



Quick Start Manual

Rev: 2013-09-26

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LightSpeed™ Quickstart Manual

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MY SIGN NOTES

PHYSICAL PIXEL MATRIX: _____X_____

The physical pixel matrix of the sign (i.e. 48 pixels high X 96 pixels wide)

VIRTUAL PIXEL MATRIX: _____X_____

Use only if applicable. This size will be double the Physical Pixel Matrix and will be the optimum size for custom created content (i.e. 96 X 192)

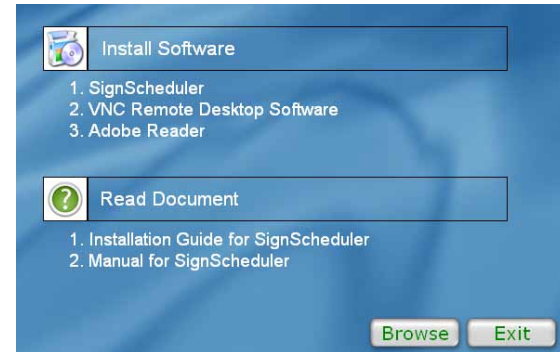
SIGN IP (NETWORK) ADDRESS: _____ . _____ . _____ . _____

OTHER NOTES:

INSTALLATION

Note: *LightSpeed requires Windows XP, Vista, or Windows 7*

1. Insert the CD into your computer's CD Rom.

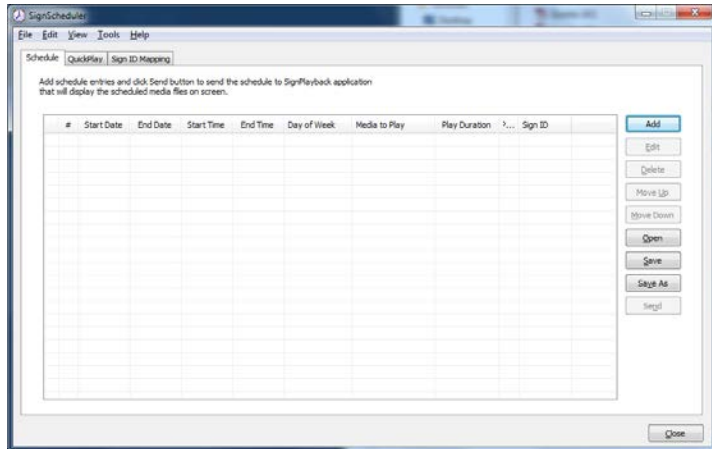


2. Click **SignScheduler** on the main install screen and follow the prompts to install the software to your computer.
3. The Installation Screen should appear automatically. If it does not, navigate directly to the CD and double click on **Setup.exe**.

OVERVIEW

LightSpeed provides a single interface for operating your sign, allowing you to quickly view, edit, and add content to your sign. The software sends the entire schedule, along with the messages and any linked media files to the sign each time you transmit or Send. This allows the sign to playback the schedule on its own, until you re-transmit updated content at your convenience.

To open, click on the **SignScheduler** Icon on your desktop.



All of your sign related tasks start here, including:

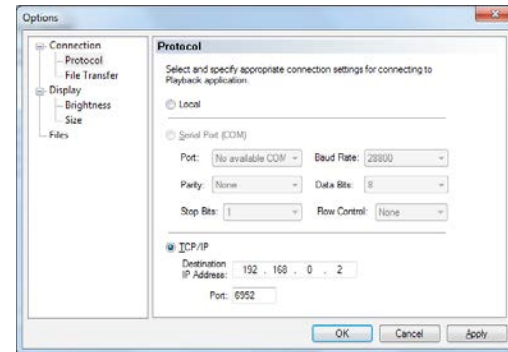
- Setup Communications and other options.
- Add, Modify and Remove individual messages.
- Copy and Paste entire messages with linked attributes to aid in template creation or repeating messages.
- View entire Schedule including Dates, Times, Days of week, Media, Play Duration, and Play Count.
- Preview individual messages, or the entire schedule list.
- Send/Transmit Content to the sign.

SETUP OPTIONS

Communications

After installation, you will need to configure the communication options in the software. Your computer's IP address must be on the same network scheme as the sign or communications will fail. If you need help setting your IP address, or have a custom communication option please contact your network administrator or our technical support dept.

1. Go to the **Tools** menu and select **Options**. This will open the Options window.

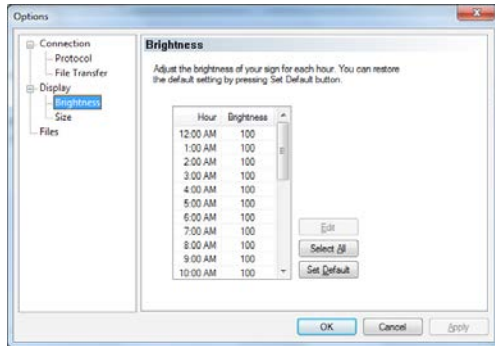


2. Select the Connection>Protocol section.
3. Choose **TCP/IP** from the options presented, and enter the IP address of the sign. Do not change the Port unless specifically asked to do so. The default setting is 6952.
4. Next, set the Brightness Schedule in the following section.

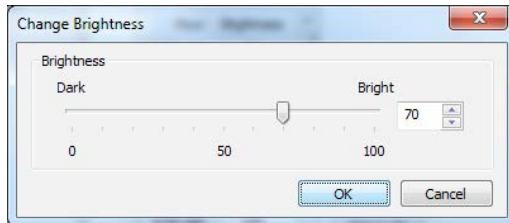
Brightness Schedule

To achieve readability at night the software provides a Brightness Schedule option. This will dim your display at the specified times to keep in line with local codes, and improve readability. Typical brightness levels are 60-70% at night, and 100% during the day.

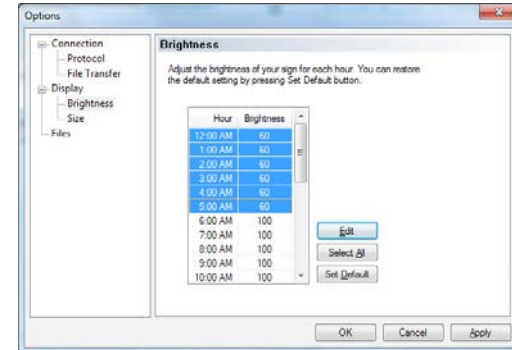
1. Still in the **Options** window, select the **Brightness** option.



2. You can set the brightness level for every hour of the day and night from 0% (blank sign) to %100 (full brightness).
3. Select the desired hour to adjust, and press the **Edit** button. **Note:** You can select multiple time slots by holding the **Shift** or **CTRL** key while selecting the hours.



4. When finished press the **OK** button.



5. This will bring you back to the Options window. When you have set the desired brightness schedule, press the **OK** Button to save the changes.

Note: The Brightness Schedule will be sent to the sign when you transmit your messages.

MESSAGE CREATION

There are (2) types of messages you can add to the schedule:

Pre-Created Media Files: Includes *Image Files (JPG, GIF, BMP)* and *Movie/Animation files (SWF, AVI, MPG, WMV, MOV, Animated GIF)*

QuickEdit Messages: Custom messages created using the sign software.

PRE-CREATED MEDIA:

1. Click on the **Add** button. This will bring up the Add Schedule Entry window.

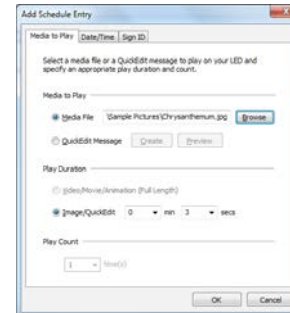


2. Select **Media File** then press the **Browse** button.

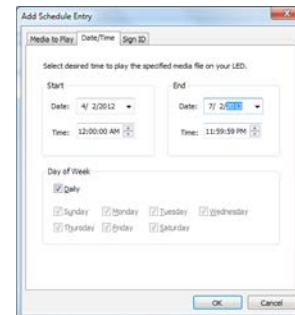


3. Navigate to the file you would like to add, and press **Open**.

4. Select the **Play Duration** of the media file. **Note:** for static images you must set a time. Video and animations will automatically play full length.



5. Select your desired **Play Count** (only valid if using a video). This lets you to repeat the Video/Animation multiple times.
6. Now select the **Date/Time** tab at the top of the window and choose your desired scheduling options:



Start Date: When your message will start

End Date: When your message will end

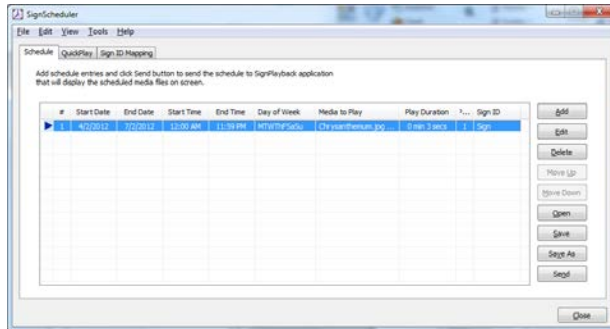
Start Time: When your message will begin playing each day

End Time: When your message will stop playing each day

Day of Week: When your message will play during the week.

7. When you are finished, press the **OK** button.

8. This brings you back to the main SignScheduler interface. You can now see a summary of your message details listed here. To edit the message, you can double click, or select it and press the **Edit** button.



9. To add more Pre-Created Media, repeat the previous steps.

QUICK EDIT MESSAGE:

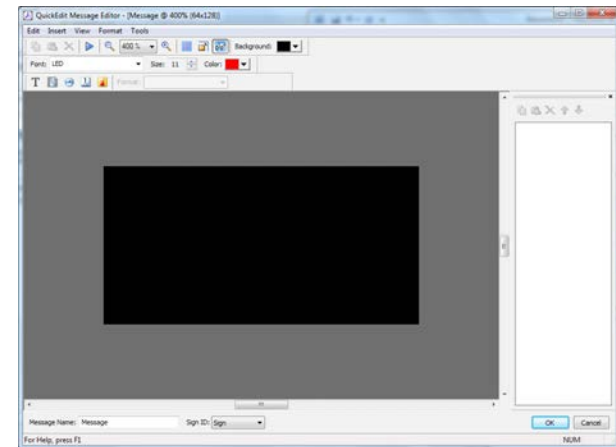
1. Click on the **Add** button. This will bring up the Add Schedule Entry window.



2. Select **QuickEdit Message** then press the **Create** button.

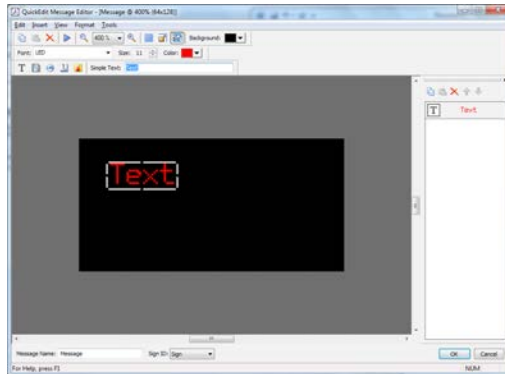
3. This opens the QuickEdit Message Editor.

Note: The large black box represents the LED sign.

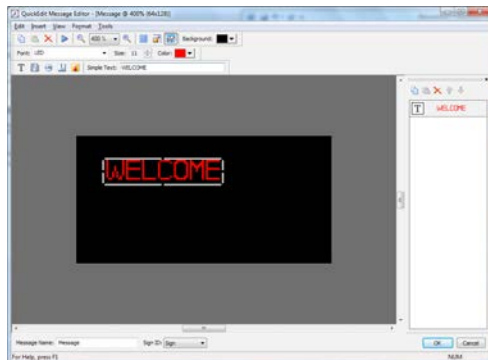


ADD TEXT

1. To add text, go to the **Insert** menu, and select **Text**. Then click on the large black box.

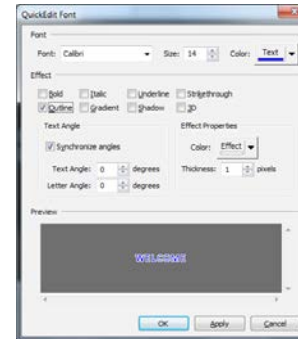


2. To edit the text, type into the small white box titled **Simple Text**.

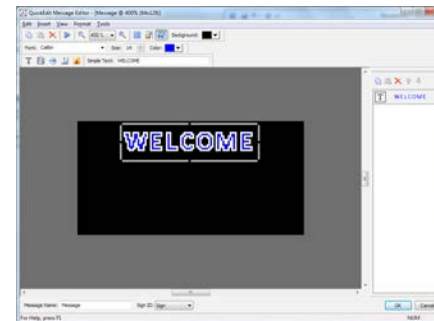


3. Arrange the text on your sign by using your mouse to drag the text to the desired location. You can also **Right Click** and choose the **Move To** menu for an exact location on the screen.

4. Adjust the font size, color and other effects by selecting **Font** from the **Format** menu above. This opens the QuickEdit Font window.

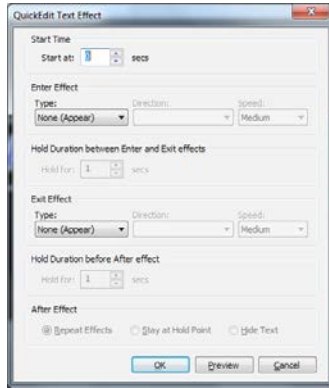


5. After choosing the desired font options, press the **OK** button.



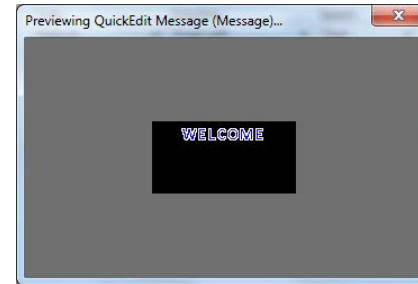
ADD EFFECTS TO TEXT

1. Click on the text you would like to add the effects to.
2. Go to the **Format Menu** and select **Effect**. This opens the QuickEdit Text Effect window. Set your options as needed.

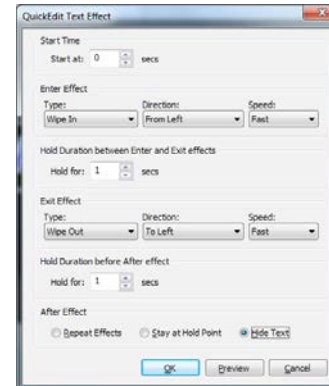


- **Start Time:** Use to delay the text from appearing on the screen.
- **Enter Effect:** The effect used when the text enters the screen.
- **Hold Duration:** Time to hold text, before going to the Exit Effect
- **Exit Effect:** The type of effect used when the text exits the screen.
- **Hold Duration before After Effect:** The time to hold the text on the screen after the Exit effect is completed.
- **After Effect:** What to do with the text after all effects are complete
- **Repeat Effect:** Repeat the effect until the entire message is done
- **Stay at Hold Point:** Keep the text on the screen without any effect
- **Hide Text:** Hide the text after all the effects are completed.

3. You can preview the message and effect at any time by pressing the **Preview** Button.



4. When you are finished, press the **OK** button.



5. To add more text, repeat the previous steps.

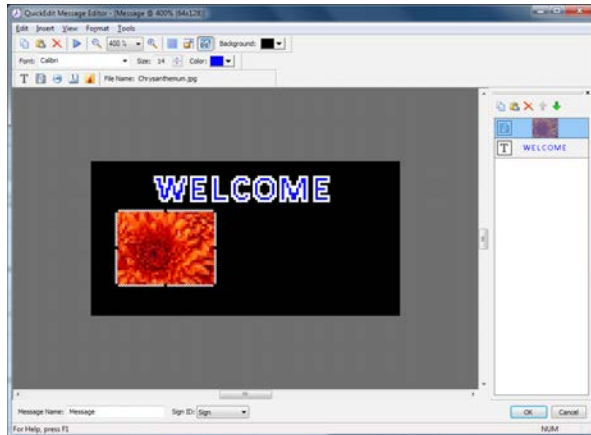
ADD MEDIA (Images, Animations, Video)

You can add pre-created media inside the QuickEdit message directly.

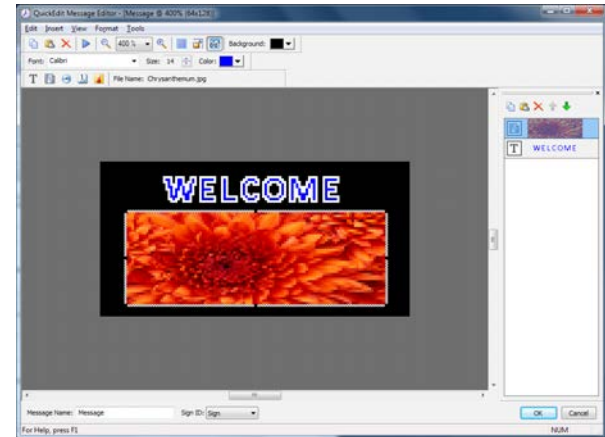
1. Go to the Insert menu and select **Media**
2. Navigate to the media you would like to insert, and press the **Open** button.



3. Now click on the black area to place the media on the screen.



4. You can adjust the size of the media by pulling the anchor points with your mouse, or right click on the media and selecting the **Re-Size** menu.

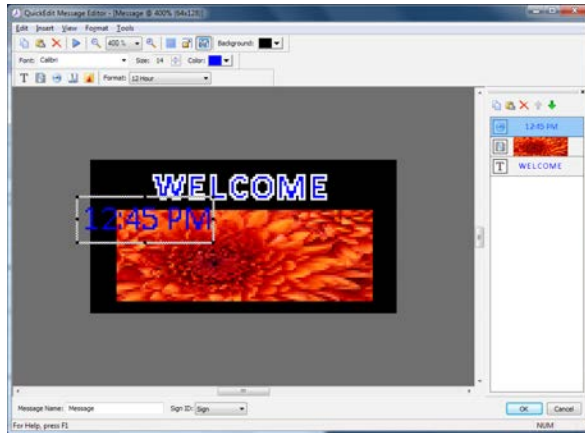


5. To add more media, repeat the previous steps.

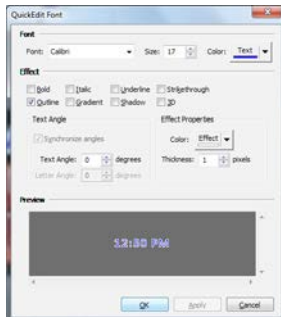
TO ADD TIME, DATE, or TEMPERATURE

The Time, Date, and Temperature are inserted into the message as separate objects. You can add them to any QuickEdit Message.

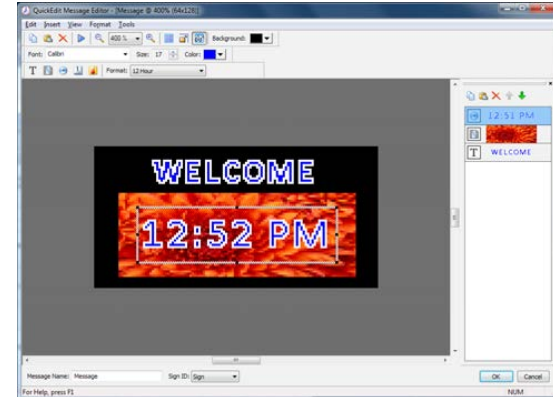
1. Go to the **Insert** menu and select **Time**, then click on the black area to insert the time on the screen.



2. Adjust the Font and Effects as described earlier in the **ADD TEXT** and **ADD EFFECTS** section.



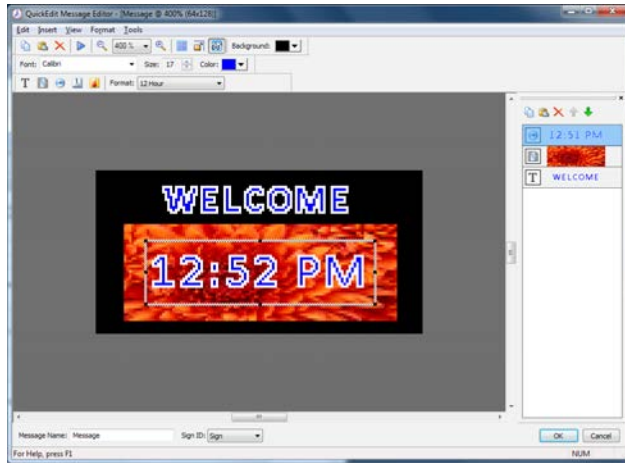
3. Press **OK** to bring you back to the main editor, and move the time to the desired location.



4. To add Date and Temperature, repeat the previous steps and select the desired object to insert (Date, Temperature).

ARRANGING and MANIPULATING OBJECTS

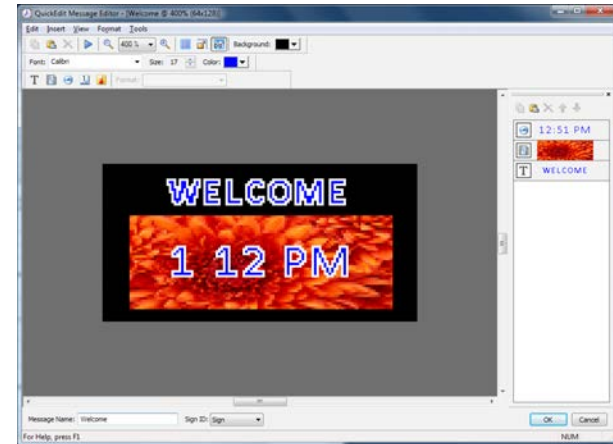
You can arrange the order of any object (Text, Image, Time, etc...) by using the **Object Viewer Window**, shown here on the right side of the editor. If you do not see this window, you can enable it by selecting the **View** menu, and selecting **Object Viewer**.



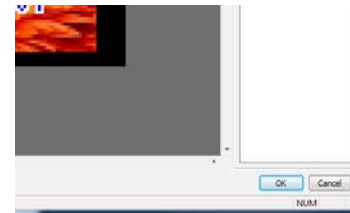
1. Select the object you wish to manipulate.
2. Click on the appropriate action button:
 - a. Copy
 - b. Paste
 - c. Delete
 - d. Move UP
 - e. Move DOWN
3. To manipulate another object, just select it in the object list and press the appropriate action button.

QUICK EDIT SAVING and COMPLETION

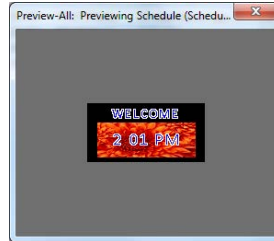
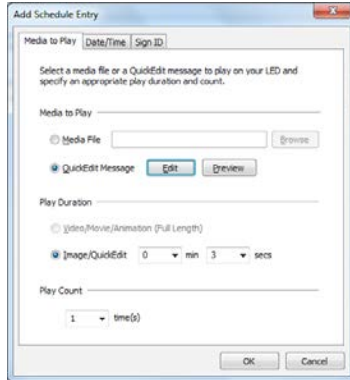
1. When you are finished with your QuickEdit message, remember to Name it using the **Message Name** field. Make sure you use a descriptive name for quick reference.



2. When you have named the file, press the **OK** button to save the changes.



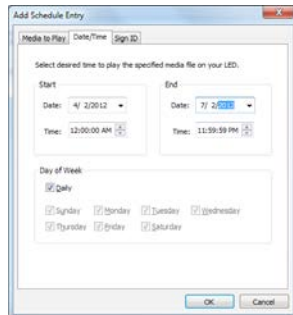
- You are now at the Schedule Entry window. Select the Play Duration, then Preview the message by selecting the **Preview** button.



- Make any adjustments as needed by selecting the **Edit Button**.

Note: If the message plays too long or too short, make sure to balance the Effect times inside the message, with the **Play Duration** time on the Schedule Entry window.

- Select the **Date/Time** tab and Edit the scheduling options as required. Then press **OK** to save the message into the schedule.

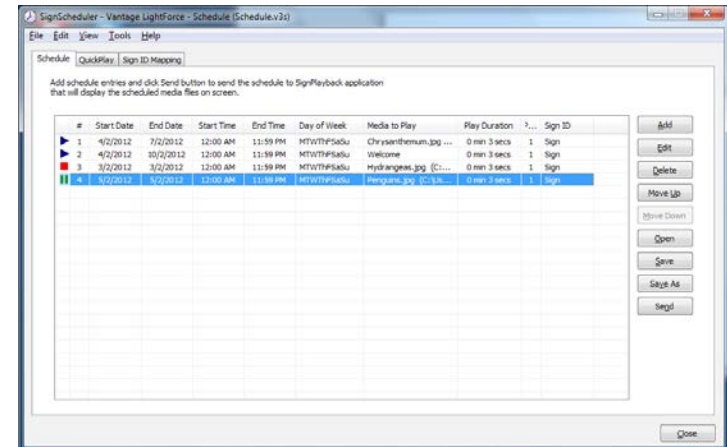


VERIFY, PREVIEW and SENDING MESSAGES

When you are finished editing and adding messages to your schedule, you should always verify and preview the schedule before sending them to the sign.

VERIFY:

Take a quick look through your messages and make sure they are scheduled to play at the correct time and dates.



LightSpeed provides quick verification by using icons:



Ready: The message is currently scheduled to play now.



Will Play: The message is scheduled to play in the future.

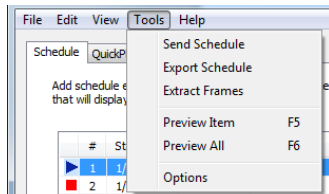


Expired: The message schedule has expired, and it will not play.

PREVIEW

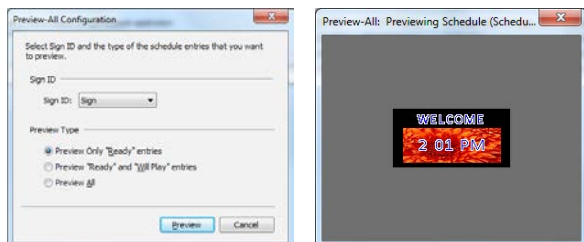
To see a preview of your messages to make sure they will play correctly when sent to the sign:

1. Go to the **Tools** menu, and select **Preview All** or **Preview Item**.



Preview All: Previews the entire schedule.

Preview Item: Previews only the selected item.



“Ready” entries: Messages currently scheduled to play now.

“Ready and “Will Play” entries: Includes future messages.

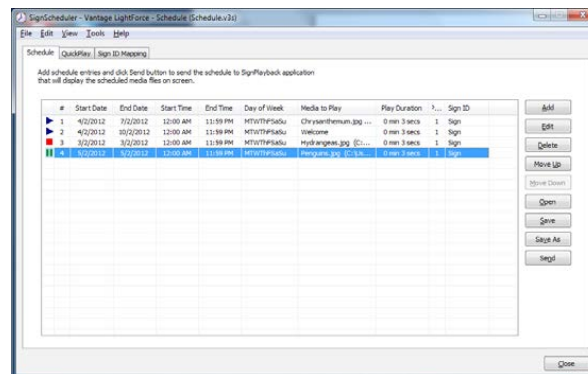
“All” entries: Includes expired messages.

SEND / TRANSMIT

When you are satisfied with your schedule and messages, you can send them to the sign. When you transmit, the software sends all the messages, media files, and schedule data to the sign, overwriting any previous schedule.

Note: Remember to transmit to the sign every time you add, delete, or change a message.

1. Press the **Send** button on the main SignScheduler window.



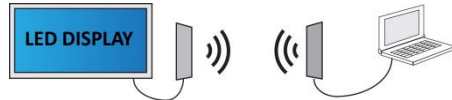
2. You will receive a confirmation if the transmission was successful.
3. If you receive an error, please make sure your computer is connected to the sign using the appropriate hardware, and that the IP address of your computer is on the same network as the sign. If you still have transmission issues please contact technical support.

APPENDIX

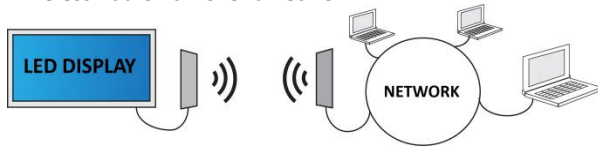
COMMUNICATION OPTIONS (See Sign Installation Guide for More Details)

The LED sign controller holds an IP address on a network. You can communicate to the computer using a variety of hardware, but the fundamental communication is done using a standard TCP/IP network. Some typical communications options are below:

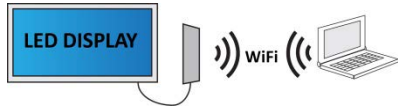
Wireless Radio Pair:



Wireless Radio Pair over a network:



Wireless Radio WiFi:



Wired Direct:



Wired through a Network:



IP ADDRESS (IP v4)

The sign controller has an IP address just like any computer on a network. In order to communicate, your computer **MUST** be on the same network as the sign, and have an IP address that is on the same IP scheme. For example:

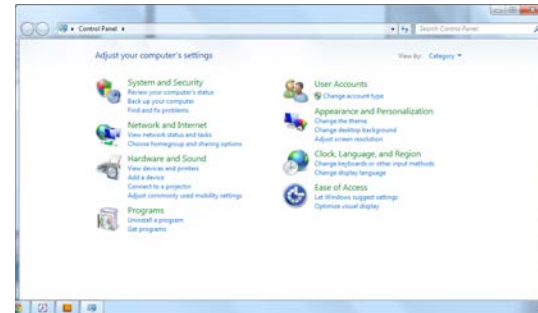
Sign IP: 192.168.0.2

Computer IP: 192.168.0.26

CHANGE IP ADDRESS (IPv4)

Warning: *DO NOT* change your IP address without your Network Administrator's permission. You may lose connectivity to your network if you change your IP address incorrectly. These instructions carry no guarantee, and no liability. If you are unsure, please call your Network Admin, or our Technical Support.

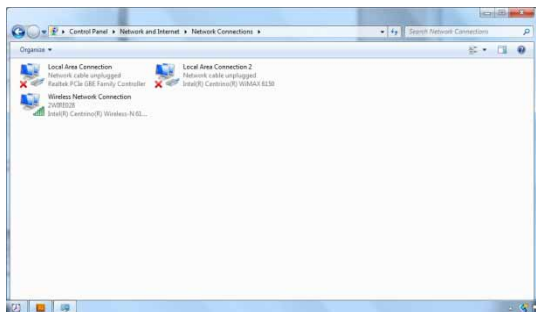
1. Go to the Windows **Start** menu and select **Control Panel**



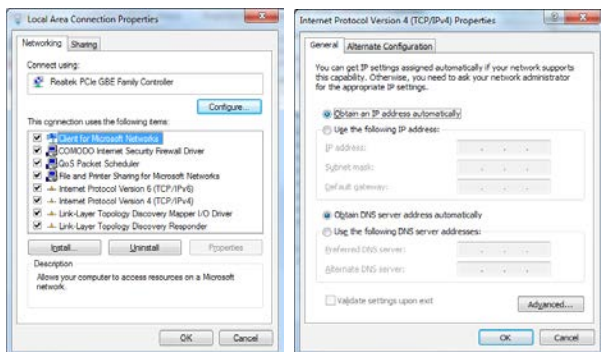
2. Type **adapter** in the search box, then select **View Network Connections**.

Note: If you are using an earlier version of windows, just click on the Network Connections icon in the control panel.

3. **Double-Click** on the network connection that you will use to connect to the sign.



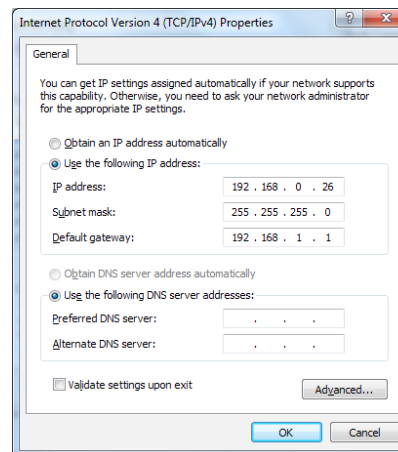
4. **Double-Click** on Internet Protocol Version 4



5. Write down, or take a desktop screenshot of **ALL** the current settings in this window, so you can revert back to it later if needed.

Note: To create a desktop screenshot press **CTRL + PRT SC** on your keyboard. Then open Microsoft Paint and press **CTRL+V** on your keyboard to paste the screenshot into Paint. Then save it as a JPG or BMP to your desktop for reference.

6. Select **Use the following IP address** and enter an IP address that is on the same scheme as the sign. Remember the last numbers must be different than the sign.



Note: Make sure this IP address is not being used by another computer on the network. If you have any questions, ask your Network Admin.

DO NOT use the following:
192.168.0.1
192.168.0.2
192.168.0.20
192.168.0.21

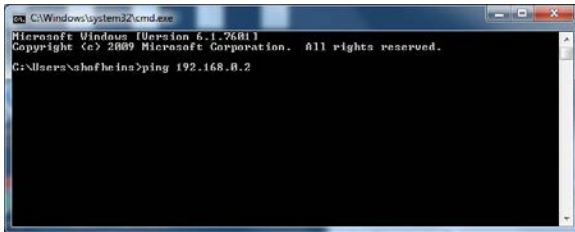
7. Press the **TAB** key on your keyboard. This should autofill the **Subnet Mask**
8. Set your **Default Gateway** . This is not required to connect to the sign, but is required if you want to connect to the internet through your network.
9. Set your **DNS Servers**. These are not required to connect to the sign, but are required if you want to connect to the internet through your network.
10. When you are finished, press **OK**
11. Then press **OK** on the next screen. This will implement the changes.

NOTE: YOU CAN ALSO CHANGE THE IP ADDRESS OF THE SIGN TO MATCH YOUR NETWORK. DO NOT DO THIS WITHOUT CONSULTING YOUR NETWORK ADMIN. SEE THE **"DATE/TIME ADJUSTMENT"** SECTION OF THIS MANUAL TO GAIN ACCESS TO THE SIGN CONTROLLER DIRECTLY.

COMMUNICATION PING TEST

You can quickly verify your IP address, and communication to the sign using a PING test.

1. Click the Windows **Start** menu.
2. In the Search box type **cmd** then press **ENTER**. This will bring up a command window.



3. Type the word **ping**
4. Hit the spacebar then type in the **IP address** of the sign *I.E.:* 192.168.0.2
5. Press **ENTER**.
6. If you see Request timed out or Destination host unreachable then you will need to verify your computers IP address and any communications hardware.
7. If you **do** get a response, then you are in low level communication with the sign.

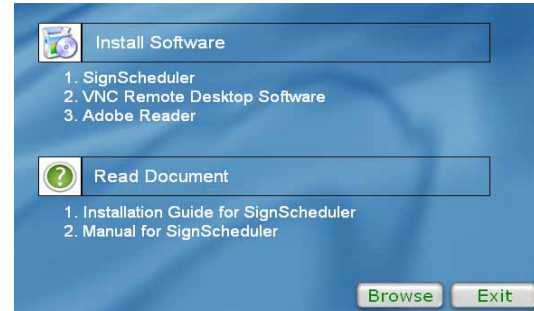
Note: If you can PING the sign, but still have trouble transmitting messages, it is usually caused by a firewall, or mis-configuration of your network settings. Call your Network Admin, or Tech Support.

Note: To check your IP address, type **ipconfig** in the cmd window, and press enter. This will list all your active network adapters, and their corresponding IP info.

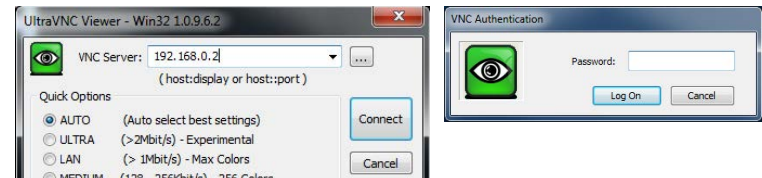
DATE/TIME ADJUSTMENT

You may need to set or adjust the time to show correctly on your display according to your location. This is accomplished by logging directly onto the sign controller using VNC. If you have any questions, please contact technical support.

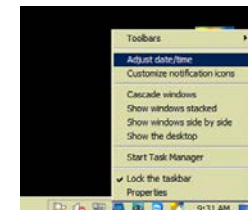
1. Install and run **VNC** on your computer from the LightSpeed software disc.
Note: When asked, install the “Viewer” only.



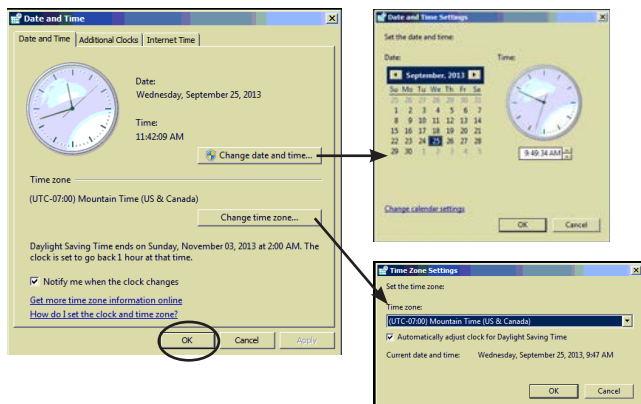
2. Open **VNC** and type the IP address of the sign (ex: 192.168.0.2) and press the **Connect Button**. The Password can be obtained by calling your sign provider or techsupport.



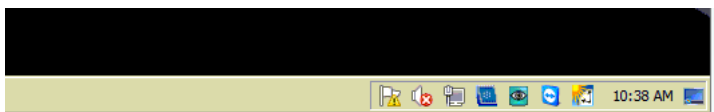
3. This will now show the desktop of the sign's PC controller. Navigate to the lower right portion of the desktop, and **Right-Click** on the time. Select **Adjust Date/Time**



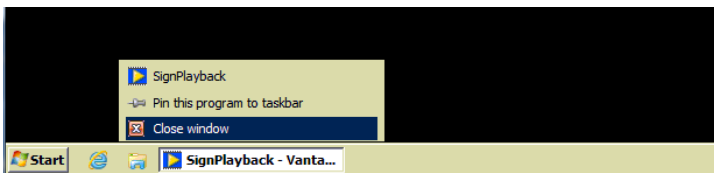
- Adjust the Time Zone, Date and Time as desired, and press OK.



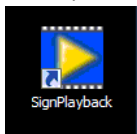
- Verify the time is correct on the lower right corner of the screen.



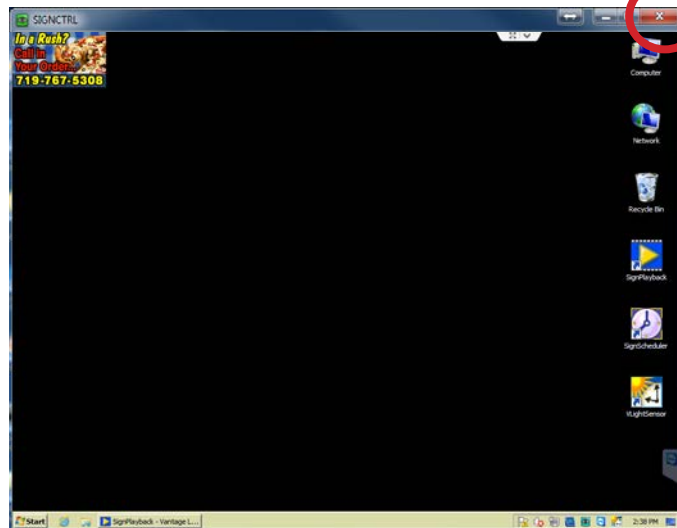
- RIGHT-CLICK** on the **Sign Playback** program on the windows task bar, and select **Close Window**.



- Re-open Sign Playback by **Double-Clicking** on the **Sign Playback Icon** on the desktop.



- Verify your Sign Messages are playing in the top left corner of the screen. Then close the **VNC** window.



FOR MORE INFORMATION PLEASE REFERENCE THE INSTALLATION GUIDE and HELP MENU IN THE SOFTWARE.

IF YOU HAVE ANY ADDITIONAL QUESTIONS, PLEASE CONTACT YOUR SIGN PROVIDER OR TECHNICAL SUPPORT 888-595-3956.



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