Manual
Digital Signage Software

MENU
DOUBLESCREEN

akkut®
DIGITAL SIGNAGE

Video instructions

Here you can find all of the following operating steps as step-by-step video instructions:

https://www.youtube.com/playlist?list=PLdcyjuHXQeurpGrCJdmdj2mSO6TQ8Fz8c

(currently all videos are only available in German – English versions are following soon!)

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Account activation & login

Benutzer

1. After successful product registration at www.akkut.at/macreg *(picture A)* the user name and password will be sent by email *(picture B)*

2. Open the website www.akkut.at/dsadmin *(picture C)* and log in with the received access data

3. Change password: in the menu item 1. Benutzer click on 2. ⋮ *Bearbeiten (Edit)* and then on 3. 🔒 *Passwort ändern (Change Password)* and assign a new password. Finally, click on *Anderungen speichern*.
   ATTENTION: The password may contain special characters, numbers and letters and must be between 6 and 12 characters long
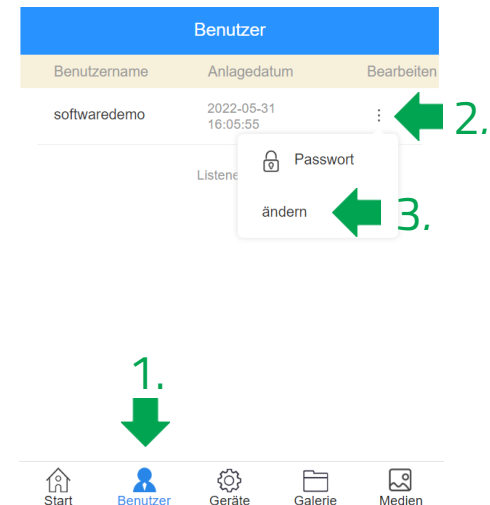

picture A

picture B

picture C

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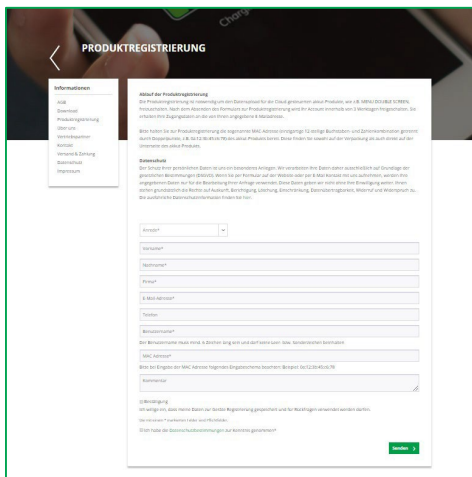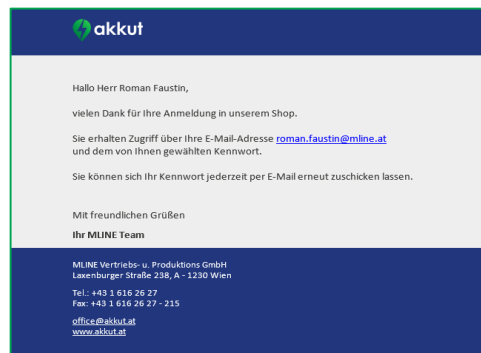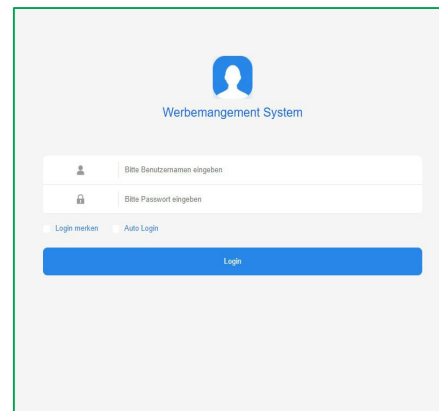
Initial Activation of WiFi & System Access

1. Switch on: When using for the first time or when the charging station has been shut down, hold the on/off button *(picture A)* for at least 3 seconds. This will start up the system and it will be ready after a short time

2. Access: To access the operating system, tap one of the monitors 6 times in quick succession *(picture B)*, then an input field "Please Input Password" appears *(picture C)*. Enter the numerical sequence "887887" and confirm

3. Set up WiFi: Tap the menu item "Apps" ⠿ (lower menu bar), next "Settings" ⚙ and connect to the desired WiFi via „Wi–Fi" 📶
   ATTENTION: After the successful initial set-up of the WiFi, the default password is automatically replaced by the password of your account. → The password changes to the password of the account

4. Go to the menu by tapping the icon ◁ in the menu bar at the bottom of the screen and then select the app "ADSV" to enter the kiosk mode.

picture A

picture B

picture C

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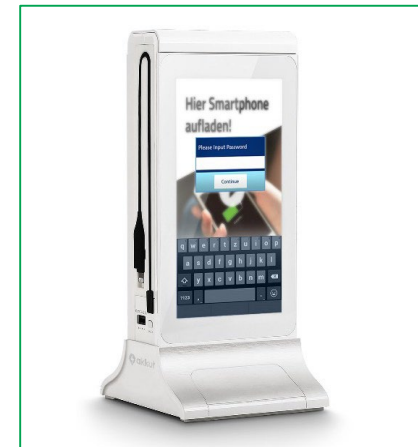
Workflow

1. Save content in the correct format (size, file type, etc.) on your computer

2. Upload files in *Medien (Media)*

3. Release files in *Medien (Media)*

4. Sort files in *Galerie (Gallery)*

Tip: The menu item *Medien (Media)* shows you all the pictures and videos available to you (pool). In contrast, the *Galerie (Gallery)* is the display that is currently being played back on the devices.

For pictures:

Please upload max. 10 files at once
Max. file size 2MB
File format: jpg, png, jpeg
No file names with special characters possible

For videos:

Please upload max. 1 file at once
Max. file size 200MB
Recommended dimensions: 16:9 for Split Screen and 9:16 for Full Screen
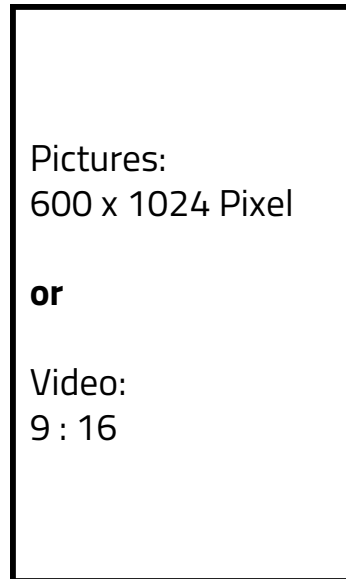File format: mp4
No file names with special characters possible

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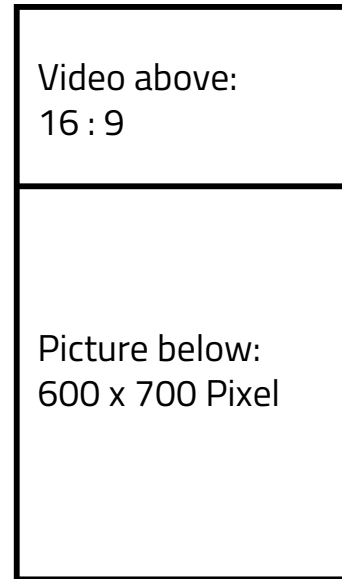
Content preparation

Create desired image (JPG, JPEG, PNG) or video material (MP4) and prepare for upload:
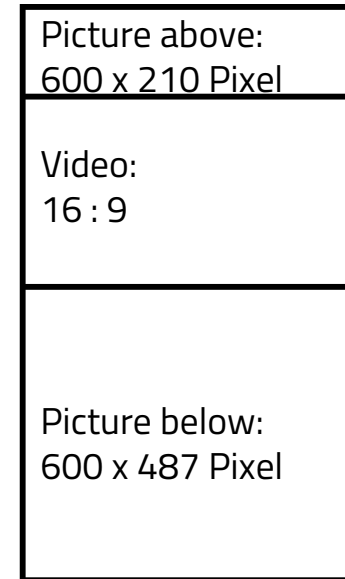**Formatting templates** can be found at nextcloud.mline.at/index.php/s/Digital_Signage_Vorlagen

Full Screen

Pictures:
600 x 1024 Pixel

or

Video:
9 : 16

Double-Split-Screen

Video above:
16 : 9

Picture below:
600 x 700 Pixel

Triple-Split-Screen

Picture above:
600 x 210 Pixel

Video:
16 : 9

Picture below:
600 x 487 Pixel

ATTENTION: If images/videos are not uploaded in the correct format, it can result in a distorted display for images or black bars for videos.

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Content design tips

- Regularly point out that your guests can charge their smartphones thanks to the device in order to increase the frequency of use of this function

- Use different combinations of video and image files (full screen, two-split screen and three-split screen) to add dynamics to your content

- If you want your guests to use the touch displays to "scroll", for example through a drinks menu, use arrows on the edges of the display to draw their attention to it

- Double/Triple Split:

  o Swiping in the video area switches to the next content block

  o Swiping in the picture area switches between the individual pictures of the picture slideshow

  o The content block is played until the video ends

ATTENTION: To avoid "burn-in" (afterglow of still images) on the screen, make sure that image elements (e.g. logos, etc.) are not displayed for too long at the same position and use dynamic content. For this purpose, pictures are automatically played back after 6 seconds as in a slide show. By "swiping" (wiping on the touch display) to the right or left, you can manually switch between the different contents.

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Upload files

Medien

1. Select ![Medien icon] and then your user. You will see all the pictures and videos already uploaded in the various formats/sections

2. Next, select the desired format („Bild - Full Screen", „Double Split - Bild unten",
„Triple Split - Bild oben", „ Triple Split - Bild unten", oder „Video")
[red underlined section is selected]

3. Click on *Datei hochladen (Upload files)*

4. Upload the appropriate content

5. Finally, select *Upload bestätigen (Confirm upload)*. After a successful upload, you will see the images & videos in the respective section

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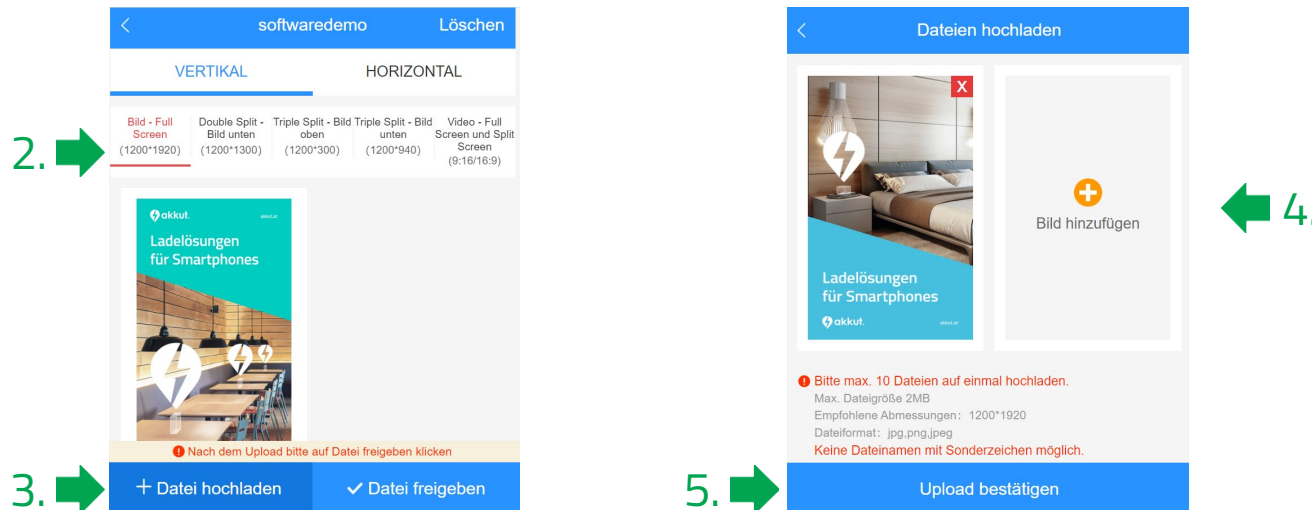
Release files

1. Select **Medien** and then your user. You will see all the pictures and videos already uploaded

2. Next, select *Datei freigeben (Release files)*

3. Depending on what is to be displayed on the unit, select the appropriate section/format "Full Screen", "Double Split" or "Triple Split"

4. Select *Datei hinzufügen (Add files)*

**ATTENTION**: Next steps depending on the format on the following pages of this manual


3.

4.
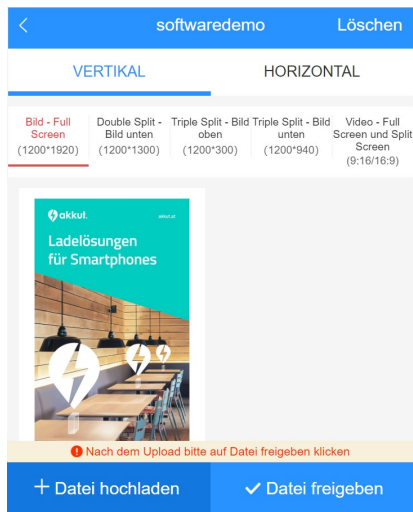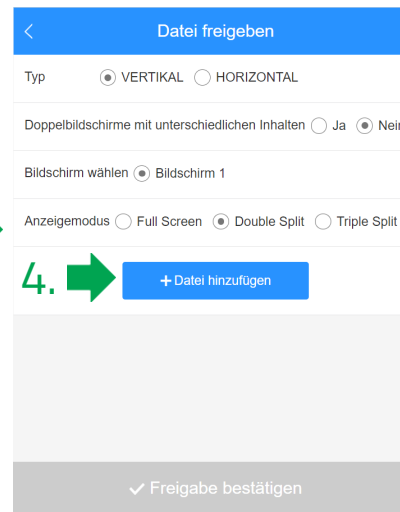
Tip: If content is to be repeated (e.g. "Charge smartphone here" subject every 10 pages of the slide show again), release the corresponding file several times.

2.

Release files Full Screen

1. Choose playback mode (video or image)

2. Select the desired content from the already to "Medien" uploaded content by clicking on "..."

3. Select by clicking on the checkmark next to the desired elements (Max. 10 pictures, max. 1 video)
   Select the desired elements in reverse order (starting with the last to be displayed) so that they are already uploaded with the correct sorting

4. Use the Button *Bestätigen (Confirm)* to finalise the selection

5. Menu item *Freigabe bestätigen (Confirm Release)* publishes the selected content. Files are transferred to the device. Depending on the size of the files and the Internet connection, this process can take several minutes.
   **ATTENTION**: A functioning WLAN connection must be available for this
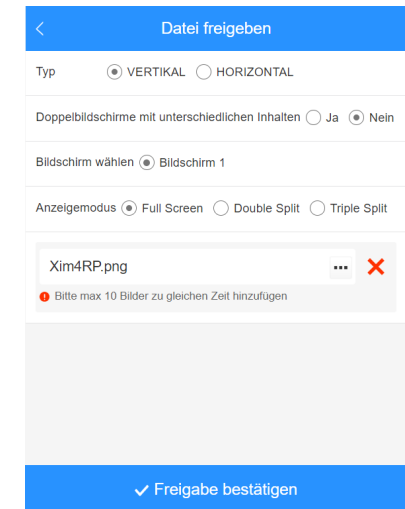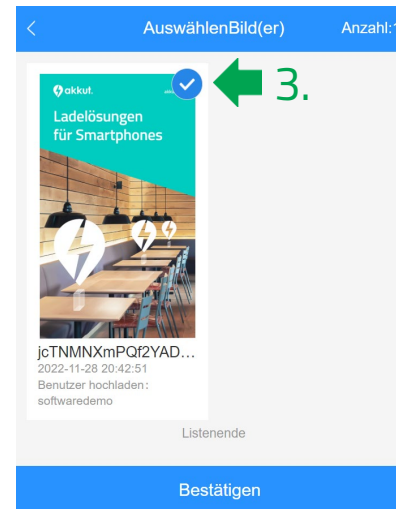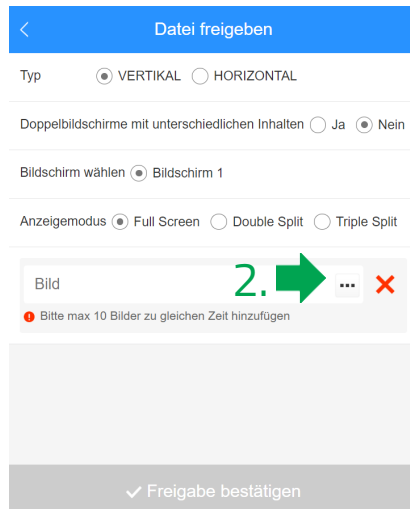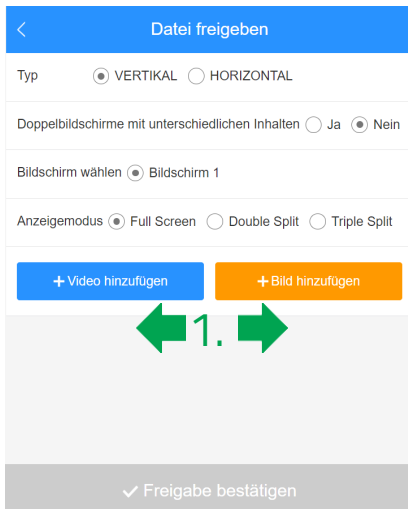
Release files Double- or Triple-Split Screen

Medien

1. Select the desired content from the already to "Medien" uploaded content by clicking on "..." for each content area

2. Select by clicking on the checkmark next to the desired elements. (Max. 10 pictures, max. 1 video).
   Select the desired elements in the order in which they are to be played in order to upload them already with the correct sort order

3. Use the Button *Bestätigen (Confirm)* to finalise the selection

4. Repeat the steps for all content formats available for selection

5. Menu item *Freigabe bestätigen (Confirm Release)* publishes the selected content. Files are transferred to the device. Depending on the size of the files and the Internet connection, this process can take several minutes.
   ATTENTION: A functioning WLAN connection must be available for this
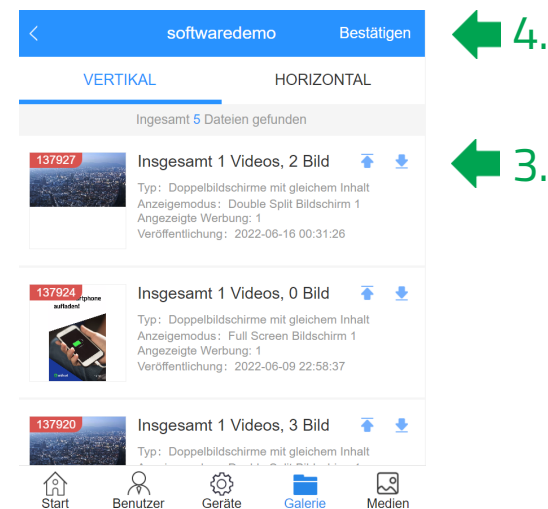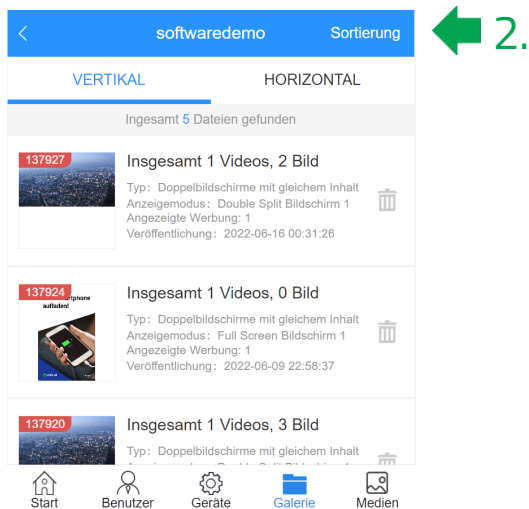
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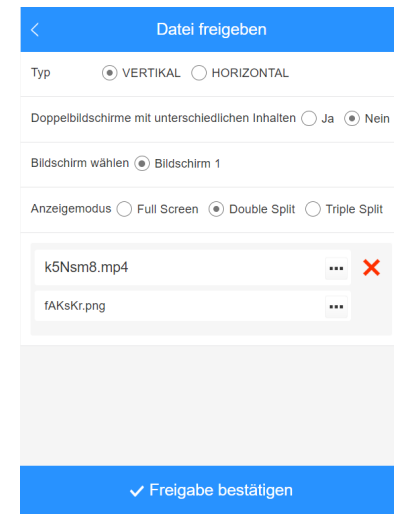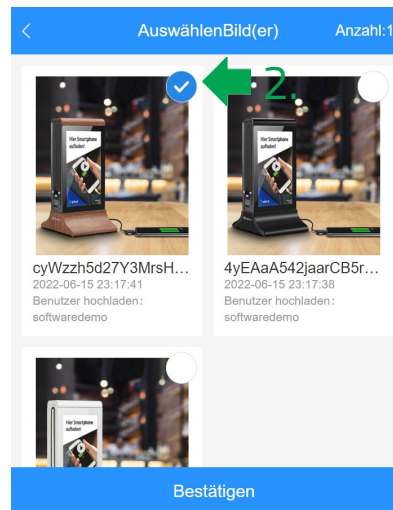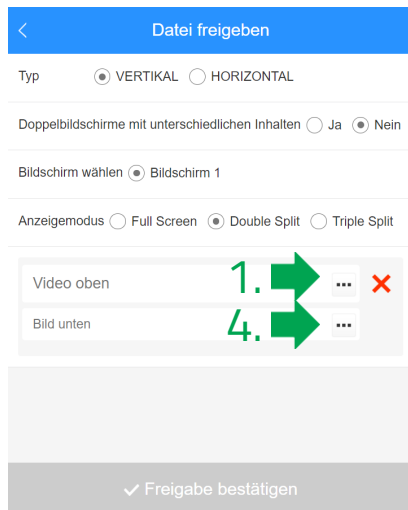
Sort files

You can sort the order of the images on the devices:

1. Select   and then your user
   Galerie

2. Then click on *Sortierung (Sorting)*. Arrow symbols appear next to the files

3. Click on these arrows to change the order

4. Finally, confirm the changes

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Immediate synchronisation of server and device

(only necessary if the sync is not working)

1. Select ⚙ Geräte and then your user

2. Click on the arrow ⏭

3. Confirm your user by clicking on the right in the respective line (orange tick must be visible)

4. Click on *Änderung speichern (Save changes)* to start the synchronisation immediately

**ATTENTION**: To upload new content, the device must be connected to WiFi
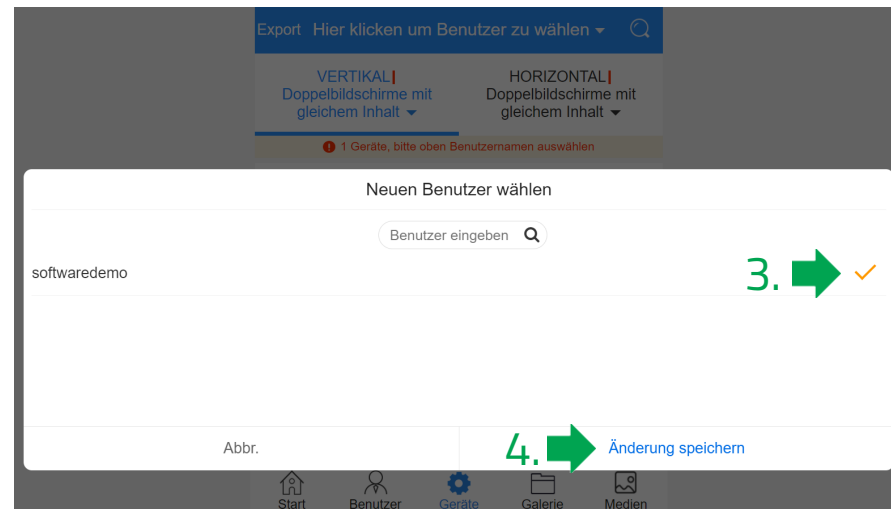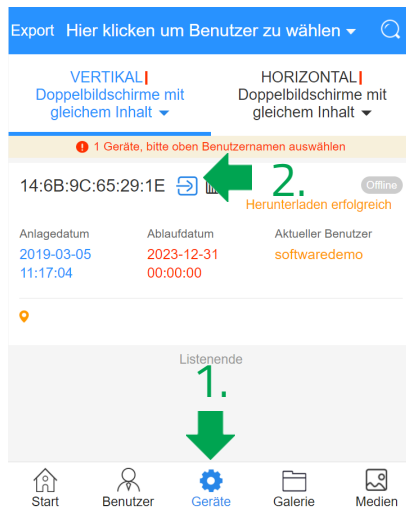
Deleting content from current displaying

Delete files or data "packages" from the currently running operation:

1. Select ![folder] Galerie and then select your user

2. Click on the bin icon 🗑 next to the content you want to delete

3. Finally, confirm by clicking on *Jetzt löschen (Delete now)*

ATTENTION: Data deleted from the gallery is deleted "on the device" but NOT from the media. This allows you to upload the content to devices again at any time

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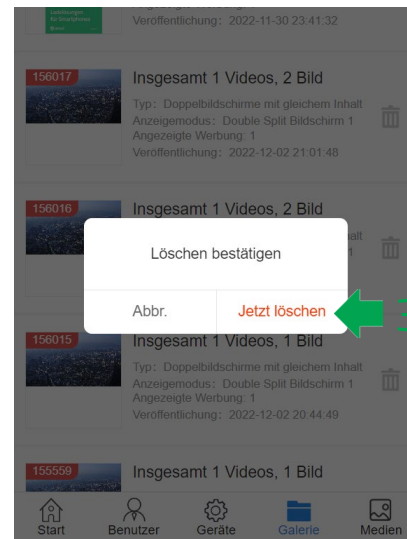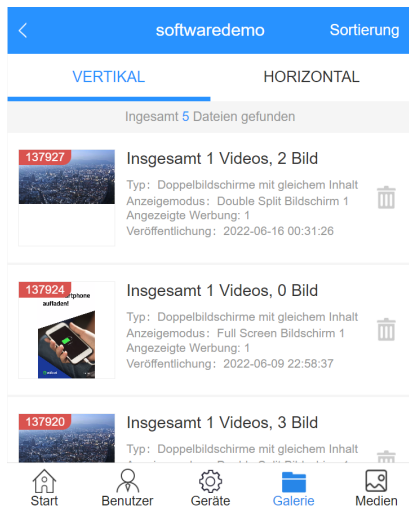
Permanently delete content

To delete files that you no longer wish to use, proceed as follows:

1. Select _Medien_ and then select your user

2. Select the relevant section/format from which content is to be deleted

3. Click on _Löschen (Delete)_ at the top right

4. Select the items you wish to delete by clicking on the tick

5. Click _Bestätigen (Confirm)_ and then _Jetzt löschen (Delete now)_ to complete the selection

ATTENTION: Data deleted in "Media" will NOT be deleted from the current operation
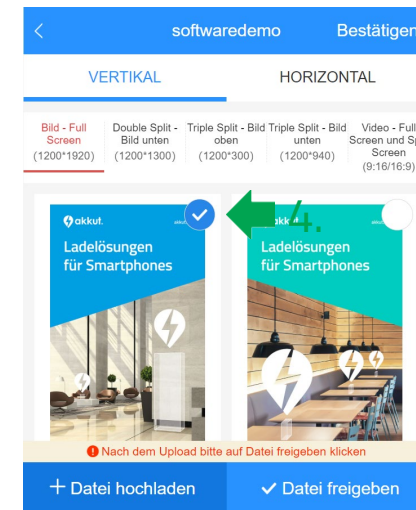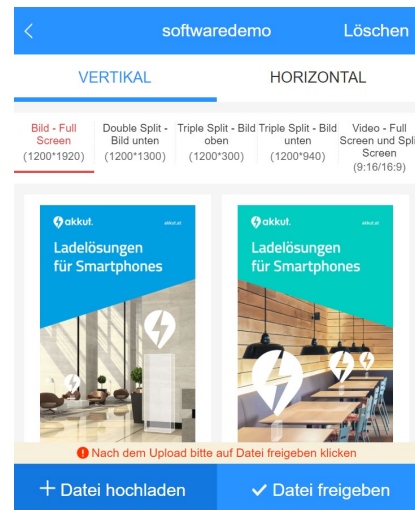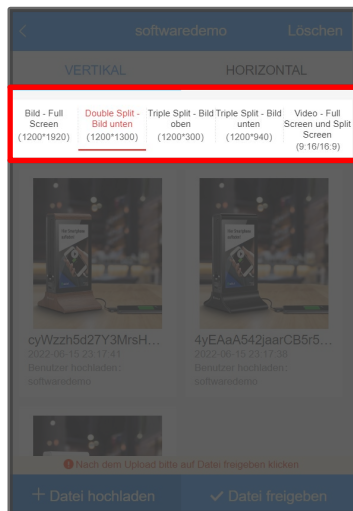
Troubleshooting possible problems

Playing newly uploaded content does not work

- The device may be offline

    - Check in the software under *Geräte (Devices)* whether the device has the status "Online" (see page 13)

    - Check that the WiFi connection on the device is up and running in the settings (see page 4)

    - Test the functioning WiFi connection on the device in the web browser, e.g. by calling up the website https://www.orf.at/

- Content is only uploaded to the "Media", but not assigned to the unit in the "Gallery" (see page 9 to page 11)

- The device did not synchronise, therefore initiate an immediate sync (see page 13)

Picture content is displayed distorted on the device

- The uploaded file does not have the correct aspect ratio (see page 6)

- The file was uploaded in the wrong section (see page 8)

If you have any further questions, we will be happy to help you by e-mail at office@akkut.at or by telephone at +43 1 616 26 27 0.

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