

Batch Editor

The Batch editor is the communications tool that is used to automatically send schedules and pages from an GRAC Creation system to one or several GRAD systems, or from a TEC Creation system to one or more TED systems. Using Batch communications you can send a schedule to a display only unit as a different filename.

Batch Commands

There are several Batch commands in the batch editor. These include **Send**, **Receive**, **Erase**, **Dir Remote**, **Get Time**, **Update Time**, **Xmit Schedule**, and **Zap Schedule**. You can use one phone number for multiple commands and can specify different phone numbers for several commands each. Each command is detailed below.

Send

The send command is used to send a file from the creation system to the remote system.

Receive

The receive command is used to copy a file from the display only unit to the creation unit.

Erase

The erase command is used to delete a file from the display only unit.

Dir Remote

Used in conjunction with tracking. When tracking is activated and the Dir Remote command is used, a listing of the files on the display only unit in the specified directory will appear on the tracking device.

Get Time

Also used in conjunction with tracking. When tracking is activated and the Get Time command is used, an entry will appear on the tracking device giving the time on the display only unit.

Update Time

Is used to update the time on the remote computer to whatever time that you specify.

Xmit Schedule

The Xmit Schedule command, which is often called the transmit schedule command, is used to send a schedule file and all associated files from the creation unit to the display only unit.

Zap Schedule

The Zap Schedule command is used to delete a schedule file and all the included pages, horizontal crawls and even graphics (if they are in the schedule themselves as opposed to being in a page) on the display only unit.

Creating a Batch

To create a batch file which will perform the specified commands using the mouse, follow these steps.

- ☞ Left click under **Phone Number**.
- ☞ Right click anywhere on the screen.
- ☞ Select a phone number and description from the phone database by left clicking on the specific line in the database. If the phone number that you want does not appear in the database, you can add it by typing in the number and description, and clicking on **OK**.
- ☞ The phone number will appear and the cursor will move over to the command column.
- ☞ Right click anywhere on the screen.



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- ☞ Left click on the command that you want to use.
- ☞ The command will appear on the line and the cursor will appear under source. Follow these directions to fill in the source and destination columns for each of the different commands..
 - ☞ For **Send** commands, select the filename that you want to send to the remote computer as follows.
 - ☞ Right click anywhere on the screen.
 - ☞ Select the file that you want to send by clicking on the file and then clicking on **OK**.
 - ☞ Select the destination that you want the file to go to. The filename and location do not have to be the same as the file that you are sending, but if the file is referred to in the schedule, such as a horizontal crawl, or a page or graphic, you will probably want the same name and location. If the filename is the same, you may continue on, but if you want the file to have a different filename on the display only system, type the filename in the destination column, with the full destination path, as in the example.
 - ☞ For **Receive** commands, type in the filename of the file that you would like to receive from the display only unit.
 - ☞ Select the destination on your computer that you want the file to go to. The filename and location do not have to be the same as the file that you are receiving. If the filename is the same, you may continue on, but if you want the file to have a different filename on the creation system, type the filename in the destination column, with the full destination path.
 - ☞ For **Erase** commands, under the source column, type in the filename on the display only unit that you would like to delete. You must make sure that the path and the filename are typed in correctly. The destination column will display the same path and filename as the source.
 - ☞ For **Dir Remote** commands, under the source, type the path that you want the directory of and the directory parameters that you want. In order for Dir Remote to work, Track Online and a tracking device must be selected.
 - ☞ For **Get Time** commands no further entries are necessary.

Batch Editor - [C:\			
File Edit			
Phone Number	Command	Source	9 Destination
934-6447	Send	C:\MP\TEMPWIND.HCR	C:\MP\TEMPWIND.HCR
	Receive	C:\MP\DAVES.SCH	C:\MP\DAVES.SCH
	Erase	C:\MP\SAMPLE1.PGE	C:\MP\SAMPLE1.PGE
	Dir Remote	C:\MP*.SCH	C:\MP*.SCH
555-1111	Get Time		
	Update Time		
	Xmit Schedule	C:\MP\LOCAT1.SCH	C:\MP\SCHEDULE.SCH
	Zap Schedule	C:\MP\TEMP3.SCH	C:\MP\TEMP3.SCH

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- ☞ For **Update Time** commands no further entries are necessary.
- ☞ For the **Xmit Schedule** command, select the schedule that you want to send to the remote computer as follows.
 - ☞ Right click anywhere on the screen.
 - ☞ Select the schedule that you want to send by clicking on the schedule and then clicking on **OK**.
- ☞ Select the destination that you want the file to go to. The filename and location do not have to be the same as the file that you are sending, but if the file is referred to in the schedule, such as a horizontal crawl, or a page or graphic, you will probably want the same name and location. If the filename is the same, you may continue on, but if you want the file to have a different filename on the display only system, type the filename in the destination column, with the full destination path, as in the example.
- ☞ For **Zap Schedule** commands, type in the path and the schedule name in the source column. The same entry will appear in the destination column.

To create a batch file which will perform the specified commands using the keyboard, follow these steps.

- ☞ Move the cursor to the column under **Phone Number** by pressing **Shift TAB**.
 - ☞ Type the phone number as you would dial it.
 - ☞ Move the cursor over to the **Command** column by pressing **TAB**.
 - ☞ Type **S** for **Send**, **R** for **Receive**, **E** for **Erase**, **D** for **Dir Remote**, **G** for **Get Time**, **U** for **Update Time**, **X** for **Xmit Schedule**, and **Z** for **Zap Schedule**.
 - ☞ The command will appear on the line and the cursor will appear under **Source**. Follow these directions to fill in the **Source** and **Destination** columns for each of the different commands..
 - ☞ For **Send** commands, type the filename that you want to send to the display only unit.
 - ☞ The **Destination** column will have the same filename and directory as the source. The filename and location do not have to be the same as the file that you are sending, but if the file is referred to in the schedule, such as a horizontal crawl, or a page or graphic, you will probably want the same name and location. If the filename is the same, you may continue on, but if you want the file to have a different filename on the display only system, type the filename in the **Destination** column, with the full destination path, as in the example.
 - ☞ For **Receive** commands, type in the filename of the file that you would like to receive from the display only unit.
 - ☞ The **Destination** column will have the same filename and directory as the source. The filename and directory do not have to be the same as the file you are receiving. In the **Destination** column, type the filename and directory on your computer that you want the file to go to.
 - ☞ For **Erase** commands, under the **Source** column, type in the filename on the display only unit that you would like to delete. You must make sure that the path and the filename are typed in correctly. The **Destination** column will display the same path and filename as the source.
 - ☞ For **Dir Remote** commands, under the **Source**, type the path that you want the directory of and the directory parameters that you want.
- Note:** In order for Dir Remote to work, Track Online and a tracking device must be

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selected.

- ☞ For **Get Time** commands no further entries are necessary.
Note: In order for Get Time to work, Track Online and a tracking device must be selected.
- ☞ For **Update Time** commands no further entries are necessary.
- ☞ For the **Xmit Schedule** command, under the **Source** column, type in the path and filename of the schedule you would like to send.
- ☞ Select the **Destination** that you want the file to go to. The filename and location do not have to be the same as the file that you are sending, but if the file is referred to in another schedule you will probably want the same name and location. If the filename is the same, you may continue on, but if you want the file to have a different filename on the display only system, type the filename in the destination column, with the full destination path, as in the example.
- ☞ For **Zap Schedule** commands, type in the path and the schedule name in the **Source** column. The same entry will appear in the **Destination** column.

Batch Editor File Commands

Batch Editor File commands are used to make using Batch files and editing batch files easier. File commands include **Load Batch**, **Save Batch**, **Delete Batch**, **Print Batch** and **Master Menu**. Each command is detailed below.

Load Batch

Load Batch is used to load a saved batch file into the editor for editing.

Save Batch

Save Batch is used to save a batch file once you have finished editing it.

Delete Batch

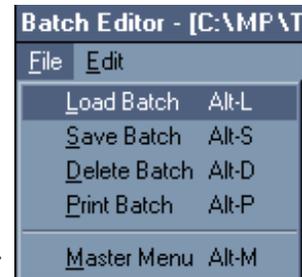
Delete Batch is used to delete old batch files which are no longer being used.

Print Batch

Print Batch is used to print a batch file on a printer.

Master Menu

Master Menu is used to return to the master menu of the TEC or the GRAC.



To access the File commands in the Batch Editor using the mouse follow these directions.

- ☞ First click on **File**.
- ☞ Next click on the command that you want.
For **Load Batch** follow these instructions to select the batch file that you want to open.
 - ☞ Double click on the directory which your batch files are saved in to select the directory. This is usually the MP directory.
 - ☞ Double click on the batch file that you want to open.
 Another way to select the batch file that you want to load uses these steps.
 - ☞ Click on the directory which your batch files are saved in. Click on **OK** to select the directory. This is usually the MP directory.
 - ☞ Click on the batch file that you want to open and click on **OK**.
 For **Save Batch** follow these instructions to save the batch file.
 - ☞ Double click on the directory which your batch files are saved in to select the directory. This is usually the MP directory.

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- ☞ Double click on the batch file that you want to save or type in the new filename. Another way to select the batch file that you want to save uses these steps.
- ☞ Click on the directory which your batch files are saved in. Click on **OK** to select the directory. This is usually the MP directory.
- ☞ Click on the batch file that you want to save and click on **OK** or type in the new filename.

For **Delete Batch** follow these instructions to delete the batch file.

- ☞ Double click on the directory which your batch files are saved in to select the directory. This is usually the MP directory.
 - ☞ Double click on the batch file that you want to delete.
- Another way to select the batch file that you want to delete uses these steps.
- ☞ Click on the directory which your batch files are saved in. Click on **OK** to select the directory. This is usually the MP directory.
 - ☞ Click on the batch file that you want to delete and click on **OK**.

For **Print Batch** follow these instructions to print the batch file that is in the Batch Editor..

- ☞ Click on **Yes**.

To access the File commands in the Batch Editor using the keyboard follow these directions.

- ☞ Press **ALT L** for the **Load Batch** command.
 - ☞ Press **TAB** until the active directory is highlighted.
 - ☞ Use the **Up** and **Down** cursor movement keys (**↑↓**) to select the directory that your batch files are saved into. This is usually the MP directory. Press **ENTER**.
 - ☞ Press **Shift TAB** until the highlighted entry appears in the filename window.
 - ☞ Use the **Up** and **Down** cursor movement keys (**↑↓**) to select the batch file that you want to open. Press **ENTER**.

Another way to select the batch file that you want to load uses these steps.

- ☞ Type in the path and filename of the batch file that you want to load.
- ☞ Press **TAB** until **OK** is highlighted. Press the **Space Bar**.

- ☞ Press **ALT S** for the **Save Batch** command.
 - ☞ Use the **Up** and **Down** cursor movement keys (**↑↓**) to select the directory that your batch files are saved into. This is usually the MP directory. Press **ENTER**.
 - ☞ Press **Shift TAB** until the highlighted entry appears in the filename window.
 - ☞ Press **ALT N** and type in the filename. Press **ENTER**.

Another way to select the batch file that you want to save uses these steps.

- ☞ Type in the path and filename of the batch file that you want to save.
- ☞ Press **TAB** until **OK** is highlighted. Press the **Space Bar**.

- ☞ Press **ALT D** for the **Delete Batch** command.
 - ☞ Use the **Up** and **Down** cursor movement keys (**↑↓**) to select the directory that your batch files are saved into. This is usually the MP directory. Press **ENTER**.
 - ☞ Press **Shift TAB** until the highlighted entry appears in the filename window.
 - ☞ Use the **Up** and **Down** cursor movement keys (**↑↓**) to select the batch file that you

want to delete. Press **ENTER**.

Another way to select the batch file that you want to delete uses these steps.

- ☞ Type in the path and filename of the batch file that you want to delete.
- ☞ Press **TAB** until **OK** is highlighted. Press the **Space Bar**.

- ☞ Press **ALT P** for the **Print Batch** command.
 - ☞ Press **Y** for **Yes**, or press the **Space Bar**.

- ☞ Press **ALT M** for the **Master Menu** command.

Another way to access the File commands in the Batch Editor using the keyboard follows these directions.

- ☞ Press **ALT F** to open the File commands.
 - ☞ Press the **Up** and **Down** cursor movement keys (**↑↓**) to select the **Load Batch** command. Press the **Space Bar**.
 - ☞ Press **TAB** until the active directory is highlighted.
 - ☞ Use the **Up** and **Down** cursor movement keys (**↑↓**) to select the directory that your batch files are saved into. This is usually the MP directory. Press **ENTER**.
 - ☞ Press **Shift TAB** until the highlighted entry appears in the filename window.
 - ☞ Use the **Up** and **Down** cursor movement keys (**↑↓**) to select the batch file that you want to open. Press **ENTER**.

Another way to select the batch file that you want to load uses these steps.

- ☞ Type in the path and filename of the batch file that you want to load.
- ☞ Press **TAB** until **OK** is highlighted. Press the **Space Bar**.

- ☞ Press the **Up** and **Down** cursor movement keys (**↑↓**) to select the **Save Batch** command. Press the **Space Bar**.
 - ☞ Use the **Up** and **Down** cursor movement keys (**↑↓**) to select the directory that your batch files are saved into. This is usually the MP directory. Press **ENTER**.
 - ☞ Press **Shift TAB** until the highlighted entry appears in the filename window.
 - ☞ Press **ALT N** and type in the filename. Press **ENTER**.

Another way to select the batch file that you want to save uses these steps.

- ☞ Type in the path and filename of the batch file that you want to save.
- ☞ Press **TAB** until **OK** is highlighted. Press the **Space Bar**.

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- ☞ Press the **Up** and **Down** cursor movement keys (↑↓) to select the **Delete Batch** command. Press the **Space Bar**.
 - ☞ Use the **Up** and **Down** cursor movement keys (↑↓) to select the directory that your batch files are saved into. This is usually the MP directory. Press **ENTER**.
 - ☞ Press **Shift TAB** until the highlighted entry appears in the filename window.
 - ☞ Use the **Up** and **Down** cursor movement keys (↑↓) to select the batch file that you want to delete. Press **ENTER**.

Another way to select the batch file that you want to delete uses these steps.

 - ☞ Type in the path and filename of the batch file that you want to delete.
 - ☞ Press **TAB** until **OK** is highlighted. Press the **Space Bar**.

- ☞ Press the **Up** and **Down** cursor movement keys (↑↓) to select the **Print Batch** command. Press the **Space Bar**.
 - ☞ Press **Y** for **Yes**, or press the **Space Bar**.

- ☞ Press the **Up** and **Down** cursor movement keys (↑↓) to select the **Master Menu** command. Press the **Space Bar**.

Batch Editor Edit Commands

Batch Editor Edit commands are used to make editing a batch file easier. Edit commands include **Undo**, **Cut**, **Copy**, **Paste**, **Delete**, **View Entry** and **Exchange String**. Each command is detailed below.

Undo

Undo is used to reverse the last change made using other edit commands in the batch editor.

Cut

Cut is used to take lines out of a batch and allow them to be placed in a different location in the batch file.

Copy

Copy is used to copy lines in a batch file which need to be repeated, such as sending a schedule to several locations. It is easier to complete the line once and then copy it multiple times and simply change the phone number.

Paste

Paste is used to take lines which have been copied or cut in the batch file and place them in the new spot in the batch.

Delete

Delete is used to permanently remove lines from a batch file.

View Entry

View Entry is used to look at graphics that you may be sending from the creation unit to the display only unit in order to confirm that you have the correct file.

Edit	
U <u>ndo</u>	Alt+Backspace
C <u>ut</u>	Shift+Del
C <u>opy</u>	Ctrl+Ins
P <u>aste</u>	Shift+Ins
D <u>el</u> ete	Del
V <u>iew</u> Entry	Alt-V
E <u>x</u> change String	Alt-X

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Undo Last Change

To undo your last change in the Batch Editor using the mouse follow these steps.

- ☞ Click on **Edit**.
- ☞ Click on **Undo**. The Undo entry in the Edit menu will have whatever the last change was after the Undo. Examples would be Undo Delete, Undo Paste, Undo Cut, Undo Copy.

To undo your last change in the Batch Editor using the keyboard follow these steps.

- ☞ Press **ALT E** for Edit.
- ☞ Press **U** for Undo. The Undo entry in the Edit menu will have whatever the last change was after the Undo. Examples would be Undo Delete, Undo Paste, Undo Cut, Undo Copy.

For another way to undo your last change in the Batch Editor using the keyboard follow this step.

- ☞ Press **ALT Backspace**.

Cut

To cut lines using the mouse follow these steps.

- ☞ Left click on the line you want to cut. If you want to select multiple consecutive lines, left click on the first line and drag to the last line. The lines or lines will be highlighted in yellow.
- ☞ Click on **Edit**.
- ☞ Click on **Cut**.

To cut lines using the keyboard follow these steps.

- ☞ Using the up (↑) and down (↓) arrow keys scroll to the line you want to cut.
- ☞ Press **SHIFT** and the down (↓) arrow key to select the line. If you want to select multiple consecutive lines, hold down **SHIFT** and press the down (↓) arrow until all the lines that you want are selected. The lines or lines will be highlighted in yellow.
- ☞ Press **ALT E** for Edit.
- ☞ Press **T** for Cut.

For another way to cut lines using the keyboard follow these steps.

- ☞ Using the up (↑) and down (↓) arrow keys scroll to the line you want to cut.
- ☞ Press **SHIFT** and the down (↓) arrow key to select the line. If you want to select multiple consecutive lines, hold down **SHIFT** and press the down (↓) arrow until all the lines that you want are selected. The lines or lines will be highlighted in yellow.
- ☞ Press **SHIFT Delete** to cut the lines.

Copy Line(s)

To copy lines using the mouse follow these steps.

- ☞ Left click on the line you want to copy. If you want to select multiple consecutive lines, left click on the first line and drag to the last line. The lines or lines will be highlighted in yellow.
- ☞ Click on **Edit**.
- ☞ Click on **Copy**.

To copy lines using the keyboard follow these steps.

- ☞ Using the up (↑) and down (↓) arrow keys scroll to the line you want to copy.

TEBBS - skip this section.

- ☞ Press **SHIFT** and the down (↓) arrow key to select the line. If you want to select multiple consecutive lines, hold down **SHIFT** and press the down (↓) arrow until all the lines that you want are selected. The lines or lines will be highlighted in yellow.
- ☞ Press **ALT E** for Edit.
- ☞ Press **C** for Copy.

For another way to copy lines using the keyboard follow these steps.

- ☞ Using the up (↑) and down (↓) arrow keys scroll to the line you want to copy.
- ☞ Press **SHIFT** and the down (↓) arrow key to select the line. If you want to select multiple consecutive lines, hold down **SHIFT** and press the down (↓) arrow until all the lines that you want are selected. The lines or lines will be highlighted in yellow.
- ☞ Press **CTRL Insert** to copy the lines.

Paste Line(s)

To paste lines from the clipboard using the mouse follow these steps.

- ☞ Click on the spot in the schedule that you would like to put the copied lines to.
- ☞ Click on **Edit**.
- ☞ Click on **Paste**. The line(s) is copied from the schedule and put in the clipboard.

To paste lines from the clipboard using the keyboard follow these steps.

- ☞ Using the up (↑) and down (↓) arrows move to the spot in the schedule that you would like to put the copied lines to.
- ☞ Press **ALT E** for Edit.
- ☞ Press **P** for Paste. The line(s) is copied from the schedule and put in the clipboard.

For another way to paste lines from the clipboard using the keyboard follow these steps.

- ☞ Using the up (↑) and down (↓) arrows move to the spot in the schedule that you would like to put the copied lines to.
- ☞ Press **SHIFT Insert** to paste the lines. The line(s) is copied from the schedule and put in the clipboard.

Delete Line(s)

To delete lines using the mouse follow these steps.

- ☞ Left click on the line you want to delete. If you want to select multiple consecutive lines, left click on the first line and drag to the last line. The lines or lines will be highlighted in yellow.
- ☞ Click on **Edit**.
- ☞ Click on **Delete**.

To delete lines using the keyboard follow these steps.

- ☞ Using the up (↑) and down (↓) arrow keys scroll to the line you want to delete.
- ☞ Press **SHIFT** and the down (↓) arrow key to select the line. If you want to select multiple consecutive lines, hold down **SHIFT** and press the down (↓) arrow until all the lines that you want are selected. The lines or lines will be highlighted in yellow.
- ☞ Press **ALT E** for Edit.
- ☞ Press **D** for Delete.

For another way to delete lines using the keyboard follow these steps.

- ☞ Using the up (↑) and down (↓) arrow keys scroll to the line you want to delete.
- ☞ Press **SHIFT** and the down (↓) arrow key to select the line. If you want to select multiple consecutive lines, hold down **SHIFT** and press the down (↓) arrow until all the lines that you want are selected. The lines or lines will be highlighted in yellow.
- ☞ Press the **Delete** key to delete the lines.

View Entry

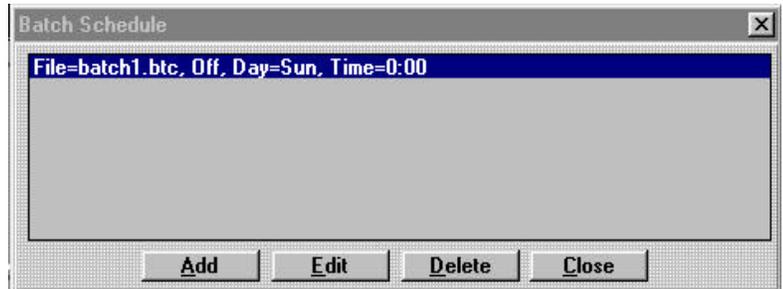
- ☞ Select the line that you want to view. The line must be graphic or a page only.
- ☞ Click on the **EDIT** menu at the top left of the screen, and then click on **VIEW ENTRY**.
- ☞ The Select Page window will appear.
- ☞ Click on **VIEW** and the entry will appear full screen.
- ☞ Click to return to the Select Page window.
- ☞ Click on **CANCEL** to return to the Batch Editor.

Initiate Batch

The Initiate Batch button is found in the Configuration window. With this feature, you can send a series of batch commands to a remote location. The following procedure will show you how to set the time and the date that the batch is to be executed.

Initiate Batch Setup

- ☞ First, you must select the Initiate Batch button from the configuration menu. You will see the following screen:
- ☞ If there is a batch already the batch scheduler, then you will want to select it and left mouse click on the edit button.
- ☞ If there is no batch in the batch scheduler then select add, and one will be added or select browse and find an existing batch that you are looking for.
- ☞ Now select the batch by double left clicking or click once on the batch, then select edit. The following box will then appear:



Time:

- ☞ The **Time** section allows you to set the time of day that the batch will be sent to the remote system.
- ☞ The **Hour** section allows setting from **0** which is midnight, to **23** which is 11:00 pm.
- ☞ The **Minute** section allows settings from **0** to **59**.

Day:

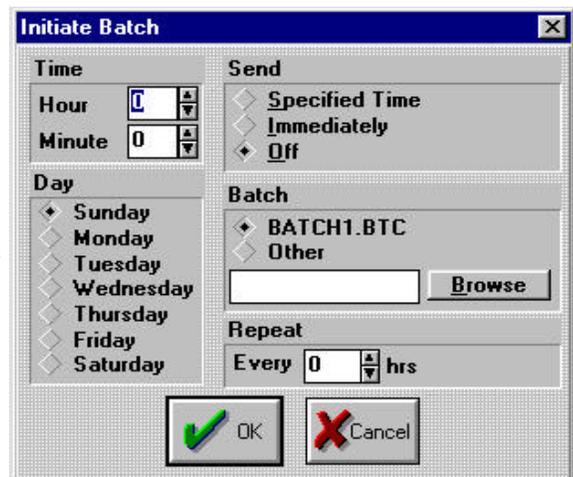
- ☞ The **Day** section is self explanatory.

Send:

- ☞ The **Specified Time** section, allows you to execute or send or send the batch at the day and time specified by the settings on the left side of the menu.
- ☞ The **Immediately** section, allows you to override any settings in the Time and Day boxes and initiate the batch immediately after you click OK.
- ☞ The **Off** section is used, if you have set a date and time to send a particular batch, and then prior to sending it you decide to change your mind. You could then return to this menu and turn the batch to **Off**.

Batch:

- ☞ The **Batch** section allows you to select the appropriate batch file to send.
- ☞ There is a **Browse** option that allows you to find the batch file you are looking for.



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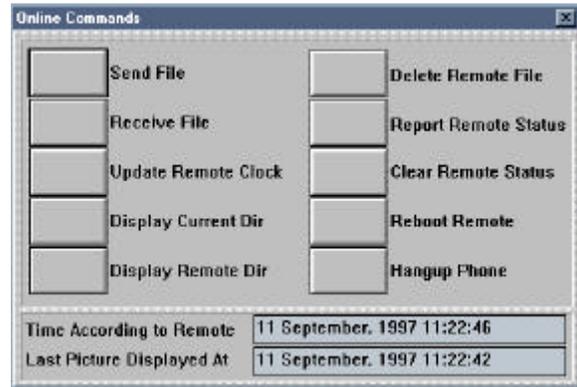
On Line

The On Line button lets the user connect to a remote unit (head end). After connecting, information can be sent to the remote unit as well as received from the remote unit. Other functions can be performed and are described below. While connected to the remote unit, it continues to display pages as normal. Slight pauses in the display may occur when a large graphic is being sent. Refer to the section on Scanning Graphics for how to keep the graphics as small as possible.

Display-Only Systems and TEBBS - skip this section.

Connecting

- ☞ From the Main Menu click on **ON LINE**.
- ☞ If you are using direct connect then after a few seconds the On Line menu will appear. If you are connecting via a modem you will be prompted to enter in a phone number to dial.
- ☞ Type in a phone number or click on the **DATABASE** button to load a number.
- ☞ Click on **OK**.
- ☞ The standard modem lights will be shown graphically in the bottom right corner of the screen.
- ☞ After the modem makes the connection the On Line window will appear.



Send File Button

- ☞ When a schedule file is sent, all pages, graphics, sounds, horizontal crawls, etc. that are a part of the schedule selected.
- ☞ Individual files can also be sent to the remote unit.

Receive File Button

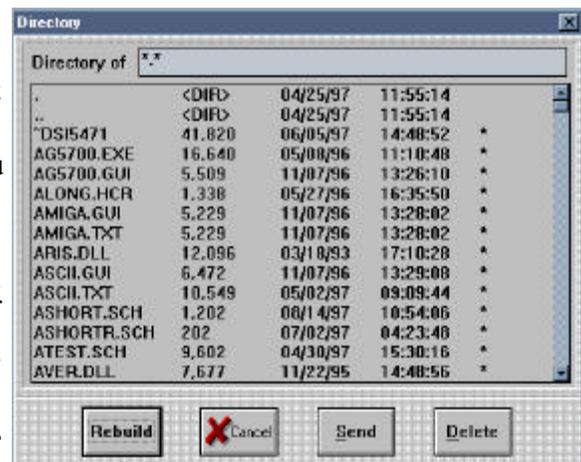
- ☞ Individual files can be received from the remote unit.
- ☞ Type in the path and name of the file to be received. If no path is specified, it defaults to the \MP directory.

Update Remote Clock Button

- ☞ The time on the remote unit will be set to the same time as the Creation unit.

Display Current Dir Button

- ☞ This will bring up a window which will let you view the files on the creation unit.
- ☞ It defaults to the \MP directory, so when you click on the **REBUILD** button, the directory for \MP will be displayed.
- ☞ If you wish to view other directories, type in the path of the directory in the Directory Of window and then click on **REBUILD**. An example would be: \MP\SAMPLES*.*
- ☞ If you wish to view just a certain type of file,



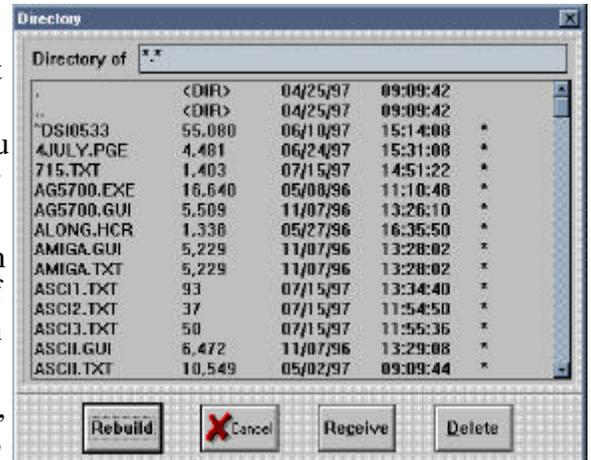
such as pages only, change *.* to *.PGE and

then click on **REBUILD**.

- ☞ Cancel button: This button returns you to the On Line Menu.
- ☞ Send button: Click on a file name (it will be high-lighted) and then click on **SEND**. The file on the creation unit will be copied into the \MP directory on the remote unit. Multiple files may be selected and sent at one time.
- ☞ Delete button: Click on a file name (it will be high-lighted) and then click on **DELETE**. The file on the creation unit will be deleted. Multiple files may be selected and delete at one time.

Display Remote Dir Button

- ☞ This will bring up a window which will let you view the files on the remote unit.
- ☞ It defaults to the \MP directory, so when you click on the **REBUILD** button, the directory for \MP will be displayed.
- ☞ If you wish to view other directories, type in the path of the directory in the Directory Of window and then click on **REBUILD**. An example would be: \MP\SAMPLES*.*
- ☞ If you wish to view just a certain type of file, such as pages only, change *.* to *.PGE and then click on **REBUILD**.



- ☞ Cancel button: This button returns you to the On Line Menu.
- ☞ Delete button: Click on a file name (it will be high-lighted) and then click on **DELETE**. The file on the remote unit will be deleted. Multiple files may be selected and delete at one time.
- ☞ Receive button: Click on a file name (it will be high-lighted) and then click on **RECEIVE**. The file on the remote unit will be copied into the \MP directory on the creation unit. Multiple files may be selected and received at one time.

Delete Remote File Button

- ☞ Individual files can be deleted from the remote unit.
- ☞ Type in the path and name of the file to be deleted. If no path is specified, it defaults to the \MP directory.

Report Remote Status Button

- ☞ A status log file will be retrieved from the remote unit, if there is one. The name of the ASCII file will be STxxxxxx.LOG where xxxxxx is the 6 digit serial number on the hardware key which is plugged into the parallel port of the remote unit. This helps to keep track of status files if you have more than one remote unit.
- ☞ The status log file can be found in the \MP directory and opened with NOTEPAD or any other word processor.
- ☞ Examining this file can point to possible problems with the system. Missing graphics or pages, empty schedules, and other similar type errors are recorded with a Time & Date stamp.

Display-Only Systems and TEBBS - skip this section.

Clear Remote Status Button

- ☞ The Stxxxxxx.LOG file will be deleted from the remote unit.

Reboot Remote Button

- ☞ This will disconnect the two computers and return the Creation system back to the Main Menu. The remote unit will reboot.
- ☞ If a new schedule was sent to the remote unit, the new schedule will now be activated and used instead of the old one.

Hangup Phone Button

- ☞ This will disconnect the two computers and return the Creation system back to the Main Menu.
- ☞ If a new schedule was sent to the remote unit, the new schedule will now be activated and used instead of the old one.

Progress Window

- ☞ The Progress window appears when files are being sent to the remote unit. It shows which file is currently being sent, its size, how much has been sent, and the number of bytes/second at which it is being sent.
- ☞ When sending a schedule and all its pages etc. the very last file to be sent will be the actual schedule file.

Manually Initializing/Releasing the Modem with the On Line button

To change a creation unit to remote mode:

- ☞ Click on the **CONFIGURATION** button, click on **REMOTE MODE**, click on **OK**, and finally click on **ON LINE**. The MediaPlayer icon in the top left corner of the screen will change to a Phone.
- ☞ To release the modem, click on **ON LINE**. The Phone icon in the top left corner of the screen will change back to the MediaPlayer icon.

To change a creation unit from remote mode back to creation mode:

- ☞ Click on the **CONFIGURATION** button, click on **CREATION MODE**, click on **OK**, and finally click on **ON LINE**. The Phone icon in the top left corner of the screen will change back to the MediaPlayer icon.

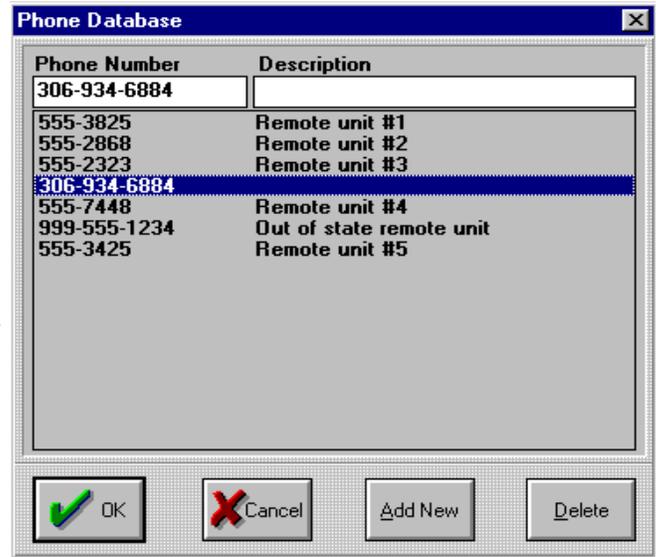
Phone Database

This communications feature allows you to store the phone numbers of your Display-only systems, for the purposes of remote communication.

Adding a new entry

To add a new entry to the Phone Database using the mouse, follow the steps provided below.

- ☞ Click on the purple **Phone Database** button of the MediaPlayer Main menu. The following window should appear.
- ☞ Click on the **Add New** button.
- ☞ Enter the phone number wish to add by typing it in the **Phone Number** data entry box.
- ☞ Enter the description you wish to add by typing it in the **Description** data entry box.
- ☞ Click on **OK**.



To add a new entry to the Phone Database using keyboard short-cuts, perform the follow steps.

- ☞ Press **P** to open the Phone Database window from the MediaPlayer Main menu.
- ☞ Press **Alt-A** to add a new entry.
- ☞ Enter the phone number for the entry you wish to add and press **Tab**.
- ☞ Enter a description for the entry you wish to add and press **Tab**.
- ☞ Use the **Tab** key to select the **OK** button, and hit **Enter**.

Deleting an entry

To delete an entry from the Phone Database using the mouse, follow the steps provided below.

- ☞ Click on the purple **Phone Database** button of the MediaPlayer Main menu to bring up the Phone Database window.
- ☞ Select the entry you wish to delete with the left mouse button.
- ☞ Click on the **Delete** button.
- ☞ Click on **OK**.

To delete an entry from the Phone Database using keyboard short-cuts, perform the follow steps.

- ☞ Press **P** to open the Phone Database window from the MediaPlayer Main menu.
- ☞ Use the **Tab** key in conjunction with the **↑ ↓** arrow keys to select the entry you wish to delete.
- ☞ Press **Alt-D** to delete the selected entry.
- ☞ Use the **Tab** key to select the **OK** button, and hit **Enter**.

Editing an entry

To edit an entry in the Phone Database using the mouse, follow the steps provided below.

- ☞ Click on the purple **Phone Database** button of the MediaPlayer Main menu to open the Phone Database window.
- ☞ Click on the entry you wish to edit.

TEBBS - skip this section.

- ☞ Edit the phone number by typing your changes in the **Phone Number** data entry box.
- ☞ Edit the description by typing your changes in the **Description** data entry box.
- ☞ Click on **OK**.

To edit an entry to the Phone Database using keyboard short-cuts, perform the follow steps.

- ☞ Press **P** to open the Phone Database window from the MediaPlay Main menu.
- ☞ Use the **Tab** key in conjunction with the ↑ ↓ arrow keys to select the entry you wish to edit.
- ☞ Use the **Tab** key to move the cursor to the **Phone Number** data entry box.
- ☞ Enter the new phone number for the entry you wish to edit and press **Tab**.
- ☞ Enter the new description for the entry you wish to edit and press **Tab**.
- ☞ Use the **Tab** key to select the **OK** button, and hit **Enter**.

TEBBS - skip this section.

Setting up a modem

Setting up a modem is necessary to perform communications. There are two main type of modems that can be purchased. The first is called a hardware configured modem, while the second is called a software configured modem. The hardware configured modem is set using jumpers on the modem card, while the software configured modems are set using a software program.

Before you Start

Under windows, COM Ports 1 & 3 (and 2 & 4) share the same hardware interrupts. Windows defaults COM Ports 1 & 3 to IRQ4 (interrupt 4) and COM Ports 2 & 4 to IRQ3 (interrupt 3). Therefore you should try to avoid using COM Ports 1 and 3 (or 2 and 4) together at the same time. Most computer systems use COM Port #1 for the mouse and if you are trying to use the mouse on COM Port #1 and use your modem on COM Port #3, then the modem could function very strangely! We suggest that you use COM Port #1 for your mouse and COM Port #4 for your modem. If you are using the Heathkit or Davis weather stations then we suggest that you use COM Port #1 (IRQ#4) for your mouse; and COM Port #2 (IRQ#3) for your weather station and COM Port #4 (IRQ#10, or some other IRQ, but not 4) for your modem (this will prevent conflicts with your computers internal COM Port #2).

Most new computers have integrated COM Ports on the motherboard. This means that the motherboard will have COM Port#1 and COM Port#2 on it. (Older computers usually have an IDE hard disk interface card that has 2 serial ports on it (COM Port #1 and COM Port #2). If you have an internal modem, then we suggest that you set your modem for COM Port #4 to avoid conflict with the integrated COM Port #2 on the motherboard (or on the IDE interface card for older computers). If you feel you need to use COM Port#2 for your internal modem, you will probably have to disable the integrated COM Port #2 on the motherboard from your CMOS BIOS settings (or disable COM Port #2 on your hard disk interface card by changing jumper settings, for the older computers).

Setting a Hardware Configured Modem

A hardware configured modem is set according to jumpers on the modem card itself. The settings will differ from card to card, but D.Co Marketing, Inc. recommends that the settings be COM 4 with an IRQ of 10 (or an available IRQ not used by the rest of the system). To set the jumpers on the modem see the modem manual for your specific modem. If these settings are incorrect, the Windows Terminal program will not work when the modem test is done. To do the modem tests see the MODEM TEST section above.

Setting a Software Configured Modem

A software configured modem uses a software program to set the COM Port and IRQ for the modem. See the documentation that came with your specific modem. If you got your modem from D.Co, we sometimes supply the Modem Blaster Software Configured Modem. To set the COM Port and IRQ for the Modem Blaster Software Configured Modem follow these steps:

☞ Exit the MediaPlay program and Windows.

To install the Modem Blaster software.

At the C prompt in DOS (C:>) type **A:** followed by **ENTER**.

☞ Type **cd DOS** followed by **ENTER**.

☞ Type **INSTALL** followed by **ENTER**.

☞ Press **ENTER** when prompted until the installation is complete.

TEBBS - skip this section.

- ☞ Now you must run the Diagnose program to use the newly installed software to set the COM Port and IRQ for the Modem Blaster Modem.

When the installation is complete the Diagnose program runs automatically. If you need to rerun the Diagnose program, follow the following steps.

- ☞ Once again exit the MediaPlay program and Windows.
- ☞ At the C prompt (C:>) type **cd CTMB** followed by **ENTER**.
- ☞ Type **DIAGNOSE** followed by **ENTER**.

Using the Diagnose Program to set the COM Port and IRQ

- ☞ When you enter the diagnose program press **ENTER**.
- ☞ Press **ENTER** again to continue.
- ☞ Use the **DOWN ARROW** (↓) to select COM 4 and press **ENTER**.
- ☞ Select an IRQ for the modem. Again, we recommend using 10. Use the **UP ARROW** (↑) or **DOWN ARROW** (↓) to make your selection and press **ENTER**.
- ☞ Note the settings. They will appear in green lettering above the dialog box in the middle of the screen. Ex. COM 4=2E8 and IRQ=10. Press **ENTER** to continue.
- ☞ Press **ENTER** to do the modem functionality test.
- ☞ If the modem passes the functionality test press **F10** (Function Key #10) to update the system files.
- ☞ Select COM 4 again using the **UP ARROW** (↑) and **DOWN ARROW** (↓) keys and press **ENTER** to continue.
- ☞ Make sure the Windows directory is correct in the path that diagnose prompts you with and press **ENTER**.
- ☞ Select Reboot by using the **UP ARROW**(↑) or **DOWN ARROW** (↓) and press **ENTER**.

Modem Tests

There are several tests that can be done to ensure that the modem is working correctly. Perform the modem tests as described under **Modem Tests** in the **Communications - Troubleshooting** section.

TEBBS - skip this section.

Troubleshooting

If you are having problems with communications with your IBM GRAC or TEC information display system, first check the following suggestions to see if one of them is your problem.

TEBBS - skip this section.

1. If you are using a high speed modem (28.8 or 33.6, etc.) then make sure your baud rate is set to 38400 and not 28800 or 33600. The same applies for medium speed modems, where you should use 19200 for the baud rate and not 12000 or 14400. For slow modems, like 9600 or 2400, use the actual baud rate of 9600 or 2400.

2. If you are using Windows 3.1x, you should also make sure that your AUTOEXEC.BAT start up sequence contains the SHARE command. This enables the remote system to display a page, picture or schedule; while the communications updates it. Just enter SHARE as a separate line near the beginning of the AUTOEXEC.BAT file (but before the WIN C:\MP\.... command).

3. Under windows 3.1x, COM Ports 1 & 3 share the same hardware interrupt (IRQ#4), and 2 & 4 share the same hardware interrupt (IRQ#3). Therefore you should try to avoid using COM Ports 1 and 3 together at the same time, or 2 and 4 together at the same time. If you must use COM Ports 1 and 3 (or 2 and 4) at the same time, then you want to get the COM Ports to use different hardware interrupts (IRQs). IRQs are numbered 2 through 15, but most IRQs are used by the system or other hardware cards. Therefore you need to find out which IRQs are used and which are available. This is not an easy task, so we provide the following suggestions. Here are some examples of how we suggest you set up your systems:

Mouse and Modem only: This is a standard configuration and we suggest you put your mouse on COM Port 1 (IRQ #4) (This is the default COM Port for the mouse and default IRQ, so you should not have to change anything.); and that you put your modem on COM Port 4 (IRQ #3). (Again, this is the default COM Port for the modem and default IRQ, so you should not have to change anything, except possibly jumper settings on your modem card.)

Mouse, Weather Station and Modem: This is a more complex configuration, so we suggest you put your mouse on COM Port 1 (IRQ #4) (This is the default COM Port for the mouse and default IRQ, so you should not have to change anything.), your weather station on COM Port 2 (IRQ #3) (Again, this is a standard COM Port for the weather station and default IRQ, so you should not have to change anything.); and that you put your modem on COM Port 4 (with a different IRQ number, like #10) (Since COM Port 1 and 2 are using IRQ's 4 and 3, the modem needs to use a different IRQ and 10 is usually an available IRQ).

Mouse, Weather Station, Modem and another RS232 device like a Video Switcher: This is a very complex configuration, so our first suggestion is to put your mouse on a bus mouse. This will require it's own IRQ, but will not use up a COM Port. (Usually the IRQ can be set on the bus mouse interface card. Select one that does not interfere with your other IRQ's.) If you do not have (or cannot get) a bus mouse, we suggest that you put your mouse on COM Port 1 (IRQ #4) (This is the default COM Port for the mouse and default IRQ, so you should not have to change anything.), your weather station on COM Port 2 (IRQ #3) (Again, this is a standard COM Port for the weather station and default IRQ, so you should not have to change anything.), and that you put your modem on COM Port 4 (with a different IRQ number, like #10) (Since COM Port 1 and 2 are using IRQs 4 and

TEBBS - skip this section.

3, the modem needs to use a different IRQ and 10 is usually an available IRQ). Finally if you used a bus mouse, then your COM Port 1 (IRQ#4) will be available for the other RS232 device. If you used COM Port 1 (IRQ#4) for the mouse, then the other device will need to use COM Port 3 on a different IRQ.

4. Most new computers have integrated COM Ports on the motherboard. This means that the motherboard has COM Port#1 and COM Port#2 built into it. (Older computers usually have an IDE hard disk interface card that has 2 serial ports on it (COM Port #1 and COM Port #2). If you have an internal modem, then we suggest that you set your modem for COM Port #4 to avoid conflict with the integrated COM Port #2 on the motherboard (or on the IDE interface card for older computers). If you feel you need to use COM Port#2 for your modem, you will probably have to disable the integrated COM Port #2 on the motherboard from your CMOS BIOS settings (or disable COM Port #2 on your hard disk interface card by using jumpers on the interface card, for older computers).

5. For Windows 3.1x users, once you believe that you have your COM Port and IRQ settings properly configured, we suggest that you check the actual settings of the COM Ports under Windows. To do this, click on the MAIN group and then click on CONTROL PANEL. Now click on PORTS. Then click on COM Port 1, click on SETTINGS and click on ADVANCED. This allows you to check what the Port Address and the IRQ for each COM Port. If your devices are using the standard defaults, then make sure that the Port Address and the IRQ are as follows:

COM Port	Port Address	IRQ
1	3F8	4
2	2F8	3
3	3E8	4
4	2E8	3

If you are using different IRQs for one of the COM Ports, then that number should be displayed when you view that COM Port. For example, if you are using COM Port 4 for your modem and have changed the IRQ to 10, then the address of 2E8 is still correct, but the IRQ should display as 10.

Modem Tests

Lastly, we suggest that you try to use the Windows Terminal program (HyperTerminal for Windows 95 users) to check to see if your modem is working properly and appears on the COM Port that you expect.

- ☞ Close the MediaPlay program to get to the main Windows menu.
- ☞ Open the Accessories Group in the Program Manager by double clicking on it.
- ☞ Double click on the Windows Terminal Icon.
- ☞ Click on **Settings** and then **Communications**. This allows you to select the COM port and the Baud Rate.
- ☞ Select the COM port, usually COM 4, of your modem by clicking on the appropriate entry in the Connector box.
- ☞ Select the Baud rate by clicking on the Baud Rate that you want. Typically baud rate is set as high as possible in Terminal (9600 or 19200).
- ☞ Click on **OK**.
- ☞ Type **AT** followed by **ENTER**.
- ☞ If the modem is working properly and the COM Port and the IRQ is set up correctly, you should see the response **OK**.

TEBBS - skip this section.

- ☞ If the response **OK** does come up, type **AT&V** followed by **ENTER**. This command will dump the modem settings to the screen, which should be a screen full of information.
- ☞ If the modem does not respond, you have a problem with a COM Port setting or an IRQ setting. Review the above to see what might be wrong.
- ☞ This is also a good time to try the other COM Ports to see what happens. If the mouse is set to COM Port 1 and set the Terminal Program to COM Port 1, you should get an error message saying that the COM Port is not supported or not in use. If nothing is using COM Port 2 and set the Terminal Program to COM Port 2, you won't get an error message, but when you type AT, you should not get any response (since COM Port 2 is not connected to anything). You can check all the COM Ports this way to be sure that you get the response that you are expecting.
- ☞ If everything responds the way it should, exit the Terminal program by clicking on **File** and **Exit**.

Testing Communications between the Creation and Display Computers

If the modems for your Creation and Display Computers seem to be set correctly and they respond properly from the Terminal program, and if you have two phone lines, the following is a way to test to see that when one computer calls, the other answers properly.

- ☞ Connect the Creation and Display Systems into two different phone lines. Set both your computers up to run the Terminal program as described above. (Be sure to select the correct COM Port for each computer and set the Baud Rates to the same number. Baud Rate usually is 19200 (or whatever you have determined you should be using), Data bits should be 8, Parity should be None, Stop Bits should be 1, and Flow Control usually is Hardware.)
- ☞ On the remote computer type **ATS0=1** (use **zero** and not the letter O). This tells the modem to answer the phone on the first ring.
- ☞ On the creation computer, select **Settings** and then **Phone Number** and enter the phone number of the remote unit.
- ☞ Select **Phone** and **Dial** and your creation unit should dial the remote unit.

The modems should connect and give you a **CONNECT** message at each end. These **CONNECT** messages will tell you what baud rates the modems prefer to connect at.

- ☞ Now when you type on one computer, you should see what you type on the other computer and vice versa.

If you can see the typing, then the modems and phone lines are working properly. If you cannot see the typing, then recheck your settings.

Testing that the Creation System will Communicate with the Display System

If everything is working to this point, now is a good time to see if the Creation System will communicate with the Display System. The computers are set up and connected to their own phone lines.

- ☞ Click on the Red **Configuration** button in the main menu of the GRAC or TEC on each system.
- ☞ Click on **PORTS**, click on your modem's COM Port Number and click on **SETTINGS**, and check the settings of your COM Port to be sure that they are as follows: Baud Rate should be 19200 (or whatever you have determined you should be using), Data bits should be 8, Parity should be None, Stop Bits should be 1, and Flow Control should be Hardware.

- ☞ Now you can use your creation system to call your remote system. Click on the **ON-LINE BUTTON** and enter the phone number. If the systems connect properly, you will see a gray Communications Menu appear on your creation system.

At this point, the communications should work for you. If you experience problems such as: not seeing the communications menu; or after getting the menu you try to send files but the files never send; you get very slow throughput; or the systems keep disconnecting in the middle of the file send, then try the following solutions, one at a time, in order:

1. If you have 28.8 modems, use a baud rate of 38400. Change this setting by clicking on the red Ports Button under Utilities in the Main Menu. Do not enter 28800, but use 38400 instead.
2. Go to the red Configuration button from the main menu and check the Windows Drivers. This option allows you to choose standard Windows Drivers (if checked) or to use MediaPlayer Drivers (not checked). With MediaPlayer Drivers, you will get faster throughput, but not as much error checking. With Windows Drivers, you will get more error checking, But slower throughput. Therefore, if you are having problems communicating, you should make sure that you are using Windows Drivers. If you are using additional hardware, such as a Digi Multiple Communications Board that has its own Windows Drivers, then you should also check the box, to use Windows Drivers.
3. Go to the red Configuration button from the main menu and check the Locked Baud Rate option. If you find that you have to use slower baud rates, like 2400 or 4800 or even 9600, to get reliable connections and sends, then try the LOCKED option. Most modems will try to change the baud rate when they connect and this could be causing your problem. If you LOCK the baud rate, the modems will stay at the baud rate you select.
4. If problems persist, try using slower baud rates with your current modems. Try 9600, or 4800, or even 2400 baud. We have found that as long as you have good phone lines, you should get reliable communications at these slower baud rates. (remember to make the baud rates the same for both the creation and remote systems, unless you have determined that the modems want to connect at different rates.) (Remember to LOCK the baud rate for slower baud speeds.)
5. You may want to consider getting new modems that have a buffered U-art. (A buffered U-art allows the modem to capture and store data, which prevents the computer and Windows from losing the data.) Most inexpensive internal modems do not have buffered U-art. To get modems with a buffered U-ART, you usually have to purchase a more expensive external modem. Check with your computer dealer before you purchase to be sure.

General Questions and Answers about Modems and Communications

Q: What can I do to get faster MediaPlayer communications?

A: The baud rate is the speed at which communications take place. The higher the baud rate, the faster the communications. The baud rate you will be able to communicate at will depend on the noise on your phone lines, the quality and error checking capability of your modems, if your computer (or modems) have a buffered U-ART, the speed of your computer and how fast pages and pictures are changing at the remote site. To get faster communications, you should:

- try to get modems (or serial ports) with a buffered U-ART,

TEBBS - skip this section.

- modems that have an approved high-quality error checking routines (check the box for error checking that is used),
- a faster computer (like a 586-100 or better),
- the slower you change pages on your remote system, the more computer time that the remote system can use for communications, which means you can probably use a faster baud rate.

Q: When my modems connect using Windows Terminal program, one end connects at 19,200 baud, but the other end connects at 12,000; which is not in the list of baud rates. What baud rates should I use?

A: If you get a strange number like the 12,000, or any other number that is not selectable, then use the next lower baud rate for both ends and use the LOCKED option. In this case you would drop down to 9600.

Q: What does the "throughput" that displays on the screen mean?

A: The throughput is the average speed of the communications in number of characters per second. Therefore if it shows 1125, then you are getting a speed of 1125 characters per second. The higher the number, the faster (and better) the communications. If you divide the size of the file being sent, by the throughput, you will get the approximate number of seconds it will take to transfer the file. NOTE: The Baud rate is the number of bits per second, and there are 10 bits per character (1 start, 8 data and 1 stop bit), so you should find that you should get throughput of close to your baud rate divided by 10. In other words, if you are using a baud rate of 9600, then your throughput should be around 750-850 characters per second. (if you set your baud rate to 19200, but only have 14.4 modems, the actual baud rate is 14400 and therefore your throughput will be around 1100-1250 characters per second.)

Q: I set my baud rate to 19,200 on each end, and it connects, but the throughput is very low (around 400 to 500 CPS). Why is it so low?

A: The modems may be connecting at a slower rate -OR- they are connecting at the fast baud rate, but there is probably enough intermittent noise on the telephone line, such that the system is re-sending the data several times before it is successful in getting through. You should try the next slower baud rate (like 9600) and you may see that even though it is a slower baud rate, your throughput may increase!

TEBBS - skip this section.