

# Ad Control Center Software. (1.2.12 and newer)

## Installation and Setup

- 1) Run the installation "PolyComp ACC Setup.msi" and follow the installation prompts to select the installation location and more.
- 2) Run the Ad Control Center application from the desktop.
- 3) In the Ad Control Center application click on the "Edit" drop down then on "Settings"
- 4) Enter your given "User name" and "Password" for connecting to the PolyComp server.
- 5) Set the data polling period. This is the rate at which the software will communicate to the server with. The recommended value is 300 Seconds (5 Minutes). The minimum value is 60 Seconds.
- 6) If applicable enter the server address used for file hosting. If you are making use of the "PolyComp Cloud" this area should be greyed out and not editable by the user. Address example: "<ftp://127.0.0.1>", or just "127.0.0.1" when using SFTP.
- 7) Tick the SFTP box if it is applicable for your server, if it is not ticked the system work use FTP.
- 8) Follow the Media Setup Section of this manual to add your own media to the display.
- 9) Follow the Display Setup Section of this manual to configure the displays connected to the system.
- 10) Follow the Playlist Setup Section of the manual to configure the content to be played on each screen.
- 11) Follow the Sync and Monitor section of the manual to update the content to the displays and monitor the displays.

## Media Setup

- 1) Within the main screen of "Ad Control Center", click on the dropdown "Edit" and then on "Media Setup".
- 2) Under the "Client Name" panel, click on the "Add" button and give the name of the:  
(Media Group)/ (Client Name) when prompted.
- 3) Repeat step 2 to add as many (Media Group)/ (Client Name) as desired.
- 4) Click on a (Media Group)/ (Client Name) that you want to add media content to.
- 5) Under the "Client Media" panel, click on the "Add" button and use the given controls to select the media related to this (Media Group)/ (Client Name).
- 6) Repeat step 4 and step 5 to add media to all other (Media Group)/ (Client Name) as needed.
- 7) Click on the media added to get information and preview the media added in the "Media Info" panel.

## **Display Setup**

- 1) Within the main screen of “Ad Control Center”, click on the dropdown “Edit” and then on “Display Setup”.
- 2) Under the “Display Group” panel, click on the “Add” button and give the name of the: (Display Group) when prompted.
- 3) Repeat step 2 to add as many (Display Group) as desired.
- 4) Click on a (Display Group) that you want to add Displays to.
- 5) Under the “Display Name” panel, click on the “Add” button and give the name of the Display. Take note this name is case sensitive and must be 100% the same as the given name in the display’s “Ad Player” for the software to function.
- 6) Repeat step 4 and step 5 to add displays to all other (Display Group) as needed.
- 7) Click on the display added to edit or view display information such as: “Install Date”, resolution and more. (This information is for information purposes only and will not affect the operation of the display).

## **Playlist Setup**

- 1) Within the main screen of “Ad Control Center”, click on the “Playlist” Tab on the left, then click on “Create”.
- 2) Click on the (Media Group)/ (Client Name), then click on the Media Name to select the item that you want to create a playlist item for.
- 3) On the “Item List” panel click on the “Add” button and give the playlist item a descriptive name Eg. “Play all the time”.
- 4) On the “Item List” panel use the controls as follows from left to right:
  - a. Name: A descriptive name for the specific item.
  - b. Display Group: Select the group of displays for the media to be played on.
  - c. Display: Select the specific display for the media to be played on.
  - d. Duration: Select the duration for the media to be played. The value can only be set for image type media.
  - e. Start Date: Select the date that this media item should start playing.
  - f. End Date: Select the end date that this item should stop playing.
  - g. Day of Week: Select the days of the week that the media should play.
  - h. Start Time: Select the time of the day the media should start playing.
  - i. End Time: Select the time of the day the media should stop playing.
  - j. Paly %: Select the sharing level of the media. This is the on-screen time of the media when shared with other media on the same screen.
- 5) On the “Item List” panel, use the “Up” and “Down” buttons to set the level of the item. Higher items overwrite lower items.
- 6) Click on the “Preview” tab and select the (Group) and (Display) to view all the items that is related to that specific display.

## **Sync and Monitor**

- 1) From the main screen of “Ad Control Center” Click on “Sync All Data”. This will upload all schedule files and media items to the storage server for the displays to access.
- 2) “Auto Sync” indicates when the next automatic sync will take place. These only downloads log files related to the operation of the display.
- 3) “Last Sync” indicates the time and date of the last sync from the “Ad Control Center” to the server.
- 4) The info window shows the sync status off all displays connected to the system.