
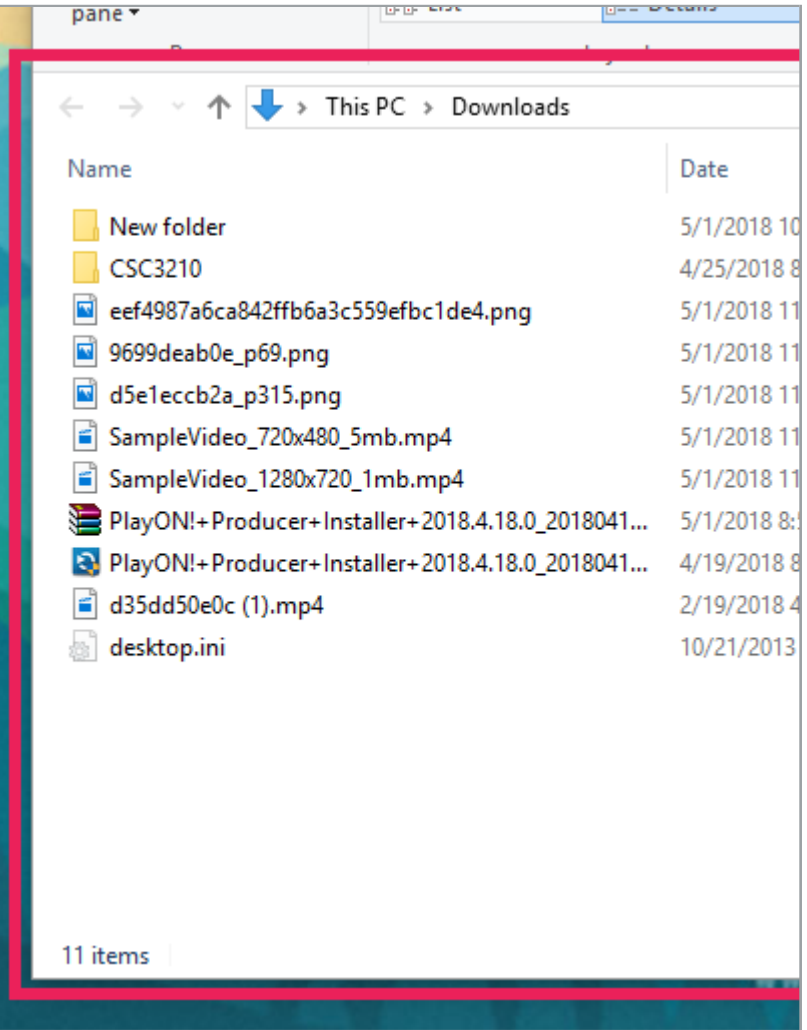


Load Media (Video/Logos)


SBP Onboarding

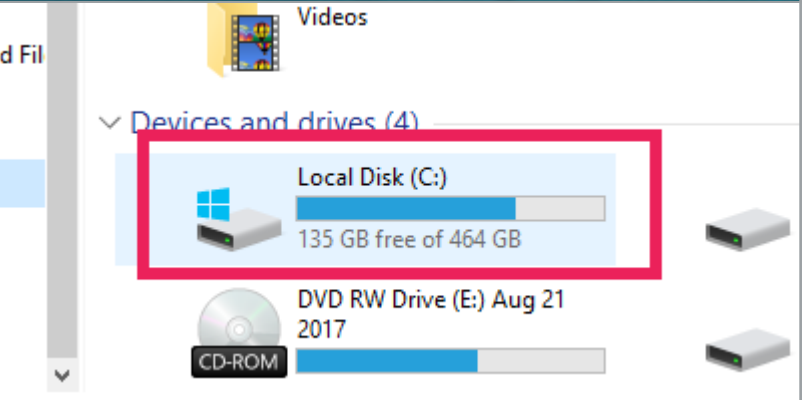
1

 Navigate to where your files (videos/logos) are saved.




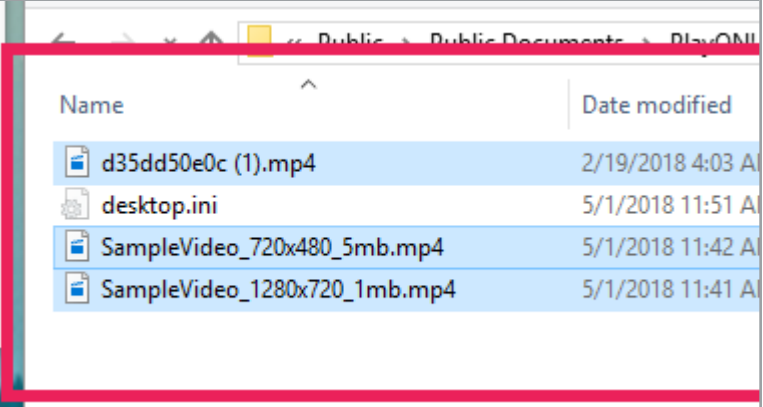

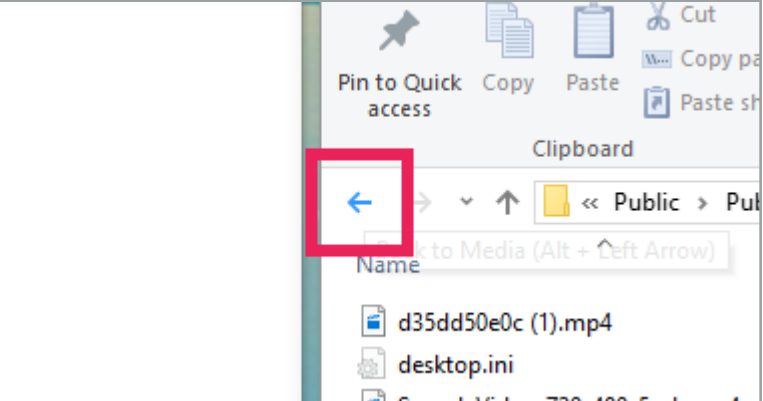

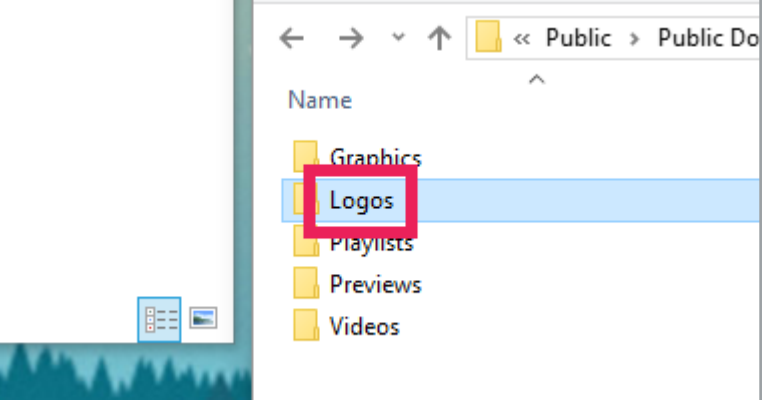

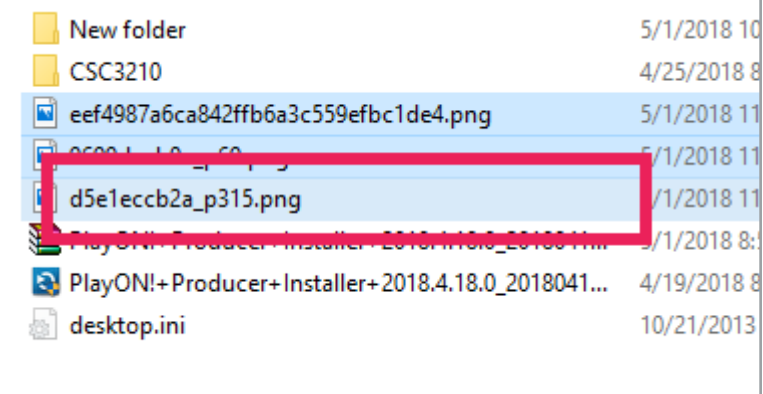
2

 In another windows file directory window, navigate to the Producer Media Folder. Doubleclick the **C: Drive** or **Local Disk**.



<p>3</p> <p>In the C: Drive, doubleclick Users.</p>	
<p>4</p> <p>Doubleclick Public.</p>	
<p>5</p> <p>Doubleclick Public Documents.</p>	
<p>6</p> <p>Doubleclick PlayON! Sports.</p>	

<p>7</p> <p>Doubleclick Producer.</p>	
<p>8</p> <p>In the Producer folder, doubleclick Media.</p>	
<p>9</p> <p>Open the Videos folder by doubleclicking Videos. This is where you can save all your video files for Producer.</p>	
<p>10</p> <p>Select all your video files you would like to use in Producer.</p>	

<p>11</p>  <p>Then Drag and Drop the files into the Videos folder. These videos are now saved into Producer's Videos folder for easy access.</p>	 <table border="1"> <thead> <tr> <th>Name</th> <th>Date modified</th> </tr> </thead> <tbody> <tr> <td>d35dd50e0c (1).mp4</td> <td>2/19/2018 4:03 AM</td> </tr> <tr> <td>desktop.ini</td> <td>5/1/2018 11:51 AM</td> </tr> <tr> <td>SampleVideo_720x480_5mb.mp4</td> <td>5/1/2018 11:42 AM</td> </tr> <tr> <td>SampleVideo_1280x720_1mb.mp4</td> <td>5/1/2018 11:41 AM</td> </tr> </tbody> </table>	Name	Date modified	d35dd50e0c (1).mp4	2/19/2018 4:03 AM	desktop.ini	5/1/2018 11:51 AM	SampleVideo_720x480_5mb.mp4	5/1/2018 11:42 AM	SampleVideo_1280x720_1mb.mp4	5/1/2018 11:41 AM				
Name	Date modified														
d35dd50e0c (1).mp4	2/19/2018 4:03 AM														
desktop.ini	5/1/2018 11:51 AM														
SampleVideo_720x480_5mb.mp4	5/1/2018 11:42 AM														
SampleVideo_1280x720_1mb.mp4	5/1/2018 11:41 AM														
<p>12</p>  <p>Click Back to go back to the Media folder.</p>	 <p>Pin to Quick access Copy Paste Cut Copy pa Paste sh</p> <p>Clipboard</p> <p>← → ↑ ↓</p> <p>Back to Media (Alt + Left Arrow)</p> <table border="1"> <thead> <tr> <th>Name</th> </tr> </thead> <tbody> <tr> <td>d35dd50e0c (1).mp4</td> </tr> <tr> <td>desktop.ini</td> </tr> </tbody> </table>	Name	d35dd50e0c (1).mp4	desktop.ini											
Name															
d35dd50e0c (1).mp4															
desktop.ini															
<p>13</p>  <p>Doubleclick Logos.</p>	 <table border="1"> <thead> <tr> <th>Name</th> </tr> </thead> <tbody> <tr> <td>Graphics</td> </tr> <tr> <td>Logos</td> </tr> <tr> <td>Playlists</td> </tr> <tr> <td>Previews</td> </tr> <tr> <td>Videos</td> </tr> </tbody> </table>	Name	Graphics	Logos	Playlists	Previews	Videos								
Name															
Graphics															
Logos															
Playlists															
Previews															
Videos															
<p>14</p>  <p>In your other file directory, select all your logos and image files.</p>	 <table border="1"> <tbody> <tr> <td>New folder</td> <td>5/1/2018 10</td> </tr> <tr> <td>CSC3210</td> <td>4/25/2018 8</td> </tr> <tr> <td>eef4987a6ca842ffb6a3c559efbc1de4.png</td> <td>5/1/2018 11</td> </tr> <tr> <td>d5e1eccb2a_p315.png</td> <td>5/1/2018 11</td> </tr> <tr> <td>PlayON!+ Producer+ Installer+ 2018.4.18.0_2018041...</td> <td>5/1/2018 8:5</td> </tr> <tr> <td>PlayON!+ Producer+ Installer+ 2018.4.18.0_2018041...</td> <td>4/19/2018 8</td> </tr> <tr> <td>desktop.ini</td> <td>10/21/2013</td> </tr> </tbody> </table>	New folder	5/1/2018 10	CSC3210	4/25/2018 8	eef4987a6ca842ffb6a3c559efbc1de4.png	5/1/2018 11	d5e1eccb2a_p315.png	5/1/2018 11	PlayON!+ Producer+ Installer+ 2018.4.18.0_2018041...	5/1/2018 8:5	PlayON!+ Producer+ Installer+ 2018.4.18.0_2018041...	4/19/2018 8	desktop.ini	10/21/2013
New folder	5/1/2018 10														
CSC3210	4/25/2018 8														
eef4987a6ca842ffb6a3c559efbc1de4.png	5/1/2018 11														
d5e1eccb2a_p315.png	5/1/2018 11														
PlayON!+ Producer+ Installer+ 2018.4.18.0_2018041...	5/1/2018 8:5														
PlayON!+ Producer+ Installer+ 2018.4.18.0_2018041...	4/19/2018 8														
desktop.ini	10/21/2013														

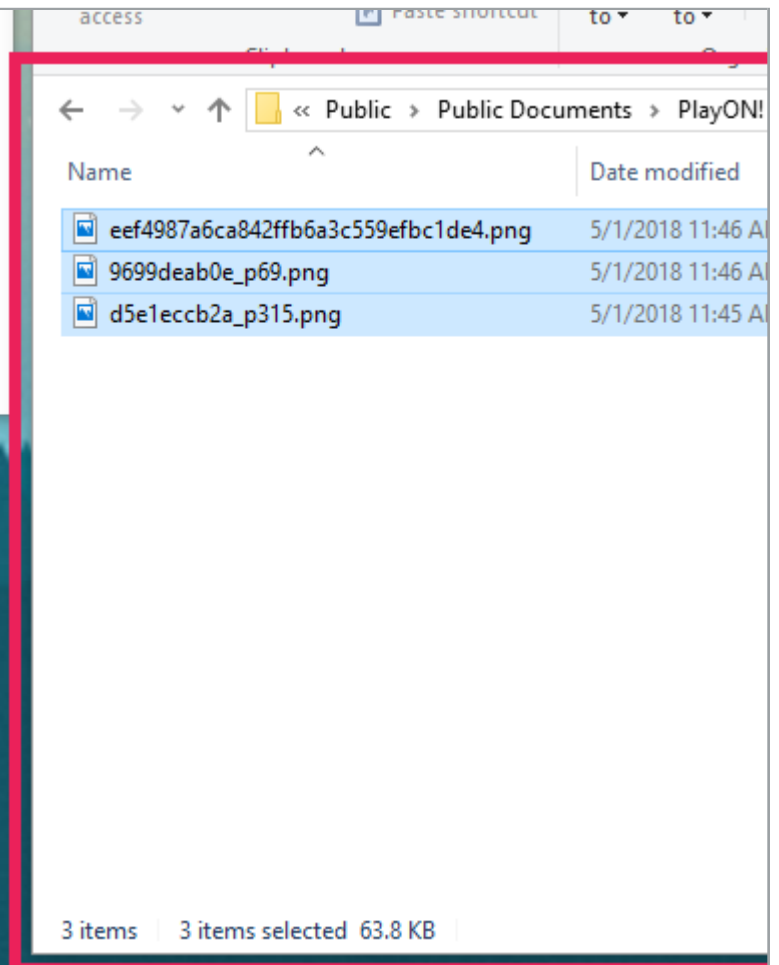
Load Media (Video/Logos)

SBP Onboarding

15



Then Drag and Drop the files into the **Logos** folder. These videos are now saved into Producer's **Logos** folder for easy access.

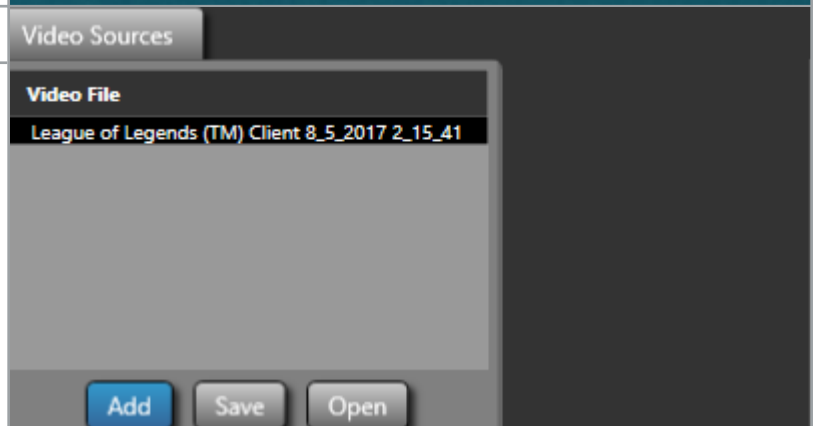



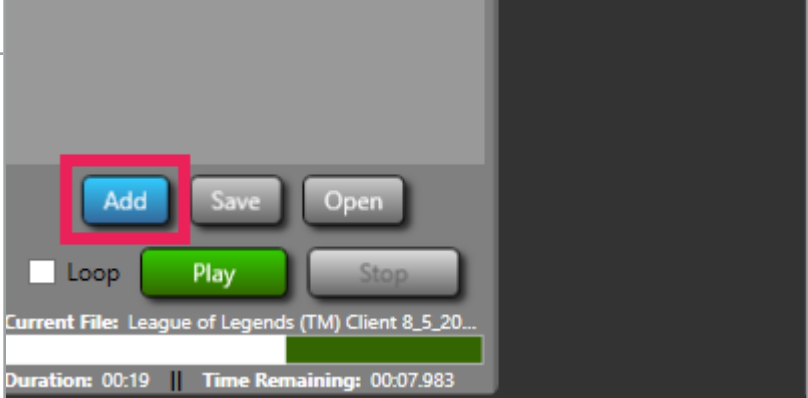

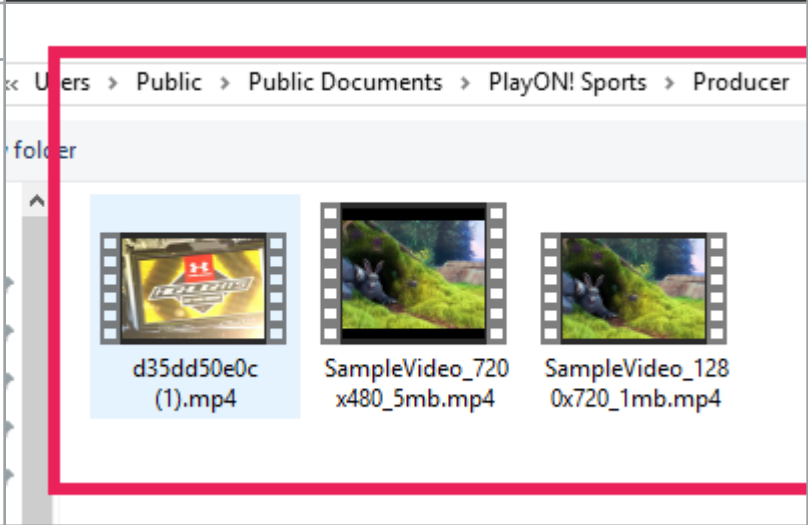

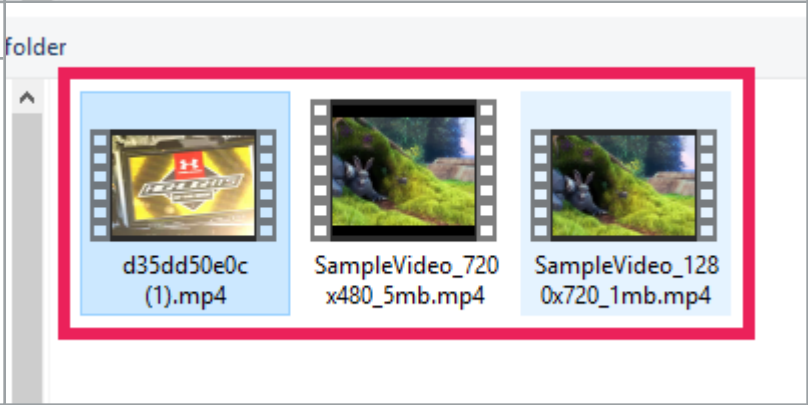

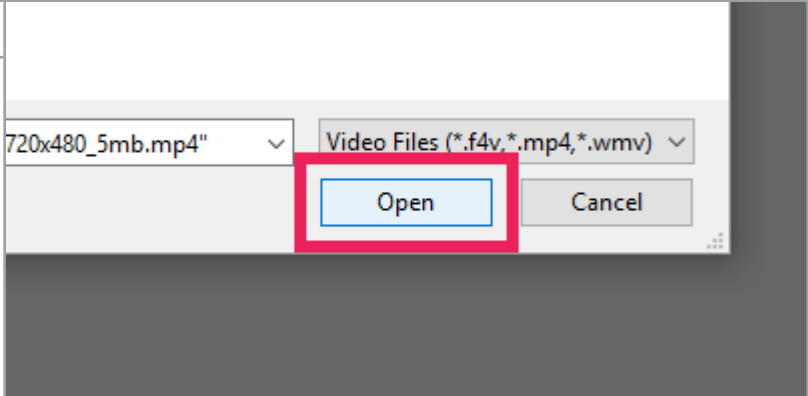
16



****In Producer Software****

Now that your files have been saved into Producer's Media folders, you can access the video files by loading them into the **Video Sources** window.



<p>17</p>  <p>Click Add to open the file directory.</p>	
<p>18</p>  <p>This will open straight to the Videos folder where your saved your videos earlier.</p>	
<p>19</p>  <p>Select your videos you would like to use.</p>	
<p>20</p>  <p>Click Open</p>	


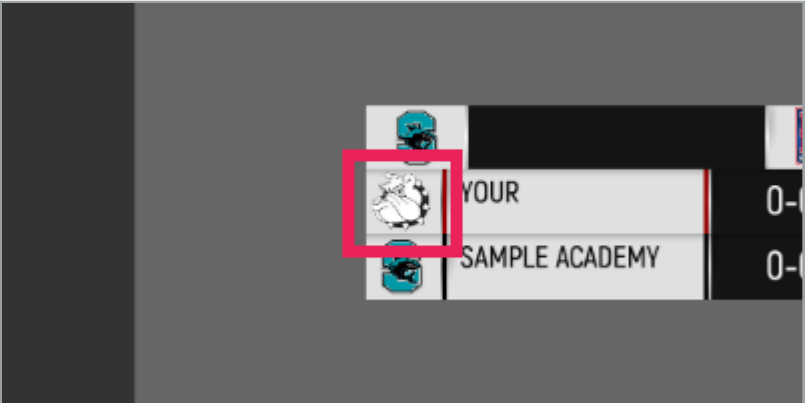

Load Media (Video/Logos)

SBP Onboarding

<p>21  Your videos have now been loaded for use. Select video and click play.</p> <p>(More info in "Play Videos/Ads")</p>	
<p>22  Select an overlay.</p>	
<p>23  To change logo, click the Logo dropdown menu.</p>	
<p>24  Select logo name. These file corresponds to the files you moved into the Logos folder earlier.</p>	

Load Media (Video/Logos)

SBP Onboarding

<p> Note the change.</p> <p>25</p>	
<p> That's it. You're done.</p> <p>26</p>	