



User manual
SignMeeting EWS
(Exchange 2007/2010/2013/365)

Version 019C_en

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1 Introduction

The goal of this document is to explain how to use and configure **SignMeeting Exchange**.

SignMeeting Exchange is dedicated to work with these Exchange calendar systems versions:

- 2007, 2010 and 365 (2013)

SignMeeting can be used as well with 4 kinds of screen layouts:

<p>"Room screen"</p> <p>Installed on device SMT210 (supporting touch screen) which is placed close to the meeting room door, the App permits to:</p> <p>Display the current meeting on the top half of the screen and the next meeting on bottom half part of the screen</p> <p>Support the instant booking by easy button pressing</p> <p>Support booking of current room connected in real time to calendar system</p>	<p>"Room label"</p> <p>Installed on SMH300 device, which is connected to several SLATE106 devices (greyscale display), which are placed close to the meeting room door, the App permits to:</p> <p>Display the current meeting at the half top of the screen (or the next meeting if there is no current meeting taking place now)</p> <p>Display the second meeting at the half bottom of the screen (when a previous meeting is announced at the half top of the screen)</p> <p>Note that the refresh periodicity is 15 minutes for the SLATE106</p>
	
<p>"Summary screen by event"</p> <p>Installed on any INNES device connected to information screen, the App permits to:</p> <p>Display a subset of meetings taking place on several room on a dedicated day (or part of day) in a list.</p> <p>In this mode, sign pictogram can be displayed as well for each meeting room to improve the signalization (for example helping attendees to find the different rooms places).</p> <ul style="list-style-type: none"> • Left/right arrow • Up/down stairs • Lift • Cloakroom... <p>With this layout mode, several pages can be displayed in case much resource</p>	<p>"Summary screen by resource"</p> <p>Installed on any INNES device connected to information screen, the App permits to display a subset of meetings taking place on several room on a dedicated day (or part of day) with a calendar overview.</p> <p>In this layout mode, several pages can be displayed in case much resources.</p>
	

1.1 Compatibility

The following versions must be used

- | | |
|-------------------------------|--------------------------------|
| • SignMeeting | V1.12.27 |
| • Screen composer G3 | V3.20.12 (or above) |
| • Gekkota | |
| ○ SMH300 | V3.12.43 |
| ○ Others | V3.12.42 (or above) |
| • CSS Script | |
| ○ Room label: | label_default_sm_1.12.27.css |
| ○ Room Screen: | theme_css_generic_V1.12.20.css |
| ○ Summary screen by resource: | theme_roomgrid_sm_1.12.22.css |

Note: in case installation of SignMeeting on Gekkota RT, take care to inactivate LAN interface of virtual machine (if any). The configuration of SignMeeting could require also some system data only held by system administrator system

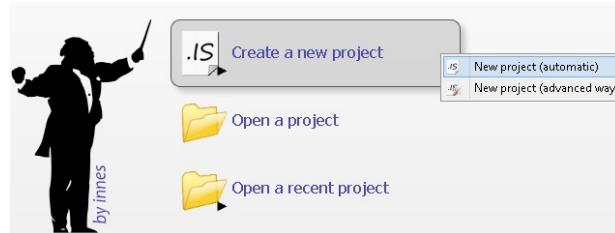
1.1 RFU

The items stamped “RFU” are meaning that the function is not yet working and is reserved for future use. 

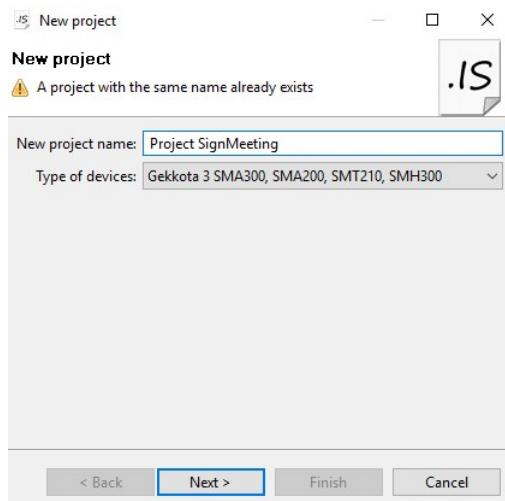
2 Installation/Upgrade

2.1 Installation with Screen Composer

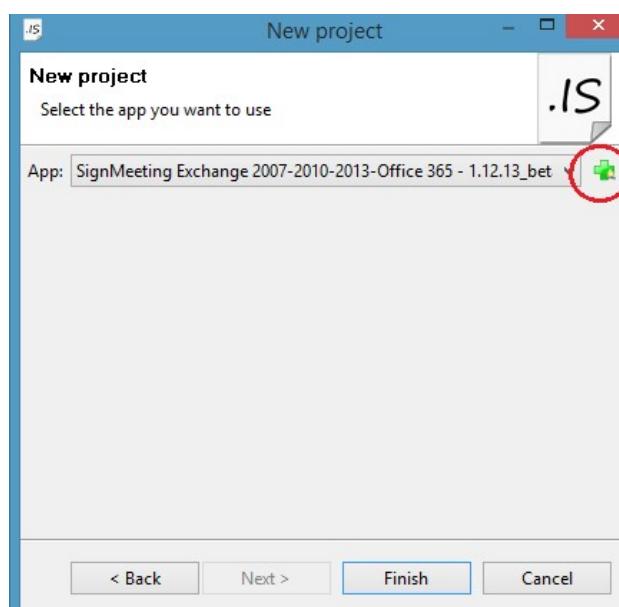
Open Screen Composer and create a new project :



Choose the appropriate project for your device (ex: "Gekkota 3 SMA300, SMA200, SMT210, SMH300").



In the scrolling list, choose "**SignMeeting Exchange 2007-2010-2013-Office 365 – 1.XX.XX**" (last available version). If ever a SignMeeting App version has never been installed, install first the SignMeeting App in Screen Composer (by loading the file .appi with button):



Double check that your App version is up to date by connecting to <http://www.innes.pro> > support > Screen Composer G3 > App

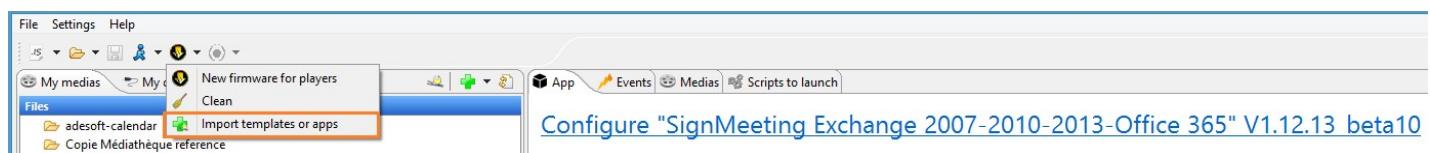
2.2 Configuration

To configure SignMeeting inside Screen Composer, click on the link (like shown below):



2.3 Upgrade

In order to install a new version of .appi, select ‘Import templates or apps’:



Then, select Configure SignMeeting Simulateur and click on ‘Finish’ to re-generate the app in the newer version.

In case upgrading your SignMeeting project with the version 1.12.27 (or above) to support new device SMH300 (connected to SLATE106 devices), remember that the layout « Room label » is not created automatically. So think to create it with the button « Settings » of the SignMeeting App. For more information, read the paragraph « Screen layout composition ».

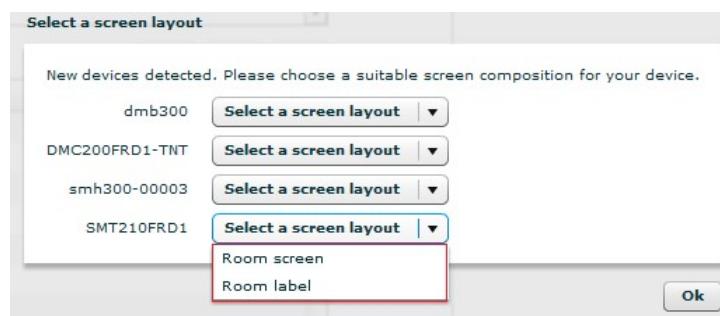
3 “System” tab

To configure SignMeeting, open the project SignMeeting, click on Configure “SignMeeting Exchange” then click on “system” tab:

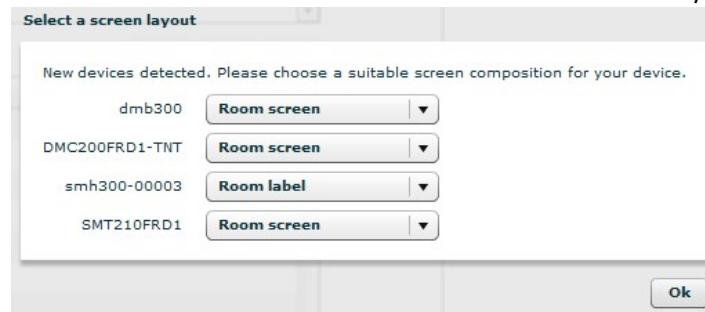


When some devices are registered for your project, it is required to select a default layout for each of your devices.

Only the choices “Room screen” and “Room label” are proposed at this step for new project.



Example:



For existing project, the layout “**Room label**” is not available at this step. For more information, go to paragraph « **Screen layout composition** ».

It is possible to create afterwards some new others layout types like

- **Room screen** (for SMT210)
- **Room label** (for SMH300 connected to SLATE106 devices)
- **Summary screen by event**
 - Landscape
 - Portrait
- **Summary screen by resource**
 - Landscape
 - Portrait

3.1 “Datasource” tab

The **Datasource** tab is permitting to:

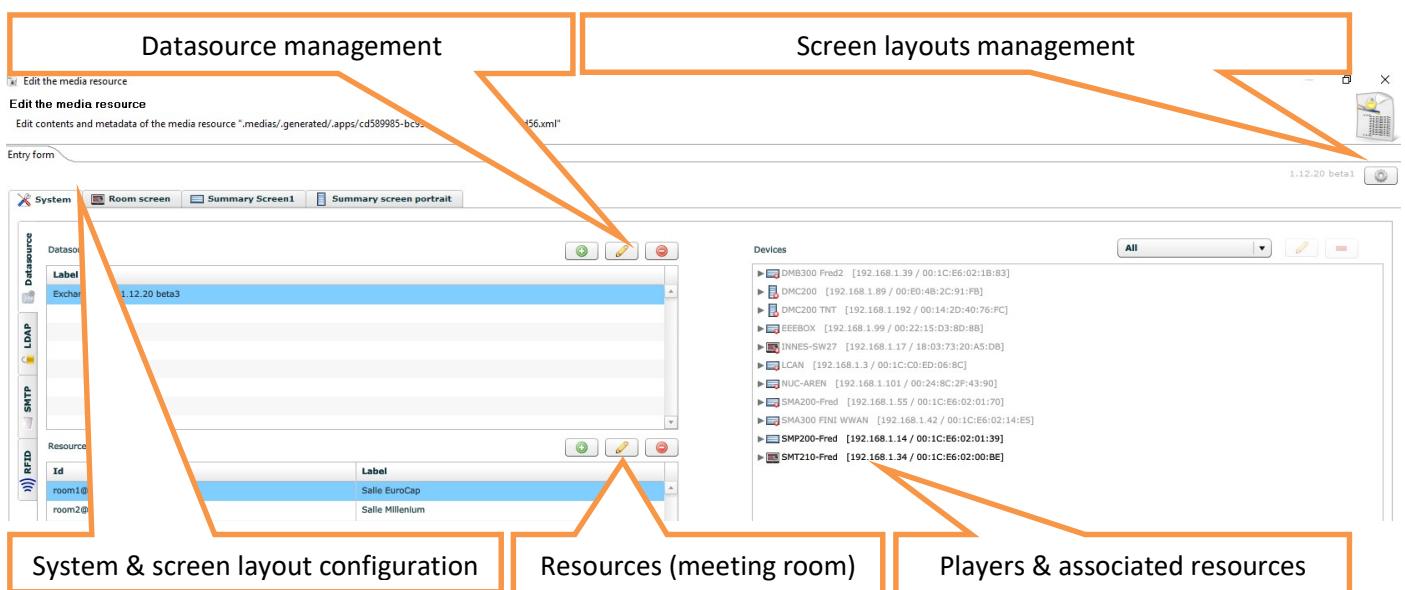
- Configure the interface with one (or several) Exchange calendar server(s) by defining
 - Server URL & password
 - Room id according to Exchange system
- Configure the players by defining
 - meeting room affectation
 - screen layout mode
 - **Room screen**
 - **Room label**
 - **Summary screen by event** (landscape, portrait)
 - **Summary screen by resource** (landscape, portrait)

The configuration of datasource can be done easily in 3 steps:

1. Add and configure the datasource
 - Ex: server Exchange_1
 - Ex: server Exchange_2
2. For each datasource, add and configure the resource names (rooms)
 - Ex: Meeting room 1
 - Ex: Meeting room 2
3. Add one or several resources to some players (players can share same resource if required)
 - Ex: PlayerA
 - Meeting room 1
 - Ex: PlayerB
 - Ex: Meeting room 1

- Ex: Meeting room 2

Note: one datasource has its own resource (a same resource cannot be shared between several datasource).



3.1.1 Datasource: definition

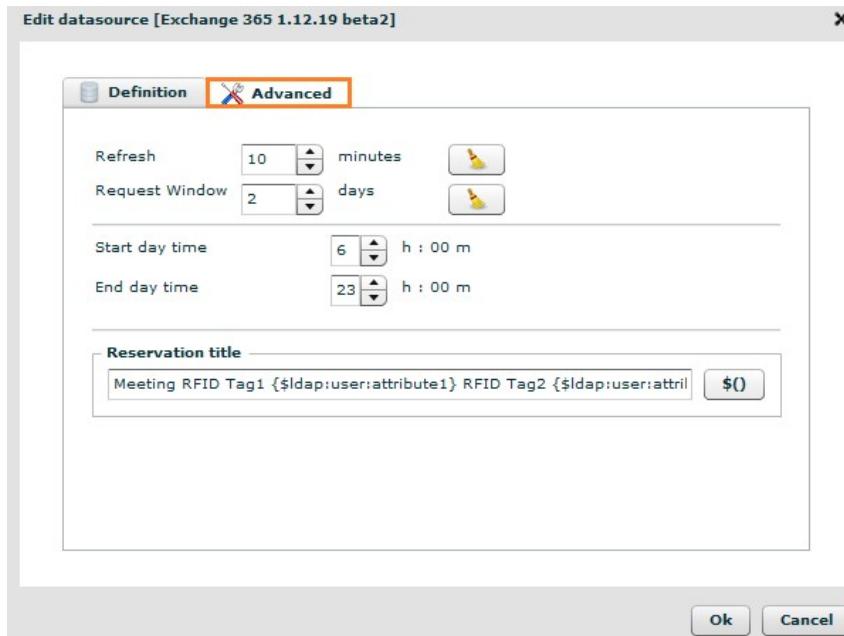
Datasource permits to configure the interface to connect to Exchange calendar system.



- The **Label** field is free text.
- The **URL** must contain the correct path to the Exchange Web service.
- The **Login** and **Password** to connect to Web service

3.1.2 Datasource: advanced options

The advanced options permit to configure:



“Refresh”:

- Defining the periodicity alarm information updates
 - Ex: every 1 minute

“Request Window”:

- Defining the number of days retrieved from the datasource
 - Ex: 3 days of meetings

“Start/End day time”:

- Defining the working time (start time, stop time) in the booking/consultation windows.

« Reservation title » :

- Defining the title pattern used when adding a new meeting with SignMeeting with predefined variables and free text as well.
 - The default pattern (V1.12.19 or above) is:

```
Meeting from {$calendar-event:time:start} to {$calendar-event:time:end} -  
{$calendar-event:location}
```

Corresponding to this display rendering

```
Meeting from 11 :00 à 12 :00 - Salle380
```

Then it is possible to modify the free text or to add or delete variables.

To delete a variable, set the focus just before the variable

Meeting from {\$calendar-event:time:start} to {\$calendar-event:time:end} - |{\$calendar-event:location}

And delete (key « DEL ») the value inside [...]

Meeting from {\$calendar-event:time:start} to {\$calendar-event:time:end} -

To add a variable, set the focus where you want* in the free text, in the edition area, then push on the button

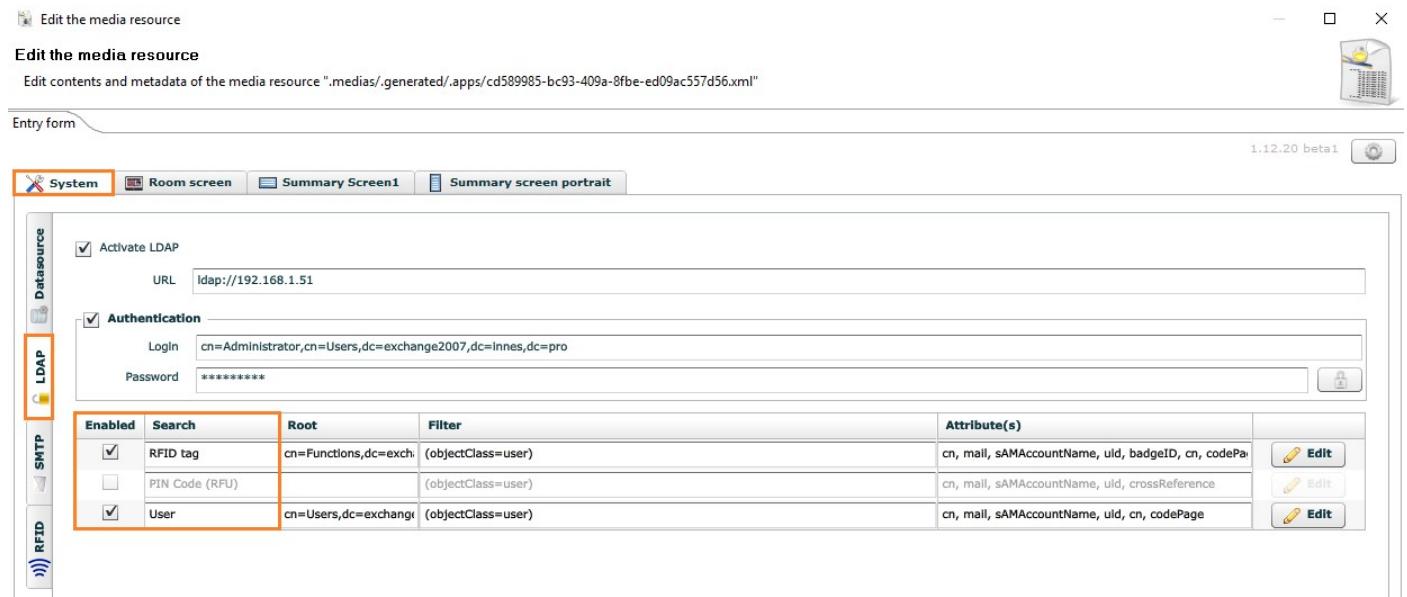
. The available variables are:

Type	Name	Value
LDAP	ldap:rfid-tag:attribute1 ldap:rfid-tag:attribute2	A large range of attribute value of LDAP can be displayed (rfid-tag dn). Ex (LDAP) : in case Attribute 1 = Displayname, the name and firstname of badge owner will be displayed inside the title Ex : (serveur Briva LDAP V3.10.12) : in case Attribute 1 = registration, the matricule of badge owner will be displayed
Pin Code (RFU)	ldap:pin-code:attribute1 ldap:pin-code:attribute2	NC (RFU)
User	ldap:user:attribute1 ldap:user:attribute2 calendar-event:organizer	Idem LDAP but in the user dn Current event organizer
Début/fin/lieu de réunion	calendar-event:time:start calendar-event:time:end calendar-event:time:interval	Meeting start time Meeting end time Meeting start-end time
Lieu de réunion	calendar-event:location main-page:resource:display-name	Current event room name Currently displayed room name
Random number	math:random:2digit-number	Random number from 1 to 99

When using variables in the title: in case the meeting is modified, SignMeeting does not upgrade variable of meeting title according to (especially calendar-event values).

⚠ Don't set the focus inside a variable else the button becomes not active

Note: the types LDAP, Pin Code and User are making reference to LDAP panel



3.1.3 Datasource: resources

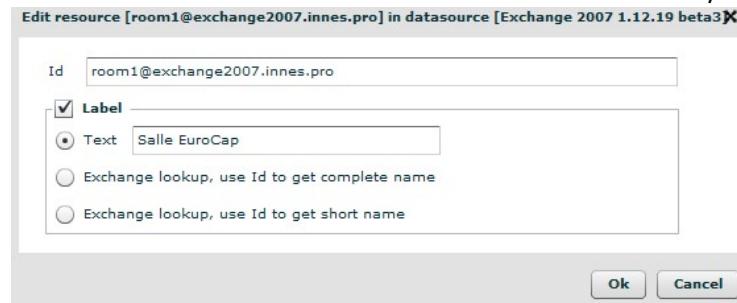
To edit datasource resources for a given datasource,

- Select the datasource (to activate the focus) then
- Click on **Add**, **Delete** or **Modify** the resource

Resources	
ID	Label
room1@exchange2007.innes.pro	Salle EuroCap
room2@exchange2007.innes.pro	Salle Millenium

The resource ID **must match exactly** to the resource ID defined in the Exchange calendar system.

The room name displayed on the device can be defined manually with an optional label



SignMeeting displays

- The **label** if it is defined else
- The **resource Id** if the label is not defined
- Exchange lookup, use Id to get complete name
- Exchange lookup, use Id to get short name

Note: if the checkbox label is activated, label becomes mandatory.

3.1.4 Datasource: device configuration

3.1.4.1 Devices: toolbar

The device toolbar supports:

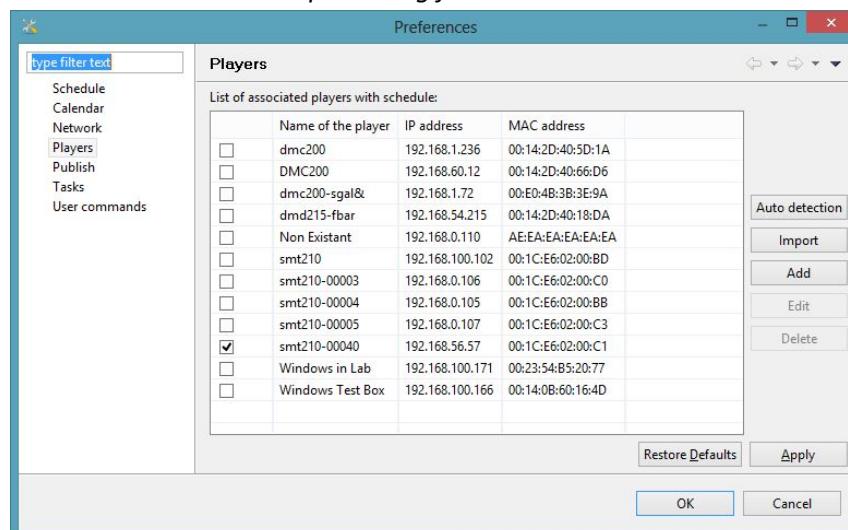
- Filter the devices by screen layout
- Edit/modify a device or resource parameters
- Delete a resource linked to a device



3.1.4.2 Register the devices in Screen Composer

The devices need to be registered in SignMeeting project at Screen Composer level to be able to work with. Go to:

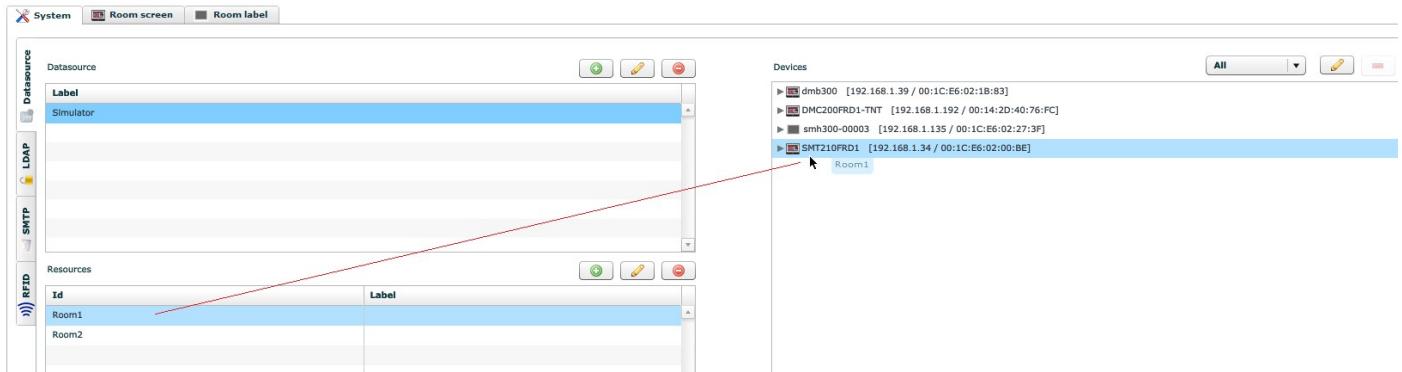
- Menu “Settings”,
 - Preferences,
 - “Players”: to import and register the players and
 - “Publish”: to activate the publishing function



Important: take care to mention a valid MAC address and a valid IP address else SignMeeting could not work properly.

3.1.4.3 Resource affectation to a device

Once players are registered, drag and drop some resource towards device screen to affect them to a specific device



There is only one datasource for a given resource

A device greyed (with red stamp) means that the device has been added in SignMeeting but is not registered in Screen Composer.



Note: There is only one datasource for a given resource

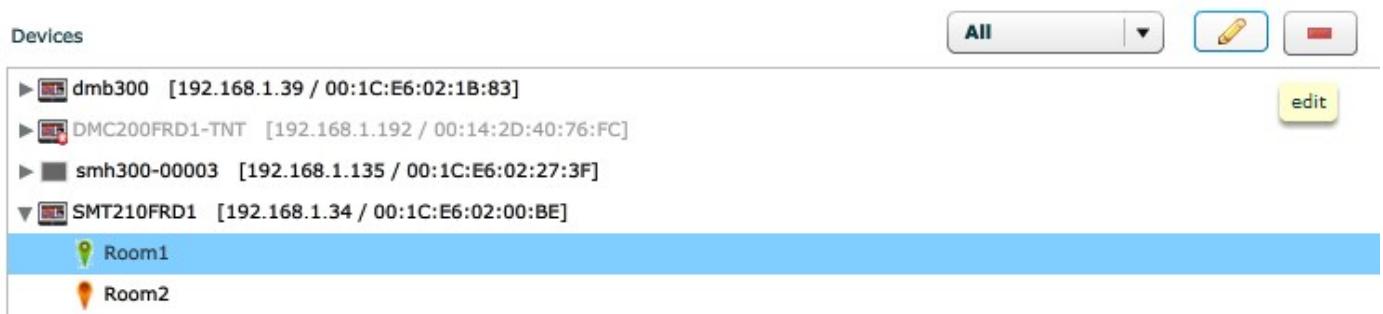
A device with red stamp means that the device has been added in SignMeeting but is not registered anymore in Screen Composer.

3.1.4.4 Resources configuration

The resource property can be modified.

The resource property can be modified.

Click on a resource (ex: **Room1**) and select **Edit** button



Two options can be activated:

- **Show events for this room on the main page**
 - In case this option is not activated, the meetings for this room are disappearing from the list displayed by SignMeeting on main screen
- **Show this room in the reservation screen**
 - In case this option is not activated, the meetings for this room are disappearing from the list of book-able rooms



3.1.4.4.1 Colour code for resource status

The resource status colour is changing according to the combination of the choices below

	<ul style="list-style-type: none"> • Green : when the both options are activated • Blue : when only the first options is checked (main page) • Orange: when only the second option is activated (reservation page) • White : when none the both option is activated
--	---

3.1.4.4.2 Pictograms

When the resource is linked to a device in summary screen mode, it is possible to improve room signalization by adding pictograms to guide the attendees to find the room (arrow, stairs, lift) or to add function description for a room (ex: cloakroom pictogram).

Click on a resource affected to a player and press button “edit”



Note it is possible to use:

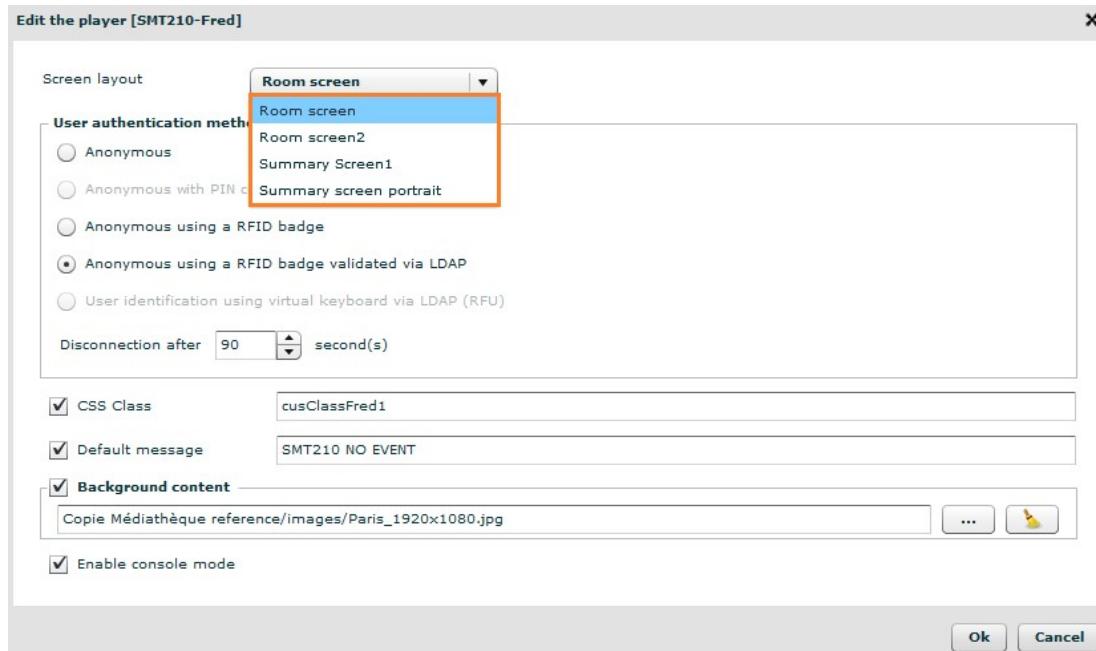
- Predefined pictograms (library of 72 pictograms) or
- Personalized pictograms (generally .png files with transparency)

3.1.4.5 Datasource: device configuration with SignMeeting

3.1.4.5.1 Affect a new screen layout to a player

Select a player in the list and click on “edit” button.

In the “screen layout” drop list, select one of the available layouts



The icons are showing the chosen screen layout

- Room screen
- Room label
- Summary screen by event – landscape
- Summary screen by event – portrait
- Summary screen by resource

Devices

	All		
► dmb300 [192.168.1.39 / 00:1C:E6:02:1B:83]			
► Innes-ge03 [192.168.1.101 / 00:24:8C:2F:43:90]			
► smh300-00003 [192.168.1.135 / 00:1C:E6:02:27:3F]			
► SMT210FRD1 [192.168.1.34 / 00:1C:E6:02:00:BE]			

When a new SignMeeting project is created, only 2 screen layout instances are available:

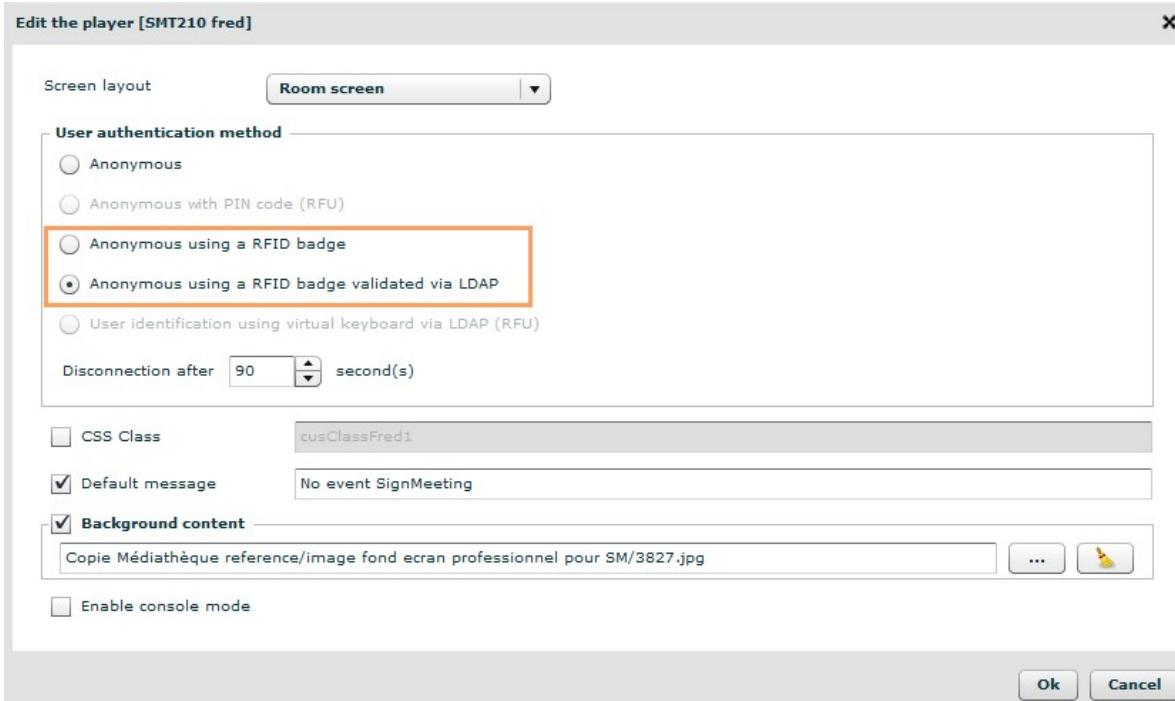
- “Room screen”
- “Room label”.

Then it is possible to create

- several other instances of **room screen** layouts
- several instances of **room label** layouts
- several instances of **summary screen by event** layouts
- several instances of **summary screen by resource** layouts

The maximal number of screen layout is ten.

3.1.4.5.2 Devices edition and authentication mode (LDAP, RFID)



Edit a device permits to

- Configure the authentication mode
 - Anonymous** (default): no authentication
 - Anonymous using a badge RFID**: a single RFID badge (NFC) whose modulation is supported by SMT210 is sufficient to be authenticated and use SignMeeting as well
 - Anonymous using a badge RFID validated via LDAP**: the RFID badge (NFC) has to be register as resource (or user) inside LDAP and can be found by SignMeeting via the configuration of
 - DN (distinguish name)
 - Groups, attributes, entity types filtering
 - Attribute name storing the RFID badge

Note: please refer to LDAP chapter for more information

Note1: in mode Anonymous using a badge RFID, SignMeeting is started in read/only mode (door management button is inactivated). The write access is granted after the user is identified successfully

Note2: When RFID mode is activated,

- Presenting a badge a first time is permitting to authenticate and use SignMeeting*
- Presenting a badge afterwards is permitting to disconnect from SignMeeting*

3.1.4.5.3 Automatic user disconnection timeout

- **Disconnection after:** permits to program user inactivity timeout. When this timeout expires, the user is automatically disconnected from SignMeeting (60 seconds by default)

3.1.4.5.4 Default message

- **Default message:** permits to display a specific message when no meeting can be displayed

3.1.4.5.5 CSS class

- **CSS Class:** class value of CSS configuration file
 - When a meeting is displayed (next meeting / current meeting), it permits to format the display of SignMeeting
 - background colour (or picture),
 - fonts colour
 - button colour (calendar pictogram, email pictogram, report as empty, confirm my presence)
 - when button is active
 - when button is inactive
 - support different CSS configuration for each player if required
 - Version of CSS configuration file
 - theme_css_generic-V1.12.20.css
 - layout type « room screen » only
 - For example:
 - Player A (layout Room screen)
 - CSS class = <cusClass1>
 - Player B (layout Room screen)
 - CSS class = <cusClass2>

Provided CSS example

- .cusClass1
- .cusClass2

The required image need to be added as linked medias in the manifest.

3.1.4.5.6 Background content

- **Background image:**
 - In mode “Room screen”,
 - The background image is displayed
 - when there is no meeting
 - when “return to the background if no meeting” is not activated (indeed in this case, Playzilla background is displayed instead)
Note: if the Playzilla background is black screen, SignMeeting will display a black screen according to.
 - In mode summary screen
 - The background content is always displayed

3.1.4.5.7 Diagnostic screen

- The **Diagnostic screen** permits to activate diagnostic mode and so display some status information on the SignMeeting interface properly working (Exchange server access, LDAP server access, RFID badge detection).

3.2 “LDAP” tab

The configuration of a LDAP server is required when the chosen authentication mode is:

- **Anonymous using a badge RFID validated via LDAP**

Please refer to chapter “**device edition and authentication mode (LDAP, RFID)**”

In this case SignMeeting can connect to LDAP server (standard user & phone directory) especially to authenticate user with their RFID badge (stored in the LDAP)

The badge detection is realized on a room screen player (SMT210) supporting a NFC sensor.

Fill the form below to configure properly the LDAP interface:

Enabled	Search	Root	Filter	Attribute(s)	
<input checked="" type="checkbox"/>	RFID tag	cn=Functions,dc=exchange2007,dc=innes	(objectClass=user)	cn, mail, sAMAccountName, uid, badgeID, cn, codePage	
<input type="checkbox"/>	PIN Code (RFU)		(objectClass=user)	cn, mail, sAMAccountName, uid, crossReference	
<input checked="" type="checkbox"/>	User	cn=Users,dc=exchange2007,dc=innes,i	(objectClass=user)	cn, mail, sAMAccountName, uid, cn, codePage	

3.2.1 LDAP URL

Type LDAP server URL

For example:

ldap://192.168.1.51

3.2.2 Authentication

- Login
 - enter Administrator DN (Distinguish Name)
 - For example for LDAP on Exchange 2007:
 - cn=Administrator,cn=Users,dc=exchange2007,dc=innes,dc=pro
- Password

3.2.3 Filtering

The LDAP filter configuration table permits to make some badge validity filtering query and many others parameters filtering query depending on your need. It is composed of three ways of search

- “**RFID tag**”: badge research
- “**PIN Code (RFU)**”: not supported
- “**User**”: research more information on the user

Each line has several columns:

- **Enabled** (Activated or not)
- **Search**: name of query
- **Root** (LDAP root)

3.2.3.1 Enable & Search

You can activate the badge research with LDAP “dn” filtering:

- Research based on “**RFID Tag**” or
- Research based on “**RFID Tag**” + research based on “**User**”
- Pin code (RFU)

3.2.3.1.1 RFID Tag

Permits to indicate the “dn” from which the RFID badge have to be researched, identify their validity, and their owner (user).

3.2.3.1.2 User

Permits to indicate the “dn” from which some additional information need to be researched on user identified in the request “RFID tag”.

3.2.3.2 Root / Filter / Attribute(s)

The columns “Root”, “Filter”, and “Attribute(s)” are showing the chosen filtering configuration.

3.2.3.3 “Edit” button

In order to modify the filtering criteria, click on the button “**Edit**”

Enabled	Search	Root	Filter	Attribute(s)	
<input checked="" type="checkbox"/>	RFID tag	cn=Users,dc=exchange2007,dc=innes,dc=pro	(objectClass=user)	cn, mail, sAMAccountName, uid, badgeID, cn, codePage	
<input type="checkbox"/>	PIN Code (RFU)		(objectClass=user)	cn, mail, sAMAccountName, uid, crossReference	
<input checked="" type="checkbox"/>	User	cn=Functions,dc=exchange2007,dc=lnr	(objectClass=user)	cn, mail, sAMAccountName, uid, cn, codePage	

Edit LDAP search parameters

Root	cn=Users,dc=exchange2007,dc=innes,dc=pro	
Filter	(objectClass=user)	
Cross reference attribute	badgeID	
Extra attribute(s) to retrieve		
<input checked="" type="checkbox"/> Attribute 1	cn	
<input checked="" type="checkbox"/> Attribute 2	codePage	
Attribute(s) for validation		
<input checked="" type="checkbox"/> Validity attribute	comment	1/0
<input type="checkbox"/> Validity start date attribute		d/m/yy
<input checked="" type="checkbox"/> Validity end date attribute	expirationTime	Active Directory generalized

Ok **Cancel**

3.2.3.3.1 Root

Permits to define the “dn” of the directory (or parent directory) from where the badge need to be researched (in order to avoid to parse entirely the LDAP server and spend much time in the LDAP request)

Note: the research is considered valid as soon as a first resource containing this badge is found

3.2.3.3.2 Filter

“**Filter**”: permits to target a LDAP users & resources subset thanks to the filtering configuration permitting to find out the RFID badge with best efficiency

Supported filters:

- By Entity type
 - Ex: (objectClass=user)
- By group membership
 - ex : (memberOf=CN=DoorAdmins,cn=Users,dc=exchange2007,dc=innes,dc=pro)
- By attributes & optional validity conditions
 - Binary operator: AND (&), OR (|)
 - For example : (&(badgeID=*)(|(ou=directory1)(ou=SecondFuncs)))
 - With « ou » = organisation unit

Active Directory does not support « Extensible matching filtering » ; Consequently , the filter like « find out DN whose name is containing a specific string are not working

(<https://msdn.microsoft.com/en-us/library/cc223241.aspx>)

- Filtering by DN content
 - For example:
(DN = *irectory *)

Note: whenever the users are spread into different directory of the LDAP, it is advised to implement groups and use “memberOf” filters.

“Attributes”:

- The default attribute name for the RFID badge is **crossReference** (as example)
Warning: the attribute name does not exist in the LDAP standard attributes, it has to be modified according to your LDAP configuration regarding RFID management.

3.2.3.3.3 Cross reference attribute

Permits to define the attribute name in which the RFID badge is located.

The default value for the RFID badge is “cross reference” (not existing in any LDAP system !)

This value need to worth the attribute name containing RFID tag

Ex: “badgeID”

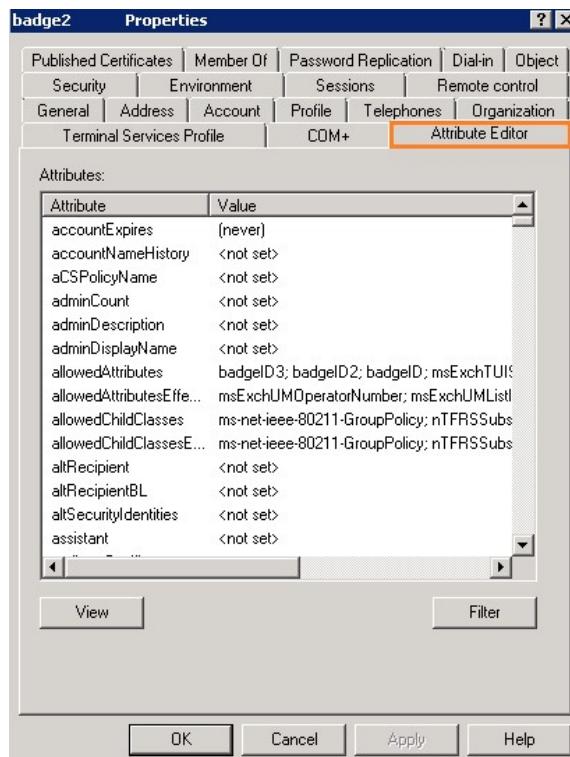
Note: badgeID is a real attribute of the LDAP

3.2.3.3.4 Extra attributes to retrieve

It is possible to tell to SignMeeting to research some variables which are containing some values. By default, these fields Attribute 1 and attribute 2 are empty.

“Attribute1” and “Attribute2” can be used in the automatic label generator when a new meeting is created by SignMeeting. They can worth any attribute name of the LDAP.

This is an example below of interface « Attribute Editor » of an ActiveDirectory user & computers Windows 2008 / Exchange 2007 :



Note : Do prefer use string type or integer type attributes. The others types may not be displayed properly (hexadécimal, date, UID)

Ex: Attribute 1 = codePage

Note: codePage is a real attribute of the LDAP

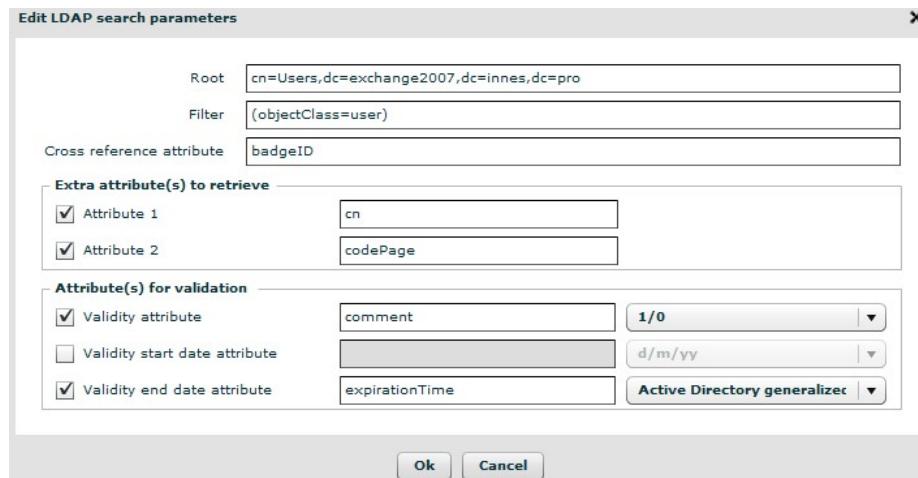
Note: When using Innes Briva LDAP (3.10.21 or above), the Attribute 1 (or 2) has to worth one of the dst<> variable value of configuration mapping (in yellow):

- Attribute 1 = **registration**
 - In this case, can display in the new meeting title, the user matricule of the people who has badged and which has created the meeting
- Attribute 1 = **DisplayName**
 - In this case, can display in the new meeting title, the user name + first name of the people who has badged and which has created the meeting

```
{
  "sheetName" : "Personnes",
  "rowHeader" : 4,
  "rowDataStart" : 5,
  "dataMapping" :
  [
    {"srcName" : "Matricule",
     "dstName" : "registration",
     "mandatory" : true,
     "format": "string"
    },
    {"srcName" : "Nom",
     "dstName" : "Lastname",
     "mandatory" : true,
     "format": "string"
    },
    {"srcName" : "Prénom",
     "dstName" : "Firstname",
     "mandatory" : true,
     "format": "string"
    },
    {"srcName" : "Badges",
     "dstName" : "badgeID",
     "mandatory" : true,
     "format": "extractNumber"
    }
  ],
  "dataTransformation" :
  [
    {
      "srcAttributes" : ["Firstname", "Lastname"],
      "dstAttribute" : "cn",
      "separator" : " "
    },
    {
      "srcAttributes" : ["Firstname", "Lastname"],
      "dstAttribute" : "Displayname",
      "separator" : " "
    }
  ]
}
```

3.2.3.3.5 Attribute(s) for validation

Some validity attribute can be tested in addition to the RFID badge presence.



- Validity attributes supported formats
 - yes/no
 - 1/0

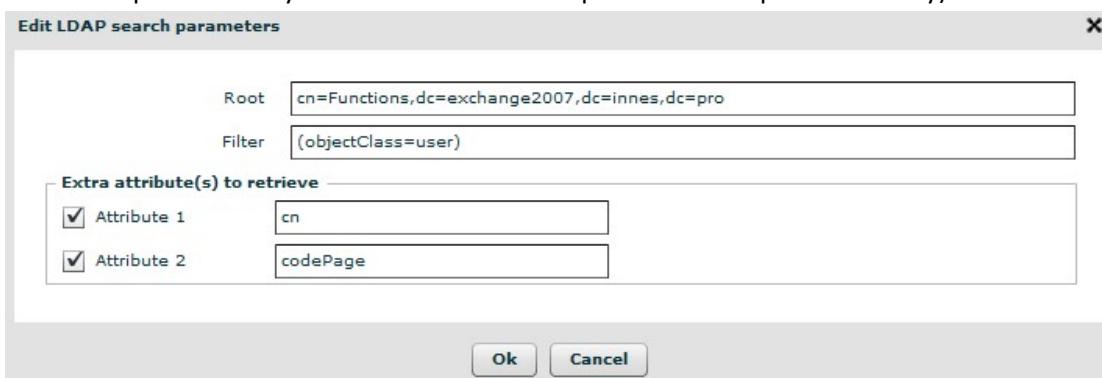
- true/false
- On/off
- Date validity attributes supported formats
 - d/m/yy
 - ex : 2/12/15
 - d/m/yyyy
 - ex : 2/12/2015
 - account expires timestamp
 - number of nanoseconds since 1st Jan 1601
 - Active directory generalized time
 - ex : 20151009225600.0Z

Note: once RFID badge is found in the LDAP and validity condition are filled, the badge is considered valid. So connexion to SignMeeting is established and user can be working with.

3.2.3.3.6 User association to a badge

- **Users:** permits to indicate from which DN base the user associated to this RFID badge can be found out.
 - “Root”: type DN base (or DN parent base) from where the user can be found out

Note: if any a user is not associated to the RFID badge, SignMeeting will not prevent authentication to SignMeeting
 - “Filter”: permits to target only a LDAP user subset thanks to the configuration of this filter (in order to not parse entirely the LDAP server and improve LDAP request efficiency)



“Attribute1” and “Attribute2” can be used in the automatic label generator when a new meeting is created by SignMeeting. They can worth any attribute name of the LDAP.

Note : Do prefer use string type or integer type attributes. The others types may not be displayed properly (hexadécimal, date, UID)

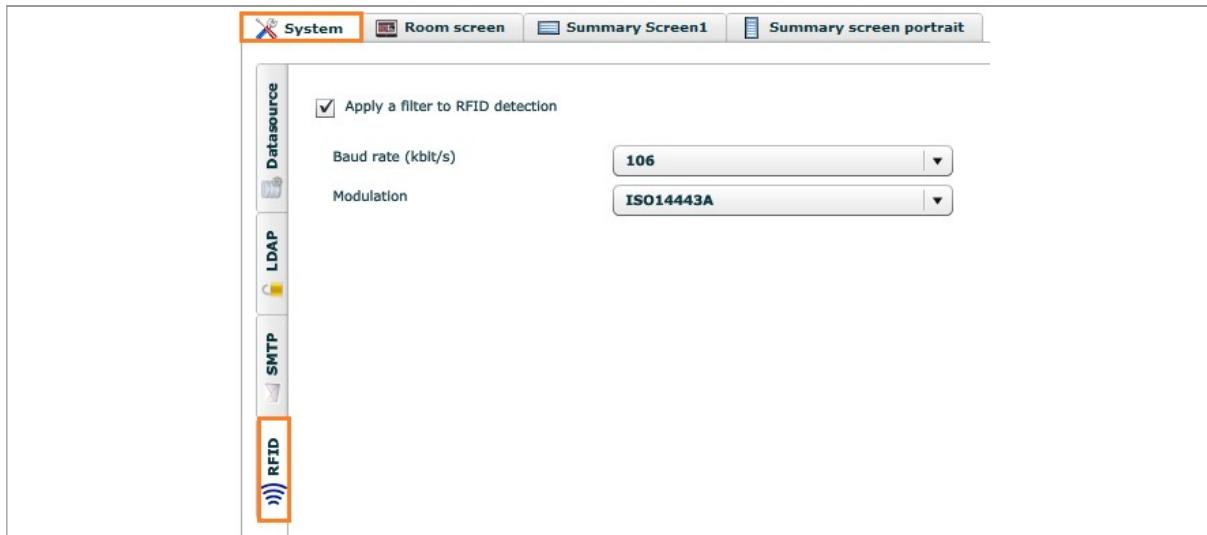
Note EWS for attributes :

By default, the standard attributes already used in the LDAP are

- CN
- Mail
- sAMAccountName
- uid
- badgeID
- valid

In case a user (CN) has an email (while LDAP authentication), this user will be considered as organizer of all the meeting creation through SignMeeting

3.3 “RFID” tab



This screen permits to select only some preferred modulations in order to optimize RFID detection efficiency

Available modulations

- ISO 14443 Type A
- ISO 14443 Type B
- JEWEL
- ISO 14443 BI
- ISO 14443 B2SR
- ISO 14443 B2CT
- FeliCa
- DEP

Available baud rates

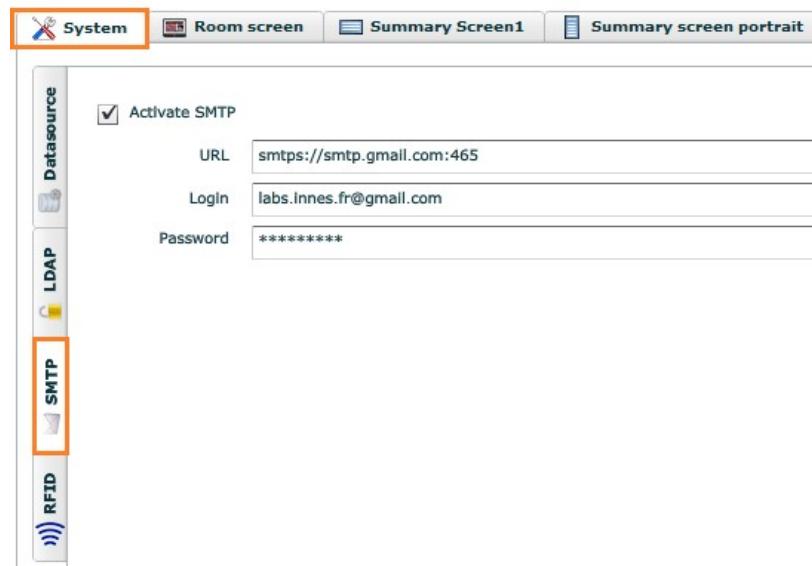
- 106
- 212
- 424
- 847

Please refer to SMT210 installation guide to check the modulations supported by your device.

3.4 “SMTP” tab

The tab SMTP permits to configure source email account.

- Activate SMTP
 - URL
 - Login
 - Password



For MS-Exchange 365, please enter smtp URL with scheme **smtp://** (indeed the scheme stmps:// may not work because authentication is done afterwards).

To know the authentication list supported by Gekkota, please refer to Gekkota application note Email and supported authentication

About Gmail account, PLAIN and LOGIN authentications are not activated by default. To activate them, go in Gmail account and activate: "**Allowing less secure apps to access your account**"

4 Screen layout configuration

Only the tab “Room screen” is present by default when creating a new project SignMeeting.

Room screen is corresponding to the first instance of the kind of layout.

Some others screen layouts can be added according to the user needs

- **Room screen**
 - Room screen 2
 - Room screen 3, ...
- **Room label**
 - SMH300 n°1,
 - SMH300 n°2, ...
- **Summary screen – landscape**
 - Summary screen – landscape 1
 - Summary screen – landscape 2, ...
- **Summary screen – portrait**
 - Summary screen – portrait 1
 - Summary screen – portrait 2, ...
- **Summary screen by resource**
 - Summary screen by resource 1,
 - Summary screen by resource 2, ...

4.1 Room screen configuration

The room screen is adapted for a screen layout for a player SMT210 located close the meeting room door.

Once this room screen layout is configured, it is possible to affect the layout for example to one to your device (SMT210 supporting touch screen permitting to have interactivity with SignMeeting)

The screen room layout can display

- Current meeting (if any)
- Next meeting (if any)

Click on “room screen” tab to discover the different settings

4.1.1 “Main Page” tab

The tab “Main page” permits to select the components to display

- For the current meeting
 - Title
 - Time range
 - Event type
 - Description
 - Organizer

- Attendees (with scrolling in the width does not permit to display all)
- Location
- Attachment

Note: SignMeeting supports the attachments display. In case several image are attached to a meeting, only the first one is displayed. Supported picture formats: PNG & JPG

➤ For the next meeting

- Description
- Organizer
- Attendees (with scrolling in the width does not permit to display all)
- Event type
- Remaining time before next meeting (RFU)

➤ Configure display behaviour

- In case several rooms are managed, SignMeeting display alternatively for each room
 - Current Meeting
 - Next Meeting

➤ Activate dynamic command buttons: “book now”, “room is empty”, “confirm my presence”

➤ Delete automatically a meeting which has just started in “confirm my presence” has not been validated in the timeout (15, 30, 45, 60 min)

➤ Activate option “Return to back ground” if there is no meeting

The screenshot shows the configuration interface for SignMeeting EWS. The top navigation bar includes tabs for System, Room screen (which is selected and highlighted in orange), Summary Screen1, and Summary screen portrait. On the left, a sidebar lists categories: Main page (selected and highlighted in orange), Banner, Menu, Style, and Actions. The main content area contains several sections with configuration options:

- Display Information for the current meeting**
 - Display title
 - Display time range
 - Display event type
 - Display description (Label: DESCRIPTOR_FR)
 - Display organizer (Label: ORGANIZER_FR)
 - Display attendees (Label: ATTENDANTS_FR)
 - Display location
 - Display attached images
- Display Information for the next meeting**
 - Display countdown
 - Display organizer
 - Display description
 - Display attendees
 - Display event type
- Display several rooms on the same screen**
 - Display all alternatively with an interval of second(s)
- Actions shortcuts**
 - Door opening/closing
 - Book now
 - Confirm my presence and show this action minutes before the start of the meeting and shorten the meeting, if no confirmation after minutes
 - Report as empty (shorten the meeting) and show this action minutes before the end of the meeting
 - Display the time line on bottom of the page (RFU)
 - Return to the background if there are no meetings

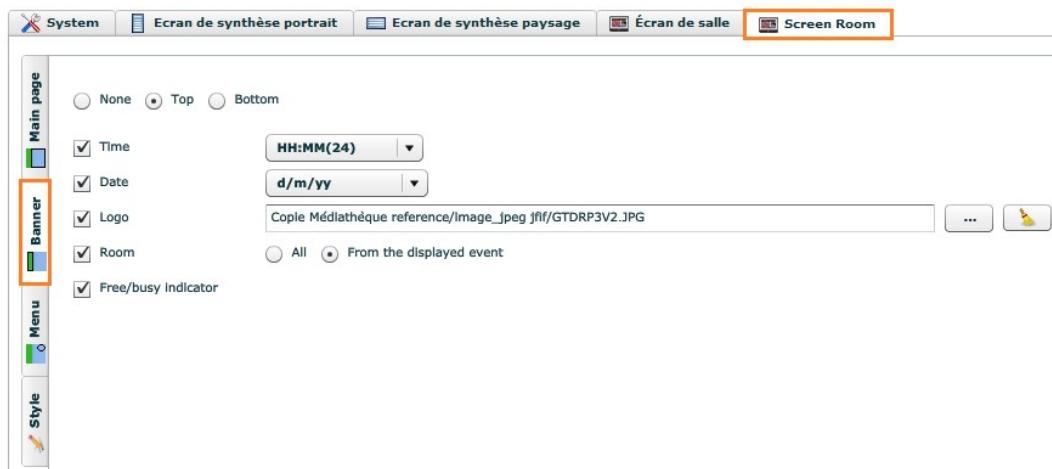
Note: when option “Return to back ground if there is no meeting” is activated, when there is no meeting, SignMeeting is displaying Playzilla background.

4.1.2 “Banner” tab

The “banner” tab permits to define:

- Banner position
 - Date with different format
 - d/m/yy (ex : 2/12/15)
 - d/m/yyyy (ex : 2/12/2015)
 - dd mmm yyyy (ex : 2 Dec 2015)
 - dd mmmm yyyy (ex : 2 December 2015)
 - Time with different format
 - HH:MM (12)
 - HH:MM (24)
 - Logo
 - Display one room location or all rooms after rooms
 - Status free (green colour) / busy(red colour)

Note: Player side leds are also changing according to this status



4.1.3 "Menu" tab

- The “**Reservation and consultation page**” permits:
 - To display a text on the Reservation button
 - to activate specific buttons
 - “View” button
 - “Add” button
 - “Edit” button
 - “Delete” button

 - The “**Notification page**” permits:
 - To display a text on the notification button
 - to enter new items for email sending with
 - a predefined recipient address
 - a predefined object
 - a predefined pictogram (amongs more than 100 elements)
-
- A new button is created in the interface each time a new item is created. Click on the button the associated button permits then to send a predefined email to the recipient address
 - Note: the “Email” pictogram in main page appears when at least one item has been added in the notification page list

 - The option “return to the main page after being idle” permits to return to main page after being stayed on other screen for a couple of time without user activity (default is 60 seconds).

4.1.4 “Style” tab

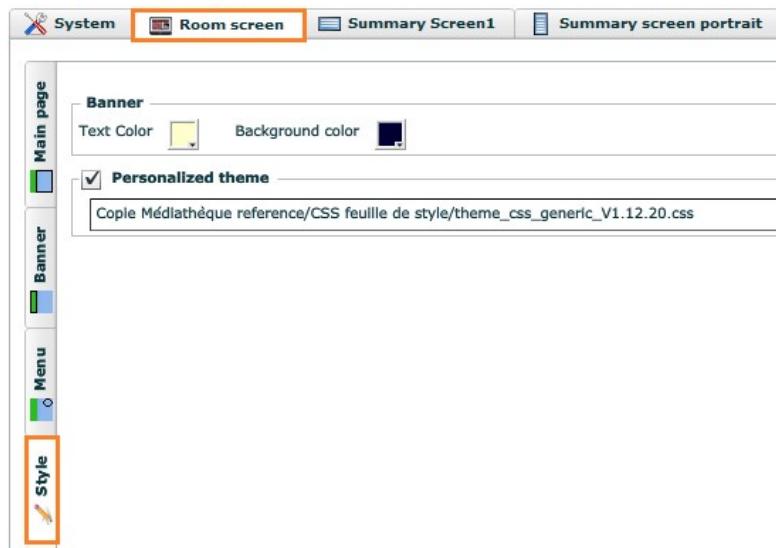
The “style” tab permits to customize the display in term of colour (background and fonts).

It is also possible to use a personalized theme (style sheet) permitting to configure

- colour,
- background and
- fonts

The CSS API is compliant with Mozilla & W3C:

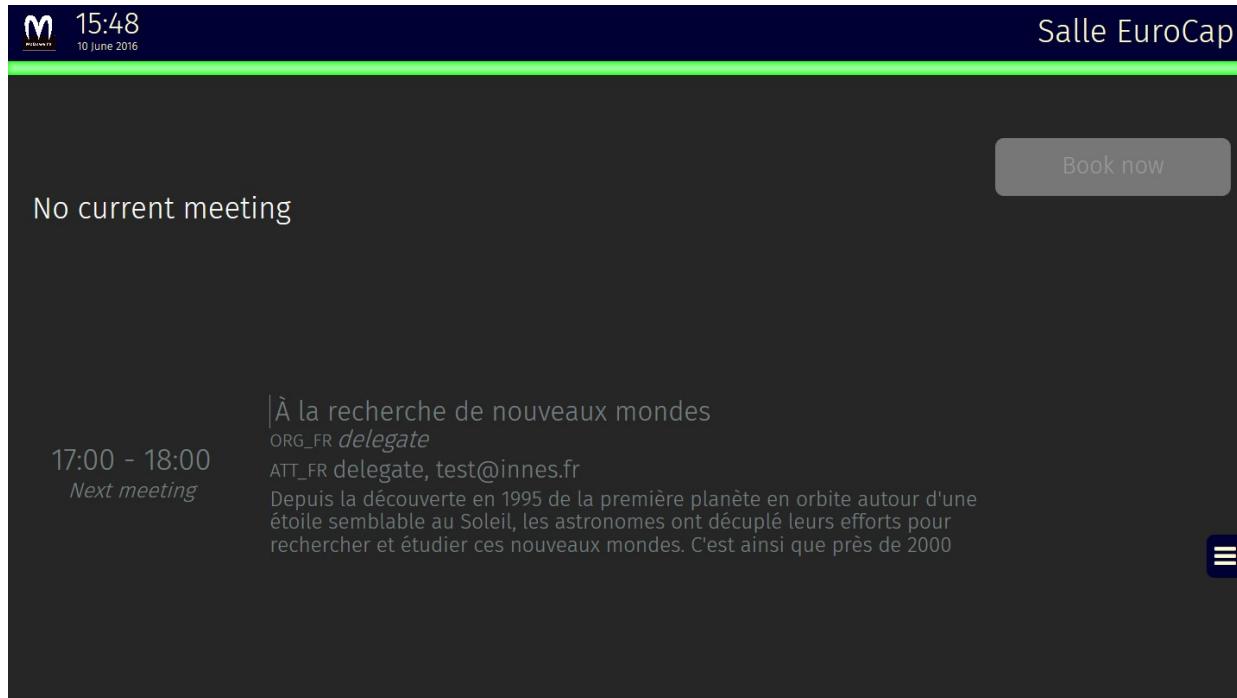
- <https://developer.mozilla.org/en-US/docs/Web/CSS/background>



A example is given in the delivery:

- [Css/Room screen/theme_css_generic_V1.12.20.css](#)

4.1.5 Rendering on SMT210



4.2 “Room label” configuration

The “Room label” layout is dedicated to the device SMH300 (connected to one or several SLATE106). The communication between SMH300 and SLATE106 device is the Bluetooth Low Energy protocol. The SLATE106 are located most of time on the meeting room door.

Once this room screen layout is configured, it is possible to affect the layout for example to your SMH300 device

Note: the pairing operation between the hub SMH300 and your SLATE106 devices has to be finalized before publishing SignMeeting App.

The “**Room label**” layout permits to display

- **Current meeting** at the half top of the SLATE106 screen (or the next meeting if there is no current meeting at this time)
- **Next meeting** at the half bottom of the SLATE106 screen (in case a meeting is already displayed at the top of the screen)

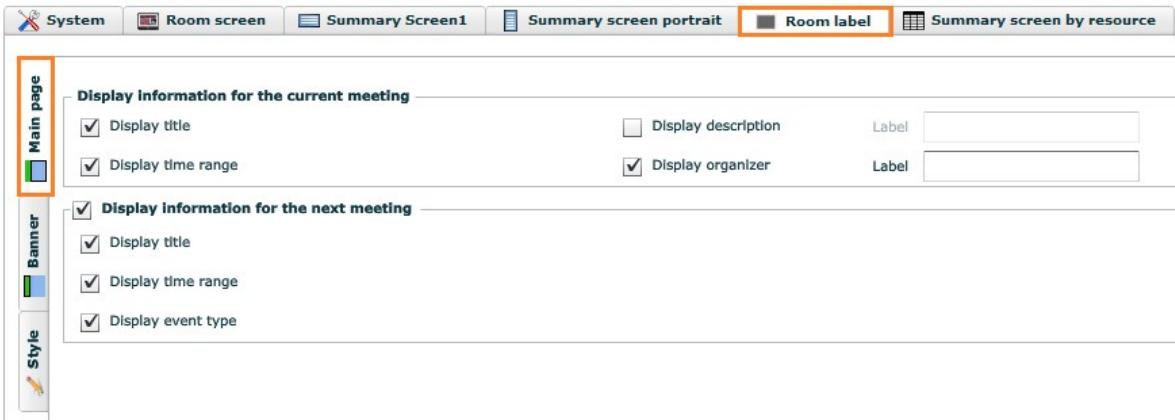
Click on “**Room screen**” tab to discover the different settings

4.2.1 “Main Page” tab

The tab “Main page” permits to select the components to display

- At the half top of the screen (for the current meeting or the next meeting)
 - Title
 - Meeting time range
 - Description
 - Organizer
- At the half bottom of the screen (for the second meeting)
 - Title

- Meeting time range
- Event type

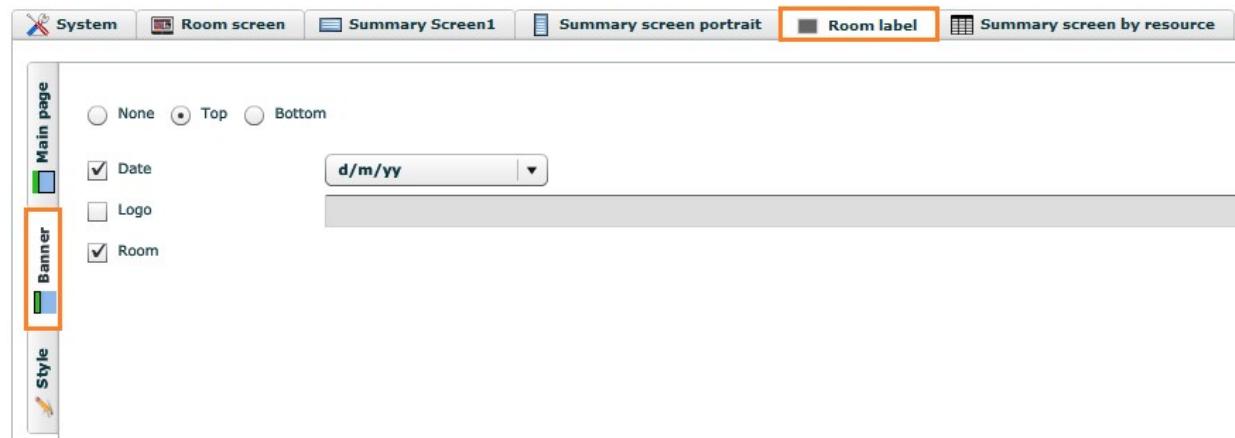


Note: This layout does not permit to display attachment.

4.2.2 “Banner” tab

The “**banner**” tab permits to define:

- Banner position
 - Date with different format
 - d/m/yy (ex : 2/12/15)
 - d/m/yyyy (ex : 2/12/2015)
 - d mmm yyyy (ex : 2 Dec 2015)
 - dd mmmm yyyy (ex : 2 December 2015)
 - ddd d mmmm yyyy (ex : Thu 2 December 2015)
 - dddd d mmmm yyyy (ex : Thursday 2 December 2015)
 -
 - Logo
 - Room name

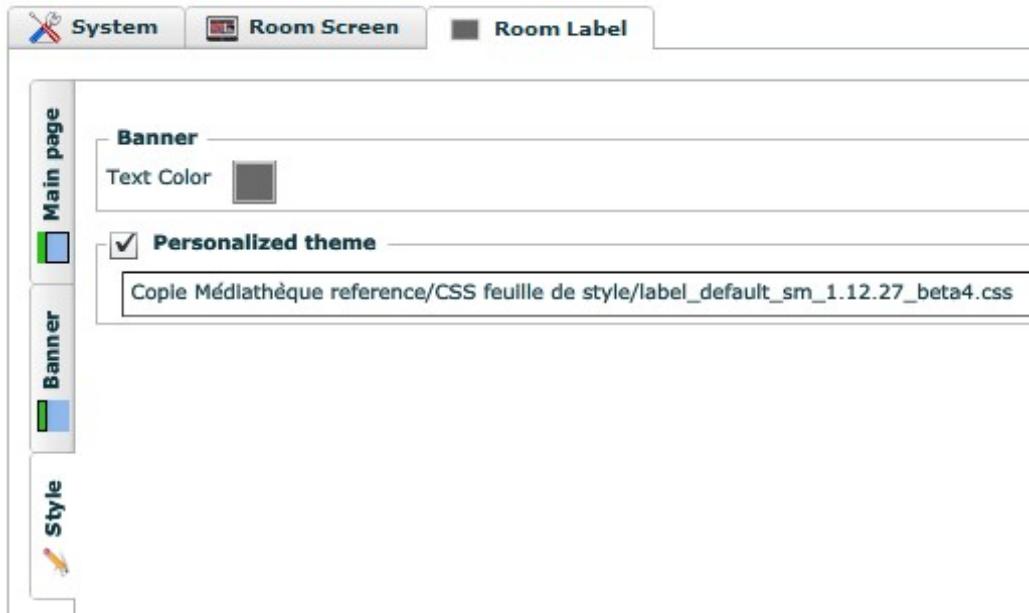


4.2.3 “Style” tab

The “**style**” tab permits to customize the display in term of colour.

It is also possible to use a personalized theme (style sheet) permitting to configure

<https://developer.mozilla.org/en-US/docs/Web/CSS/background>



4.2.4 Rendering on SLATE106



4.3 Screen layout composition

It is possible to apply a screen layout for each of your device.

By default, two screen layouts are available for a new project:

- “**Room screen**” and
- “**Room label**”

But this layout is generally not suitable for large monitors wanting to display meeting in the summary screen layout. Consequently, a specific layout instance of summary screen need to be created.

Note: it is possible to create several instances of each (until 10 maximum at all).

Once the new screen layout is available, it is possible to affect it to a player.

4.3.1 Create a new screen layout instance

In order to access to screen layout management, click on button  at the right top corner and click on “add” to add your new layout type.

- Type a label for your new screen layout (will appear in the tab name)
- Type of screen layout
 - **Room screen**
 - **Room label**
 - **Summary screen by event**
 - **Summary screen by resource**
 - For summary screen by event or summary screen by resource, specify
 - Landscape or
 - Portrait*

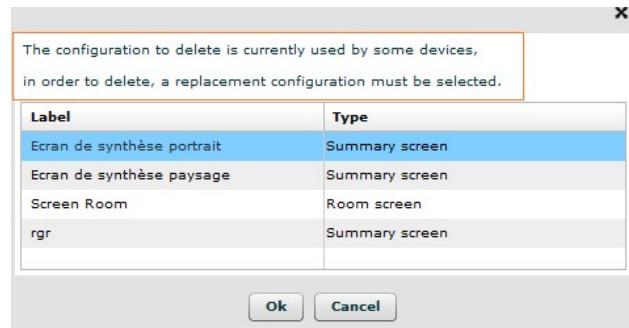


- For portrait mode, don't forget to apply also a rotation of 90° (or 270°) in the device WebUI (output menu).

Then a new additional tab appear in the list of available screen layouts.

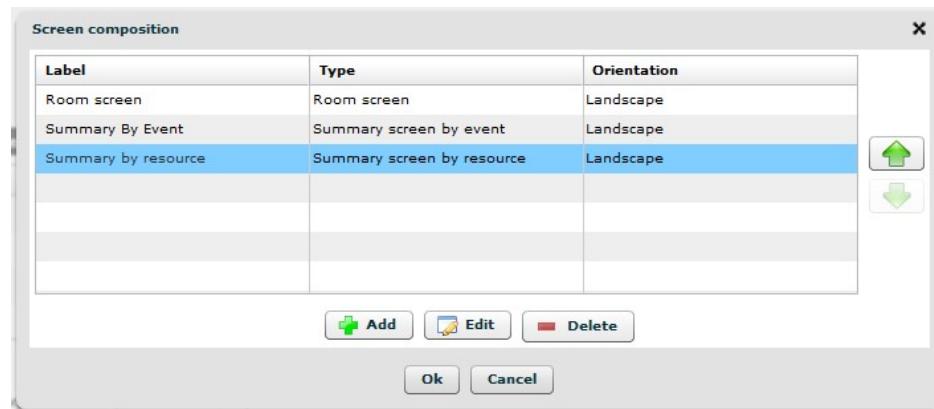
4.3.2 Edition and deletion

The screen layout title can be modified and the screen layout can be removed (which is requiring a user confirmation). Indeed, if the screen layout to delete is used by a player, a fail over need to be done on another screen layout.



4.3.3 Move screen layout tab

Screen layout tab can be switched. Use the up/down arrow according to.



4.4 “Summary screen by event” layout

4.4.1 “Landscape”

The screen layout type **Summary screen by event** permits to display the list of meetings of several room for part of the day or an entire day on an information TV set (or monitor).



4.4.1.1 “Main page” tab

The “main page” tab permits to modify the meeting list display configuration.

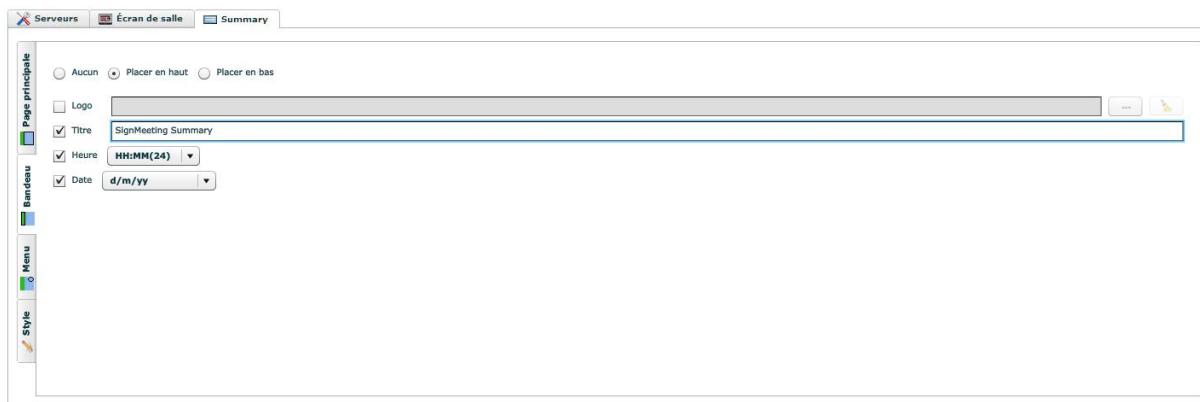
- Selection of elements to display for each meeting
 - Location
 - Title
 - Description
 - Time Slot
 - Attendees
 - Pictograms
 - Attachments
- Display of meeting in the past or in the future
- Define page duration display for each page when the list of meeting requires 2 pages (or more)
- Sort the meeting by

- Title, description, organizer
 - Alphabetic, ant-alphabetic
- Time
 - Increasing or decreasing
 - End time or start time
- Define the alarm
 - Display all the meeting since the morning or any other time
 - Display the meeting only few minutes before they start
 - Display all the meeting until the evening or any other time
 - Hide the meeting only few minutes after they finished

4.4.1.2 “Banner” tab

This screen permits to configure the banner:

- Banner at the top or at the bottom
- Additional logo
- Title
- Date with different formats
 - d/m/yy (ex : 2/12/15)
 - d/m/yyyy (ex : 2/12/2015)
 - dd mmm yyyy (ex : 2 Dec 2015)
 - dd mmmm yyyy (ex : 2 December 2015)
- Time with different formats
 - HH:MM (12)
 - HH:MM (24)



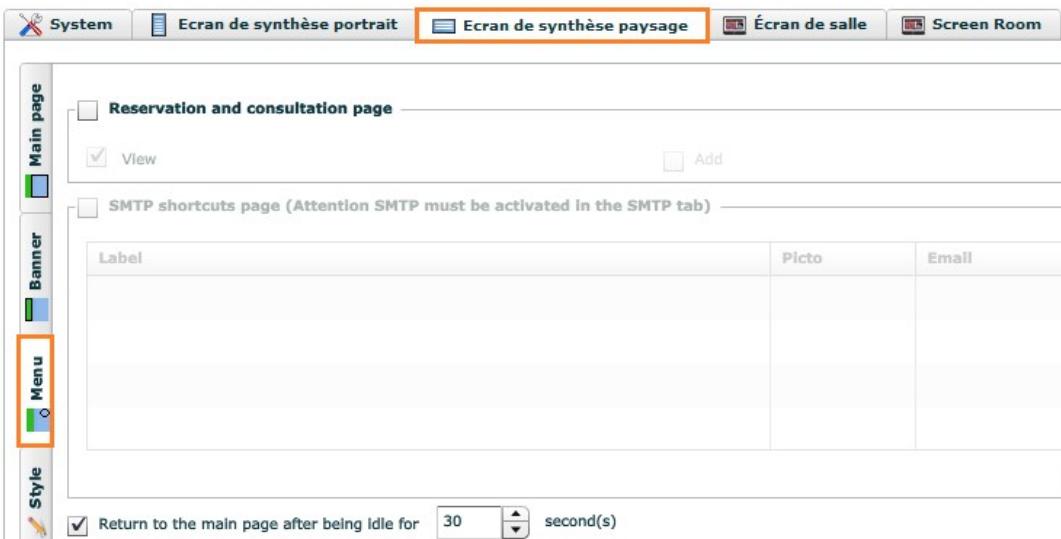
4.4.1.3 “Menu” tab



- The “**Reservation and consultation page**” (activation of an optional button permitting to access to a specific reservation page) offering the support of the buttons:
 - View event
 - Add event
 - Edit event
 - Delete event

This function is interesting when the App is used on a SMT210 (touch screen) or with a player Innes equipped with a mouse. Contact support@innes.fr for more information

- The option “**return to the main page after being idle**” permits to return to main page after being stayed on other screen for a couple of time without user activity (default is 60 seconds).
- The “**SMTP shortcuts page**” permits to create button to send a predefine email (Server/SMTP interface need to be fully filled first).



4.4.1.4 “Style” tab

The style tab permits to modify the below parameters:

- Banner**
 - Background colour
 - Text colour
- Main page**
 - Background colour
 - Text colour
 - Configuration of number of meeting to display per page
 - Display column header
 - Background theme (plain colour, circles) (present only when non background content has been defined for the dev)



4.4.2 “Landscape” rendering

The screenshot shows a software interface for managing meetings. At the top left is the INNES logo with three colored bars above it. The top right displays the text "User manual / SignMeeting EWS". Below the header, the title "4.4.2 ‘Landscape’ rendering" is visible. On the far left, there's a small icon of a person with the letters "M" and "McDonnell's" below it. The main area shows a table of scheduled events:

Loc	Title	Hrs	Org	S1	S2
Salle EuroCap	À la recherche de nouveaux mondes	10:00 - 11:00	delegate		
Salle Millenium	Marketing de l'alcool et du tabac : quelles consé	14:00 - 16:30	delegate		

The background of the interface features a dark blue gradient with white, glowing, intersecting lines forming a grid pattern.

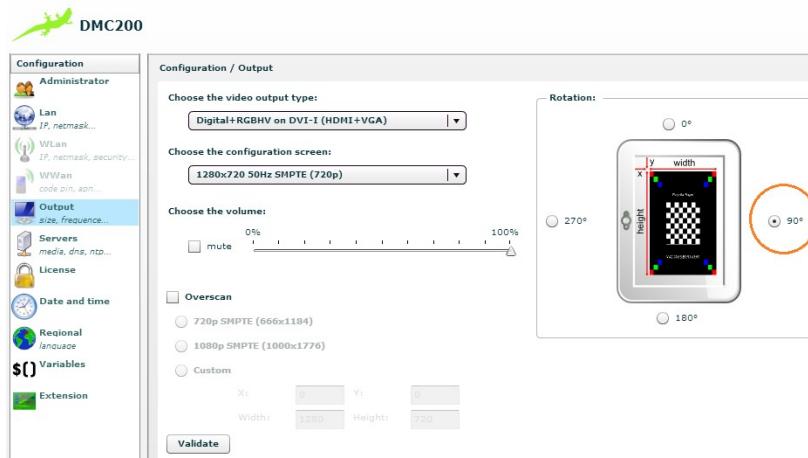
4.4.3 “Portrait”

Similar to **Summary screen by event - Landscape** layout configuration but for portrait view.

The main difference is the maximal number of lines to display per page (15 lines instead of 11 lines)

In order to publish SignMeeting in mode portrait,

- WebUI:
 - change the output rotation to 90° (or 270°)
 - Select the resolution according to (check over scan configuration if any)



4.5 “Summary screen by resource” layout

4.5.1 “Landscape”

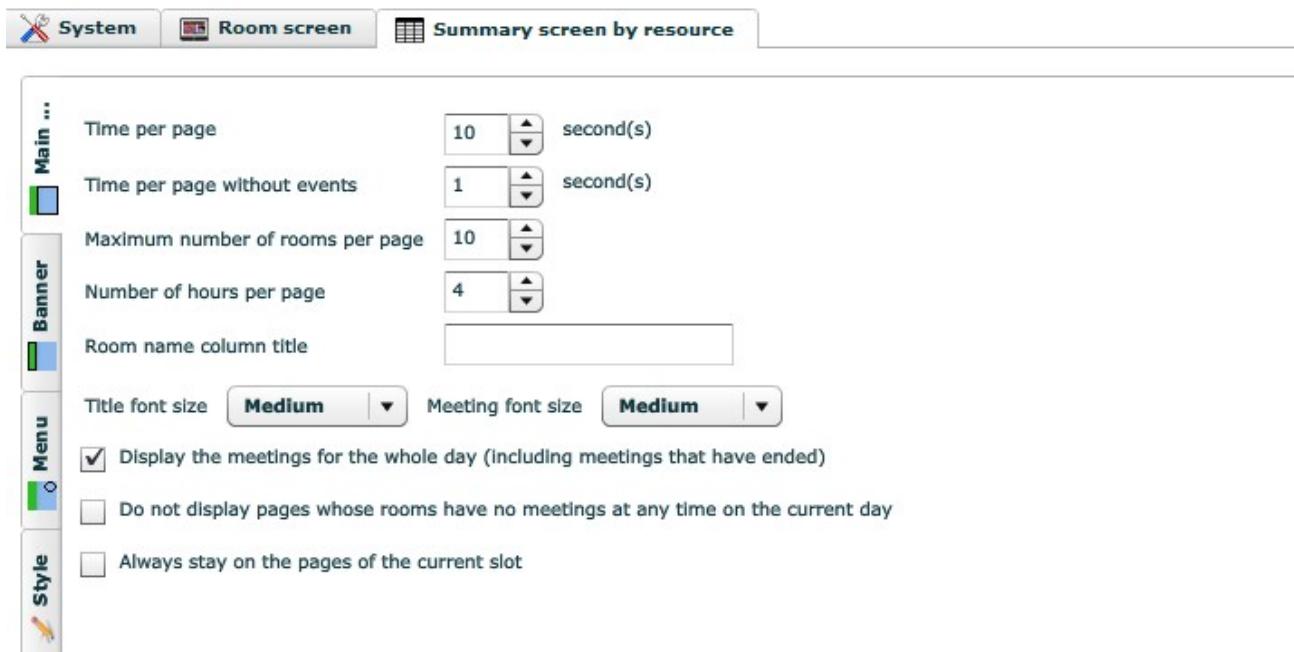
The screen layout type “**Summary screen by resource**” permits to display the list of meetings of several room for part of the day or an entire day in a calendar view on a monitor.

Attention, with this layout, the “meeting title font size” and “meeting organizer font size” are computed according the number of meeting rooms per page. Indeed, when the number of line is decreasing, the font size is increasing.

The “meeting title” and “meeting organizer” are scrolled automatically when there is some overlap on the column width.

4.5.1.1 “Main page” tab

The “main page” tab permits to modify the meeting list display configuration.



- Time per page in second
- Number of rooms per page (minimum: 4, maximum: 20)
- Number of hours per page (maximum: 12)
- Room name column title
- Title font size
- Meeting font size
- Options
 - Display the meetings for the whole day (including meetings that have ended)
 - Do not display pages whose room have no meeting at any time on the current day
 - Always stay on the pages of the current slot
 - avoids the display of other pages of the day.
 - Example: if there are some meetings every hour from 8am to 6pm, spread on 2 pages, from 8am to 1pm and from 2pm to 6pm.
If current time is 10am, we display only the first page.
If current time is 4pm, we display only the second page.

➔ Do not use this option with the 1st one (Display the meetings for the whole day)

4.5.1.2 “Banner” tab

This screen permits to configure the banner:

- Banner at the top or at the bottom
- Additional logo
- Title
- Date with different formats
 - d/m/yy (ex : 2/12/17)
 - d/m/yyyy (ex : 2/12/2017)
 - dd mmm yyyy (ex : 2 Dec 2017)
 - dd mmmm yyyy (ex : 2 December 2017)
 - ddd d mm yyyy (ex : Mon 2 02 2017)
 - dddd d mmmm yyyy (ex : Monday 2 December 2017)
- Time with different formats
 - HH:MM (12)
 - HH:MM (24)

4.5.1.3 “Menu” tab

- The “**Reservation and consultation page**” (activation of an optional button  permitting to access to a specific reservation page) offering the support of the buttons:
 - View event
 - Add event
 - Edit event
 - Delete event

This function is interesting when the App is used on a SMT210 (touch screen) or with a player Innes equipped with a mouse. Contact support@innes.fr for more information

- The option “return to the main page after being idle” permits to return to main page after being stayed on other screen for a couple of time without user activity (default is 60 seconds).

This screenshot shows the 'Main page' configuration screen. The 'Style' tab is highlighted with a red box. On the left, there's a sidebar with tabs: Main page (selected), Banner, Menu (highlighted with a red box), and Style. The main area has a section titled 'Reservation and consultation page' with a checked checkbox. Below it are two checkboxes: 'View' and 'Return to the main page after being idle for 40 second(s)'. There are 'Add' and 'Edit' buttons at the top right.

4.5.1.4 "Style" tab

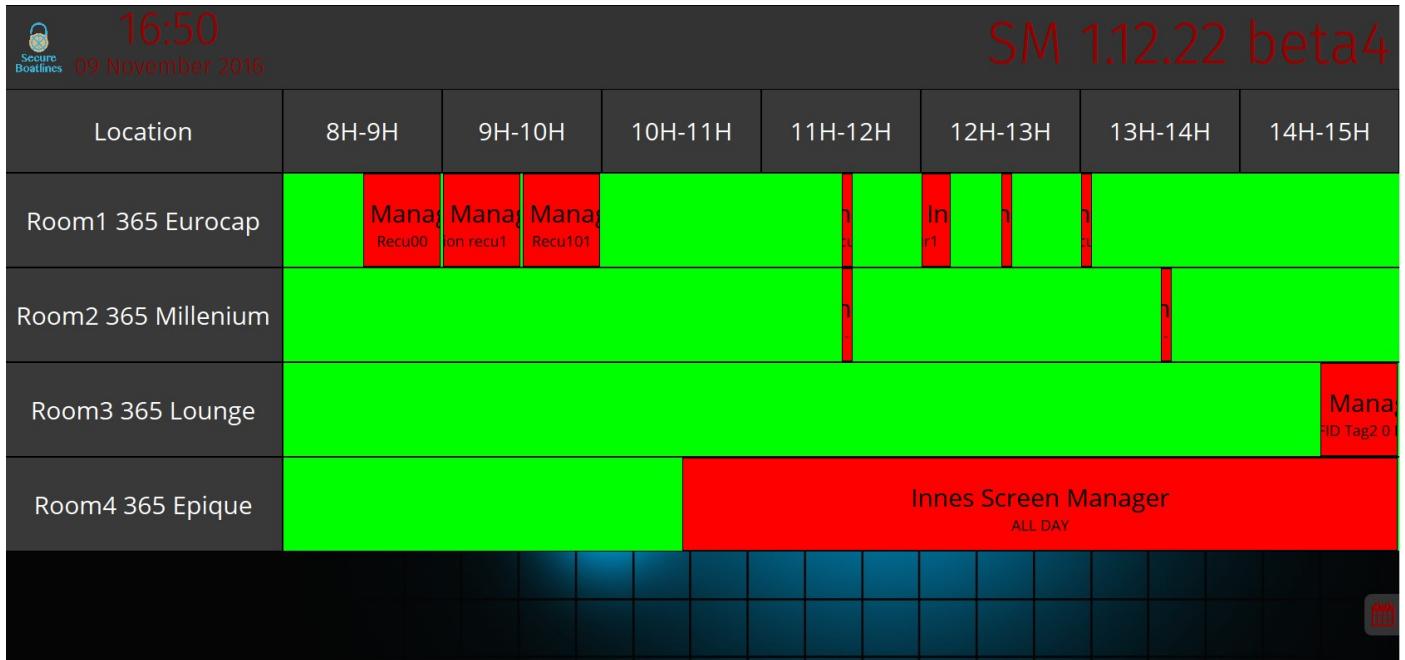
The style tab permits to modify the below parameters:

- Banner**
 - Background colour
 - Text colour
- Main page**
 - Background colour
 - Text colour
 - Configuration of number of meeting to display per page
 - Display column header
 - Background theme (plain colour, circles) (present only when non background content has been defined for the dev)

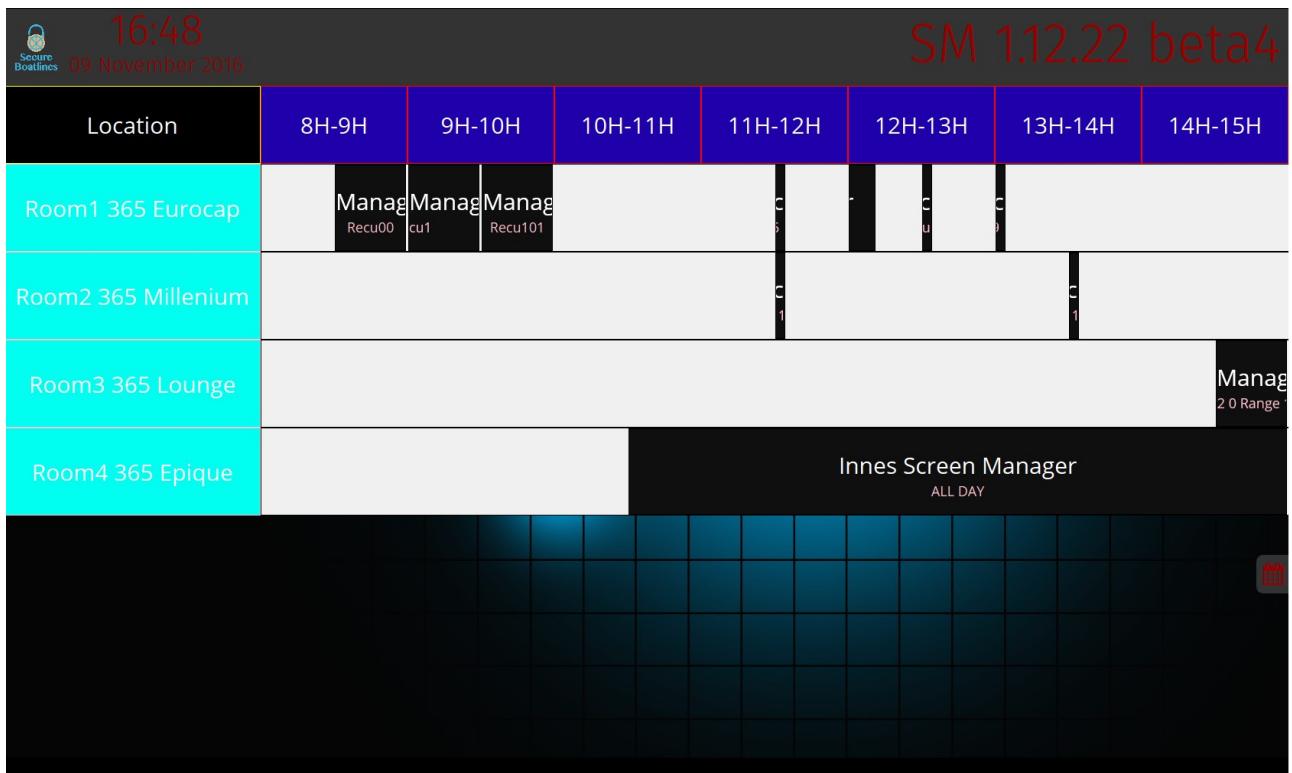
This screenshot shows the 'Banner' configuration screen. The 'Style' tab is highlighted with a red box. The 'Banner' tab is selected. It includes fields for 'Text Color' (red square) and 'Background color' (black square). Below that is a section for 'Personalized theme' with a checked checkbox and a link to 'Copie Médiathèque reference/CSS feuille de style/theme_roomgrid_sm_1.12.22_beta3.css'.

4.5.2 “Landscape” rendering

4.5.2.1 Without CSS



4.5.2.2 With a customized CSS file



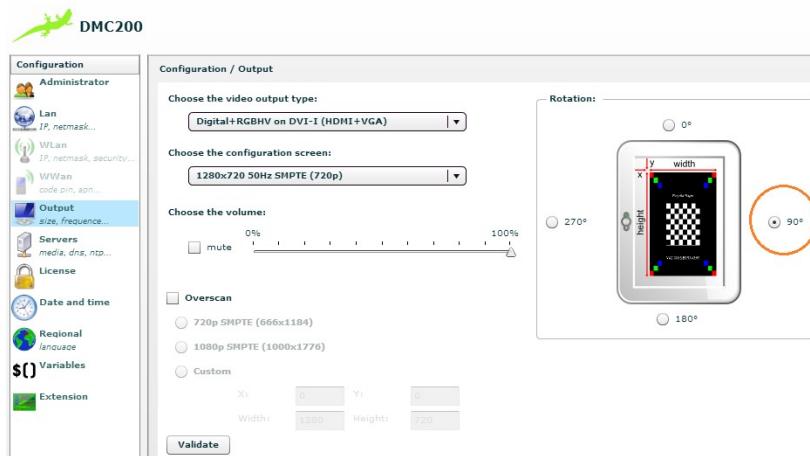
4.5.3 “Portrait”

Similar to **Summary screen by resource - Landscape** layout configuration but for portrait view.

Attention: in portrait mode, arrange your layout in order to display properly the required information (ex: 2 timeslots per page, 13 meetings rooms per page)

In order to publish SignMeeting in mode portrait,

- Define a Playzilla grid (scene) in portrait mode
- WebUI:
 - change the output rotation to 90° (or 270°)
 - Select the resolution according to (check over scan configuration if any)



5 Screen Composer : publication

5.1 Publication activation

Open Screen Composer and check that “publish to players” is selected (menu preference/publish).

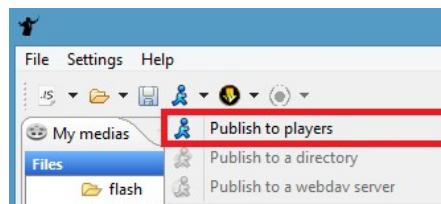


5.2 Player (select one or several player)

In the ‘Players’ section, select the players you want to publish on.

5.3 Publish

Click on the button “publish to player”:



6 Using SignMeeting on SMT210 (Room Screen)

SignMeeting-Room screen application can display two meetings in the main window:

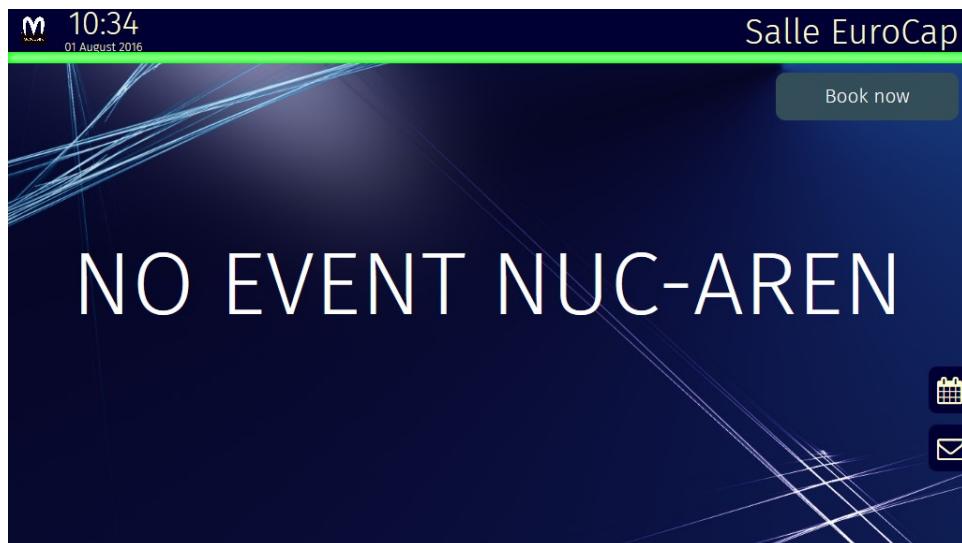
- The current meeting (if any)
- The next meeting (if any)

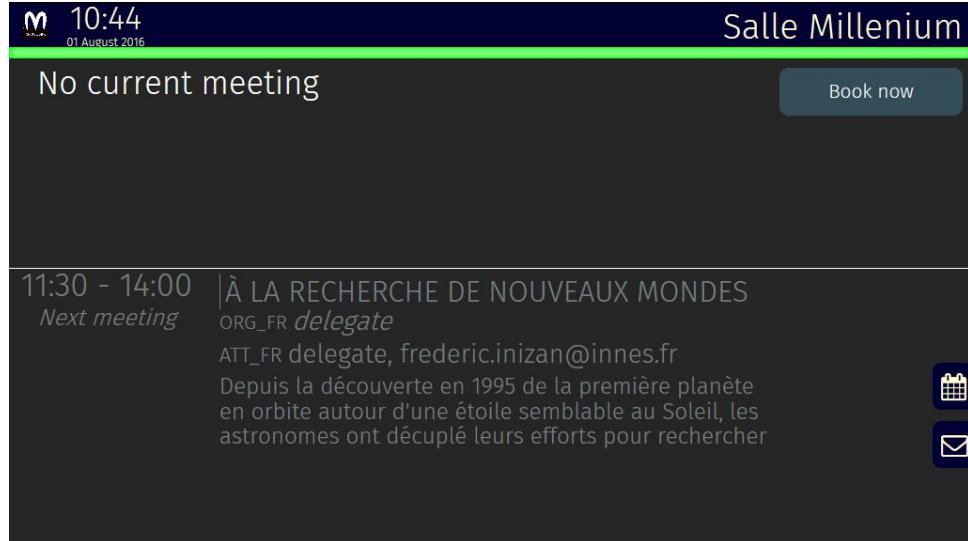
Several buttons are the supported

- Button “Menu”  permitting to view the planning of meetings in the day (time range defined in SignMeeting) and **modify the planning**
- Button “**Book Now**” : permitting to program an instant meeting
 - Button “**Room is empty**”: permitting to shorten a meeting when it is finished
 - Button “**Confirm my presence**”*: permitting to confirm that there is someone in the room attending the meeting
 - Button “**Close the door**”**

6.1 Main page

This is a SignMeeting rendering examples:





6.1.1 Current meeting / next meeting

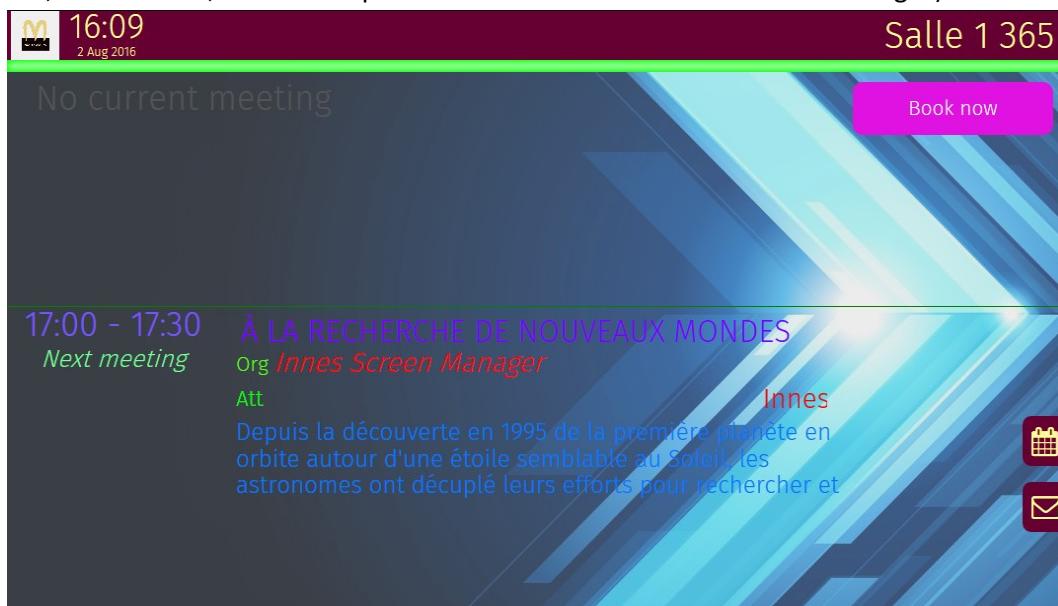
- Display **Current meeting** (if any)
 - Else “no current meeting” is displayed
- Display **Next meeting** (if any)
 - Else “no next meeting” is displayed

Problem EWS365: un Microsoft issue for the product EWS365 is showing that in some cases, the attribute TimeZone of a meeting is invalid (unexpected value). In SignMeeting (V1.12.20 or below), all the meetings for this room are not displayed anymore in current meeting or next meeting (condition: in case the corrupted meeting is inside the SignMeeting request windows). This issue is fixed in SignMeeting V1.12.21.

6.1.2 Customization

The title banner background color and title banner font can be changed in the form. The button color take the color of banner (when the button is active). When inactive, the button is greyed.

It is possible to completely configure the interface with a **CSS file (V1.10.20)** (ex: different color for all text field, background color, button color, horizontal splitter line between next and current meeting ...)



6.1.3 Buttons

Several buttons are then supported:



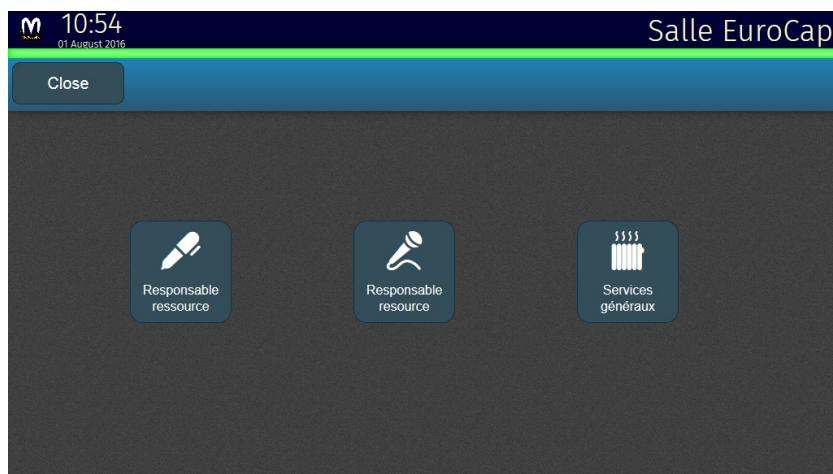
Button “**Menu**”

- permitting to view the planning of meetings in the day (time range defined in SignMeeting) and modify the planning (add*, modify*, delete*)



Button “**Email**”

- permitting to send an email (to a predefined recipient, subject and body predefined in SignMeeting form)
- A button is created each time a new item [recipient, subject, body] is created in the list of the notification page. Once created, pressing on it permits for each button to send a predefined email
- the button “Email” is not present when there is no item in notification page
- in case RFID authentication configuration, badging is required to access to email sending interface

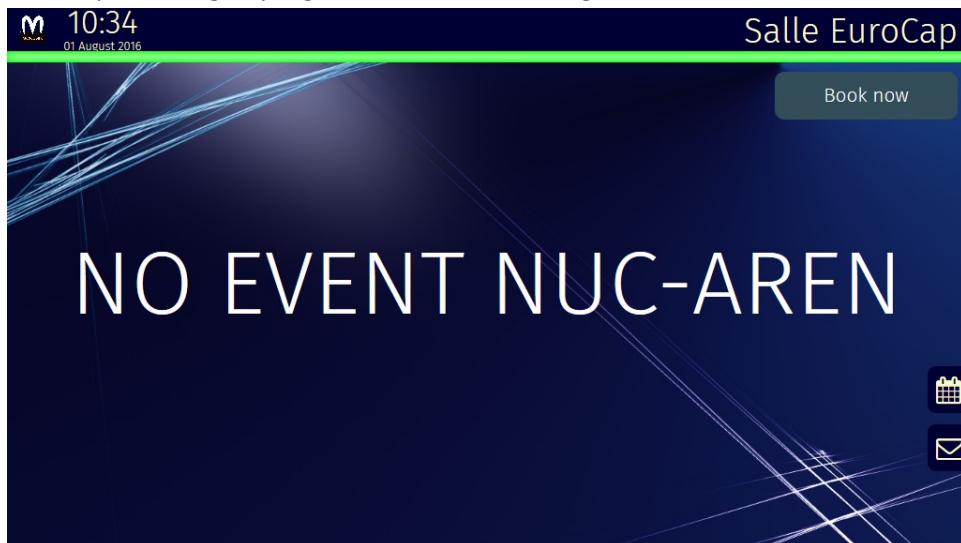


In this example, 3 items have been created

- 2 “Responsable resource”
- 1 “Service généraux”

*It is required to use a pictogram for each button (more than 100 pictograms available in this version)
The green bar (optional) is indicating that there is currently no meeting in the displayed room*

- Button “**Book Now**” : permitting to program an instant meeting



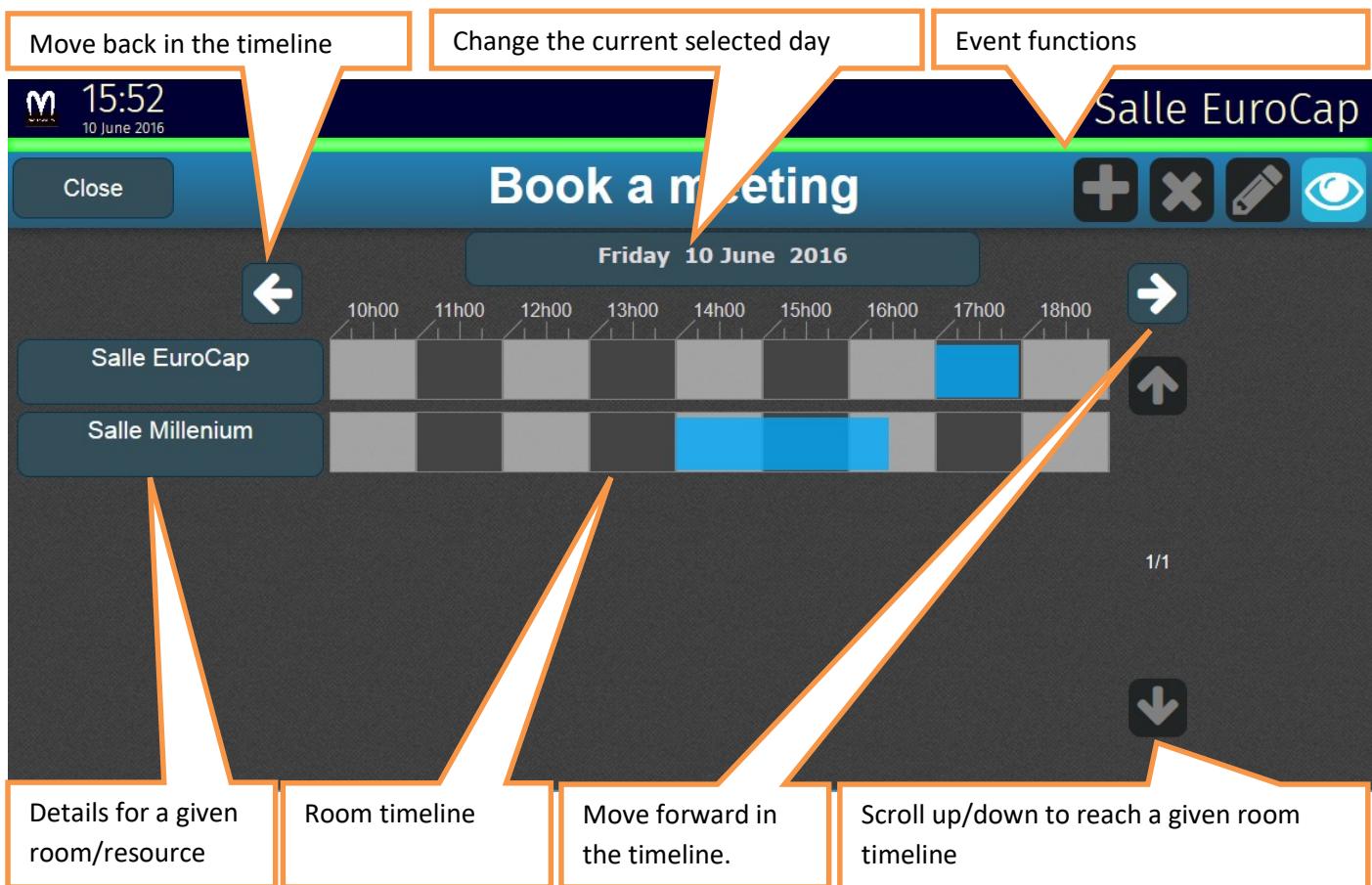
*NO EVENT NUC-AREN: configurable and optional message

- Button “**Report as empty**”: permitting to shorten a meeting when it is finished. This button is displayed when a meeting has started, X minutes before the end of the meeting (X = configurable duration)
- Button “**Confirm my presence**”*: permitting to confirm that the organizer is in the room attending the meeting and that the meeting will really stand. This button is displayed when a meeting has started, or X minutes (configurable duration) before the begin of the meeting
- Button “**Close the door**”*

*Not supported by SignMeeting Exchange

6.2 Button "Menu"

"Book a meeting" button permits to show all the current meetings for the selected day.



In this example, there is

- 1 meeting in Salle Eurocap from 17 to 18 (Friday 10 June 2016)
- 1 meeting in Salle Millenium from 14 to 16.30 (Friday 10 June 2016)

6.3 Button « Confirm my presence »

This button appears when a meeting has just begun.

The screenshot shows the SignMeeting EWS application interface. At the top, it displays the time (10:36) and date (01 August 2016). On the right, it says "Salle Millenium". Below this, there are two sections: "Current meeting" and "Next meeting".

- Current meeting:** Title: "Le graphène : un matériau miracle ?", Organiser: "ORG_FR delegate", Attendees: "ATT_FR delegate, frederic.inizan@innes.fr, fr", Description: "Le futur serait à la pointe de nos mines de crayons. Lorsque les scientifiques ont réduit le graphite, le". To the right of the description are two buttons: "Confirm my presence" (highlighted in blue) and "Report as empty".
- Next meeting:** Title: "À LA RECHERCHE DE NOUVEAUX MONDES", Organiser: "ORG_FR delegate", Attendees: "ATT_FR delegate, frederic.inizan@innes.fr", Description: "Depuis la découverte en 1995 de la première planète en orbite autour d'une étoile semblable au Soleil, les astronomes ont décuplé leurs efforts pour rechercher". To the right of the description are two icons: a calendar and an envelope.

It permits to confirm that some people is attending the meeting. Consequently, the meeting is confirmed in EWS calendar.

An option in form permits to activate confirm my presence for the next meeting, indicating that the attendees are already arrived, and they will attend for sure the next meeting.

Another option permits to delete the meeting in case it has not been confirmed in the elapsed time.

6.4 Button « Report as empty »

The screenshot shows the SignMeeting EWS application interface. At the top, it displays the time (10:39) and date (01 August 2016). On the right, it says "Salle Millenium". Below this, there are two sections: "Current meeting" and "Next meeting".

- Current meeting:** Title: "Le graphène : un matériau miracle ?", Organiser: "ORG_FR delegate", Attendees: "ATT_FR delegate, frederic.inizan@innes.fr, fr", Description: "Le futur serait à la pointe de nos mines de crayons. Lorsque les scientifiques ont réduit le graphite, le". To the right of the description are two buttons: "Confirm my presence" (disabled, greyed out) and "Report as empty".
- Next meeting:** Title: "À LA RECHERCHE DE NOUVEAUX MONDES", Organiser: "ORG_FR delegate", Attendees: "ATT_FR delegate, frederic.inizan@innes.fr", Description: "Depuis la découverte en 1995 de la première planète en orbite autour d'une étoile semblable au Soleil, les astronomes ont décuplé leurs efforts pour rechercher". To the right of the description are two icons: a calendar and an envelope.

This button appears when a meeting has just begun (by default *).

*It is possible to configure the delay to display this button

When the room is booked but there is no one in the room, it is possible to shorten the current meeting by using “Report as empty” button and make free the current slot to be booked immediately another meeting (if slot is permitting it).

6.5 Button « Close the door »*

The button “close the door” permit to control GPIO (Phoenix) of device SMT210.

In case this GPIO is connected to door controller, it permits to activate the door closing.

See appendix “door management” for more information about the SMT210 configuration

*Not supported on SignMeeting Exchange

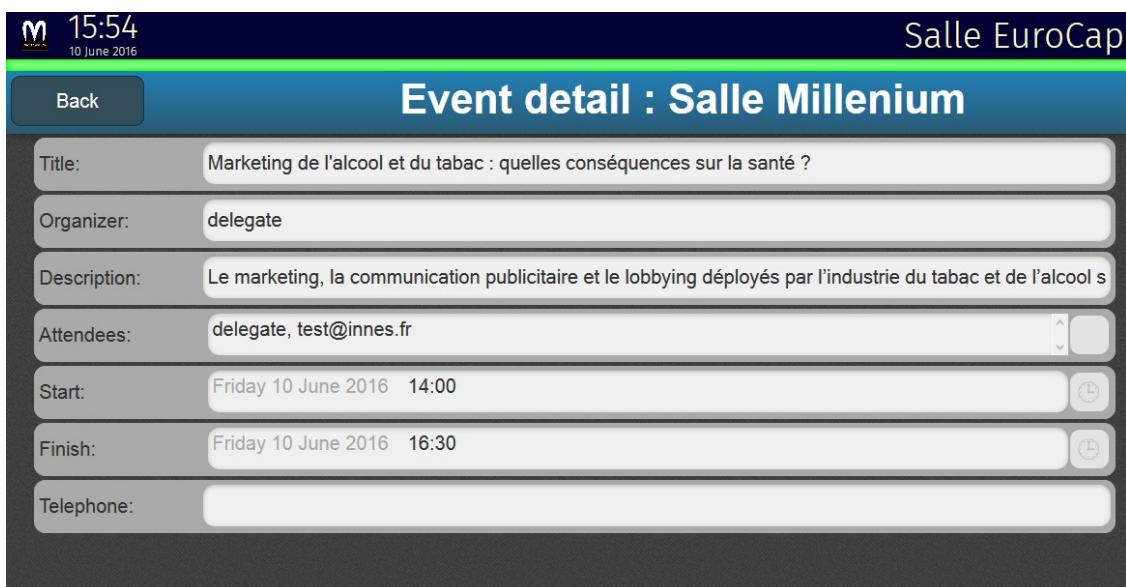
6.6 Event functions

- “**Add**”: permits to add a new event in the nearest available free space.
Note: it is not possible to create meeting across several days in this version
- “**Modify**”: permits to modify an event.
- “**Delete**”: permit to delete an event.
- “**View**”: permits to get more detail on the meeting.

6.6.1 Button “Meeting detail view”

Some specific meeting attributes can be displayed in event detail (only):

- Title
- Organizer
- Description
- Attendees list
- Meeting start & end time
 - + Number of attendees (if different of 0) at the right border of attendees line.
- Telephone



6.6.2 Button “Add”, “Modify”

In “**Add**” and “**Modify**” functions, it is possible to press on the “clock” button to change

- the “**Start**” time and
- the “**finish**” time



	08:00	08:15	08:30	08:45
	09:00	09:15	09:30	09:45
	10:00	10:15	10:30	10:45
	11:00	11:15	11:30	11:45
	12:00	12:15	12:30	12:45
	13:00	13:15	13:30	13:45

- Click on the required time to change or
- Click outside to cancel

7 Appendix

7.1 Known Microsoft issues on EWS365

<http://stackoverflow.com/questions/34610368/ews-meetingtimezone-timezonename-consisting-of-only-x0-characters>

In some cases (for no known reasons), the attribute time zone for a room meeting can be invalid (character �). Consequently, in SignMeeting (V1.12.20 or below), when this meeting date is included a the range of the SignMeeting **request windows**, no meeting at all can be displayed for this room in current meeting/next meeting (while some of them, except the corrupted meeting, can be showed in the SignMeeting timeline and in the EWS calendar)

Extract of XML when the problem occurs

```
Id="&#x0;&#x0;&#x0;&#x0;&#x0;&#x0;&#x0;&#x0;"><t:Periods><t:Period Bias="-PT1H" Name="Standard"
Id="true:Microsoft/Registry/&#x0;&#x0;&#x0;&#x0;&#x0;&#x0;&#x0;&#x0;&#x0;&#x0;/1-Standard"/><t:Period Bias="-PT2H" Name="Daylight"
Id="true:Microsoft/Registry/&#x0;&#x0;&#x0;&#x0;&#x0;&#x0;&#x0;&#x0;&#x0;&#x0;&#x0;&#x0;/1-
Daylight"/></t:Periods><t:TransitionsGroups><t:TransitionsGroup Id="0"><t:RecurringDayTransition><t>To
Kind="Period">true:Microsoft/Registry/&#x0;&#x0;&#x0;&#x0;&#x0;&#x0;&#x0;&#x0;&#x0;&#x0;/1-Daylight
```

To solve the issue, upgrade to SignMeeting 1.12.21.

7.2 Theme CSS

7.2.1 For “Summary screen by resource” layout

7.2.1.1 theme_roomgrid_sm_1.12.22.css

it is possible to change, for the different cells of the grid:

- background colour
- border colour
- font color

```
.room_title
{
    color:#FFFFFF;
    background-color:#393939;
    border-color : #000000;
}

.room_name
{
    color:#FFFFFF;
    background-color:#393939;
    border-color : #000000;
}

.title_time_interval
{
    color:#FFFFFF;
    background-color:#393939;
    border-color : #000000;
}

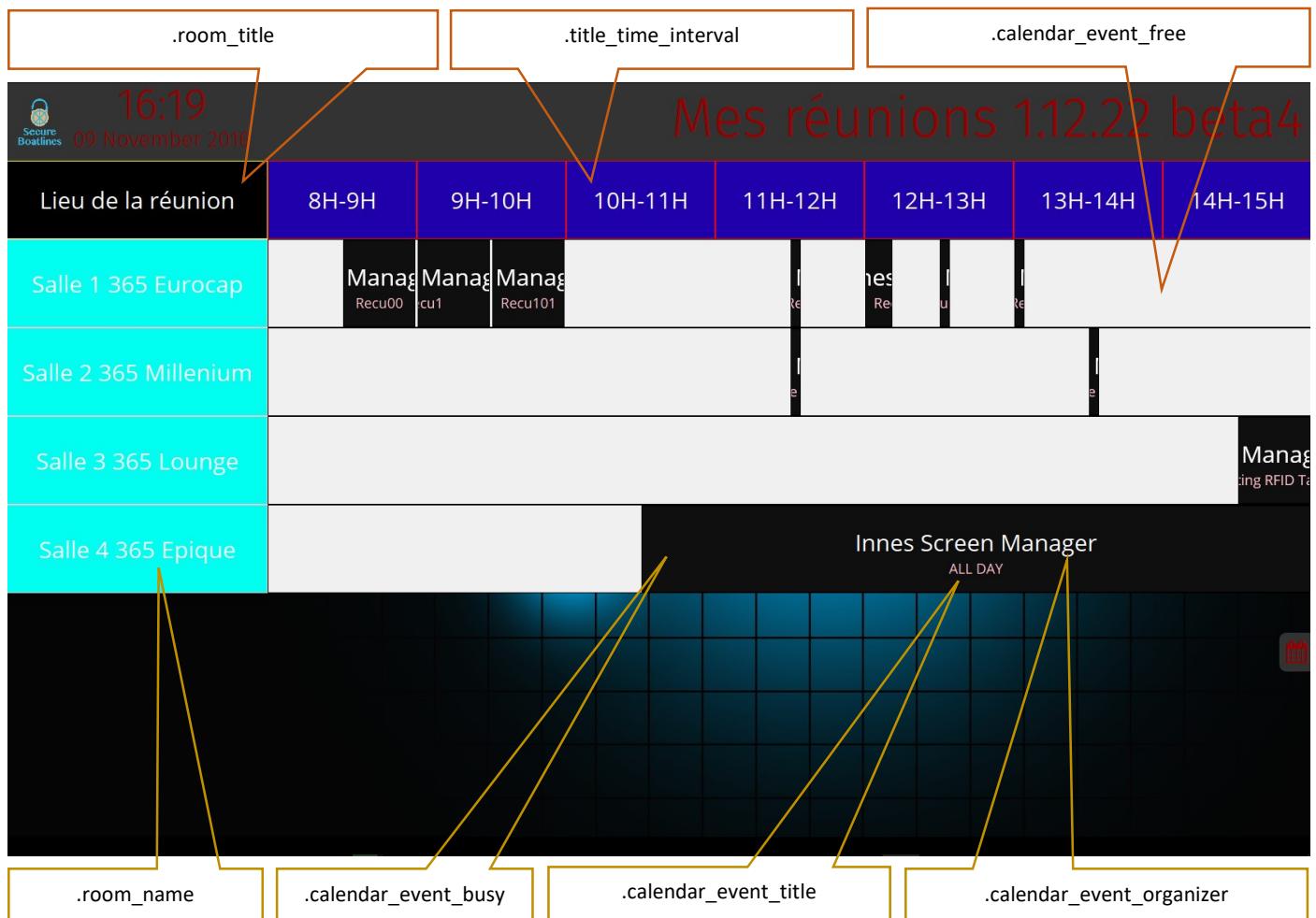
.calendar_event_free
{
    background-color:#00FF00;
    border-color : #000000;
}

.calendar_event_busy
{
    background-color:#FF0000;
    border-color : #000000;
}

.calendar_event_title
{
    color:#000000;
}

.calendar_event_organizer
{
    color:#000000;
}
```

7.2.1.2 CSS style configuration for Summary screen by resource



7.2.2 For “room screen” layout

7.2.2.1 theme_css_generic-V1.12.20.css

```
/* Custom colors for buttons */
.mainpage_current_buttons
{
    color:#FFFFFF;
    background-color:#9ABF5D;
}

.mainpage_current_buttons_inactive
{
    color:#999999;
    background-color:#677F3E;
}

.mainpage_next_buttons
{
    color:#758080;
    background-color:#BF801F;
}

.mainpage_next_buttons_inactive
{
    color:#999999;
    background-color:#7F5514;
}

/* Line between current and next meetings */
#divEventTwo
{
    border-top: 1px solid green;
}
```

```
}

.container
{
/* Define background as a color */
background-color:rgba(255,128,0,0.8);

/* url contains relative path from CSS to image
NB for a background image, the image has to be added manually in the publication
(see ScreenComposer MEDIA tab)

Example 1
CSS is in a sub-directory CSS          ./css/theme_sm.css
Image is in a sub-directory images      ./images/diagonal3.png

Path go up one level (...) and then define images directory (images/) and image file name
(diagonal3.png)

background-image: url("../images/diagonal3.png");

Example 2
CSS and Image are in the same directory
No path is required just image name

background-image: url("RT-events-1.jpg");
*/
}

/*
Rather than setting the background on the container class (above) can use customer select classes
Add customer classes (cusClass1, cusClass2) as follows with the required background
In SignMeeting configuration for each required player define the name of the CSS class. In this example
cusClass1 or cusClass2 (without the . in front)
Any players without a custom CSS class will use the default container class above.

*/
.cusClass1
{
/*background-color:rgba(0,255,128,0.8);*/

background-image: url("../image transparent/transparent01.png");
background-size: cover;
}

.cusClass2
{
/*background-color:rgba(128,128,255,0.8);*/

background-image: url("../image transparent/transparent02.png");
background-size: contain;
}

#mainpage_current_summary
{
color:#0077FF;
border-left: 1px solid white;
}
#mainpage_current_location
{
color:#FF0000;
}
#mainpage_current_organizer
{
color:#00FF00;
}
#mainpage_current_organizer-label
{
color:#FF0000;
}
#mainpage_current_attendees-label
{
color:#FF5000;
}
#mainpage_current_attendees
{
color:#00FF00;
}
#mainpage_current_description
{
```

```
color:#0077FF;
}
#mainpage_current_description-label
{
    color:#FF5858;
}
#mainpage_current_date
{
    color:#4477FF;
}
#mainpage_current_meeting-state
{
    color:#555555;
}

/* NEXT MEETING */
#mainpage_next_summary
{
    color:#7700FF;
}

#mainpage_next_organizer-label
{
    color:#55FF00;
}

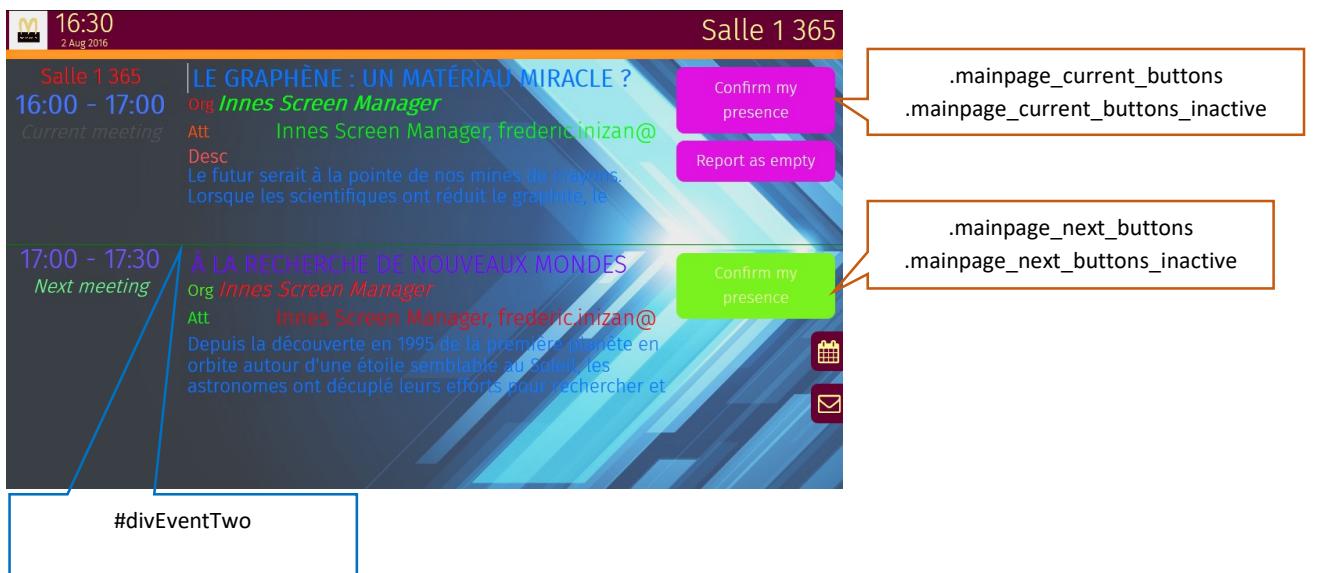
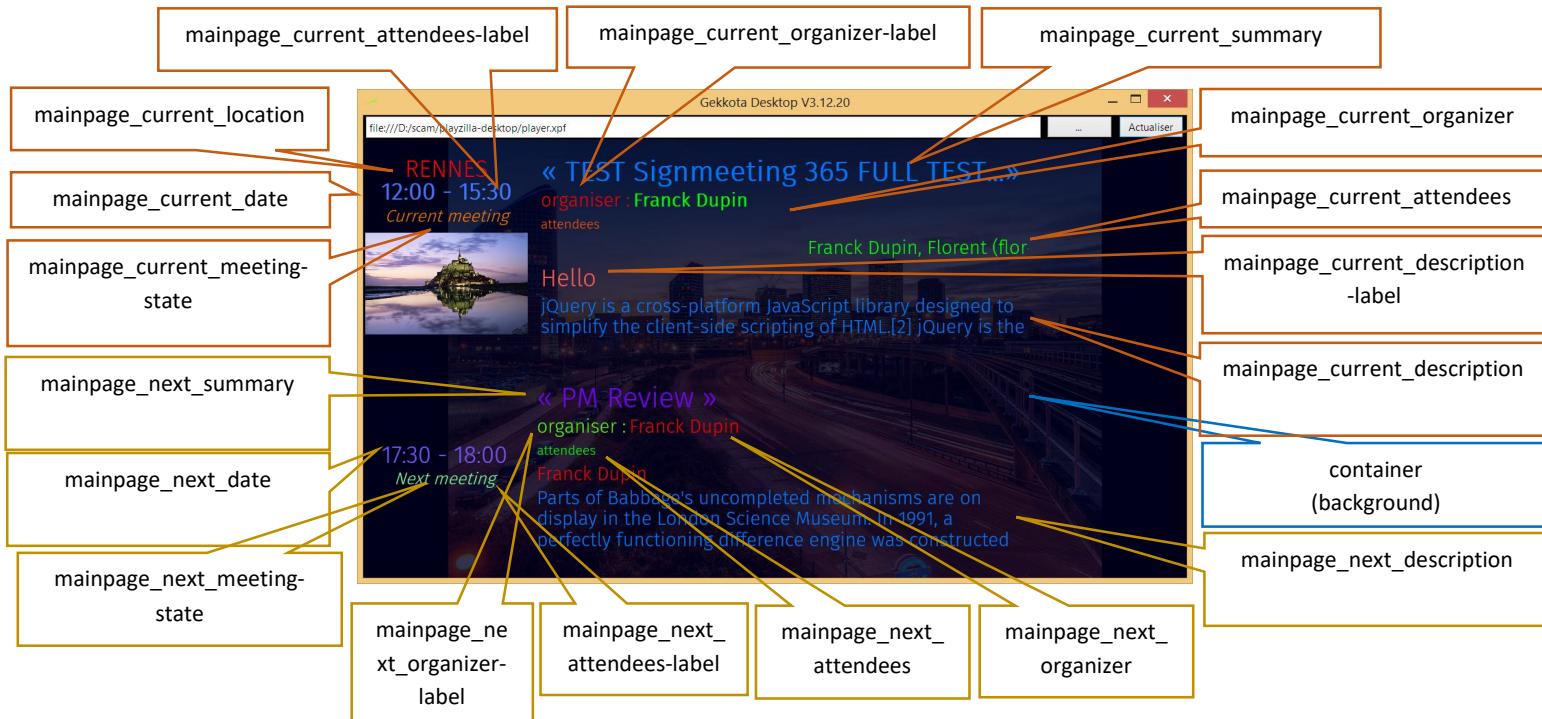
#mainpage_next_organizer
{
    color:#FF0000;
}
#mainpage_next_attendees-label
{
    color:#00FF00;
}
#mainpage_next_attendees
{
    color:#FF0000;
}

#mainpage_next_description
{
    color:#0077FF;
}

#mainpage_next_date
{
    color:#7755FF;
}
#mainpage_next_meeting-state
{
    color:#77FF99;
}

.notificationpage_background
{
    background-image: url("background.jpg");
}
```

7.2.2.2 CSS style configuration for Room Screen



7.2.3 For “Room label” layout

7.2.3.1 label_default_sm_1.12.27B.css

```
/* ===== */
/* Suitable colors for SLATE106      */
/* ===== */
/* WHITE:      #FFFFFF      */
/* LIGHT GREY: #AOA0AO      */
/* DARK GREY:  #606060      */
/* BLACK value: #000000      */
/* ===== */

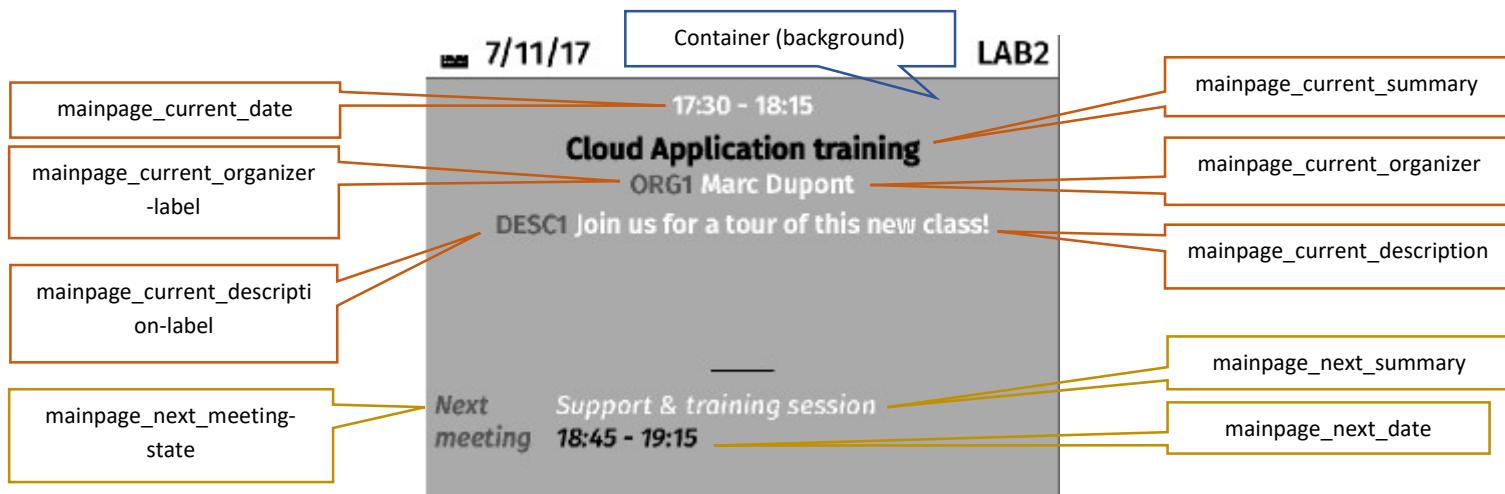
#container
{
background-color:#AOA0AO;
}

/*=====
/* CURRENT MEETING */
/*=====*/
#mainpage_current_date
{
color:#FFFFFF;
}
#mainpage_current_summary
{
color:#000000;
}
#mainpage_current_description-label
{
color:#606060;
}
#mainpage_current_description
{
color:#606060;
}
#mainpage_current_organizer-label
{
color:#606060;
}
#mainpage_current_organizer
{
color:#FFFFFF;
}
```

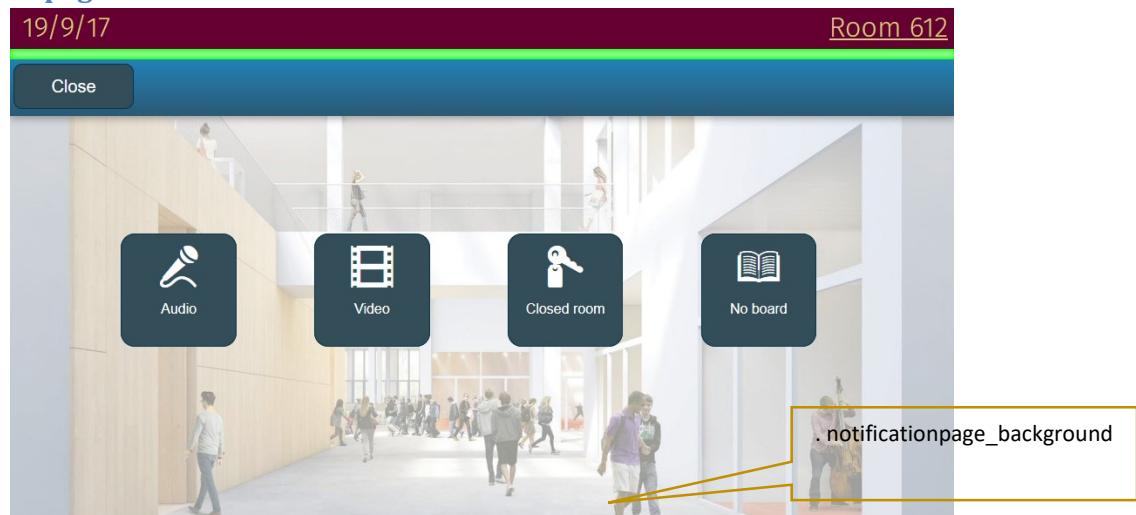
```
/* unused */
#mainpage_current_attendees-label
{
color:#000000;
}
#mainpage_current_attendees
{
color:#000000;
}
#mainpage_current_meeting-state
{
color:#000000;
}
#mainpage_current_location
{
color:#A0A0A0;
}
/*=====
/* NEXT MEETING  */
=====
#mainpage_next_location
{
color:#FFFFFF;
}
#mainpage_next_summary
{
color:#FFFFFF;
}
#mainpage_next_date
{
color:#000000;
}
#mainpage_next_description-label
{
color:#606060;
}
#mainpage_next_description
{
color:#000000;
}
#mainpage_next_meeting-state
{
color:#606060;
}
/* unused */
#mainpage_next_organizer
```

```
{  
color:#606060;  
}  
#mainpage_next_organizer-label  
{  
color:#000000;  
}  
#mainpage_next_attendeesLabel  
{  
color:#606060;  
}  
#mainpage_next_attendees  
{  
color:#FFFFFF;  
}
```

7.2.3.2 CSS style configuration



7.2.4 Notification page



7.2.4.1 CSS Configuration

- Change the colour:

```
#mainpage_current_summary
{
  color:#0077FF;
}
```

- Change the background-colour:

```
#container
{
  background-color:rgba(255,128,0,0.7);
}
```

- Change the background image:

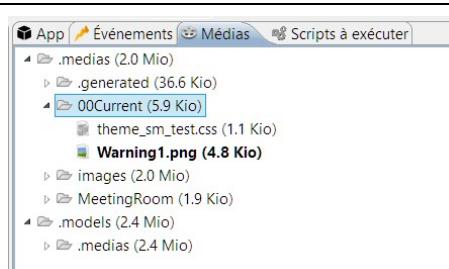
```
#container
{
  background-image: url("./background.png");
}
```

Note: the background image need to be added in media of manifest in Screen Composer.

On SMT210, the best graphic rendering is done with picture resolution 1024x600 pixels.

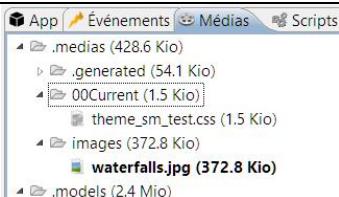
Exemple 1 :

```
#container
{
  background-image: url("Warning1.png");
}
```



Exemple 2 :

```
#container
{
  background-image:
  url("../images/waterfalls.jpg");
}
```



7.3 SignMeeting mapping

7.3.1 Mapping SignMeeting & EWS system

SignMeeting	ICS	EWS server
Id	UID	
Title	SUMMARY	
Location (resource label)	LOCATION	
Description	DESCRIPTION	
Resource Id	RESOURCE, Id	
Time range start	DTSTART	
Time range end	DTEND	
Organizer	ORGANIZER, CN	

7.3.2 Mapping SignMeeting & CSS (style sheet)

SignMeeting	ICS	Current meeting CSS	Next meeting CSS
Title	SUMMARY	mainpage_current_summary	mainpage_next_summary
Description	DESCRIPTION	mainpage_current_description	mainpage_next_description
Description label	N/A	mainpage_current_description-label	N/A
Location	LOCATION	mainpage_current_location	N/A
Time range	DTSTART / DTEND	mainpage_current_date	mainpage_next_date
Organizer	ORGANIZER, CN	mainpage_current_organizer	mainpage_next_organizer
Organizer label	N/A	mainpage_current_organizer-label	mainpage_next_organizer-label
Event type	N/A	mainpage_current_meeting-state	mainpage_next_meeting-state
Attendees	ATTENDEE, CN	mainpage_current_attendees	mainpage_next_attendees
Attendees label	N/A	mainpage_current_attendees-label	mainpage_next_attendees-label

7.3.3 Mapping : SignMeeting & summary composition columns title

SignMeeting label	ICS	SignMeeting fields
Title	SUMMARY	summary
Description	DESCRIPTION	description
Location	LOCATION	location
Time range	DTSTART / DTEND	time_range
Organizer	ORGANIZER, CN	organizer
Attendees	ATTENDEE, CN	attendees

7.4 Add customized attribute in LDAP

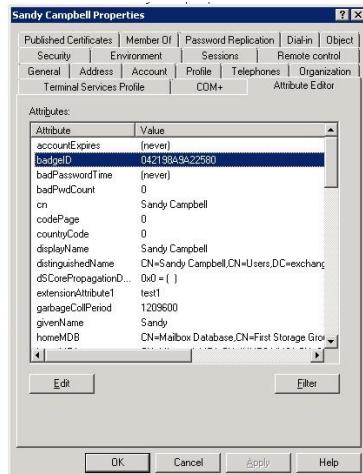
- Either existing attribute of LDAP,
- Or customized attribute (which has to be added to the required class in a directory).

The type or syntax are simple string (for example in Active Directory, defined as Unicode string):

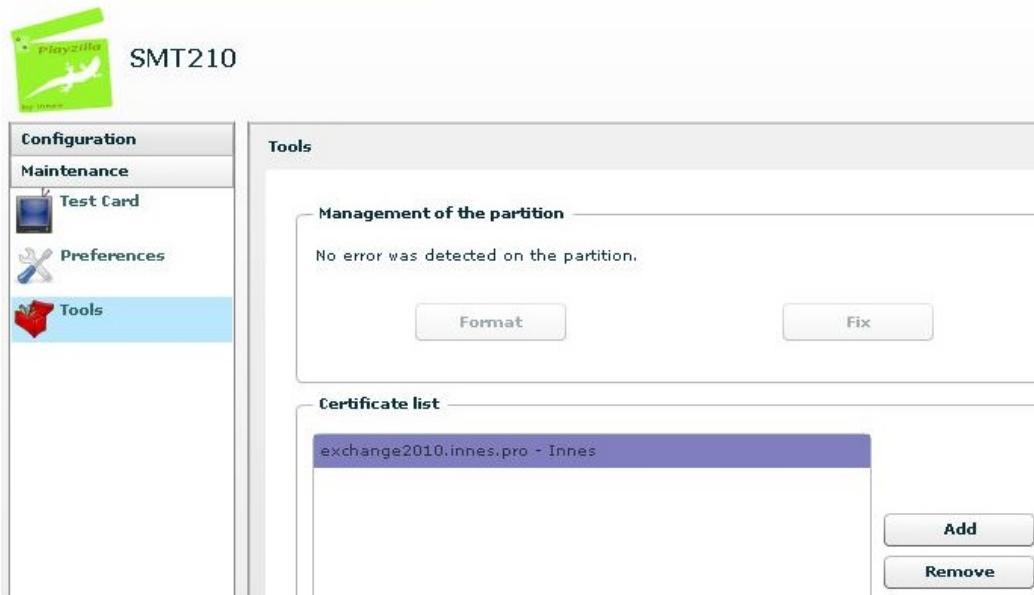


Follow these steps to add a new attribute.

1. Add a new attribute to the LDAP scheme
 - a new OID has to be added to the attribute
 - that OID should follow the numbering strategy of existing OID
2. Add attribute to the class.
3. Restart LDAP directory service.
4. Add RFID badge UID for the new attribute for each element in the class requiring a identification
For example: for a new attribute « badgeID »:



7.5 Player WebUI & certificate list



If the type of authentication is changed then the player should be re-started for changes to take effect.

7.6 Exchange server configuration

7.6.1 Configuration

The configuration of the server mainly consist on

- Create a **Delegate Account** creation which will be allowed to read/write under each MeetingRooms Calendar.
- Allow **Microsoft Exchange WebServices** to be reached from the players with an authentication mode (supported by the players).

When configuration is correct, publication should make displayed SignMeeting application (or the basic design with date and time and room name)

7.6.2 Delegate account & SignMeeting

Important: SignMeeting EWS requires to use a delegate account owning a mailbox.

- For Security issue
 - SignMeeting uses EWS (Exchange Web Services) to communicate with the server MS-Exchange, contrary to Outlook which is using OWA (Outlook Web Access).
 - For security reasons, Administrator has to avoid to give the access EWS to all user & all resources.
 - The only one account « delegate » (or service account) is used to authenticate. It has read/write rights on several resources (and nothing else).
- Reservation as anonymous
 - Depending on chosen configuration, SignMeeting is permitting to book a resource as anonymous. In this case, the organizer of the booked meeting is the delegate account. It is important to give a appropriate specific name for this delegate account in order to be identified easily by all user.
- Behaviour when authentication fails
 - SignMeeting is permitting to manage one or several resources (rooms) on a SMT210 device. When authentication fails, the device has to be able to get the agenda of all its associated resource.
 - Innes has chosen to not use authentication of all resource in order to avoid to enter all the resources in the configuration interface.
 - One of MS-Exchange recommendation is to keep conform to the workflow and to connect with a delegate user account (and not with a resource account).
 - With Office365, no additional license is required for the delegate account (because using EWS and not OWA).

7.6.3 Connection issue

If case connection issue, an error message is displayed after the initial connexion attempt to the player.

SignMeeting for Exchange uses a specific configurable account to make connection to Exchange Web Services (EWS).

7.6.4 Web services authentication type

SignMeeting supports the following authentication type for the EWS Web Services (Subdirectory of the Exchange Website under IIS):

- Basic,
- NTLM (Windows) or
- Digest.

Name	Status	Response Type
Anonymous Authentication	Enabled	
ASP.NET Impersonation	Disabled	
Basic Authentication	Enabled	HTTP 401 Challenge
Digest Authentication	Disabled	HTTP 401 Challenge
Forms Authentication	Disabled	HTTP 302 Login/Redirect
Windows Authentication	Enabled	HTTP 401 Challenge

7.6.5 Web services protocols

SignMeeting can reach the Web Services URL using both protocols:

- http
- https

Important: For https protocol, the server's certificate needs to be installed on the players (so that they can manage to access properly the server).

7.7 Maximum number of resources

Exchange 2010

The following values should be added/set on the registry (type DWORD)

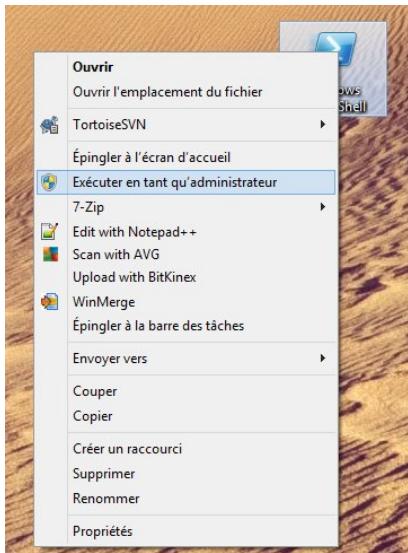
```
HKEY_LOCAL_MACHINE\SYSTEM\CurrentControlSet\Services\MSExchangeIS\ParametersSystem\
Maximum Allowed Sessions Per User      : 32
Maximum Allowed Service Sessions Per User : 32
```

Maximum Allowed Exchange Sessions Per Service : 32

Where 32 is the maximum number of rooms on a given player, set the value as required.

7.8 Configuration using PowerShell

7.8.1 Run Window Powershell as administrator



7.8.2 Execute powershell commands

`Set-executionpolicy unrestricted`

`$LiveCred = Get-Credential`

Enter the user /password of your EWS account

Then type:

```
$Session = New-PSSession -ConfigurationName Microsoft.Exchange -ConnexionUri  
https://yourexchangeserveraddress/powershell/ -Credential $LiveCred -  
Authentication Basic -AllowRedirection
```

`Import-PSSession $Session`

7.8.3 Error related to WinRM

SSL is requested by the PowerShell client. If the SSL error is raised,

"Unencrypted traffic is currently disabled in the client configuration".

⇒ a temporary solution is to disable SSL for this Powershell session. Type

```
ps> cd WSMAN:\localhost\Client  
ps> set-item .\allowunencrypted $true  
ps> set-item .\trustedhosts IPAddressofyourpowershellclientcomputer
```

7.8.4 Create a new room resource/mailbox (if needed)

Skip this step if case you already have mailboxes for MeetingRooms.

```
New-Mailbox -Name "Room ABC" -Room
```

7.8.5 Define basic processing for this mailbox

Auto acceptance for new meeting requests

```
Set-CalendarProcessing -Identity "Room ABC" -AutomateProcessing AutoAccept  
-AddOrganizerToSubject $false -DeleteSubject $false  
-ScheduleOnlyDuringWorkHours $true
```

7.8.6 Add the working hours for this calendar (room calendar)

```
Set-MailboxCalendarConfiguration "Room ABC" -WorkingHoursStartTime 08:00:00  
-WorkingHoursEndTime 19:00:00 -Workdays Weekdays -WeekStartDay Monday  
-WorkingHoursTimeZone "Central Europe Standard Time"
```

7.8.7 Create a new user account

Create the new user account used by SignMeeting (known also as delegate account).

- For Exchange 2013/365

```
New-Mailbox -Alias Innes-delegate -Name "Innes-delegate" -FirstName "Innes"  
-LastName "Delegate" -DisplayName "Innes-Delegate" -MicrosoftOnlineServicesID  
"delegate@mydomain.onmicrosoft.com" -Password (ConvertTo-SecureString  
-String "1234abcd" -AsPlainText -Force) -ResetPasswordOnNextLogon $false
```

- For Exchange 2007/2010

```
New-Mailbox -Alias "Innes-delegate" -Name "Innes-delegate" -FirstName "Innes"  
-LastName "Delegate" -DisplayName "Innes-Delegate"  
-UserPrincipalName "Innes-Delegate@mycompany.com" -Password  
(ConvertTo-SecureString -String "1234abcd" -AsPlainText -Force)  
-ResetPasswordOnNextLogon $false
```

7.8.8 Grant access for this user account

In order to access the resources/mailboxes

- For Exchange 2013/365

```
Add-MailboxPermission -Identity RoomABC@mydomain.onmicrosoft.com -User "Innes-Delegate" -AccessRights  
FullAccess -InheritanceType All -automapping $true
```

```
Add-MailboxPermission -Identity RoomABC@mydomain.com -User "Innes-Delegate" -AccessRights FullAccess -InheritanceType All -automapping $true
```

7.8.9 Attachments

If attachments display is required, ensure that the attachments are not deleted for the meetings in the resource mailboxes.

- For Exchange 2013 / 365

```
Set-CalendarProcessing "Salle 1" -DeleteAttachments $False
```

- For Exchange 2007 and 2010

```
Set-MailboxCalendarSettings "Room 1" -DeleteAttachments $False
```

Get the resource configuration for “Room 1” room:

```
Get-Mailbox "Room 1" | Get-CalendarProcessing | FL
```

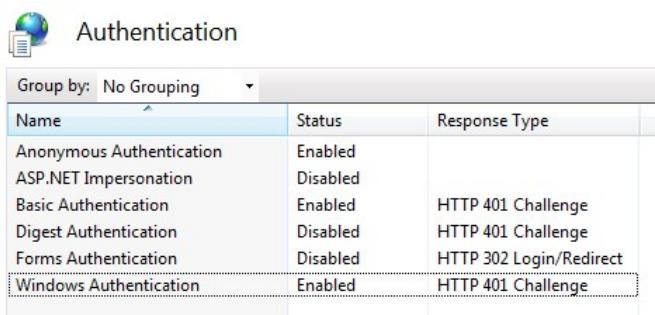
In this example

- a delegate account “Innes-Delegate@mycompany.onmicrosoft.com” has been created using password 1234abcd
- The delegate account can manage the room [RoomABC@mycompany.onmicrosoft.com](#).

You can now use these parameters to configure the datasource and associated resources in Screen Composer for your SignMeeting APP.

Ensure under IIS that the Exchange Web Services (EWS) (used by Sign Meeting) use the same authentication mode

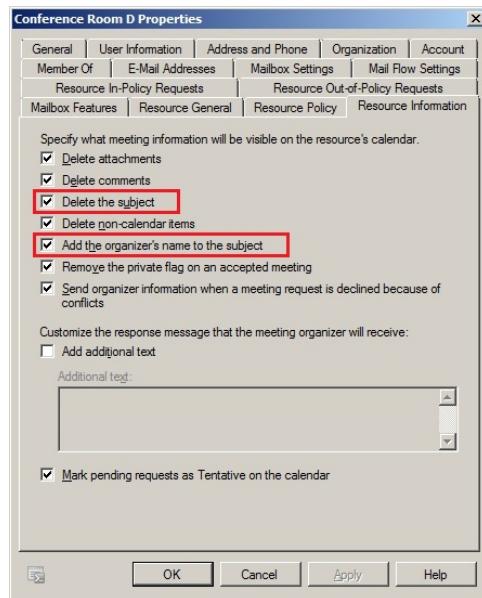
- **Basic**,
- **NTLM (Windows)** or
- **Digest**.



Name	Status	Response Type
Anonymous Authentication	Enabled	
ASP.NET Impersonation	Disabled	
Basic Authentication	Enabled	HTTP 401 Challenge
Digest Authentication	Disabled	HTTP 401 Challenge
Forms Authentication	Disabled	HTTP 302 Login/Redirect
Windows Authentication	Enabled	HTTP 401 Challenge

7.8.10 Options

More useful options can be configured under the Meeting Room Mailboxes properties depending on your requirements:



7.8.11 Test: checking manually the connection

These are the URL defined in App SignMeeting (thru Screen Composer)

Ex1: Exchange 365 using

HTTPS. <https://outlook.office365.com/EWS/Exchange.asmx>

Ex2: Exchange 2007/2010 using

HTTP. <http://myexchangeserverURL/EWS/Exchan>

Ex3 Exchange 2007/2010 using

HTTPS <https://myexchangeserverURL/EWS/Exchange.asmx>

Open up this page in a Web browser redirects to the WSDL page (Web Services Description Language).

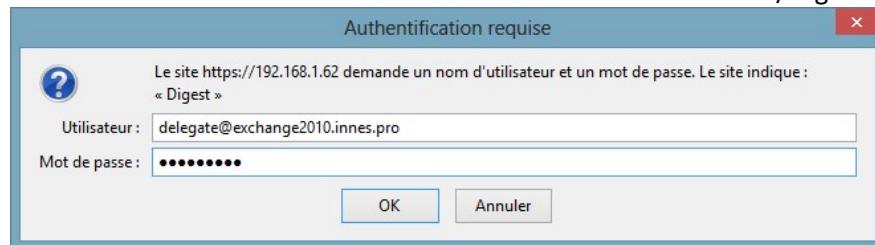
Only for test, replace the "Exchange.asmx" by "services.wsdl" give the URL to directly access to the WSDL page.

7.8.12 Exchange 365 using services.wsdl

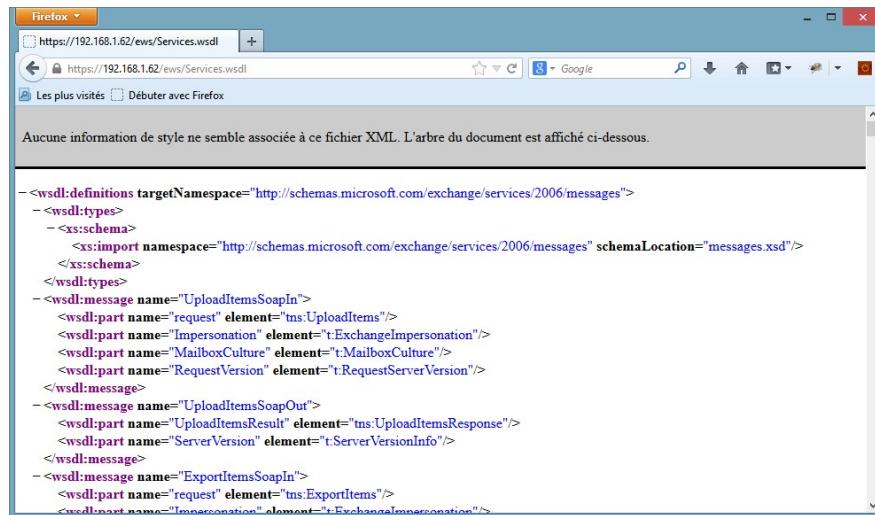
HTTPS. <https://outlook.office365.com/ews/services.wsdl>

Open a browser and type (or copy/paste) the URL to the Web Services page.

When browser prompts for credentials, use the delegate account (used for SignMeeting)



The WSDL is an XML file that describes the functionality offered by the EWS (Exchange Web Services):



7.8.13 Connection issue

Facing issue with XML file displayed means that:

- Either a connection issue with server or
- Or configuration issue with EWS (Exchange Web Services).

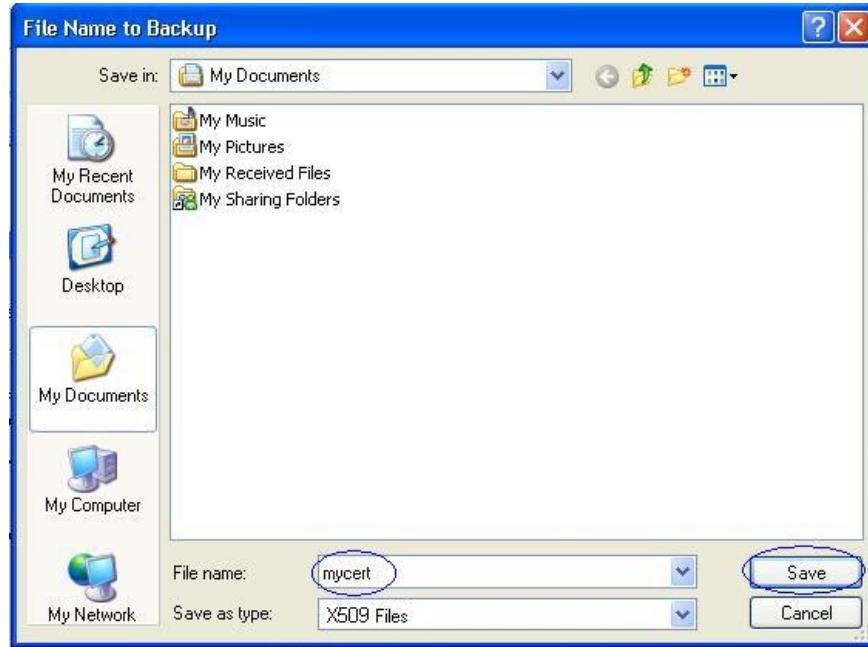
7.8.14 Certificate acceptance

If Web browser prompts for a certificate acceptance (or certificate alert), then accept it.

Take care to store the certificates in the players SMT210 according to.

Certificate can be exported by example with Firefox (or any other Web browser)



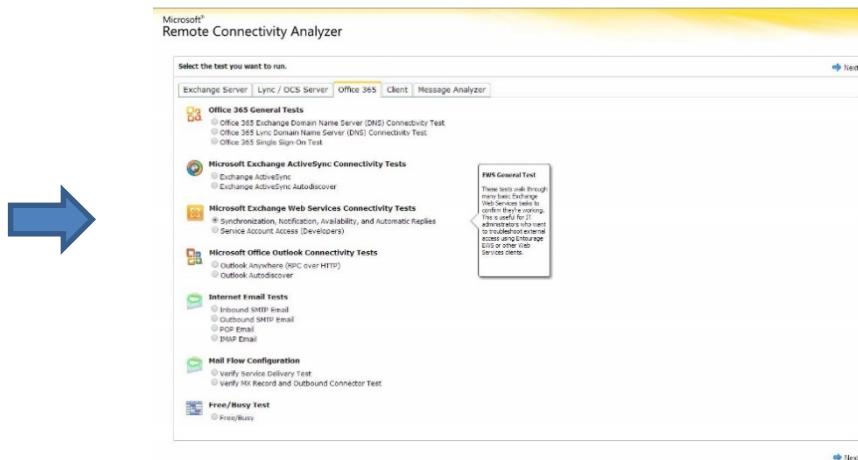


7.8.15 Testing connectivity online with Microsoft Services over the Internet

It is recommended by Microsoft to test EWS connectivity using their remote connectivity especially when players need to reach the datasource over internet.

<https://testconnectivity.microsoft.com>

- For 2007 and 2010 use the tab Exchange Server, for Office 365 use the tab 365.



- Click on the select test for
 - Microsoft Exchange Web Services Connectivity Tests**
 - Synchronization, Notification, Availability, and Automatic Replies**
- Select Next.

Microsoft®
Remote Connectivity Analyzer

Synchronization, Notification, Availability, and Automatic Replies	
Email address: <input type="text" value="delegate@innesrd.onmicrosoft.com"/>	Previous Perform Test
Microsoft Account: <input type="text" value="delegate@innesrd.onmicrosoft.com"/>	
Password: <input type="password" value="*****"/>	
Confirm password: <input type="password" value="*****"/>	
<input type="radio"/> Use Autodiscover to detect server settings <input checked="" type="radio"/> Specify Exchange Web Services URL <input type="text" value="https://outlook.office365.com/EWS/Exchange.asmx"/>	
<input type="checkbox"/> Ignore Trust for SSL	
<input checked="" type="checkbox"/> I understand that I must use the credentials of a working account from my Exchange domain to be able to test connectivity to it remotely. I also acknowledge that I am responsible for the management and security of this account.	
Verification	
Enter the characters you see New Audio  <input type="text" value="JWXXWW"/> You are now verified for the rest of this browser session (30 minute maximum).	

- Add the information defined in Screen Composer (URL, login and password) (use login for both email and Microsoft account).
- Once you have completed the verification step, select **Perform Test**.
 - A progress bar will show for the time to perform the test.

Microsoft®
Remote Connectivity Analyzer

Your test is being performed. Please wait.
(Status is checked every 5 seconds)



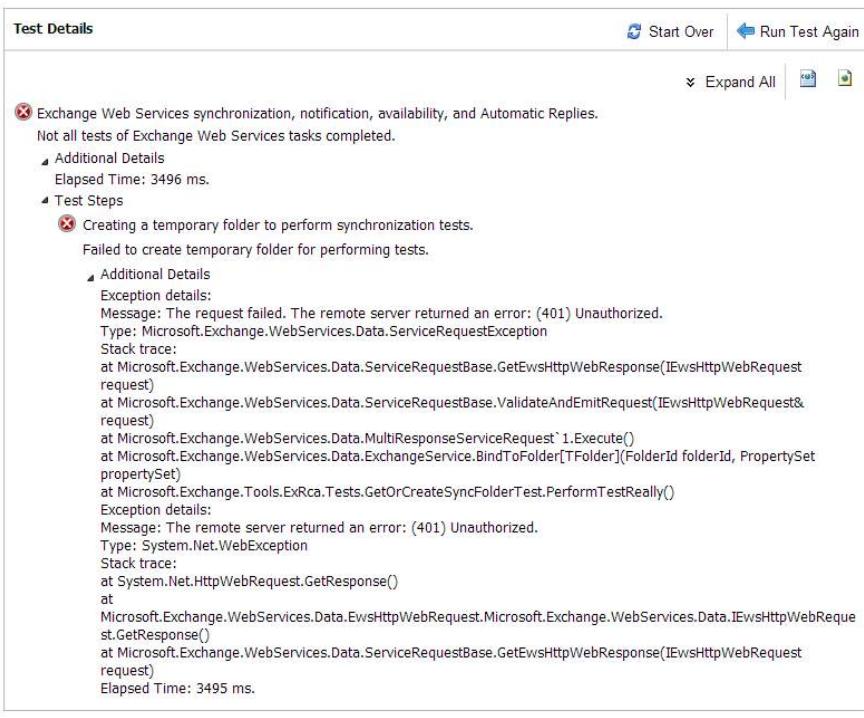
Exchange Web Services synchronization, notification, availability, and Automatic Replies.

- If the test is correct you will see this

 **Connectivity Test Successful**

Test Details	
Start Over Run Test Again	
<input checked="" type="checkbox"/> Exchange Web Services synchronization, notification, availability, and Automatic Replies. Tests of all Exchange Web Services tasks completed successfully.	
▲ Additional Details Elapsed Time: 19333 ms.	
▷ Test Steps	

- If there is an error you will see this and can examine the detail to do further diagnostics.



The screenshot shows a 'Connectivity Test Failed' dialog box. At the top, there's a red circle with a white 'X'. Below it, the title 'Connectivity Test Failed' is displayed. The main area is titled 'Test Details' and contains a detailed error message:

Exchange Web Services synchronization, notification, availability, and Automatic Replies.
 Not all tests of Exchange Web Services tasks completed.
 ↗ Additional Details
 Elapsed Time: 3496 ms.
 ↗ Test Steps
 ↗ Creating a temporary folder to perform synchronization tests.
 Failed to create temporary folder for performing tests.
 ↗ Additional Details
 Exception details:
 Message: The request failed. The remote server returned an error: (401) Unauthorized.
 Type: Microsoft.Exchange.WebServices.Data.ServiceRequestException
 Stack trace:
 at Microsoft.Exchange.WebServices.Data.ServiceRequestBase.GetEwsHttpWebResponse(IEwsHttpWebRequest request)
 at Microsoft.Exchange.WebServices.Data.ServiceRequestBase.ValidateAndEmitRequest(IEwsHttpWebRequest& request)
 at Microsoft.Exchange.WebServices.Data.MultiResponseServiceRequest`1.Execute()
 at Microsoft.Exchange.WebServices.Data.ExchangeService.BindToFolder[TFolder](FolderId folderId, PropertySet propertySet)
 at Microsoft.Exchange.Tools.ExRca.Tests.GetOrCreateSyncFolderTest.PerformTestReally()
 Exception details:
 Message: The remote server returned an error: (401) Unauthorized.
 Type: System.Net.WebException
 Stack trace:
 at System.Net.HttpWebRequest.GetResponse()
 at Microsoft.Exchange.WebServices.Data.EwsHttpWebRequest.Microsoft.Exchange.WebServices.Data.IEwsHttpWebRequest.GetResponse()
 at Microsoft.Exchange.WebServices.Data.ServiceRequestBase.GetEwsHttpWebResponse(IEwsHttpWebRequest request)
 Elapsed Time: 3495 ms.

7.8.16 Connection failure

In case a connection failure is noticed double check used license type

- License “License K” (users without PC, outlook web access): can not be used
- Licence “License E1” (office 2010) or “Licence E3” (office 2013): are OK.

7.8.17 HTTP Error Codes

Common error noticed:

Code	Explanation	Diagnostic
401	Unauthorized	Check username and password (see manually checking the Connexion above)
403	Forbidden	This can occur if the server is expecting https and Signmeeting is set to http . This can be changed in the URL field for the datasource. Or this can be an access right problem.
500	Internal Error	An internal error occurred on the server while trying to answer the request. Check windows events in the windows event manager, normally this will give an explanation about why the error occurred.