of the alert
- 5 Confirm your selection
- 6 Review the information and click to broadcast

This is the content that will be displayed if you have selected the default alert.

Step 1: Dashboard

The dashboard shows the 'Emergency Alerts' tab. The 'Broadcast Emergency Alert' button is highlighted with a red box and the number 1. The 'Monitor Status' table shows:

Monitor Status	Count
Online Monitors	0
Offline Monitors	0
Registered Monitors	0
Unregistered Monitors	1

Step 2: Select Emergency Type

The 'Select Emergency Type' screen shows a grid of icons. The 'SAFETY' icon (a shield) is highlighted with a red box and the number 2. Other icons include: GEOPHYSICAL, METEOROLOGICAL, RESCUE, FIRE, HEALTH, ENVIRONMENTAL, TRANSPORT, INFRASTRUCTURE, CHEM/BIO/RAD/NUCLEAR EVENT, and OTHER.

Step 3: Alert Texts

The 'Alert Texts' form has three input fields:

- Please type your Headline:** Safety threat!
- Please type your Description:** Possibility of bodily harm.
- Please type your Instructions:** Open all windows. Follow safety protocol.

Step 4: Alert Expiry

The 'Alert Expiry' dropdown menu is set to '2 Hours' and is highlighted with a red box and the number 4.

Step 5: Quick Review

The 'Quick Review' screen shows a summary of the alert:

- Alert Type:** Safety
- Headline:** Safety threat!
- Description:** Possibility of bodily harm.
- Instructions:** Open all windows. Follow safety protocol.
- Selected Screens:** All Screens (1 Screen)
- Alert Expiry:** 2 Hours

Step 6: Broadcast

The 'Broadcast' button is highlighted with a red box and the number 6.

Stop all emergency alerts

- 7 Click on the button to stop all emergency alerts.



TECHNICAL SUPPORT

Contact our technical support for any software or technical questions at:



info@libertevision.com

1 855 437-8720

8 a.m. to 4:30 p.m. Eastern Time.

French and English.