

lightbox3

User Manual V1.3



May 2018

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Thank you for purchasing Lightbox 3

Lightbox 3 is one of a range of products we offer specific to the heritage marketplace. We are confident that we have other products you will find useful and look forward to dealing with you again soon.

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What is Lightbox 3?

Lightbox 3 is an incredibly flexible software package that allows you to build, manage and edit your multi-media interactives without requiring any particular technical or programming skills. Put together highly engaging, elegant and beautiful presentations for visitors to explore.

1. Installing Lightbox

1.1 Before You Start

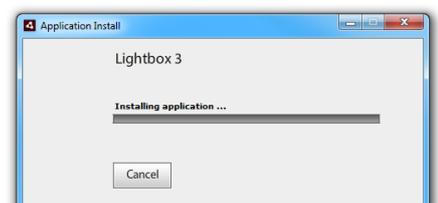
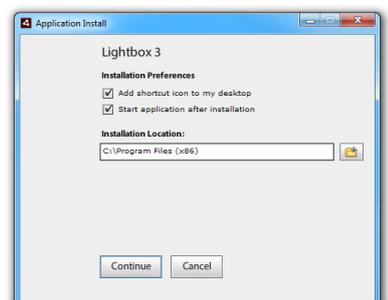
Lightbox requires the Adobe AIR Environment to function. You can install this from here;

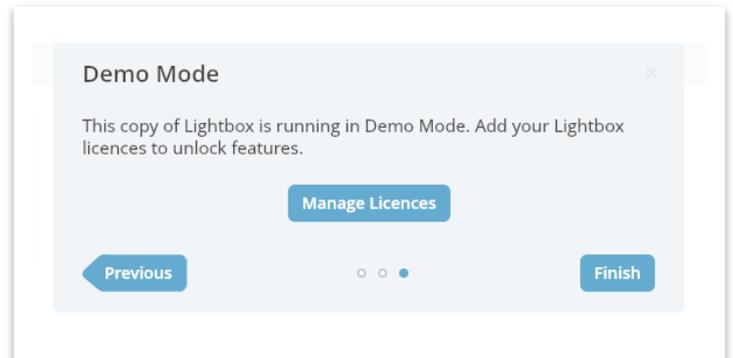
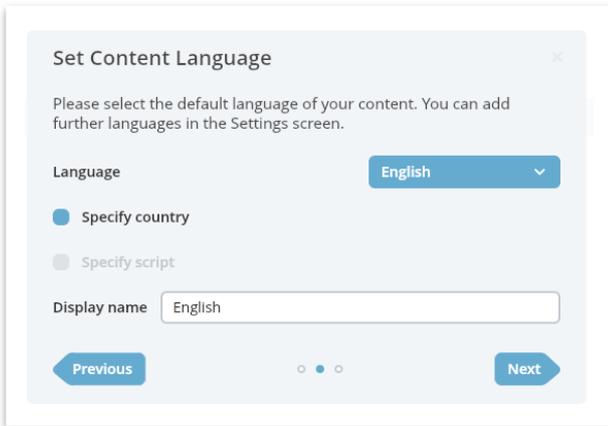
get.adobe.com/air/

We recommend this software be installed upon a machine with a clean installation of Windows 7 or Windows 10 with all Microsoft Windows updates completed. The machine should be prepared for commercial use with the un-installation of any non-required software (bloatware) and disabling of any inherent touch gesture controls such as edge swipes for Windows 10.

1.2 Installing Lightbox

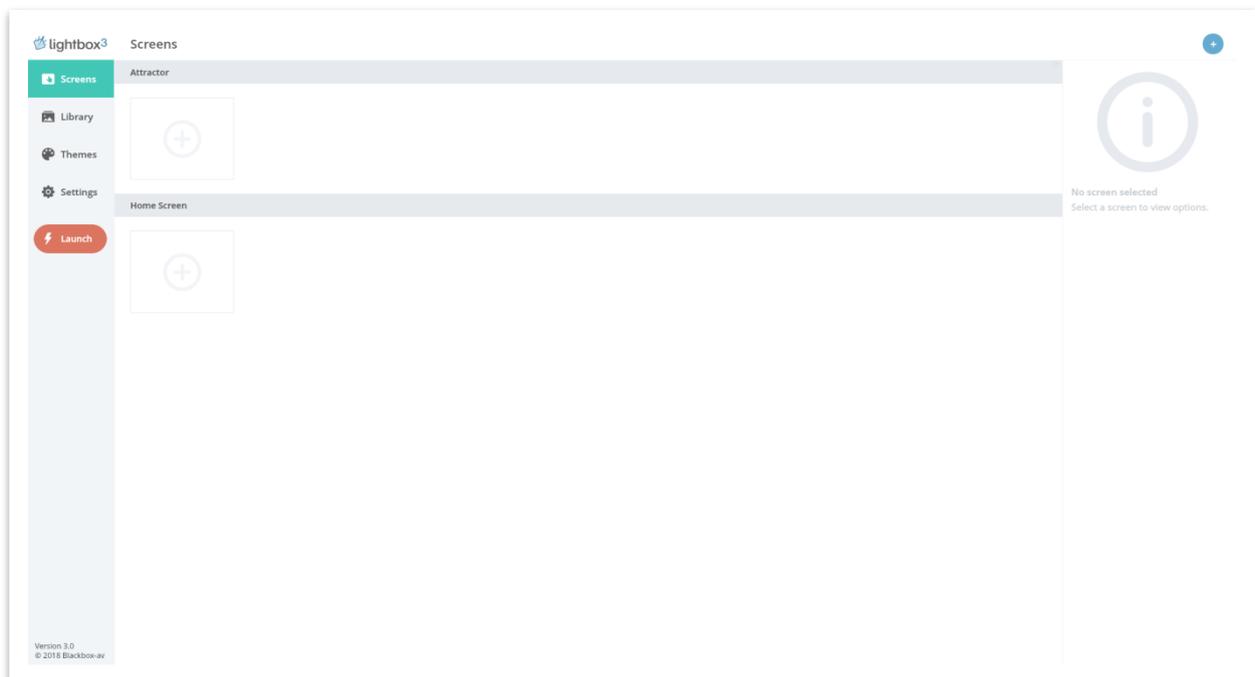
1. Begin installing Lightbox by running the Lightbox-3.exe application.
2. You will then be given a prompt where you can choose the installation location and whether you want to add a shortcut icon to the desktop or begin Lightbox after the installation is complete. Click continue.
3. After clicking continue, the installer will begin to install Lightbox. This will take a few moments to complete depending in your computer specifications.
4. When the installer is finished Lightbox 3 will begin to launch if you have chosen that option. When Lightbox 3 opens for the first time, you will be prompted to set a language and give your display a unique name. This will help identify it easier when you are using more than one copy of Lightbox.
5. If you have an activation code for Lightbox, you can enter it here along with your name, organisation details and tag. If you choose not to fill this in, Lightbox 3 will automatically run in demo mode.





1.3 Lightbox Overview

Now that you have Lightbox 3 installed, you can have a look at the manager – which we refer to as the “back end” of Lightbox. This is where you will create your interactives and manage the settings of your software.



The Manager is divided into four different tabs for easy navigation, which are as follows:

- **Screens** – This is where you create the screens that your visitors will interact with which include the Home page, Category Pages, Sub Category Pages, Attractor Screen and Media Collections.
- **Library** – Your media content is stored in here which includes your audio, images and videos.
- **Themes** – Here you manage and customise the look of your software, with options to change the default background, font size / type / colour and the button options etc and customise the web browser.
- **Settings** – This is where you can view your general settings such as the idle time before the attractor screen comes on, the management of licenses and changing of the admin pin.
- **Launch** – This is how you go from the manager to the live interactive.

Admin PIN (must be 6 digits)	874100
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In the **Settings** tab, you will find your **Admin PIN** which must be set to six digits. Lightbox automatically sets the pin as “874100” but you can change the pin to something more memorable.

2. Adding / Editing Your Content

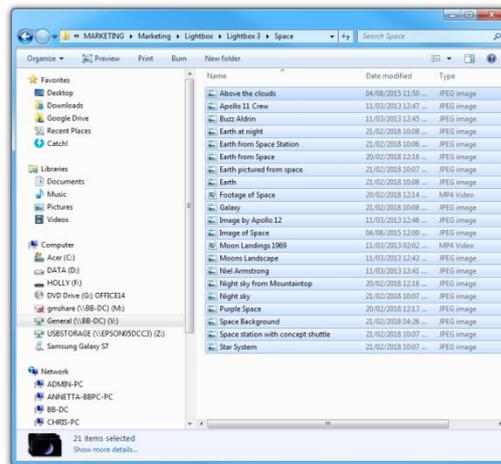
All of your multimedia content is managed in the 'Library' section - here you can add content / edit titles, descriptions and add custom thumbnails for audio or video files.



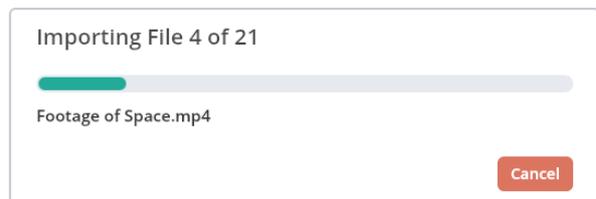
Step 1 in creating your custom interactive is to import the multi-media content that you wish to use.

Note: you can display content by various 'time of imports' including 'last import' for this reason it's usually easier to import the content you wish to display on a per screen basis.

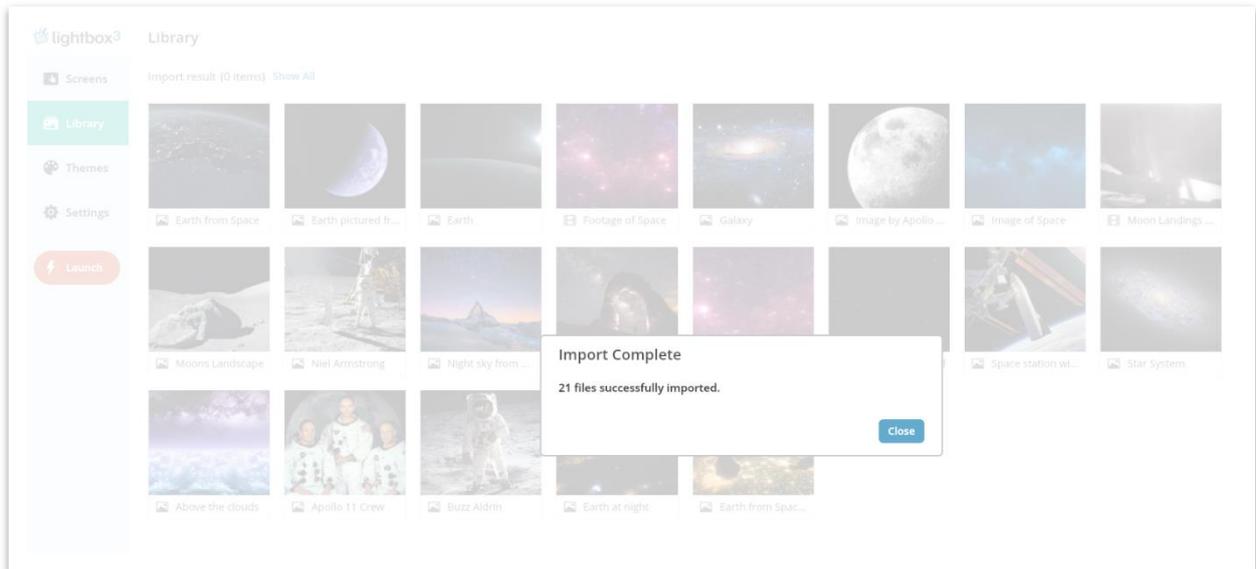
To add content to LB3 first gather all of your multi-media files together.



Then drag and drop the files into the Lightbox library - Lightbox will process and then import your files.



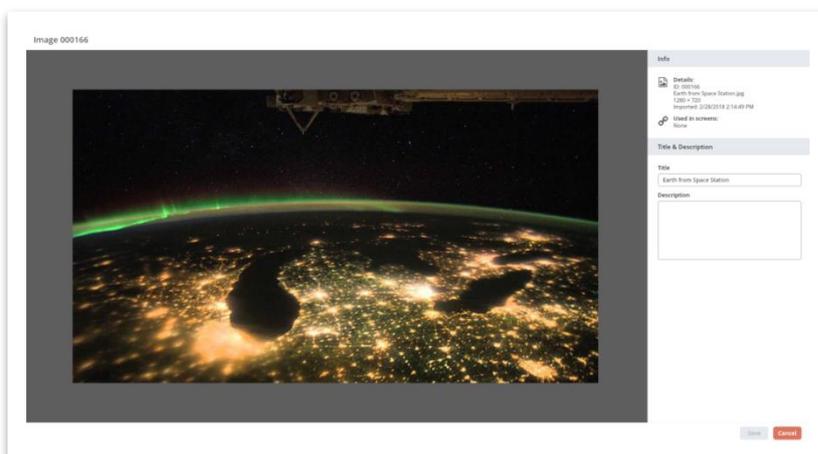
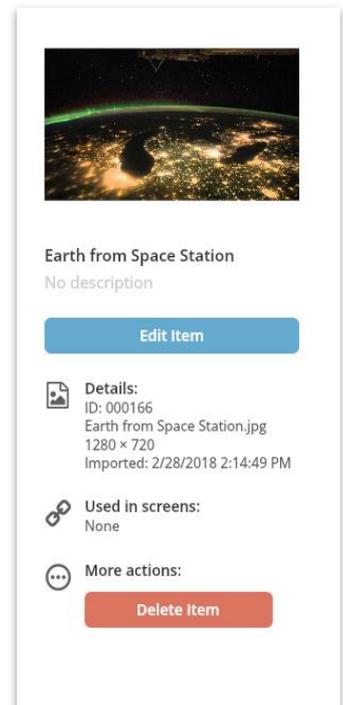
Lightbox will then notify you when this process is complete. If your import returns errors, please double check the file format to make sure it is supported.



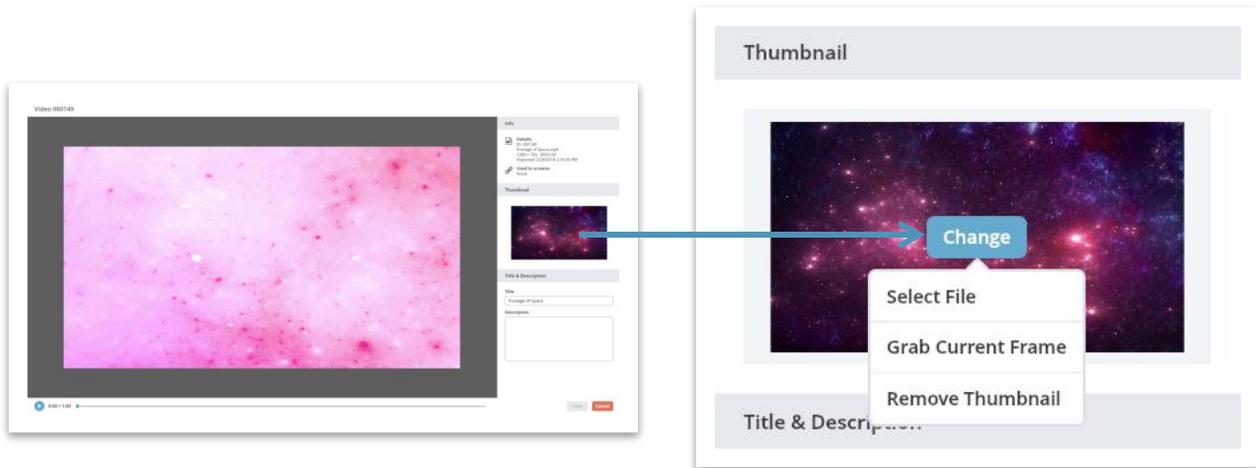
From here, you can view your files and make changes.

To edit an item, select it and the following information will appear on the right hand side, which includes details of when it was imported and which screens the file is connected to.

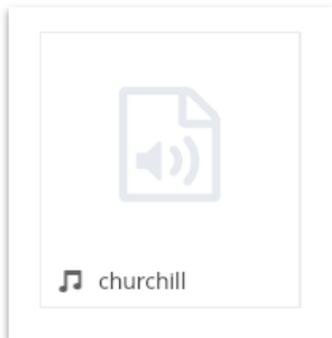
Lightbox will automatically take the file name as the title when importing but if you would like your title to be different, simply click **Edit Item** where you can add a title and description . Or simply double click the library item to go straight to the editor screen.



Update the title and description here, for videos you can change the thumbnail, (which Lightbox otherwise automatically grabs for you).

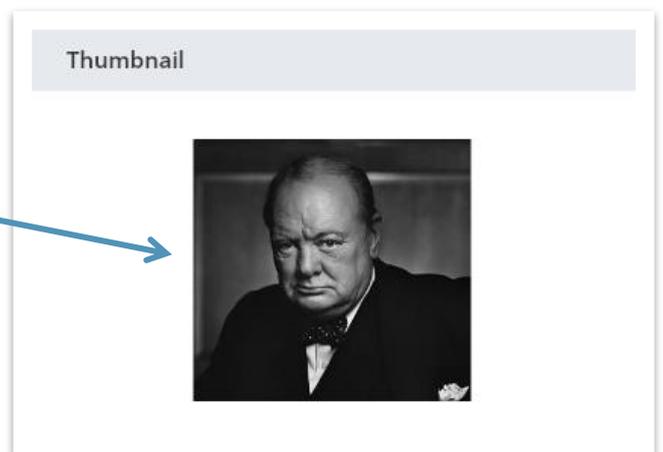
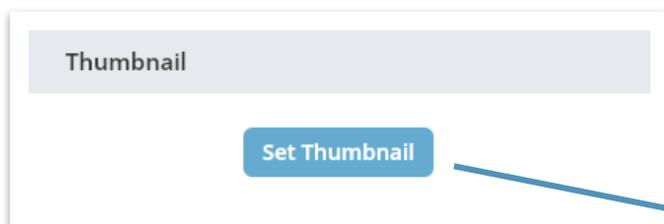


To change the thumbnail, simply hover over the **Thumbnail** section and click the **Change** button, which brings a dropdown menu where you can choose to upload a custom thumbnail of your own or grab the current frame the video is on (play the video and pause on a frame you wish to use here).

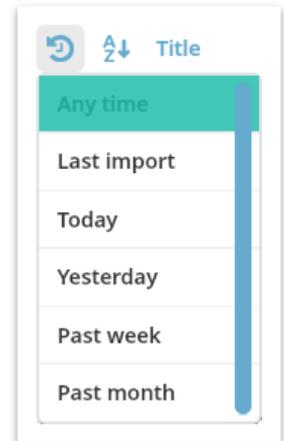


Editing an audio file is a similar process to above, you can choose a custom thumbnail to display from your computer.

Note: you can set a default audio thumbnail from the settings screen.



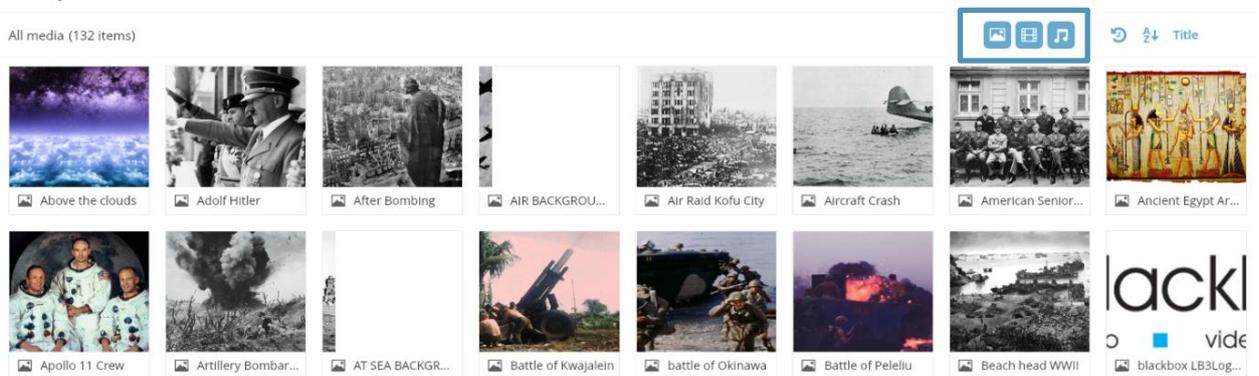
The best way to import your content is to add it as you go instead of importing all at once, as you have the option to view content by the **Last Import** which makes your content easier to find when you're working with multiple interactives.



You can also filter your content by media type using the buttons along the top;

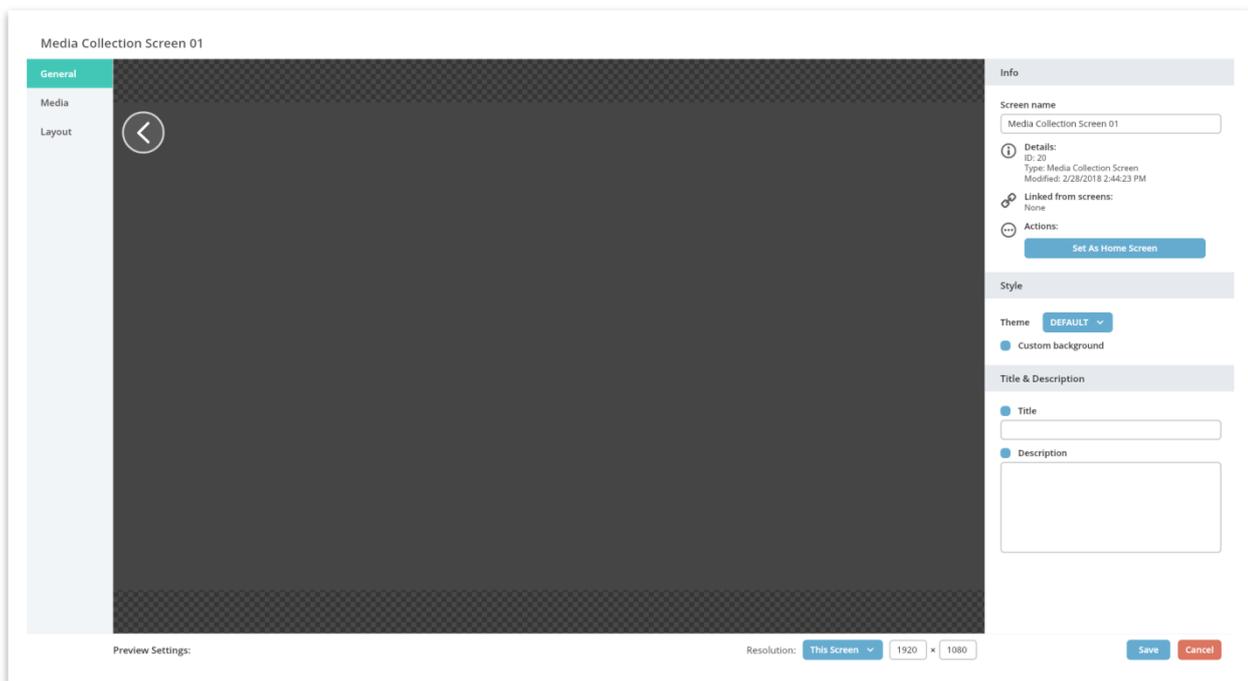
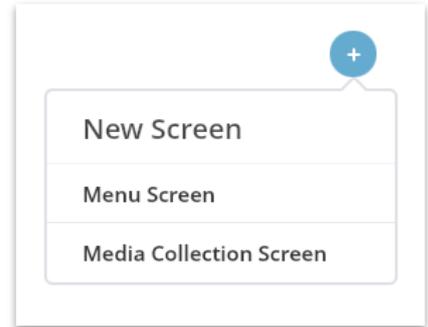
Library

All media (132 items)



3. Creating a Media Collection Screen

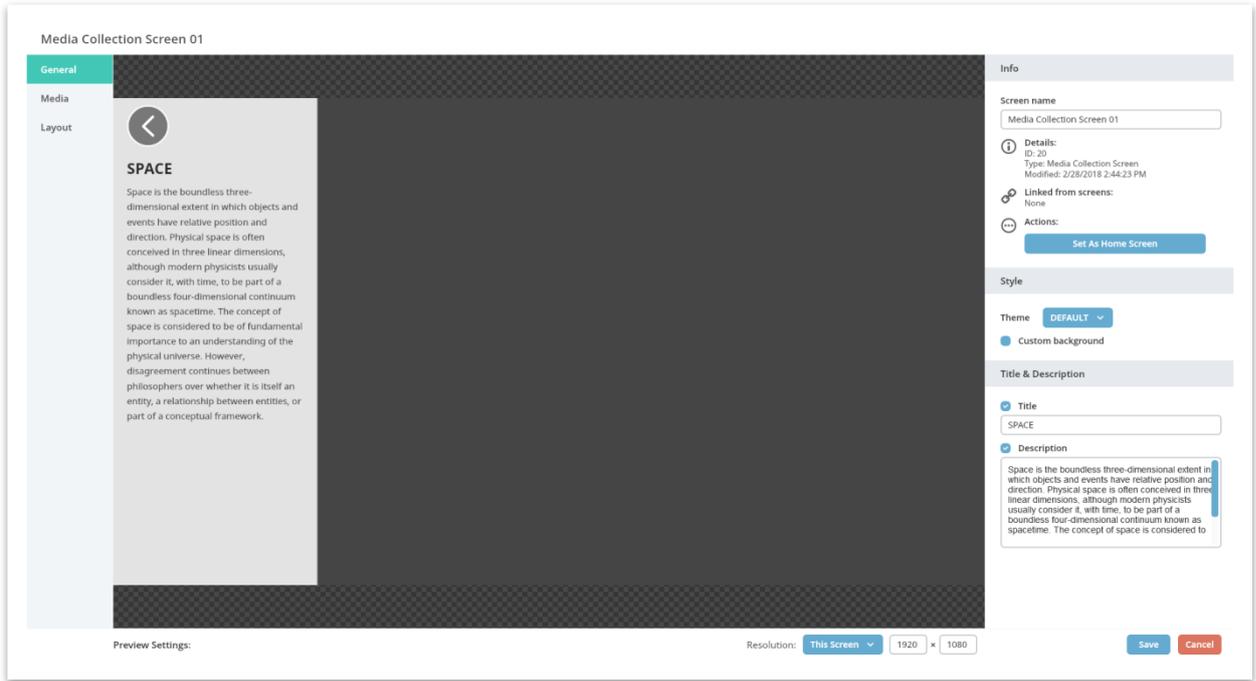
Creating a screen is done in the 'Screen' section of the manager; simply use the 'Plus' button on the top right hand corner and choose the **Media Collection Screen** option from the dropdown menu.



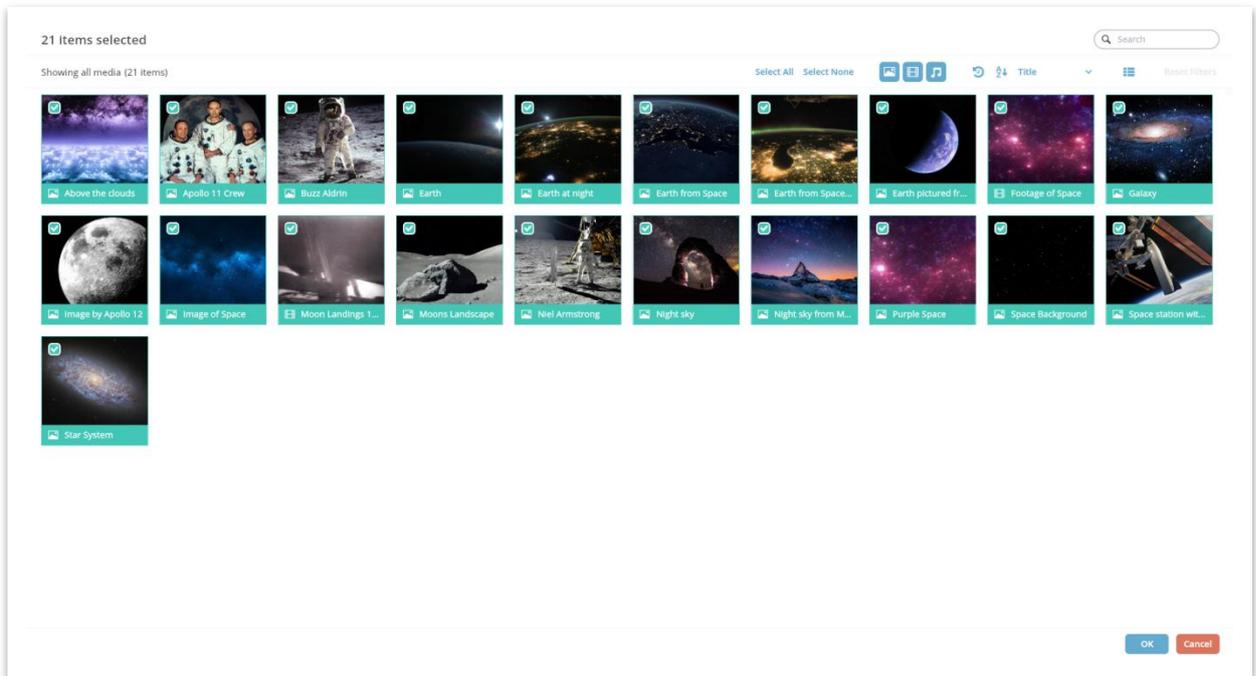
The Media Collection Screens determine what content you share with your visitors and how it's displayed.

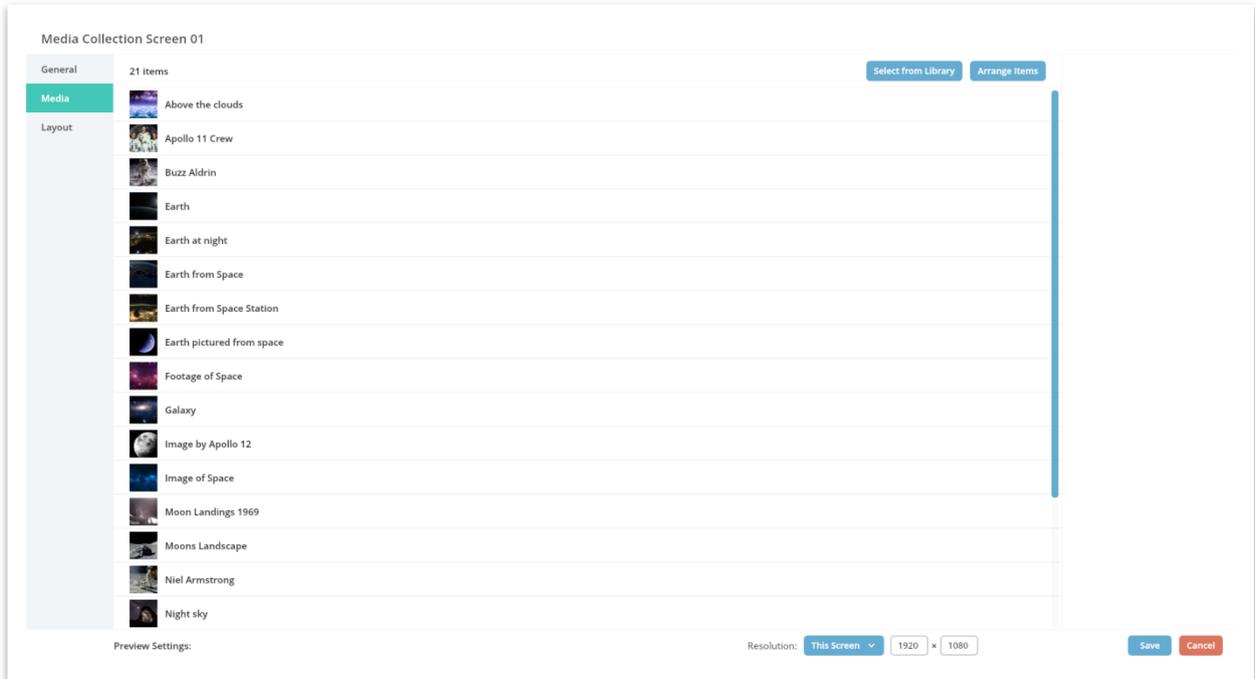
- **General** – This is where you can edit the title, description, background and what theme is applied to the interactive.
- **Media** – Here you can choose which content you want to have displayed.
- **Layout** – This is where you can determine how the interactive is laid out to your visitors.

You can add a **title** and **description** which will then appear in the preview. Leaving the title and description blank will remove the left sidebar from the screen entirely.

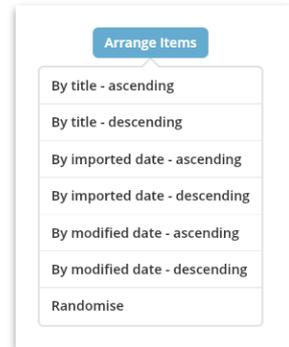


In the **Media** tab, you can view the items that you have imported and choose which ones to display on this media collection screen.

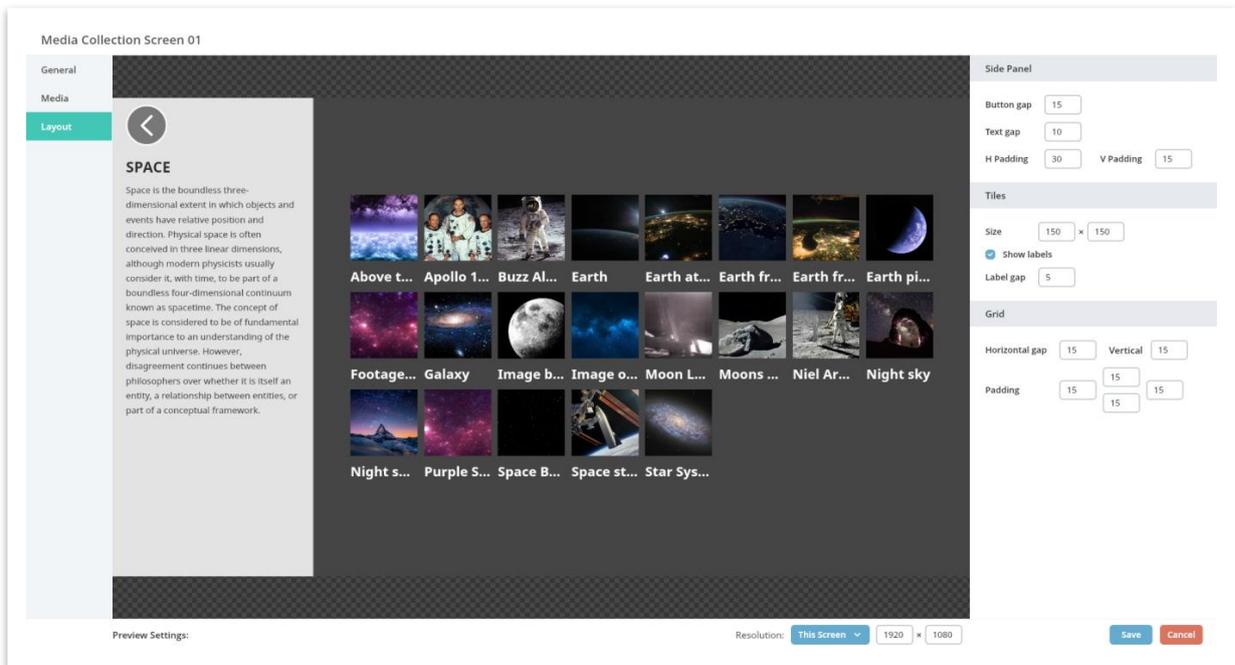




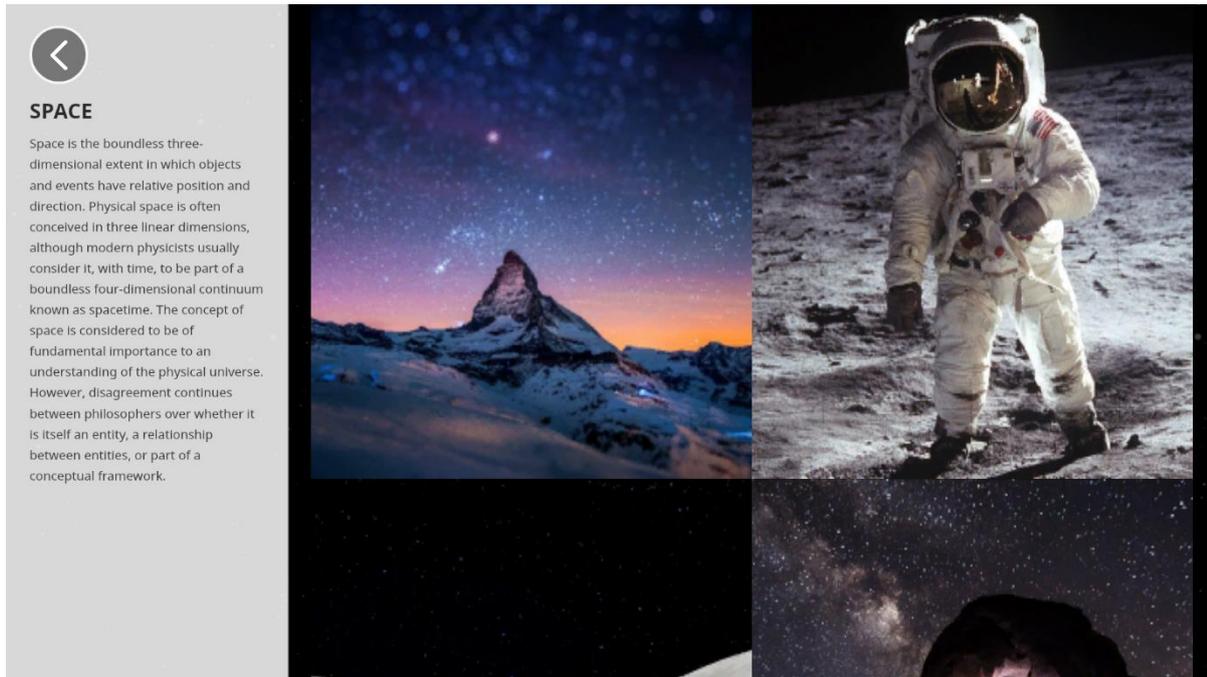
From here, you can arrange the items in whatever order you wish by clicking on the **Arrange Items** tab and choosing which option you would like. This is how they will display in the front end.



The **Layout** tab is where you can choose how to show your content to visitors.



For example below we have set the options of a background at 25% opacity, the thumbnail size set to 700 x 760, no media labels with no horizontal or vertical gaps.



Depending on how many media collection screens you want, you will need to repeat this step a few more times.

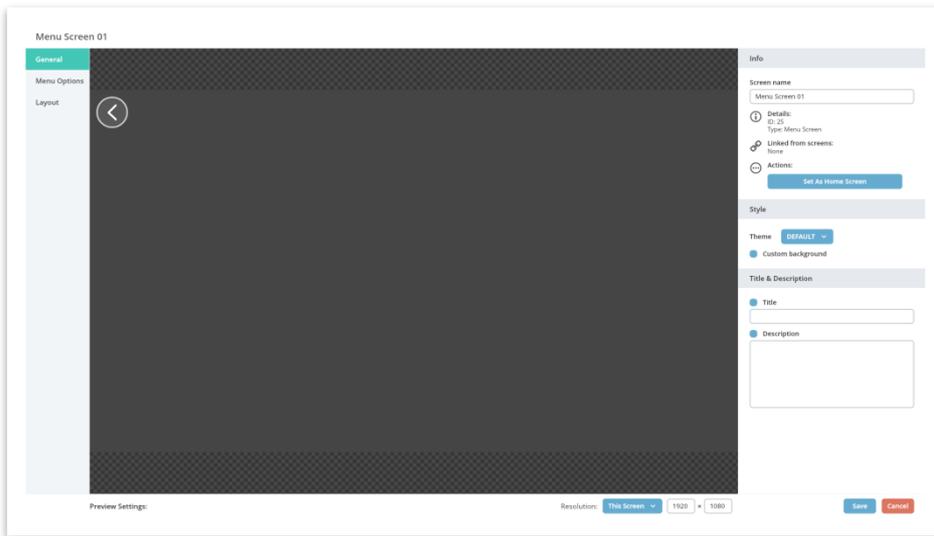
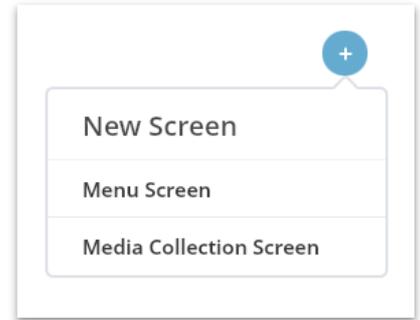
Once you've added your 'media collection screens', they will appear in the **Screen** section. If there is no homepage allowing access to the screens they will be in the '**unlinked screens**' section.



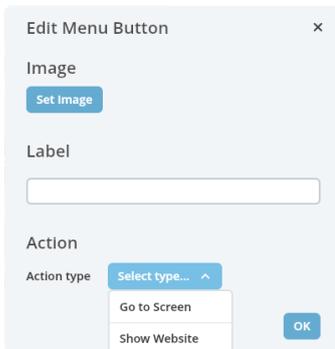
Note: *Unlinked simply means there is no menu screen allowing access to the media screens from the front end. Menu screens are explained in the next section.*

4. Adding Menu Screens

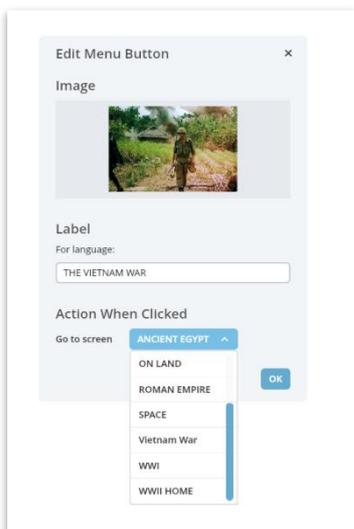
To begin creating a menu screen, you'll need to navigate back to the **Screens** section and click the **Plus** button, choosing **Media Screen** from the dropdown menu. This will create a new menu screen.



The menu screen creation works in exactly the same way as the media collection screen; however in the menu screen you have the **menu options** rather than 'media' section. Here you create buttons that will connect to **media collection screens** or other **menu screens** (for sub categories).



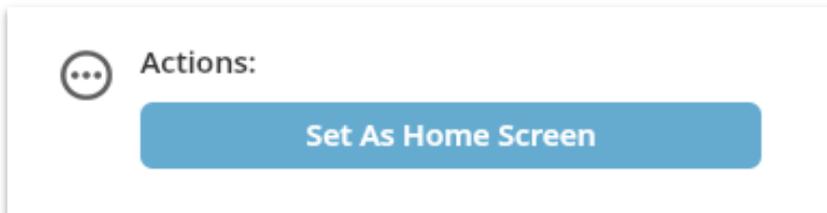
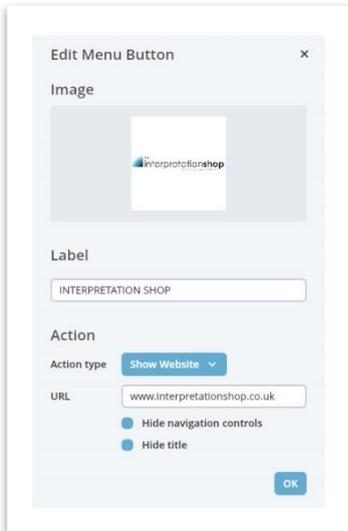
In the **Menu Options** tab, there is a **plus** button to the top right which is where you will create the menu buttons. You are given two options here; **Go to Screen** which you can choose to link to a screen that you have created and **Show Website** which is where you can show a website of your choice within Lightbox.



To link to a screen, simply choose an image from your library for the button, give it a name (Vietnam War in this example) and then choose the screen, you want to link it to in the dropdown. You will need to repeat this to link a button to each of the media collection screens that you have created.

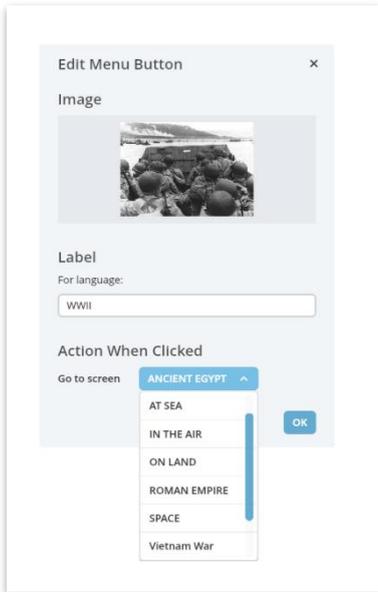
4.1 Linking to websites

To link to a website, simply type in the URL you want to link to and choose whether you want to hide navigation controls or the title of the website. You can customise the appearance of how your website will look in the **Themes** section. For this example, we're going to be using our online shop, with the navigation controls and title showing.



Set the **menu** screen you wish to have as your **home** screen by selecting the 'set as home screen' option once it is highlighted.

4.2 Creating A Sub Category Menu Screen

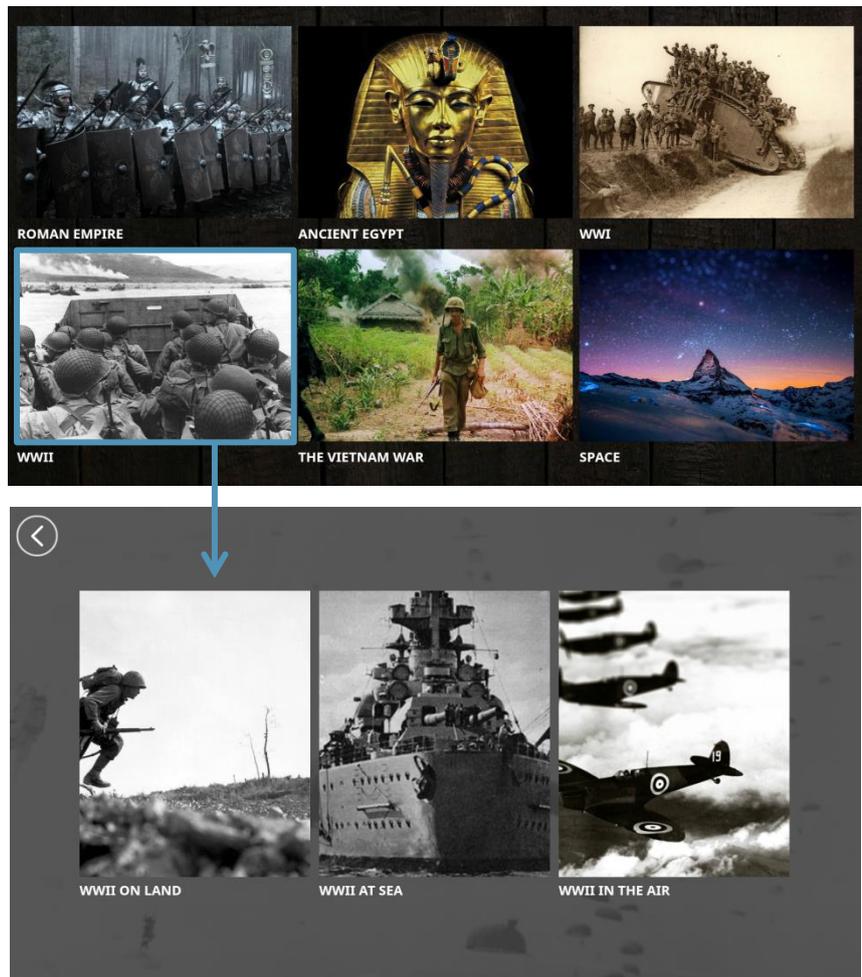


You can create and link to sub-category screens in the same way as above. This allows you to set out your interactive as;

home -> sub -> content

Note: you can have as many layers of content and sub-categories within categories within sub categories as you wish.

Below we have an example of three home screen buttons, 2 of which link to a media collection whilst the central one links to another subcategory page.



5. Creating the Attractor Page



The Attractor page is the screen that displays when the interactive isn't in use.

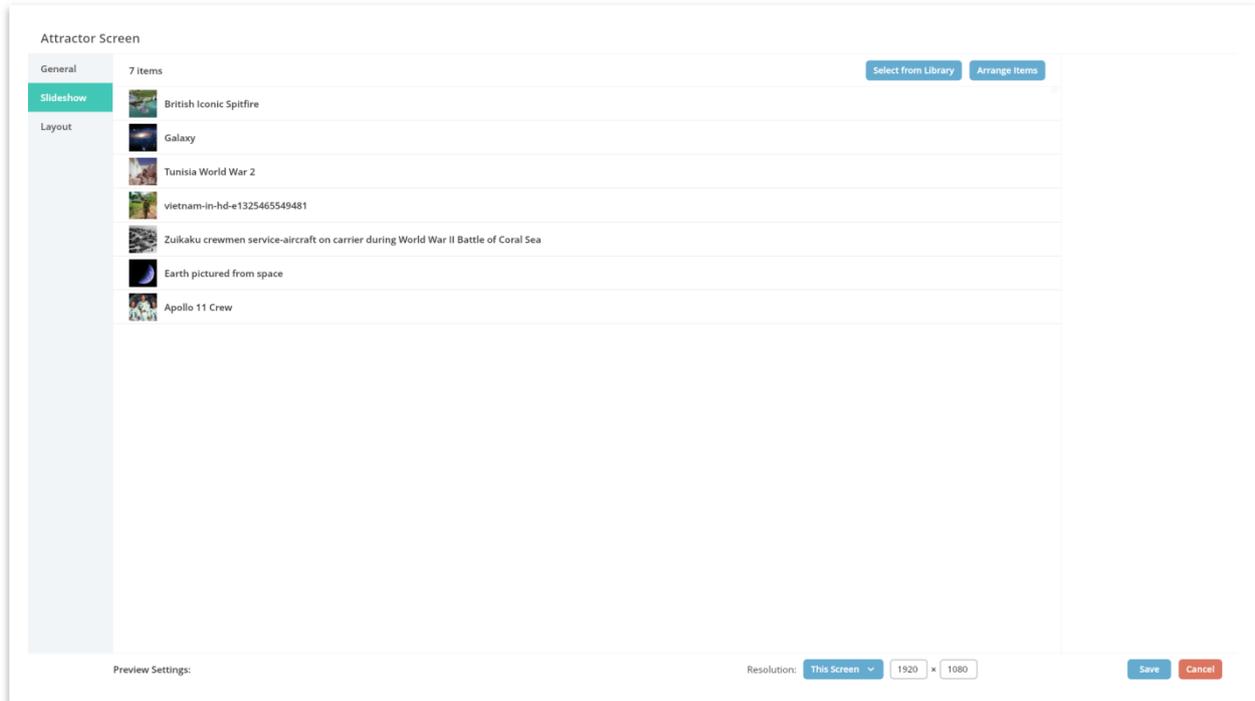
It allows you to add a logo, prompt message and a slideshow of images or video on loop. To access the attractor page simply click on the **Plus** button under the **'Attractor'** section, which brings up the Attractor creation page.



General

The Attractor page management section features three tabs:

- **General** – This is where you can add your own logo, a welcome message and specify the image slide duration.
- **Slideshow**– Here you can choose which content you want to have displayed on your slideshow.
- **Layout** – This is where you can determine how the slideshow is laid out in the front end.



Slideshow

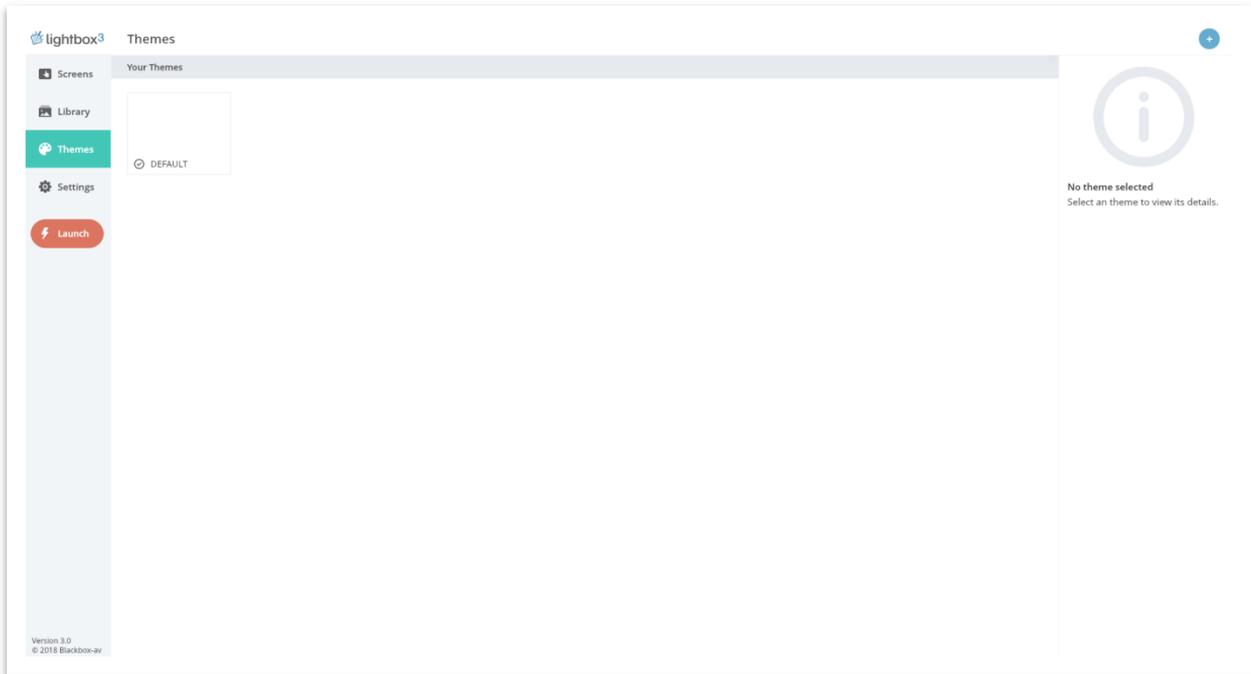


Layout

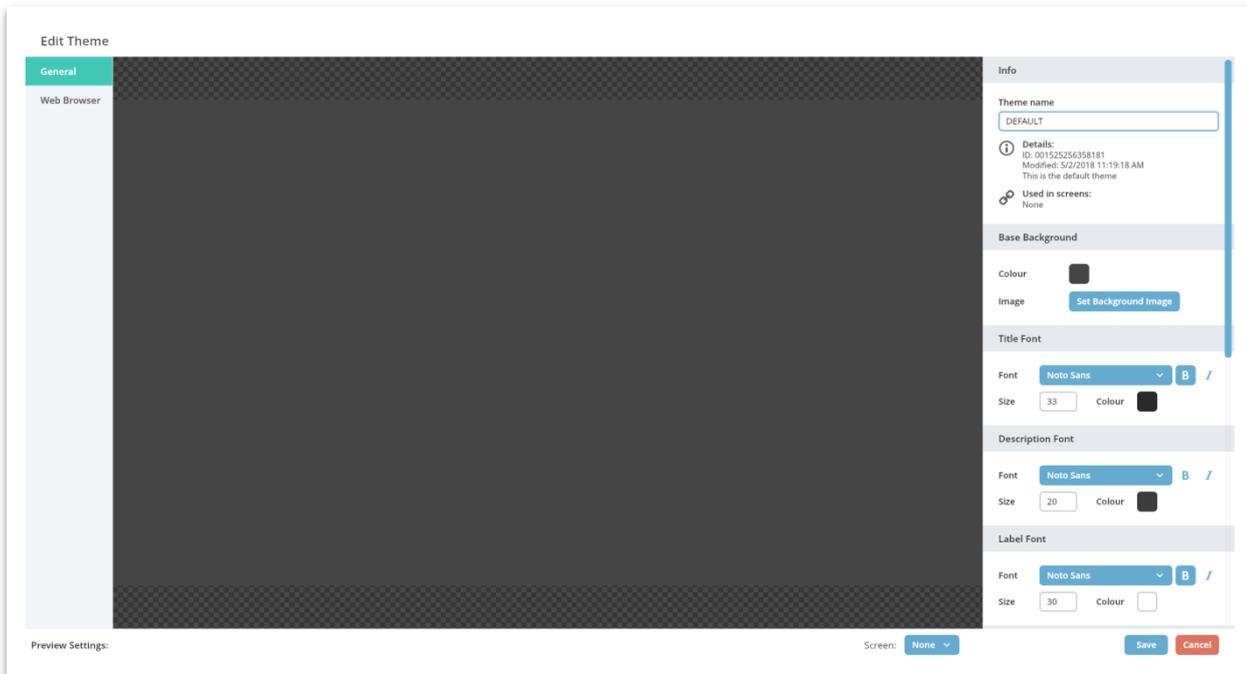
The **Layout** tab allows you to adjust the size of your logo / padding to your specifications and displays a preview of the attractor screen.

6. Creating a Theme

The Themes tab is where you can customise the general colour scheme and appearance of your buttons, side panels, default backgrounds and font options for your **screens**.



You can create multiple different themes and connect them to separate **Screens** if you wish. Lightbox comes with a default theme that can also be edited. To create a new theme first go to the 'Themes' tab and select the **Plus** button top right.



Here is your **themes creation** page. Customisation options appear on the right hand side. There is also an option to set your theme as the default if you wish. You also have an option to edit how your web browser appears.

You are able to customise the fonts for your titles, descriptions and labels in the Themes section, as well as the Panel style (where your main Title & Description appear).

Title Font

Font: Noto Sans B I

Size: 33 Colour:

Description Font

Font: Noto Sans B I

Size: 20 Colour:

Label Font

Font: Noto Sans B I

Size: 30 Colour:

Panel Style

Fill colour

Border colour

Corner radius: 0

Opacity: 85 %

The **Back & Close** Buttons can also be customised here, simply select the 'edit' button for each and a new settings box will open.

Elements

Back Button	
Close Button	

Edit Button x

Show Label

Show Icon

Icon size: 36.76 % (25x44)

Icon colour: Reset

Icon position: Left Gap 15

Style

Min size: 0 x 0

Fill colour

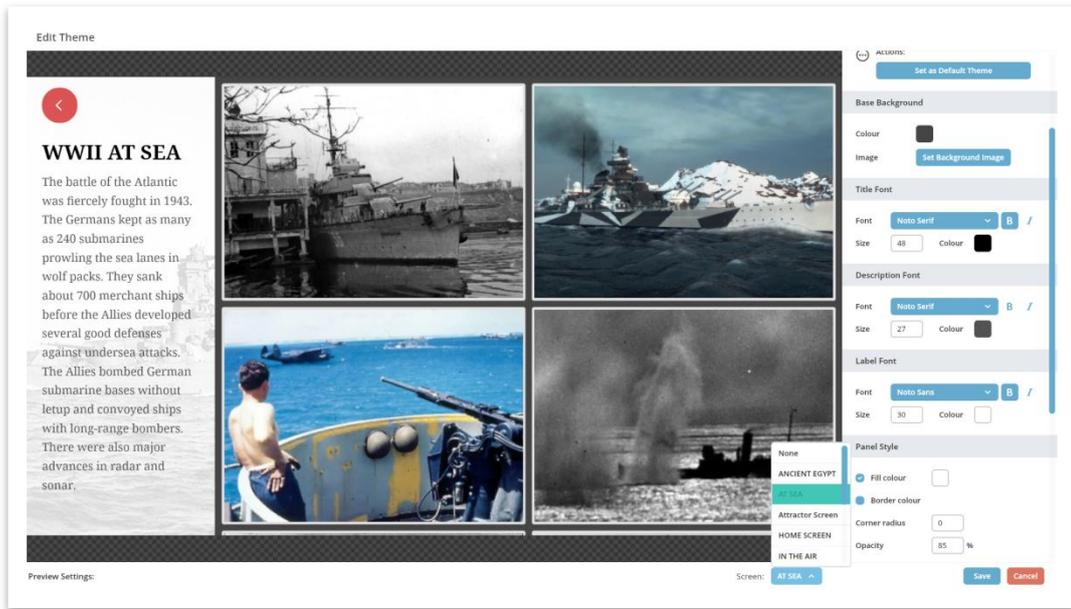
Border colour

Corner radius: 40

Opacity: 75 %

Padding: 0 0 5

OK



When editing themes, you can choose to preview how your theme will look on a certain media collection screen. Simply choose the **Screens** dropdown and select the screen you want to preview from the options.

Below is an example of a customised **theme**, we have changed the following options;

Panel Style - A shade of Green with opacity 80%

Title Font - White

Description Font - White

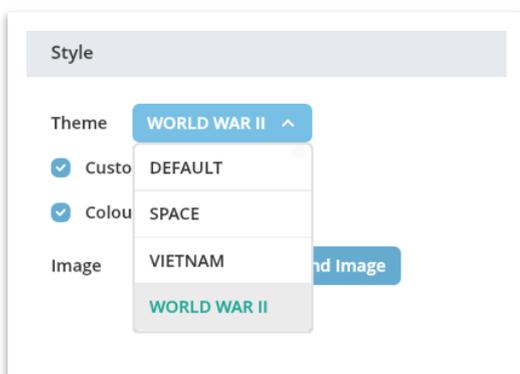
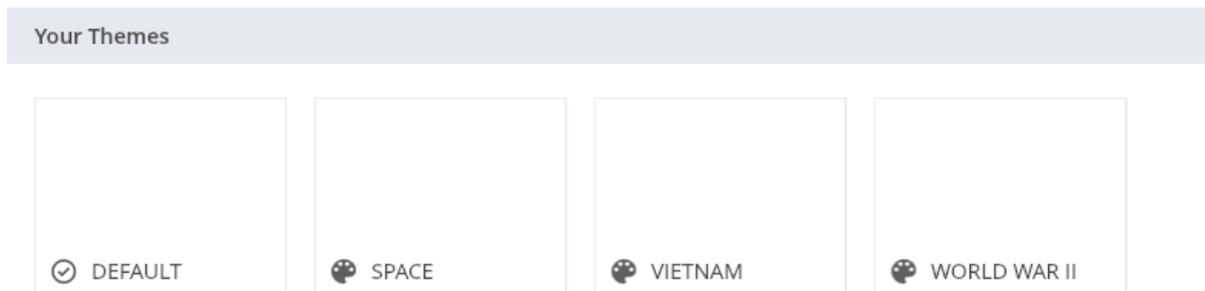
Thumbnail Border - Enabled / White 2px

Back Button - 'Show label' enabled (back text), Fill colour set to black and corner radius 55.





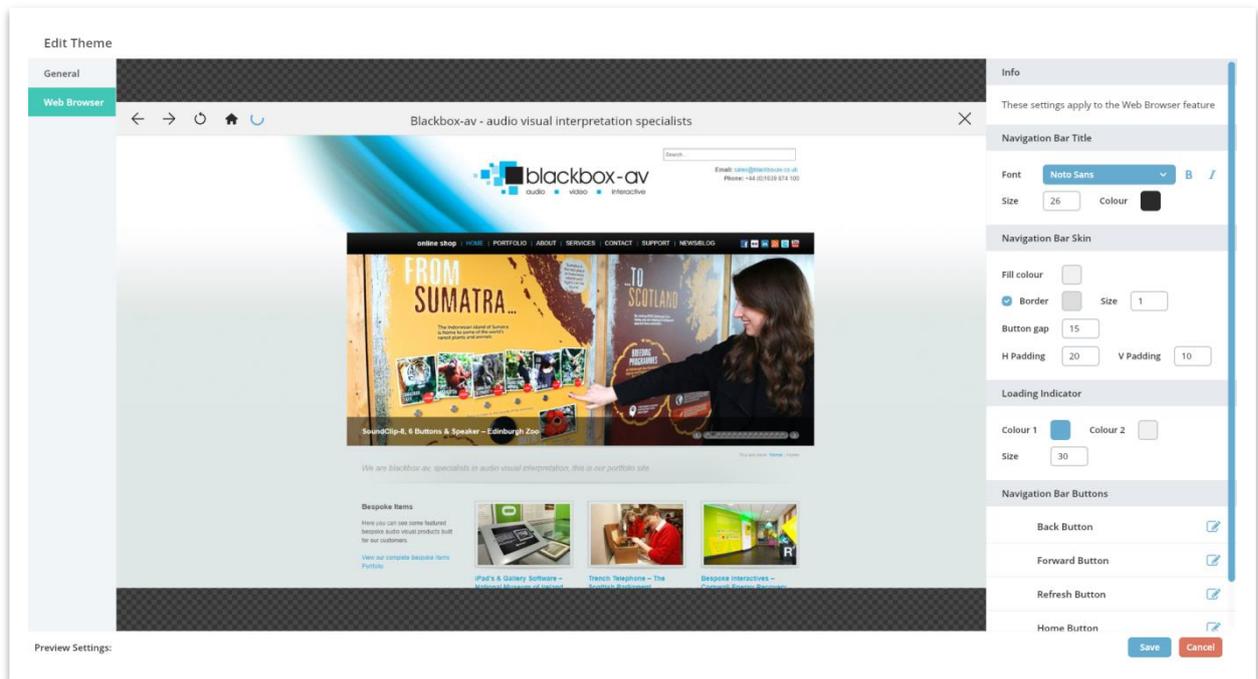
You can create multiple themes for multiple different screens;



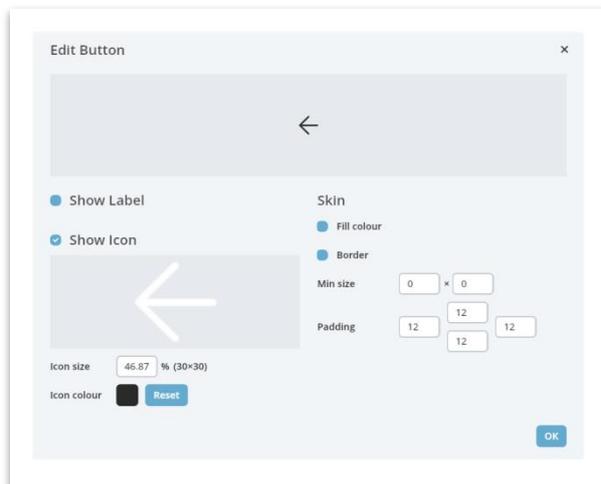
Once you have created the theme you wish to use for a particular screen, you need to navigate to that **screen** editing panel and set it using the drop down pictured to the left;

Note: any changes made to a theme already set will be automatically applied.

6.1 Editing the Web Browser



In the Themes section, you can also edit the appearance of the web browser. You can customise your web browser options by changing certain settings such as the colour of the navigation Bar, Title, the Border colour and the loading indicator. ***Please note that the Blackbox-av website is shown here as an example.***



To edit the navigation buttons, choose a button to edit from the right hand side which will bring the following window up, where you can change the settings such as the icon size, the colour and the border size.

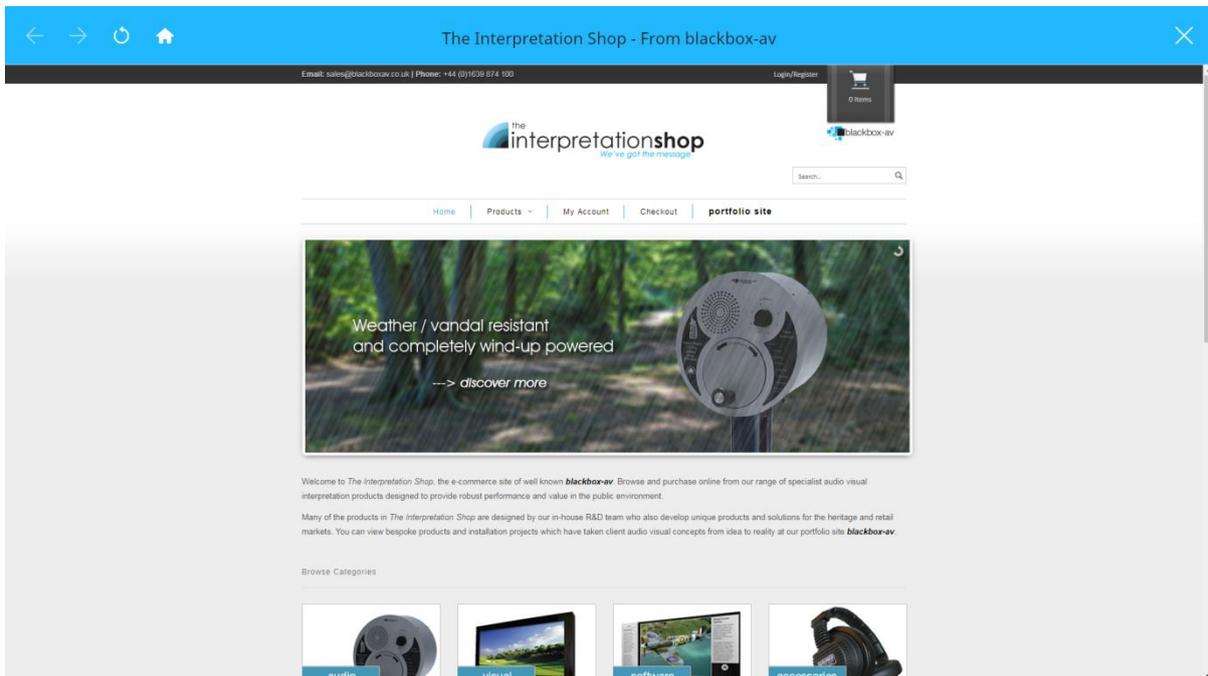
Below is an example of a customised **web browser theme**, we have changed the following options;

Navigation Bar Skin - A shade of Blue with no Border / H Padding 20, V Padding 20

Title Font - Black

Loading Indicator – Black & Grey, Size 50

Navigational Bar Buttons – All White



7. Launching Your Interactive

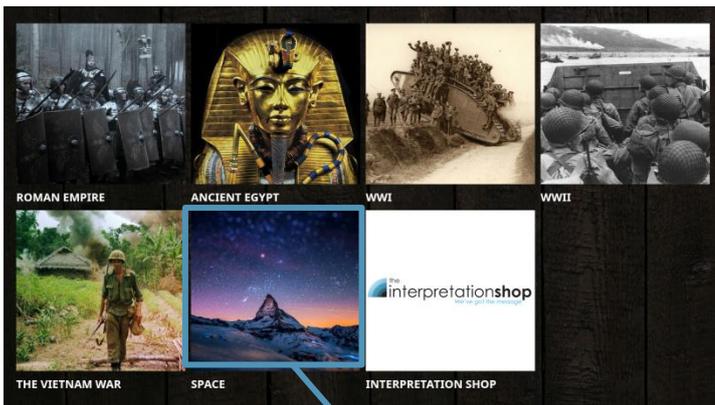
To launch your Lightbox interactive, click on the **Launch** button;



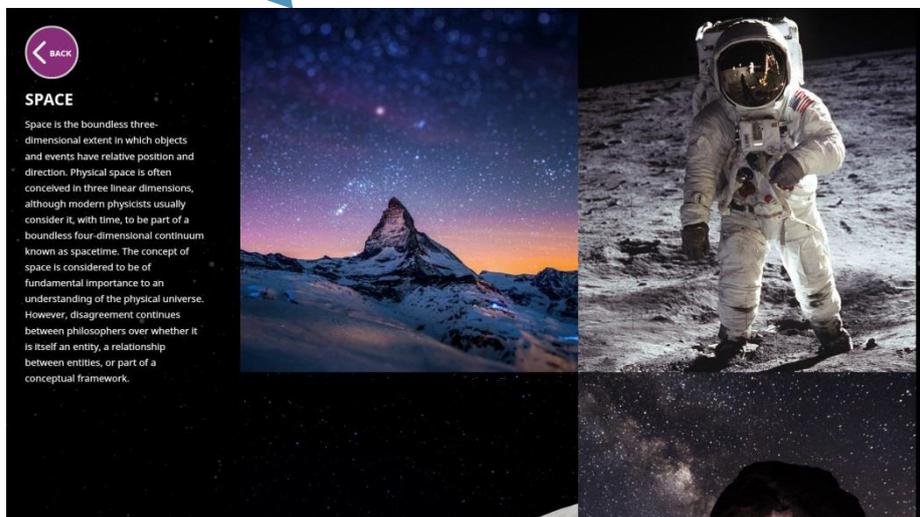
Upon launch you will be prompted to choose whether to launch Lightbox at login (startup of your PC).



Attractor



Home Page



Media Collection

8. Accessing the Manager after 'Launch'

To get back into the Manager through the front end, you simply need to hold down the bottom left hand corner of the screen, which will bring up the **Admin Controls**. Here, you can choose to **Launch Manager**, **Exit Lightbox** or **Shut Down PC**. To access the front end, choose the **Launch Manager** option and simply enter your six digit pin to launch the manager.

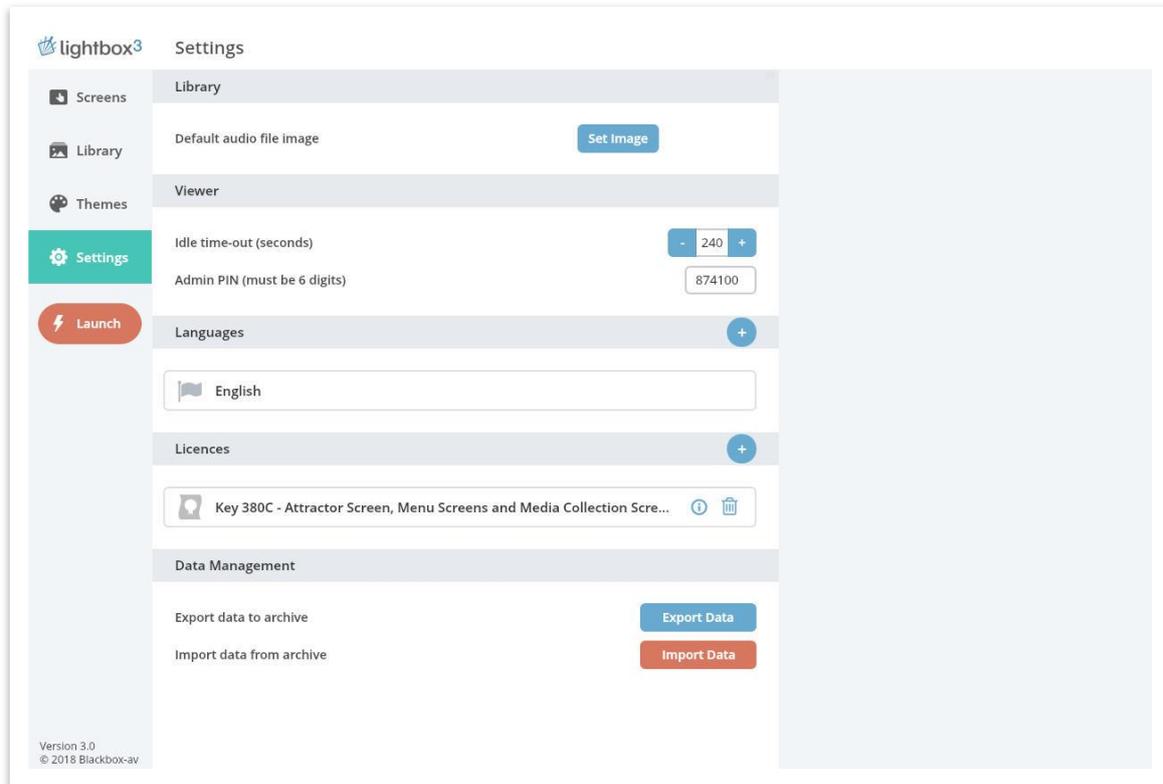


Default: 874100

9. Import & Export

Lightbox has an **Import / Export** functionality which lets you create interactives on 1 manager, **Export** the content and then **Import** it on another Lightbox 3. It can also be used to keep backups of your interactives.

We also supply a Demo Archive of content or you to import when first using LB3 so it is easier to understand



the workflow of the manager. The Import / Export function can be found in the **'Settings'** panel;

9.1 Import

To Import an archive simply select the **'Import Data'** button. A prompt will appear to tell you that your current content will be overwritten. If you are happy to proceed, click Yes and select the Archive folder you wish to import.

Import Archive

All current data will be overwritten. Are you sure you want to continue?

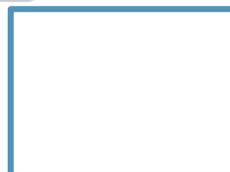
Import Archive **Cancel**

Archive Import

Please restart Lightbox to complete the import process

Close Lightbox

The manager will then begin the process of importing your content and will ask you to restart Lightbox to complete the process when the files are imported. Once this is complete, you can browse your new content in the Manager.

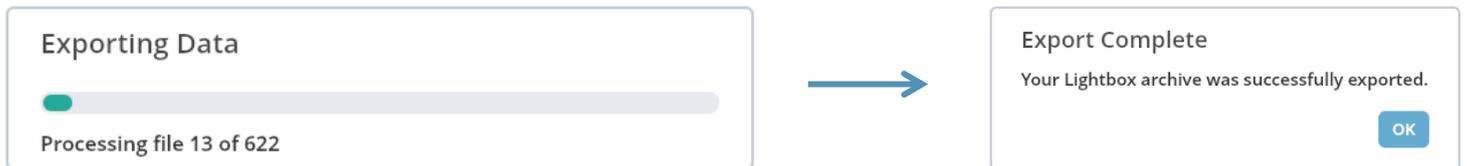


Once you restart Lightbox your import will be finalised;



9.2 Export

Exporting your content creates an Archive folder for you to later **Import**. Simply select the '**Export Data**' and choose a destination for your Archive folder. The Folder will be created for you so simply select '**Select Folder**'.



10. System Requirements

10.1 PC System Requirements

	Minimum	Recommended
Operating System	Microsoft Windows 10	Microsoft Windows 7
Input Type	Single Touch Monitor	Multi Touch Monitor
CPU	Intel Core i3	Intel Core i5
RAM	2GB	4GB +
GPU	Intel 4-Series chipset family, Core i3/i5/i7 + processor family with Intel HD Graphics	NVIDIA GeForce, NVIDIA Quadro, NVIDIA ION
HDD	1GB free, plus size of content library (LB3 installation file is less than 100MB)	1GB free, plus size of content library (LB3 installation file is less than 100MB)

10.2 Supported File Types

	Supported File Types
Images	JPG/JPEG, PNG
Audio	MP3
Video	MP4 – H.264 Format, M4V – H.264 Format, MOV – H.264 Format, FLV, F4V

For additional help please contact us:

Web: www.blackboxav.co.uk/support

Tel: +44 (0)1639 874 100

Email: sales@blackboxav.co.uk

Update Notes:

V1.1 - Minor formatting changes

V1.2 – Theme Preview & License settings added

- Added the option of theme previewing in the editor
- Added the “tag” option to license settings

V1.3 – Menu Launcher changes & Web Browser feature added

- Added more options to the Menu launcher
- Added the web browser feature
- Minor formatting changes