



Texcellent[®] System

Remote Control Users Manual

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Special Notes

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This document is for instructions to use the Texcellent® Remote Control Box. The Texcellent® Remote Control Box manual 2.0 presents detailed instructions to users on how to communicate with the 4U2SEE indoor displays, manufactured by Electro-Matic Products, Inc.

General Information

In addition to the Sigma 3000 software, all the 4U2SEE displays can also be programmed using a the Texcellent® Remote Control Box. This handheld remote control box can be used to create text messages, edit existing text messages, set the date and time, set the order of how you want the messages to be displayed and much more.

1.0 Features and Functions of the Remote Control Box

The control box is one accessory of the remote control LED sign. You can use the remote control box to edit text or messages that you want without the computer or the related software.



- Support the function of deleting text
- Support text editing & text displaying
- Support the display pattern of character & location
- Capital and lower case entry is supported
- Different character and background color
- About 50 displaying patterns
- Display day, time, and different time zones.
- Flashing, pause and speed control.
- Support the setting of displaying order
- Display time control
- Day, time, week and time zone display
- Automatic power on and off

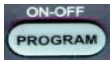
1.1 Applicability

1.2 Features

There are three categories of buttons: systematical buttons, editing buttons and visible character buttons.

1.3.1 Systematical Buttons

Most of these buttons will only work under the programming/editing state.



1. PROGRAM Button

Function: Program/Run switch. When the sign is displaying text, this button is used for entering the programming mode. When the sign is under the mode of programming, the button is used for going into run mode.



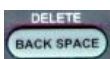
2. ESC Button

Function: When in the programming mode, you can cancel the current operation and/or return to previous menu.



3. ENTER Button

Function: When in the programming mode confirm the current operation, enter into the next menu or perform the current operation.



4. BACKSPACE & DELETE Button

Function: When in the programming mode you can delete characters. BACKSPACE button will delete the previous character. When the SHIFT button and the DELETE button are pushed together it will delete the next character.



5. CAPS Button

Function: When in the programming mode you can switch from capital to lower case letters.



6. SIMULATOR Button

Function: When in the programming mode you can view the message for one play to see how your message will appear before saving that message to the display.



7. SAVE & EXIT Button

Function: Save the information entered and exit to run mode. You can either save the editing text or exit the editing environment, or you can save the current operation and exit the setting environment.

1.3 Functions of the Remote Control Buttons

**8. SHIFT Button**

Function: Above-combination key. This button will not operate when it is pressed alone. For example, you should press both the SHIFT button and the "1" button to get the character "!".

**9. (UP) Arrow Button**

Function: Move the menu up or move one line up.

**10. (DOWN) Arrow Button**

Function: Move the menu down or move one line down.

1.3.2 Editing Buttons

These buttons will only work under the programming mode.

**1. FONT Button**

Function: Size of character. Usually, the size varies with the height of the sign. For example, on a one line display you will only have the choice of a 5 or 7 pixel characters. You can also choose which font you want to use. The only way to download more fonts to the display is by using the Sigma 3000 software.

Table 1: Setting the Font Size and Type

| Step | Function | Display Will Read... |
|------|-------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1 | Press "PROGRAM" | File Operation |
| 2 | Press "DOWN" or "UP" Arrow until it gets to... | Edit File |
| 3 | Press "ENTER" | Edit [*Drive*File type*File name |
| 4 | Press "UP", "DOWN", "LEFT", or "RIGHT" on directional pad to select drive, folder type and file name respectively | Flash Memory Edit [D:\T*File Name] Edit [D:\P*File Name] Edit [D:\S*File Name] Ram Memory Edit [E:\T*File Name] Edit [E:\P*File Name] Edit [E:\S*File Name] |
| 5 | Press "ENTER" to select the drive, folder and name. | Contents in File |
| 6 | Press "UP", "DOWN", "LEFT", or "RIGHT" on directional pad to move through contents of message. | Contents in File |
| 7 | Enter or edit message contents using Visible-Character buttons. | Contents in File |
| 8 | Press "FONT" to edit font type. | Normal7.fnt |
| 9 | Press "UP" or "DOWN" edit font type. | Normal5.fnt |
| 10 | Press "ENTER" to set font type | Contents in file |
| 11 | Preview contents using "SIMULATOR" | Contents in file |
| 12 | Press "ESC" to escape to previous menu or save changes | Contents in file |
| 13 | Press "SAVE&EXIT" to return to programming mode. | Message |



2. FLASH Button

1. Flash On
2. Flash Off

Function: When entering a message you can choose to have either all or part of that message to flash. Where ever the cursor is anything to the right of that cursor will flash. The default is "Flash Off". If only one letter is to flash you must place the cursor just before the character to turn "Flash On" and then place cursor just past the character and turn "Flash Off".

Table 2: Setting the Flash Feature

| Step | Function | Display Will Read... |
|------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1 | Press "PROGRAM" | File Operation |
| 2 | Press "DOWN" or "UP" Arrow until it gets to... | Edit File |
| 3 | Press "ENTER" | Edit [*Drive*File type*File name |
| 4 | Press "UP", "DOWN", "LEFT", or "RIGHT" on directional pad to select drive, folder type and file name respectively | Flash Memory Edit [D:\T*File Name] Edit [D:\P*File Name] Edit [D:\S*File Name] Ram Memory Edit [E:\T*File Name] Edit [E:\P*File Name] Edit [E:\S*File Name] |
| 5 | Press "ENTER" to select the drive, folder and name. | Contents in File |
| 6 | Press "UP", "DOWN", "LEFT", or "RIGHT" on directional pad to move through contents of message. | Contents in File |
| 7 | Enter or edit message contents using Visible-Character buttons. | Contents in File |
| 8 | Press "FLASH" button to activate the flash function. If only one character is to "FLASH" you must place the cursor just before the character you want to "FLASH" on and then place the cursor just after the character in order to turn "FLASH" off. | Contents in File |
| 9 | Press "ENTER" to set function. | Contents in File |
| 10 | Preview contents using "SIMULATOR". | Contents in File |
| 11 | Press "ESC" to escape to previous menu or save changes. | Contents in File |
| 12 | Press "SAVE&EXIT" to return from programming mode. | Message |



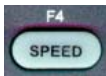
3. STAY Button

>>STAY:_(Sec) ranging from 00-99

Function: You can enter how long you want the message to stay on the display per play. The default is 03 seconds.

Table 3: Setting the Message with the Stay Function Button

| Step | Function | Display Will Read... |
|------|-------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1 | Press "PROGRAM" | File Operation |
| 2 | Press "DOWN" or "UP" Arrow until it gets to... | Edit File |
| 3 | Press "ENTER" | Edit [*Drive*File type*File name |
| 4 | Press "UP", "DOWN", "LEFT", or "RIGHT" on directional pad to select drive, folder type and file name respectively | Flash Memory Edit [D:\T*File Name] Edit [D:\P*File Name] Edit [D:\S*File Name] Ram Memory Edit [E:\T*File Name] Edit [E:\P*File Name] Edit [E:\S*File Name] |
| 5 | Press "ENTER" to select the drive, folder and name. | Contents in File |
| 6 | Press "UP", "DOWN", "LEFT", or "RIGHT" on directional pad to move through contents of message. | Contents in File |
| 7 | Enter or edit message contents using Visible-Character buttons. | Contents in File |
| 8 | Press "STAY" button to edit the stay function. Time is adjustable from 00 to 99 seconds. | Stay: *00-99 (sec) |
| 9 | Press "UP" or "DOWN" on the directional pad to edit the time. Use the numerical keypad to enter a time. | Stay: *00-99 (sec) |
| 10 | Press "ENTER" to set function. | Contents in file |
| 11 | Preview contents using "SIMULATOR" | Contents in file |
| 12 | Press "ESC" to escape to to previous menu or save changes. | Contents in file |
| 13 | Press "SAVE&EXIT" to return from programming mode. | Message |



4. SPEED Button

1. Fast
2. Medium Fast
3. Medium
4. Medium Slow
5. Slow
6. Slowest

Function: This will let you control the speed at which your message appears to the the display and also the speed that it leaves the display. The default is "Fast".

Table 4: Setting the Speed of the Message to Appear on the Display

| Step | Function | Display Will Read... |
|------|-----------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1 | Press "PROGRAM" | File Operation |
| 2 | Press "DOWN" or "UP" Arrow until it gets to... | Edit File |
| 3 | Press "ENTER" | Edit [*Drive*File type*File name |
| 4 | Press "UP", "DOWN", "LEFT", or "RIGHT" on directional pad to select drive, folder type and file name respectively | Flash Memory Edit [D:\T*File Name] Edit [D:\P*File Name] Edit [D:\S*File Name] Ram Memory Edit [E:\T*File Name] Edit [E:\P*File Name] Edit [E:\S*File Name] |
| 5 | Press "ENTER" to select the drive, folder and name. | Contents in File |
| 6 | Press "UP", "DOWN", "LEFT", or "RIGHT" on directional pad to move through contents of message. | Contents in File |
| 7 | Enter or edit message contents using Visible-Character buttons. | Contents in File |
| 8 | Press "SPEED" button to edit the speed the message displays and leaves. All or parts of the message can be edited. The default is fast. | Fast |
| 9 | Press "UP" and "DOWN" to edit speed. | Slowest, Slow, Medium Slow, Medium, Medium Fast, Fast, Fastest |
| 10 | Press "ENTER" to set function | Contents in File |
| 11 | Preview contents using "SIMULATOR" | Contents in File |
| 12 | Press "ESC" to escape to previous menu or save changes. | Contents in File |
| 13 | Press "SAVE&EXIT" to return to programming mode. | Message |



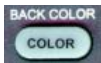
5. IN MODE (OUT MODE) Button

1. Auto
2. Move left
3. Move right
4. Scroll O/L
5. Scroll O/R
6. Move up
7. Move down
8. Scroll O/C... and many more

Function: The "IN MODE" button refers to how the message appears on the display; the "OUT MODE" button refers to how the message is taken off the display. If you don't choose an "IN MODE" or and "OUT MODE" the display will default to "AUTO". There are more than 50 patterns for you to choose from.

Table 5: Change the Manner in which the Message Appears and Leaves the Display

| Step | Function | Display Will Read... |
|------|-------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1 | Press "PROGRAM" | File Operation |
| 2 | Press "DOWN" or "UP" Arrow until it gets to... | Edit File |
| 3 | Press "ENTER" | Edit [*Drive*File type*File name |
| 4 | Press "UP", "DOWN", "LEFT", or "RIGHT" on directional pad to select drive, folder type and file name respectively | Flash Memory Edit [D:\T*File Name] Edit [D:\P*File Name] Edit [D:\S*File Name] Ram Memory Edit [E:\T*File Name] Edit [E:\P*File Name] Edit [E:\S*File Name] |
| 5 | Press "ENTER" to select the drive, folder and name. | Contents in File |
| 6 | Press "UP", "DOWN", "LEFT", or "RIGHT" on directional pad to move through contents of message. | Contents in File |
| 7 | Enter or edit message contents using Visible-Character buttons. | Contents in File |
| 8 | Press "IN MODE" button to edit how the message displays. Hold shift and press "OUT MODE" to edit how the message leaves the display | In mode will flash briefly Auto is set to default Outmode will flash briefly Auto is set to default |
| 9 | Press "UP" or "DOWN" to edit. | Auto, Move right, Move left, Scroll O/L, Scroll O/R, etc. |
| 10 | Press "ENTER" to set function | Contents in File |
| 11 | Preview contents using "SIMULATOR" | Contents in File |
| 12 | Press "ESC" to escape to previous menu or save changes, | Contents in File |
| 13 | Press "SAVE&EXIT" to return from programming mode. | Message |



6. COLOR (BACK COLOR) Button

COLOR button

1. RED
2. GREEN
3. YELLOW
4. Mixcolor 1
5. Mixcolor 2
6. Mixcolor 3
7. Mixcolor 4
8. BLACK

BACK COLOR

1. RED
2. GREEN
3. YELLOW
4. BLACK

Function: Setting the color of the character and the background. The "COLOR" button refers to the color of the character; the "BACK COLOR" button is the color of the background. The character default will be red, and the background default will be black if you do not change the setting.

CAUTION: Do not change the background and foreground color to the same choice or the display cannot read the text. Also, if you have a single color sign do not choose a color that the sign does not have.

Table 6: Edit the Text and Background Color

| Step | Function | Display Will Read... |
|------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1 | Press "PROGRAM" | File Operation |
| 2 | Press "DOWN" or "UP" Arrow until it gets to... | Edit File |
| 3 | Press "ENTER" | Edit [*Drive*File type*File name |
| 4 | Press "UP", "DOWN", "LEFT", or "RIGHT" on directional pad to select drive, folder type and file name respectively | Flash Memory Ram Memory Edit [D:\T*File Name] Edit [E:\T*File Name] Edit [D:\P*File Name] Edit [E:\P*File Name] Edit [D:\S*File Name] Edit [E:\S*File Name] |
| 5 | Press "ENTER" to select the drive, folder and name. | Contents in File |
| 6 | Press "UP", "DOWN", "LEFT", or "RIGHT" on directional pad to move through contents of message. | Contents in File |
| 7 | Enter or edit message contents using Visible-Character buttons. | Contents in File |
| 8 | Press "COLOR" button to edit the color of the character(s). All or parts of the message can be edited. The default is red (on). Hold "SHIFT" and press "BACK COLOR" to edit the color of the background. | Current Color will flash * Color of characters Back Color will flash * Color of back ground |
| 9 | Press "UP" or "DOWN" to edit color | Red, Green, Yellow, MixColor1, MixColor2, MixColor3, MixColor4, Black (Applies only with certain models. |
| 10 | Press "ENTER" to set function. | Contents in File |

| | | |
|----|---------------------------------------------------------|------------------|
| 11 | Preview contents using "SIMULATOR" | Contents in File |
| 12 | Press "ESC" to escape to previous menu or save changes. | Contents in File |
| 13 | Press "SAVE&EXIT" to return to programming mode. | Message |



7. JUSTIFY (HORIZONTAL) Button

JUSTIFY

1. Center
2. Left
3. Right

HORIZONTAL

1. Fill
2. Top
3. Bottom
4. Center

Function: The "JUSTIFY" button refers to the control of the vertical direction.

The "HORIZONTAL" button refers to the control of the horizontal direction.

The "HORIZONTAL" button can only be used on 2 line displays. This function controls the position of the text on the display.



8. CAPS Button

Function: When entering a message you can press "CAPS" to switch from capital letters to lowercase. The default is capital letters.



9. FRAME / SPECIAL Button

Function: Frame allows for a manual return of the cursor, displaying the characters on the next frame. The Special function allows for the input of time, date and time zone in various formats.

Table 7: Using the FRAME and SPECIAL Button

| Step | Function | Display Will Read... |
|------|------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1 | Press "PROGRAM" | File Operation |
| 2 | Press "DOWN" or "UP" Arrow until it gets to... | Edit File |
| 3 | Press "ENTER" | Edit [*Drive*File type*File name |
| 4 | Press "UP", "DOWN", "LEFT", or "RIGHT" on directional pad to select drive, folder type and file name respectively | Flash Memory Edit [D:\T*File Name] Edit [D:\P*File Name] Edit [D:\S*File Name] Ram Memory Edit [E:\T*File Name] Edit [E:\P*File Name] Edit [E:\S*File Name] |
| 5 | Press "ENTER" to select the drive, folder and name. | Contents in File |
| 6 | Press "UP", "DOWN", "LEFT", or "RIGHT" on directional pad to move through contents of message. | Contents in File |
| 7 | Enter or edit message contents using Visible-Character buttons. | Contents in File |
| 8 | Press the "FRAME" button to return the cursor to the next frame. Hold "SHIFT" and press "SPECIAL" to enter time, date and zone, | Blank frame will display MM/DD/YY |
| 9 | Press "UP" or "DOWN" to chose format | MM/DD/YY, DD/MM/YY, MM-DD-YY, etc. |
| 10 | Press "ENTER" to set function | Contents in File |
| 11 | Preview contents using "SIMULATOR" | Contents in File |
| 12 | Press "ESC" to escape to previous menu or save changes | Contents in File |
| 13 | Press "SAVE&EXIT" to return from programming mode. | Message |



10. F4 ("SHIFT"+"SPEED") Button

1. Wrap Word
2. Not Wrap (Scrolling)

Function: Wrap refers to how the text is shown on the display. When entering text, if the number of characters exceeds the width of the display, the display will automatically "Wrap" the text in the running mode to a fresh screen (or page) of the display, if "Wrap On" is selected. The "ENTER" button will also force text entered after the "ENTER" button is pressed to wrap to the next page. Currently, the wrap function will not pay attention to breaks in a word so the user must force a manual wrap (by pressing the "ENTER" button) to not allow a break in a word. The "SIMULATE" button is helpful in reviewing for this before saving and exiting program mode.

Not Wrap will keep all text entered to be on the same page (assuming the "ENTER" button is not pressed) and all the text entered will move across the screen from right to left at the speed chosen using the "SPEED" button.

Table 8: Change Between Word Wrap and Not Wrap

| Step | Function | Display Will Read... |
|------|-------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1 | Press "PROGRAM" | File Operation |
| 2 | Press "DOWN" or "UP" Arrow until it gets to... | Edit File |
| 3 | Press "ENTER" | Edit [*Drive*File type*File name |
| 4 | Press "UP", "DOWN", "LEFT", or "RIGHT" on directional pad to select drive, folder type and file name respectively | Flash Memory Edit [D:\T*File Name] Edit [D:\P*File Name] Edit [D:\S*File Name] Ram Memory Edit [E:\T*File Name] Edit [E:\P*File Name] Edit [E:\S*File Name] |
| 5 | Press "ENTER" to select the drive, folder and name. | Contents in File |
| 6 | Press "UP", "DOWN", "LEFT", or "RIGHT" on directional pad to move through contents of message. | Contents in File |
| 7 | Enter or edit message contents using Visible-Character buttons. | Contents in File |
| 8 | Press the "SHIFT" and press "F4" to change to Word Wrap or Not Wrap. | Wrap Word |
| 9 | Press "UP" and "DOWN" to change Word Wrap. | Not Wrap |
| 10 | Press "ENTER" to set function. | Contents in File |
| 11 | Preview contents using "SIMULATOR" | Contents in File |
| 12 | Press "ESC" to escape to to previous menu or save changes. | Contents in File |
| 13 | Press "SAVE&EXIT" to return to programming mode. | Message |

1.3.3 Visible-Character Buttons

The visible-character consists of several frequently used characters, like numbers, English characters and punctuation. All the punctuations are used through a combination of keys. You can use the punctuation by pressing the "SHIFT" button and any punctuation button.

1. Numbers 0-9



2. English Characters



2.0 Main Menu & Sub Menus

The 4U2SEE display has one main menu and two sub menus. In this section you can become familiar with the main menu and the sub menus. Many of these menus are explained in the 3.0 Basic Operations portion of this manual.

2.1 Main Menu

When the sign is running, you can press the "PROGRAM" button to get to the main menu. The "UP" and "DOWN" arrow buttons are used to move up and down in this menu. Press the "ENTER" button and then you will get to the sub menus.

Main Menu Contents

1. File Operate
2. Edit File
3. Setup
4. Quit

File Operate

Function: In this menu you will be able to delete individual files, delete all files, delete sequences and delete run times.

Edit File

Function: In this menu you will be able to create and edit messages.

Setup

Function: In this menu you will be able to set the message sequence (order), set the message run time, set the date and time, and set the power on/off time of the display unit.

Quit

Function: This option will exit you back to the display mode.

2.2 File Operate Sub Menu

File Operate Sub Menu

1. Delete File
2. Del All File
3. Del Sequence
4. Del Run Time
5. Esc to Return

Delete File

Function: Delete a specified message file.

Del All File (Delete All File)

Function: Delete all message files.

Del Sequence (Delete Sequence)

Function: Delete the sequence (order) of messages to display.

NOTE: Deleting the sequence will allow all stored messages in the sign to display once the sign is in run mode.

Del Run Time (Delete Run Time)

Function: Deletes the run time on all message files.

ESC to Return

Function: Returns to the main menu.

2.3 Edit File Sub Menu

Edit File is located on the main menu. The Edit File does not have a sub menu.

Setup Sub Menu

1. Set Sequence
2. Set Run Time
3. Set DateTime
4. Power ON/OFF
5. Esc to Return

2.4**Setup Sub Menu****Set Sequence**

Function: Put files in a sequence (order) in which you want them displayed.

Set Run time

Function: This allows you to set the run time that each file is to be displayed based on the time of day.

Set DateTime

Function: This allows you to set the current date and time.

Power ON/OFF

Function: This allows you to control the displays power and set the display to turn on and off based on the time of day.

ESC to Return

Function: Returns to the main menu.

3.0 Basic Operations

There are a few basic operations you will need to know before you start using the remote control sign. The remote control box will only work under the software Texcellent®. Before you use the remote control box, please make sure that the sign is on and the batteries are good. You should point the remote control box directly towards the receive window (the red window on the right side of the sign).

3.1 Understanding the File Format

It is better to get an understanding of the file formats (Example: [D:\TVA]) before creating your messages. There are 2 different drives available on the 4U2SEE display, D: and E: (the drive is in bold [D:\TVA]). The D: drive is your non-volatile (flash) drive, meaning that when you enter information in this drive and the display is powered off and then powered back on, that information will still be there. The E: drive is your volatile (RAM) drive, meaning that when you enter information in this drive when the display is powered off and then back on, that information will be gone.

The center letter is the folder (the folder is in bold [D:\TVA]). There are 3 different types of folders: T=TEXT, S=STRING and P=PICTURE. The T folder is used for text only and is the only folder that can be used to display messages on a sign. The S folder is used for any word or sentence that will be repeated often. The S folder can be embedded into text messages. And the P folder is for pictures or graphics (this option is currently not available).

The last letter is the file name (the file is in bold [D:\TVA]). Every English character (capital and lowercase), number and punctuation can be used as a file name. This means 93 messages can be stored in non-volatile memory for recall.

3.2 Turning the Display ON/OFF

The 4U2SEE displays power can be controlled in two ways:

1. Plugging the power supply into the display and the outlet, will automatically start the sign.

-or-

2. Automatically by using the remote control box follow the instructions in Table 1: Using the Remote Control Box to Turn the Power ON/OFF. You can specify which time you want the display to turn on and turn off.

The system will switch the setting automatically according to the previous setting when the menu is entered. For example, if the previous setting is Disabled, the system will set it to Enabled this time. If the previous setting is Enabled, the system will change it to Disabled.

Table 9: Using the Remote Control Box to Turn the Display Power ON/OFF Automatically

| Step | Function | Display Will Read... |
|------|-----------------------------------------------|----------------------------------------------------------------|
| 1 | Press "PROGRAM" | File Operation |
| 2 | Press "DOWN" Arrow until it gets to... | Setup |
| 3 | Press "ENTER" | Set Sequence |
| 4 | Press "DOWN" Arrow until it gets to... | Power ON/OFF |
| 5 | Press "ENTER" | Enabled |
| 6 | Press "ENTER" | OFF Time 00:00-Enter the time you want the display to turn off |
| 7 | Press "ENTER" | ON Time 00:00- Enter the time you want the display to turn on |
| 8 | Press "ESC" until it gets to the display mode | |

Once time and date are set, the display will keep time even on power loss for a maximum of 2 weeks.

3.3 Setting the Time and Date

Table 10: Setting the Time and Date

| Step | Function | Display Will Read... |
|------|-----------------------------------------------|----------------------|
| 1 | Press "PROGRAM" | File Operation |
| 2 | Press "DOWN" Arrow until it gets to... | Setup |
| 3 | Press "ENTER" | Set Sequence |
| 4 | Press "DOWN" Arrow until it gets to... | Set Datetime |
| 5 | Press "ENTER" | Set Date |
| 6 | Press "ENTER" | YYYY-MM-DD |
| 7 | Press numerical buttons to change the date | 2005-11-17 |
| 8 | Press "ENTER" | Set Date |
| 9 | Press "DOWN" Arrow until it gets to... | Set Time |
| 10 | Press "ENTER" | Time HH:MM |
| 11 | Press numerical buttons to change the date | Time 08:19 |
| 12 | Press "ENTER" | Set Time |
| 13 | Press "ESC" until it gets to the display mode | |

Table 11: Setting Time Zone (Greenwich Mean Time (GMT))

| Step | Function | Display Will Read... |
|------|---------------------------------------------------------------------------------------------|--------------------------------------------------|
| 1 | Press "PROGRAM" | File Operation |
| 2 | Press "DOWN" Arrow until it gets to... | Setup |
| 3 | Press "ENTER" | Set Sequence |
| 4 | Press "DOWN" Arrow until it gets to... | Set Datetime |
| 5 | Press "ENTER" | Set Date |
| 6 | Press "DOWN" Arrow until it gets to... | Set Time Zone |
| 7 | Press "ENTER" | GMT ±00:00 |
| 8 | Press "UP" or "DOWN" to set time zone in relation to Greenwich Mean Time (GMT) See Table ## | GMT +01:00, GMT ±02:00 GMT -01:00, GMT -02:00 |

Table 12: Greenwich Mean Time Codes

| Standard Time Zone | | | Daylight Savings | | |
|------------------------|-----|----------|------------------------|-----|---------|
| Atlantic Standard Time | AST | (GMT-4) | Atlantic Daylight Time | ADT | (GMT-3) |
| Eastern Standard Time | EST | (GMT-5) | Eastern Daylight Time | EDT | (GMT-4) |
| Central Standard Time | CST | (GMT-6) | Central Daylight Time | CDT | (GMT-5) |
| Mountain Standard Time | MST | (GMT-7) | Mountain Daylight Time | MDT | (GMT-6) |
| Pacific Standard Time | PST | (GMT-8) | Pacific Daylight Time | PDT | (GMT-7) |
| Alaskan Standard Time | AST | (GMT-9) | Alaskan Daylight Time | ADT | (GMT-8) |
| Hawaiian Standard Time | HST | (GMT-10) | Hawaiian Daylight Time | HDT | (GMT-9) |

3.4 Creating a Text Message

In this feature you can create a text message and also pick an existing message for modification. When creating messages make sure that you understand the file format (detailed in Section 3.1 Understanding the File Format). You can refer back to the description of the editing buttons in Section 1.3.2 Editing Buttons to add more features to your message.

NOTE: To switch from capital to lowercase letters anytime while entering a message press the "CAPS" button.

NOTE: If at anytime you have entered in the wrong character you can press the "BACK SPACE" button to delete your mistake. If the mistake is at the beginning of the message press the "SHIFT" + "W (HOME)" buttons to take you to the beginning of that message. You can use your "LEFT" and "RIGHT" arrow buttons to move your cursor back or forward to any mistake that needs to be corrected. The "SHIFT" + "BACK SPACE (Delete)" buttons will delete the characters in front of the cursor.

NOTE: Press "SHIFT" + "SAVE (ENTER)" buttons to save the message entered. The message added or changed must be saved or it will be lost.

NOTE: Once a new message is created either delete all sequences or refer to 3.6 The Order Messages are Displayed to place this message in order.

Table 13: Creating a Text Message

| Step | Function | Display Will Read... |
|------|----------------------------------------|-------------------------------------------------------------------------------------------------------------------|
| 1 | Press "PROGRAM" | File Operation |
| 2 | Press "DOWN" Arrow until it gets to... | Edit File |
| 3 | Press "ENTER" | [D:\T_] |
| 4 | Enter the file name here | [D:\T\{file name goes here and is any single character on the keyboard, including "SHIFT" and "CAPS" characters}] |
| 5 | Press "ENTER" | The display will be blank. |
| 6 | Enter your message | Example: "THANK YOU COME AGAIN" |
| 7 | Press "SAVE&EXIT" | |

Once you have created a message and it is displaying, you can go back and make changes to the message. In 3.4 Creating a Text Message the message that was created was "THANK YOU COME AGAIN". If you wanted the message to read "THANK YOU COME AGAIN SOON" you can follow the steps below to add the word "SOON".

3.5 Making Changes to an Existing Message

Table 14: Making Changes to an Existing Message

| Step | Function | Display Will Read... |
|------|----------------------------------------|------------------------------------------------------------------------------------------------|
| 1 | Press "PROGRAM" | File Operation |
| 2 | Press "DOWN" Arrow until it gets to... | Edit File |
| 3 | Press "ENTER" | [D:\T_] |
| 4 | Enter the file name to be changed here | [D:\T\ (file name goes here)] |
| 5 | Press "ENTER" | The display will show the message that is currently saved. For example: 'THANK YOU COME AGAIN' |
| 6 | Make your changes | Example: "THANK YOU COME AGAIN SOON" |
| 7 | Press "SAVE&EXIT" | |

3.6 The Order Messages are Displayed

The 4U2SEE display allows you to choose the order in which your messages will be displayed. This is called the sequence. If you do not choose a sequence then all the messages that you have created will be displayed one after another with no sequence.

NOTE: If a sequence is created and then a new message is added, then this message must be added to the current sequence or it will not show on display.

QUICK TIPS: Keep hitting the "ENTER" button to add all files to the sequence. Move the cursor over to the left and use your "UP" and "DOWN" arrow buttons to review the sequence you have selected.

If you have a message that you would like to display more than others, you can add that particular file in the sequence more often. For example, your company has a deadline to turn in their insurance forms and you have created a file (A) that says "REMINDER PLEASE TURN IN YOUR INSURANCE FORMS BY FRIDAY". When you set up the sequence you can add the file A more often. For example, A, F, A, B, A, T, A and so on.

Table 15: The Order Messages are Displayed

| Step | Function | Display Will Read... |
|------|------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1 | Press "PROGRAM" | File Operation |
| 2 | Press "DOWN" Arrow until it gets to... | Setup |
| 3 | Press "ENTER" | Set Sequence |
| 4 | Press "ENTER" | SEQU.[__<-D_] <p>If you use your "UP" and "DOWN" arrow when the cursor is on the file name then you will see all the files that have been created.</p> |
| 5 | Find the files you want to add to the sequence and Press "ENTER" | Example: File A SEQU.[DA<-DA] |
| 6 | Press "SAVE&EXIT" | |

After you have created a message, you can choose how long you would like that message to run. For example, if you have a message that only needs to be displayed during a lunch break you can specify for that message to run from 11:00 am to 13:00pm (1:00p.m.) everyday. You can only specify the calendar days or days of the week in which you would want the message to run if you have the Sigma 3000 software.

The time pattern is HH:MM. The first four digits represent the start time, while the last four digits represent the finish time.

NOTE: The times are shown in military time (24 hour format).

Table 16: Setting Messages with Specific Run Times

| Step | Function | Display Will Read... |
|------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------|
| 1 | Press "PROGRAM" | File Operation |
| 2 | Press "DOWN" Arrow until it gets to... | Setup |
| 3 | Press "ENTER" | Set Sequence |
| 4 | Press "DOWN" Arrow until it gets to... | Set RunTime |
| 5 | Press "ENTER" | _<_:0000-0000 |
| 6 | Use the "UP" and "DOWN" arrows to find the file for Run Time | A<A:0000-0000 |
| 7 | Enter in the times by moving the cursor with the "LEFT" and "RIGHT" arrows and use the numeric buttons to enter the time First 0000=Start time Last 0000=End time | Example: File A A<A:0820-1530 |
| 8 | Press "SAVE&EXIT" | |

3.7 Setting Messages with Specific Run Times

3.8 Deleting Messages

Once you are done using a certain message, you can delete that entire message, and then reuse that file name to create a different message.

Table 17: Deleting Messages

| Step | Function | Display Will Read... |
|------|------------------------------------------------------------------------------------------------------------|----------------------|
| 1 | Press "PROGRAM" | File Operation |
| 2 | Press "ENTER" | Delete File |
| 3 | Press "ENTER" | Del[D:\T_] |
| 4 | Press "UP" and "DOWN" arrows until you find the file you want to delete | Example: Del[D:\T\A] |
| 5 | Press "ENTER" | DelSure?(Y/N) |
| 6 | Use your "LEFT" and "RIGHT" arrows to select either Y=Yes or N=No | DelSure?(Y/N) |
| 7 | Press "ENTER" | Del[D:\T_] |
| 8 | Either select another file name and follow steps 4-6 or Press "ESC" until you get back to the display mode | |