

# Ultra High Brightness Window Displays User Manual



Manual Version UHBHD8

## Safety Instructions

- Please keep the display away from any heat sources. Place the display in a stable and well-ventilated place.
- Please handle with care as product contains glass.
- The holes or openings on the display are designed for ventilation. Do not cover or block the ventilation holes or openings with any objects.
- Remove protective covering from the screen before you use the display.
- Shut off the power supply before cleaning. Use a soft lint-free cloth instead of a tissue to wipe the screen.
- You may use a glass cleaner to clean the product as required. However, never spray the cleaner directly onto the display surface.
- Do not attempt to repair this product yourself! Improper disassembly of the product may invalidate the warranty and lead to possible danger
- If you have a problem that cannot be solved using the 'Troubleshooting' guidelines, please contact your supplier.



### Attention:

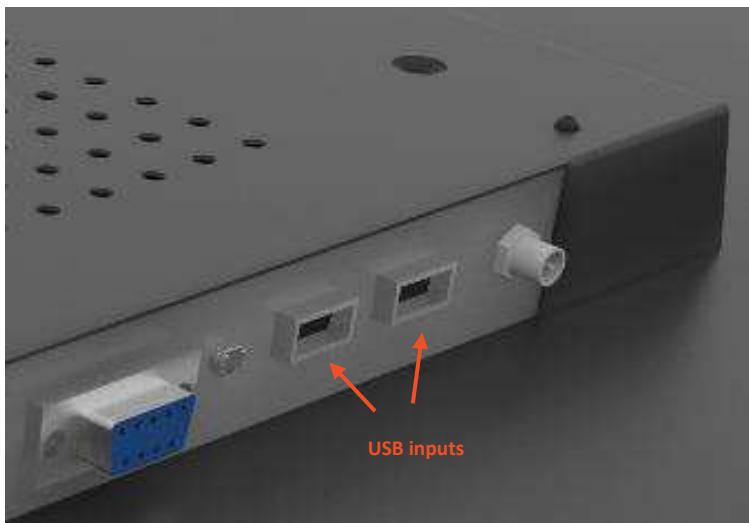
*Any displays that are suitable for installing in a window should be mounted with the panel surface a minimum of 100mm from the inside of the window, however we recommend a distance of 200mm to ensure sufficient air circulation between the display and the window. Failure to follow these guidelines may result in failure that will be considered user damage.*

## Quick Start Guide

This section of the guide is to allow swift set up and use of the unit. Please refer to the main part of the User Guide for full information on use of the unit.

Please follow the steps detailed below:

1. Unpack unit and place in desired location.
2. Take the power lead from the accessories bag then connect the power lead into the screen (see **Figure 2 Inputs Overview**) and into a mains outlet. The unit will power on automatically (if it doesn't please ensure the '**AC Switch**' is in the on position).
3. Make sure the files you wish to play are supported by the unit as shown in the **Supported Media Files** table (Section 4.0)
4. On a PC/Laptop copy the files you want to play onto an empty USB drive. These should be in the root directory (without putting them into a folder). Remove the USB from the PC once copied over.
5. Insert the USB drive into the one of the USB ports located on the rear of the unit (see **Figure 1 Position of USB ports**).
6. The screen should indicate that it is copying the files onto the unit (see **Copying Files from a USB Drive** (section 5.0) for more information). Once completed, the screen will display a message to remove the USB drive.
7. Remove the USB drive and the unit will play the stored files on a loop.



**Figure 1 Position of USB ports**

## Table of Contents

Safety Instructions.....	1
Quick Start Guide .....	2
Table of Contents .....	3
1. Introduction .....	5
1.1    Box Contents .....	5
1.2    Ambient Light Sensor (Optional).....	6
1.3    Remote Control .....	7
1.4    Replacing the Remote Control Battery .....	8
2. Digital Signage Player Application .....	9
2.1    Home Screen .....	9
2.1.1    Local Date and Time .....	9
2.1.2    Local Storage .....	10
2.1.3    Network Status.....	10
2.2    Setup Menu.....	11
2.3    Main Settings .....	12
2.3.1    Work Mode .....	12
2.3.2    Orientation.....	13
2.3.3    Time & Date .....	14
2.3.4    Machine Number .....	15
2.3.5    Wi-Fi Settings .....	15
2.3.6    Exit.....	16
2.4    Advanced Settings.....	17
2.4.1    System Settings .....	17
2.4.2    Power On/Off .....	21
2.4.3    Timer Strategy .....	22
2.4.4    Network Settings.....	25
2.4.5    File Management .....	26

---

3.	Display Settings.....	27
3.1	Source.....	27
3.2	System Setting.....	28
3.3	Picture .....	28
3.4	Exit.....	29
4.	Supported Media Files.....	30
5.	Copying Files from a USB Drive.....	31
6.	Advertising LCD Playlist Editor Software .....	33
6.1	Main Menu.....	33
6.2	Creating Playlists .....	34
6.2.1	Add Schedule .....	34
6.2.2	Add Selected Items .....	35
6.2.3	Saving .....	39
6.2.4	Editing Playlists.....	39
7.	F.A.Qs and Troubleshooting Guide .....	40
7.1	How do I change the Work Mode to Wi-Fi so I can connect to my Wi-Fi network?....	40
7.2	How do I connect to a Wi-Fi Hotspot? .....	43
7.3	How do I set up synchronisation on my screens?.....	48
7.4	How do I play PowerPoint presentations on my display? .....	51
7.5	Video Format Conversion.....	53
7.6	Connecting the screen to a PC .....	58
7.7	My media file does not fit properly on the screen. ....	58
7.8	My media file will not display or is missing from the playlist.....	58
7.9	My media files will not update.....	58

## 1. Introduction

Congratulations on your purchase of our product. Please read carefully and follow all instructions in the manual before first use.

The product should not be exposed to liquids dripping or splashing and no objects filled with liquids, such as vases, should be placed on the product.

### Attention:

1. Do not change any default settings when it is unnecessary.
2. Keep the product far away from water during installation and use.

### 1.1 Box Contents

1 x Ultra High Brightness Window Displays

1 x Power Cable

1 x Remote Control (with 2xAAA batteries)

1 x Ambient Light Sensor Cable and Control Board

1 x Wi-Fi Antenna

1 x QR Code for User Manual

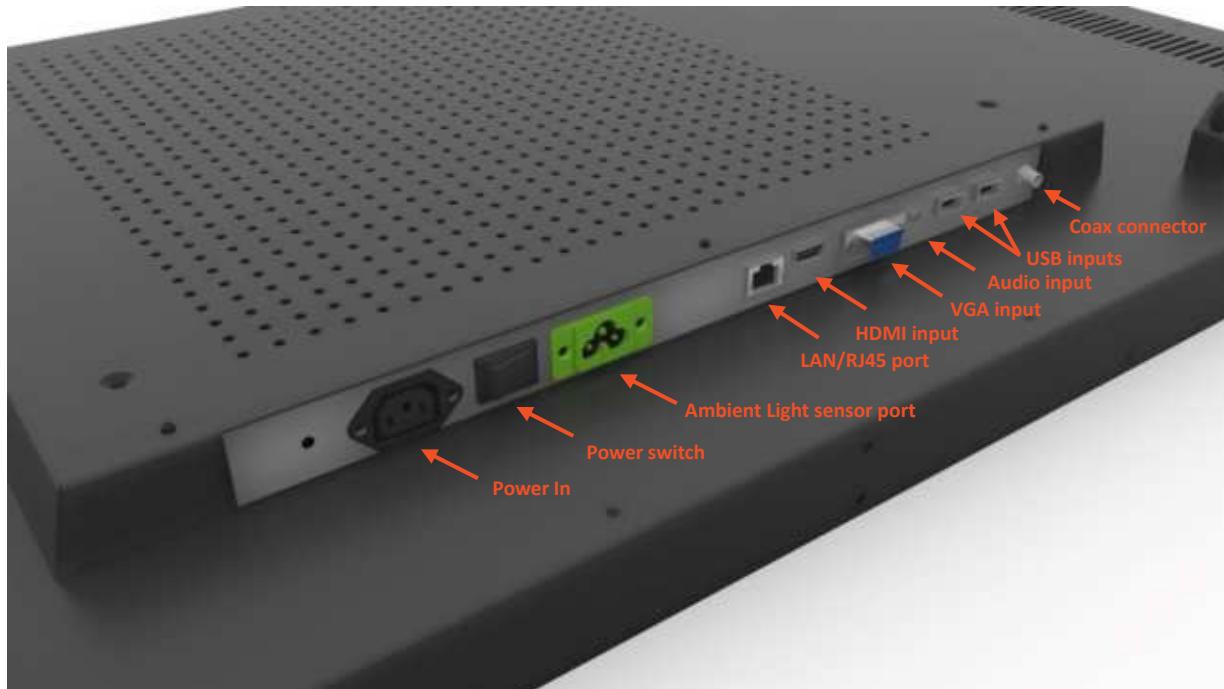


Figure 2 Inputs Overview

## 1.2 Ambient Light Sensor (Optional)

The green port located near the power switch is used for the **Ambient Light Sensor** included in the accessories pack. This can be used if you wish for the screen to change the brightness of the display depending on the amount of light that is being shone onto the sensor bud. This is best used when you wish to reduce energy consumption whilst still being able to get the maximum brightness from the screen on bright days.

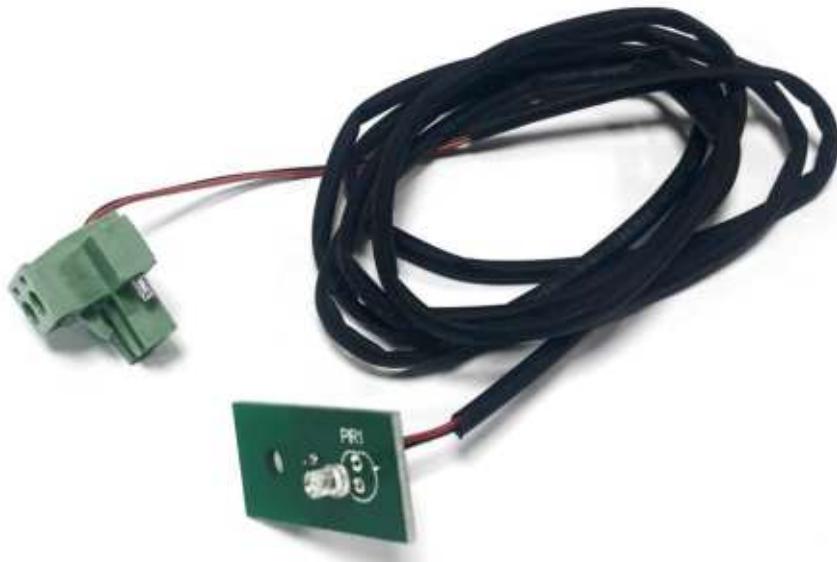
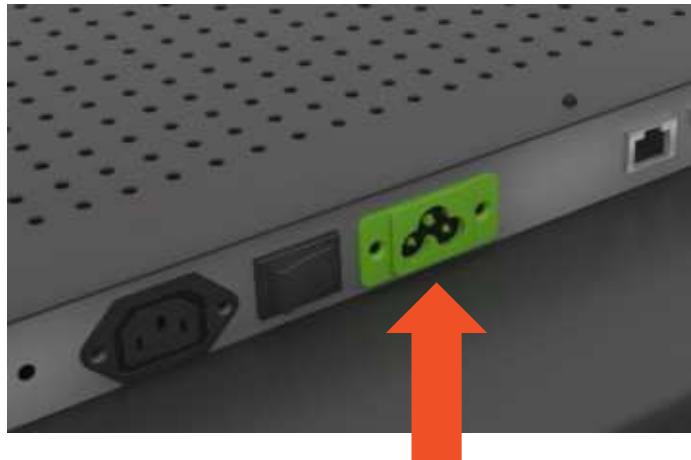


Figure 3 Ambient Light Sensor

### 1.3 Remote Control



Button	Function
POWER/⊕	Power on or off
MENU	Display settings
SETUP	Menu settings
SOURCE/→	Input source
◀	Home button
↺	Back button
▲	Up (navigation)
◀	Left (navigation)
▶	Right (navigation)
▼	Down (navigation)
▶/	Play media
▨	Stop media
◀◀	Previous
◀▶	Next
✘	Mute
+	Raise volume
-	Lower volume

Figure 4 Remote Control Overview

## 1.4 Replacing the Remote Control Battery

1. Slide the battery cover off.
2. Remove the used batteries.
3. Insert the two new AAA batteries with their terminals corresponding to the indicators.
4. Put the cover back on.



**Figure 5 Changing Batteries**

## 2. Digital Signage Player Application

### 2.1 Home Screen

The **Homepage** has different areas which provide information about the screen status.



Press the **Stop Button** (■) on the remote control to go to the **Home Screen** If there's any content playing on the screen and you wish to get back to the **Home Screen**,

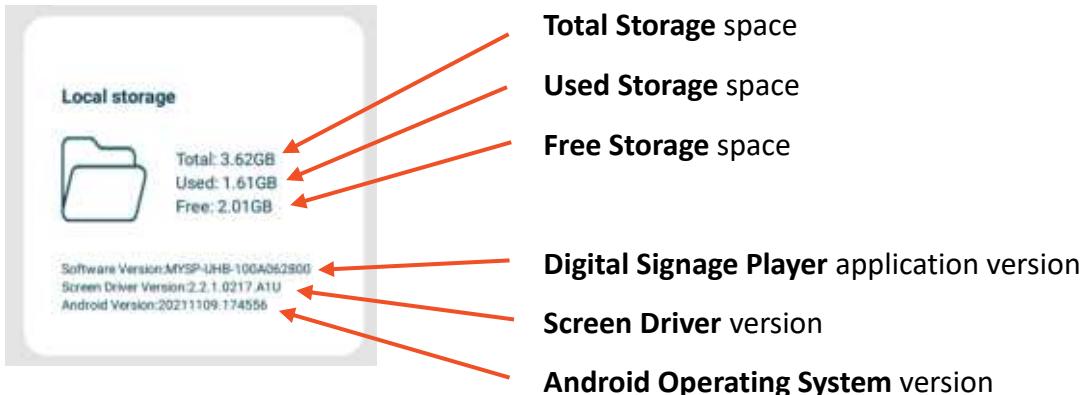
#### 2.1.1 Local Date and Time

Displays the **Local Date and Time** of the screen. This can be changed if required as shown in **Time & Date** (Section 2.3.3).



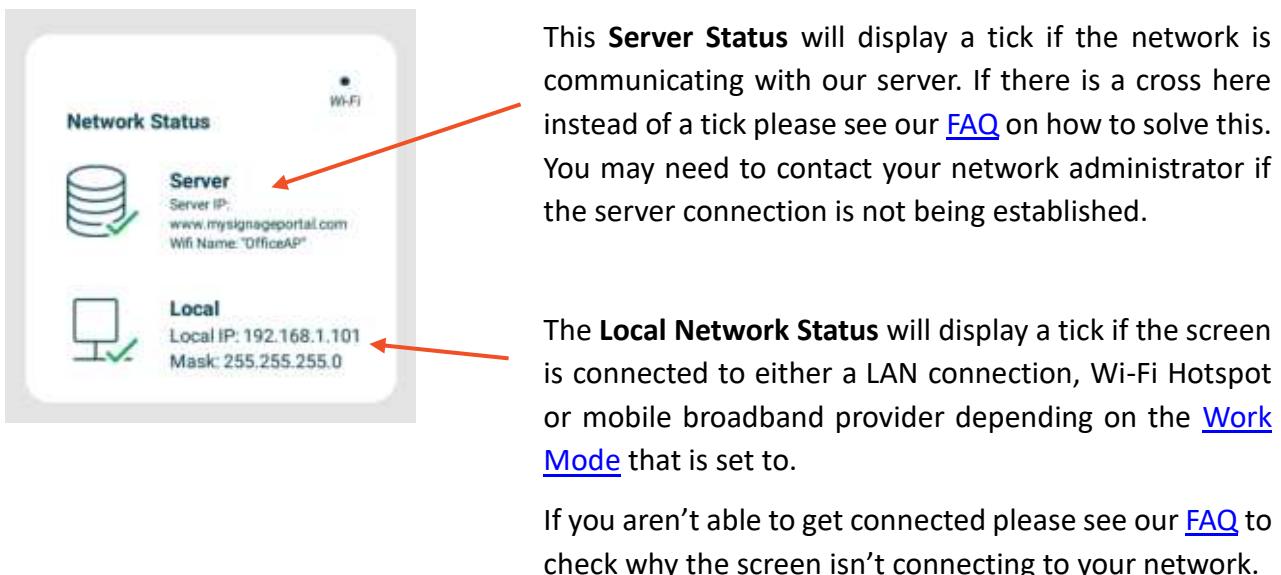
### 2.1.2 Local Storage

The **Local Storage** displays information about the screen such as the hard drive capacity and software versions installed on the screen.



### 2.1.3 Network Status

The **Network Status** displays information such as if the screen is connected to a **Local/Wireless Network** and if it's communicating with our **Server**.



## 2.2 Setup Menu

From the **Home Screen** you can bring up the Main Menu by pressing the '**SETUP**' button on the remote control. The main **Setup Menu** includes the following sub-menus: **Work Mode, Orientation, Time & Date, Machine I.D, Exit**. There will also be a **Wi-Fi Settings** sub menu if the **Work Mode** is set to Wi-Fi.



Press the **Up (▲)** and **Down (▼)** navigation buttons on the remote control to navigate to the correct sub-menu. Press the **Play/Pause Button (■)** to confirm a selection.

To get back to the side menu press the **Left navigation (◀) button** on the remote control.

To get out of a submenu press the **Back Button (↶)** on the remote control.

Select the **ADVANCED** menu to see additional sub-menus. (see **Advanced Settings**).

To exit the **Setup Menu** back to the **Home Page**, select the '**Exit**' **button** from the menu at the bottom.

## 2.3 Main Settings

### 2.3.1 Work Mode

Selecting a **Work Mode** option will change the screen to the desired way of displaying content. For example, changing the **Work Mode** to **USB** will allow a USB drive to be placed into one of the USB ports on the screen (see [Figure 2 Inputs Overview](#)) that will copy over any video or images on the USB drive. See [Copying Files from a USB Drive](#) for more information. ([Copying Files from a USB Drive](#)).

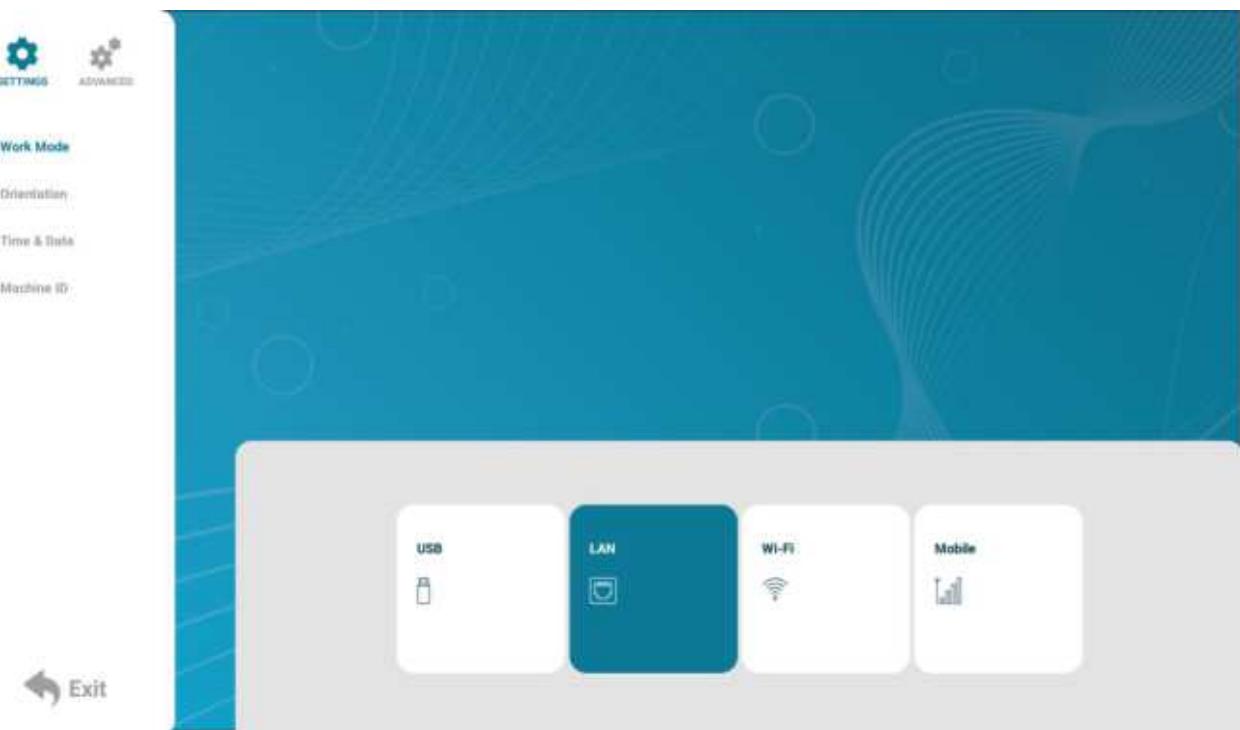
The available **Work Mode** options are:

**USB** – To be used as Plug and Play with a USB drive.

**Wi-Fi** – Connect the screen to a Wi-Fi connection to be used with [My Signage Portal](#).

**LAN** – Connect the screen to a local network by ethernet cable to be used with [My Signage Portal](#).

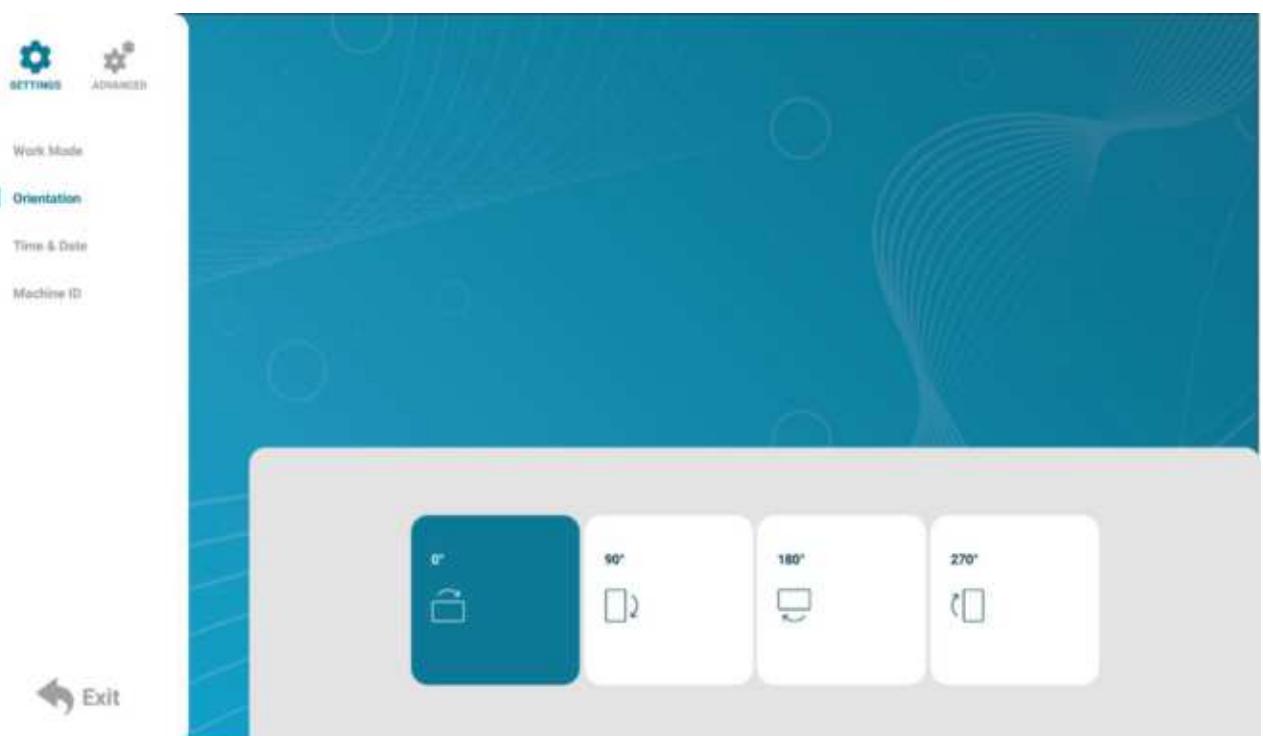
**Mobile** – Connect the screen to a 3G/4G network with a mobile broadband enabled sim card to be used with [My Signage Portal](#).



### 2.3.2 Orientation

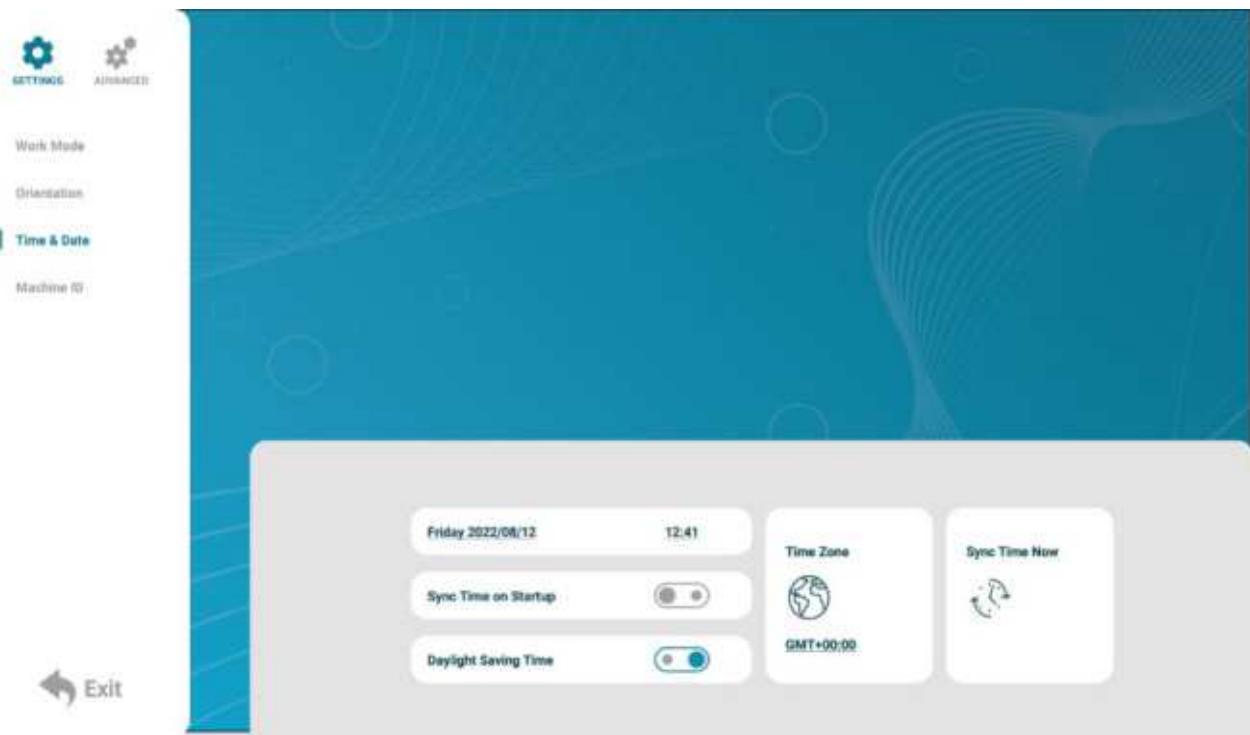
In this sub-menu you can set the screens orientation so you can display your content in the correct orientation. There are 4 orientation options:

- 0° - Displays in landscape with the ports on the bottom of the unit.
- 90° - Displays in portrait with the ports on the left-hand side of the unit.
- 180° - Displays in landscape with the ports on the top of the unit.
- 270° - Displays in portrait with the ports on right-hand side of the unit.

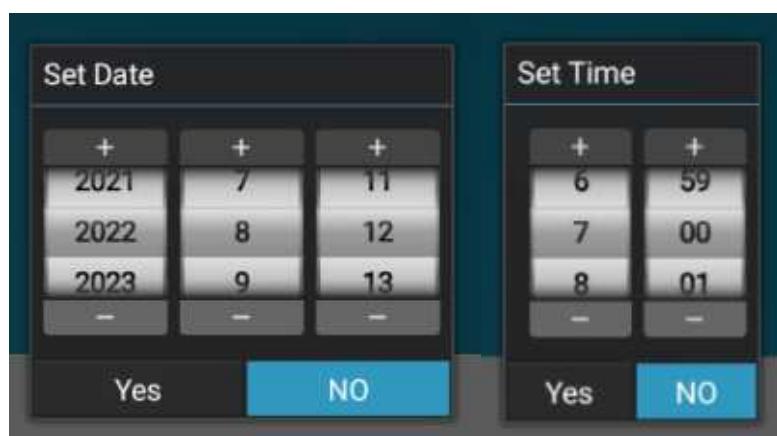


### 2.3.3 Time & Date

On this menu you can set the **Date**, **Time**, **Time Zone**, enable **Sync Time on Startup**, apply **Daylight Savings Time** and lastly select the **Sync Time Now** option to sync the date and time with the [My Signage Portal](#) server.

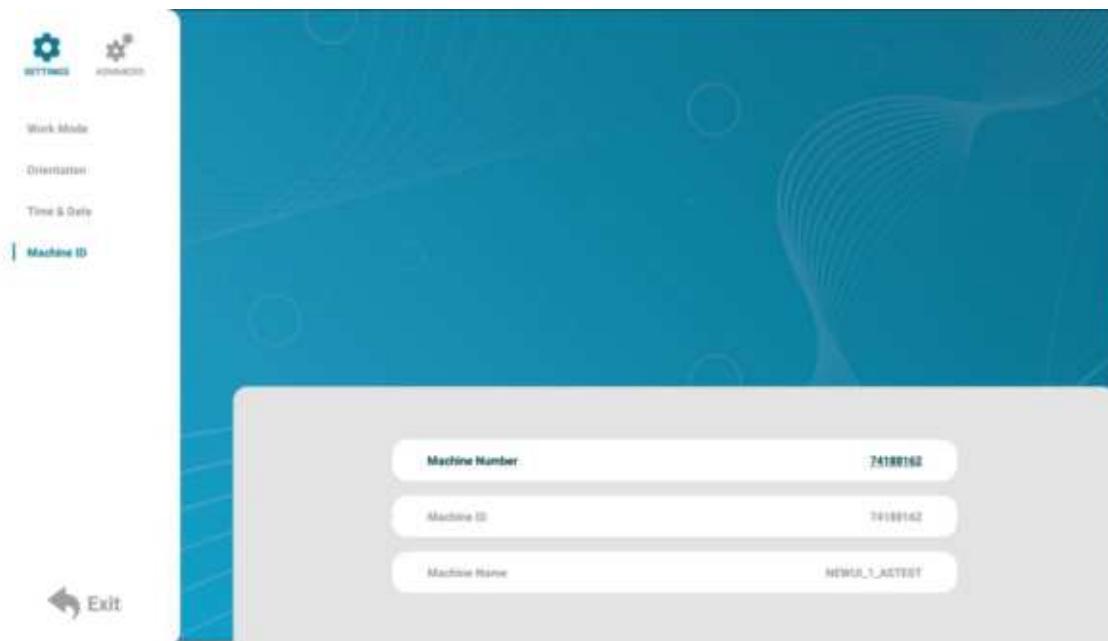


If you wish to change the date or time, highlight and select one of these options with the remote control and a new popup will appear, allowing you to set your desired values by using the on screen '+' and '-' icons.



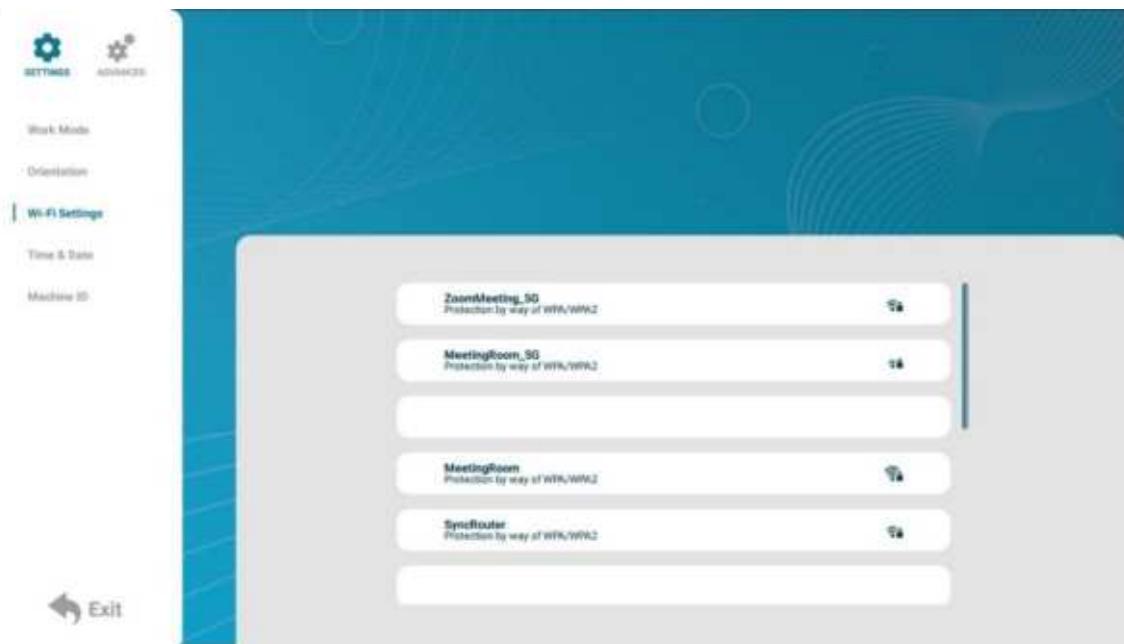
### 2.3.4 Machine Number

The **Machine Number** is the unique Licence Number that's associated with every owned screen. Please do not change this unless asked otherwise by the **Technical Support** team as it may prevent you from sending content to the screen remotely.

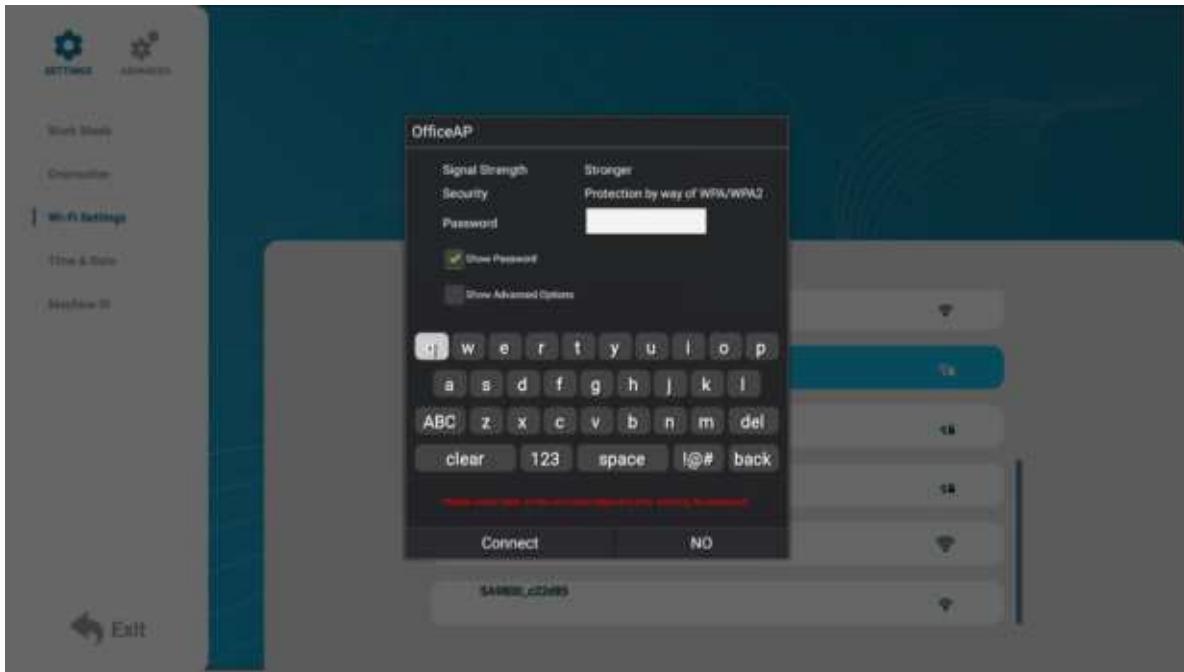


### 2.3.5 Wi-Fi Settings

If the product was purchased as **Networked with Wi-Fi** you can connect to a hotspot here. Start by navigating down the list until you see the hotspot you wish to connect to and press the **Play/Pause Button (▶||)** on the remote control.



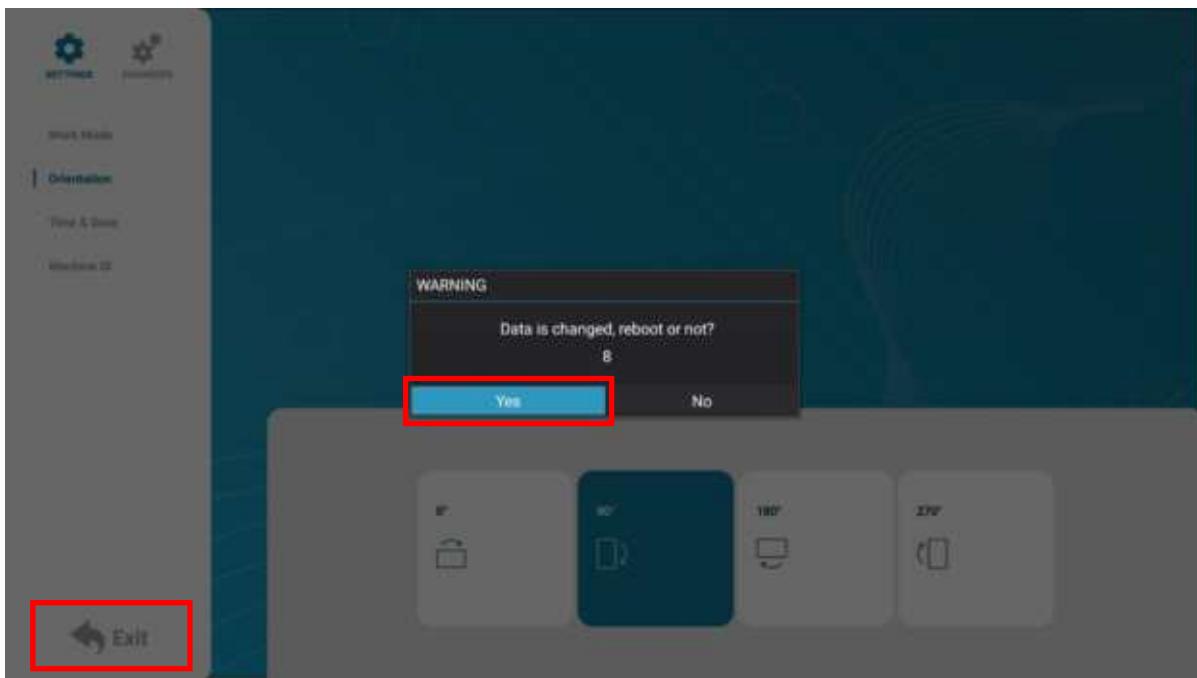
This will bring up a new menu allowing you to enter the hotspot details including the password.



Please make sure the supplied antenna is connected to the **coax connector** (see [Figure 2 Inputs Overview](#)) for the best signal. For more information on connecting to a network please see our [FAQ](#).

### 2.3.6 Exit

Selecting the 'Exit' button will exit the **Setup Menu**. If you have made any changes the system will ask to if you want to reboot the screen so that the changes can take effect, select 'Yes' to proceed.



## 2.4 Advanced Settings

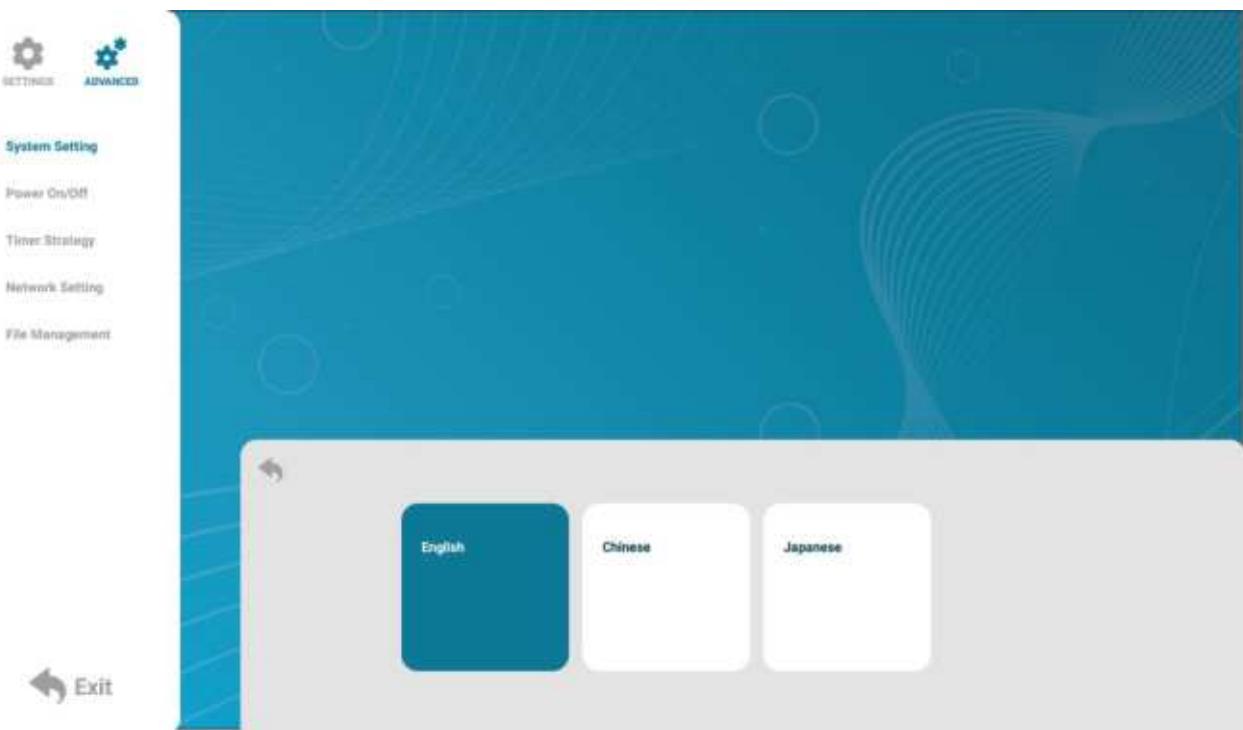
The Advanced Settings tab opens up advanced options including **System Settings**, **Power On/Off** timer(s), **Timer Strategy** timers, **Network Settings** and a **File Management** area.

### 2.4.1 System Settings

In this area there are various settings used to further customise the screen to your liking such as changing the **Display Language**, adding a **Real Time Clock** to the screen, accessing the **Play Log**, accessing the **Sync Settings**, the **Webview Settings** and the option to **Restore the screen to Factory Settings**. This also includes enabling or disabling the use of the **USB** ports, the **Auto Start** function and the **Standby** function.

#### Display Language

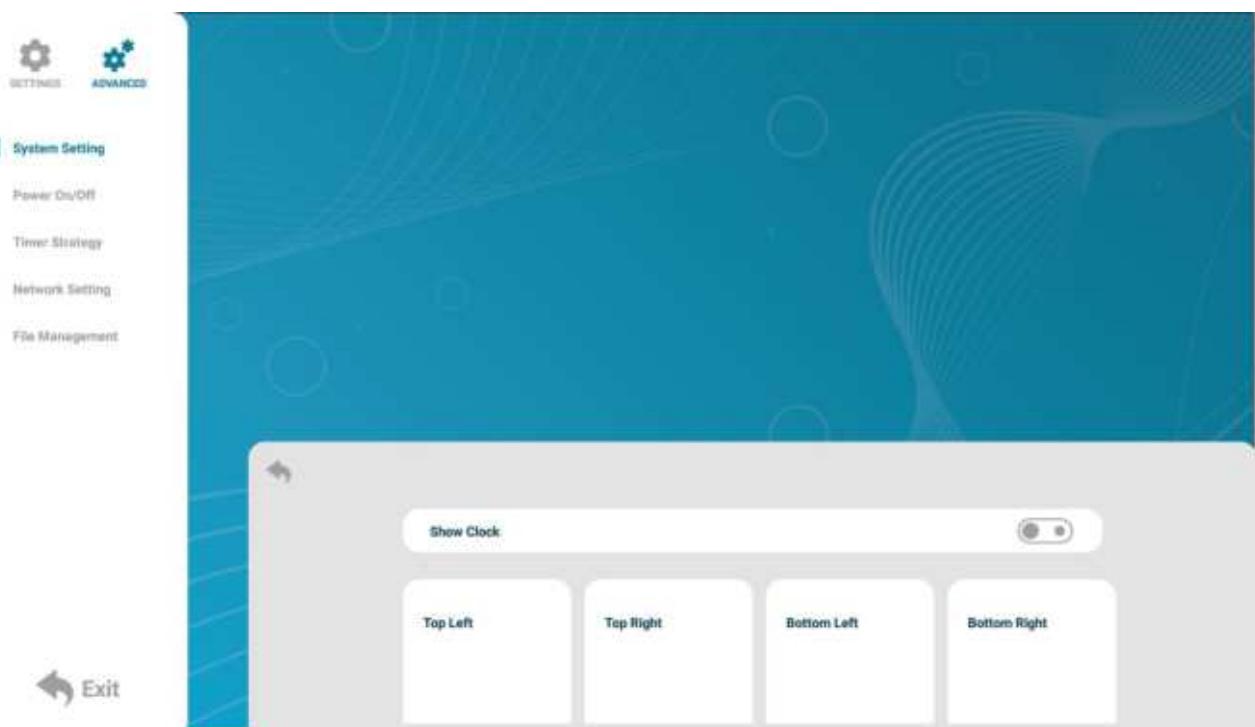
Change the display language of the **Setup Menu** and **Homepage**. Choices include; **English**, **Chinese** and **Japanese**.



## Real Time Clock

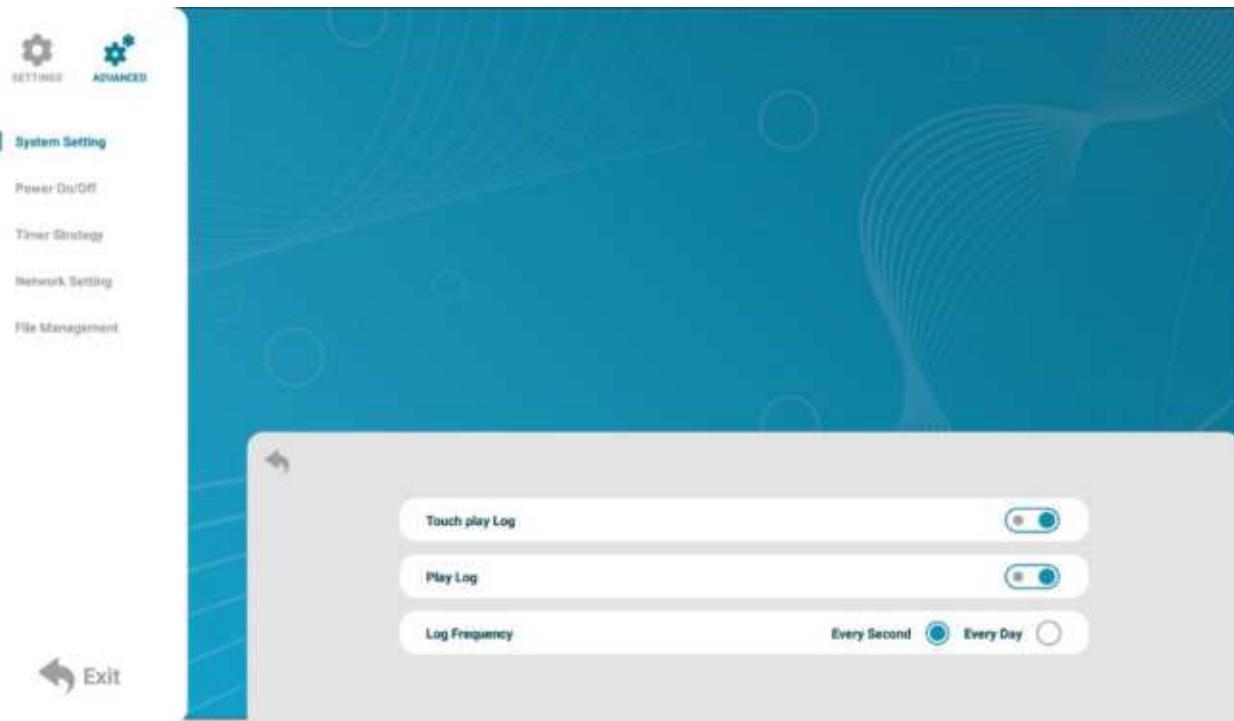
This setting allows you to display an overlay clock while content is playing. There are 5 options available:

- Close: The screen doesn't display time (default).
- Top Left: The time will be displayed on top left of the screen.
- Top Right: The time will be displayed on top right of the screen.
- Bottom Left: The time will be displayed on bottom left of the screen.
- Bottom Right: The time will be displayed on bottom right of the screen.



## Logs

Enable or disable the **Touch play log** or regular **Play Log** for content analytics on [My Signage Portal](#).



## USB

Enable or disable the **USB** ports on the screen.



**Please note:** This will disable the use of copying files from a USB stick to the screen.

## Scrolling Text Settings

Enable or disable the **Scrolling Text** that can be accessed with software to create more customisable playlists when using **Plug and Play Work Mode**. For more information on this please see the section on the **Advertising LCD Playlist Editor Software** (section 6.0).



**Please note:** This can only be used with a Windows PC.

## Sync Settings

Here you are able to setup the sync options for the screen if you are planning on synchronising multiple screens together through our Content Manage System, [My Signage Portal](#). For information on this please see **How do I set up synchronisation on my screens?** (section 7.3)

## Restore to Factory Settings

If you believe something may have gone wrong or you wish for the screen to be back to the factory default, you are able to do that by formatting the application through this setting.

## Auto Start

Enable or disable to **Digital Signage Player** application auto starting when the screen is booted up. Disable this if you wish to use an alternative 3<sup>rd</sup> party application.

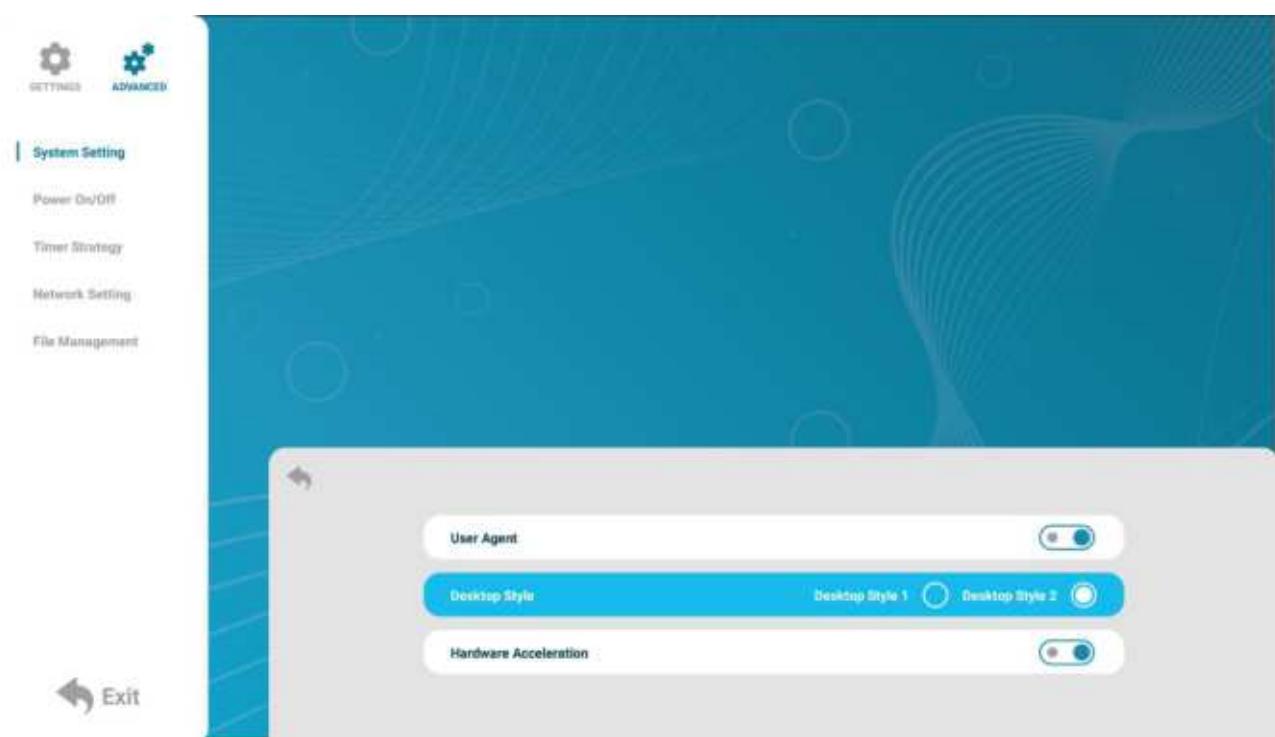
## Standby

Enable the **Standby** function to lower the power consumption. We do not recommend changing this as it can have an impact on how the application receives data from the [My Signage Portal](#) server.

## Webview Settings

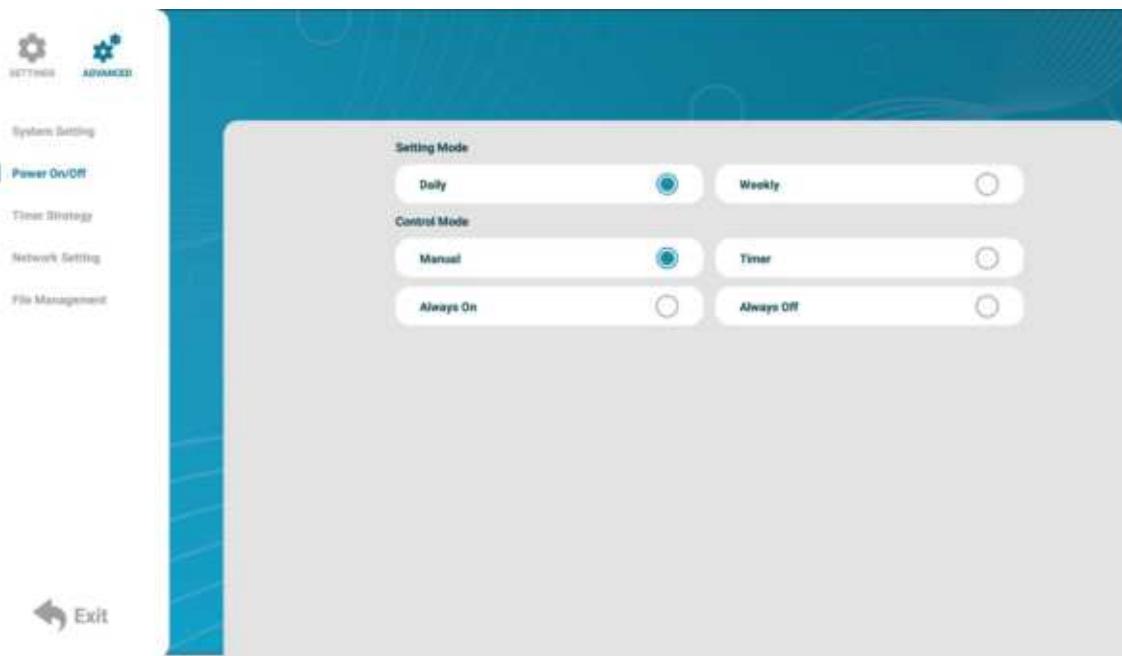
Change the WebView default browser when using a Website Zone through the Content Management System, [My Signage Portal](#). The options include:

- **User Agent** – Enabling this option will auto play video content on the website and force the website to use the mobile layout instead of desktop layout.
- **Desktop Style 1** – Uses the old WebView engine: Mozilla/5.0 (Macintosh; U; PPC Mac OS X; en) AppleWebKit/124 (KHTML, like Gecko) Safari/125.1
- **Desktop Style 2** – Uses the new WebView engine: Mozilla/5.0 (Windows NT 6.1; WOW64) AppleWebKit/537.36 (KHTML, like Gecko) Chrome/43.0.2357.134 Safari/537.36
- **Hardware Acceleration** – Speed up the length it takes to load up a webpage using the screens hardware.

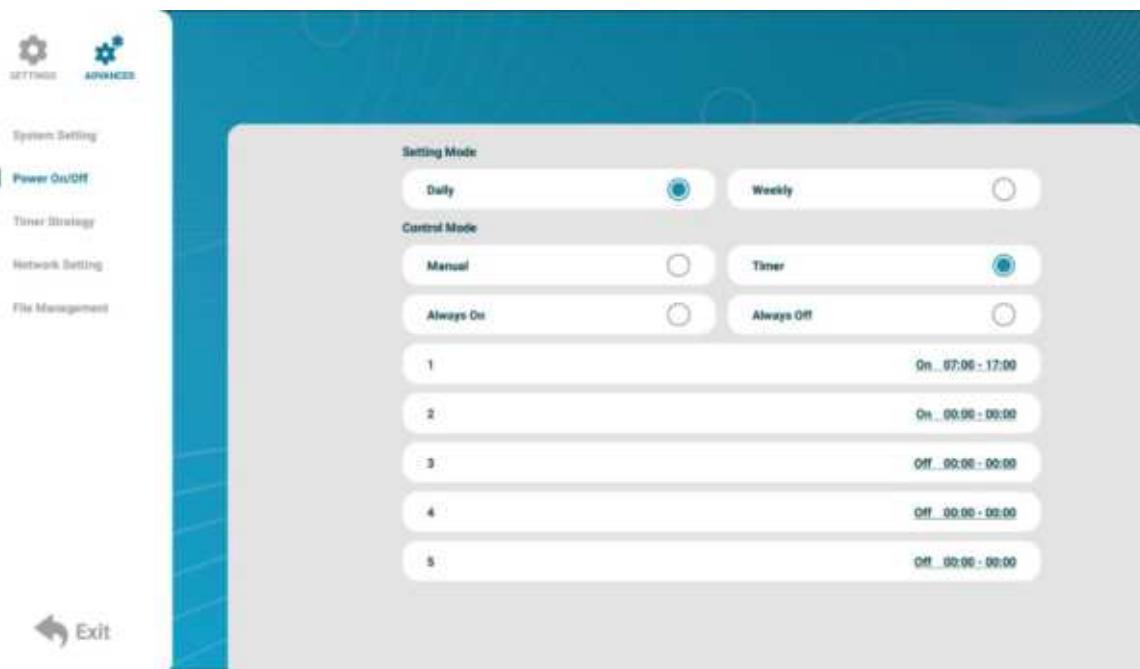


## 2.4.2 Power On/Off

Here is where you can set up an automatic on/off timer for the screen should you want it to power on and off automatically at designated times and days. If you do not wish to set on/off times for your screen please set the '**Control Mode**' to '**Manual**'.



There are two **Setting Modes** – '**Daily**', allowing you to set the same on/off times for every day of the week or '**Weekly**', allowing you to set individual on/off times for each day of the week.

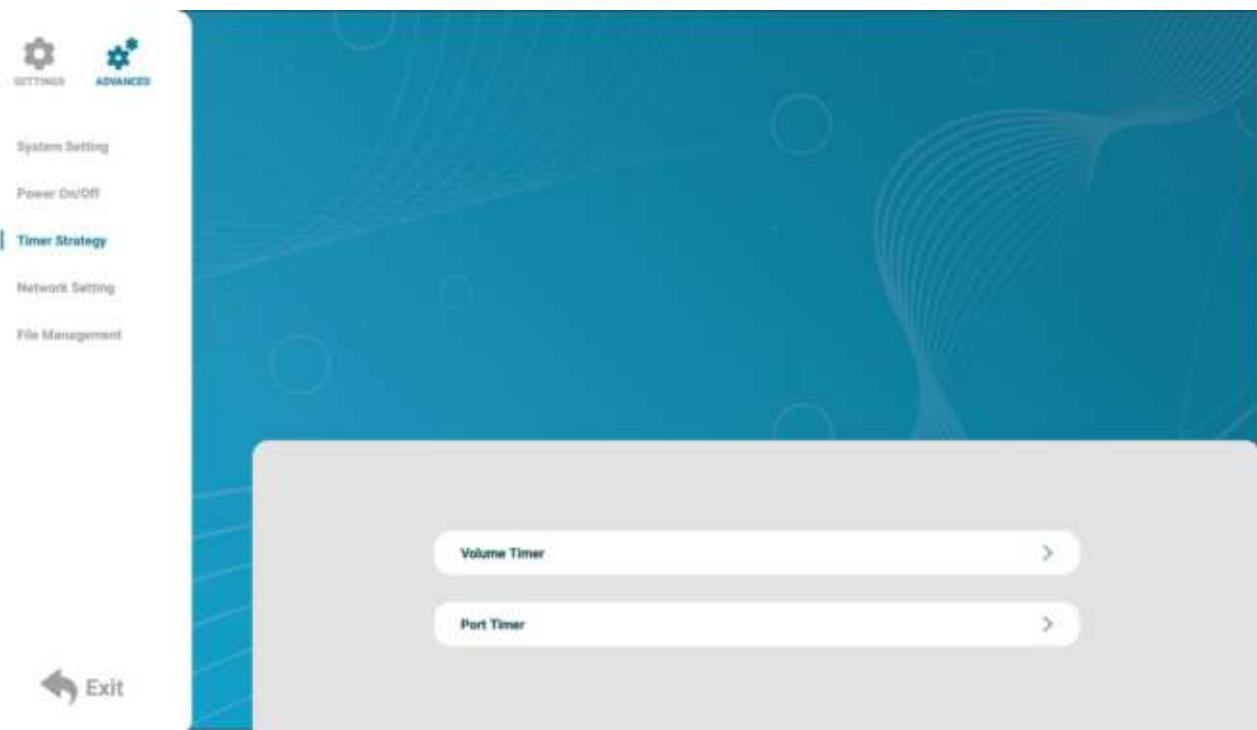


To activate the on/off timer set the ‘**Control Mode**’ to ‘**Timer**’ by using the arrow keys on the remote control and pressing the **Play/Pause Button (▶II)**. Next set the ‘**Setting Mode**’ to either ‘**Daily**’ or ‘**Weekly**’. Finally navigate over to the individual timer(s) and set the on and off times. If you only wish to set one on/off timer use the first timer labelled ‘**1**’.



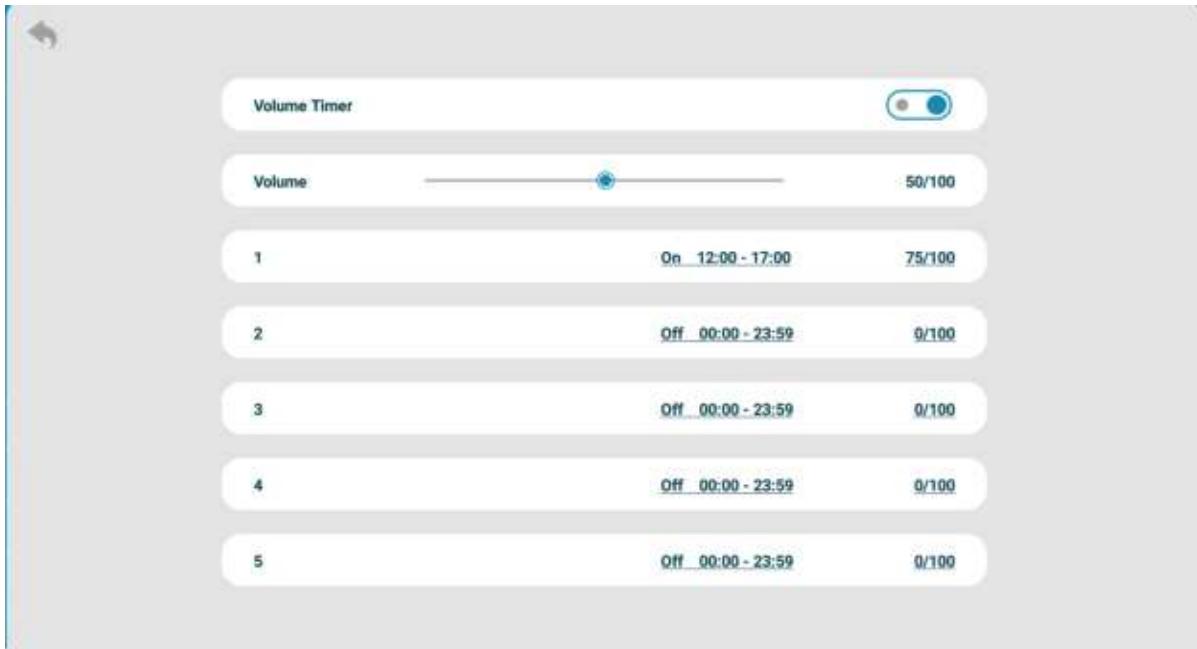
#### 2.4.3 Timer Strategy

This setting allows you to schedule your screen to play at different volumes and switch to different AV inputs at different times of the day.



## Volume Timer

To enable this feature, first enable the switch (blue). New fields will now appear allowing you to set a default volume level as well as timer fields for setting different volume levels for different periods of the day.

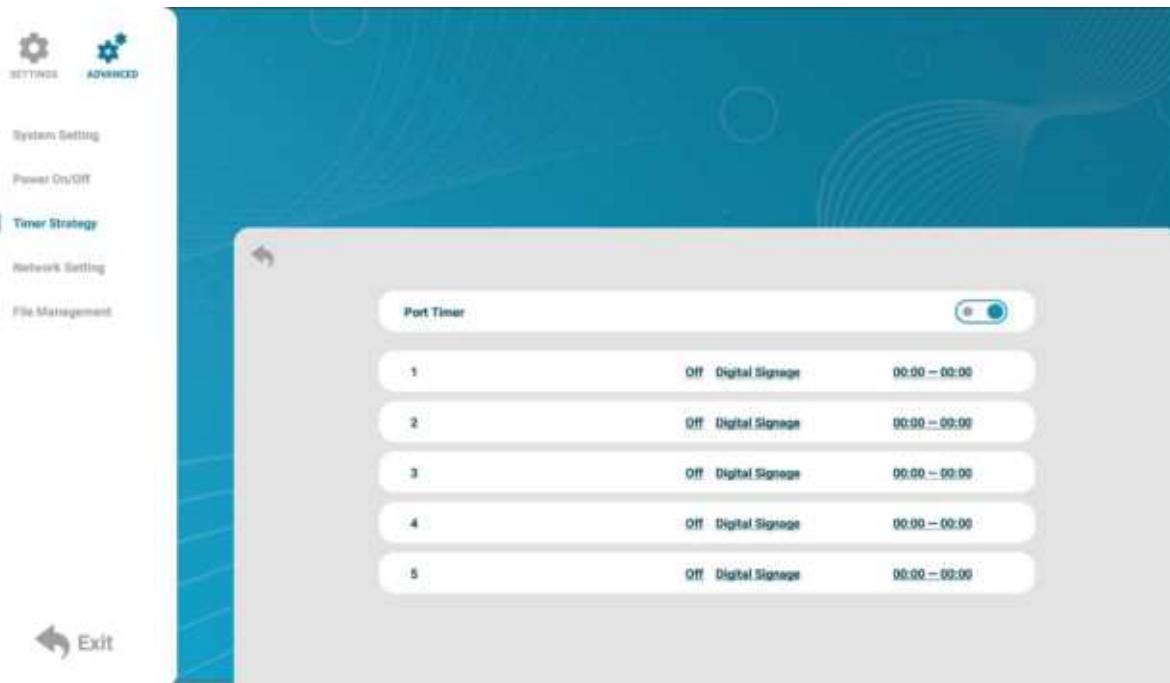


Navigate to a timer field and press the **Play/Pause Button (▶||)** on your remote control. Activate the timer, set a volume level and also a start and end time. Press the '**Save**' button to save changes.

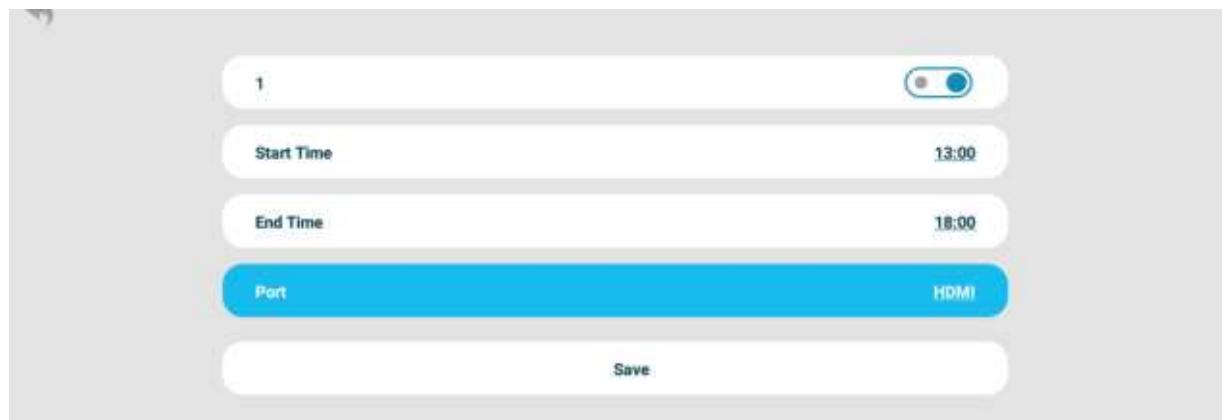


## Port Timer

To enable this feature, first enable the switch (blue). New fields will now appear allowing you to set different AV inputs for different periods of the day.



Navigate to a timer field and press the **Play/Pause Button (▶||)** on your remote control. Activate the timer, set a volume level and also a start and end time. Press the '**Save**' button to save changes.

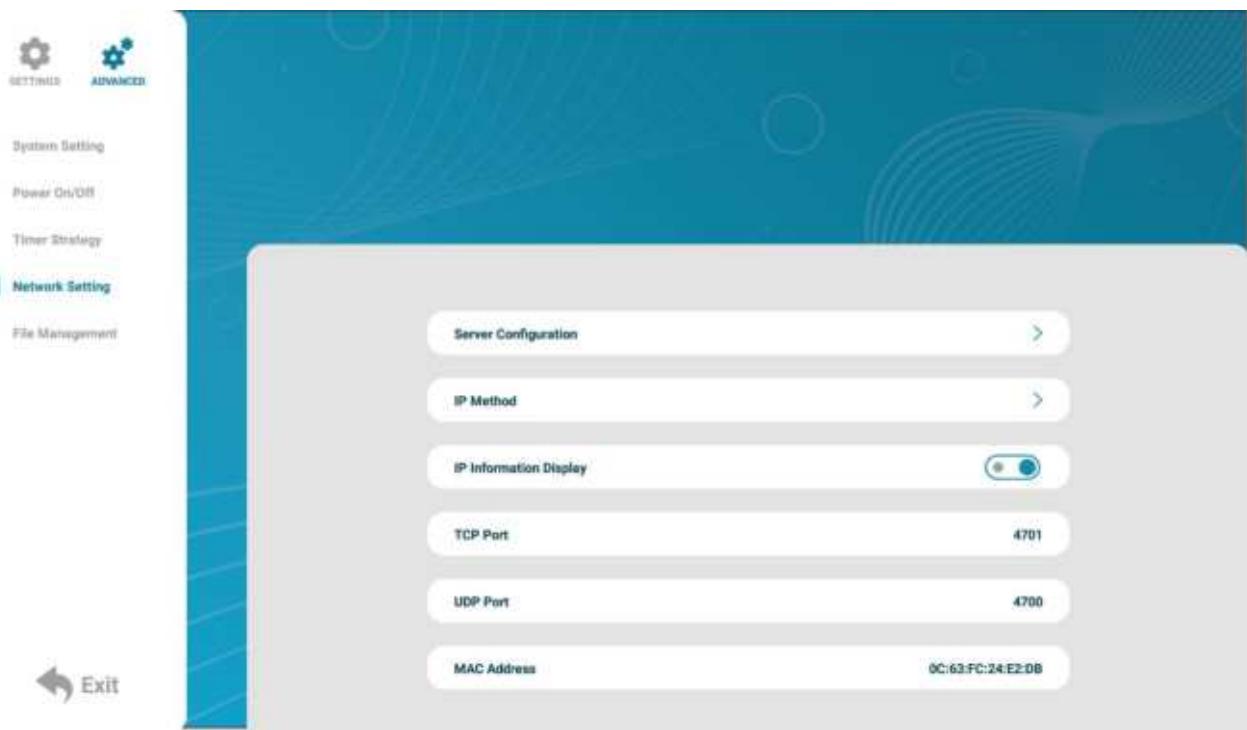


The different inputs available are:

- **Digital Signage** – the internal android input currently being used on the screen
- **HDMI** – external device which is connected to the screen via HDMI cable
- **VGA** – external device which is connected to the screen via VGA cable

#### 2.4.4 Network Settings

In this area you are able to setup and change various Network Settings such as the **Server Configuration** and **IP Method**. It will also display the physical **MAC Address** of the screen.



##### Server Configuration

In this section you can change the parameters used to establish a connection to the [My Signage Portal](#) server.



**Please note:** Do not change any of these settings unless specifically asked by a member of the **Technical Support** team.

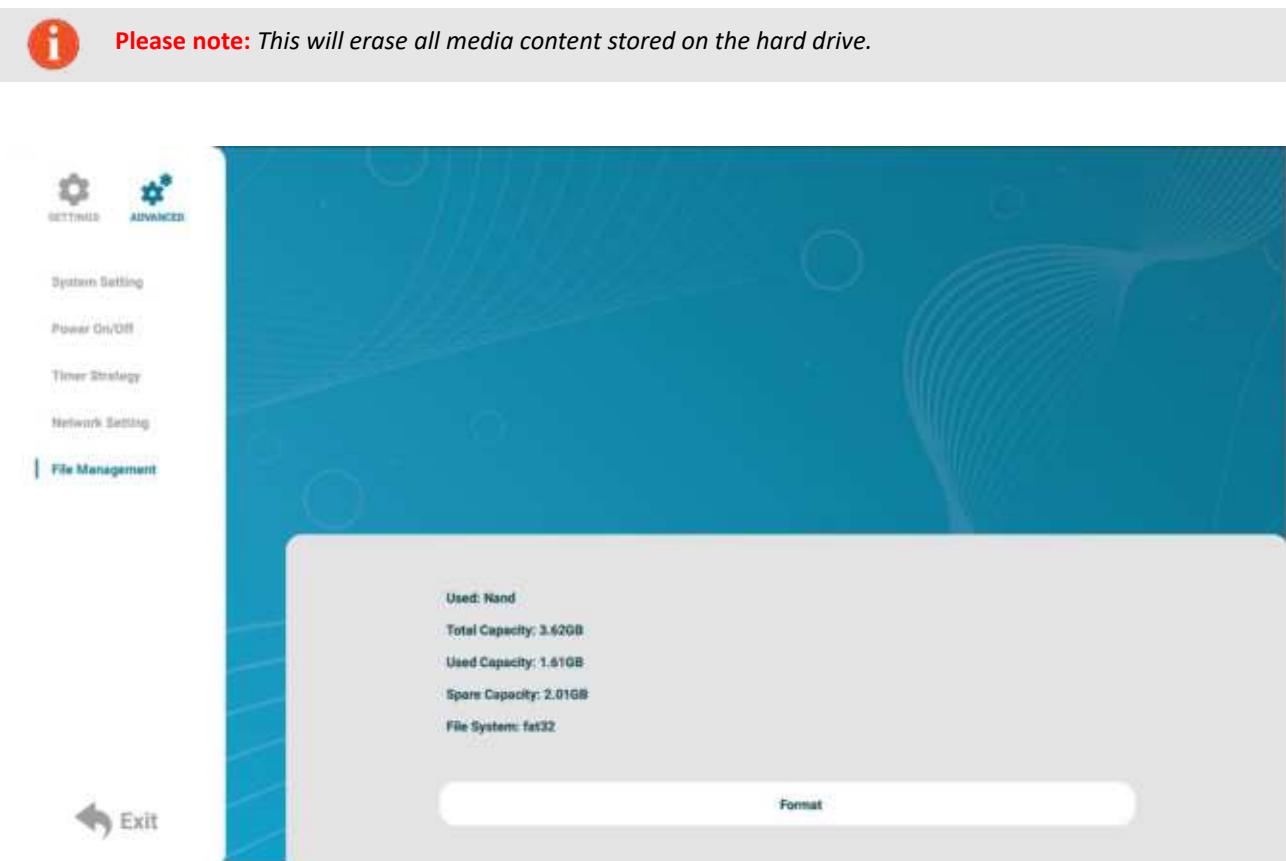
## IP Method

In this area you can disable the DHCP default connection and set a static IP. Please do not change any of these settings unless this is needed to connect to a network and is advised by your internal IT/Network technicians.



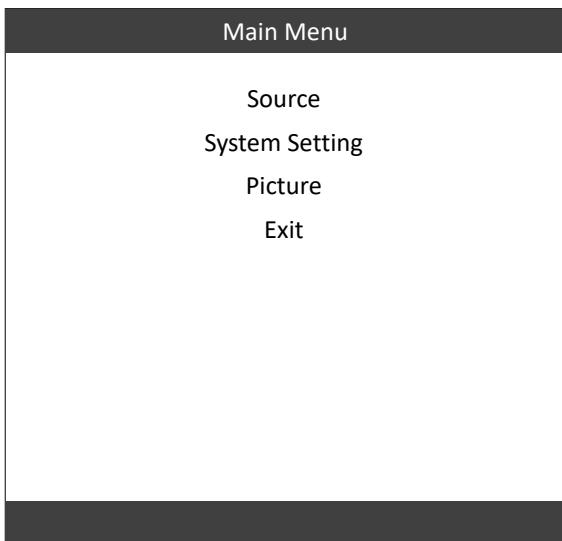
## 2.4.5 File Management

This area provides information about the file system such as the **Total Capacity**, **Used Capacity** and the **Spare Capacity** (free space). If you need to format the internal hard drive you can achieve this by selecting the 'Format' button.



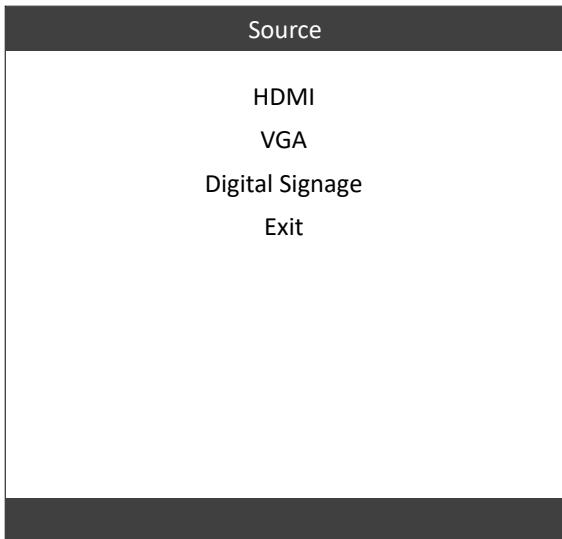
### 3. Display Settings

As well as having a main system menu that can be accessed through your home screen, the unit also has a display setting menu for changing which input source is being displayed as well as altering values such as brightness, contrast and saturation. This can be accessed at any time by pressing the 'MENU' button on the remote control.



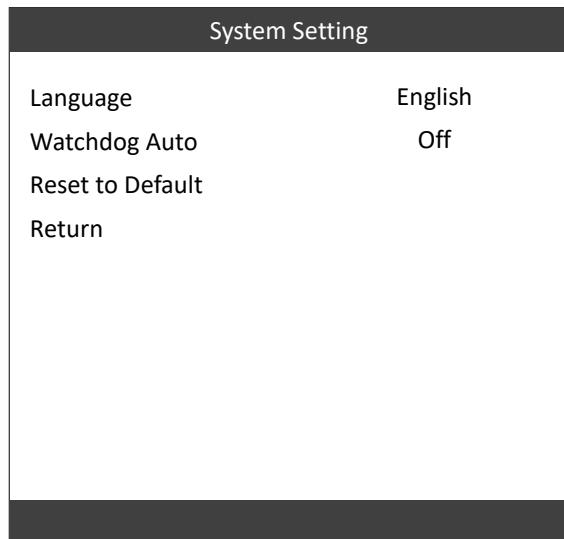
#### 3.1 Source

The source menu allows you to change the video signal input the screen will display. As a default it is set to 'Digital Signage' to display the internal media player input.



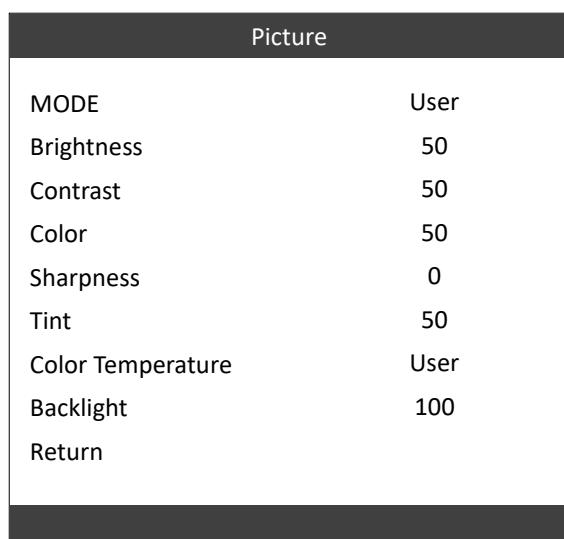
## 3.2 System Setting

Here you can set the **Language**, turn the **Watchdog Auto** function on/off which is used to stop any unwanted displays issues happening on the screen and lastly **Restore to Default** the **Displays Settings** if needed.



## 3.3 Picture

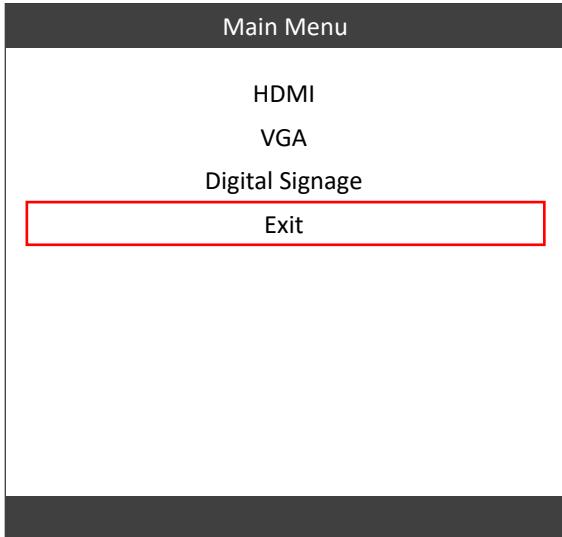
In this sub-menu you can alter the different image settings of your screen. To adjust the **Brightness**, **Contrast** and **Colour** of your display, navigate to the **Picture** setting and use the **Left (◀)** and **Right (▶)** **navigation buttons** on the remote control to adjust the value accordingly.



**Please note:** It is recommended not to change the settings unnecessarily.

### 3.4 Exit

To exit from the **Display Settings Menu**, navigate to 'Exit' and press the **Play/Pause Button (▶||)**.



## 4. Supported Media Files

**Required:**

Video	
<b>Container</b>	MP4, AVI, MPG
<b>Codec</b>	MPEG-1, MPEG-2, MPEG-4, XVID, H.264
<b>Width</b>	1920 (1080 for portrait)
<b>Height</b>	1080 (1920 for portrait)
<b>Audio</b>	AAC or MP3

**Recommended:**

<b>Format Profile</b>	Main@4.0
<b>Frame Rate</b>	30fps
<b>Standard</b>	PAL
<b>Bitrate</b>	5000kbps
<b>Bitrate Encoding</b>	CBR
<b>Field Order/Scan</b>	Progressive
<b>Audio</b>	AAC or MP3

**Required:**

Image	
<b>Container</b>	JPEG
<b>Compression</b>	Baseline
<b>Colour Mode</b>	RGB
<b>Width</b>	1920 (1080 for portrait)
<b>Height</b>	1080 (1920 for portrait)
<b>Maximum DPI</b>	300

This unit does not support WMV or FLV video file types.



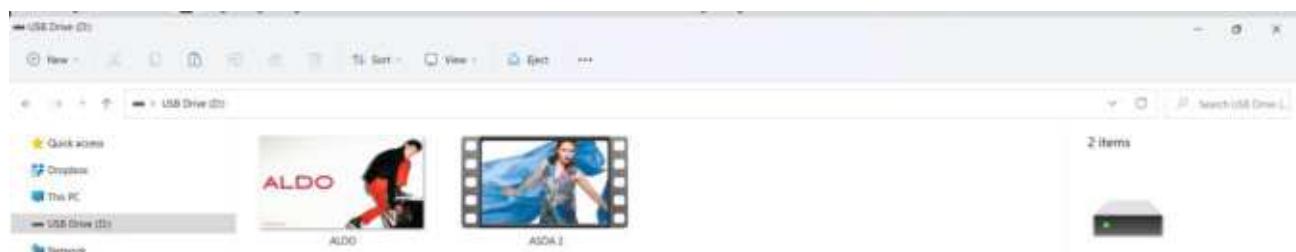
**Please note:** Video and image files should be a maximum of 1920x1080 resolution for Landscape orientated screens and a maximum of 1080x1920 resolution for portrait orientated screens.

## 5. Copying Files from a USB Drive

If the **Work Mode** is set to **USB** (default with Plug and Play purchased screens) you can copy files directly from a USB drive onto the screen to play the content on a loop. Make sure to reference the **Supported Media Files** table (Section 4.0) for the correct formats and resolution of the content.

### Step 1

Copy the files you want to play on the screen on to the **USB Drive** in the root directory. Do not put the files into folders, they must be in the main root directory.



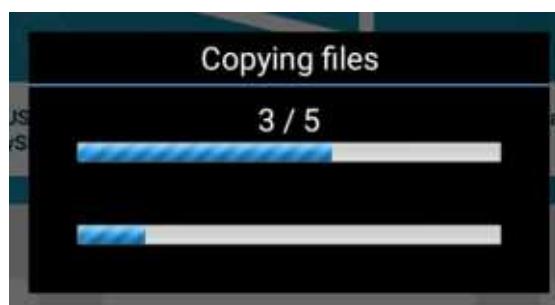
**Please note:** It is recommended to use a USB drive that is **less than 16GB** for the display screen to recognise the USB drive format (FAT32 format). This is usually the default format on USB drives less than 16GB.

### Step 2

Insert the USB drive into a USB port (see **Figure 1 Position of USB ports**).

### Step 3

The files on the USB drive will then be copied to the internal storage on the screen.



## Step 4

Remove the USB drive.



## Step 5

The content on the USB drive will now play on the screen. If the content isn't playing or didn't copy over, please make sure to check the **Supported Media Files** table (Section 4.0).

## 6. Advertising LCD Playlist Editor Software

Although this unit can operate without using any additional software, for more advanced applications please download and install the **Advertising LCD Playlist Editor** software from the link below. This will allow you to create playlists and set up schedules without using [My Signage Portal](#).

### [Advertising LCD Playlist Editor Software](#)

Make sure to reference the **Supported Media Files** table (Section 4.0) for the correct formats and resolution of the content being used on the created playlists.

#### 6.1 Main Menu

Start by opening the application to bring you to the **Main Menu**. The main menu will allow you to either create a new playlist or load and existing playlist from a USB drive.



## 6.2 Creating Playlists

The Playlist Editor is laid out in a user-friendly way with the primary functions on the left-hand side in easy to follow steps.

### 6.2.1 Add Schedule

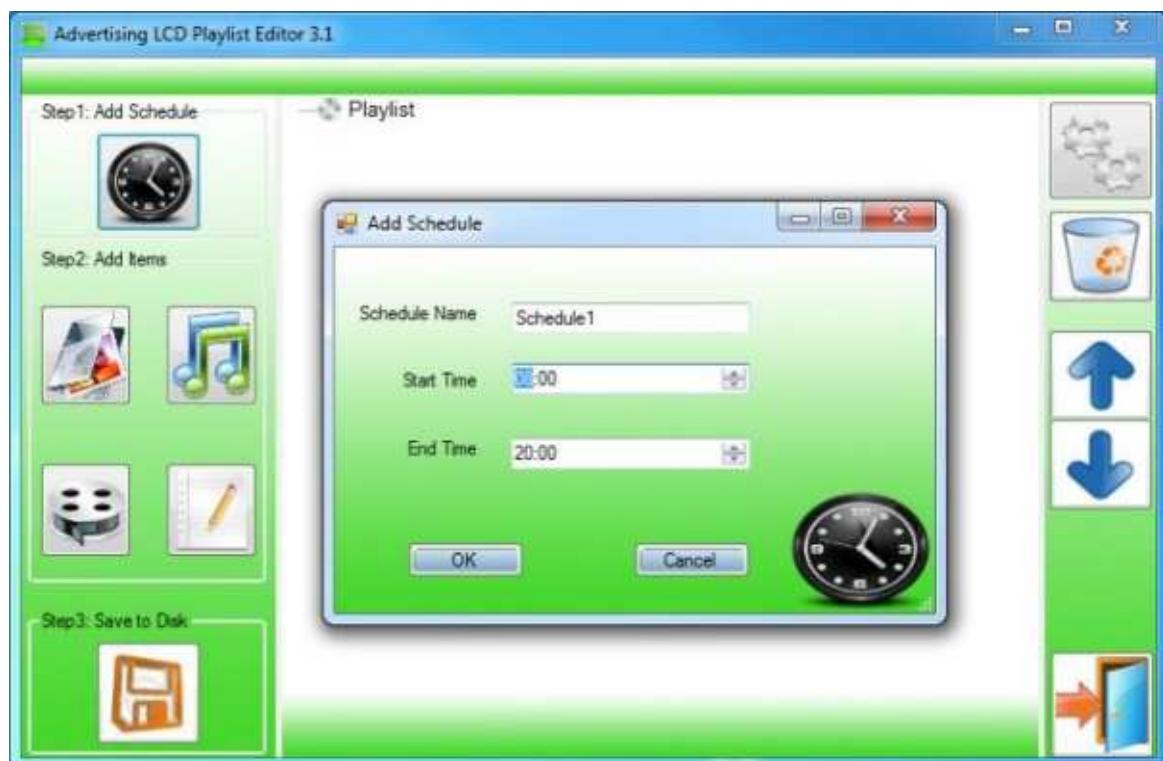
The schedule functions as a timer for the playlists, so you can have between one and eight playlists scheduled to start and end at different times of the day, with up to 50 files in each playlist.



**Please note:** If you enter more than one schedule ensure that the consecutive schedule times do not overlap.

1. Click on the 'Add Schedule' Button.
2. Type a Schedule name.
3. Select preferred start time.
4. Select preferred end time.
5. Click 'OK'.
6. The schedule will appear in the playlist.

Follow the same process to add multiple schedules.



## 6.2.2 Add Selected Items

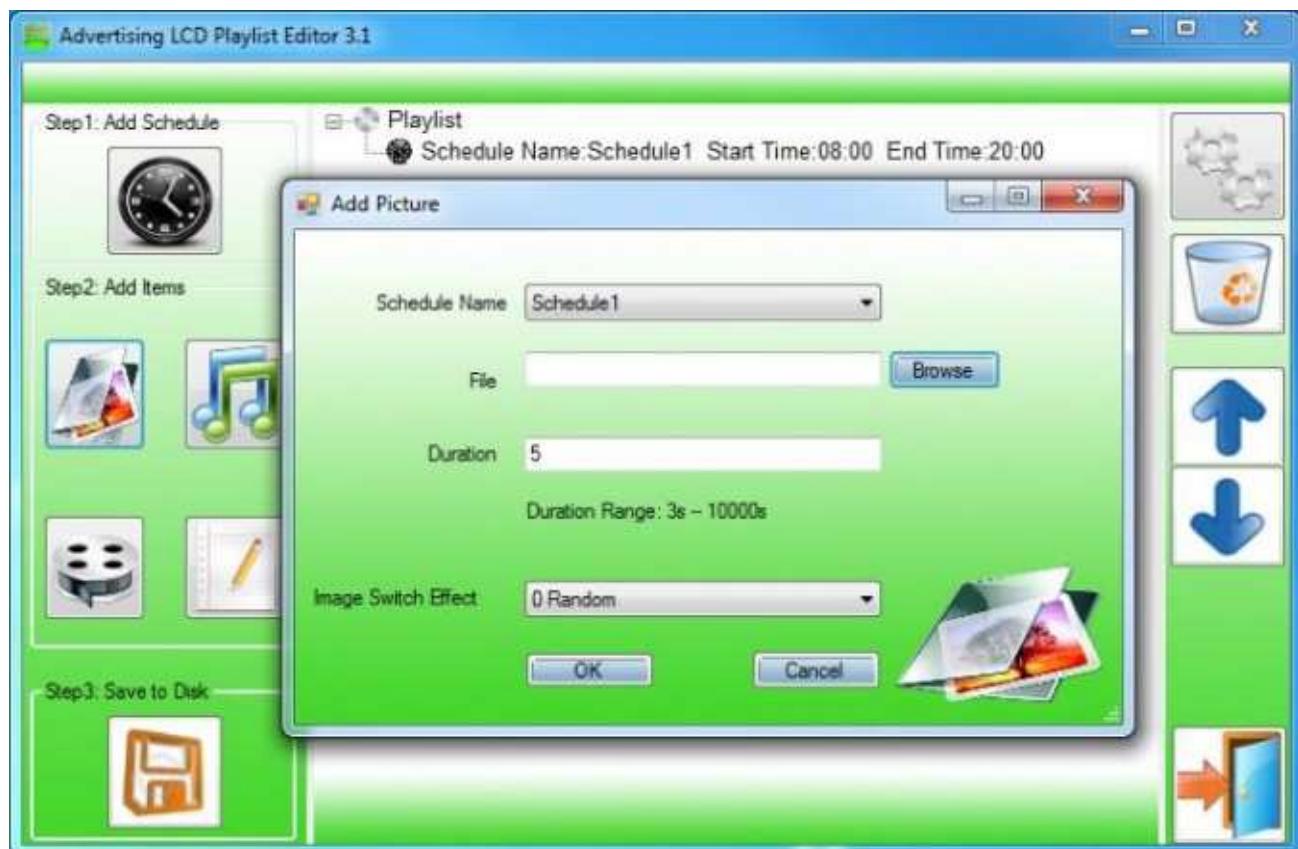
### Adding Images

1. Click the **Add Image** button.
2. Select one of the schedules created from the **Add Schedule** section.
3. Click 'Browse' and locate the image you wish to use.
4. Enter a duration time of the image (this is the time it takes to transition to another image on the chosen schedule).
5. Choose from the list of available transitions.
6. Click 'OK' to add the image file to the chosen schedule.

You can select multiple image files at once to add to a schedule, you can also move each image up or down in the playlist by using the arrow buttons on the right-hand side.



**Please note:** Before adding a media file please ensure that it has a file name length of 11 characters or less and contains no special characters. For supported file formats please refer to **Supported Media Files**.

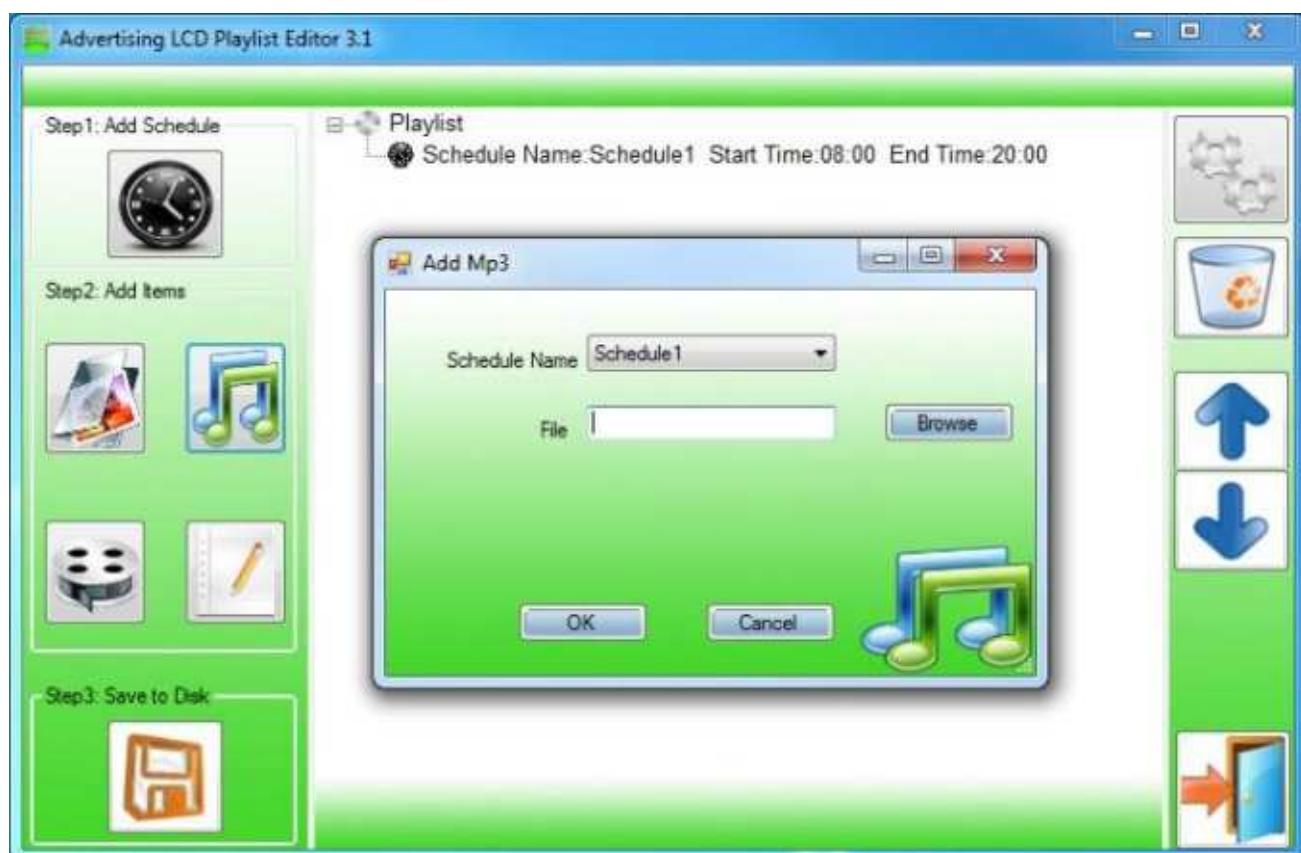


## Adding Audio

1. Click the **Add MP3** button.
2. Select one of the schedules created from the **Add Schedule** section.
3. Click 'Browse' and select the desired MP3 file.
4. Enter a volume level for the MP3 file.
5. Click 'OK' to add the MP3 file to the chosen schedule.



**Please note:** Before adding a media file please ensure that it has a file name length of 11 characters or less and contains no [special characters](#). You must also add audio files after adding image files.

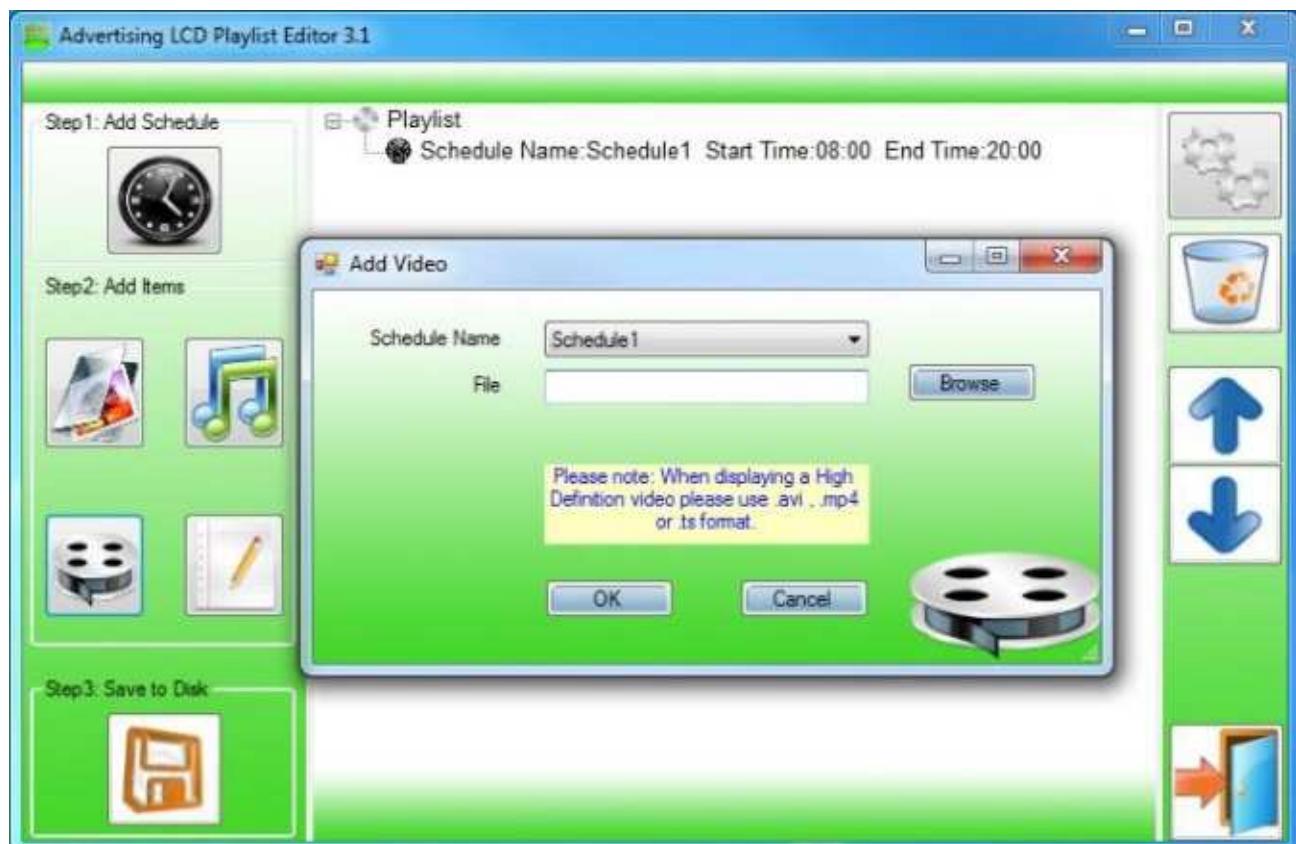


## Adding Video

1. Click the **Add Video** button.
2. Select one of the schedules created from the **Add Schedule** section.
3. Click 'Browse' and select the desired video file.
4. Click 'OK' to add the video file to the chosen schedule.



**Please note:** Before adding a media file please ensure that it has a file name length of 11 characters or less and contains no special characters. You cannot add videos and MP3 audio files in the same schedule.



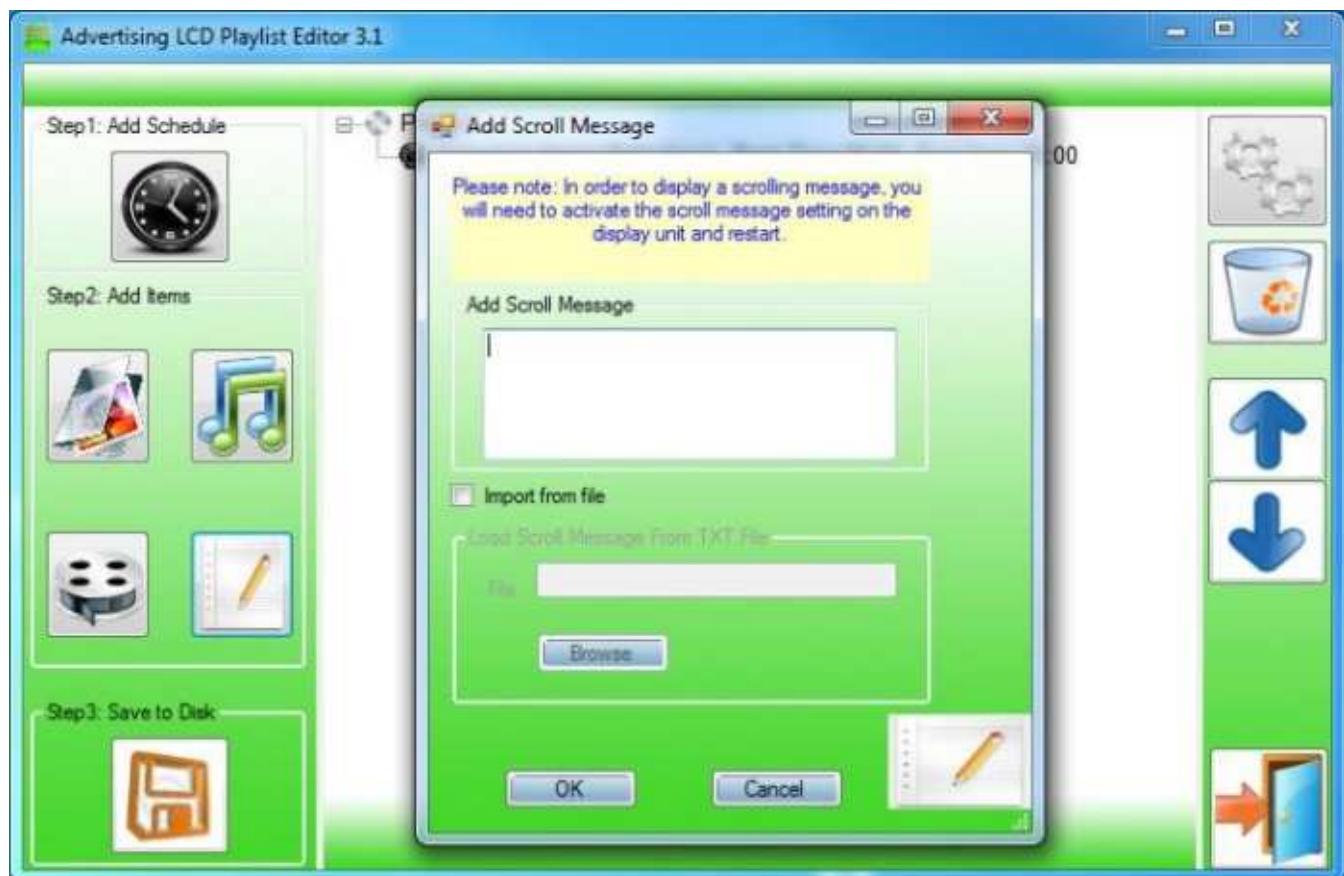
## Adding Scrolling Text

1. Click the **Add Scroll Message** button.
2. Enter the message you would like to run across the bottom of the screen.
3. Click 'OK' to add the desired message to the schedule.

If you have a pre-existing text file (.txt) containing your message, highlight the 'Import from file' checkbox and click 'Browse'. Locate and select the desired text file followed by clicking 'OK'.



***Please note:*** You must ensure that **Scrolling Text** is activated on your display for this feature. You can do this by accessing the **System Settings** on the display screen being used (see **Scrolling Text Settings**).

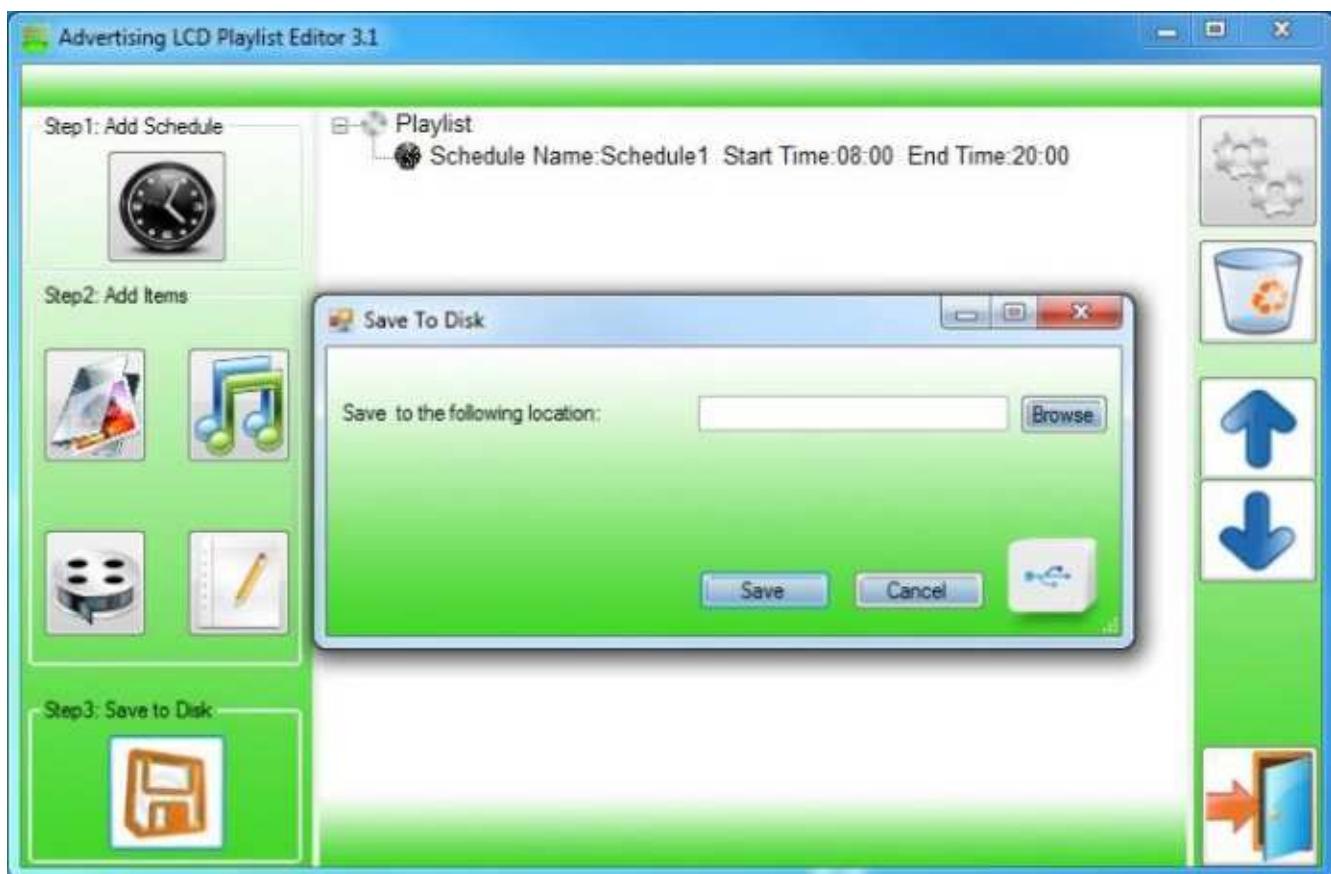


### 6.2.3 Saving

1. Insert a USB drive into your PC and make sure there are no files showing on the drive.
2. Click 'Step3: Save to Disk'.
3. Click 'Browse' and select the USB drive as the location of the playlist and files.
4. Click 'Save'.



**Please note:** It is recommended to use a USB drive that is **less than 16GB** for the display screen to recognise the USB drive format (FAT32 format). This is usually the default format on USB drives less than 16GB.



### 6.2.4 Editing Playlists

1. From the main menu click '**LOAD EXISTING PLAYLIST**'.
2. Locate and select a playlist to edit.
3. Select the item you wish to edit and click the 'Edit' button.

#### Deleting Items

To delete media files within a playlist, select the media file and click 'Delete' located on the right-hand side of the application. The media file will then be removed from the playlist.

## 7. F.A.Qs and Troubleshooting Guide

### 7.1 How do I change the Work Mode to Wi-Fi so I can connect to my Wi-Fi network?

#### Step 1

Press the Stop Button (■) on the remote control to stop the currently playing content on the screen.



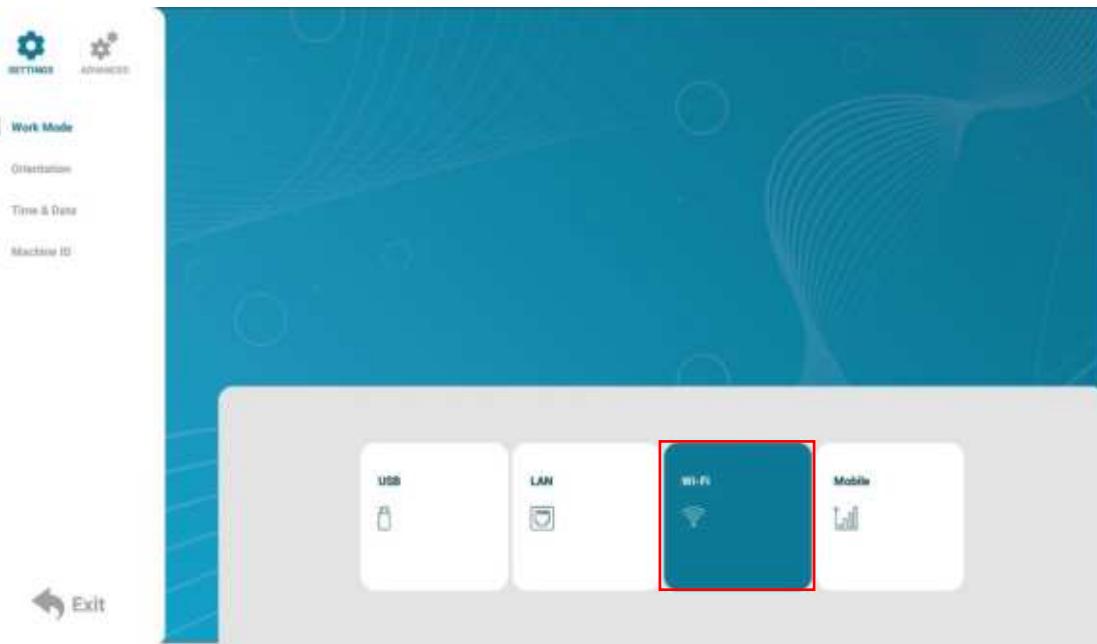
#### Step 2

Press the **SETUP Button** on the remote control to bring up the **Setup Menu**.



### Step 3

Whilst on the default menu, 'Work Mode', navigate over to the right side of the display using the arrows keys on the remote control and press the **Play/Pause Button (▶||)** on the 'Wi-Fi' option.



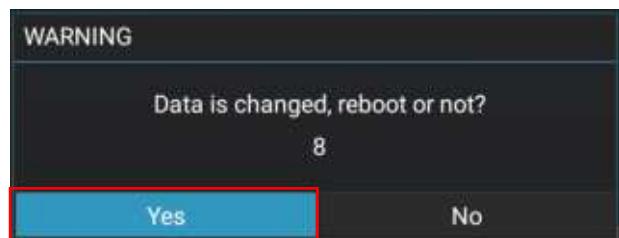
### Step 4

Navigate over to and select the 'Exit' button at the bottom left of the display.



## Step 5

Press 'Yes' to save the settings and reboot the screen into **WI-FI Work Mode**.



## 7.2 How do I connect to a Wi-Fi Hotspot?

### Step 1

Press the Stop Button (■) on the remote control to stop the currently playing content on the screen.



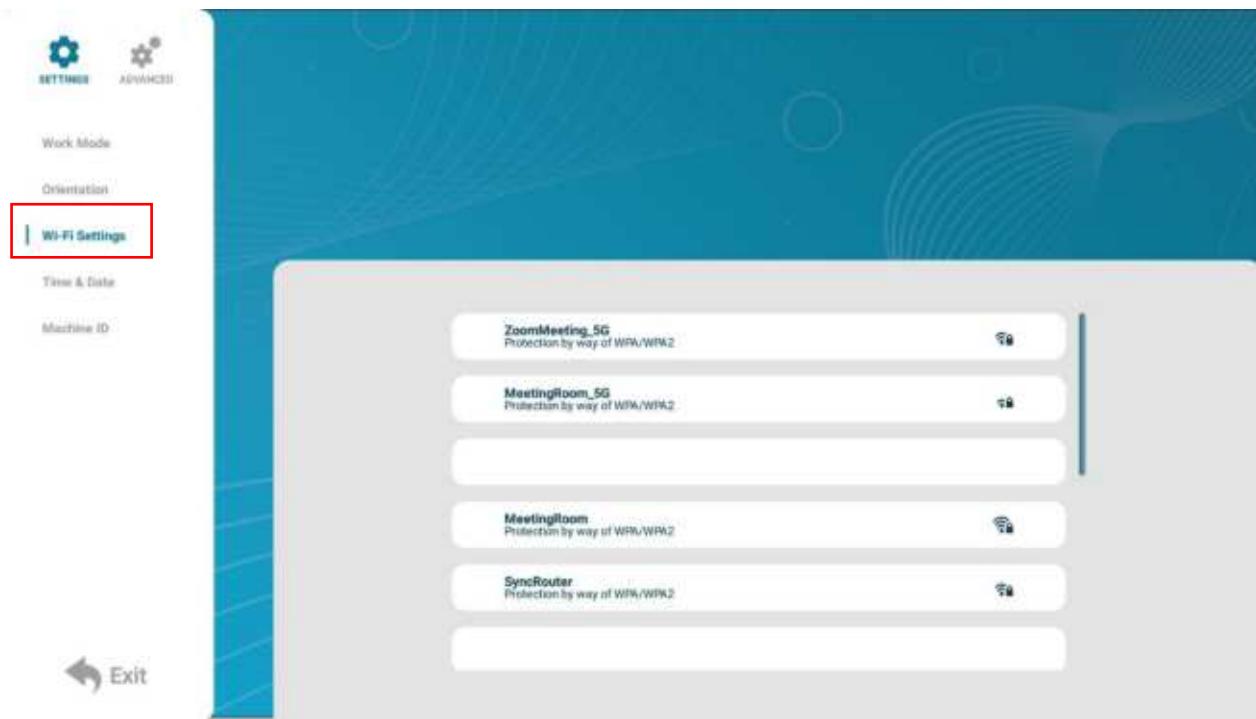
### Step 2

Press the **SETUP** Button on the remote control to bring up the **Setup Menu**.



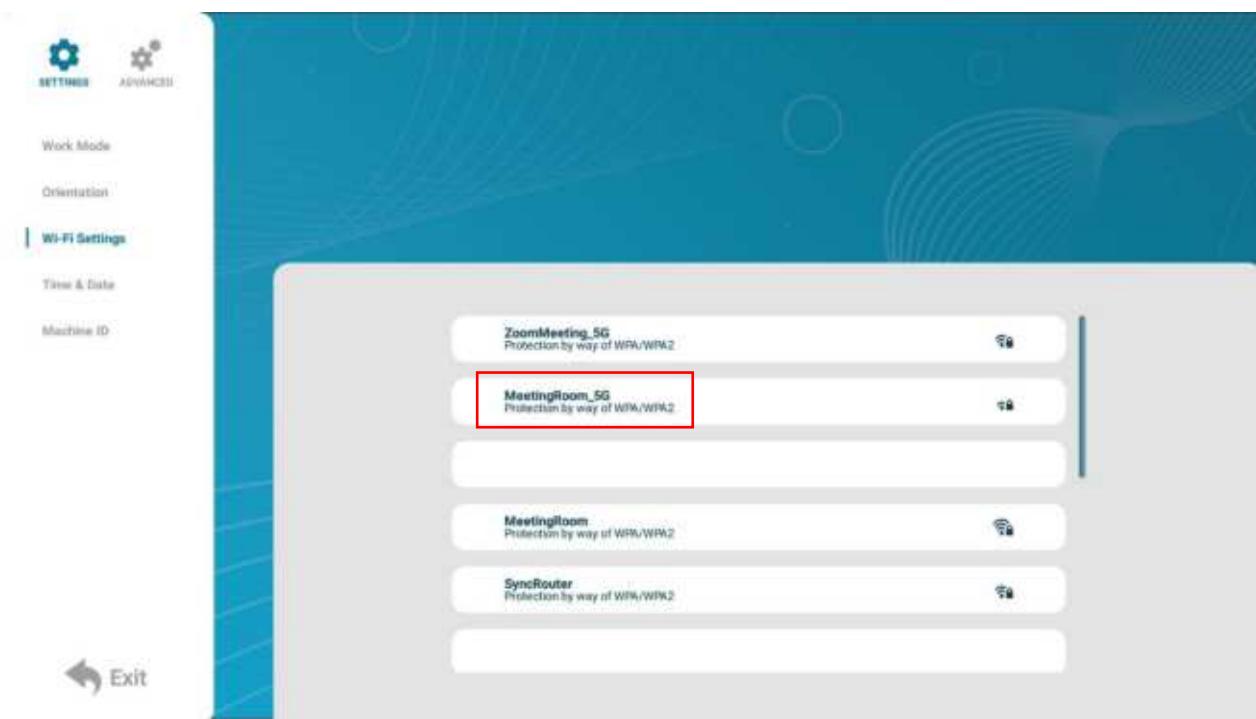
### Step 3

Navigate to 'Wi-Fi Settings' and select this option with the **Play/Pause Button (▶||)**.



### Step 4

Navigate to the Wi-Fi Network you wish to connect to and press **Play/Pause Button (▶||)**.



## Step 5

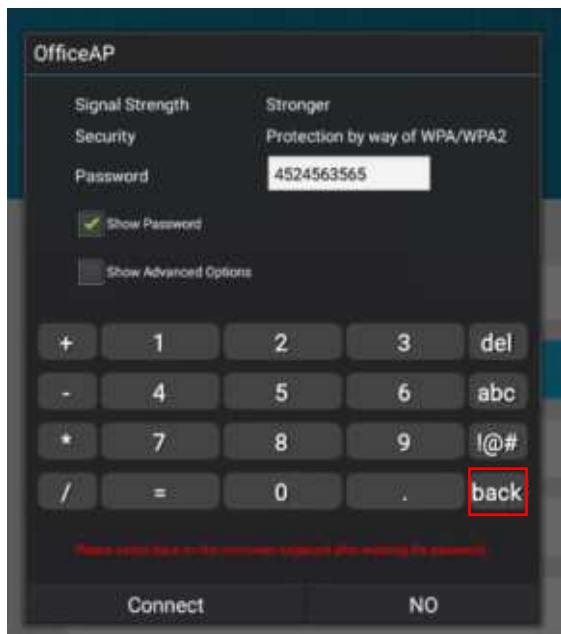
Whilst the cursor is on the white box press the **Play/Pause Button (▶||)** to bring up the **On-Screen Keyboard**.



**Please note:** You can also select the 'Show Password' option to see the password entered.

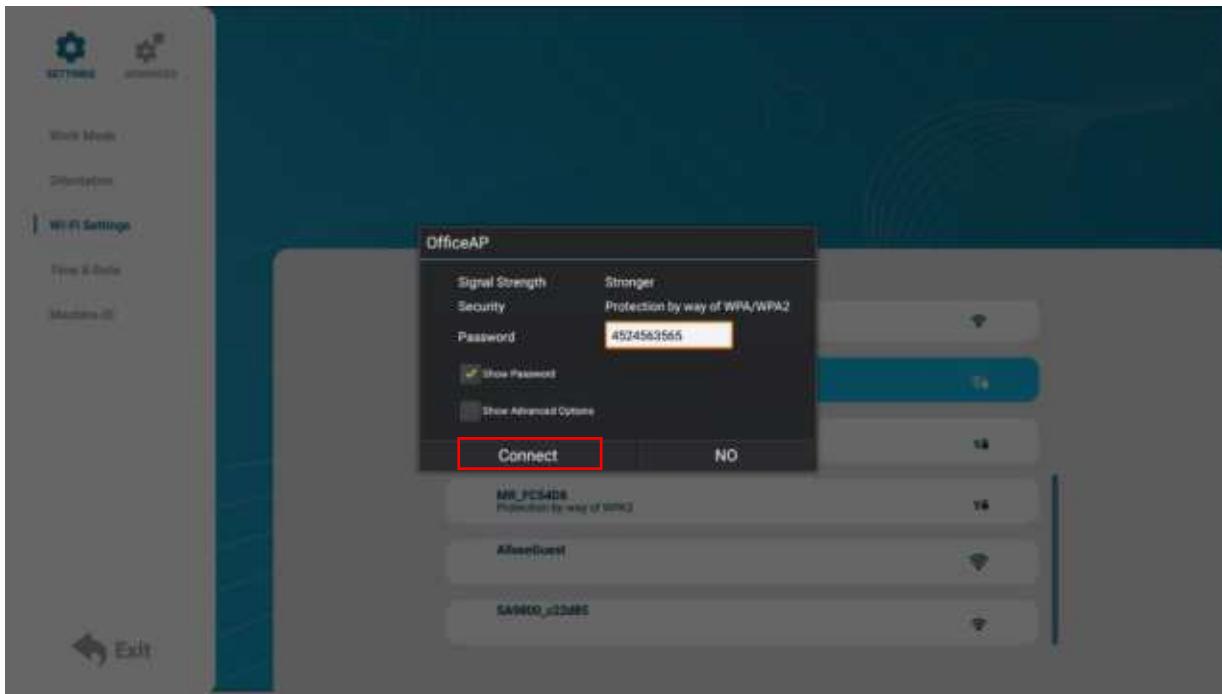
## Step 6

Type in the networks password and select the 'back' button on the keyboard when finished.



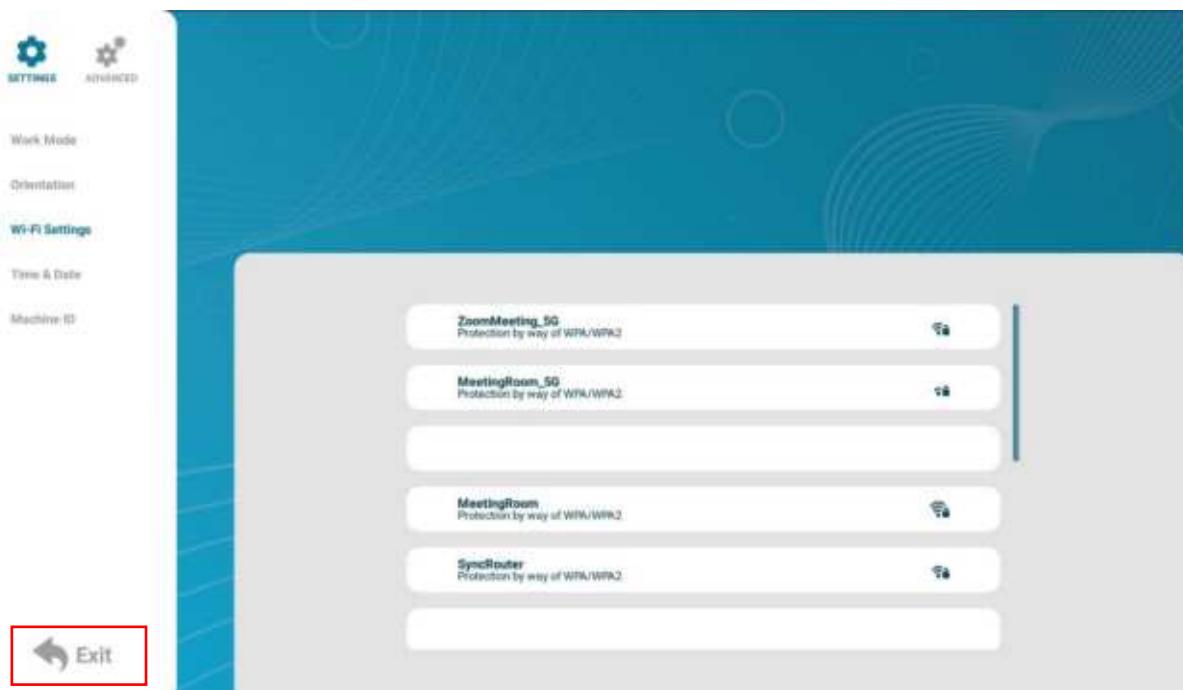
## Step 7

Navigate over to and select 'Connect' with the **Play/Pause Button (▶||)**.



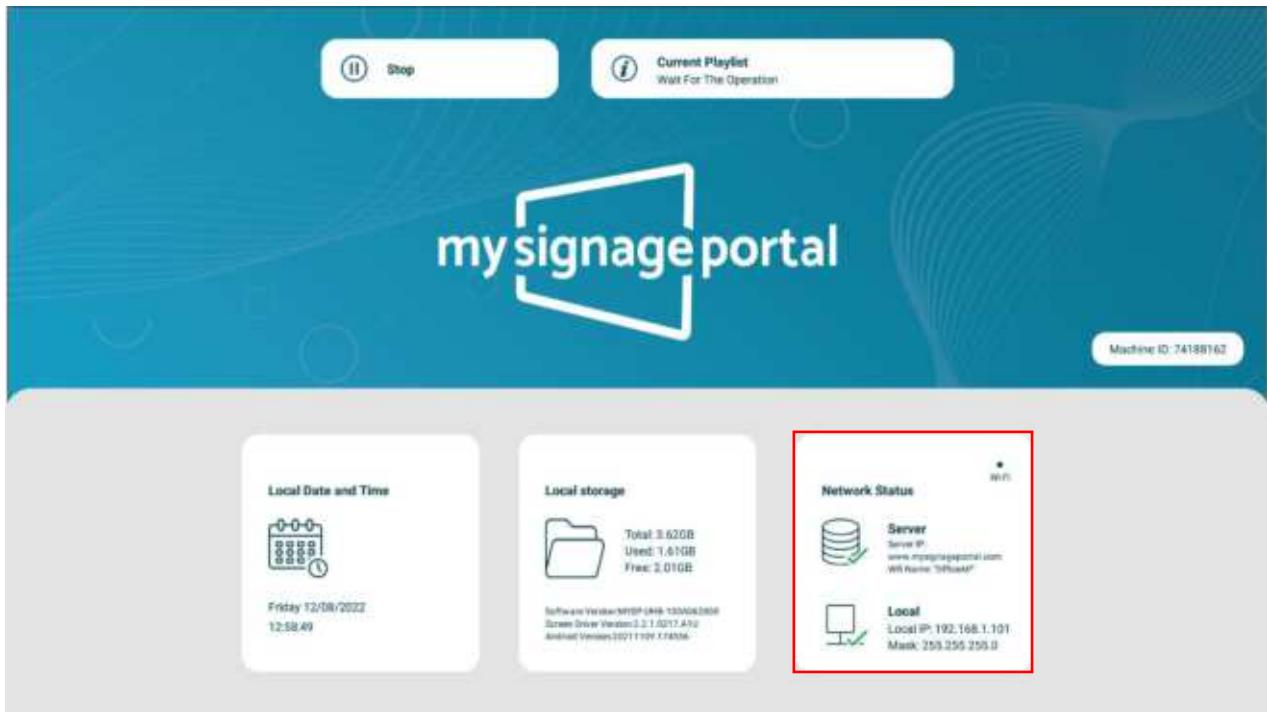
## Step 8

Select the 'Exit' button or press the **Back Button (↶)** on the remote control to go back to the **Homepage**.



## Step 9

Check that the network is showing two ticks as below. If this is showing any crosses make sure to check you have entered your Wi-Fi password correctly and see our [FAQ](#) for more help.



### 7.3 How do I set up synchronisation on my screens?

#### Step 1

Press the **Stop Button (■)** on the remote control to stop the currently playing content on the screen.



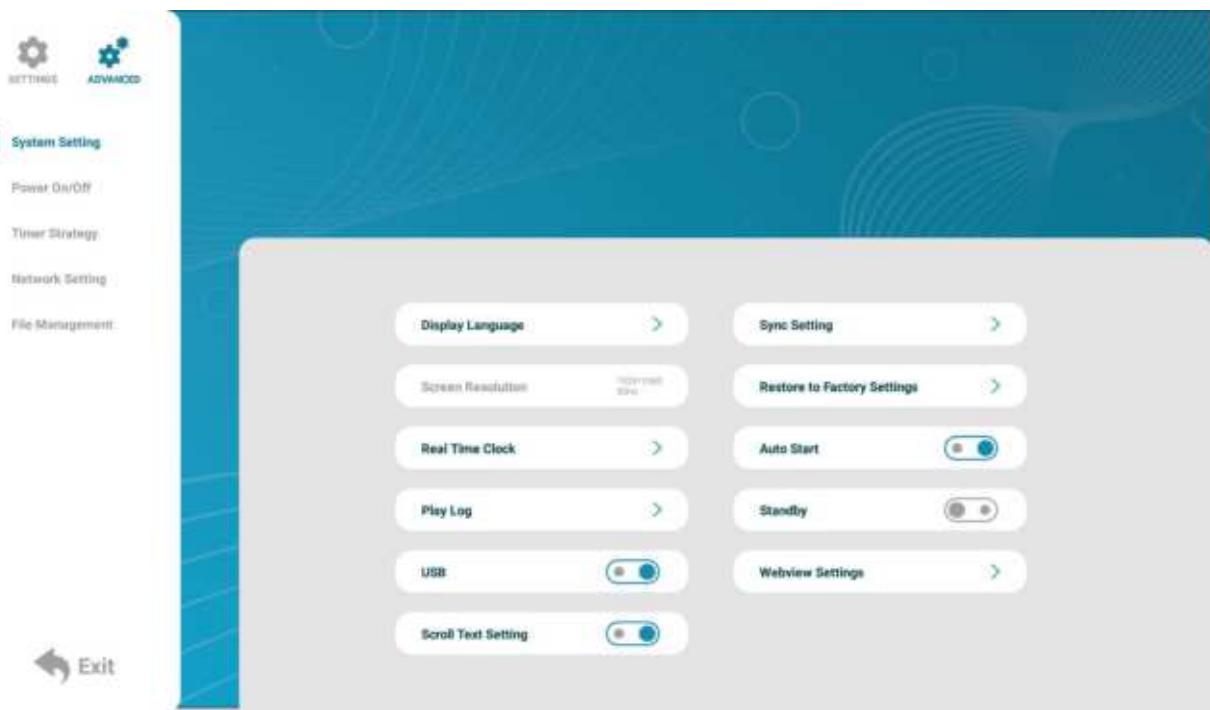
#### Step 2

Press the '**SETUP**' button on the remote control to bring up the **Setup Menu** then select the '**Advanced**' option by navigating over to the Icon using the arrow keys on the remote control and pressing the **Play/Pause Button (▶■)**.



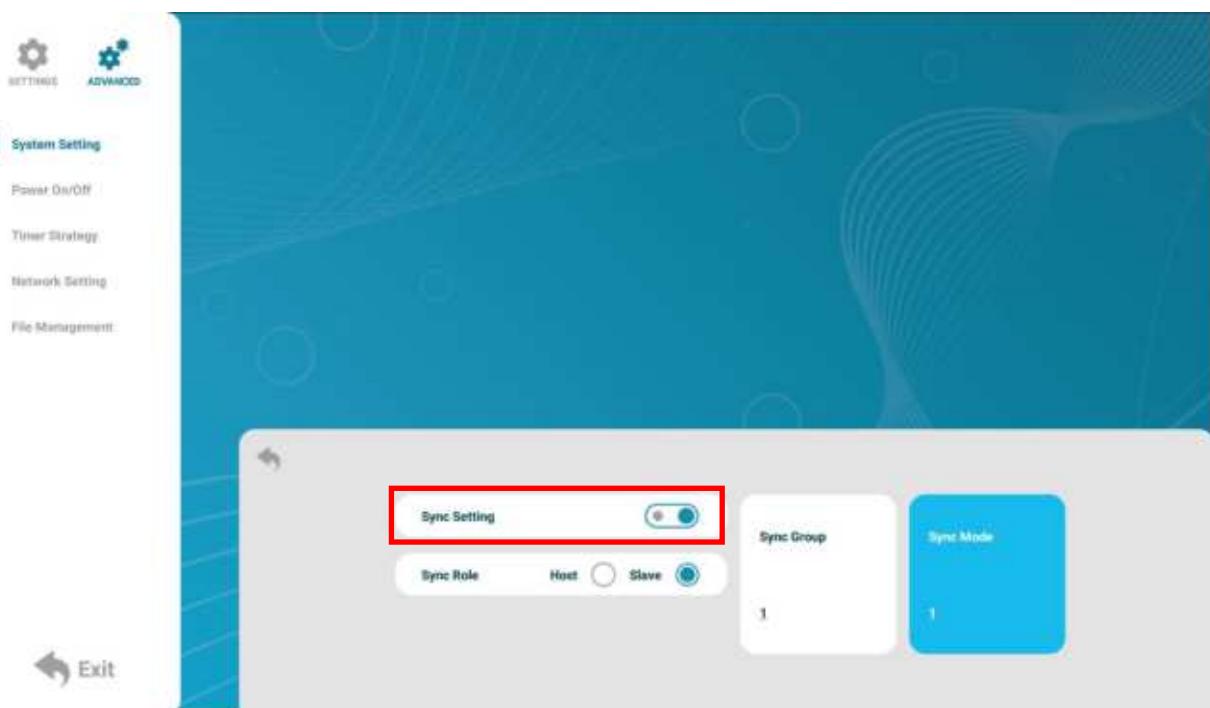
#### Step 3

Navigate over to 'Sync Setting' and select this with the **Play/Pause Button (▶||)**.



#### Step 4

Turn the switch on to access the sync features.



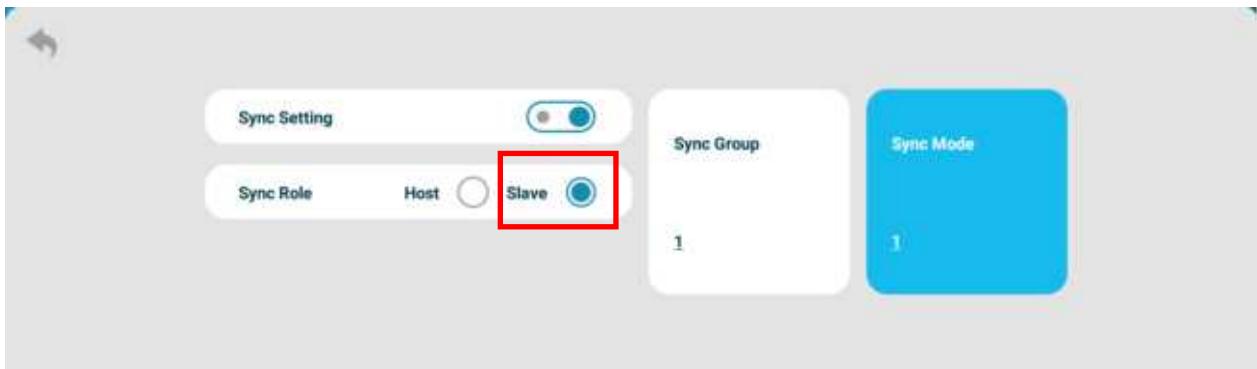
## Step 5

For the 'Sync Role' option one of the screens **must** be a 'Host' so that the other screens follow this one in sequence. For the other screens, you will only need to turn the switch on and leave them as a 'Slave'.

### Host Screen



### Slave Screen(s)



**Please note:** There must always be one 'Host' screen otherwise the screens will not sync.

## Step 6

Back out of this menu using the **Back Button (D)** on the remote control and exit out the menu by selecting **'Exit'** on the bottom left of the menu.

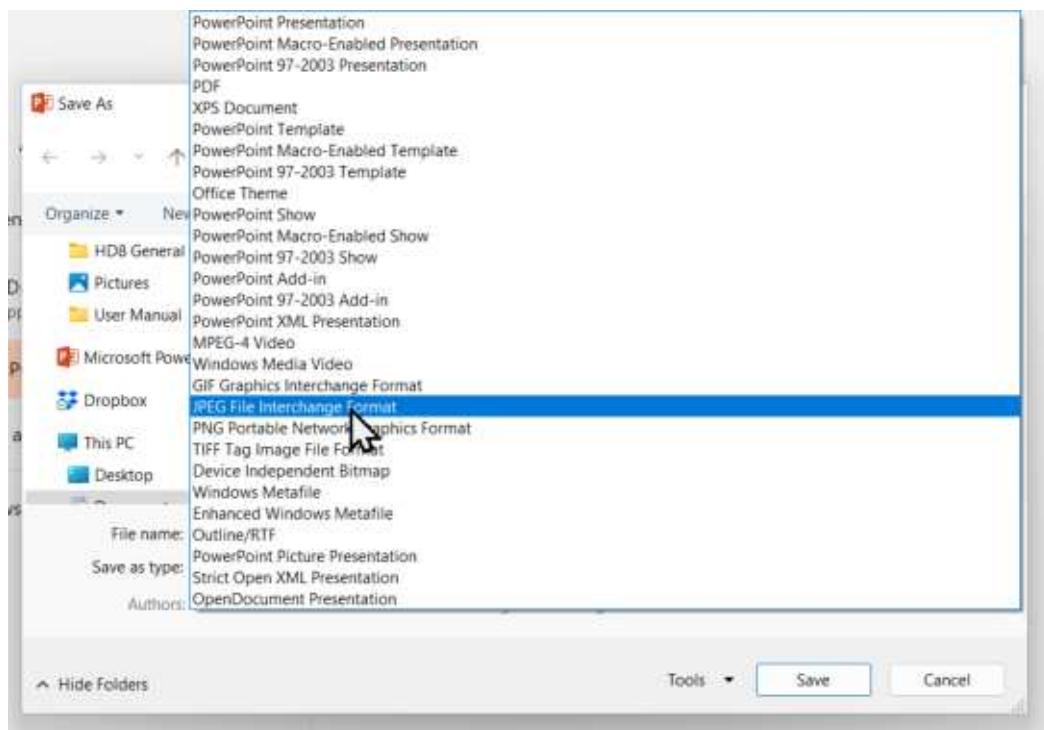
### Optional

The 'Sync Group' can be changed to a different number if you have more than one set of screens connecting to the same network and you wish for them to synchronise separately from each other. In this case you would change all of those specific screens to **Sync Group 2**.

## 7.4 How do I play PowerPoint presentations on my display?

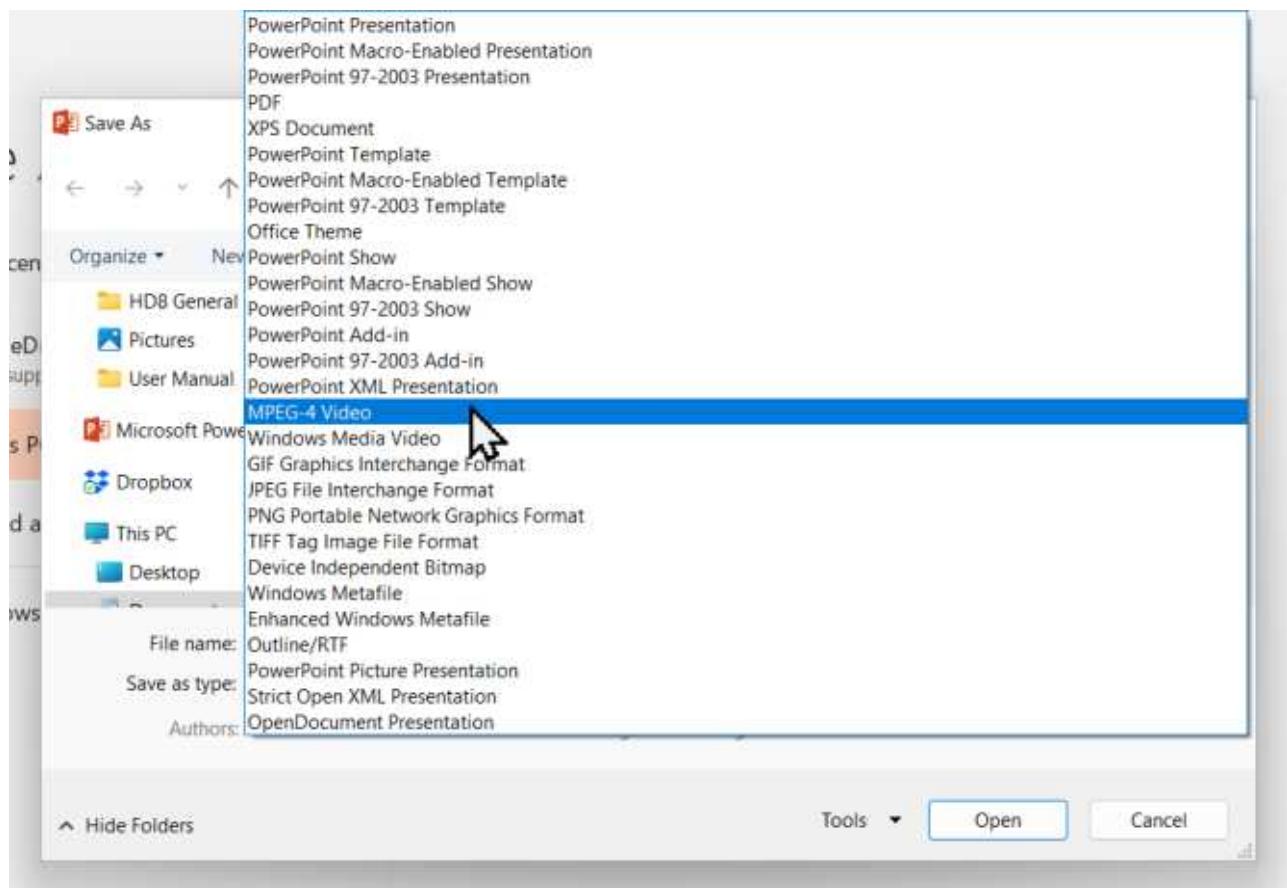
You can save a PowerPoint presentation as a JPEG File Interchange Format (.JPG) as recommended in **Supported Media Files** table (Section 4.0).

1. Create or open a PowerPoint presentation.
2. Click File > Save As.
3. Enter a File name.
4. Click on 'Save as type' scroll down and find the file extension 'JPEG file interchange format', as shown in the image below.



5. Click Save.
6. A message will appear asking if you would like to save all slides as JPEG's
7. Once you have selected your option, The JPEG images will be saved and are ready to use within a playlist or to upload to a storage device.

If you wish to use a PowerPoint Presentation with animations and transitions included you can save the file as an .MP4 and use this as a video instead.



For the best portrait resolution, you can use the following **PowerPoint Page Setup**:

- Width: 42.6cm
- Height: 24cm (16:9 Ratio)

## 7.5 Video Format Conversion

If the video file is not playing properly on the screen or it does not meet the requirements of the **Supported Media Files** table (Section 4.0), please use the following free **Video Converter** tool, **Format Factory**.

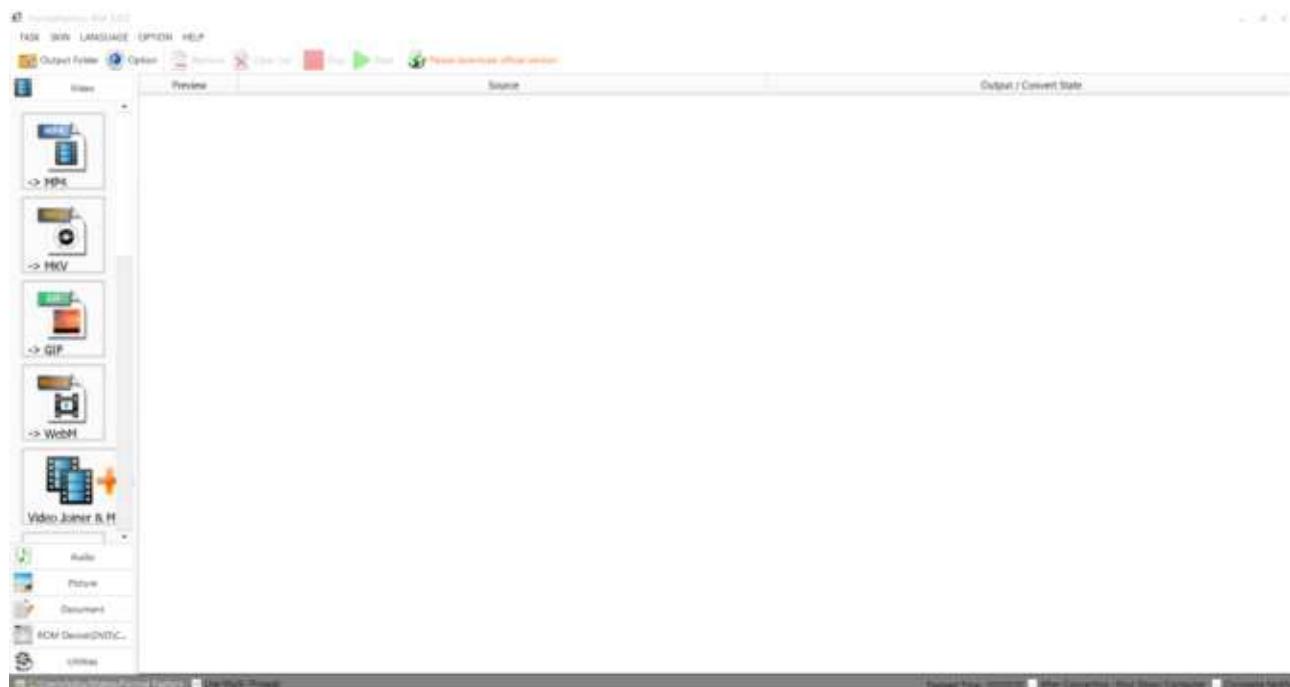
### Step 1

Download and install the free **Video Converter** software for **Windows Vista/7/8/10/11** named **Format Factory**.

<https://format-factory.en.softonic.com/>

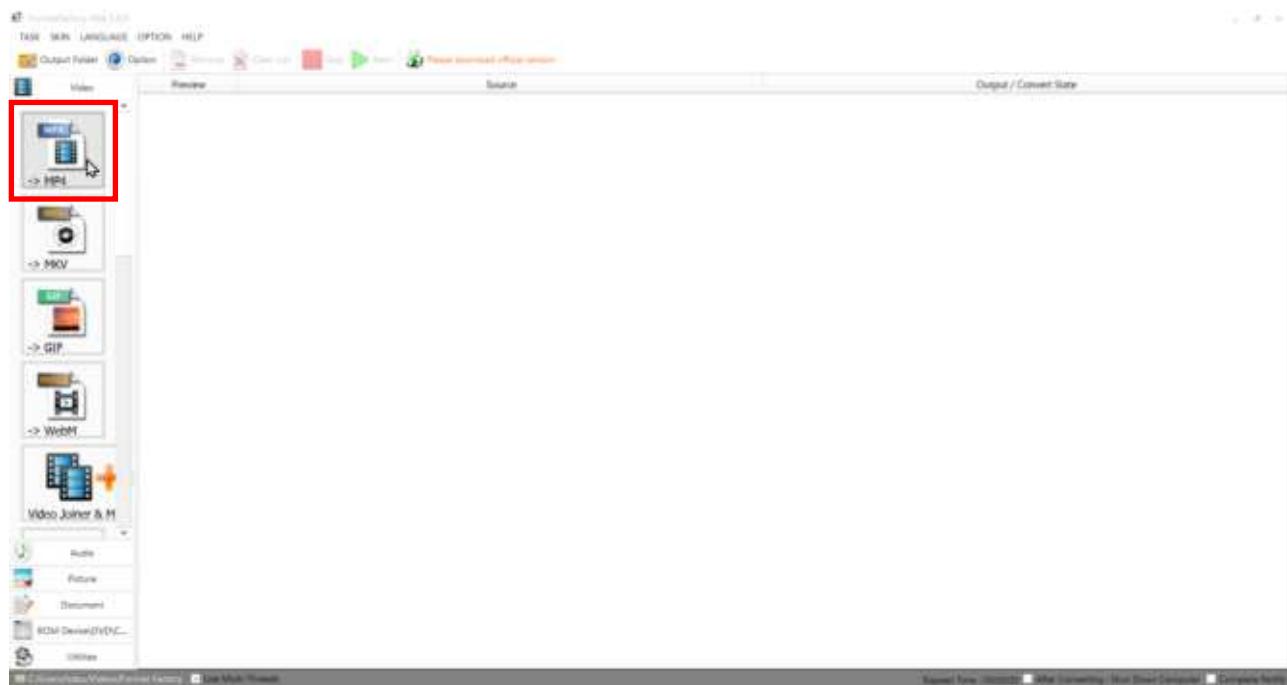
### Step 2

Open the **Format Factory** software once installed.



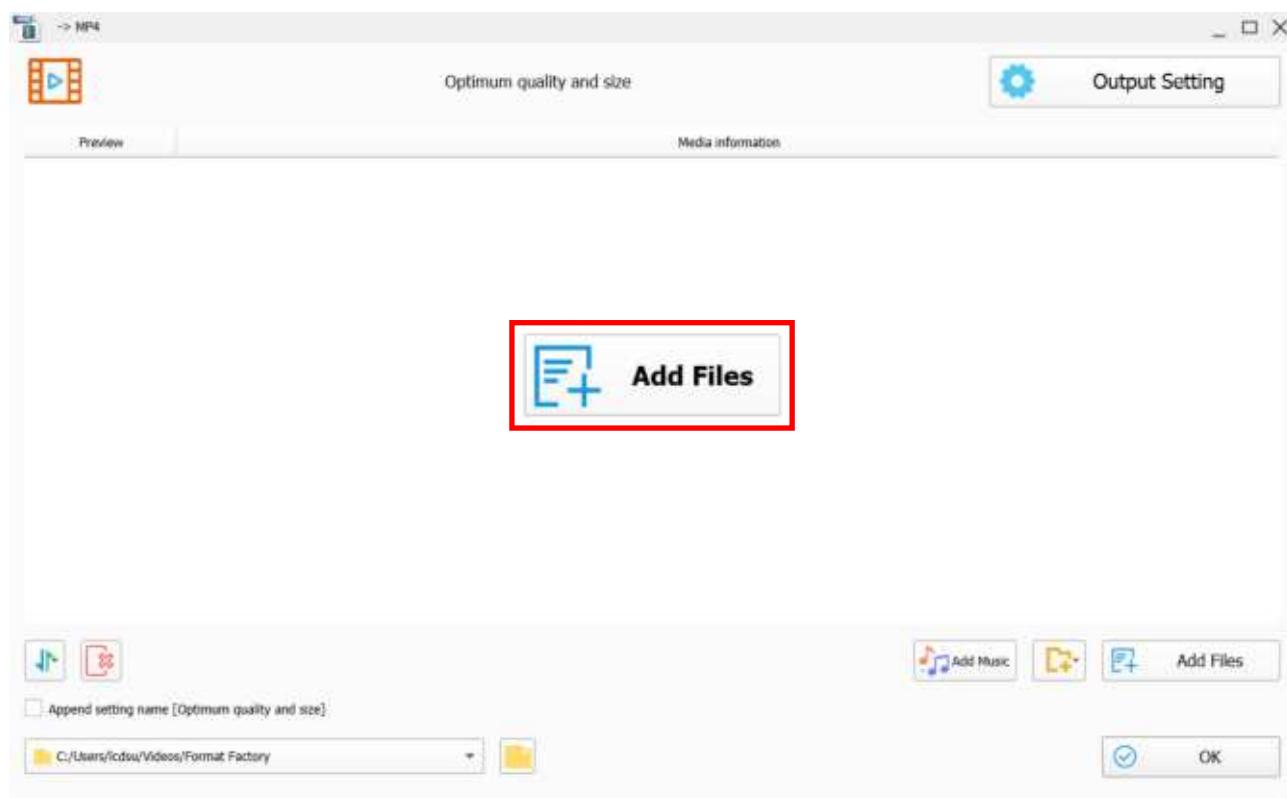
### Step 3

On the left-hand window pane select 'MP4'.



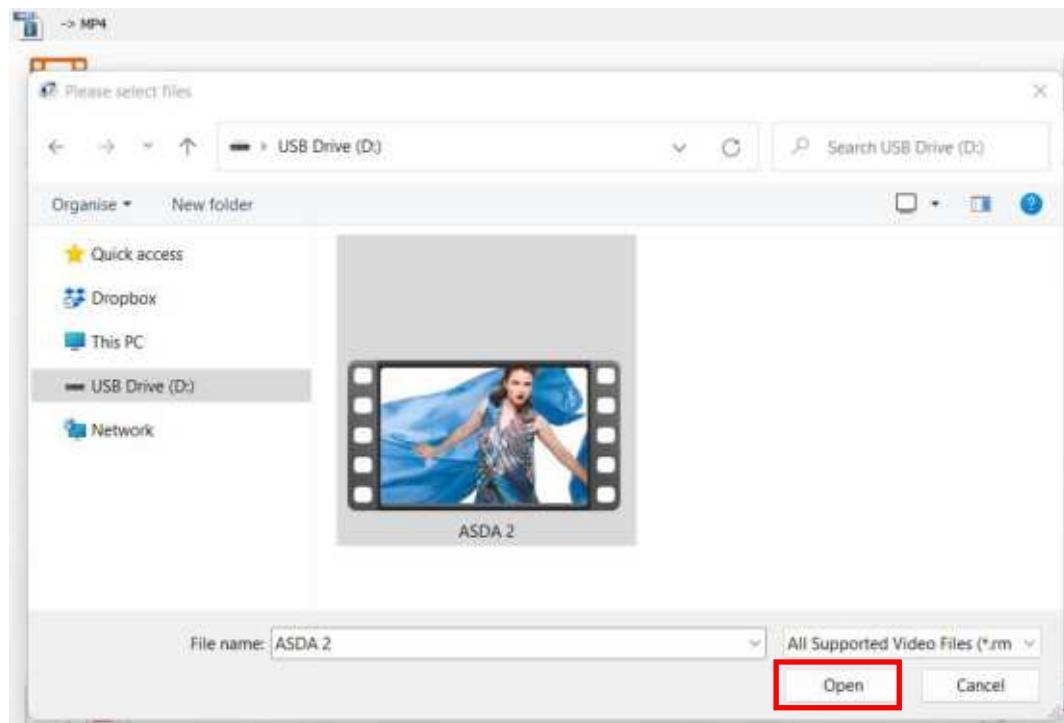
### Step 4

Select the 'Add Files'.



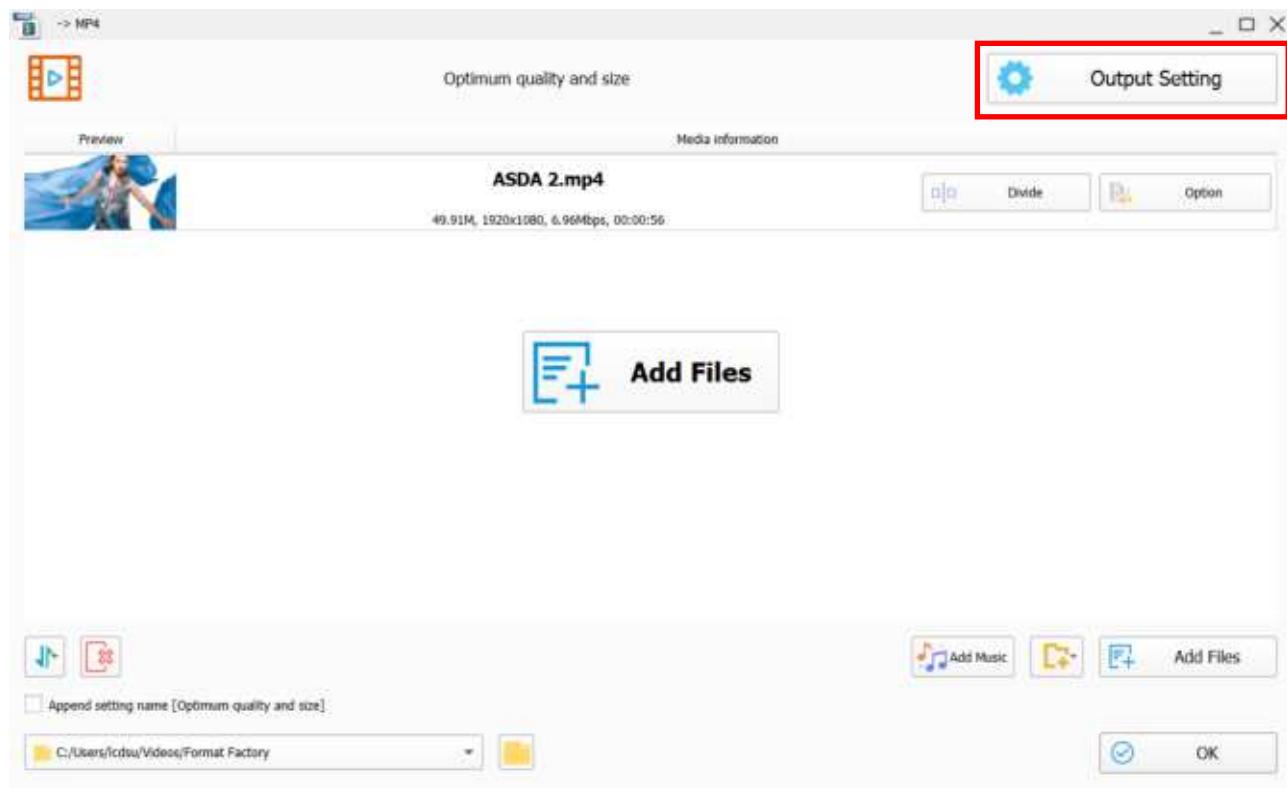
## Step 5

Select the file you wish to convert and press 'Open'.



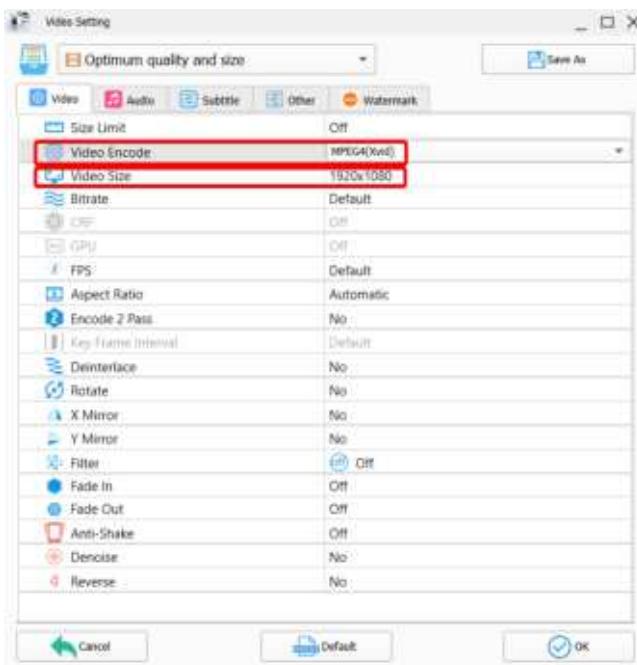
## Step 6

Click 'Output Setting'.



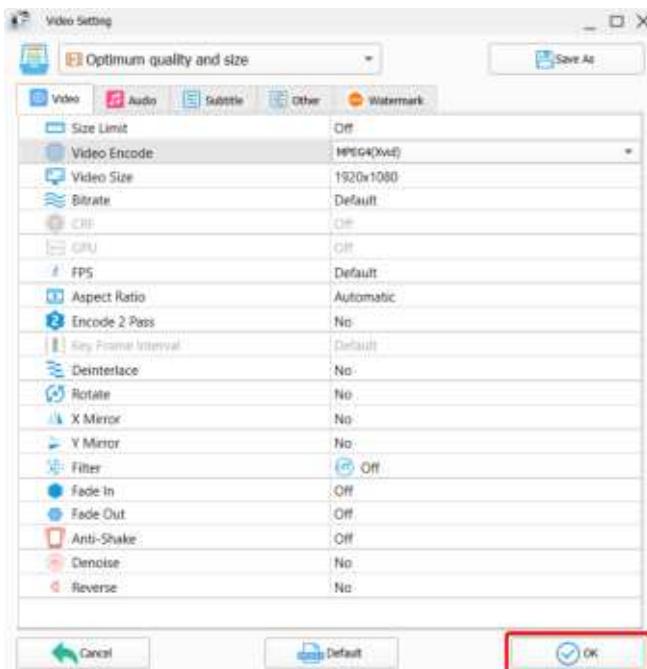
## Step 7

Make sure the 'Video Encode' is set as 'MPEG(Xvid)' for the best quality and to change the 'Video Size' to the recommended resolution is as shown on the **Supported Media Files** table (Section 4.0). For example, for a **Landscape** video this will need to be **1920 x 1080** whilst a **Portrait** video will be instead be **1080 x 1920**.



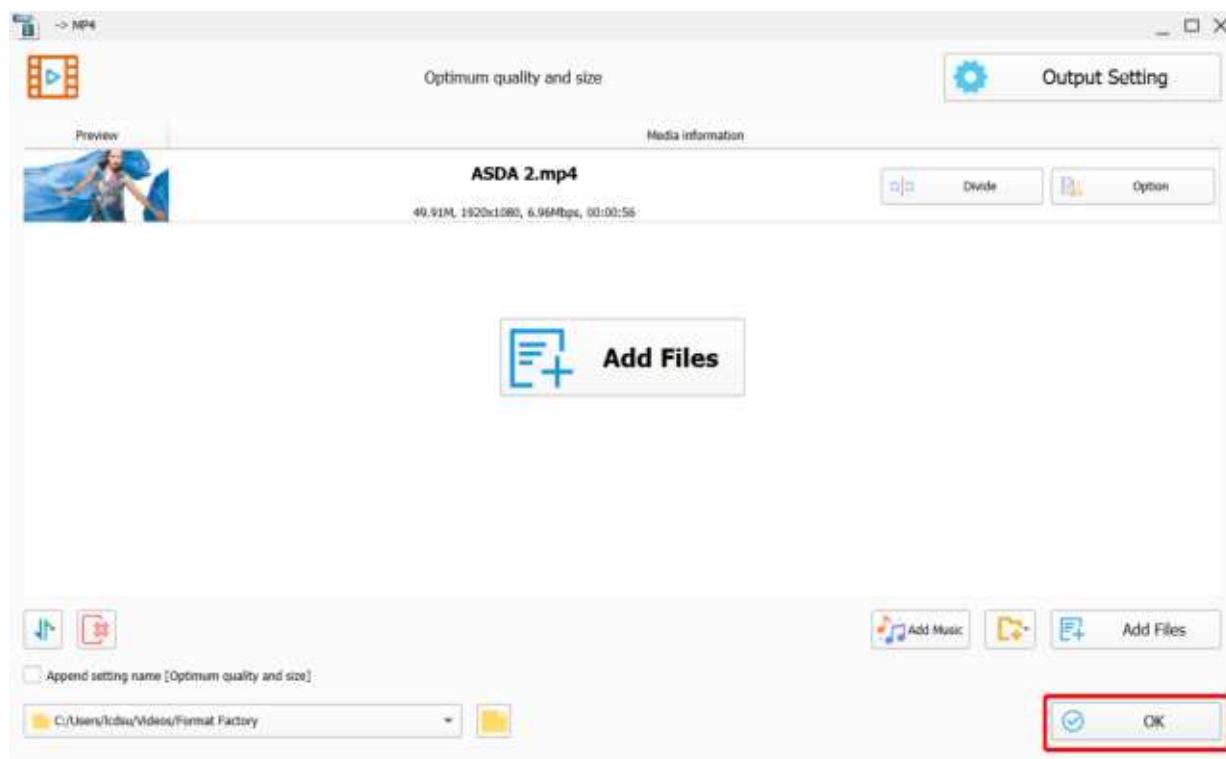
## Step 8

Select the 'OK' button once you are happy with this.



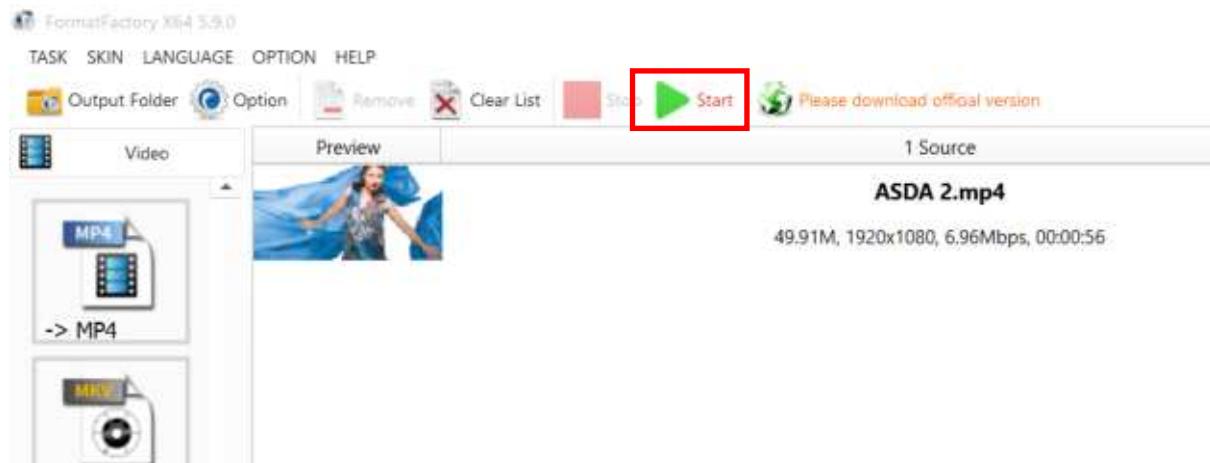
## Step 9

Select the 'OK' button again.



## Step 10

Select the 'Start' button to begin the conversion process.



## Step 11

Once the process is finished, select the folder icon to find your new converted video file.



## 7.6 Connecting the screen to a PC.

If your PC/Laptop has a HDMI output then you may connect this to your screen to use as an external display. Simply connect one end of a **HDMI** cable to the screens **HDMI** input (see **Figure 2 Inputs Overview****Figure 4** ) and the other to your PCs **HDMI** output port. Using this method will carry both your PCs visual and audio signals.

If your PC does not have a **HDMI** output you can connect it to the screen using a **VGA** cable instead. Please be aware this connection does not carry audio signal. If you wish the audio signal from your PC to be sent to the screen as well, this can be achieved by using a male-to-male 3.5mm audio jack cable.

To change the input source of your screen, press the '**SOURCE**' button located on the top right-hand corner of your remote control (see **Figure 4 Remote Control Overview**). Next, navigate to your desired source and press **Play/Pause Button (▶||)** on your remote control.

## 7.7 My media file does not fit properly on the screen.

If your media is being displayed with black edges please refer to the **Supported Media Files** table (Section 4.0). This has happened because the file does not have a 16:9 aspect ratio (1920x1080). Please resize file to 1920x1080 pixels and try loading the media onto the display once again.

## 7.8 My media file will not display or is missing from the playlist.

In this situation the first step to take is to start with a blank USB drive. Copy one supported picture file (see **Supported Media Files** table (Section 4.0) onto the blank USB drive and insert this into the unit. If this works there are most likely one or more unsupported files or folders on your original playlist.

In this case please check first that the media file is the correct size to fit the screen –**1920x1080** pixels. If it is any bigger than this it is likely the media file will not display.

## 7.9 My media files will not update.

If you are having problems updating your display follow these steps to ensure it is not a technical issue.

- 1) Ensure that there are no additional unsupported files or folders stored on the USB drive.
- 2) Make sure the USB drive is firmly inserted into USB slot
- 3) Before contacting your supplier try another USB drive to be certain this is not the fault.

See section **Supported Media Files** table (Section 4.0) for more information.