



## User manual

### Screen Composer & SignMeeting M365

2.13.10 001B



## **Legal information**

### **Screen Composer & SignMeeting M365 2.13.10 (001B\_en)**

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#### **Product information**

The design and specifications of the product are subject to change at any time and INNES reserves the right to change them without notice. This includes the hardware, embedded software and this manual, which should be considered as a general guide to the product. The accessories supplied with the product may differ slightly from those described in this manual, depending on the developments of the various suppliers.

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# **Part I**

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**Introduction**

## **1.1 Introduction**

This user manual explains how to configure a SignMeeting M365 App project with INNES Screen Composer G4 and how to use it on the devices.

### **Supported calendar system**

SignMeeting M365 App is dealing with the Microsoft 365 (or M365) solution.

### **Other application**

When SignMeeting M365 has to run on the device, it is advised to remove all other applications which could start at the same time on the device.

## Display profiles

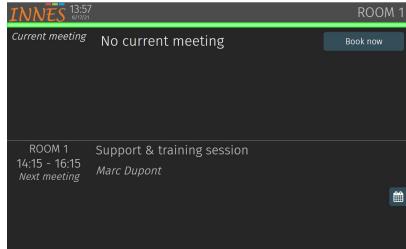
The SignMeeting M365 App allows to display the events of one or several room resources taking place along the day on a tablet or on a screen connected to a media player and manage meetings booking for several resources and for the next days.

Depending on the chosen *display profile*, the SignMeeting M365 App can allow to manage instant booking with dedicated interactive buttons.

In this SignMeeting M365 App version, these are the supported display profiles:

### Display profiles

#### Room screen



Usually designed to run on touch screen tablets, the *Room screen* *display profile* allows to display until two following events in two areas: the upper area for the current event and the lower area for the next event. This *display profile* supports dedicated Book now / Delete / Confirm buttons to manage instant booking for the resources associated to this device.

#### Summary screen by event



Usually designed to run on media players connected to an secondary screen (but can also run on AOSP tablets or Gekkota 4 tablets), the *Summary screen by event* *display profile* allows to display a list of events taking place along the day, on different pages, for several resources, with one event per raw. It can support until two directionals pictograms per room name to improve the room way finding signalization.

#### Summary screen by resource



Usually designed to run on media players connected to an secondary screen (but can also run on AOSP tablets or Gekkota 4 tablets), the *Summary screen by resource* *display profile* allows to display a table of events, taking place along the day, on different pages, for several resources, with one resource par raw. Several events can be displayed per raw.

#### Room label



Suitable only to run on the SMH300 hub communicating with SLATE106 devices, the *Room label* *display profile* allows to display until two events in two areas: the upper area for the current event and the lower area for the next event.

All the display profiles'styles can be customized with a CSS theme.

## Access control

SignMeeting M365 supports access control:

- by single badging or
- by single badging, with badge ID and user registered in your LDAP server.

*☞ Access control requires that the device has a built-in or an external badge reader.*

*☞ INNES may be able to provide a LDAP solution called [Briva LDAP](#), gateway able to communicate with an access control system like, for example, [Uniflow](#). For further information, contact [sales@innes.pro](mailto:sales@innes.pro).*

## Screen Composer compatibilities

The configuration of SignMeeting M365 and its publication on device is done by using [INNES Screen Composer G4](#). For further information, refer to the chapter § [Screen Composer > Installation](#).

## **Part II**

**Screen Composer installation and  
settings**

## 2.1 Installation

INNES Screen Composer G4 Desktop is a single-user and single-computer station application. In this user manual, each INNES Screen Composer G4 project, whose extension is `.isz`, is based on a SignMeeting M365 App product.

Once your SignMeeting M365 App product is configured, INNES Screen Composer G4 allows to publish it on several devices.

**After a first installation, INNES Screen Composer G4 embeds no App product.**

Some core INNES Screen Composer G4 license keys must be installed in order to have the publishing tokens required to publish to devices.

As soon as an SignMeeting M365 App is published on a device, a core license key is automatically associated with that device, using its MAC id.

If you use a pack of 20 core license keys or a pack of 5 core license keys, the total number of core license keys must be greater than or equal to the number of devices registered in your Screen Composer, regardless of the number of Apps used.

The using of the SignMeeting M365 App requires also the installation of an SignMeeting M365 App license key.

### Prerequisite

INNES Screen Composer G4 must be installed on a recent computer:

- OS: MS-Windows 10,
- Processor: Core i5/i7,
- DDR: 4 GB (or more),
- HDD: 160 GB (or more).

**The firewall of this computer must allow the port 80 (http) so that INNES Screen Composer G4 can publish on the devices, available by default on the port 80.**

### Supported OS/devices

INNES Screen Composer G4 can work with :

- Qeedji System AOSP 9.10.14 (or above) for:
  - AMP300 (media player),
  - TAB10s (10" tablet),
- Gekkota OS 4.13.13 (or above) for:
  - SMT210 (10" tablet),
- Gekkota OS 4.14.14 (or above) for:
  - DMB400 (media player),
  - SMA300 (media player),
- Gekkota OS 5.11.10 (or above) for:
  - DMB300 (media player),
  - DMB400 (media player),
- Gekkota OS 4.13.14 (or above) for:
  - SMH300 (hubs),
- Gekkota RT 4.14.10 for:
  - MS-Windows computers.

**Before working with INNES Screen Composer G4, the devices must be properly configured. For further information, refer to the chapter § [Gekkota devices configuration for INNES Screen Composer G4](#) and the chapter § [Qeedji System AOSP devices configuration for INNES Screen Composer G4](#).**

### Installation

To install INNES Screen Composer G4, execute `screen-composer-nt_ia32-setup-4.<yy>.<zz>.exe`.

Select the appropriate user interface language among the suggested INNES Screen Composer G4 languages:

- English,
- French,
- German.

**160 MB disk memory are first required to be able to install INNES Screen Composer G4. Then some additional disk space will depend on the space required for your project repository.**

The default directory for the installation is:

- C:\Program Files (x86)\INNES Screen Composer G4 .

The default shortcuts located in the Windows startup menu is:

- INNES Screen Composer G4 .

### Launch

When the installation is completed, launch INNES Screen Composer G4 by using the:

- MS-Windows startup menu,
- MS-Windows cortana.



INNES Screen Composer G4

## Language

To change the language of the INNES Screen Composer G4 user interface, uninstall INNES Screen Composer G4 and install it again by choosing among the supported languages described before.

## Uninstallation

Use the Add or remove programs tool in MS-Windows System settings to remove the INNES Screen Composer G4 program from your computer.

## 2.1.1 Qeedji System AOSP devices configuration to work with Screen Composer G4

The Qeedji System AOSP devices are the devices that have a AQS operating system whose version is 9.<yy>.<zz>. To work with INNES Screen Composer G4 , ensure that your devices have a AQS 9.10.15 firmware version (or above).

In case using a AMP300 device, provide a suitable power supply to it, through the LAN/PoE RJ45 connector, the POWER IN USB-C or the USB 1 USB-C connector if your display device supports USB-C supply, then wait the LED status is blinking once every four seconds. If coming straight from factory, the device should display the test card content. In case using a TAB10s device, provide a suitable power supply to it then wait the device is displaying the content of the AQS desktop on the screen.

An Qeedji System AOSP device can be configured with its Web user interface by using this URL [http://<aqs\\_device\\_ip\\_addr>/](http://<aqs_device_ip_addr>) with a recent version of a Web browser like Google Chrome , Mozilla Firefox and Microsoft Edge (Chromium) .

- The default login credentials for the Administration User connection profile, allowing to connect to the device configuration Web user interface, are admin / admin .

Then click on the Administration button to display the device configuration Web user interface.

- After having made some parameters modification, the device must be restarted so that the modifications are fully reflected.

For further information about the connection to the device configuration Web user interface, refer to the appropriate user manual.

AQS device user manuals
<a href="#">AMP300 user manual</a>
<a href="#">TAB10s user manual</a>

### Web UI: Configuration > Administrator

The default hostname is TAB10s for TAB10s device and AMP300 for AMP300 device. It is recommended that you enter a different hostname value for each device. In case several devices are located in different buildings or geographical locations, we recommend that you enter hostname values containing information about the building and the location (e.g. Hall-RD-Paris-1).

- For security reasons, it is advised to change the login credentials of the Administration User connection profile to access to the device configuration Web user interface.
- If modified, store preciously the login credentials because they are required in INNES Screen Composer G4 to communicate with the devices.

### Web UI: Configuration > LAN1

Provide the network connectivity to the device by plugging an Ethernet cable then ensure that the device has a consistent IP address value.

- If the tablet needs to access to the LAN network, install the appropriate PoE to USB-C adapter allowing to provide IP network connectivity to the tablet then ensure that the tablet has a consistent IP address.
- Activating temporarily the Test Card App launching at start-up allows to check whether the LAN1 network interface (I/F) is ON and whether the network interface STATE is up. It is also possible to view this status in the Network panel of the Information menu.

### Web UI: Configuration > WLAN1

If the device needs to access to the WIFI network, activate and configure the WIFI on the device then ensure that the device has a consistent IP address value.

- Activating temporarily the Test Card App launching at start-up allows to check whether the WLAN1 network interface (I/F) is ON and whether the network interface STATE is up. It is also possible to view this status in the Network panel of the Information menu.

### Web UI: Configuration > Output

In case using an AMP300 device, plug a display device on it through the USB 1 USB-C connector or through the HDMI connector. Set an output resolution supported by your display device.

- The 90°, 180° and 270° rotation is supported on AMP300 devices but is not supported on the TAB10s devices.

### Web UI: Configuration > App

After having published the SignMeeting M365 App on the device, the device installs the SignMeeting M365 App then restarts automatically once. After this device restart, the couple of App name (SignMeeting M365, SignMeeting M365 UI) must appear in the table of activable Apps.

- It is advised to inactivate all other unuseful Apps.

### Web UI: Configuration > Server

Enter the appropriate DNS server and gateway values to access to the Web contents.

The date and time is set automatically thanks to a Web NTP server .

- If ever the device could not be not allowed to access to a Web NTP server , a NTP server needs to be implemented on your local network to provide the current date and time to the device.

## **Web UI: Configuration > Date & Time**

It is advised that the device is on time. The `date` and `time` is set automatically thanks to a Web NTP server . It is advised that the timezone is properly set.

## **Web UI: Maintenance > Test Card**

When the device configuration is completed, the `Test Card` App launching at start-up must be deactivated to see the SignMeeting M365 App running on the screen.

## **Web UI: Maintenance > Firmware**

To work with `INNES Screen Composer G4` , the firmware version of Qeedji System AOSP for `TAB10s` device or `AMP300` device, must be 9.10.15 (or above).

## **Kiosk mode**

When delivered straight from factory, the device is in `native` mode. The SignMeeting M365 App is executed automatically in `kiosk` mode, making that the `back`, `menu` and `swipe` AOSP features are inactivated and so can not be used. You can exit temporally from the `kiosk` mode by pressing on the `system` button of the AOS device.

## 2.1.2 Gekkota devices configuration to work with Screen Composer G4

### Gekkota 4 devices

The Gekkota 4 devices are the devices that have a Gekkota OS or Gekkota RT middleware whose version is 4.<yy>.<zz>. To work with INNES Screen Composer G4, ensure that your devices have a Gekkota OS 4.13.10 firmware version (or above).

To work as devices with INNES Screen Composer G4, ensure that your dedicated MS-Windows computers have Gekkota RT 4.13.15 version (or above) and fill the following configuration:

- OS: MS-Windows 10,
- Processor: Core i5/i7,
- DDR: 4 GB (or more),
- HDD: 160 GB (or more).

To install Gekkota RT on a dedicated MS-Windows computer, download the Gekkota RT middleware from the [Innes Web site](#), execute the `gekkota_rt-nt_ia32-setup-4.<yy>.<zz>.exe` installer on the dedicated MS-Windows computer. After the installation is completed, the Gekkota RT may start up automatically and display an information message *Information - No content*.

**» Depending on the computer, the Gekkota start-up duration may be few minutes.**

Provide a suitable power supply to the device then wait the LED status is blinking once every four seconds. If coming straight from factory, the `test card` content should be displayed on the screen.

A Gekkota G4 device can be configured with its Web user interface by using this URL `http://<gekkota_4_device_ip_addr>/` with a recent version of a Web browser like Google Chrome, Mozilla Firefox and Microsoft Edge (Chromium).

**» The default login credentials to connect to the Web user interface are admin / admin.**

Then click on the `Administration Console` button to display the device configuration Web user interface.

**» After having made some parameters modification, the device must be restarted so that the modifications are fully reflected.**

For further information, refer to the appropriate user manual.

Gekkota OS G4 device user manuals
<a href="#">SMT210 user manual</a>
<a href="#">DMB400 user manual</a>
<a href="#">SMA300 user manual</a>
<a href="#">SMH300 user manual</a>

### Gekkota 5 devices

The Gekkota 5 devices are the devices that have a Gekkota OS middleware whose version is 5.<yy>.<zz>. To work with INNES Screen Composer G4, ensure that your devices have a Gekkota OS 5.10.11 firmware version (or above).

A Gekkota 5 device can be configured with its web-based configuration interface using this URL `http://<gekkota_5_device_ip_addr>/` with a recent version of a web browser like Google Chrome, Mozilla Firefox and Microsoft Edge.

**» The default login credentials to connect to the device configuration Web user interface are admin / admin.**

**» After having made some parameters modification, the device must be restarted so that the modifications are fully reflected.**

### Web UI: Configuration > Administrator

It is recommended that you enter a different `Hostname` value for each device. In case several tablets are located in different buildings or geographical locations, we recommend that you enter hostname values containing information about the building and the location (e.g. Hall-RD-Paris-1).

For security reasons, it may be useful to change the `Administrator name` and `password` login credentials to access to the device's WebDAV server.

**» If modified, store previously the login credentials because they are required to register properly the devices in INNES Screen Composer G4.**

### Web UI: Configuration > WLAN

If the device supports the `WIFI` option and needs to access to the `WIFI` network, activate and configure properly the WLAN interface:

- DHCP,
- IP address,
- subnet mask,
- gateway.

**» Activating temporarily the `Test card` allows to check whether this network interface STATE is up. It is also possible to view this status in the `Network` panel of the `Information` menu.**

### Web UI: Configuration > LAN

If the device needs to access to the `LAN` network, activate and configure properly the LAN interface:

- DHCP,

- IP address,
- subnet mask,
- gateway.

☞ Activating temporarily the `Test Card` allows to check whether this network interface STATE is up. It is also possible to view this status in the `Network` panel of the `Information` menu.

## Web UI: Configuration > Output

When using a portrait `display profile`, it is required to apply a 90° (or 270°) rotation to the media player output as well.

☞ The 90°, 180° and 270° rotation is supported on media-players but is not supported on the tablets.

## Web UI: Configuration > App

Is it required that the device `App` mode is configured in `Push WebDAV`.

## Web UI: Configuration > License

The `license` key is already registered in the device when it is coming straight from factory.

☞ When using Gekkota5 middleware, the license key value specific to the Gekkota 5 middleware is not provided. For further information, contact `sales@qeeji.tech`.

☞ The device license key has been provided by email when the device has been ordered then delivered. In case the license key has been erased and lost, another device license key can be obtained by sending an email to `license@qeedji.tech` by specifying in the subject of the message the MAC address value and the serial number value of the device.

## Web UI: Configuration > Servers

It is advised that the device is on time. The `date` and `time` is set automatically thanks to a Web `NTP` server.

If ever the device could not be allowed to access to a Web `NTP` server, a `NTP` server needs to be implemented on your local network to provide the `date` and `time` to the device.

## Web UI: Configuration > Date and time

It is advised that the device is on time. Set an appropriate value for `Timezone`, `Date` and `Time`.

☞ When the `date` and `time` is modified, the device restarts automatically once so that the time modification is applied as soon as possible.

## Web UI: Maintenance > Test Card

When the device configuration is completed, the `Test Card` must be deactivated to see the SignMeeting M365 App running on the screen.

☞ Activating temporarily the `Test Card` allows to check whether the STATE of a network interface is up.

## 2.2 Getting started

To work with INNES Screen Composer G4 , launch INNES Screen Composer G4 then:

- [install once your INNES Screen Composer G4 core license key with the user email.](#)

To create a project in INNES Screen Composer G4 based on the SignMeeting M365 App, you need to:

- [create a project](#),
- [install the SignMeeting M365 App with its licenses keys](#),
- [define a default project repository](#) to store especially, in the Files view of your project repository:
  - CSS theme ( .css ),
  - medias (images, videos),
  - Javascript script ( .js ).

To publish your SignMeeting M365 App on your devices, your need to add some devices to your project, choose the Publish the App to devices button value, and click on the  button. For further information, refer to the chapter § [File > Project settings > Devices](#).

To launch INNES Screen Composer G4 , search the INNES Screen Composer G4 Desktop application and launch it.



## Welcome page

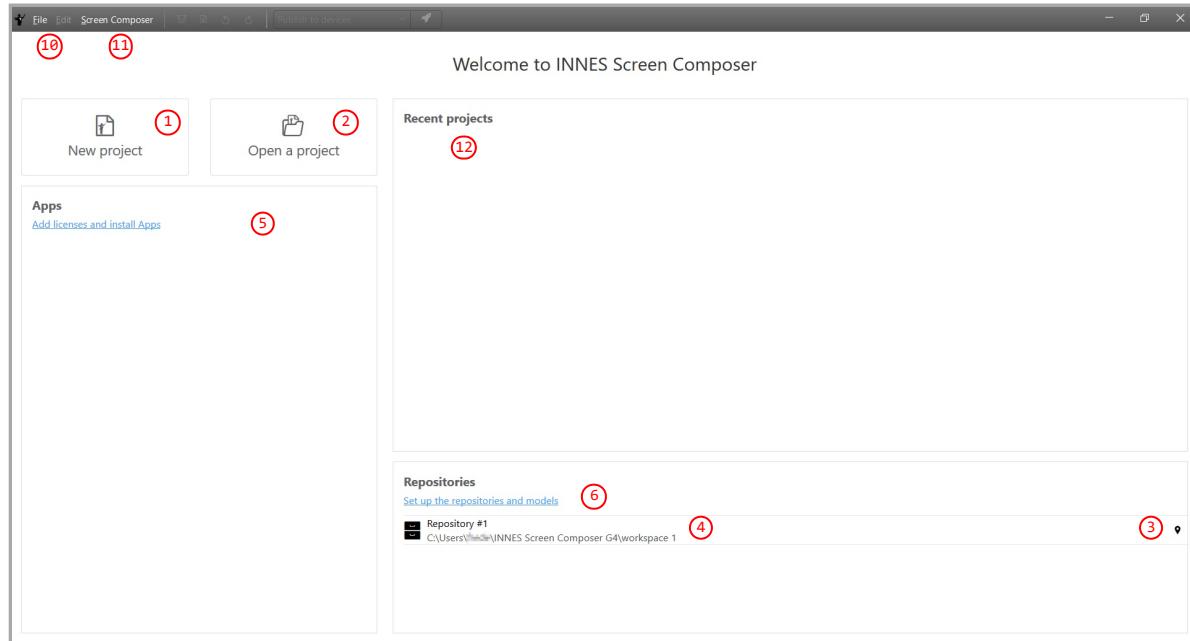
This is the welcome page when no App is installed, no Project is opened and no project repository is created.

The available buttons at this step are:

- New project (1),
- Open project (2),
- Reveal in the explorer (3) the default repository:  
C:\Users\<username>\INNES Screen Composer G4\workspace 1\ (4).

The available links at this step are:

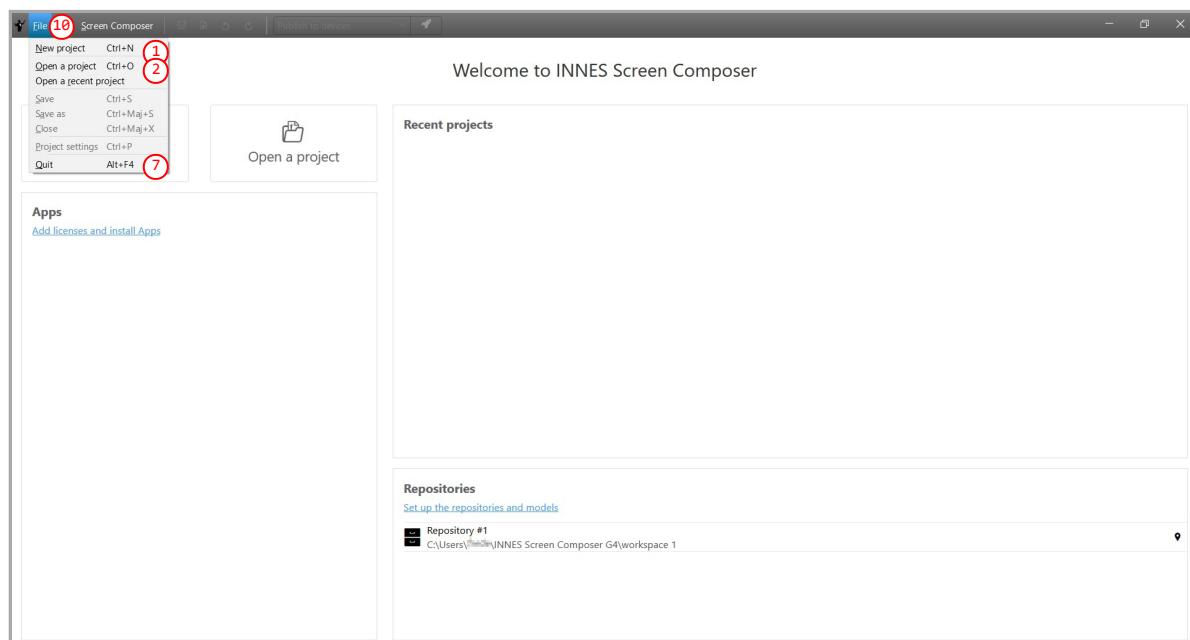
- Install licenses and install Apps (5),
- Set up the repositories and models (6).



The last opened projects will appear in the Recent projects (12) pane.

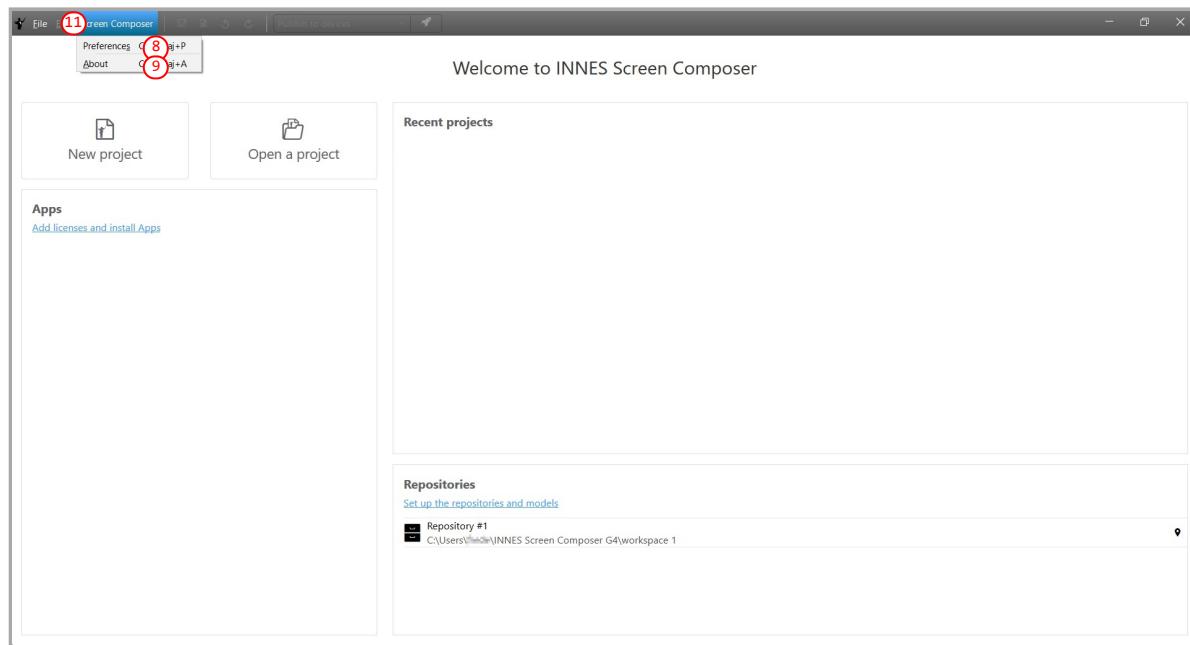
The available items, at this step, in the File (10) menu are:

- New project (1),
- Open project (2),
- Quit (7).



The available items in the **Screen Composer** **(11)** menu are:

- Preferences **(8)**,
- About **(9)**.



## About

The **About** pane allows to display information about **INNES Screen Composer G4**. For further information, refer to the chapter § [Screen Composer > About](#).

## Repositories

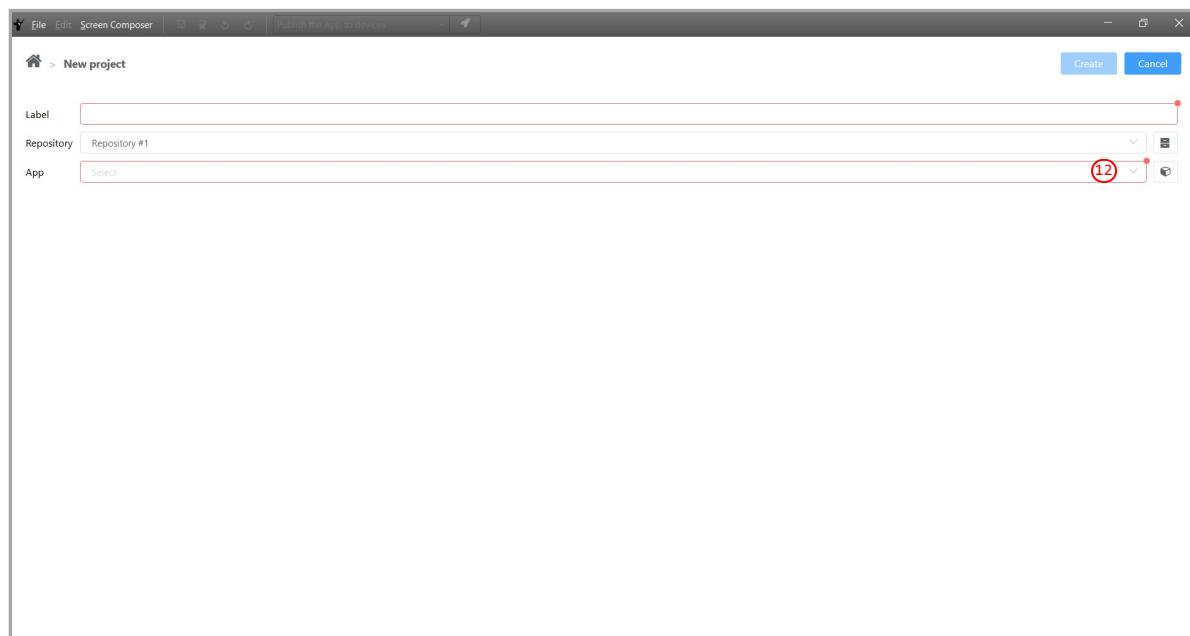
The default project repository for your project is:

C:\Users\<username>\INNES Screen Composer G4\workspace 1\

To create another project repository, refer to the chapter § [Repositories](#).

## Licenses and Apps

No SignMeeting M365 App **(12)** is installed by default in **INNES Screen Composer G4**.

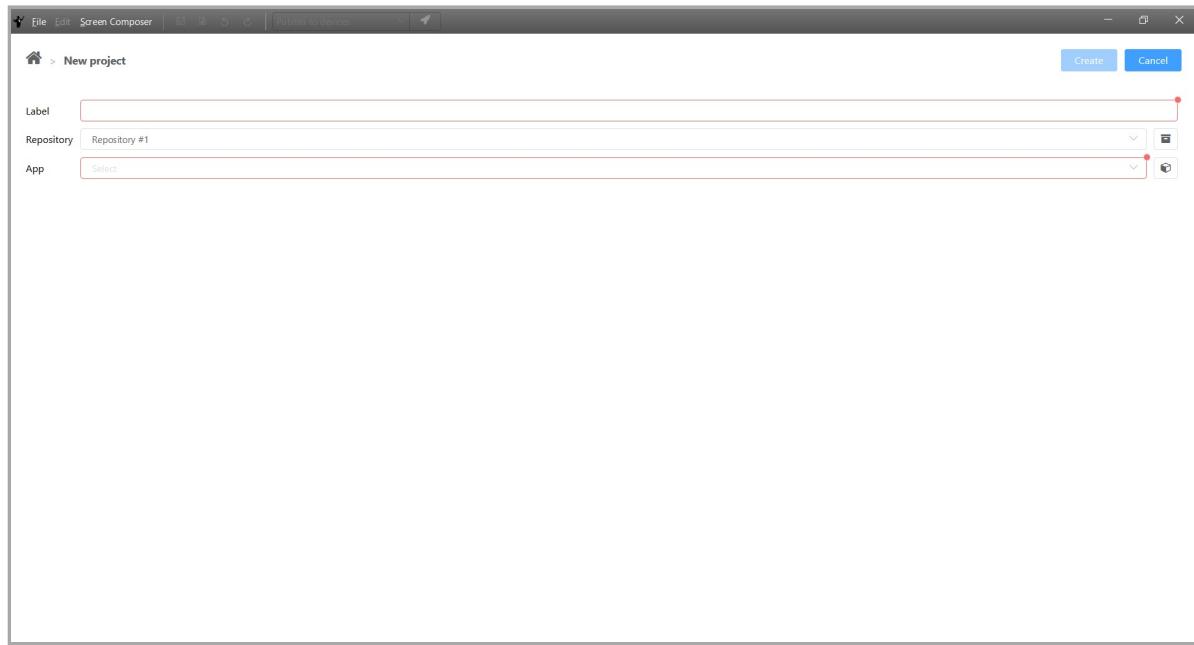


To install the SignMeeting M365 App, refer to the chapter § [SignMeeting M365 App installation](#).

To install your SignMeeting M365 App and your **INNES Screen Composer G4 core license key** with the **user email**, refer to the chapter § [Screen Composer > Preferences > Licenses and Apps](#).

## New project

To create a new INNES Screen Composer G4 project, click on the `New project` button (or `New project` item of the `File` menu).



Enter a label for your project and select the SignMeeting M365 App on which the project is based.

- ☞ If there is no SignMeeting M365 App available at this step, click on the `Edit Apps` button to install an App. For further information, refer to the chapter § [Screen Composer > Preferences > Licenses and Apps](#).
- ☞ Once the project is saved, it can be reopened with the `Open project` item of the `File` menu.

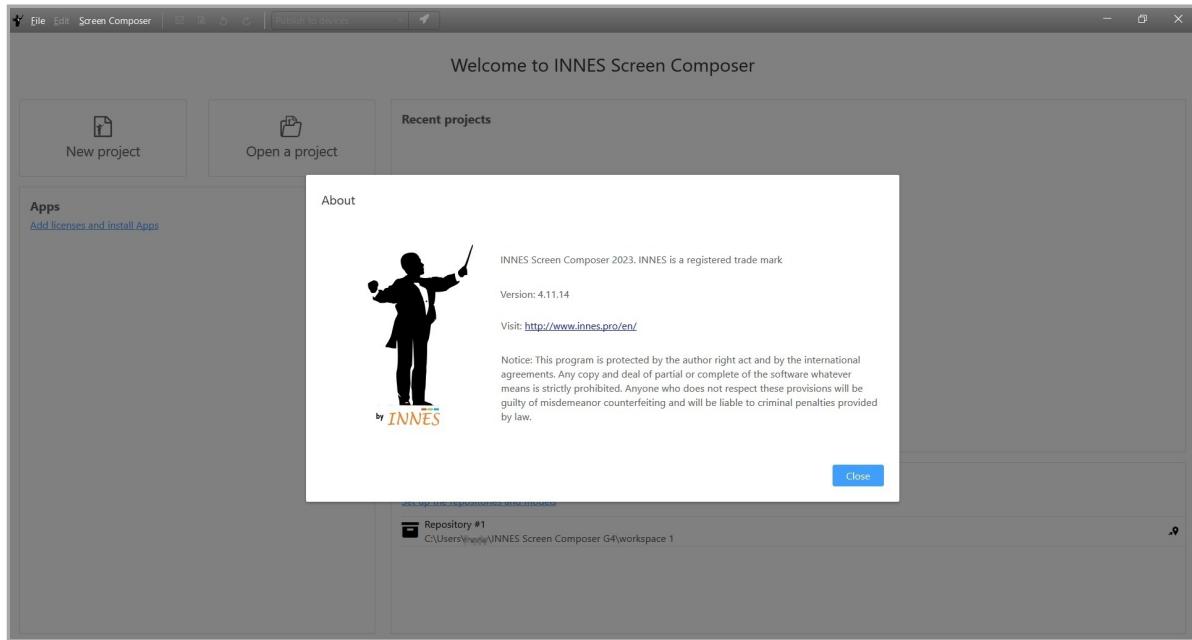
For further information, refer to the chapter § [SignMeeting M365 new project](#).

## 2.2.1 Screen Composer > About

In the Screen Composer menu, click on the **About** item to see the version of INNES Screen Composer G4.

The **About** pane allows to display information about:

- INNES Screen Composer G4 version (e.g. 4.12.10),
- INNES Web site,
- Rights notice.



## 2.2.2 Screen Composer > Preferences > Repositories

A project repository must be mounted on a local directory of your MS-Windows file system allowing to store medias, content models and projects resources. It is required to define a default repository when creating your Screen Composer project.

INNES Screen Composer G4 can have different project repositories. But only one project repository is active per project at a time.

When created, a project repository contains this tree:

```
- /.db,  
- /.fonts,  
- /.medias,  
- /.models,  
- /.tmp,  
- .lock,  
- .uuids.
```

 It is recommended to use an empty directory for the repository. Indeed, in case you decide to remove this repository afterwards, the directory will be completely removed from your file system.

The /.medias directory is corresponding to  Media tab of the project repository.

The /.models directory is containing the content models and URI models.

 In this version, there is no specific view allowing to list all the content models and all the URI models.

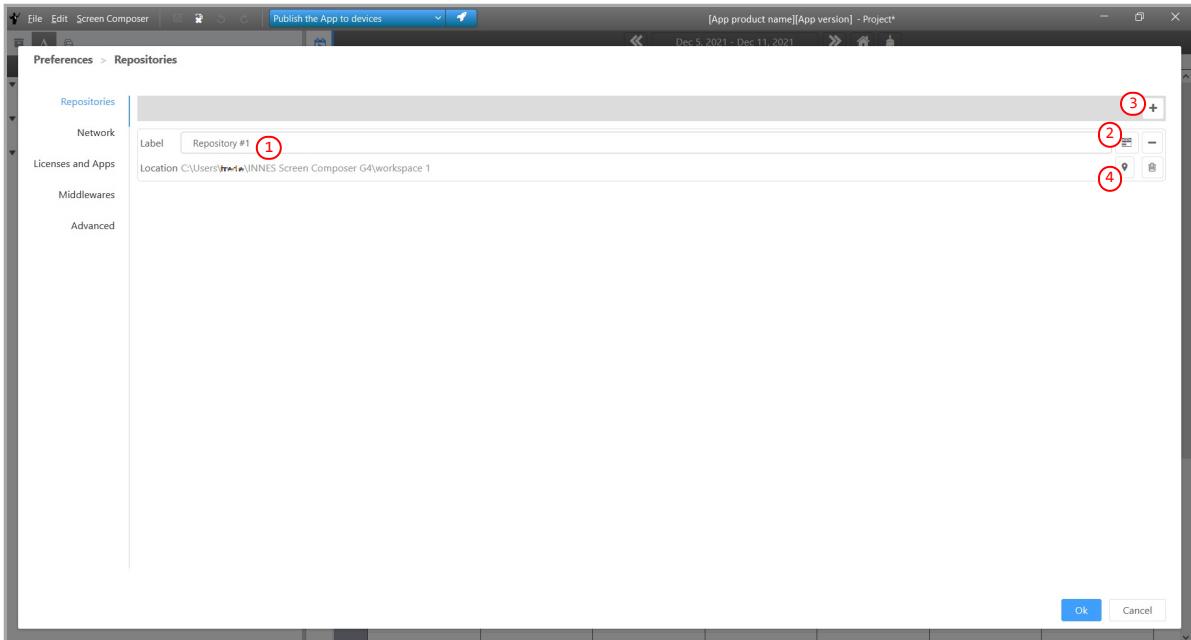
To show the available repositories, select the Preferences item of the Screen Composer menu then select the Repositories item.

Each project repository has a label  (1) which can be then modified afterwards. The default project repository is named Repository #1.

It is possible to create HTML widget from content model. To install the content models packs in your repository, download the appropriate content model packs (*Education, General, Traffic Info France, Signage*) (.zip) on your computer from the [INNES support Web site](#). Then click on the `Install models from your computer`  (2) button.

It is possible also to create URI from URI model. To install the URI models packs in your repository, download the appropriate URI model packs (*Device peripherals, Web TV channels, TV channels France*) (.zip) on your computer from the [INNES support Web site](#). Then click on the `Install models from your computer`  (2) button.

To add a new project repository, click on the  (3) button then select an appropriate directory.



It is possible also to switch to another project repository afterwards. For further information, refer to the chapter § [File > Project settings > Project and App](#).

 The repositories references are stored in the `prefs.js` file:

`C:\Users\<username>\AppData\Roaming\INNES Screen Composer G4\prefs.js`

 To open the directory location of your project repository in the MS-Explorer, click on the `Reveal in the explorer`  (4) button.

## 2.2.3 Screen Composer > Preferences > Network

In the Preferences item of the Screen Composer menu, select the Network item.

Set the toggle button to the right (blue color) to use a proxy server .

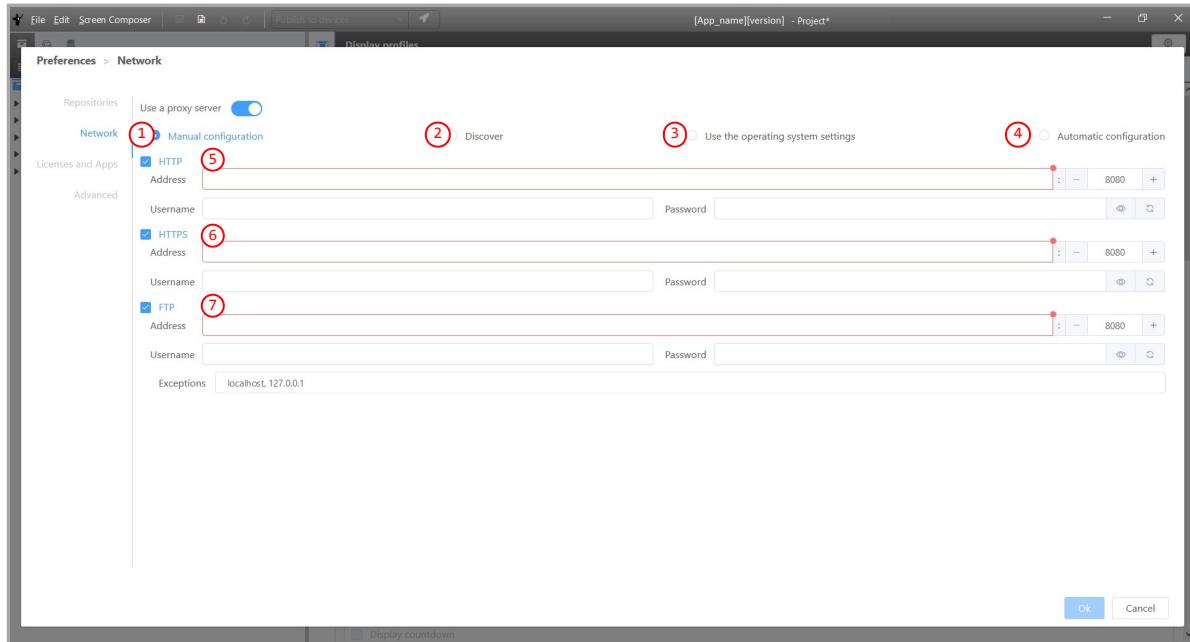
Several configurations are then possible:

- Manual configuration ①,
- Discover ②,
- Use the operating system settings ③,
- Automatic configuration ④.

### Proxy > Manual configuration

Select the Manual configuration radio to enter the proxy configuration yourself:

- the proxy IP address and login credentials for HTTPS ⑤,
- the proxy IP address and login credentials for HTTP ⑥,
- the proxy IP address and login credentials for FTP ⑦,
- the domains exceptions .



### Proxy > Discover configuration

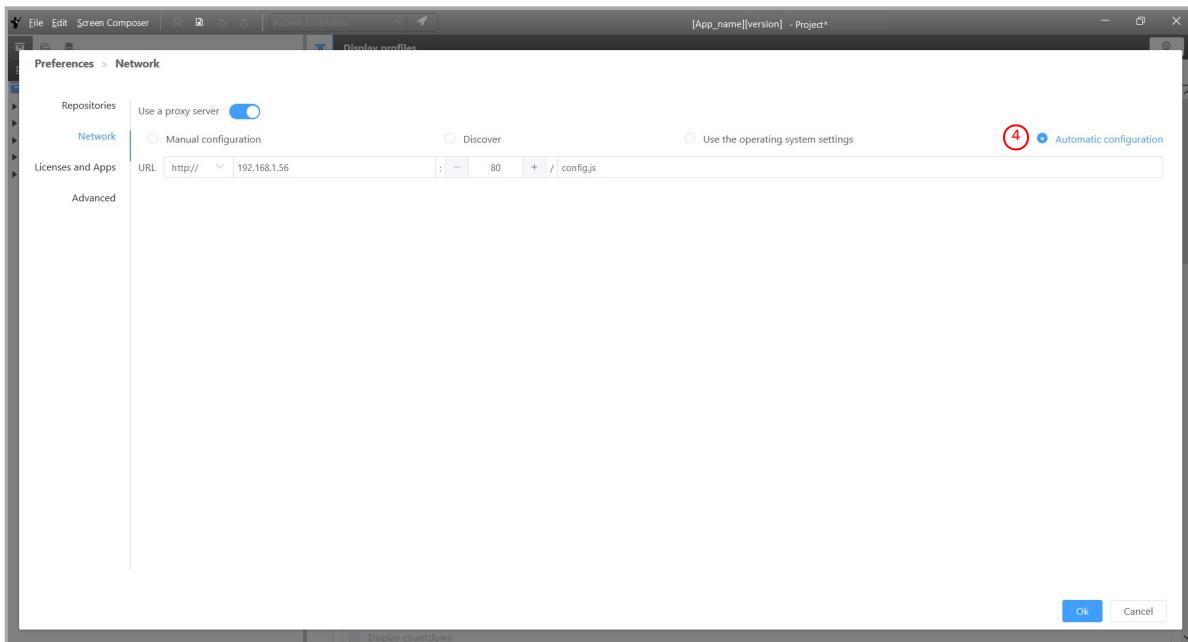
Select the Discover radio to try to detect a proxy configuration.

### Proxy > Use operating system settings

Select the Use operating system settings radio to use the MS-Windows proxy configuration.

### Proxy > Automatic configuration

Select the Automatic configuration radio to use a proxy configuration script. Enter here the URL to get the proxy configuration script.

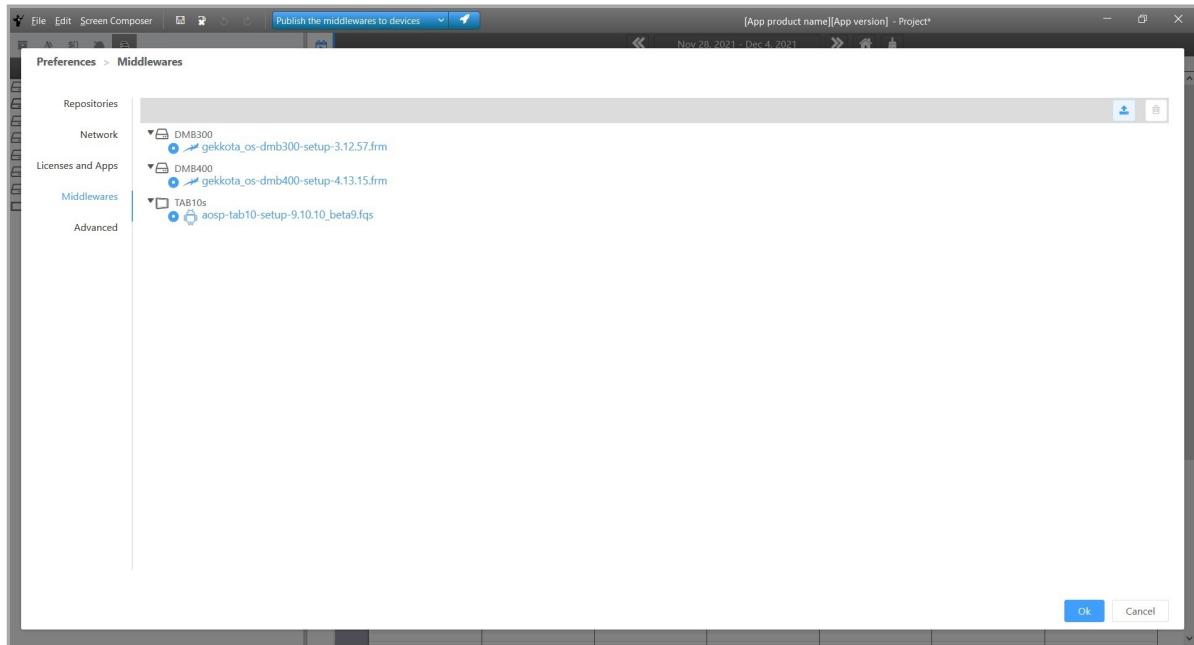


## 2.2.4 Screen Composer > Preferences > Middlewares

In the Preferences item of the Screen Composer menu, select the Middlewares item.

Click on the  button to choose the middlewares to import in INNES Screen Composer G4 .

 The middlewares are effectively imported in INNES Screen Composer G4 when the OK button is clicked to close the pane.



## 2.2.5 Screen Composer > Preferences > Licenses and Apps

### License policy

There are two `core` INNES Screen Composer G4 license key delivery formats:

- a newer format based on `core` INNES Screen Composer G4 license keys pack:
- this can be a Screen Composer core for 20 devices `core` license key pack: capable of supporting up to twenty publishing tokens for publishing to devices with a single SignMeeting M365 App license key,
- this can be a Screen Composer core for 5 devices `core` license key pack: capable of supporting up to five publishing tokens for publishing to devices with a single SignMeeting M365 App license key,
- it can also be an additional Screen Composer core for 10 additional devices `core` license key pack: capable of supporting up to ten additional publishing tokens to publish to devices with still a single SignMeeting M365 App license key, bringing the total number of supported devices to respectively thirty (twenty + ten) or fifteen (five + ten).<sup>1</sup>
- an older format based on a single `core` INNES Screen Composer G4 license key:
- this Screen Composer core license key is capable of supporting older several SignMeeting M365 App <sup>2</sup> license keys.

<sup>1</sup> It is possible to install other Screen Composer core for 10 additional devices license keys packs to support more publishing tokens to publish on devices (e.g.: 20 + 10 + 10 + 10 + .... or 5 + 10 + 10 + 10 + ...).

<sup>2</sup> In this case, you also need as many SignMeeting M365 App license keys as devices registered in your INNES Screen Composer G4 projects to have the required publishing tokens.

### Installation

The INNES Screen Composer G4 core license keys have been delivered by INNES to the recipient email provided by the customer (e.g. `cico@contoso.fr`) with this kind of email body<sup>1</sup>:

- Screen Composer core license key format:

```
Copy the core license key line below and paste it in.  
Core license key :  
WViSl - ffaf - wuTW - S4ab - zz/ff; PSN01200-00251 CD1; Screen Composer core
```

- Screen Composer core for 20 devices license key format:

```
Copy the core license key line below and paste it in.  
Core license key :  
ZWTxF - ff/o - w7Y1 - Gziz - ncIff ; PSN01202-00000 CD3 ; Screen Composer core for 20 devices
```

- Screen Composer core for 10 additional devices license key format:

```
Copy the core license key line below and paste it in.  
Core license key :  
MDHar - ffJS - QL7h - 194D - DJlff ; PSN01560-00000 CD4 ; Screen Composer core for 10 additional devices
```

The license shown above is a fake license.

Open this email, and copy the entire line with the Screen Composer core suffix included.

- Screen Composer core license key format:

```
WViSl - ffaf - wuTW - S4ab - zz/ff; PSN01200-00251 CD1; Screen Composer core
```

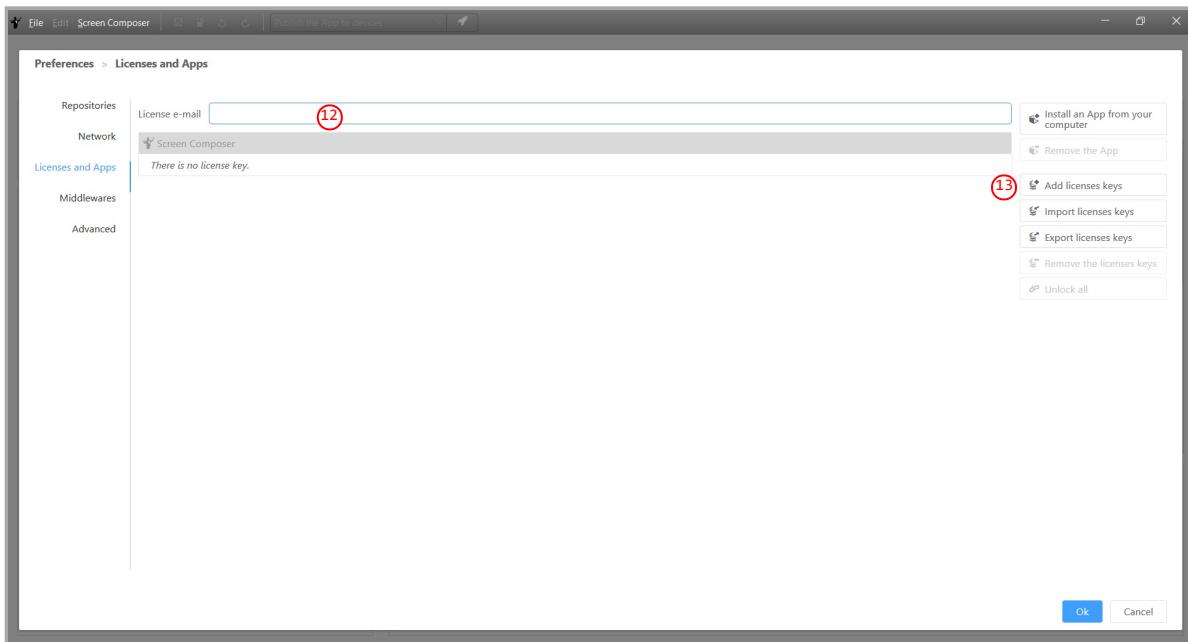
- Screen Composer core for 20 devices license key format and optional Screen Composer core for 10 additional devices license key formats:

```
ZWTxF - ff/o - w7Y1 - Gziz - ncIff ; PSN01202-00000 CD3 ; Screen Composer core for 20 devices  
MDHar - ffJS - QL7h - 194D - DJlff ; PSN01560-00000 CD4 ; Screen Composer core for 10 additional devices
```

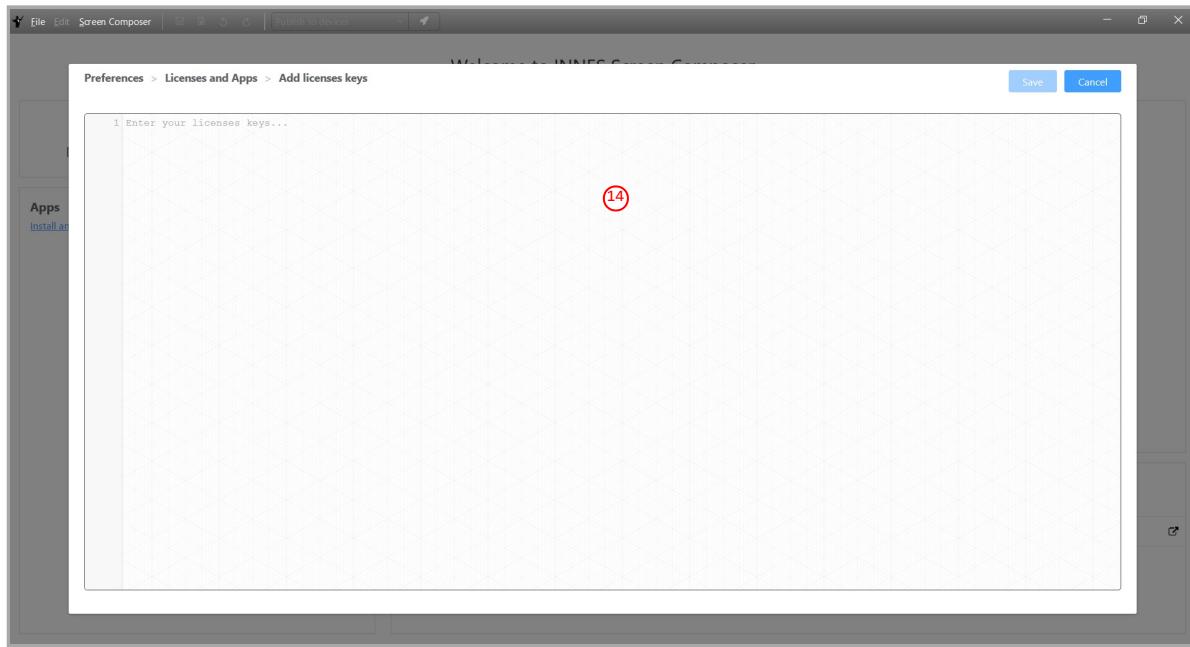
 In case you have other licenses keys linked to a specific SignMeeting M365 App product, you can copy them and paste them as well. A new SignMeeting M365 App part will be created in the pane and the licenses will be spread accordingly on the Screen Composer side and on the SignMeeting M365 App side. For further information, refer to the chapter § [App license keys installation](#).

To access to the Licenses and Apps pane, select the Preferences item of the Screen Composer menu. To work with INNES Screen Composer G4 with this computer:

- enter the License e-mail value  of the e-mail account used to get the licenses (e.g. `ciso@contoso.fr`),
- click on the  Add licenses keys  button to add the Screen Composer core license key.



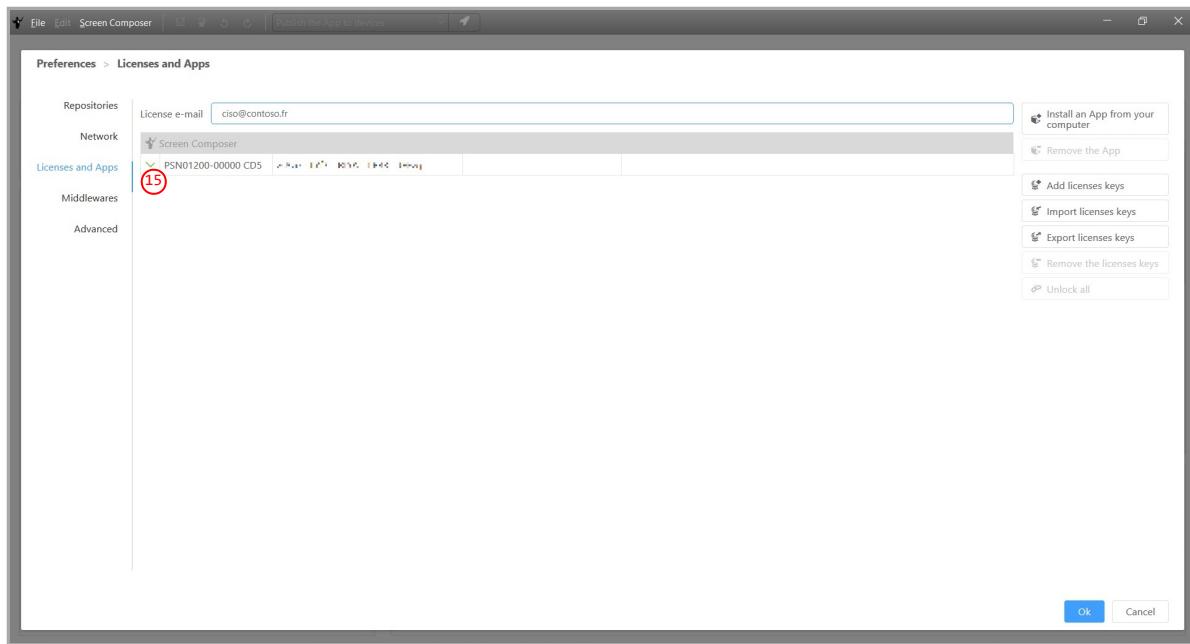
Paste ⑯ the license coming from your e-mail body.



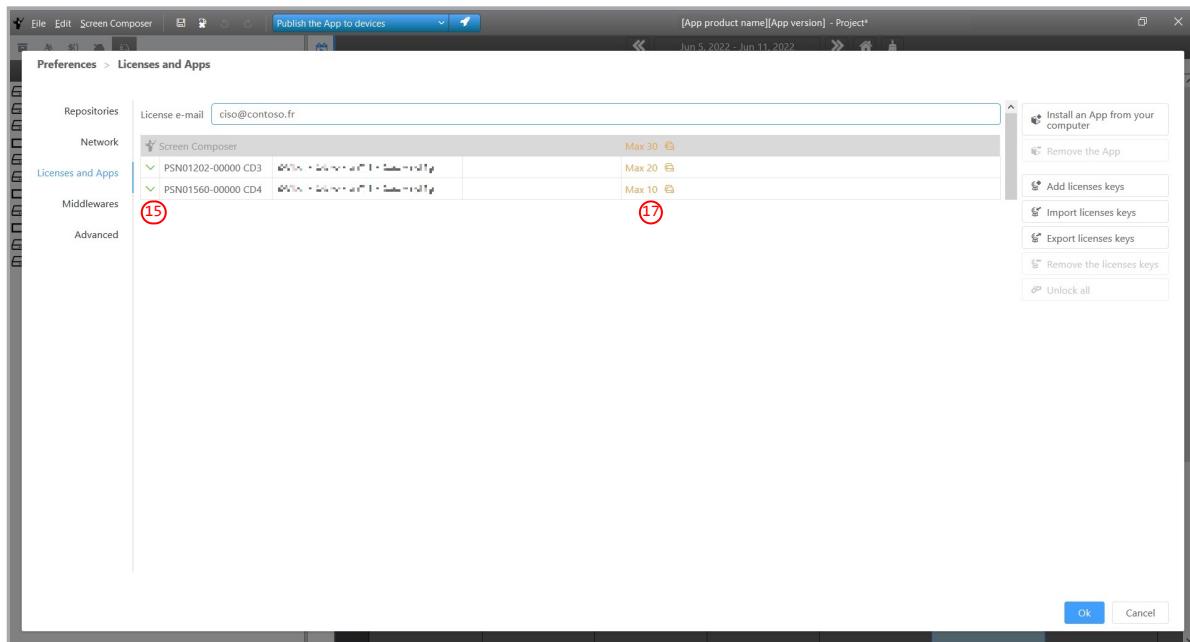
For example:

A green checkmark ⑰ is showing that the license key is valid.

- Screen Composer core license key format:



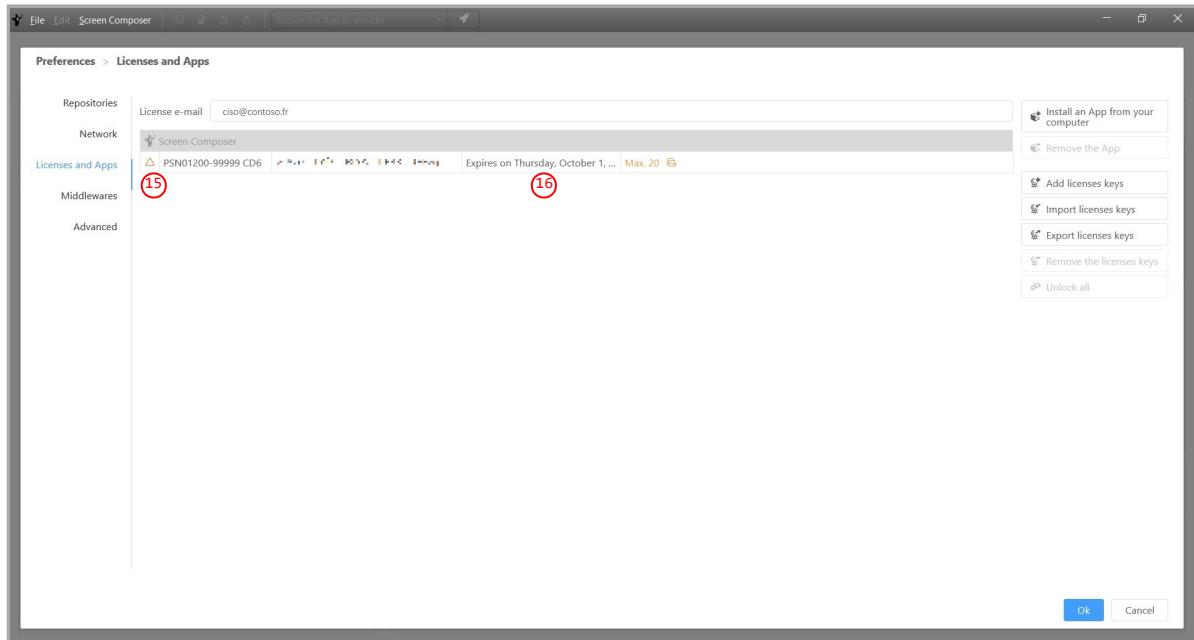
- Screen Composer core for 20 devices and optional Screen Composer core for 10 additional devices license key formats:



The max. number of devices (in the example: 20 + 10 devices) supported in your project appears in this column (in the example: Max 30 = Max 20 + Max 10 ).

## Demo licenses

In case demo license key, the expiration date **⑯** and the max. of supported devices appear (e.g.: *Expires on Sunday, May 1, 2022, Max 5 devices*).



## 2.2.5.1 App installation

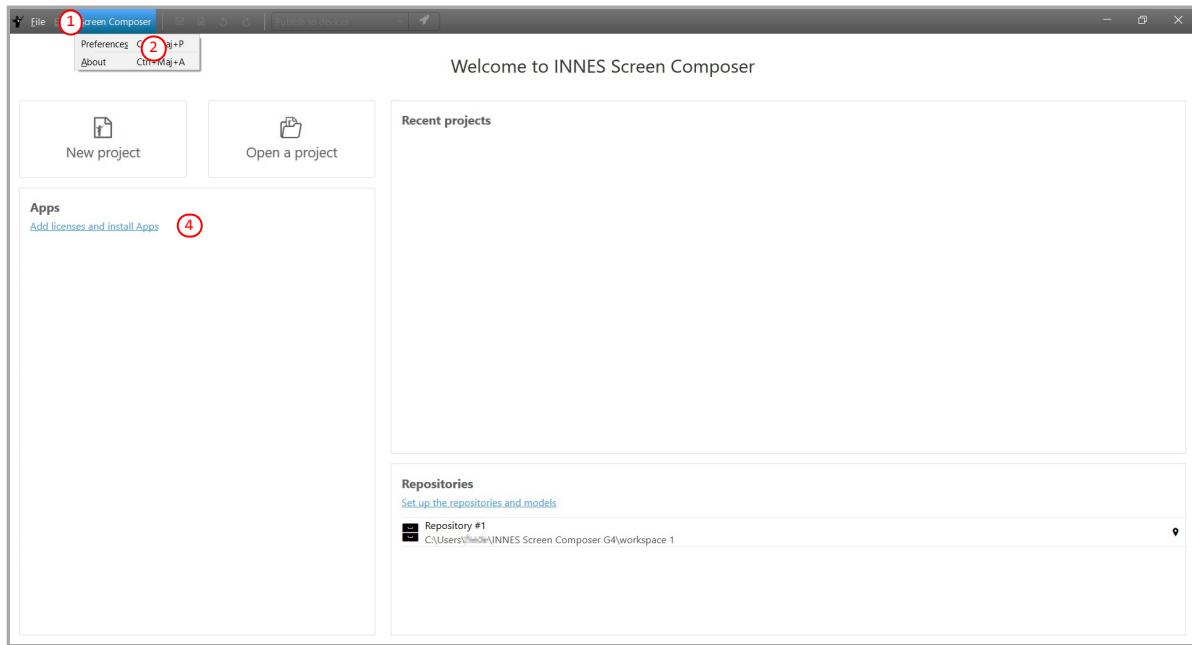
### App download and installation

Before creating a new INNES Screen Composer G4 project, you need get the last available SignMeeting M365 App version available for download from the [INNES Web site](#).

The SignMeeting M365 App file matches this pattern: `signmeeting_m365-screen-composer-addin-2.<yy>.<zz>.appi`.

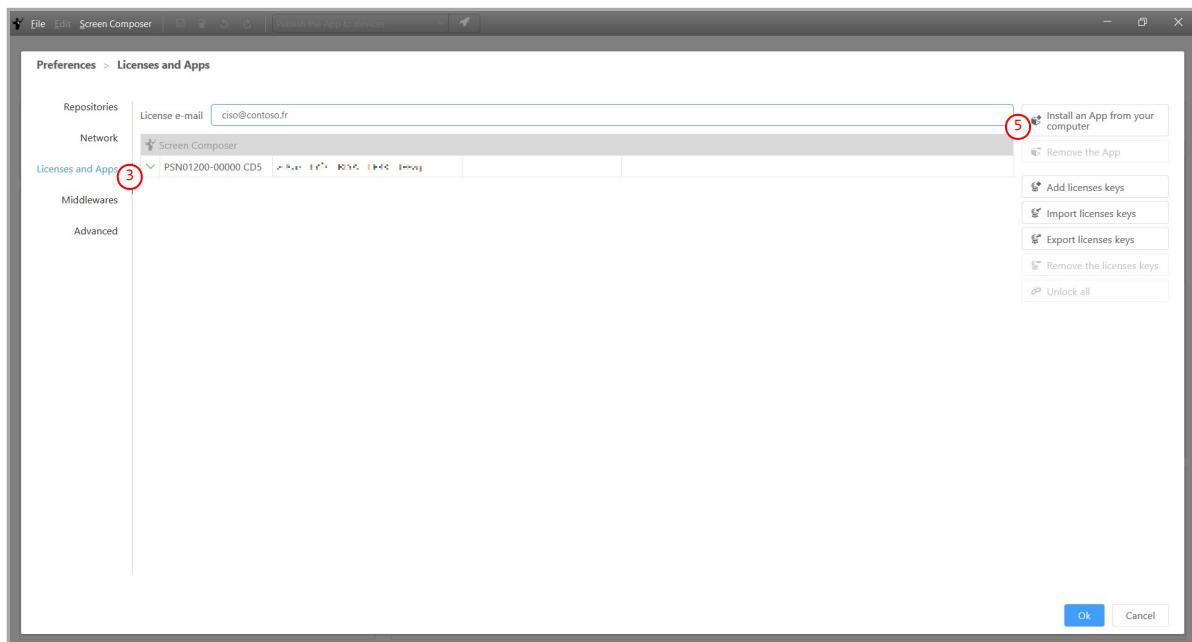
From the welcome screen:

- either click on the `Add licenses and install Apps` (4) blue link,
- or click on the `Preferences` (2) item of the `Screen Composer` (1) menu then select the `Licenses and Apps` (3) item.

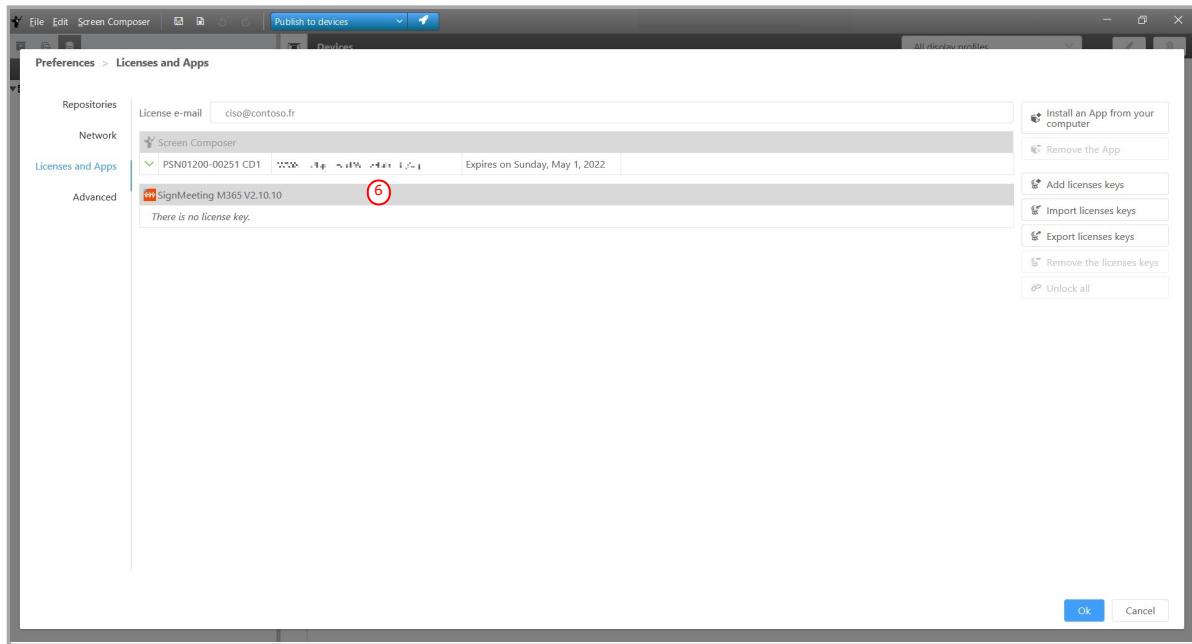


Click on the `Install an App from your computer` (5) and select the appropriate SignMeeting M365 App file:

- Filename pattern: `signmeeting_m365-screen_composer-addin-<xx>.<yy>.<zz>.appi`.



The SignMeeting M365 App (6) appears in the pane.



To remove the App, select the App and click on the Remove the App button.

It is not possible to remove an App product which is currently used by the opened project.

Once installed, the SignMeeting M365 App is stored automatically in the following directory `C:\Users\<username>\AppData\Roaming\INNES Screen Composer G4\innes\apps\`.

## 2.2.5.2 App license keys installation

### License policy

Each SignMeeting M365 App license key is associated to :

- a user email address (e.g. `ciso@contoso.fr`),
- a SignMeeting M365 App product (e.g. SignMeeting M365 for Screen Composer ).

**⚠** You must have as much SignMeeting M365 App license keys as you have devices in your project.

**⚠** A SignMeeting M365 App license key cannot be used twice for two different devices in two different projects.

**⚠** A SignMeeting M365 App license key value can be paired to only one device, which is identified by its `MAC Id`. The pairing is done at the publication.

**☞** Once the SignMeeting M365 App licenses keys are installed, they are kept permanently in Screen Composer, and are visible for every projects.

### Installation

The SignMeeting M365 App license keys have been delivered by INNES to the user email address provided by the customer (e.g. `ciso@contoso.fr`) with this kind of user email body<sup>1</sup>:

- Copy all the Apps license key lines below (at once) and paste them in.

Apps License Keys (Qty = 3) :

Enter the appropriate licenses keys for your App product

```
HhBo - om6gl - px7Jp - 8itiV - zzViw ; PSN00590-00000 CD8 ; SignMeeting M365 for Screen Composer  
kpjle - 5tew - x7uq - ubsee - zziaa ; PSN00590-00001 CD5 ; SignMeeting M365 for Screen Composer  
tk5cK - efdCF - lyf1 - 8os1 - zzyBw ; PSN00590-00002 CD2 ; SignMeeting M365 for Screen Composer
```

**☞** The licenses key with the suffix `SignMeeting EWS for Screen Composer` are also suitable for this App product.

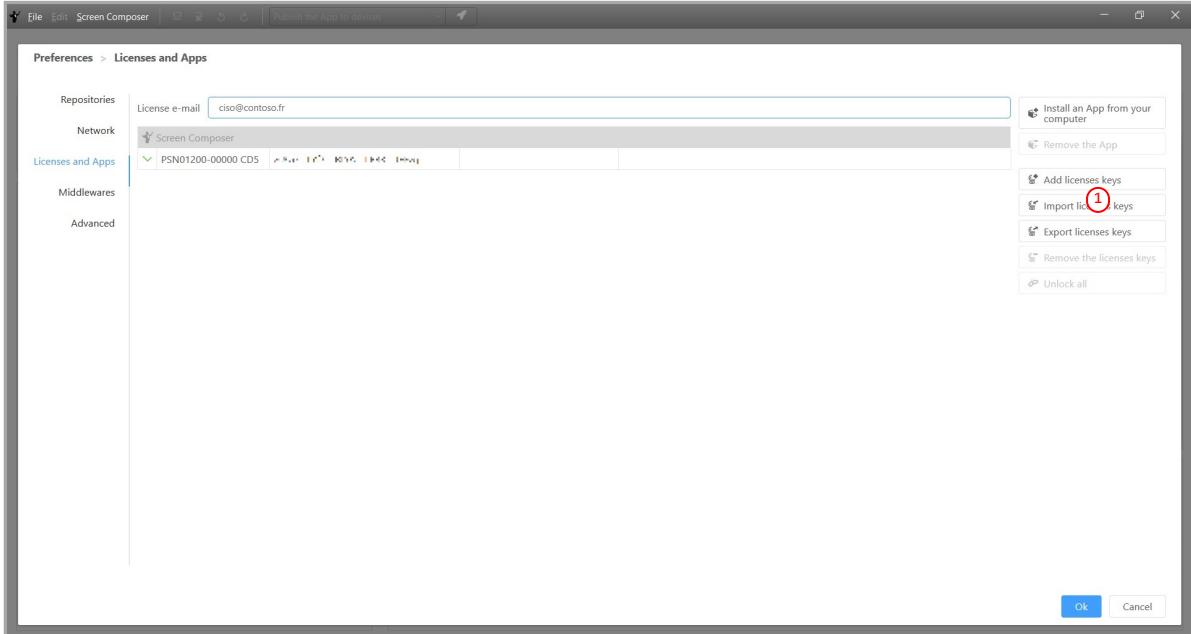
**☞** **☞** When importing the SignMeeting M365 App license keys, a suffix is showing which App product, the license keys are given for.

The license shown above are fake license.

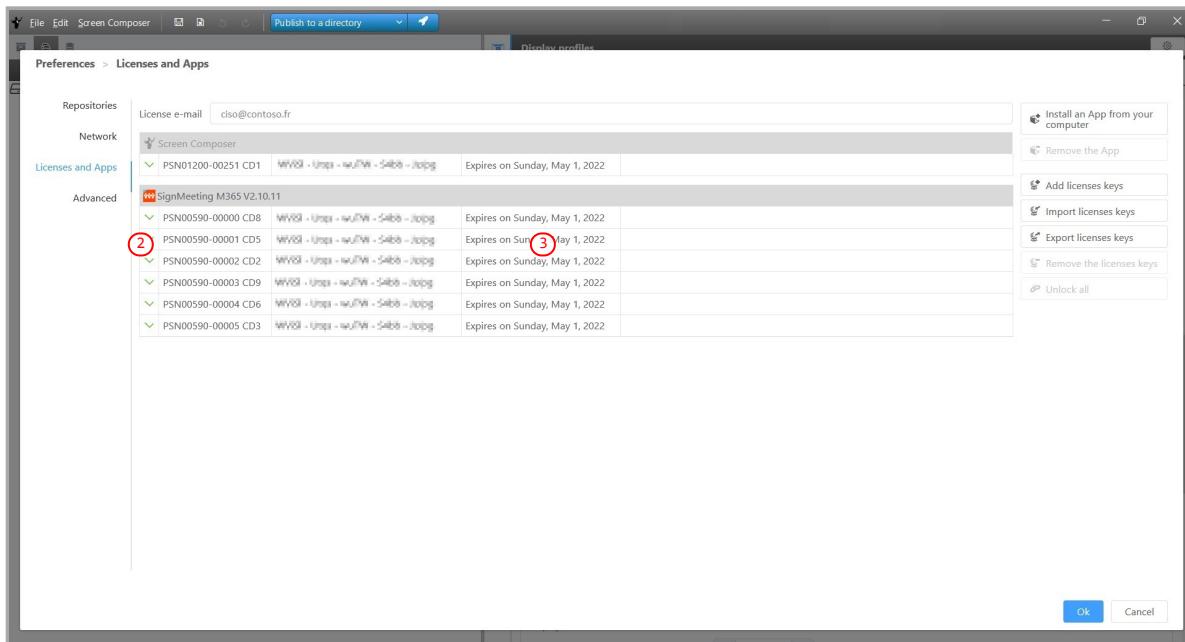
Copy the entire line with the `SignMeeting M365 for Screen Composer` suffix included.

```
HhBo - om6gl - px7Jp - 8itiV - zzViw ; PSN00590-00000 CD8 ; SignMeeting M365 for Screen Composer  
kpjle - 5tew - x7uq - ubsee - zziaa ; PSN00590-00001 CD5 ; SignMeeting M365 for Screen Composer  
tk5cK - efdCF - lyf1 - 8os1 - zzyBw ; PSN00590-00002 CD2 ; SignMeeting M365 for Screen Composer
```

Click on the  Add licenses keys **①** button to add the SignMeeting M365 App licenses keys.

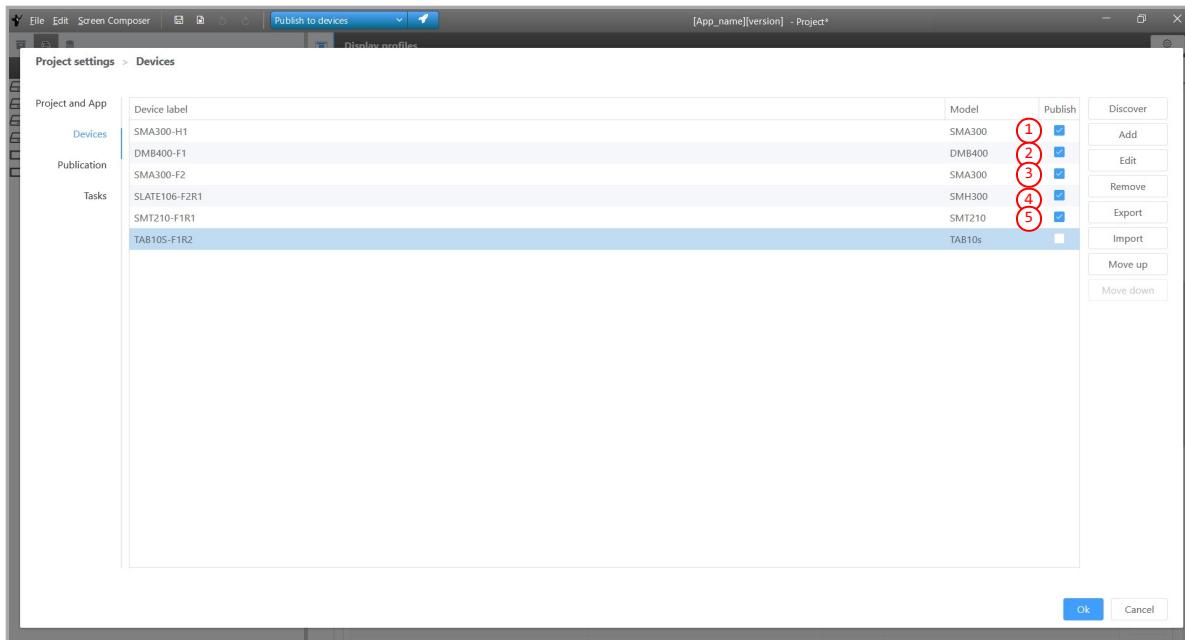


A green checkmark **②** is showing that the license keys are valid. The expiration date **③** does appear (e.g.: *Expires on Sunday, May 1, 2022*).



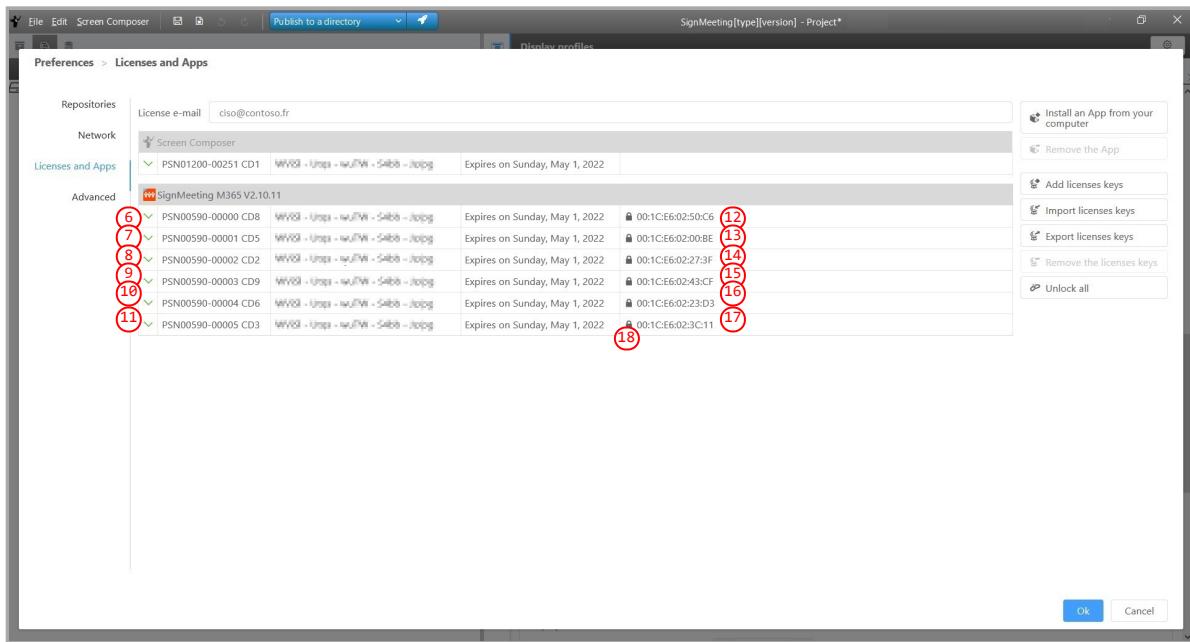
## Publication and App license key pairing

To publish successfully, the number of device added to your project (e.g. ① to ⑤) must be equal to (or be lower than) the number of SignMeeting M365 App license keys to pair (e.g. 5 SignMeeting M365 App licenses keys from ⑥ to ⑩).

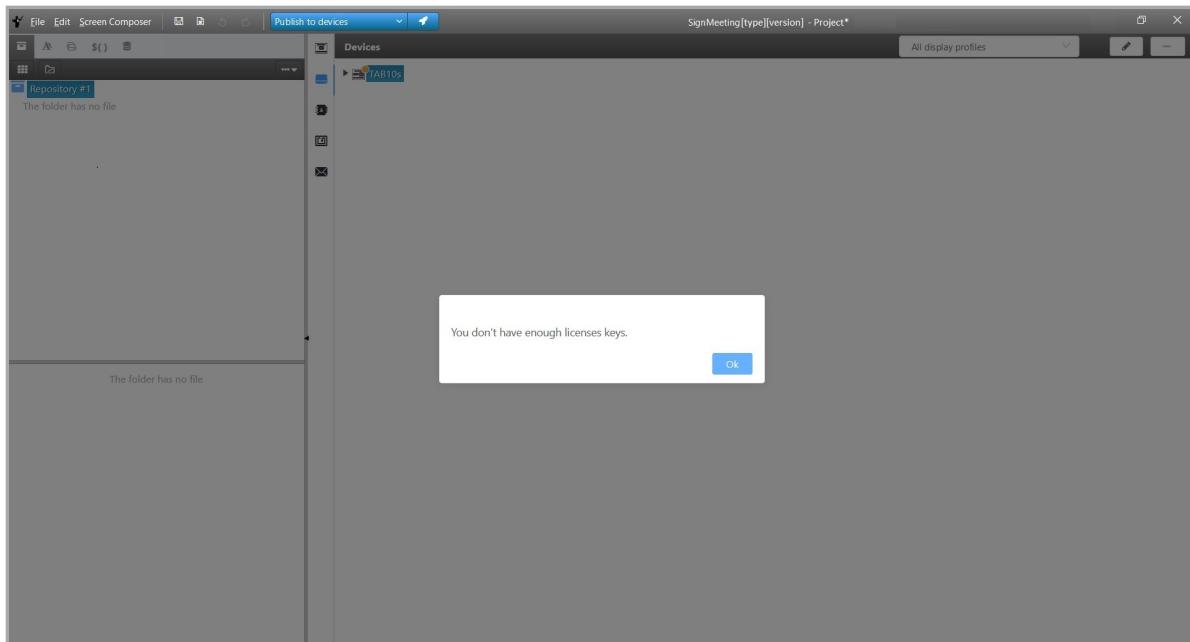


When the publication is completed, Screen Composer keeps the pairing status of the SignMeeting M365 App license keys with the project's devices MAC Id.

The SignMeeting M365 App license key's pairing status is identified by a padlock ⑪ meaning that the SignMeeting M365 App license key is paired with this device.



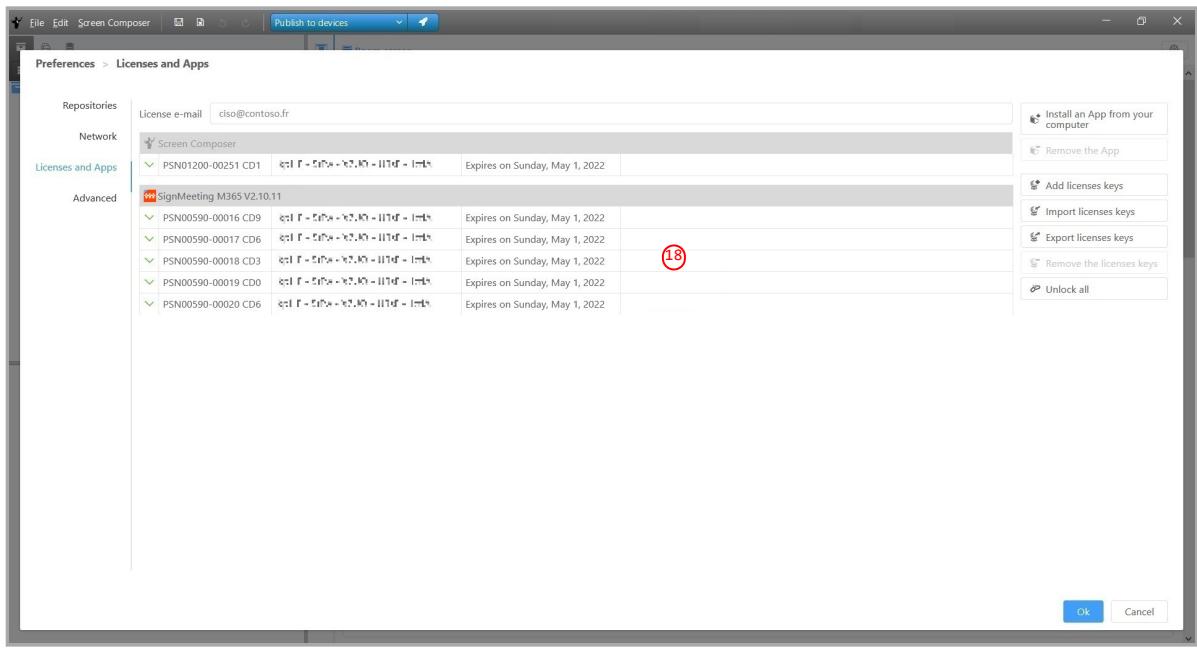
In case, the number of SignMeeting M365 App license keys is not sufficient, a information message is raised when the publication is launched.



To work around,

- add the appropriate number of SignMeeting M365 App license keys missing to your project or,
- remove the excess devices from your project.

***In case, you have added an unexpected device to your project and published on it, an SignMeeting M365 App license key value is spent for nothing. To work around, remove this device from your project and click on the **Unlock all** button to forget the overall SignMeeting M365 App license key pairing configuration then publish again.***



## 2.2.6 Screen Composer > Preferences > Advanced

In the Preferences item of the Screen Composer menu, select the Advanced item.

Set the toggle button to the right (blue color) to Open the last project as soon as a INNES Screen Composer G4 is launched.



Set the toggle button to the left (grey color) to display the welcome pane instead of to Open the last project as soon as a INNES Screen Composer G4 is launched.



## 2.2.7 File > Project settings > Devices

Before launching a devices discovery (UPnP) on your local network, check that the devices are properly configured to work with INNES Screen Composer G4 and to work with the SignMeeting M365 App.

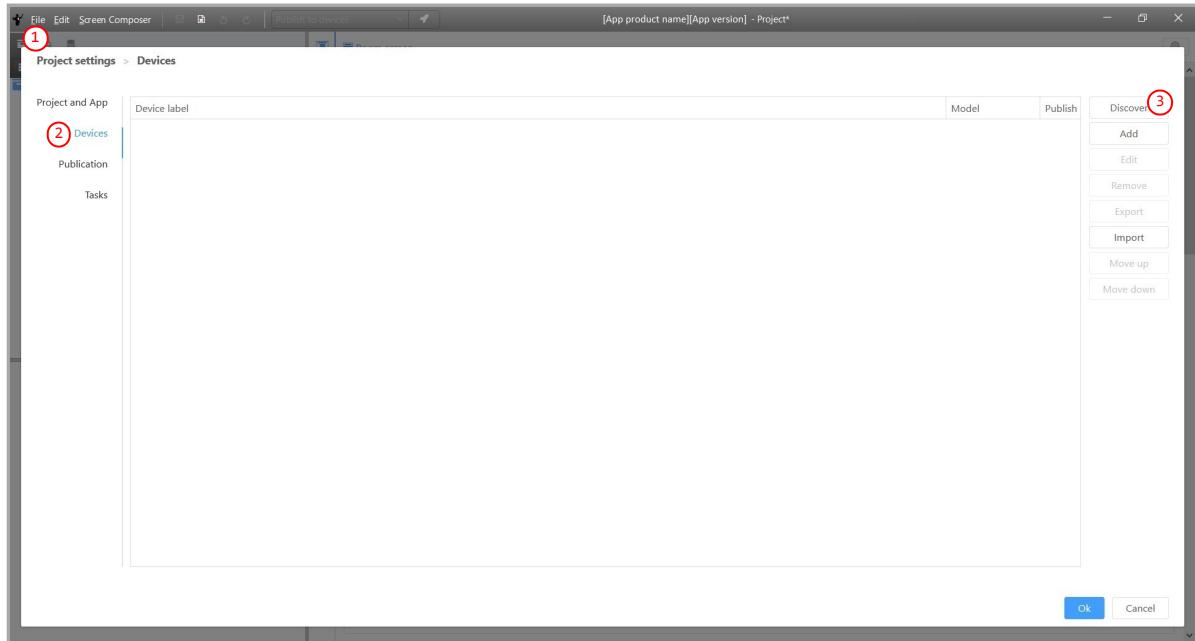
For further information about Qeedji System AOSP 9 devices, refer to the chapter § [Qeedji System AOSP devices configuration for Screen Composer G4](#).

For further information about Gekkota 4 devices, refer to the chapter § [Gekkota devices configuration for INNES Screen Composer G4](#).

To add devices to your project, click on the Project settings item of the File (1) menu, then select the Devices (2) item.

Click on the Discover (3) button to discover by UPnP the devices which are alive on the local network.

INNES Screen Composer G4 can detect Gekkota 4, Gekkota 3 and Qeedji System AOSP 9 devices.

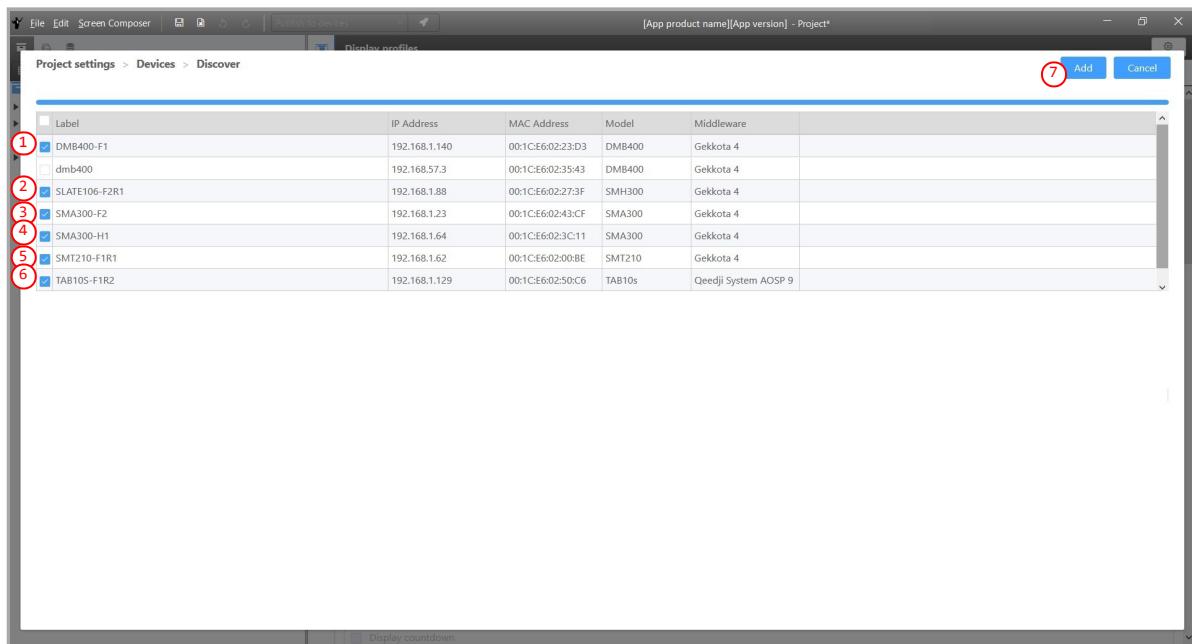


A list of the devices is detected.

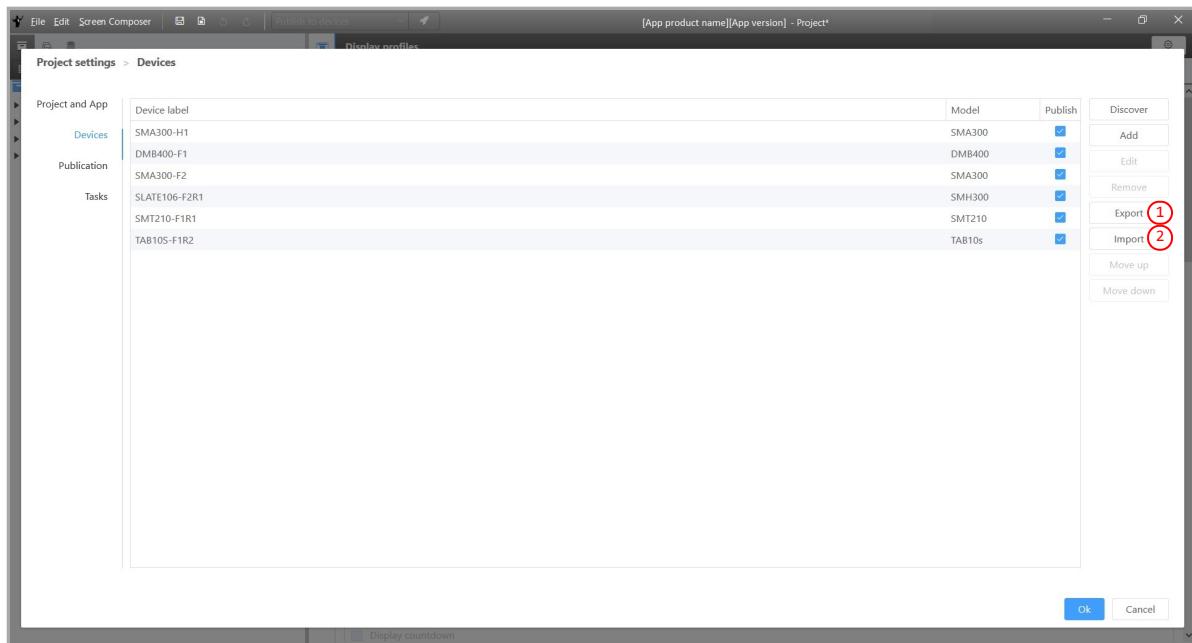
Project settings > Devices > Discover				
Label	IP Address	MAC Address	Model	Middleware
DMB400-F1	192.168.1.140	00:1CE602:23D3	DMB400	Gekkota 4
DMB400	192.168.57.3	00:1CE602:35A3	DMB400	Gekkota 4
SLATE106-F2R1	192.168.1.88	00:1CE602:273F	SMH300	Gekkota 4
SMA300-F2	192.168.1.23	00:1CE602:43CF	SMA300	Gekkota 4
SMA300-H1	192.168.1.64	00:1CE602:3C11	SMA300	Gekkota 4
SMT210-F1R1	192.168.1.62	00:1CE602:00BE	SMT210	Gekkota 4
TAB10S-F1R2	192.168.1.129	00:1CE602:50C6	TAB10s	Qeedji System AOSP 9

⚠ The SignMeeting M365 App is not compatible with Gekkota 3 devices.

In the list of the devices detected, select the appropriate devices (1) (2) (3) (4) (5) (6) to be added to your project. Then click on the Add (7) button.



Once the devices are added to your project, select the one applicant for the publication.



When the devices are detected thanks to the UPnP discovery, the default `admin/admin` login credentials and the default `http://` scheme value may be not consistent. Double check these parameters each time you add a new device to the project.

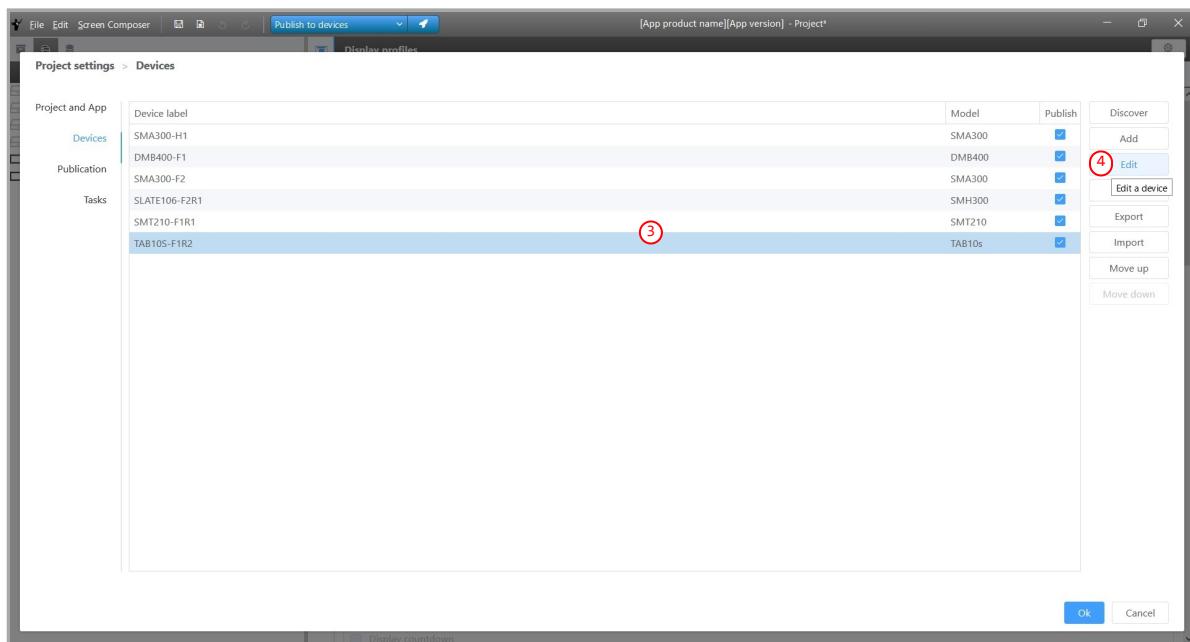
⚠ The login credentials per each device cannot be automatically detected and are set by default to `admin / admin` when a device is added to the project. If required, modify the login credentials with consistent values.

⚠ The device only available with the `https://` scheme cannot be detected automatically.

☞ The port value to access to this the device is automatically detected.

☞ Once the devices are added to your project with their appropriate scheme and login credentials, you can export the device configuration into a `.csv` file with the `Export` (1) button. With the `Import` (2) button, it is possible afterwards to import the devices configuration.

To change the login credentials, the scheme value or the port value to access to the Web server of the device with INNES Screen Composer G4 , select the appropriate device in the list **③** an click on the **>Edit** **④** button.



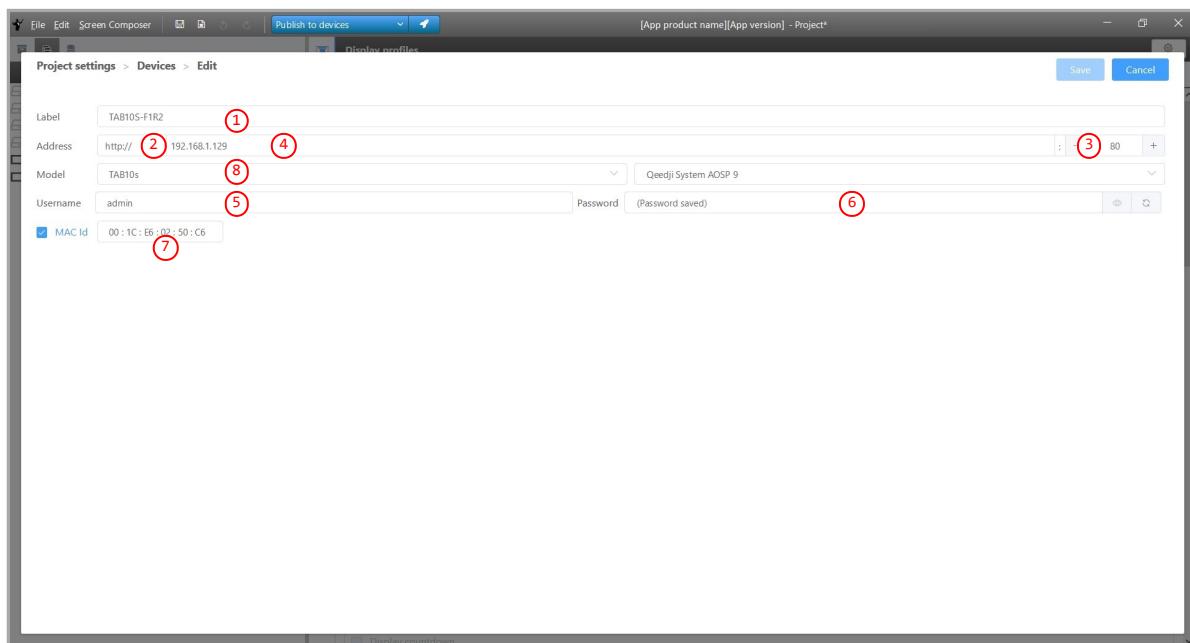
For each Qeedji System AOSP and Gekkota devices, you can watch or modify:

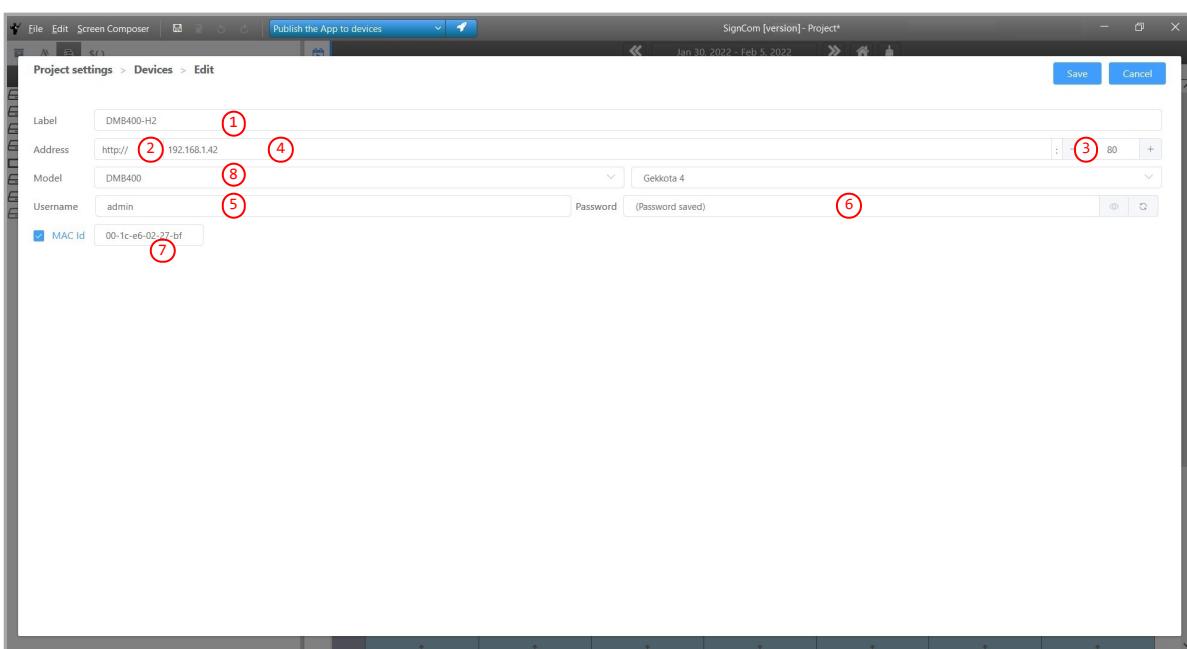
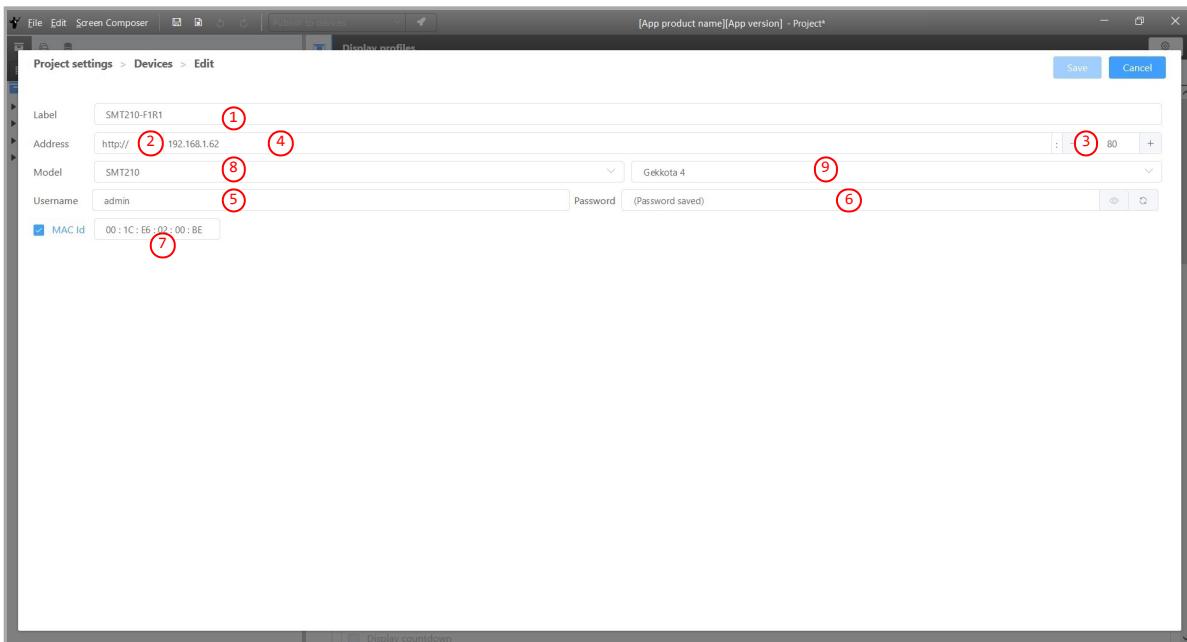
- the device label **①** in INNES Screen Composer G4 : the default label value given here is the device's hostname value,
- the device scheme **②** on which the device is available (*http://* or *https://*),
- the device port **③**,
- the device IP address **④**,
- the Username **⑤** and password **⑥**: login credentials to access to the device WebDAV server,
- the MAC Id **⑦**: MAC identifier for the license<sup>1</sup>,
- the model and OS **⑧**.

<sup>1</sup> Using an invalid MAC Id for a device should lead to the display of a black content when SignMeeting M365 App is running.

<sup>2</sup> For Qeedji System AOSP devices, the MAC ID must match the MAC address value of the WLAN interface. For Gekkota 3 and Gekkota 4 devices, the MAC ID must match the MAC address value of the LAN interface.

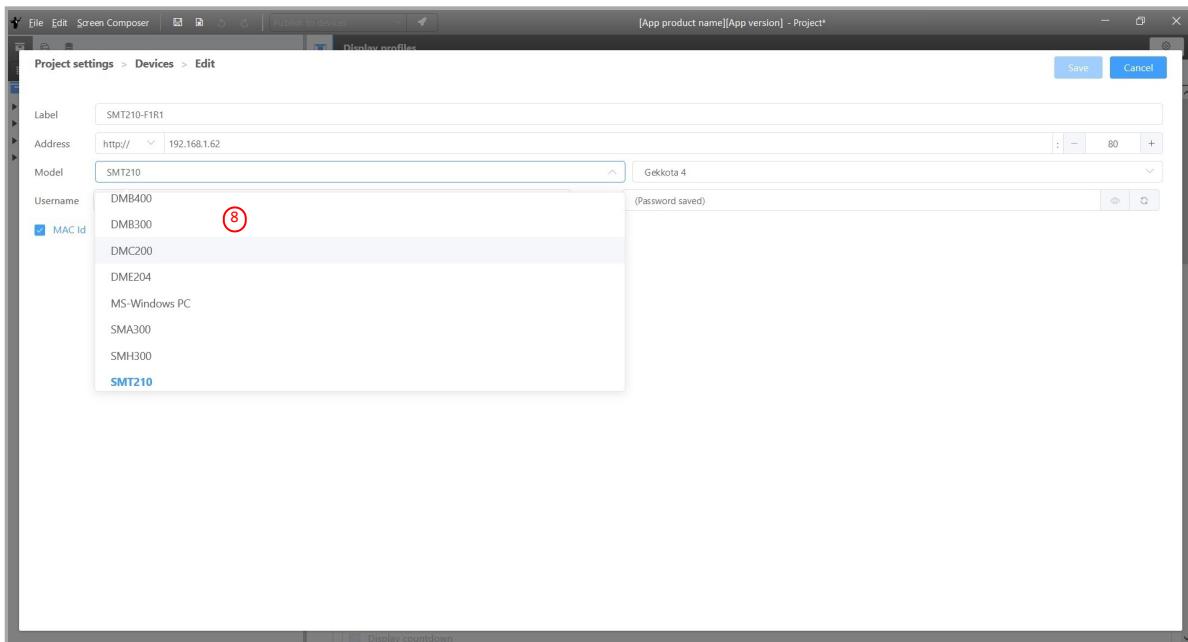
**⚠** The *https://* scheme may be not yet supported for Qeedji System AOSP devices. Check with your device provider.





For Gekkota 3 and Gekkota 4 devices, you can change the model (8) among the values here after:

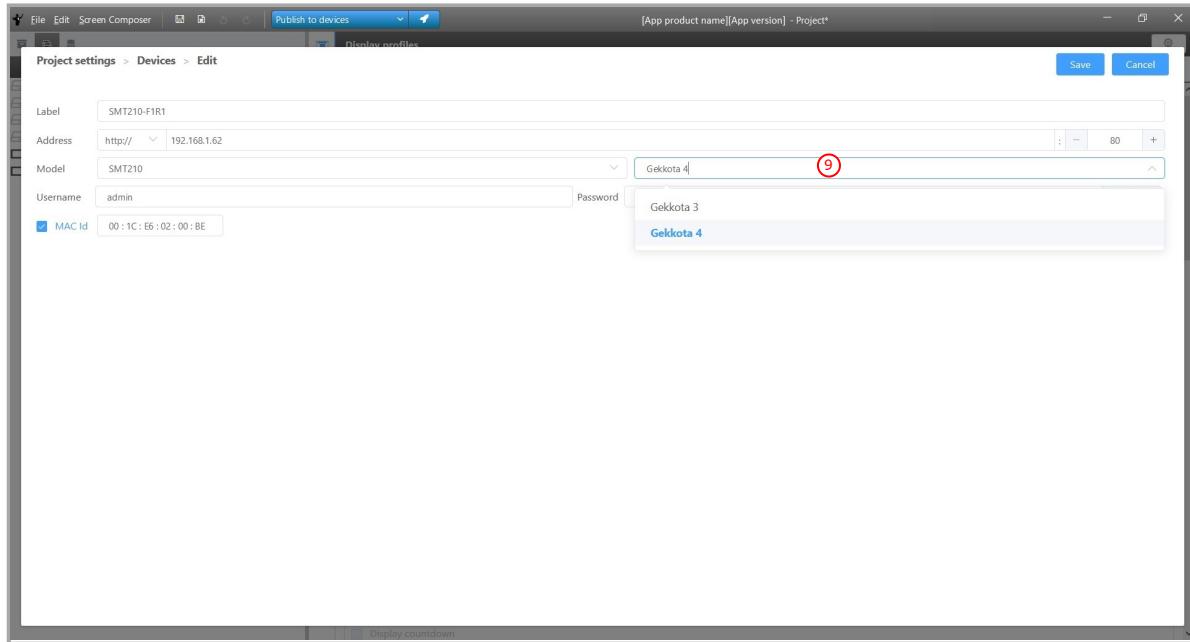
- SMT210,
- DMB400,
- SMA300,
- SMH300,
- DME204,
- MS-Windows PC,
- DMB300,
- DMC200.



For SMA300, SMT210 and MS-Windows PC, after having chosen the device model, choose the device OS <sup>⑨</sup> among the suggested value:

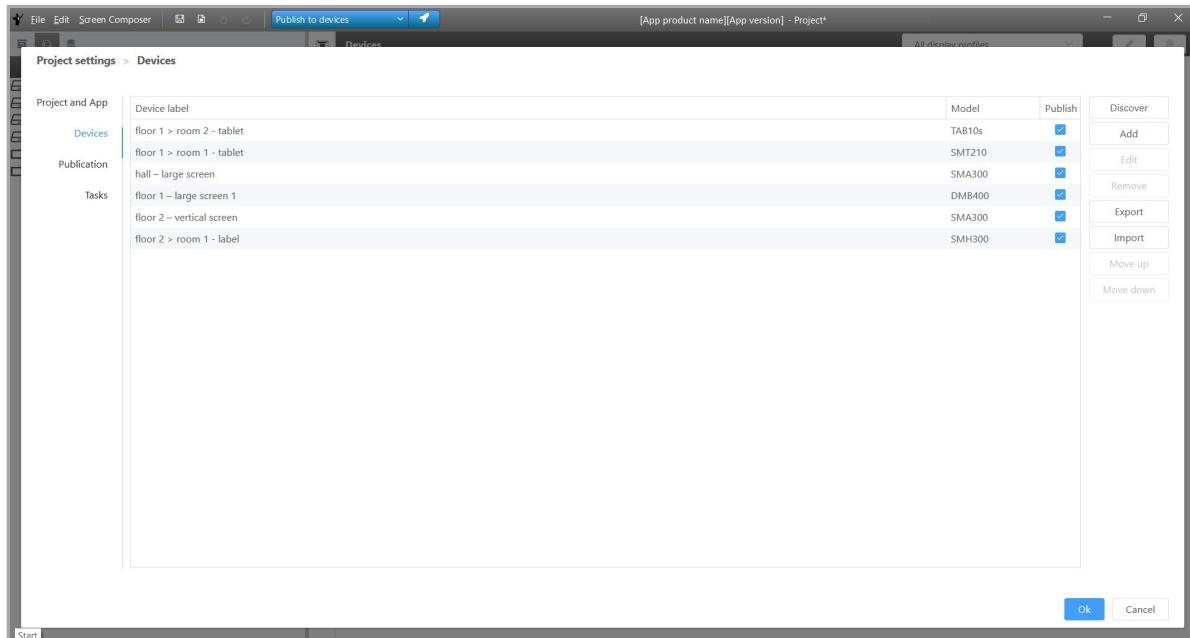
- Gekkota 4,
- Gekkota 3<sup>3</sup>.

<sup>3</sup> Some SignCom feature like the Enforce on media with pagination a page progression with a default page duration option is not working when it is running on Gekkota 3 devices.



In this user manual, the label for each device have been modified to define the location of the device in the building.

Device model	Device OS	Hostname received from devices during a discovery	Device label for display profile illustration
TAB10s	Qeedji System AOSP	TAB10S-F1R2	floor 1 > room 2 - tablet
SMT210	Gekkota 4	SMT210-F1R1	floor 1 > room 1 - tablet
DMB400	Gekkota 4	DMB400-F1	floor 1 – large screen 1
SMA300	Gekkota 4	SMA300-H1	hall – large screen
SMA300	Gekkota 4	SMA300-F2	floor 2 – vertical screen
SMH300	Gekkota 4	SLATE106-F2R1	floor 2 > room 1 - label



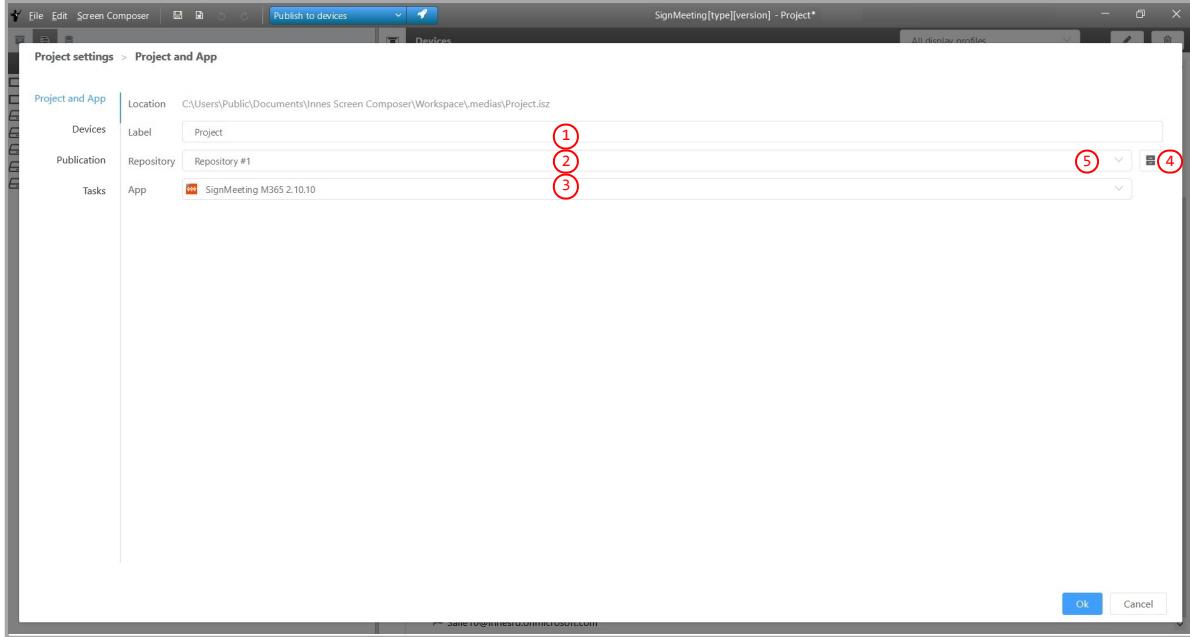
## 2.2.8 File > Project settings > Project and App

In the Project settings item of the File menu, select the Project and App item. The panel allow to show:

- the ① label of your project,
- the ② repository name used by your project,
- the ③ SignMeeting M365 App name and SignMeeting M365 App version.

To create a new project repository , click on the  Edit repositories ④ button. For further information, refer to the chapter § Screen Composer > Preferences > Repositories.

To change the repository for your project, click on the  drop down ⑤ button.



When you have just made a `repository#` change, it is advised to check whether the used image, video or css set in the SignMeeting M365 form are still present in the new repository. Else the publication may not work. To work around, it is advised to close the project and open the project again. In that case, all the inconsistent file will be removed automatically from the SignMeeting M365 form. A red stamp will show where to set back a consistent image, video or css when required to have a successful publication.

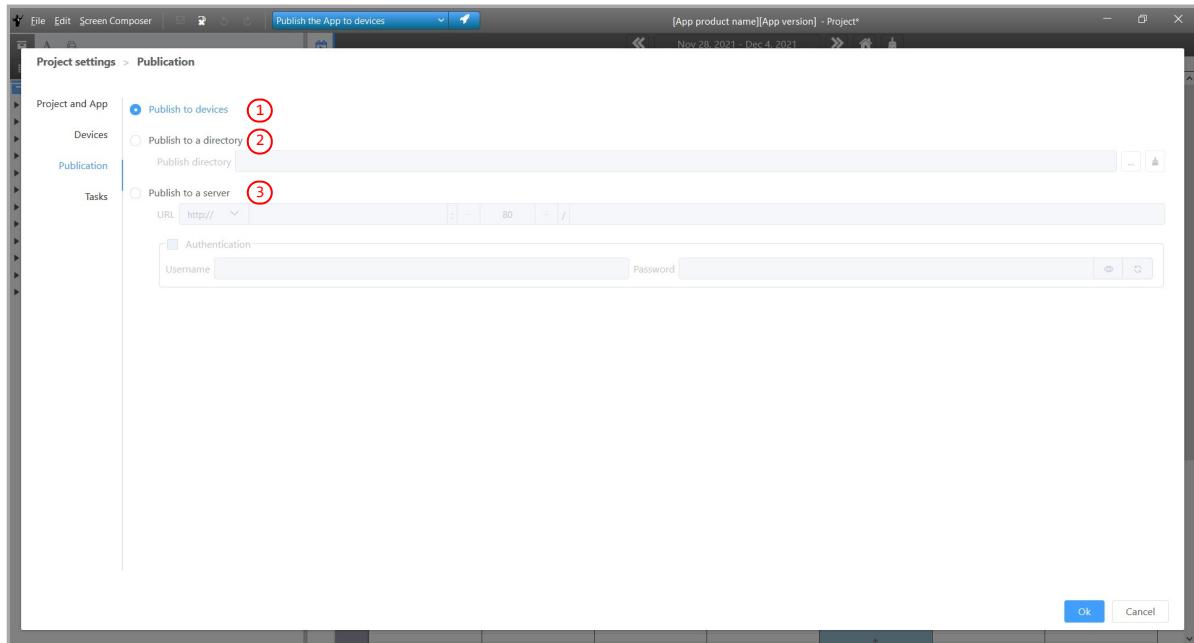
## 2.2.9 File > Project settings > Publication

In the Project settings item of the File menu, select the Publication item. The panel allows to choose among select several publication ways:

- Publish to devices ①,
- Publish to a directory ②,
- Publish to a server ③.

### Publish the App to devices

Select the Publish to devices ① publication mode (default mode) to choose to publish the SignMeeting M365 App on the devices added to the project and checked as applicant for the publication.



Activating the Publish to devices ① publication mode allows also to access to three values for the blue button at the top of the interface:

- Publish the App to devices ④: when this value is selected, clicking on the button allows to publish immediately the SignMeeting M365 App to the devices.



- Publish a purge to devices ⑤: when this value is selected, clicking on the button allows to remove immediately the SignMeeting M365 App from the devices. A information message No content should be then displayed on the devices.

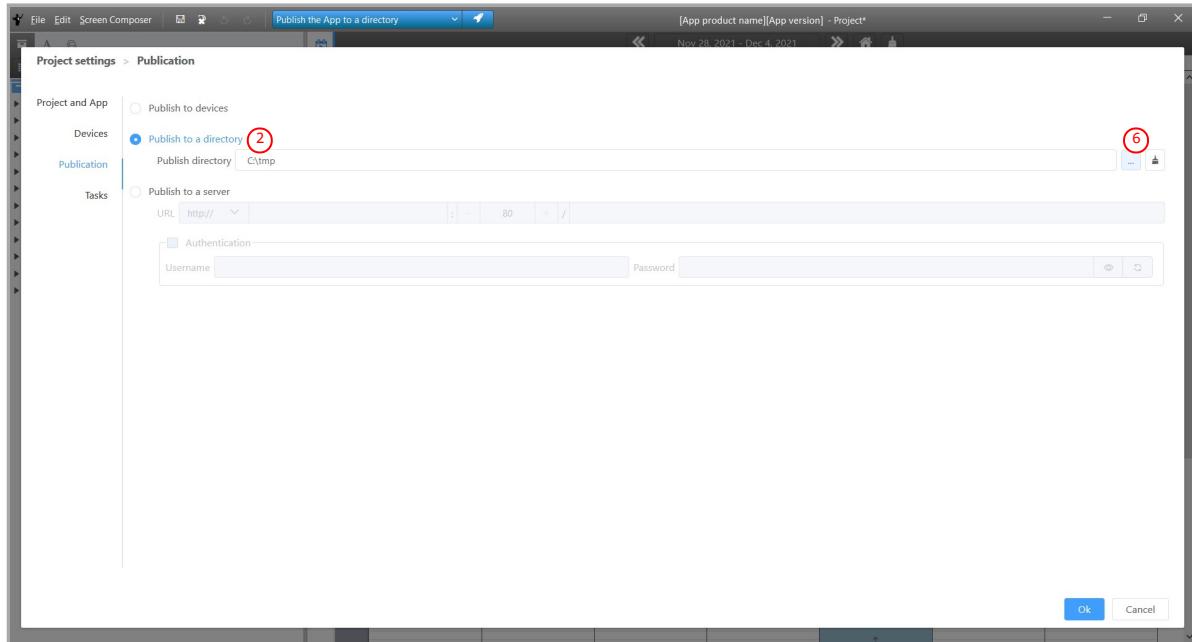


- Publish the middlewares to devices ⑥: when this value is selected, clicking on the button allows to send all the middlewares file to the devices so that the device middleware version can be updated.



## Publish the App to a directory

Select the `Publish to a directory` (2) publication mode to choose to publish the App on a local directory of your computer. Then select a target directory with the file picker (6) button.



It allows also to access to a specific `Publish to a directory` (7) button. when this value is selected, clicking on the  button allows to publish immediately the SignMeeting M365 App on this directory.



- When the `Publish the App to a directory` and `Publish the middlewares to a directory` buttons value are available, the `Publish a purge to devices` and the `Publish an App to devices` button values are not available.

Once having clicked on the `Publish the App to a directory`, the SignMeeting M365 App is copied on the directory with the appropriate manifests file with the pattern `manifest.<MAC>.xml`, with one manifest per device, making that the content is still suitable for the different devices.

App format example:

```
app/  
manifest.00-1c-e6-02-00-be.xml  
manifest.00-1c-e6-02-50-c6.xml
```

This App content can be for example copied entirely on a USB mass storage which can be then inserted in the USB port of the different devices. Each device will load automatically the appropriate part of the App.

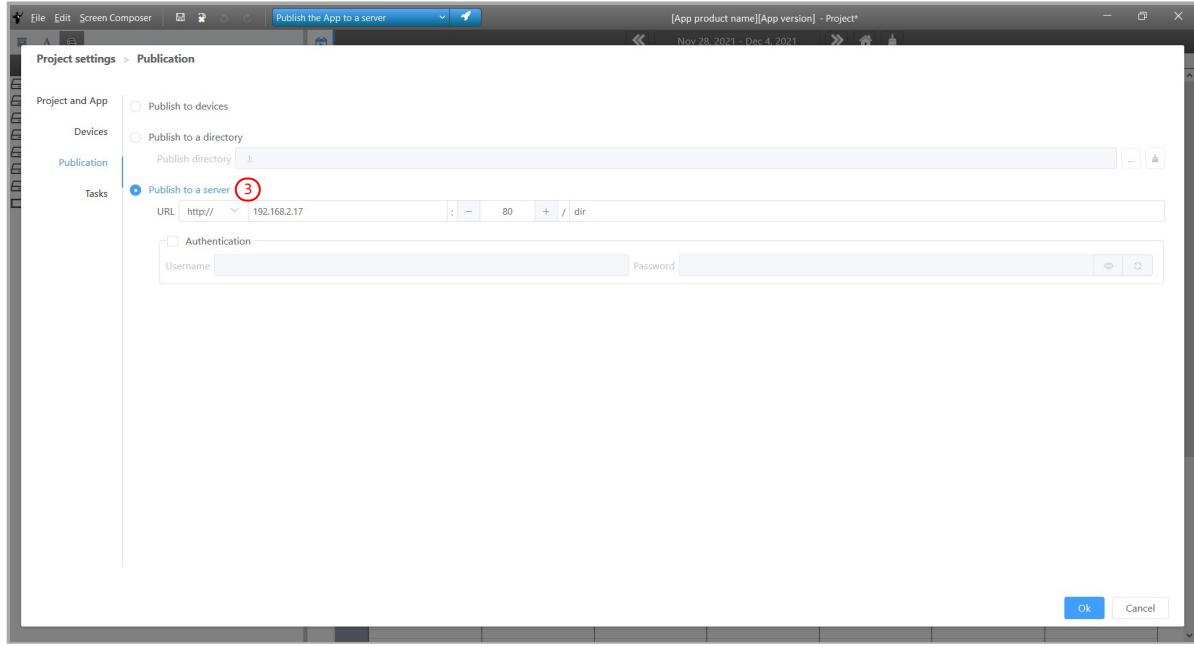
- To support the USB mass storage insertion with this `manifest.<MAC>.xml` format, the Gekkota 4 devices may require to have the identification method set to `MAC`. Do the same for `manifest.<UUID>.xml` or `manifest.<Hostname>.xml`.
- An additional `manifest.xml` is generated to support Gekkota 3 devices. For these devices, when using USB storage device to upgrade their content, it is not recommended to use variable in the App.

## Publish the App to a server

Selecting the **Publish to a server** (3) publication mode allows to publish the SignMeeting M365 App to a remote HTTP/WebDAV server.

Fill the required parameters to connect to the HTTP/WebDAV server:

- IP address,
- port,
- directory path,
- login credentials' username,
- login credentials' password.



When the **Publish the App to a server** (8) button value is selected, clicking on the allows to immediately publish the App content on the specified WebDAV server directory.

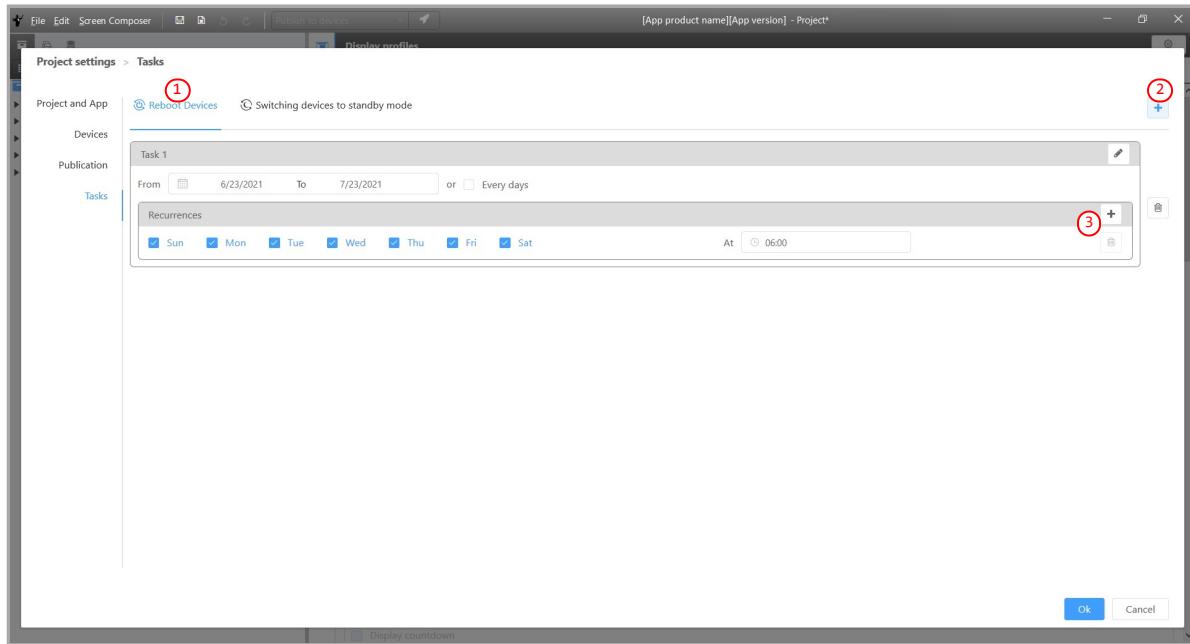


When the **Publish the App to a server** button is available, the **Publish a purge to devices** button, the **Publish an App to devices** button and the **Publish an App to a directory** button are not available anymore.

## 2.2.10 File > Project settings > Tasks

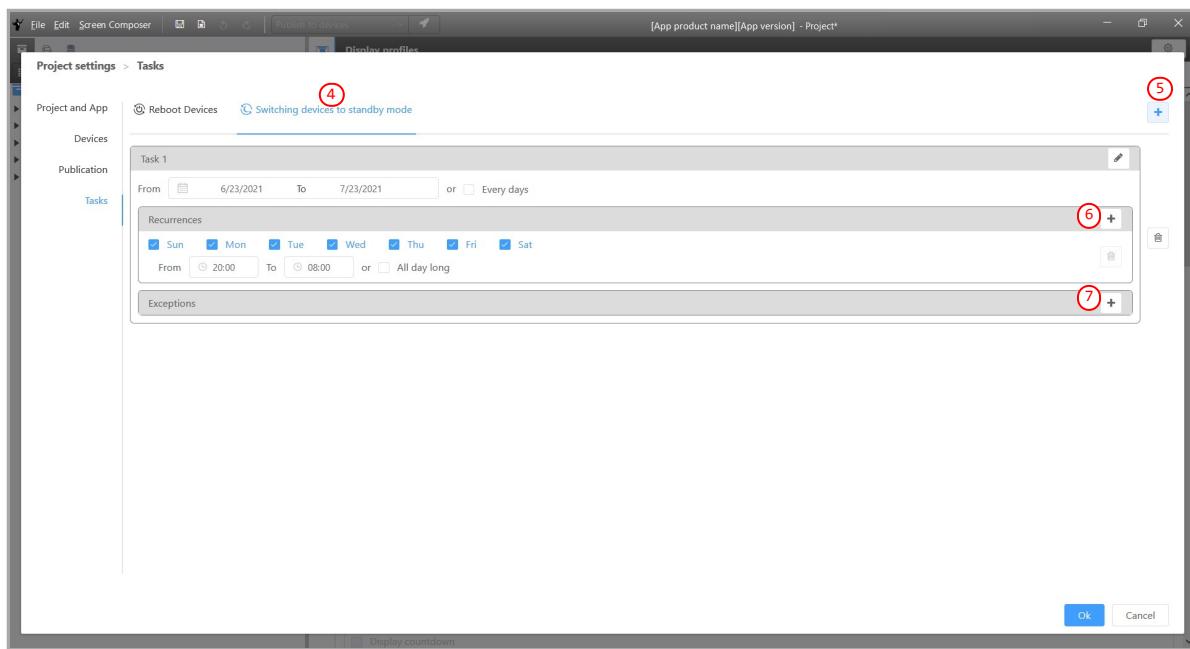
To create a planification to restart the devices registered in your project, select the `Project settings` item of the `File` menu then select the `Tasks` item. Then click on the `Reboot Devices` tab:

- click on the `+ Add a task` button (2) to add a new planification task then,
- click on the `+ Add a recurrence` button (3) to customize the planification recurrence.



To create a planification to set the screen of the devices registered in your project in standby, click on the `Switching device to standby mode` tab (4):

- click on the `+ Add a task` button (5) to add a new planification task then,
- click on the `+ Add a recurrence` button (6) to customize the planification recurrence,
- click on the `+ Add an exception` button (7) to add some Exceptions days when the devices must not be in standby.



**Once the tasks are created or modified, the publication of the App on the devices is required so that the tasks are effective on the devices.**

# **Part III**

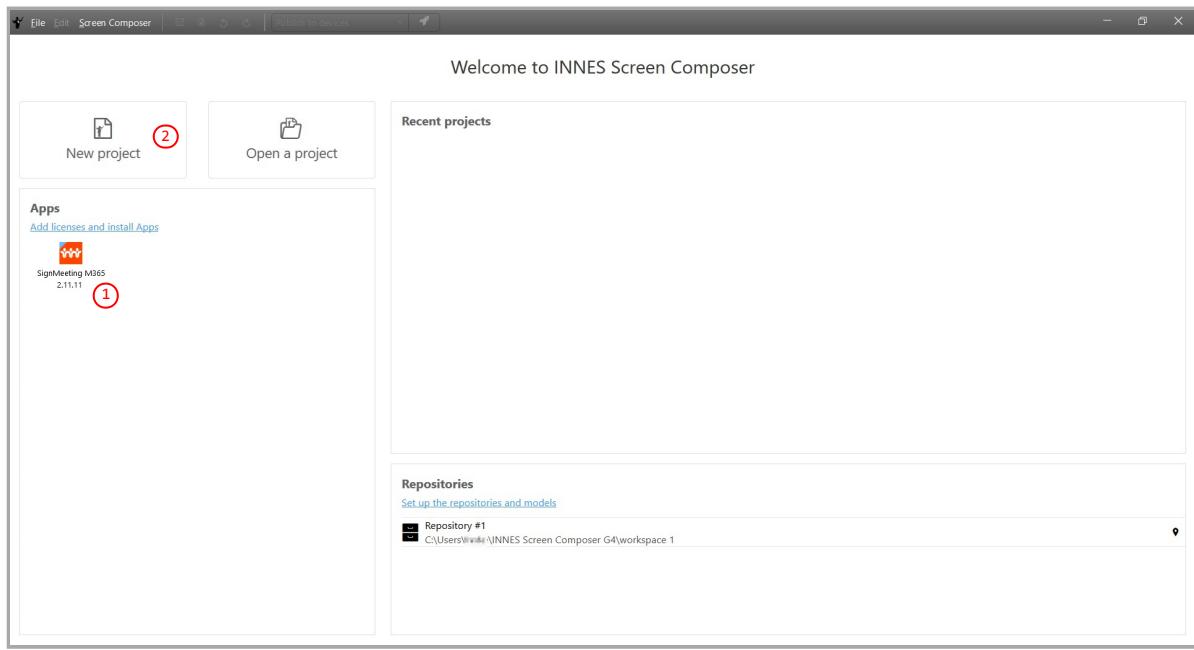
Project

## SignMeeting M365 new project

Here is the SignMeeting M365 App logo:



Once the SignMeeting M365 App (1) is installed with its licenses keys, click on the New project (2) button (or the New project item from the File menu).



Fill the free text label (3).

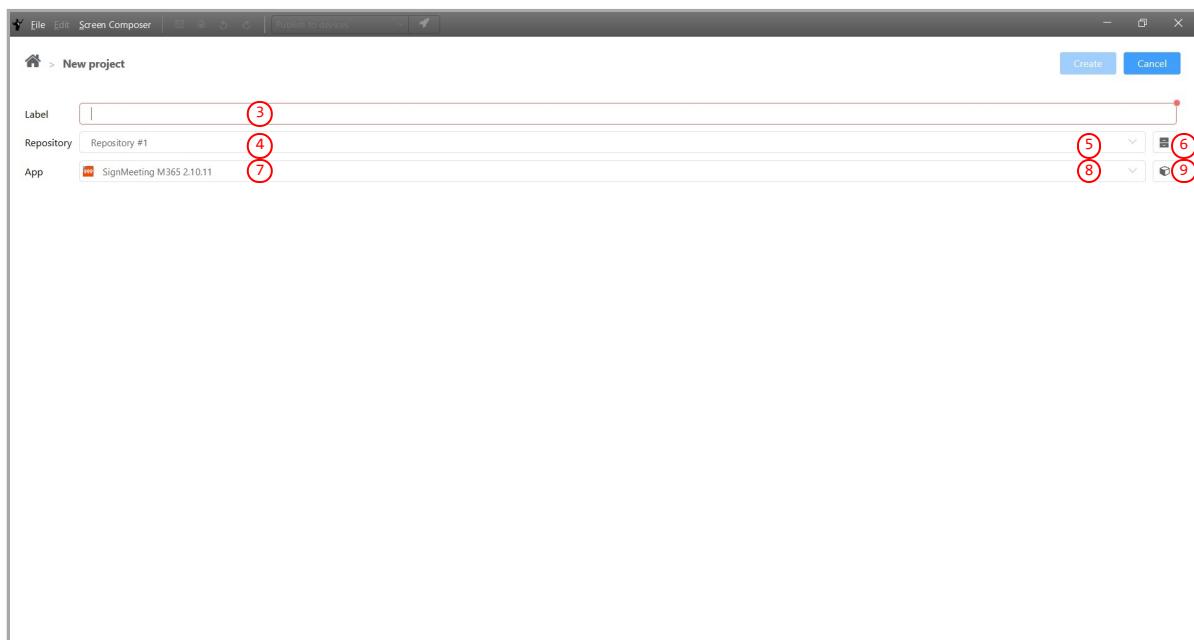
The default project repository is named Repository #1 (4) and is located by default in C:\Users\<username>\INNES Screen Composer G4\workspace 1\. You can decide to choose another one with the repository drop down list (5) or create another one by clicking on the Edit repositories (6) button. For further information, refer to the chapter § [Repositories](#).

If only the SignMeeting M365 App product is available, the SignMeeting M365 (7) App product is automatically selected.

If you have several App products installed, use the App product's drop down list (8) to select the SignMeeting M365 App product.

If it is not available, install the SignMeeting M365 App product with the (9) button.

The last SignMeeting M365 App version is available in the [INNES support Web site](#).



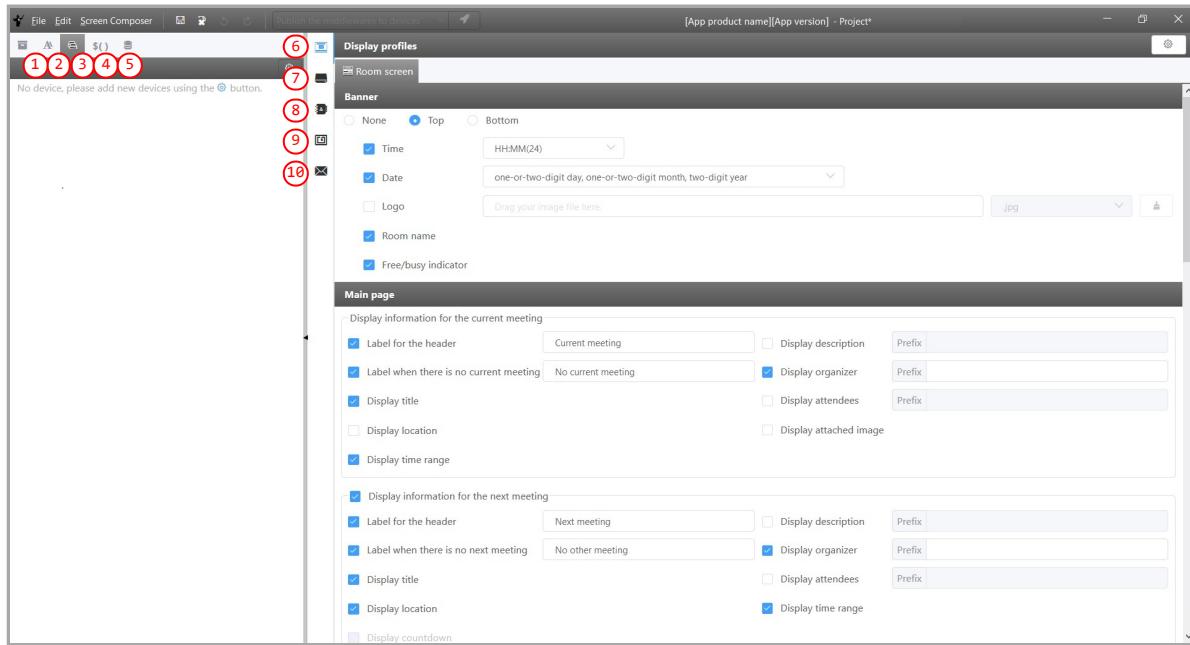
Click on the `create` button.

The resources for your SignMeeting M365 App project are located on the left side:

- Files ①,
- Fonts ②,
- Devices ③,
- Variables ④,
- Data sources ⑤.

There are five main configuration tabs for your SignMeeting M365 project on the right side:

- Display profiles ⑥,
- Devices ⑦,
- LDAP ⑧,
- RFID ⑨,
- SMTP ⑩.



Once your project is created, you have to add devices to your project and activate some of them as applicant for the publication. For further information, refer to the chapter § [File > Project settings > Devices](#).

Then create a `data source` allowing the SignMeeting M365 App to connect to the `MS-Exchange` calendar resources, refer to the chapter § [SignMeeting M365 > Datasource](#).

**Info** Only one instance of the `Room Screen` display profile is available by default when creating a project. The `Room Screen` display profile is generally suitable for tablet devices. The instances of other display profiles like `Summary screen by event`, `Summary screen by resource` and `Room Label` must be created by the user. For further information, refer to the chapter § [SignMeeting > Display profiles](#).

You can abound your library with with folders and files:

- logo, background images in the suitable aspect ratio for your device ( `.jpg` , `.png` , `.gif` ),
- video ( `.mp4` ),
- document ( `.pdf` ), MS-PowerPoint presentation ( `.pptx` , `.ppsx` ),
- CSS themes ( `.css` ),
- Javascript script ( `.js` ),
- Fonts files.

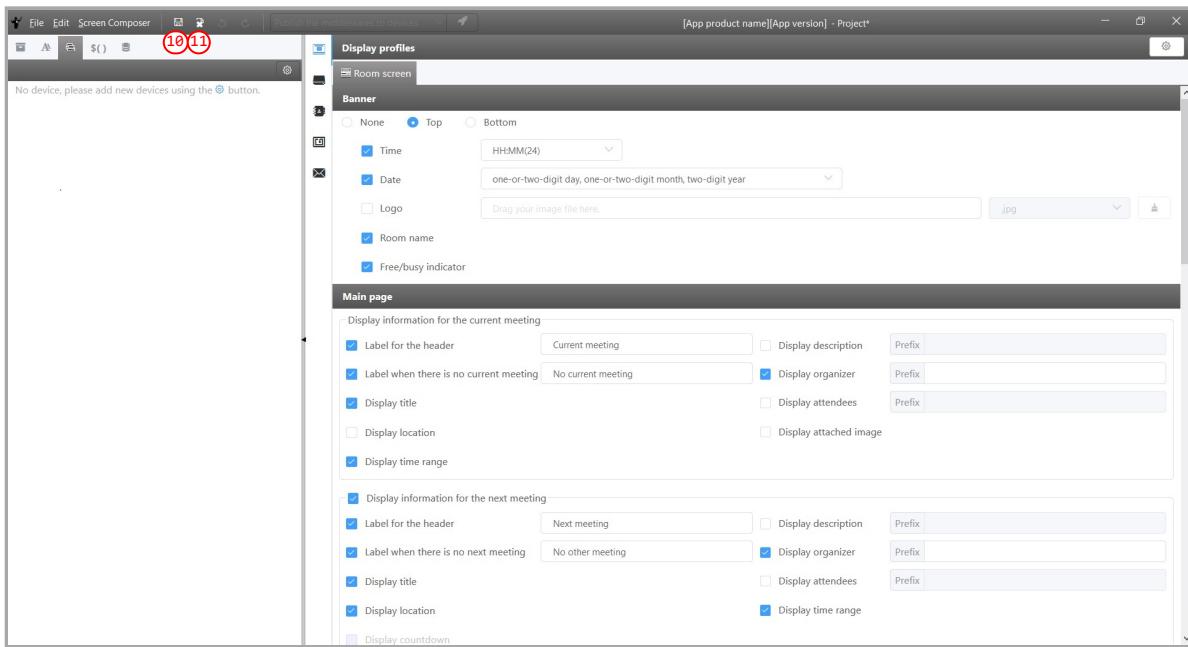
For further information, refer to the chapter § [Files](#).

## SignMeeting M365 project saving

To save your project into a `.isz` file:

- click on the `Save` ⑩ button,
- click on the `Save` item from the `File` menu,
- or [CTRL] + [s].

**Warning** The project is not saved automatically. It is recommended to save it regularly.



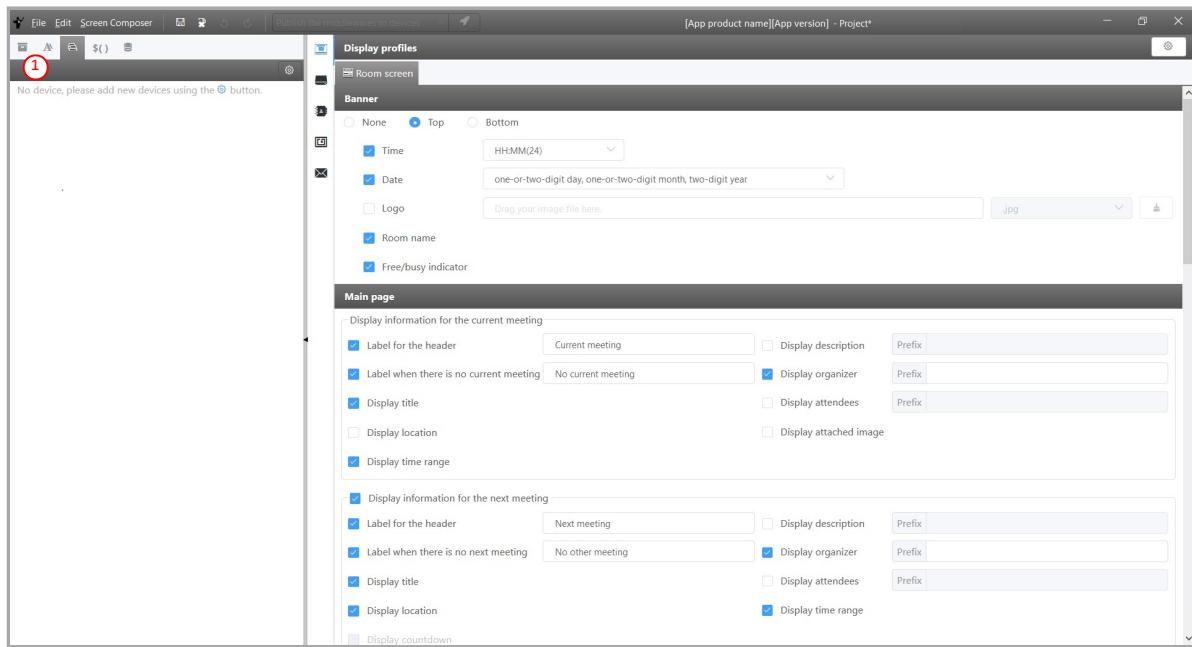
## SignMeeting project closing

To close the project:

- click on the Close  button,
- or click on the Close button from the File menu.

### 3.1.1 Files

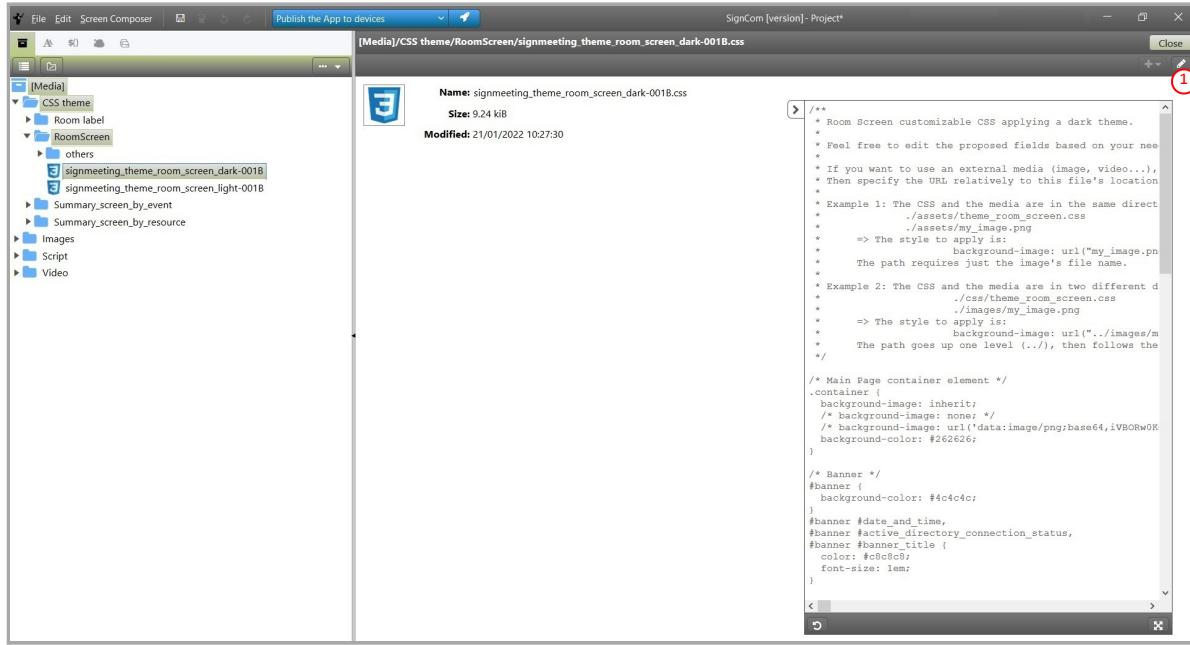
Click on the  **Files** (1) button to view the **Files** content of your project repository.



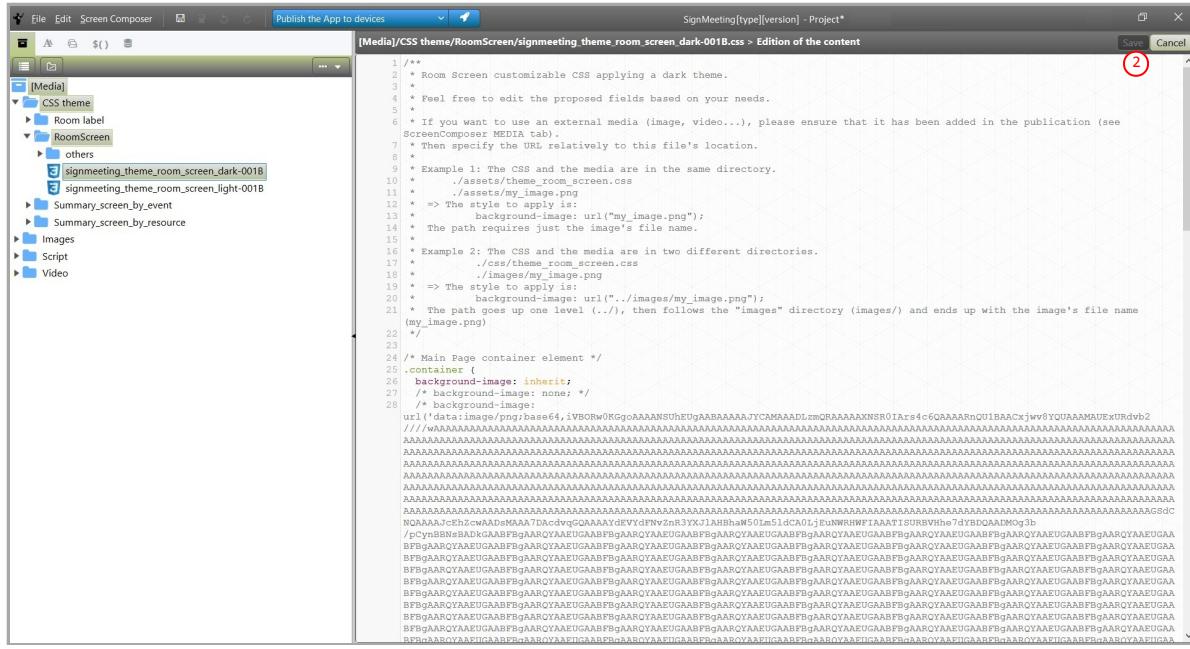
### 3.1.1.1 Files > Edition and metadata

#### Edition

Select a text file (.css, .csv, .htm, .html, .ics, .js, .json, .md, .mdp, .sdp, .srt, .tsv, .txt, .vtt, .xml) then click on the **Edit** (1) button.



Modify the content according to your needs and click on the **Save** (2) button.



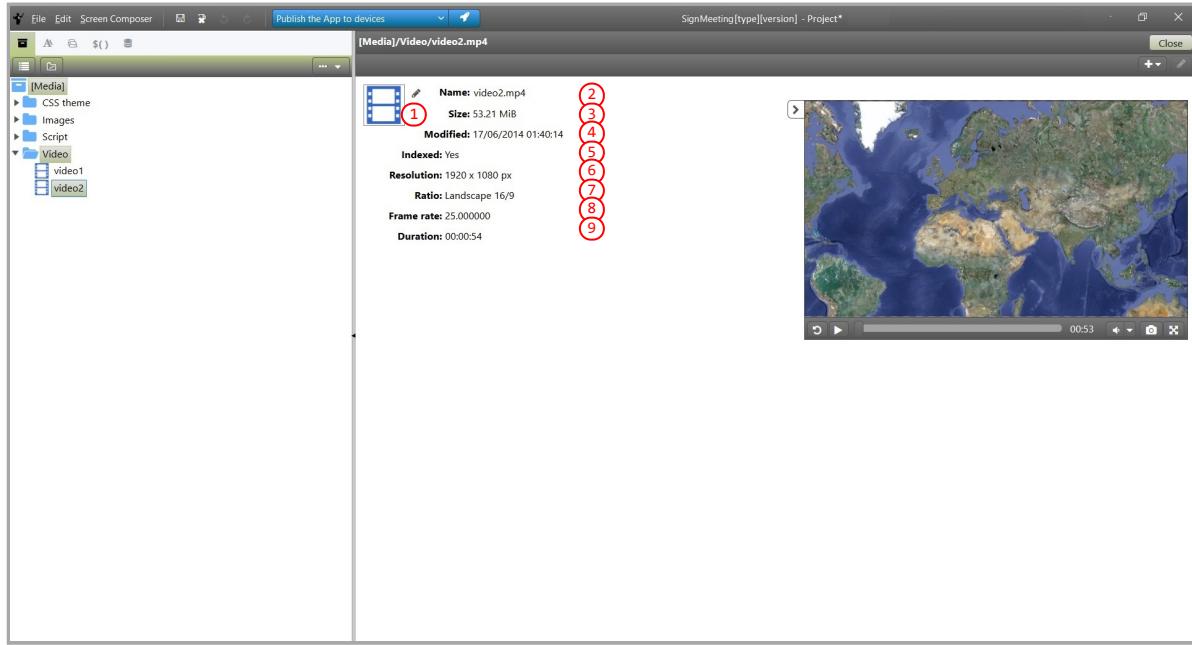
Then click on the **Close** button to close the file and make appear back the SignMeeting M365 App configuration tabs.

## Default metadata

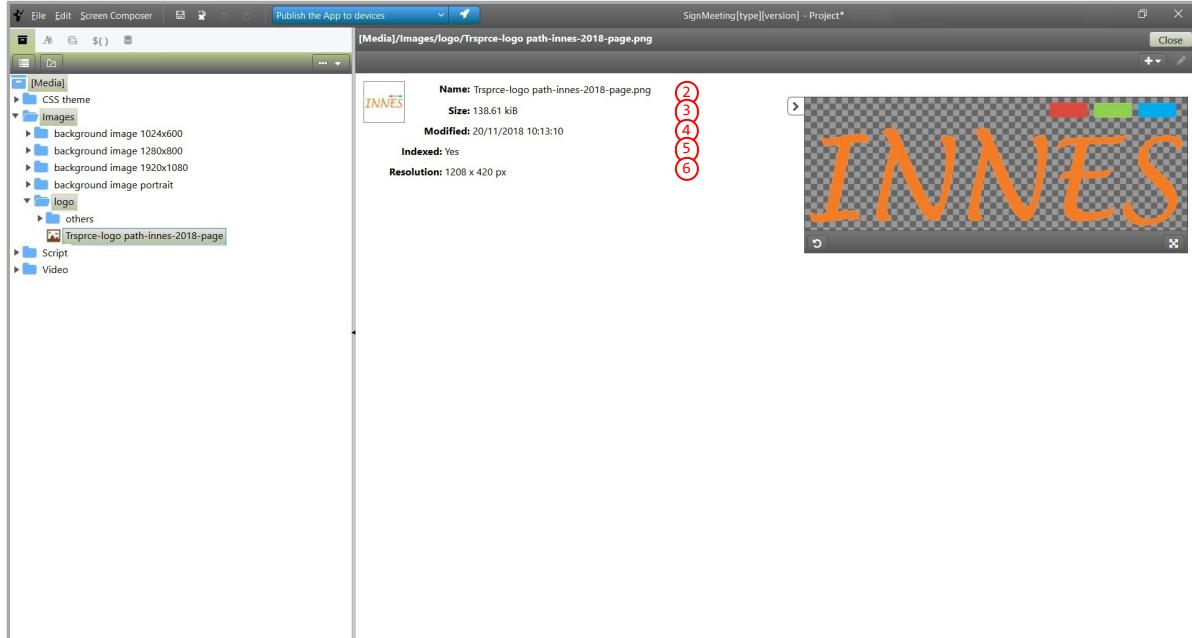
This panel also allows to watch its metadatas at first glance. The number of displayed metadata depends on the selected media.

The following metadata can be found:

- Thumbnail (1): media presentation thumbnail,
- Name (2): name of the file with its extension,
- Size (3): memory footprint of the media on your storage space,
- Modified (4): date of the last file modification,
- Indexed (5): indicates whether the media has been successfully indexed in the database,
- Resolution (6): width and height of the media in pixels,
- Ratio (7): the values *Landscape 16/9, Portrait 9/16, Landscape 4/3, Portrait 3/4* appear when the resolution is strictly 16/9, 9/16, 4/3 or 3/4,
- Frame rate (8): frame rate of the video in frames per second,
- Duration (9): the intrinsic duration of the media when played once fully.

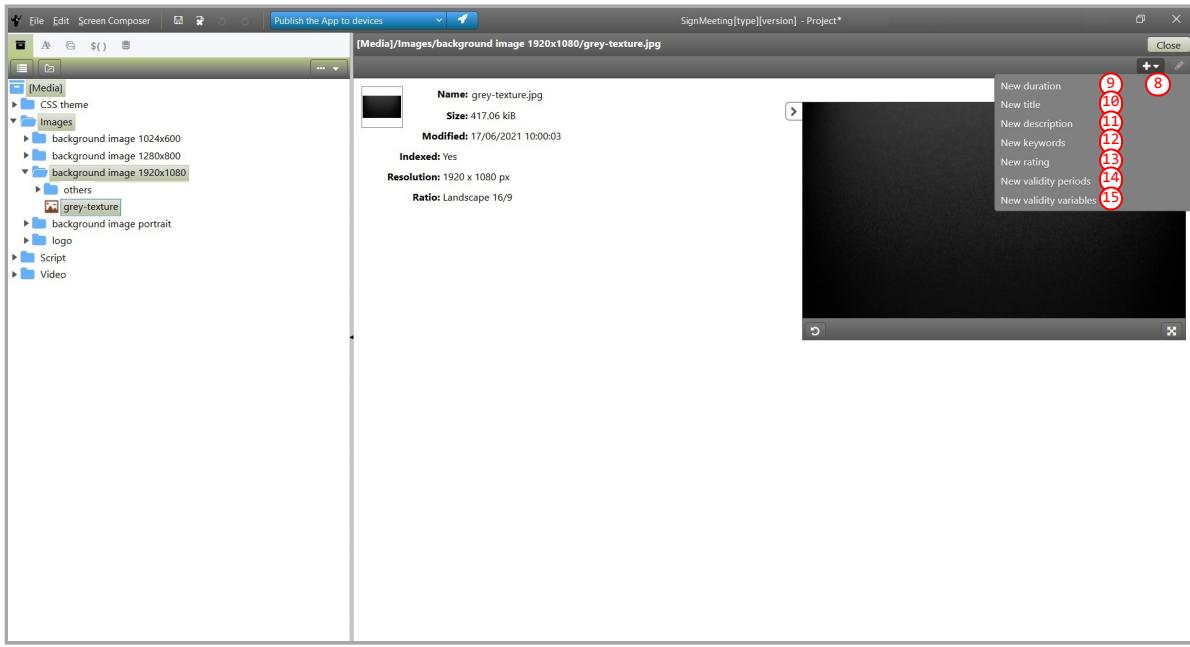


The number of available metadata depends on the type of the media.



## Adding additional metadatas

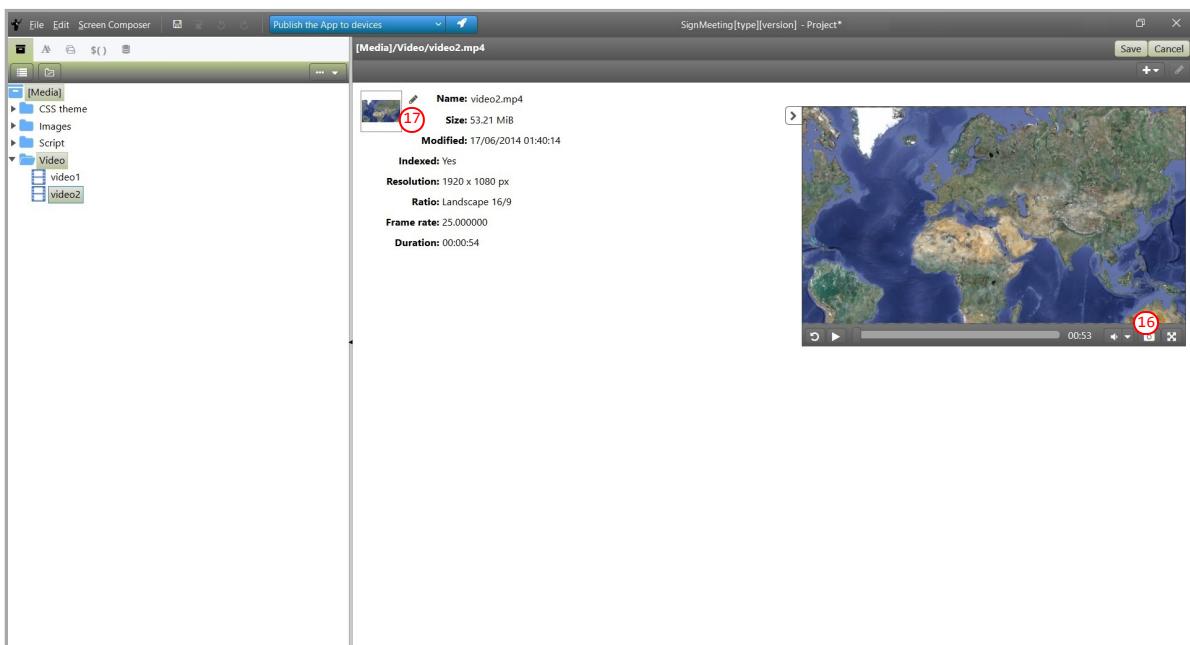
When they are not already present, it is possible to add additional metadatas to your media with the Add  (8) button.



- New duration (9): allows to add an intrinsic duration to the media,
- New title (10): allows to add standardized titles , language level dependant:
  - the first level is corresponding to the international language (most often English),
  - the following ones are corresponding to the desired languages,
- New description (11): allows to add standardized descriptions , language level dependant:
  - the first level is corresponding to the international language (most often English),
  - the following ones are corresponding to the desired languages,
- New keywords (12): allows to associate keywords with your media. These keywords can then be used in the play rules in playfolders or playlist.
- New rating (13): allows to associate a rating to your media from 1 to 5 stars. This rating can then be used in the play rules in playfolders or playlists,
- New validity periods (14): allows to associate a validity period with your media that is used during the game in a time slot. Outside this validity period , this media can no longer be viewed within a time slot,
- New validity variables (15): allows to associate a validity variable with your media through a variable such as Calendar , Text , Location OR File Name . It is useful for example to apply a different play rule depending on the location of a range of devices.

<sup>1</sup> Max. 260 characters per keyword. The capital letters of keywords are converted to lower case. During a CTRL+V, the keyword is automatically validated. When the ";" key is entered, the keyword is automatically validated. To set several keywords at a time for media, edit the keyword metadata and paste the keywords values separated by ; (e.g. keyword1;keyword2;keyword3;keyword4 ).

☞ For videos with the extension .mov , .mp4 and .m4v , the button  Choose this image as thumbnail (16) allows to capture an image from the video at a desired moment and add it automatically as a thumbnail to present the media (17)



The video thumbnail can also be modified. Click on the  Edit  button to load your own picture with the formats .png , .svg , .gif , .jpg or .jpeg .

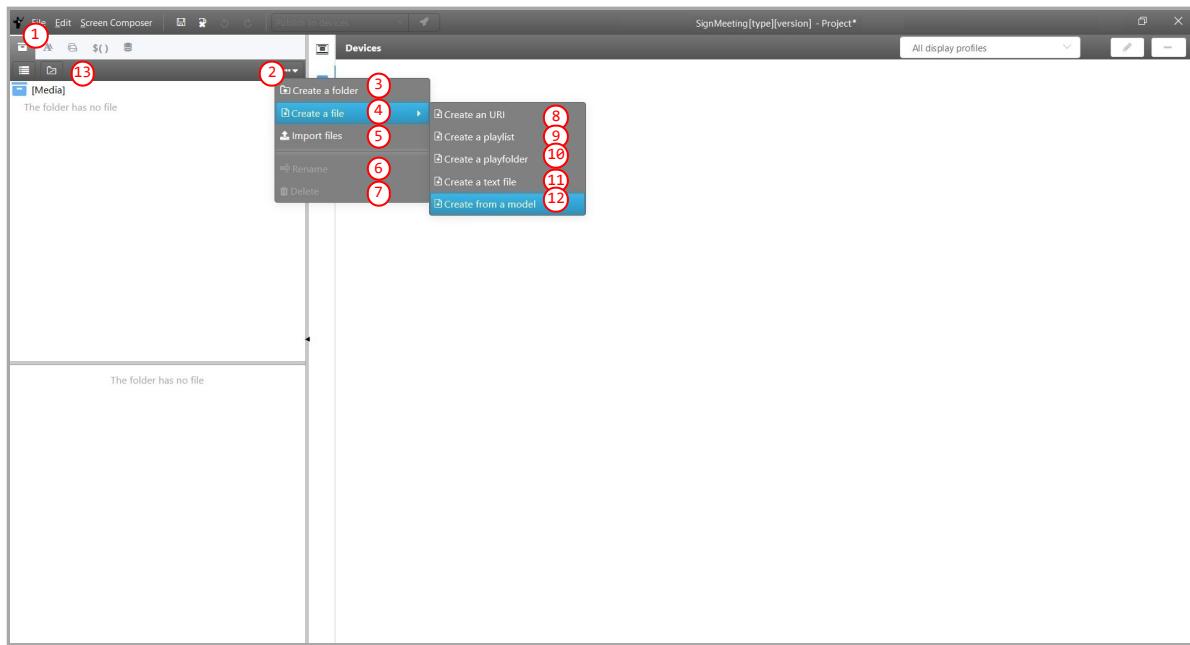
### 3.1.1.2 Files > Open and preview

Click on the **Files**  button to open the **Files** view of the project repository.

To abound the **Files** view of your repository, select a folder then click on the three dot  button which gives access to several items:

-  Create a folder 
-  Create a text file 
  -  Create an URI (file URL, Web page),
  -  Create a playlist to play a list of medias according to some play rules,
  -  Create a playfolder to play the media inside a folder according to some play rules,
  -  Create a text file (.css, .csv, .htm, .html, .ics, .js, .json, .md, .mdp, .sdp, .srt, .tsv, .txt, .vtt, .xml),
  -  Create from a model to create a HTML widget based on a content model,
-  Import files : with the supported extensions .apng, .ASF, .avi, .css, .csv, .eof, .gif, .htm, .html, .ics, .ismc, .jpg, .jpeg, .js, .json, .m2v, .m4a, .m4v, .maf, .maff, .md, .mjgp, .mka, .mks, .mkv, .mov, .mp3, .mpd, .mpg, .mx, .odt, .odp, .oga, .ogg, .ogv, .otf, .pdf, .playfolder, .playlist, .png, .pps, .ppsx, .ppt, .pptx, .ps, .sdp, .srt, .svg, .swf, .ts, .tsv, .ttf, .txt, .uri, .vob, .vtt, .webm, .wgt, .wma, .wmv, .woff, .xls, .xlsx, .xml, .xspf,
-  Rename 
-  Delete 

 The  **Collapse all folders**  button is not supported.

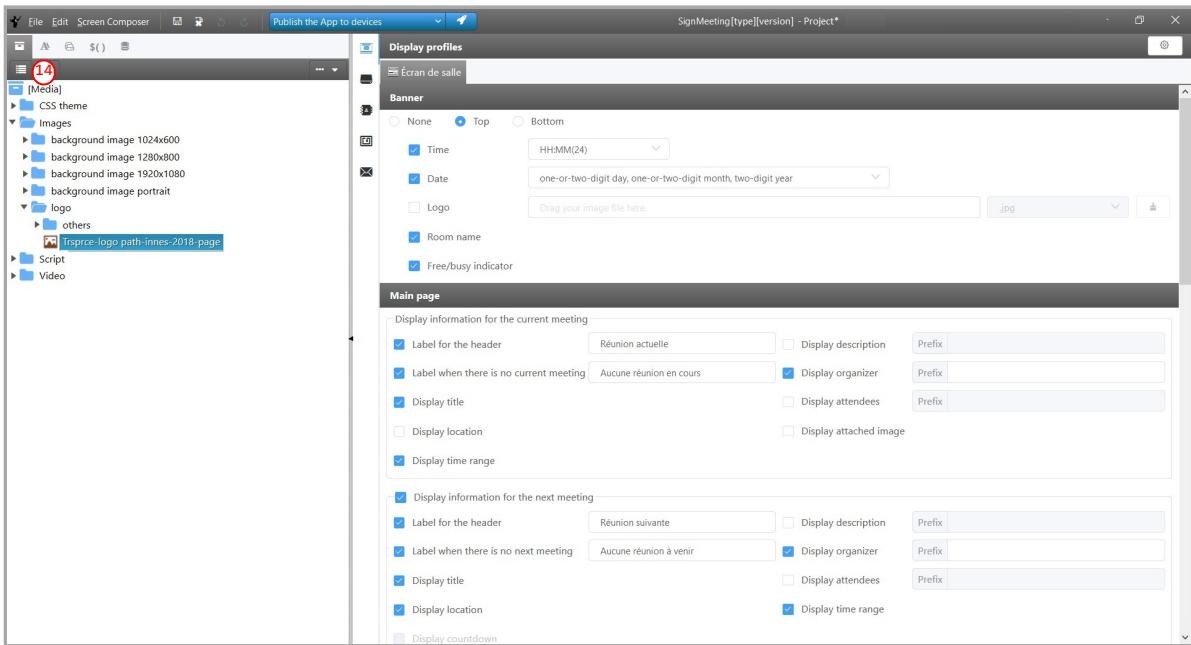


Organize the **Files** view of your project repository by:

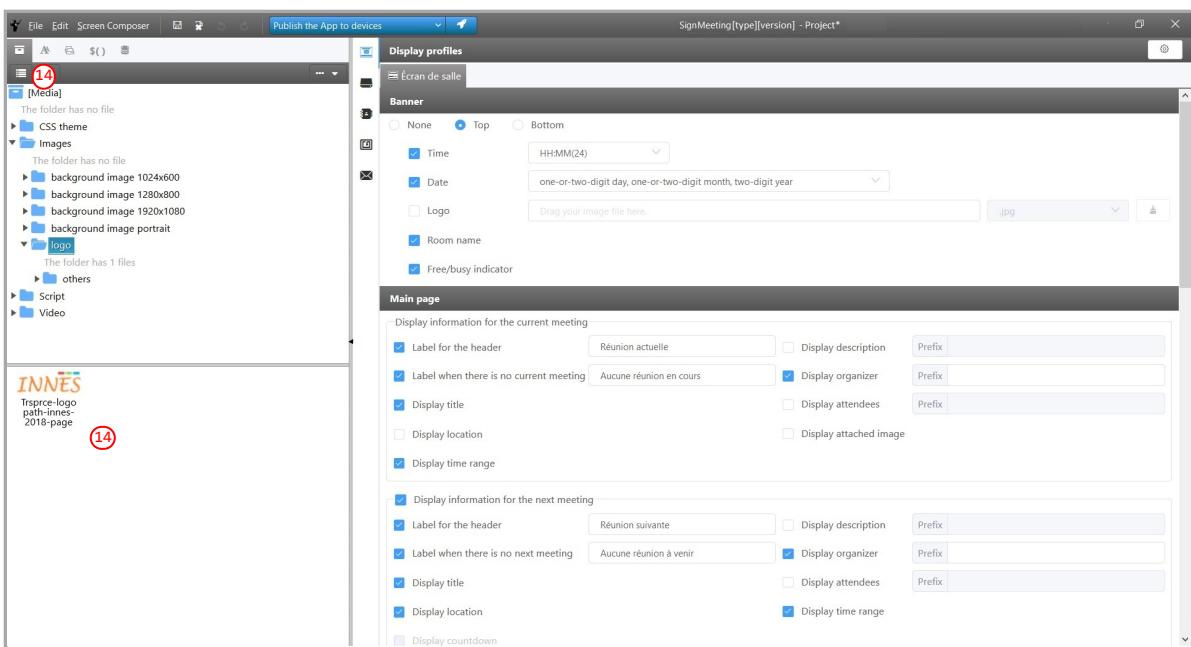
- creating folders,
- creating text files,
- importing medias or CSS themes.

The *Display by thumbnail* / *Display by tree* toggle button allows to change the way to show the files tree.

Here is a files tree example when the *Display by tree* mode is selected.

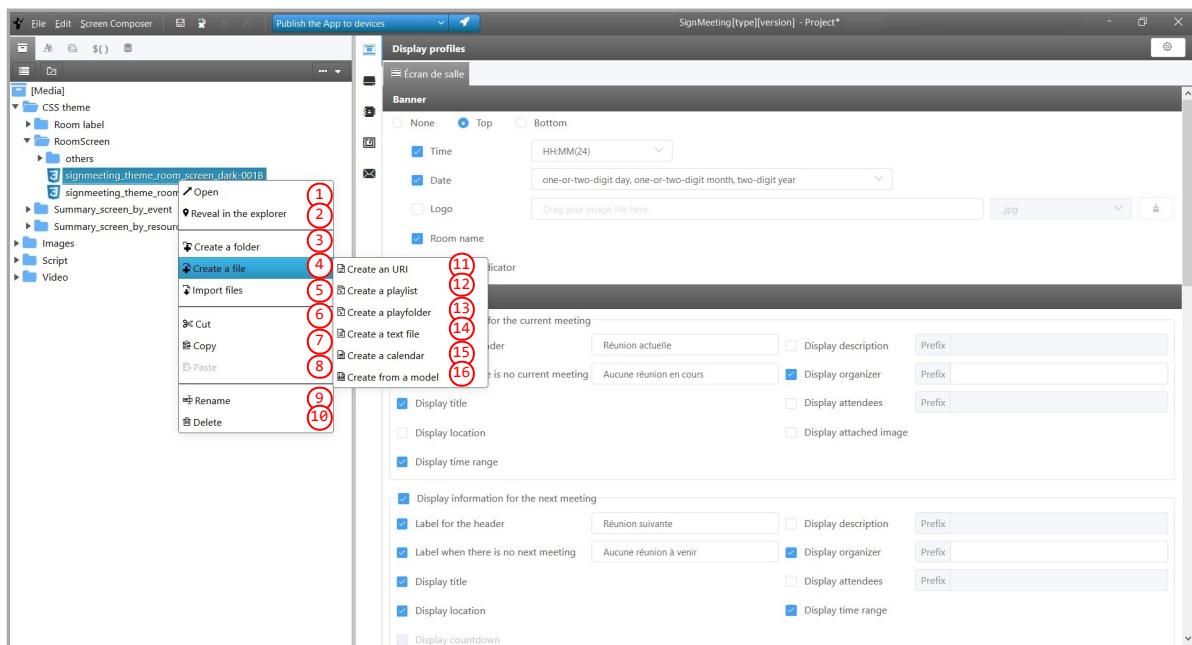


Here is an files tree example when the *Display by thumbnail* mode is selected.



To organize the files and folders in the `Files` view of your project repository, select a file (or a folder), and make a right click to access to a contextual menu having the following items:

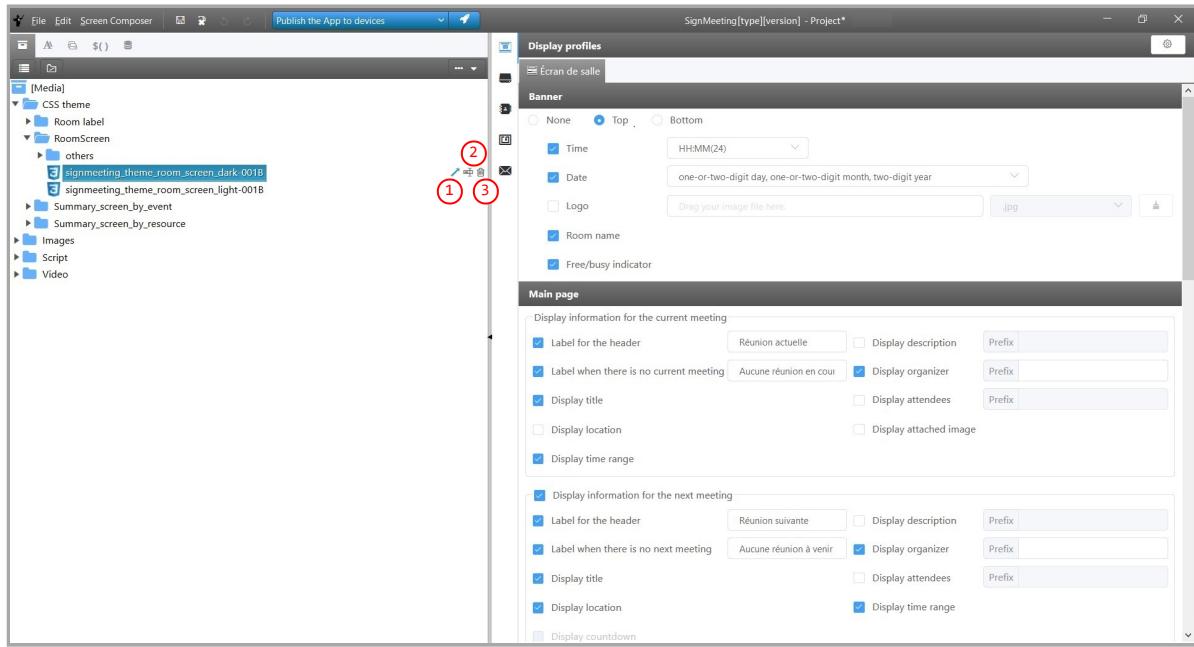
- Open (1) allows to open the file on the right side to preview it, add metadata or edit it (for file only),
- Reveal in the explorer (2): allows to see the file (or the folder) location by opening a new MS-Windows explorer session and set the focus on the file (or the folder),
- Create a folder (3),
- Create a text file (4),
  - Create an URI (11),
  - Create a playlist (12),
  - Create a playfolder (13),
  - Create a text file (14),
  - Create from a model (15),
- Import files (5),
- Cut (6),
- Copy (7),
- Paste (8),
- Rename (9),
- Delete (10).



Select a file makes appear then fly the mouse pointer over the file with the mouse makes appear three buttons at its right, shortcut to the item of the contextual menu:

- Open (1),
- Rename (2),
- Delete (3)

When a file is already opened but not edited, clicking on the Open (1) button of another file, closes automatically the previous opened file.

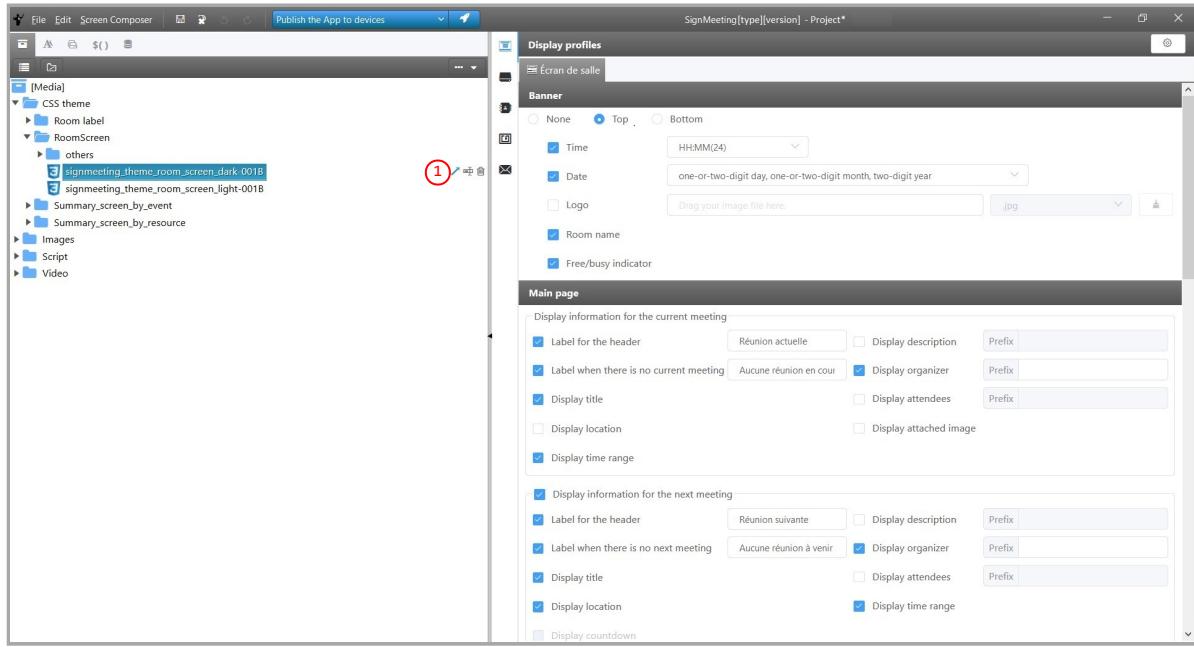


### 3.1.1.3 Files > Unitary preview

All the medias types whose the extension is supported by INNES Screen Composer G4 can be previewed, including URIs, playfolders, playlists and MS-PowerPoint (.pptx, .ppsx) media.

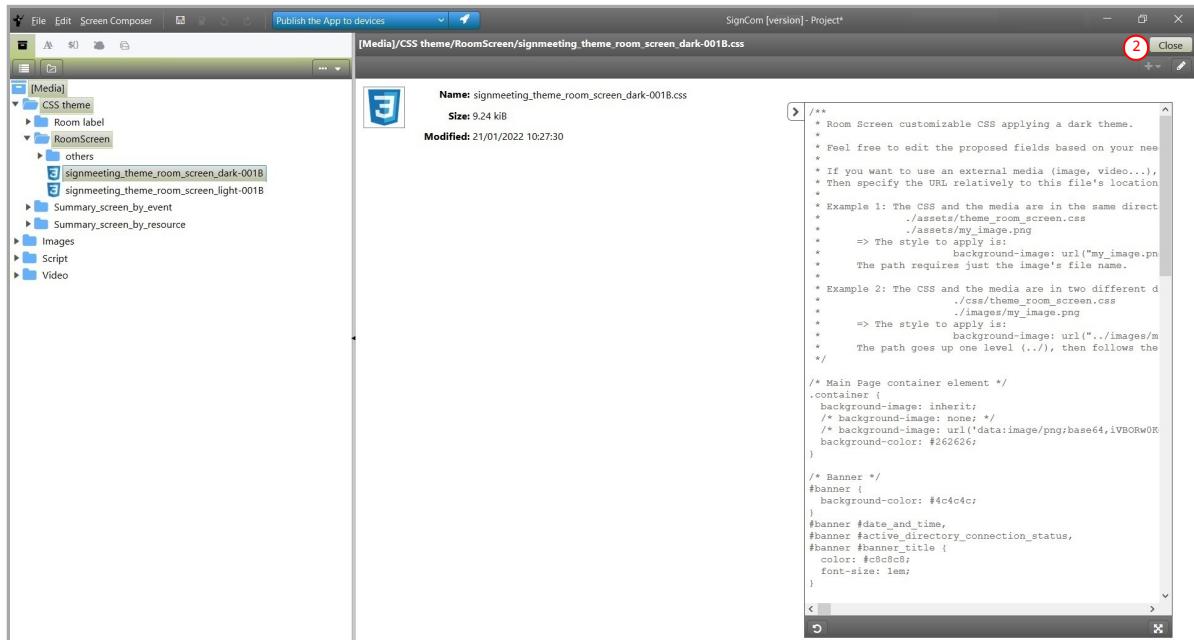
#### Text file overview

To obtain a short overview of the content of a text file (.css, .csv, .htm, .html, .ics, .js, .json, .md, .mdp, .sdp, .srt, .tsv, .txt, .vtt, .xml), select a text file in the library, and click on the Open  (1) button.



The file and the path elements are highlighted in orange color. The text file overview appears on the right, above the SignMeeting M365 App configuration tab.

Click on the Close  (2) button to close the file overview and make appear back the SignMeeting M365 App configuration tab.



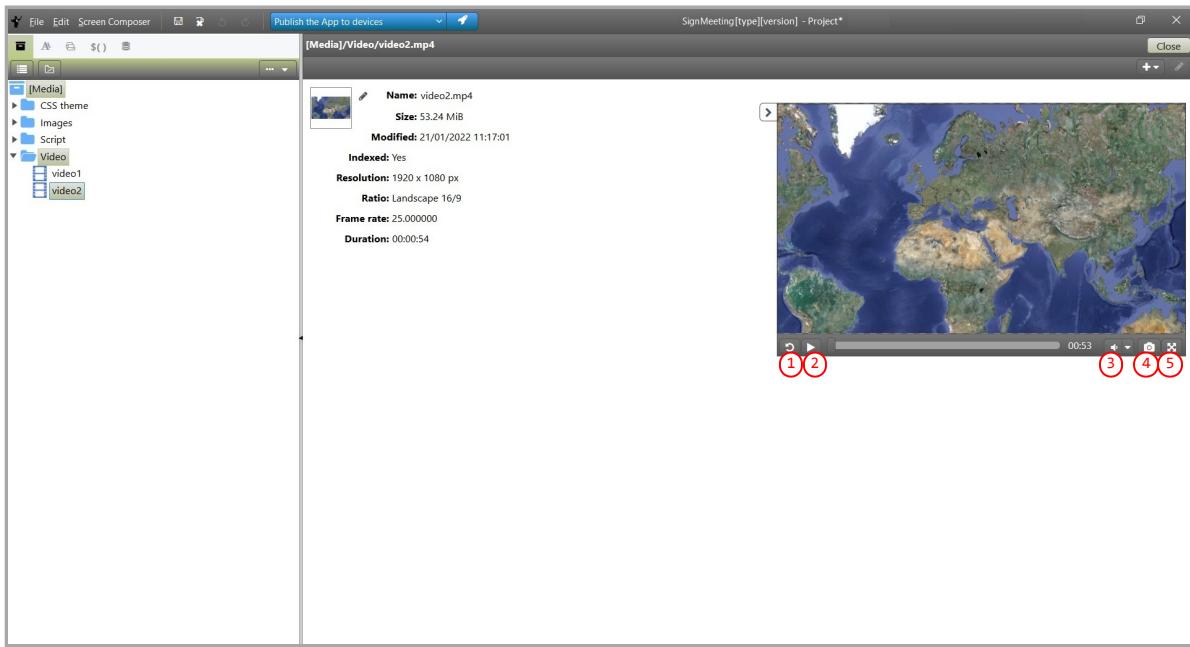
## Medias

For the medias, that can be visually rendered with an aspect ratio, a preview window is displayed when the file is opened.

 The video that are not previewable in a Web browser cannot be previewed in INNES Screen Composer G4.

Select a video ( .mp4 , .m4v , .mov ) or an image ( .png , .svg , .gif , .jpg ) in the library, and click on the open  (1) button.

The availability of some buttons of the preview window toolbar depends on the type of media to visualize.



Select a media in your library (e.g. a video):

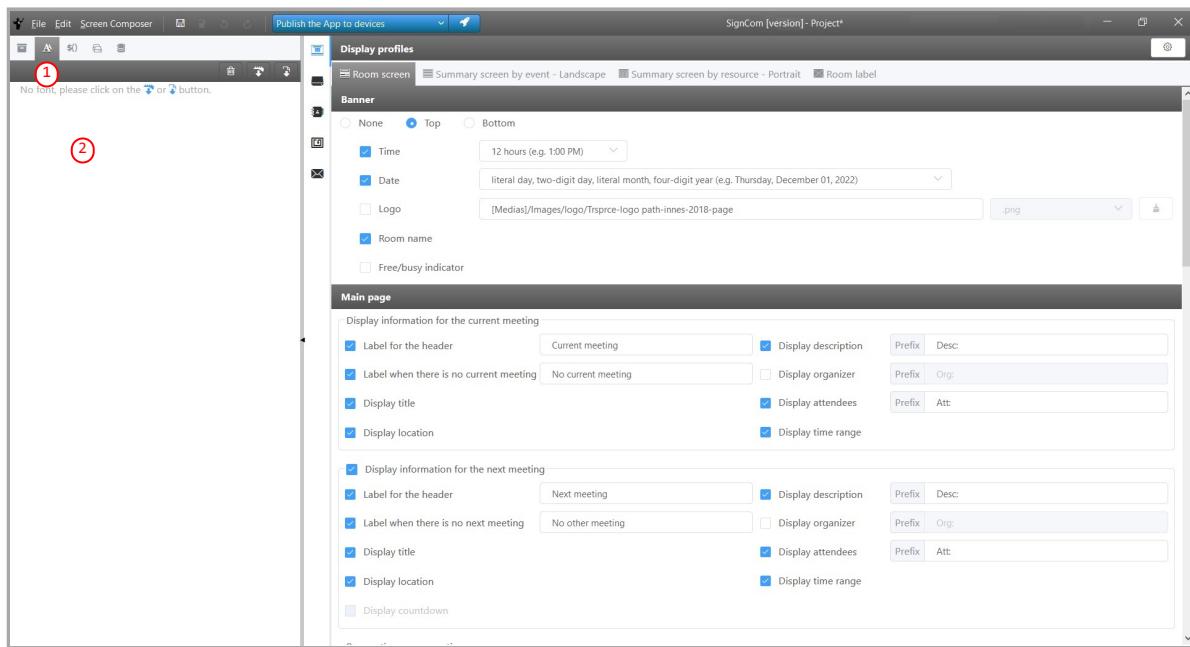
- click on the **Restart** button  (1) to move to the beginning of the media,
- click on the **Play** button  (2) to play the media,
- click on the **Volume** button  (3) to increase or decrease the volume while the video is played,
- click on the **Choose this picture as thumbnail** button  (4) to choose the current image of the video as file's thumbnail,
- click on the **Expand** button  (5) to preview it in a full screen window,
- the bargraph allows to start the video at a particular timestamp.

When the full screen preview window is displayed, the **Minimize**  button allows to reduce the preview window size.

### 3.1.1 Fonts

On the left side, click on the **Fonts**  tab.

When no font face has been imported in your project, no font face is visible in the **Fonts**  tab.



Click on the **Import fonts from the system**  button to import fonts from the MS-Windows system.

Click on the **Import fonts from a file**  button to import fonts from a MS-Explorer directory containing fonts files.

**To be supported, fonts must be in .otf or .ttf format.**

Once imported in your INNES Screen Composer G4 , the fonts names  are displayed with their font family 

**To remove several fonts at a time, select either several fonts names or several fonts families and click on the Remove  button.**

**The SignMeeting font used in the layout in runtime can only be configured with a CSS theme. The font file can be for example added in the root folder of the css file, files which must be added in the **Linked files** part of the appropriate display profile thanks to a font file dropping from the **Medias** tab. This font class must be created in the css file. For further information, refer to the chapter § [Appendix: How to customize CSS](#).**

**The font dropping from the **Fonts** tab to the **Linked files** part of a display profile is not supported.**

### 3.1.1 Variables

The variables can be used in medias like `URIs` or `playfolders` to play, with a same Screen Composer project, a different content depending on:

- the variable values affected to the devices,
- the variable values intrinsic to the device,
- the system date of the device.

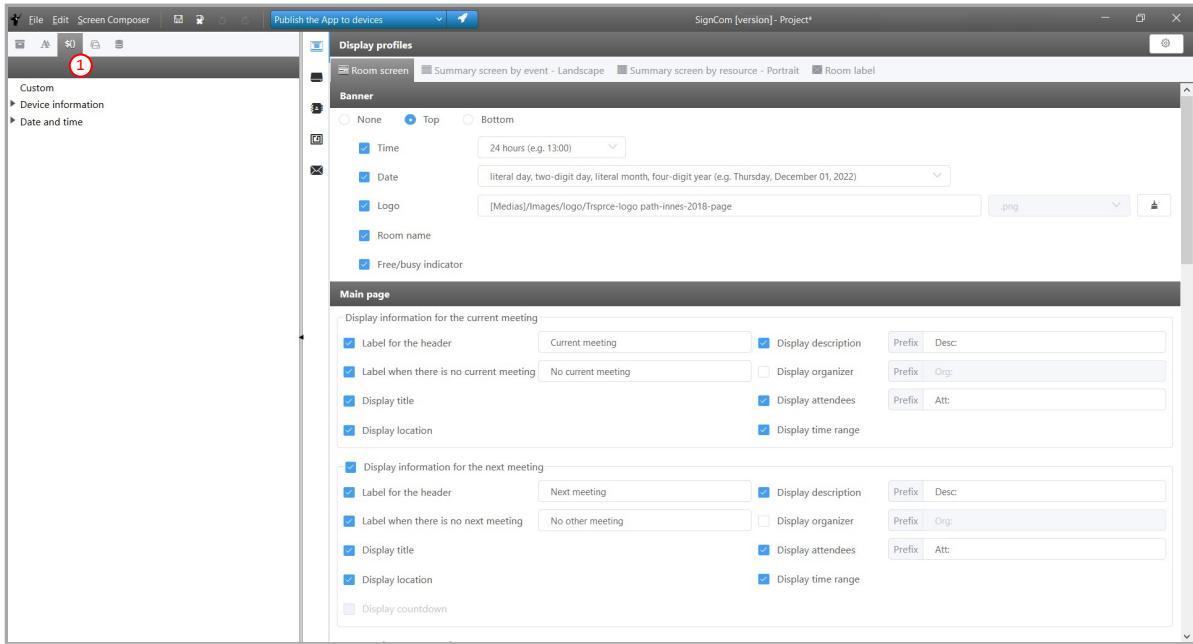
The variables ① type to use in these different cases are respectively:

- the `Custom` variables,
- the `Device information` variable,
- the `Date and time` variable.

The `Custom` variables name and the `Custom` variables values must be created then affected to the different device by the end user.

The `Device information` variable values must be created by the user in relation to the values existing in the fleet of devices.

The `Custom` variable values and the `Device information` variable values created by the user are linked to the repository in which they have been created. If a new project is created by using this same repository, these variable values previously created stay available.



In this SignMeeting version, there is no use case to use variables. Indeed:

- the drag'n drop of `URIs` or `playfolders` medias from the medias tab to the SignMeeting form inputs is not yet supported,
- the drag'n drop of variables from the `Variables` tab to the SignMeeting form input is not supported.

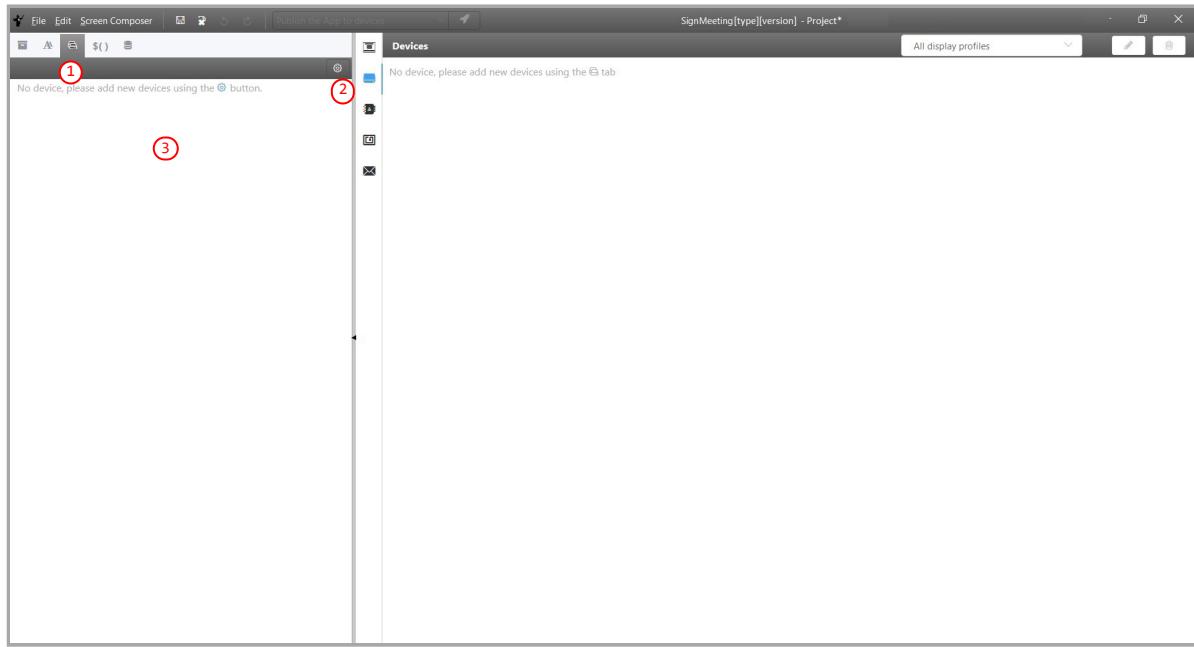
Consequently this chapter linked to the `Variables` \$0 ① tab is not detailed.

### 3.1.1 Devices

On the left side, click on the **Devices**  **(1)** button to open the **Devices** view of the project repository.

On the right side, click on the **Devices**  **(2)** button to open the **Devices** configuration tab of the SignMeeting M365 App.

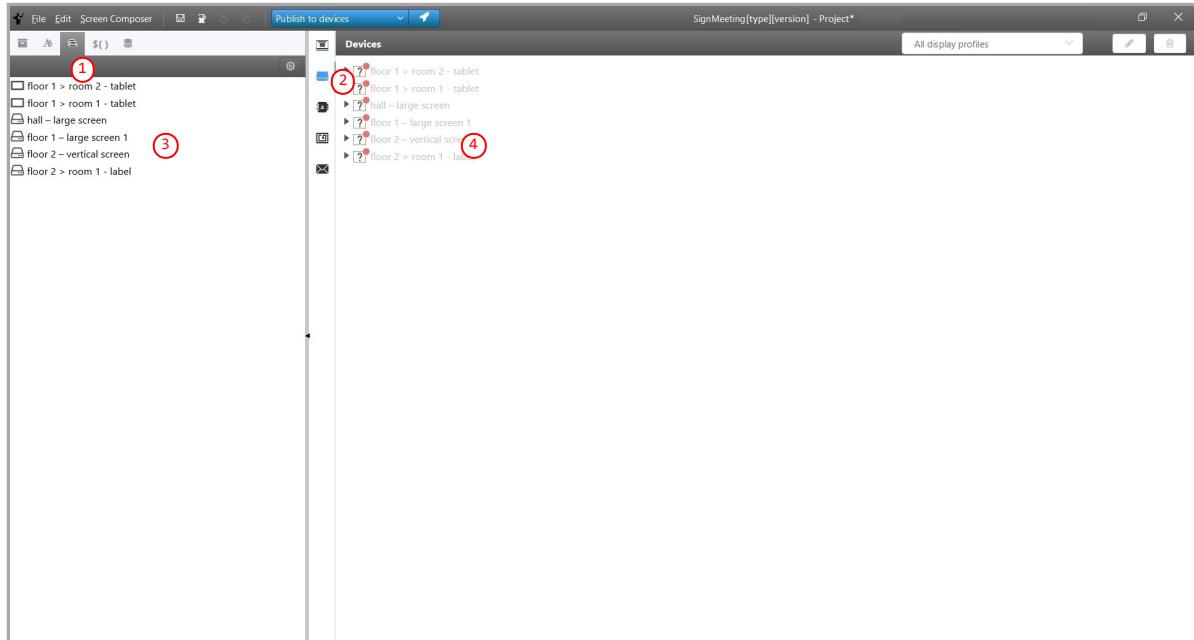
When no device is added to your project, no device is visible in the **Devices**  **(3)** view of the project repository.



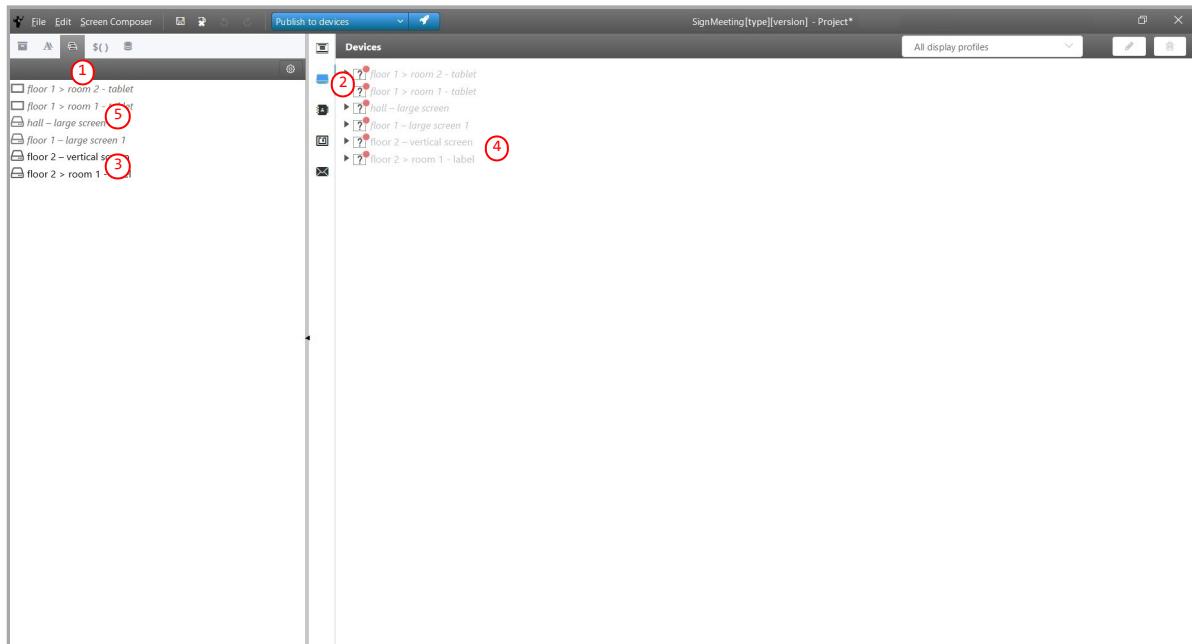
Click on the **Devices settings**  button, short cut to the **Devices** item of the **File** menu of the **Project settings**, to add and manage the devices of your project. For further information, refer to the chapter § [File > Project settings > Devices](#).

Once the devices are added to your project, they are visible in the  **Devices** tab of your project repository. The devices are shown in a black style  **(3)** color when they are checked as applicant for publication.

When some devices are added in your project, they appear automatically in the **Devices**  **(4)** configuration tab of the SignMeeting M365 App.



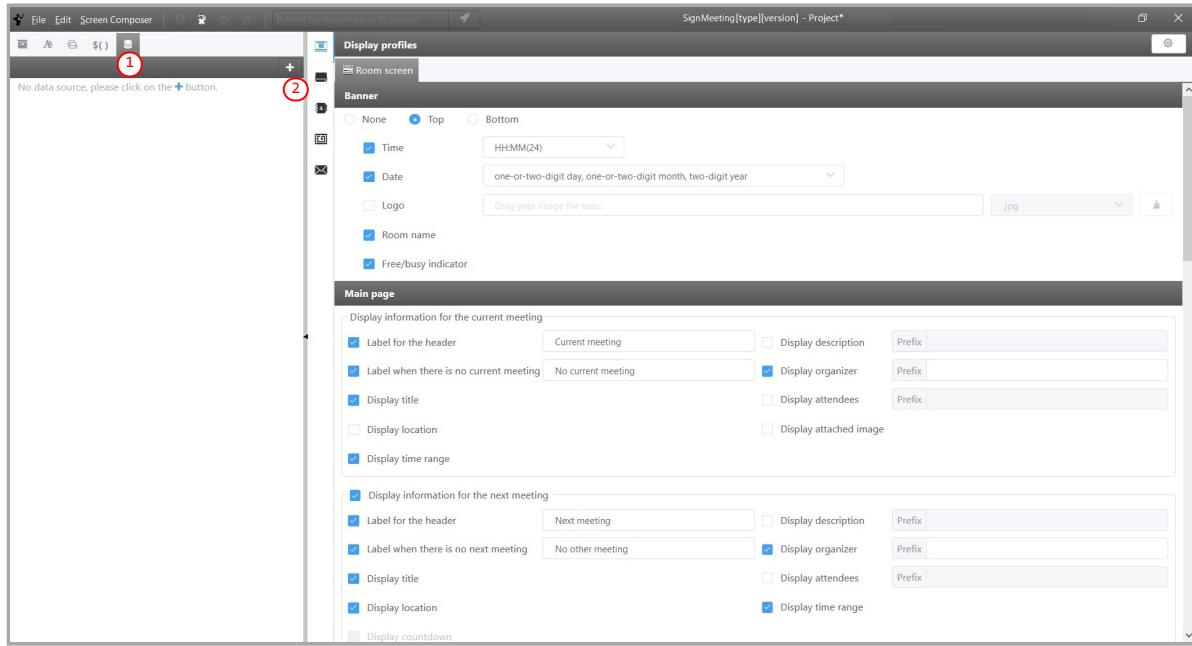
The devices are shown in italic and grey **(5)** color style when they are not checked as applicant for publication.



### 3.1.1 Data sources

A data source must be created so that the SignMeeting M365 App can communicate with the room resources of your M365 solution.

Click on the **Data source**  ① button to open the **Data source** view of your project repository, then click on the **Configure a new data source**  button.



### Connection tab

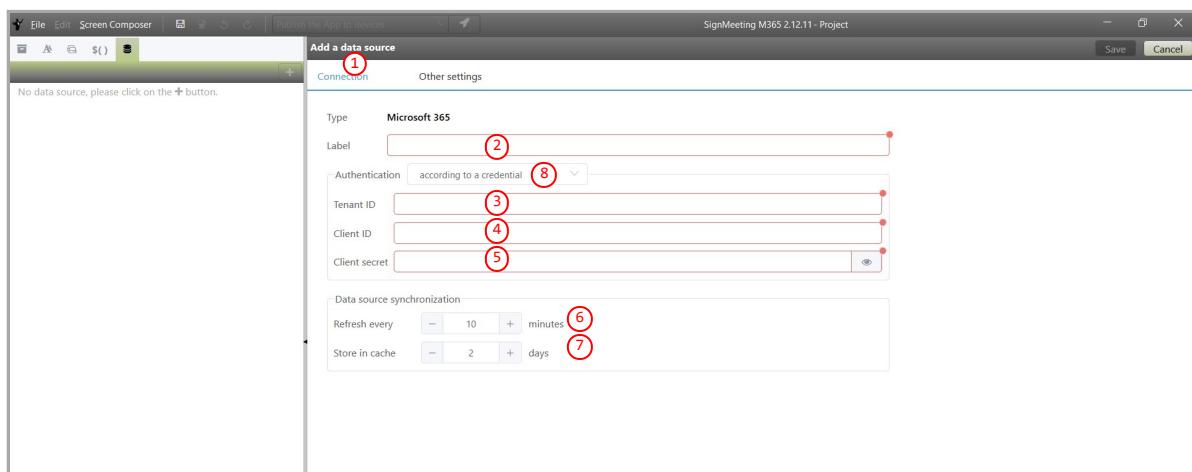
Select the **Connection** ① tab (default) and fill the SignMeeting M365 App configuration tab by entering:

- a free text data source label ②,

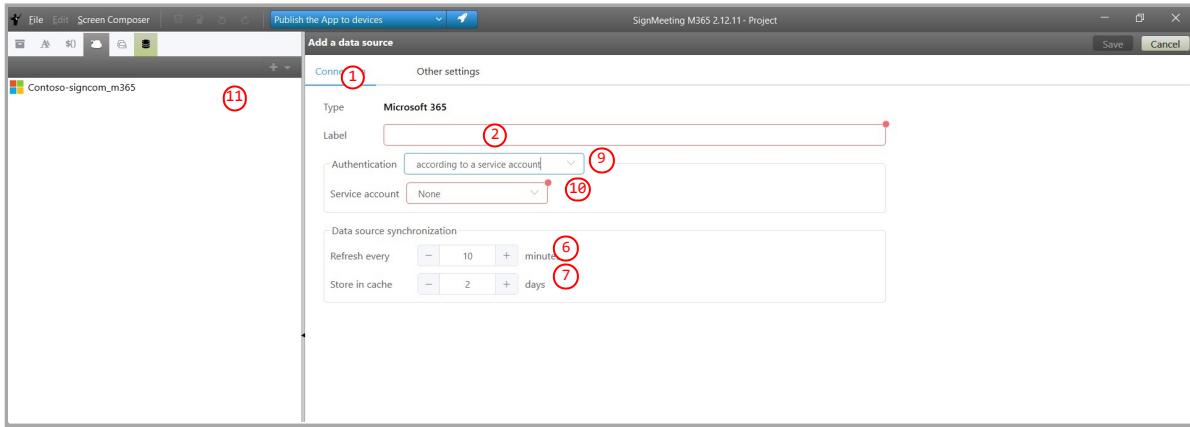
M365 uses the modern authentication (OAuth). That implies to create an *Azure Active Directory (Azure AD) application* for your *SignMeeting App*. After consent success, fill with the appropriate values:

- Tenant ID ③,
- Client ID ④,
- Client secret ⑤.

For further information about the procedure to create an *Azure Active Directory* application, refer to the chapter § [Appendix: Azure AD](#).



In this version, in case a Microsoft 365 services account [1] is properly filled in the Services accounts tab of Screen Composer, it is possible to use this services account value to connect to the Microsoft 365. In this case, choose the according to a services account [9](#numstamp\_9) value in the Authentication [9](#numstamp\_9) input of the SignMeeting 365 form instead of the default according to a credential [8] (#numstamp\_8) value, develop the services account [10](#numstamp\_10) drop down list, then select your suitable Microsoft 365 services account values [11].



Adjust the **Data source synchronization** configuration with your needs. By default, SignMeeting M365 App is connecting to the M365 system every 10 minutes:

- Refresh every [6]: 10 minutes.

SignMeeting M365 has a function to keep the calendar event data in cache [7] for 2 days by default to keep displayed the meeting in case the device is losing network connection for a while.

When using the Room Label display profile until 10 SLATE106 devices, setting the data source synchronization below 5 minutes could prevent SLATE106 devices to be updated properly.

Click on the **Save** button to save the modifications.

## Other settings tab

The Other settings (13) allows to set the time span of a day:

- Start time (14): if a meeting starts before this Start time , the meeting is shown on the screen with this Start time .
- End time (15): if a meeting ends after this End time , the meeting is shown on the screen with this End time .

▪ Usually the start time and the End time are corresponding to your office hours.

▪ If the meeting is completely outside this start time / end time , it cannot be displayed at all on the screen.

The Hide the meeting content for privacy levels (18) option allows to apply a special treatment for: personal (19), confidential (20) and/or private (21) events:

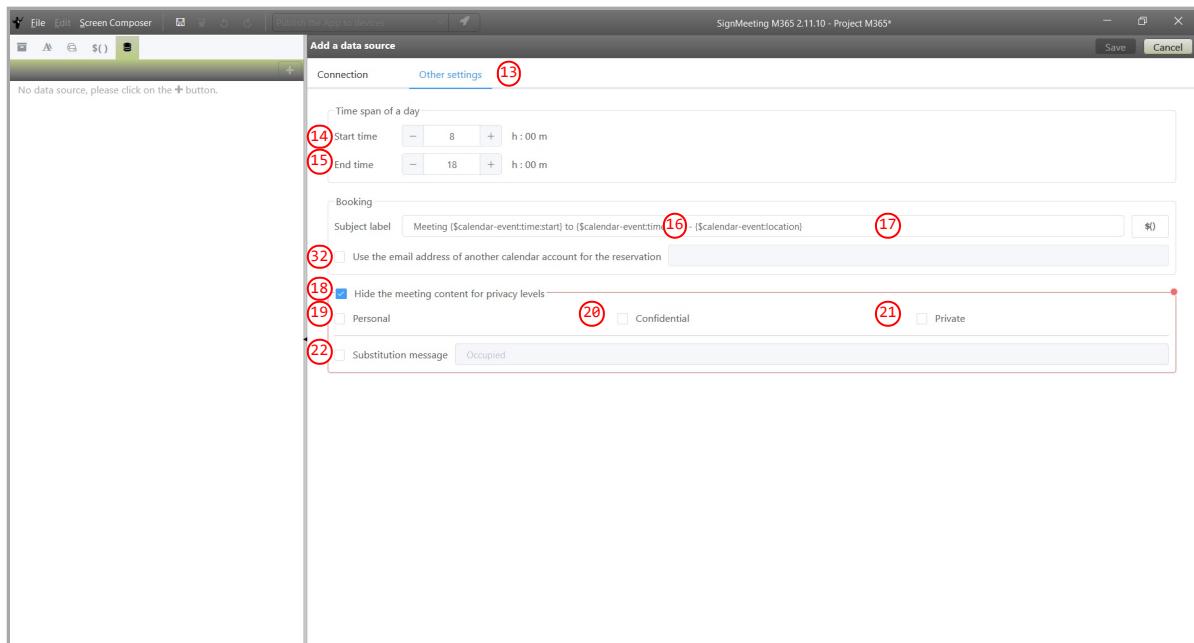
- hide the meeting content for the selected privacy levels,
- if the Substitution message (22) is checked and the label input filled, hide the meeting content for the selected privacy levels and display for each a substitution title.

The available sensitivity levels supported in MS-Exchange are:

- normal , personal , private , and confidential when using with Outlook thick client (Event > File > Properties > Sensitivity level),
- only normal or private when using OWA Web interface (Outlook Web Access).

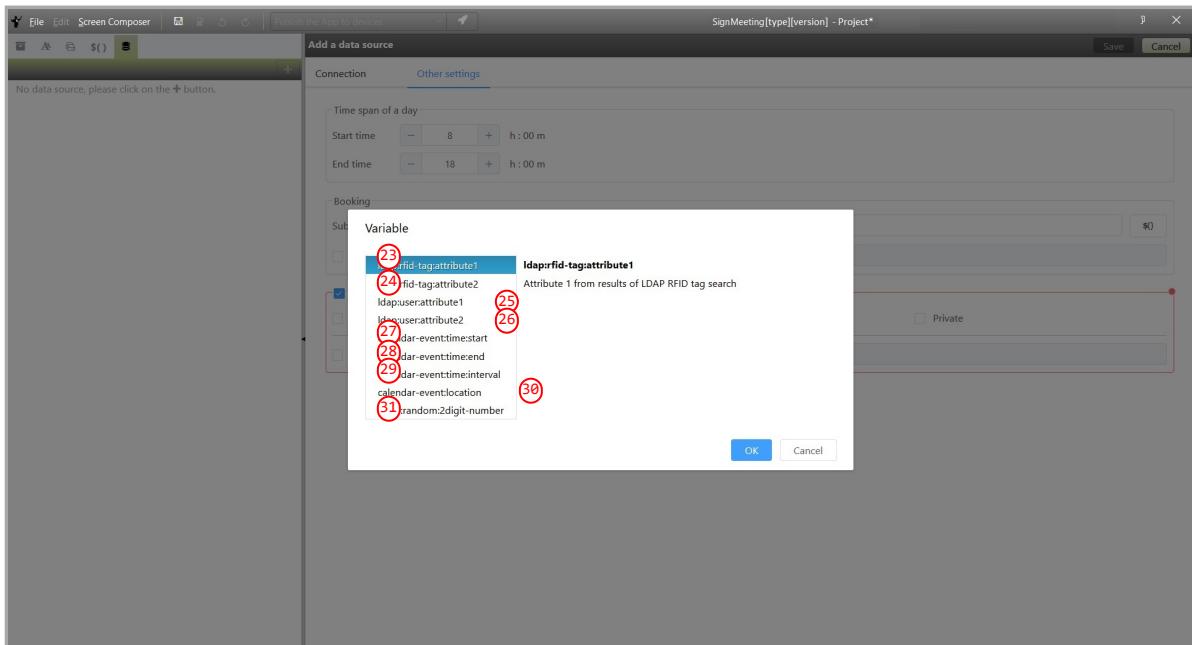
The Booking wording field set allows to define the automatical naming pattern for the event title when a event is programmed with a device by using the Book now button or using the reservation and consultation page access button of the main page. The Booking wording input (16) supports free text and variables. To add a variable, click on the \$(17) button.

Check the option Use the email address of another account for the reservation to book the reservation with a specific account.



These are the different variable values <sup>(17)</sup> that can be printed in the meeting title.

Type	Name	Value displayed in the title
LDAP	<sup>(23)</sup> ldap:rfid-tag:attribute1 <sup>(24)</sup> ldap:rfid-tag:attribute2	additional attributes value linked to <code>rfid-tag</code> to fetch in the LDAP server. Ex (LDAP): in case <i>Attribute 1 = Displayname</i> , the name and firstname of the badge owner.
User	<sup>(25)</sup> ldap:user:attribute1 <sup>(26)</sup> ldap:user:attribute2	additional attributes value linked to <code>user</code> to fetch in the LDAP server.
Meeting start/end	<sup>(27)</sup> calendar-event:time:start <sup>(28)</sup> calendar-event:time:end <sup>(29)</sup> calendar-event:time:interval	Meeting start time, Meeting end time, Meeting start-end time.
Meeting location	<sup>(30)</sup> calendar-event:location	Room name.
Random number	<sup>(31)</sup> math:random:2digit-number	Random number from 1 to 99.



☞ The variable are used only at the event creation. In case the event is modified afterwards, the SignMeeting M365 App can not upgrade the meeting title generated automatically. This remark is relevant especially when using the `calendar-event` time values.

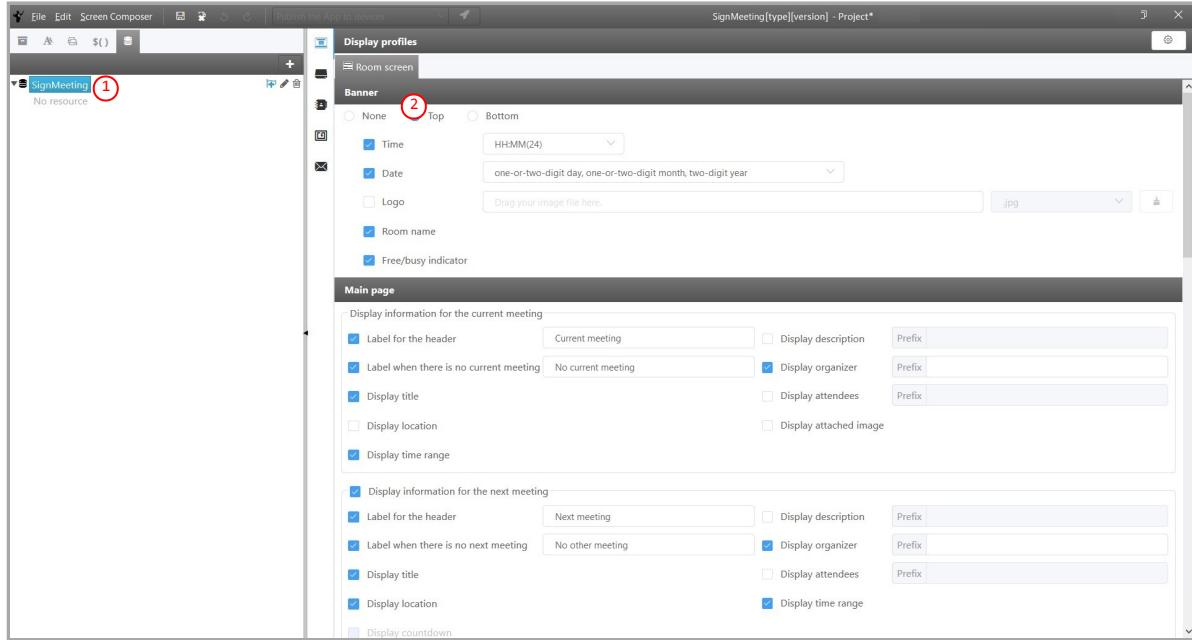
☞ `rfid-tag` attributes and the `user` attributes to fetch are configured in the LDAP configuration tab.

## Link room resources

Once the `data source` is configured to connect to `MS-Exchange calendar`, you have to add room resources `User principal name` to this data source, that need be handled then by your devices.

**⚠** The delegate account must have granted rights to book/delete events on all these resources.

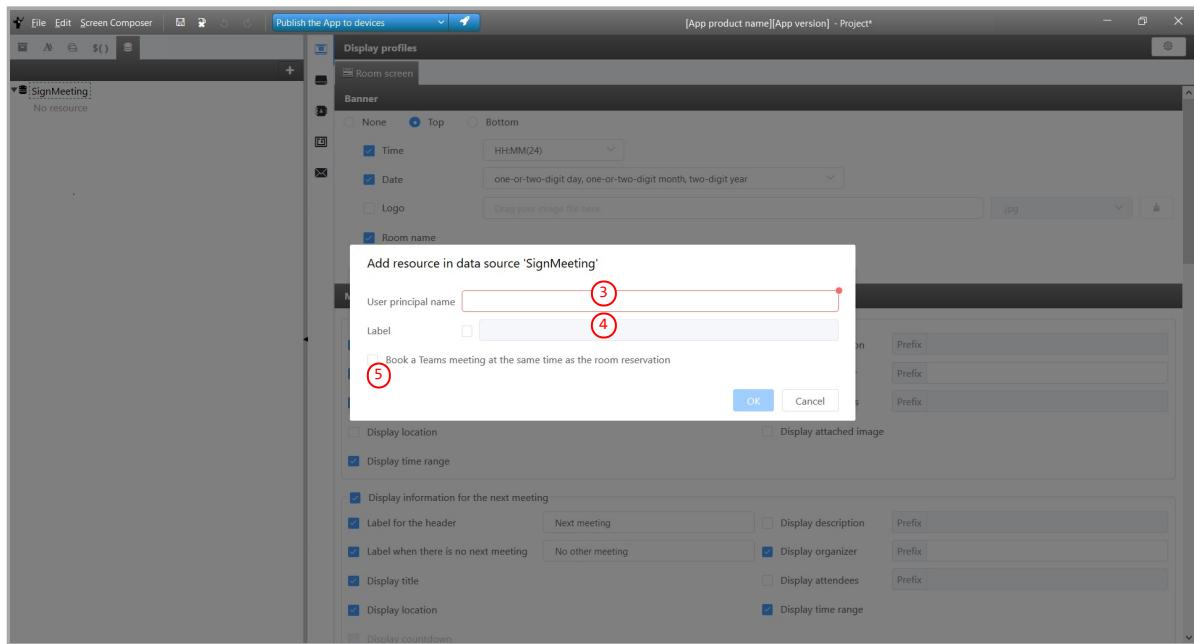
Select the data source **①** just created (e.g. **SignMeeting**) then on the right, click on the **Add a resource** **➕ ②** button.



**⚠** Some organisation can use a alias for the resource email instead of using the official one. Enter for each room resource `User principal name` **③**, enter the `User principal Name` of the resource. For further information, refer to the chapter § [Appendix: AzureAD User Principal Name](#).

**⚠** When the room resource `User principal name` is entered, it is possible to enter the label. Entering a `Label` **④** for a room resource allows to display this `Label` on the screen instead of the room resource `User principal name`, value which is often a too long string lenght to display entirely.

The Book Teams meeting at the same time as the room reservation allows Microsoft to create a *Join* button inside the meeting description to be able to join the meeting with *Microsoft Teams* (5).

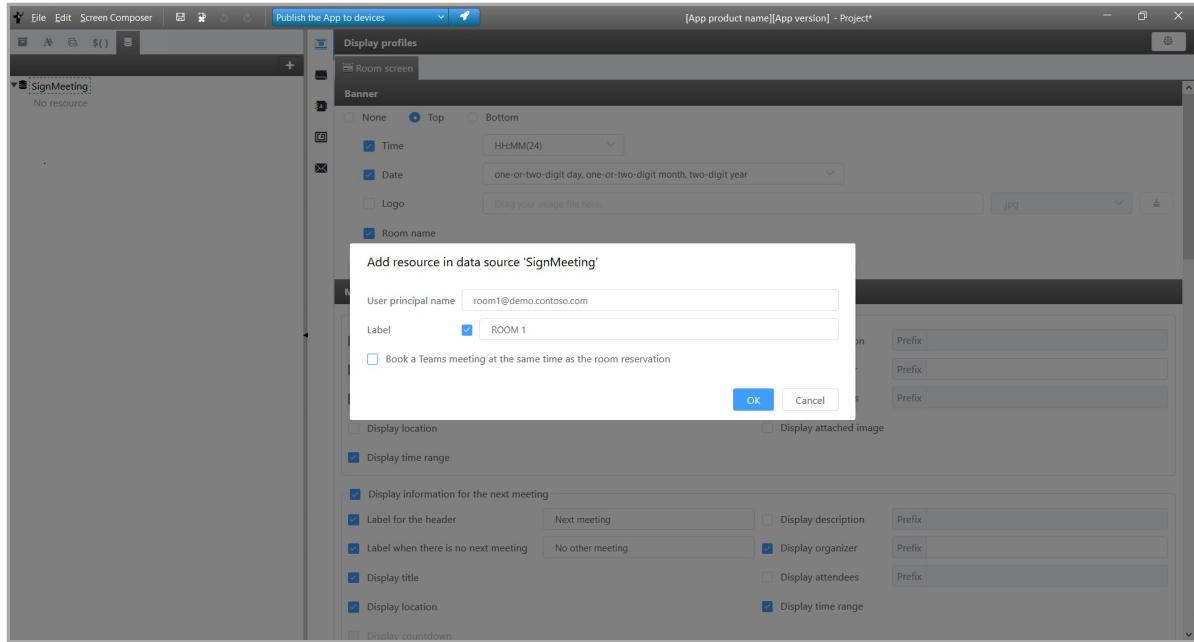


**Note:** The room resource *User principal name* must be the User Principal Name of the room.

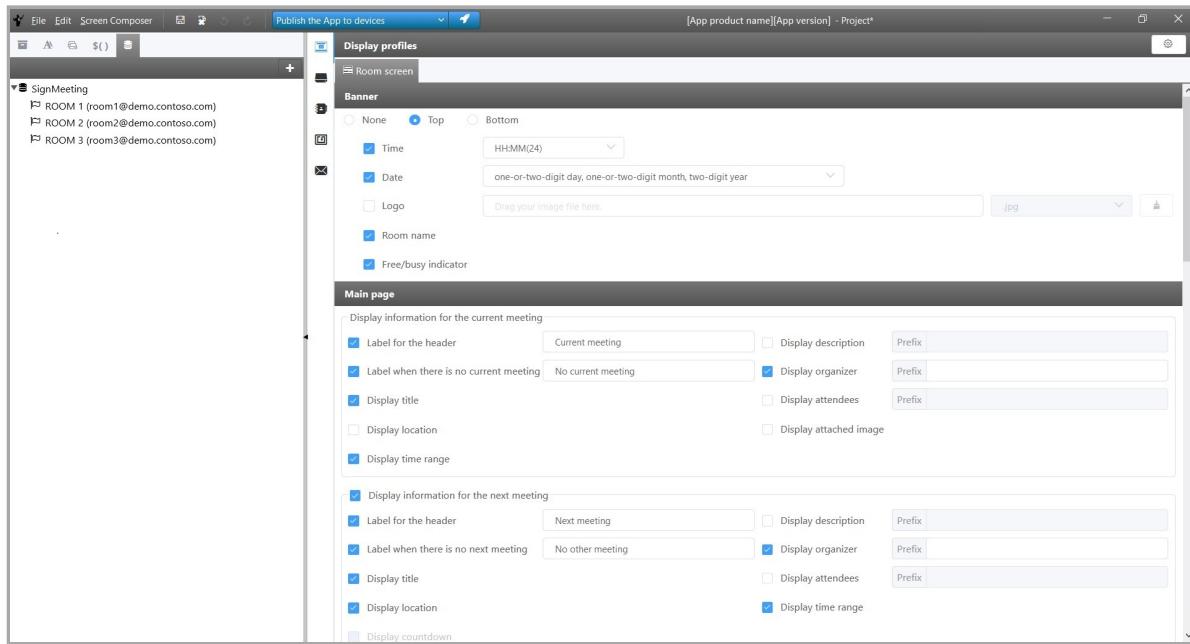
This is an example of M365 room resource ids: `room1@contoso.onmicrosoft.com`. In the user manual, the room resources id will be named like that:

#### Room resource User principal name

```
room1@demo.contoso.com  
room2@demo.contoso.com  
room3@demo.contoso.com
```



At this step, the wished room resources are properly attached to the datasource.



The data source configuration is completed.

*It is advised to run dedicated powershell commands to check the room resources configuration (booking confirmation activation, support for attachments, and so on...). For further information, refer to the chapter § [Appendix: Configuration using PowerShell](#).*

## Multiple data sources

If required, the App can support several data sources. In this case, do the same operation, by adding another data source with:

- another M365 calendar URL,
- others room resources.

*A room resource can be affected to only one data source.*

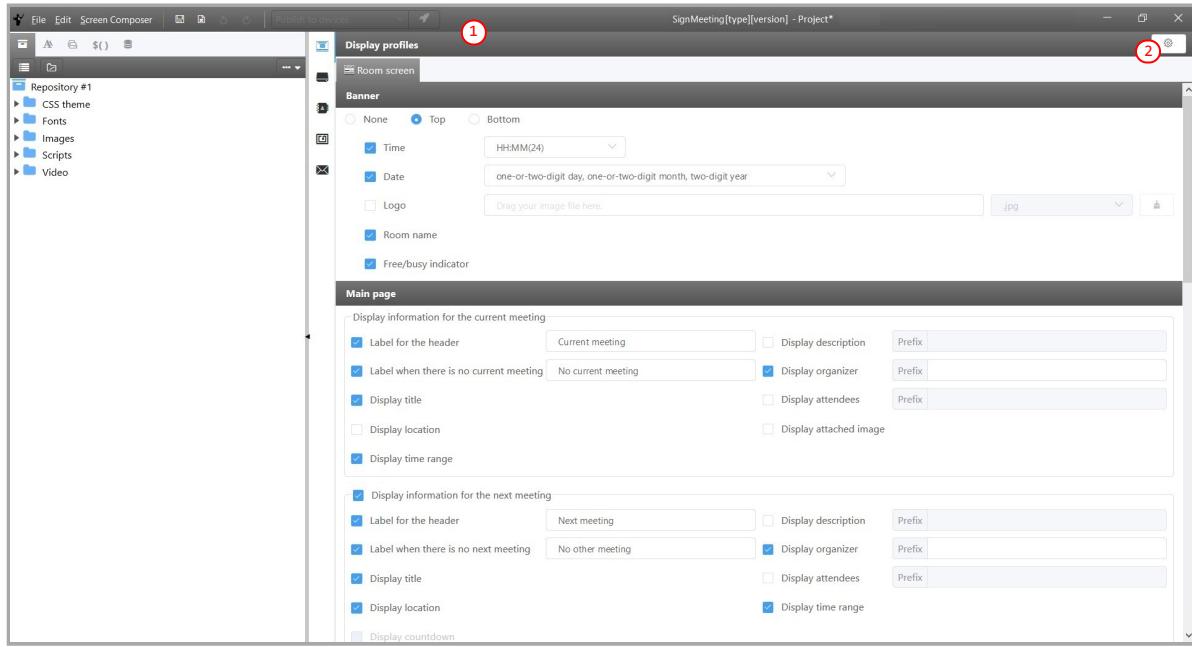
## 3.2 Display profiles

By default only one instance of the `Room screen` *display profile* is available when a new SignMeeting M365 App project is created.

If this only `Room screen` *display profile* is suitable for your SignMeeting M365 App project configuration, refer to the chapter § [SignMeeting > Display profiles > Room screen](#).

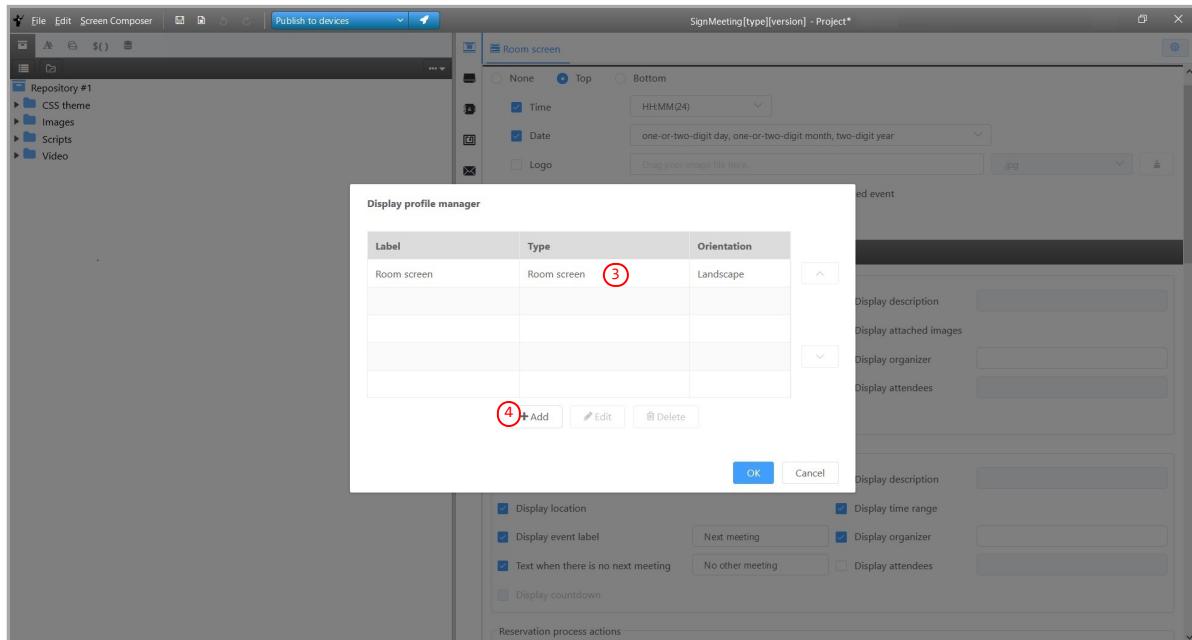
A recap of the display profiles features differentiation is shown in the chapter § [Introduction](#).

If you need to create another *display profile* instance, select the **Display profiles** (1) configuration tab of your SignMeeting M365 App project, then click on the **Display profile manager** button (2).

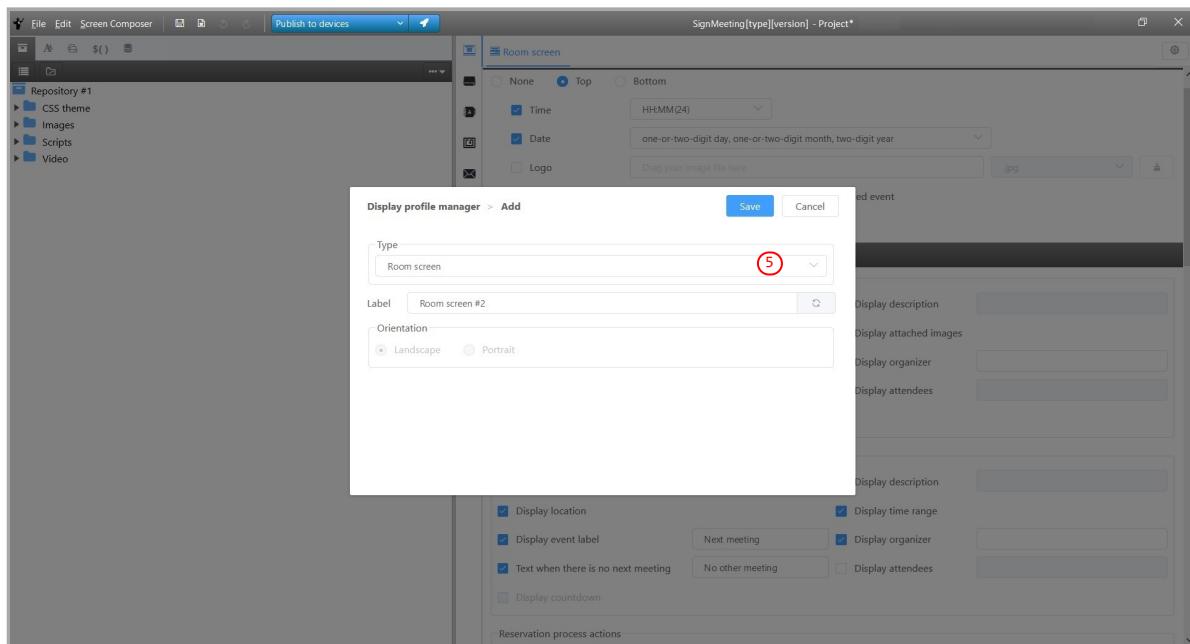


The default `Room screen` (3) *display profile* appears in the table listing all the available *display profiles* created. Click on the **Add** (4) button to add a *display profile* among:

- Summary screen by event (orientation: `Landscape` OR `Portrait`),
- Summary screen by resource (orientation: `Landscape` OR `Portrait`),
- Room label ,
- Room screen .



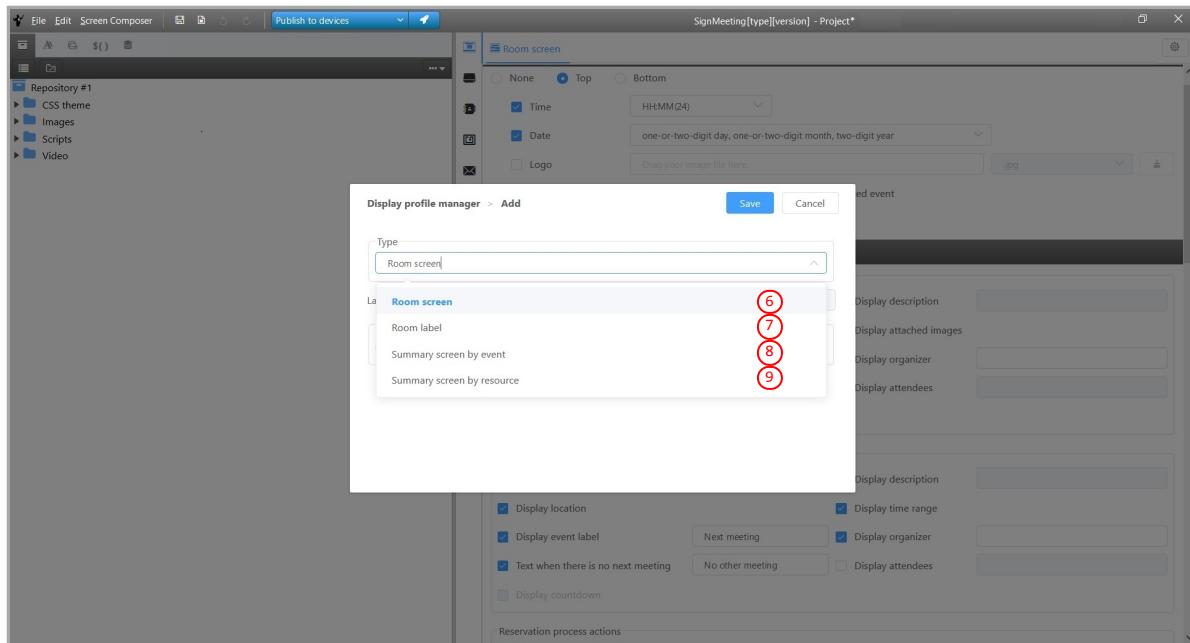
Click on the **Type** drop down list **⑤**.



Choose among these *display profiles* values:

- Room screen **⑥**,
- Room label **⑦**,
- Summary screen by event **⑧**,
- Summary screen by resource **⑨**.

For example, select in the list, the **Summary screen by event** **⑧** *display profile*.

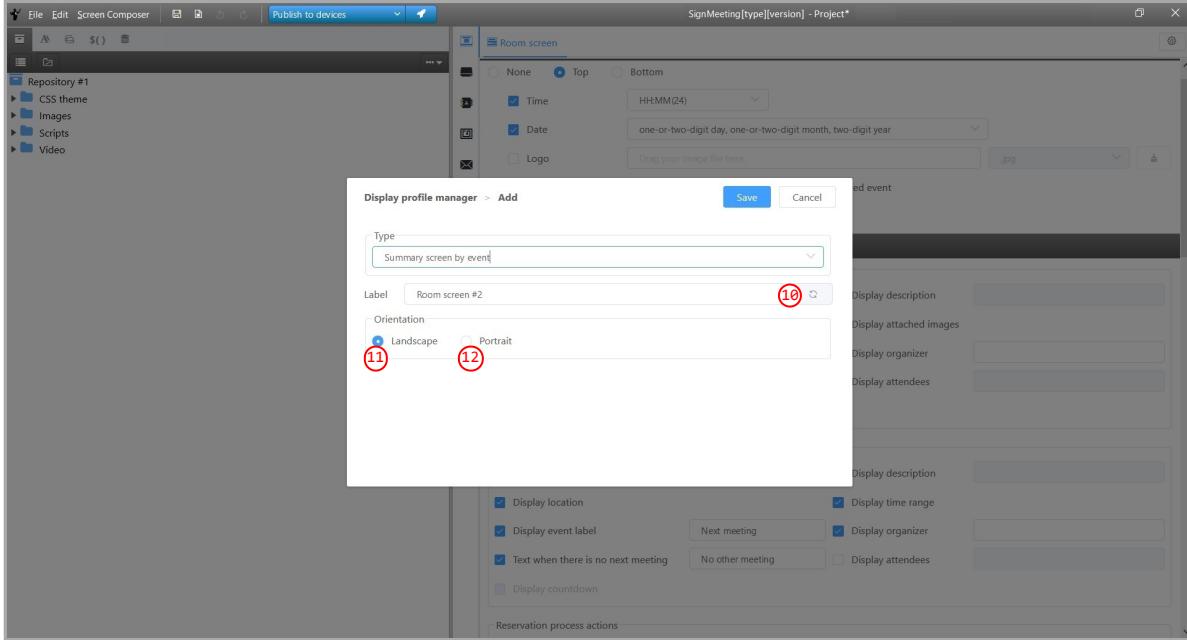


Once the *display profile* is chosen, click on the refresh **⑩** button to generate automatically a consistent label for your *display profile*.

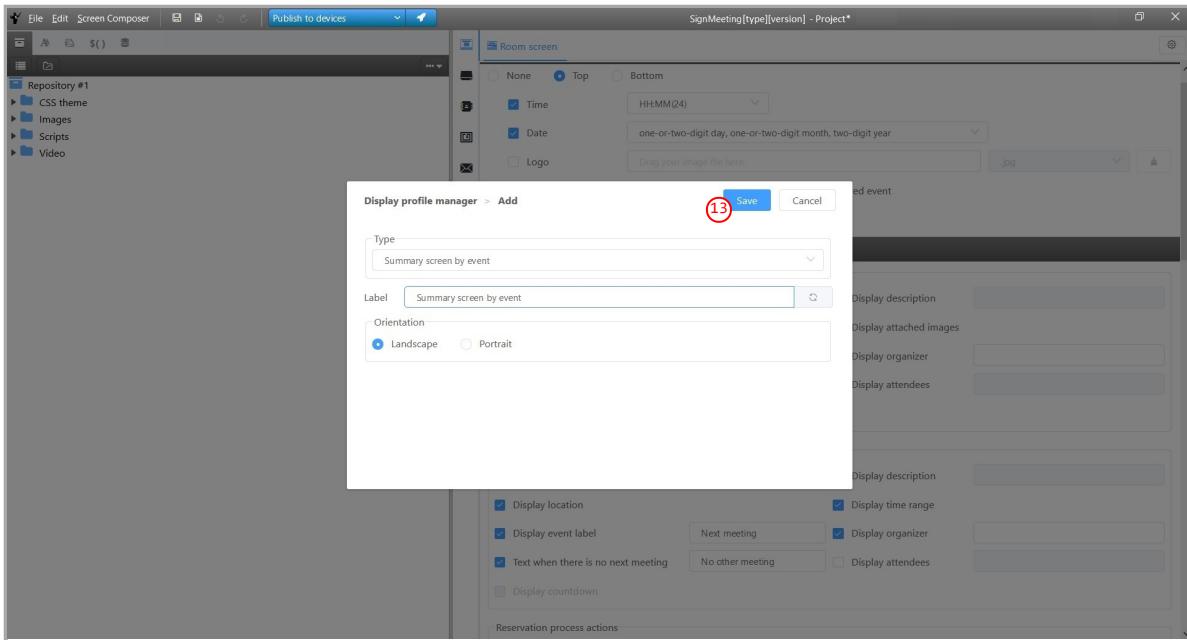
You can rename the *display profile* like you want.

When available for the *display profile* selected, select the appropriate *Orientation* value for your *display profile*:

- Landscape **⑪**,
- Portrait **⑫**.



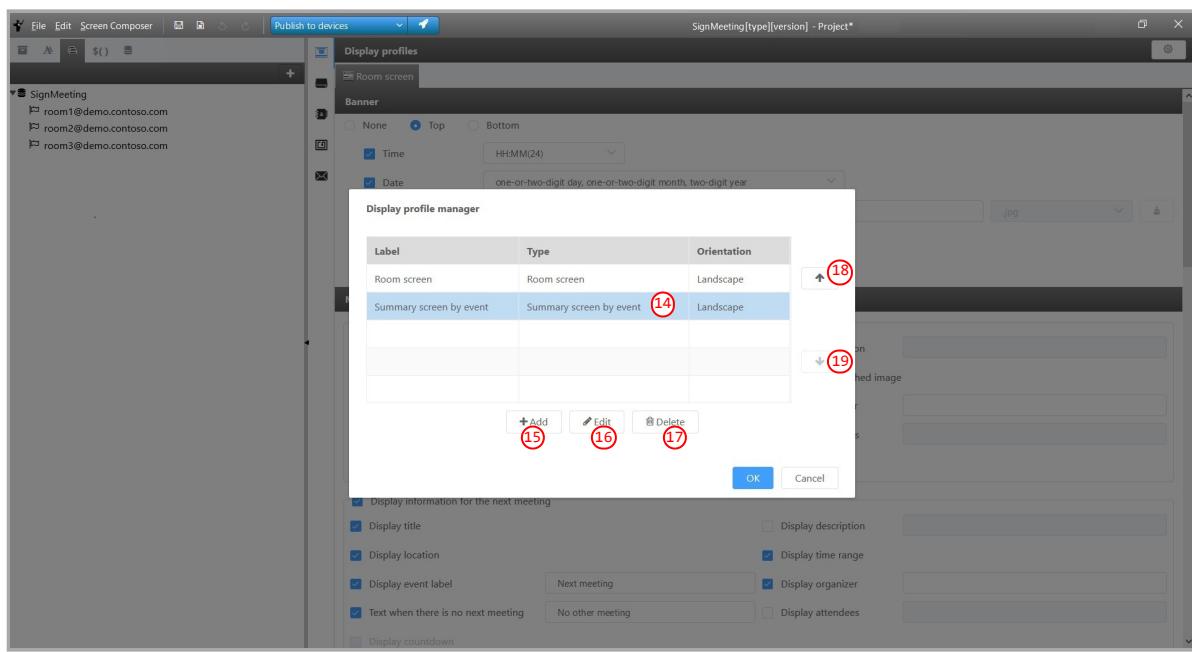
Click on the **Save** **⑬** button.



The new *Summary screen by event* **⑭** *display profile* instance is created and appears in the list:

- to modify the label of a *display profile* instance, select it and click on the **Edit** **⑯** button,
- to delete a *display profile* instance, use the **Delete** **⑰** button,
- to add another *display profile* instance, click on the **Add** **⑮** button and restart the operation.

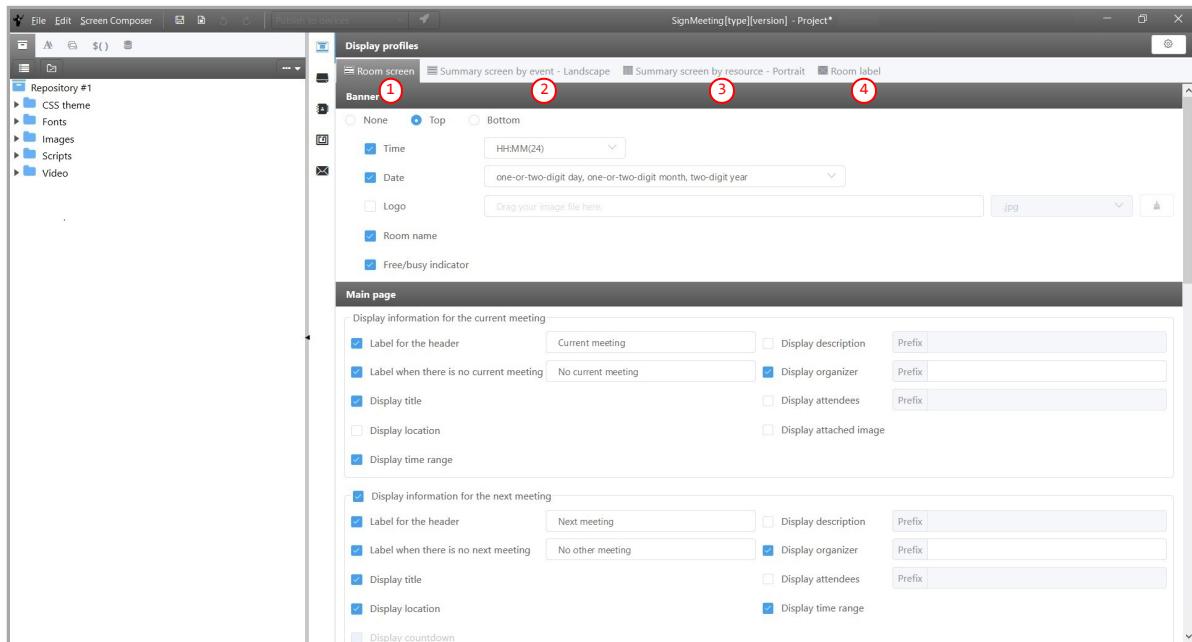
Once all the required *display profiles* are created for your project, you can use the **↑** up (18) button and the **↓** down (19) button to change the order of the display profile tab.



Then the *display profiles* configuration tabs are displayed in the wished order, for example:

1. Room screen (1)
2. Summary screen by event - Landscape (2)
3. Summary screen by resource - Portrait (3)
4. Room label (4)

To configure a *display profile* instance, click on the appropriate *display profile* instance configuration tab (1, 2, 3, 4, ...)



If your devices need to support authentication by RFID, refer to the chapter § [RFID](#).

If your devices need to support user authentication by LDAP, refer to the chapter § [LDAP](#).

If your devices need to support the notification page which needs the SMTP, refer to the chapter § [SMTP](#).

### 3.2.1 SignMeeting > Display profiles > Room screen

The Room screen *display profile* allows to display on the screen until two following events in two areas:

- the upper area for the event in progress,
- the lower area for the next event.

The Room screen *display profile* is usually suitable for interactive tablets installed near a meeting room.

This Room screen *display profile* supports dedicated button:

- the Book now button allows to book an instant event for
  - 30 minutes,
  - 1 hour,
  - 2 hours,
- the Delete button allows to delete or shorten the event in progress to free up the resource,
- the Confirm button, supported on Room Screen *display profile* only, allows to confirm the booking of the event in progress,
- the Notification button allows to access to a specific notification page supporting several customizable buttons to notify by email address of specialized departments when some trouble is faced when using the resource's equipment,
- the reservation and consultation page access button allows to access to a reservation page to book/modify/remove events for the next days and for several different room resources.

 The using of the buttons requires to have a device with an interactive screen.

To configure a Room screen *display profile*, select the  **Display profiles**  **(1)** configuration tab of your SignMeeting M365 App project, then select a  Room screen *display profile* instance  **(2)**.

 The lenght of the configuration form is more than one page. Use the scroll bar to go to the end of the form.

## Banner

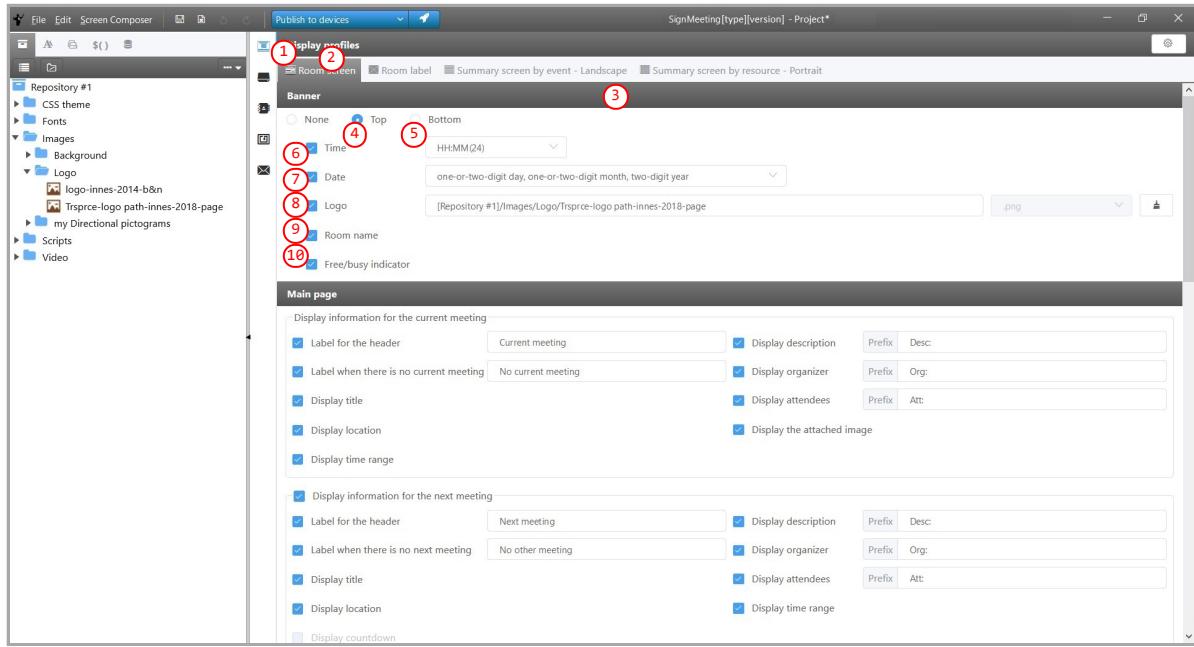
The Banner **(3)** pane allows to display or not a banner with at the top **(4)** or at the bottom **(5)** of the main page.

The Banner can contain:

- the current Time **(6)** with different formats:
  - HH:MM (12) (e.g. 7.00),
  - HH:MM (24) (e.g. 19:00),
- the current Date **(7)** with different format<sup>1</sup>

Label	EN (default)	FR	DE
one-or-two-digit day, one-or-two-digit month, two-digit year (e.g. 12/1/22)	12/01/22	01/12/22	01.12.22
one-or-two-digit day, one-or-two-digit month, four-digit year (e.g. 12/1/2022)	12/01/2022	01/12/2022	01.12.2022
one-or-two-digit day, three-letter abbreviation month, four-digit year (e.g. 1-Dec-2022)	01-Dec-2022	01 Dec 2022	01. Dec. 2022
two-digit day, literal month, four-digit year (e.g. Dec, 01 2022)	December, 01 2022	01 décembre 2022	01. Dezember 2022
two-digit day, literal month, two-digit year (e.g. Dev 01, 22)	December 01, 22	01 décembre 22	01. Dezember 22
three-letter-abbreviation day, two-digit day, two-digit month, four-digit year (e.g. Thu 01 12 2022)	Thu 01 12 2022	jeu 01 12 2022	Don 01 12 2022
literal day, two-digit day, literal month, four-digit year (e.g. Thursday, December 01, 2022)	Thursday, December 01, 2022	jeudi 01 décembre 2022	Donnerstag, 01.Dezember 2022

- the organisation Logo <sup>2</sup> **(8)** ( .jpg , .gif , .png <sup>3</sup>),
- the Room **(9)** name from the displayed event: it displays only the room name of the current page of events,
- Free/busy indicator : allows to display reservation status:
  - green: no event in progress,
  - orange: event started but presence confirmation required,
  - red: event started and presence confirmed.



<sup>1</sup> The date translation (day and month reversed) and the date format (dot or slash character), depending on the language, are made directly on the device by respecting the regionality language of the device.

<sup>2</sup> It is recommended to use a image whose height in pixel is the banner height in pixel of the target screen resolution. Then adjust the height of the organisation logo inside this image to control its size. For further information about the banner height, refer the chapter § Appendix: Banner characteristics.

<sup>3</sup> Do better use .png logo if possible, format which is supporting the transparency capability.

The busy colors are the same for the indicator on the screen and for the LED of the tablet.

## Main page

Scroll ③ to see the Main page ④ pane's part.

The Main page pane allows to select the event part to display:

- **Display information for the current meeting:**

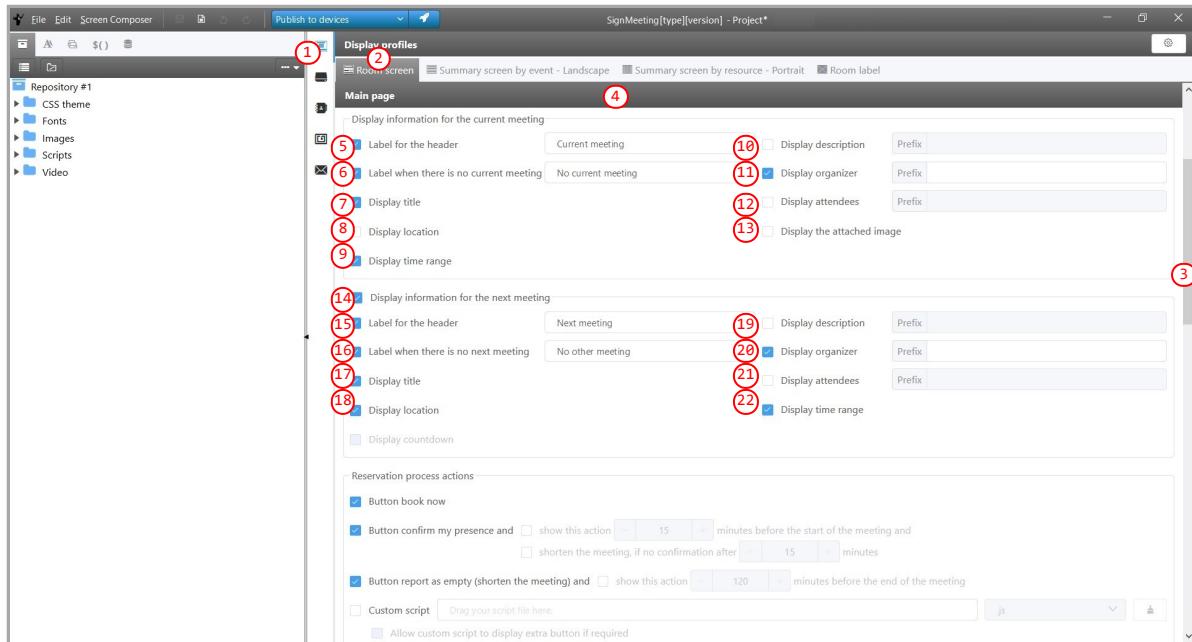
- Label for the header ⑤: allows to display a free text to show the current meeting area (*Current meeting* is the default value),
- Label when there is no current meeting ⑥: allows to display a free text when there is no event in progress for the current room page,
- Display title ⑦: allows to display the event summary,
- Display location ⑧: allows to display the data source room label in which the event takes place,
- Display time range ⑨: allows to display the event start time and the event end time (e.g.: 8.00 to 10.00),
- Display description ⑩: allows to display the event detailed description (if required, a prefix, empty by default, can be displayed before the description values),
- Display organizer ⑪: allows to display the event organizer (e.g.: the *delegate account* or the user which is currently authenticated) (if required, a prefix, empty by default, can be displayed before the organizer values),
- Display attendees ⑫: allows to display the attendees (if required, a prefix, empty by default, can be displayed before the attendees values). The attendees name are displayed on a same line. In case overlap, a scrolling effect allows to watch all the attendees names.
- Display the attached image ⑬: allows to display the first picture attached to a event.

④ The attendees values are scrolled automatically.

④ The SignMeeting M365 App supports the attachments display for the current meeting only. In case several pictures are attached to the meeting, only the first one is displayed. The supported picture formats are .gif, .png & .jpg.

- Display information for the next meeting ⑭: allows to display information for the next meeting

- Label for the header ⑮: allows to display a free text to show the current meeting area (*Current meeting* is the default value),
- Label when there is no next meeting ⑯: allows to display a free text when there is no event in progress for the current room page,
- Display title ⑰: allows to display the event summary,
- Display location ⑱: allows to display the data source room label in which the event takes place,
- Display description ⑲: allows to display the event detailed description (if required, a prefix, empty by default, can be displayed before the description value),
- Display organizer ⑳: allows to display the event organizer (e.g.: the *delegate account* or the user which is currently authenticated) (if required, a prefix, empty by default, can be displayed before the organizer value),
- Display attendees ㉑: allows to display the attendees (if required, a prefix, empty by default, can be displayed before the attendees values),
- Display time range ㉒: allows to display the event start time and the event end time (e.g.: 8.00 to 10.00),
- *Display countdown (RFU)*

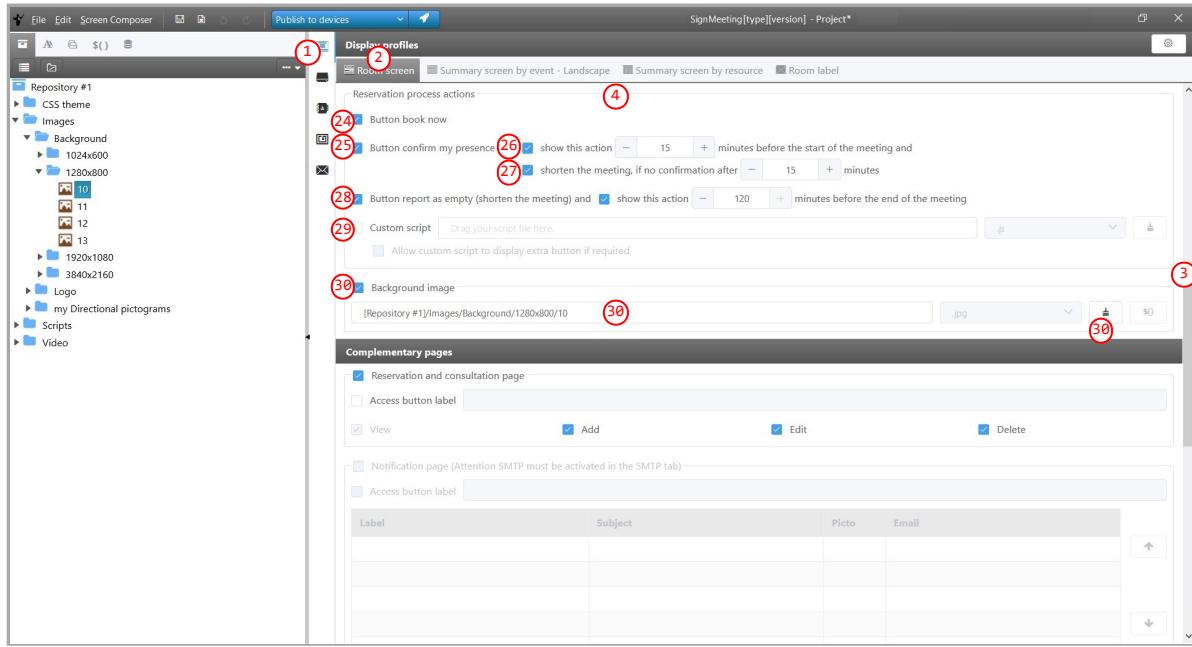


Scroll ③ to the bottom to see the Reservation process action ④ pane's part.

- **Reservation process action:** allows to activate the buttons for interactivity:

- Button book now ②4,
- Button confirm my presence ②5 (also called check-in)
  - Show this action <n> minutes before the start of the meeting ②6: allows to show the confirm my presence before the meeting has started (15 minutes by default),
  - Shorten the meeting if no confirmation after <n> minutes ②7: allows to shorten the meeting to free up the room when the meeting reservation has not been confirmed,
- Button report as empty (shorten the meeting) ②8 (also called check out in some company):
  - Show this action <n> minutes before the end of the meeting (15 minutes by default).
- Custom script ②9: allows to load a custom script to customize the SignMeeting behaviour, e.g. to control external peripherals embedded in electric doors, to start to play webcam camera, or to handle a presence sensor, to control Distech Controls devices,
  - Allow custom script to display extra buttons if required : allow to customize the main page by adding some custom button like *Open the door, Maintain, Resume*.

- Background image ②0: allows to put an image, dragged from the Files view of the project repository, as background of the main page.



The variable ③ in the Background image ②0 input can be used only to replace **filename** value:

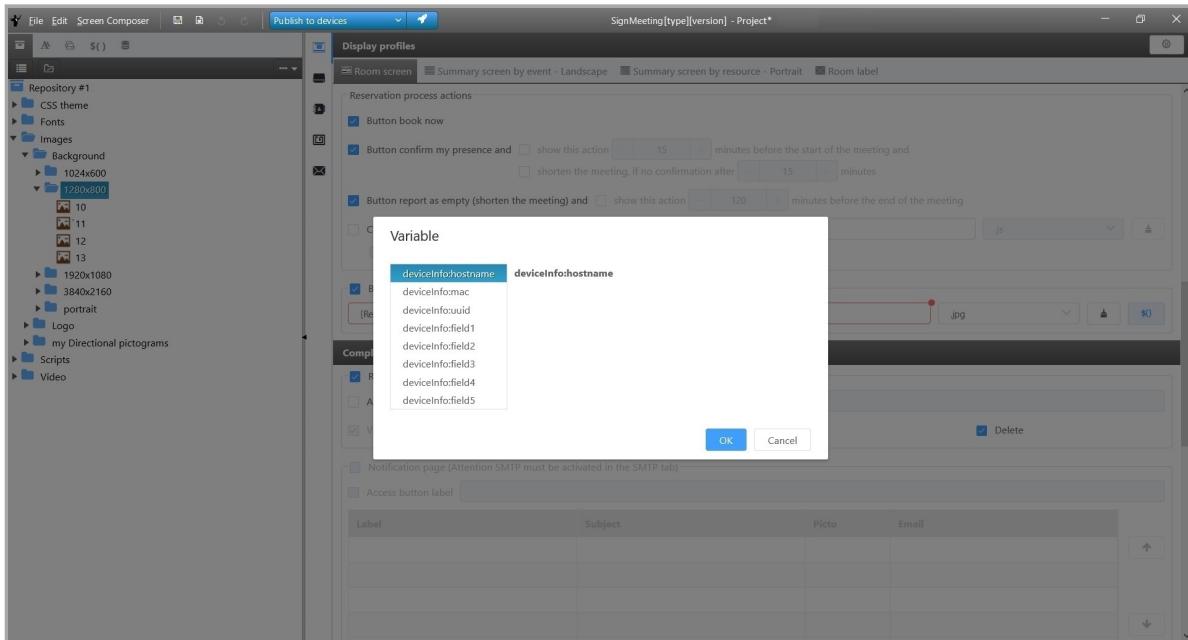
- drop the root folder of the image to display,
- click on the active \$0 variable button and select the wished variable name,
- select then the appropriate extension of the image to display.

**! The Background image ②0 input is not editable. Use the Sweep button to erase the input content.**

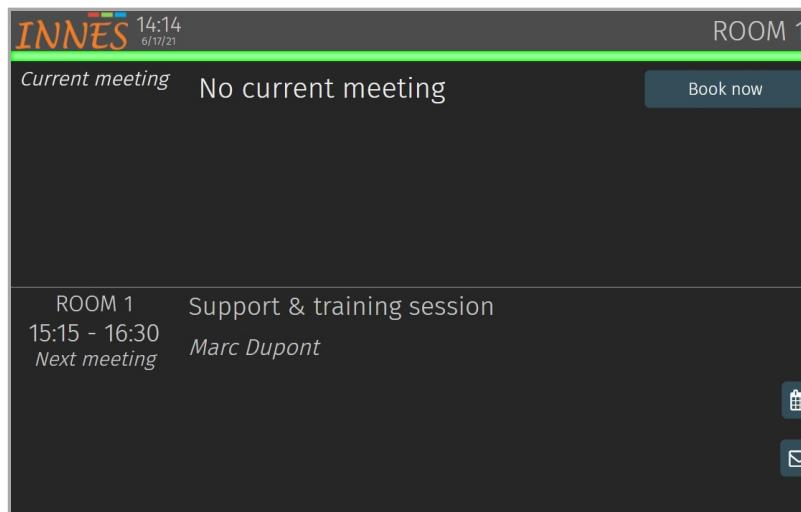
<sup>3</sup>Ensure that your device has the appropriate variable value.

Variable name	Variable format when set in the input
deviceInfo:hostname	\${deviceInfo:hostname}
deviceInfo:mac	\${deviceInfo:mac}
deviceInfo:uuid	\${deviceInfo:uuid}
deviceInfo:field1	\${deviceInfo:field1}
deviceInfo:field2	\${deviceInfo:field2}
deviceInfo:field3	\${deviceInfo:field3}
deviceInfo:field4	\${deviceInfo:field4}
deviceInfo:field5	\${deviceInfo:field5}

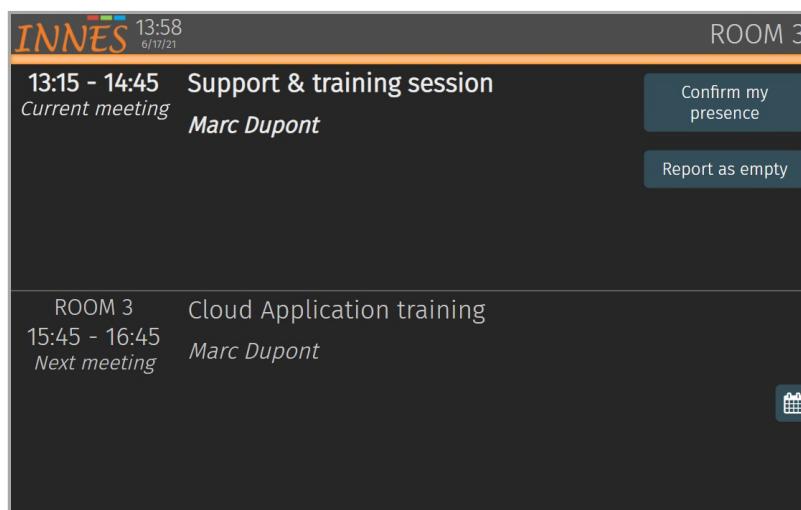
**! When using variables, the target files must be added manually in the Linked files part of the form.**



Main page rendering example with Book Now button:



Main page rendering example with Confirm my presence and Report as empty button::



## Complementary pages

Scroll ③ to the bottom to see the Complementary pages ④ pane's part.

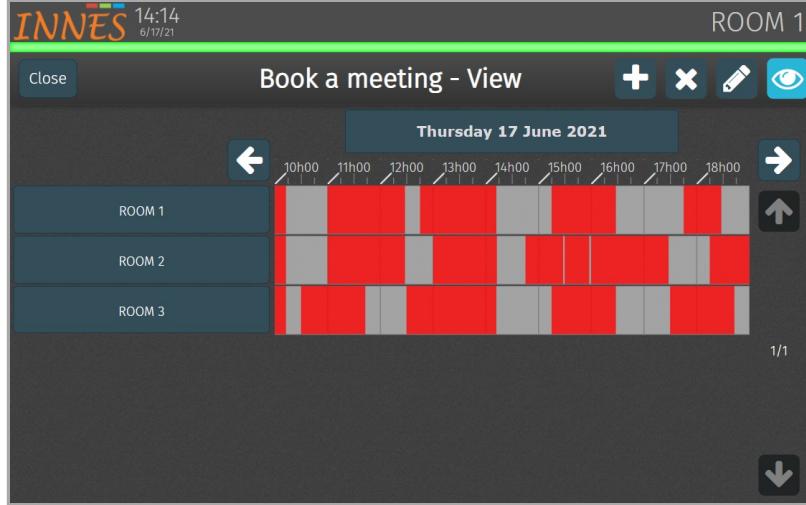
The Reservation and consultation page ③ allows to support, in the main page, an access button with an optional label ② giving access to a Reservation and consultation page . This page allows to consult a grid of rooms reservation for all the room resources made visible for this page, with one page per day.

☞ The devices resources need to be configured according to. For further information, refer to the chapter § [Room resources association to a device](#).

In this Reservation and consultation page page, the support for these buttons can be inactivated:

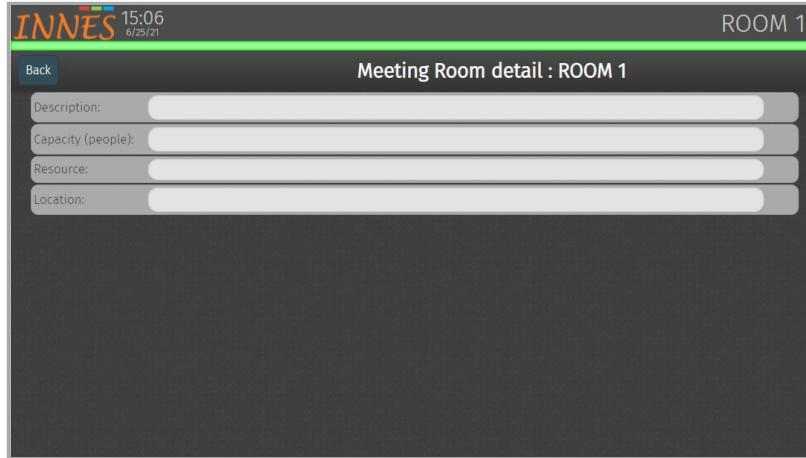
- Add button ④,
- Edit button ⑤,
- Delete button ⑥.

Reservation and consultation page page rendering example:



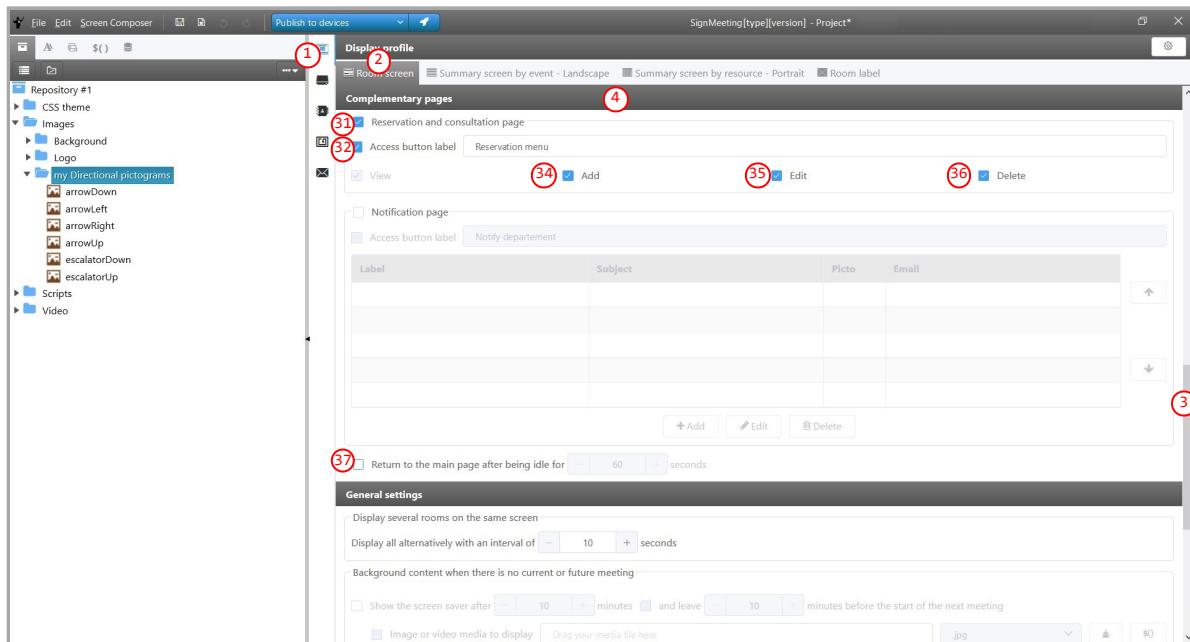
Clicking on the Room label in this screen allows to display some intrinsic attribute linked to this room:

- its *description*,
- its *capacity*,
- its *location*.



The option Return to the main page after being idle for <n> seconds ② allows to set the duration, before displaying back the main page, after being stayed for a couple of time (by default, 60 seconds) without user activity on:

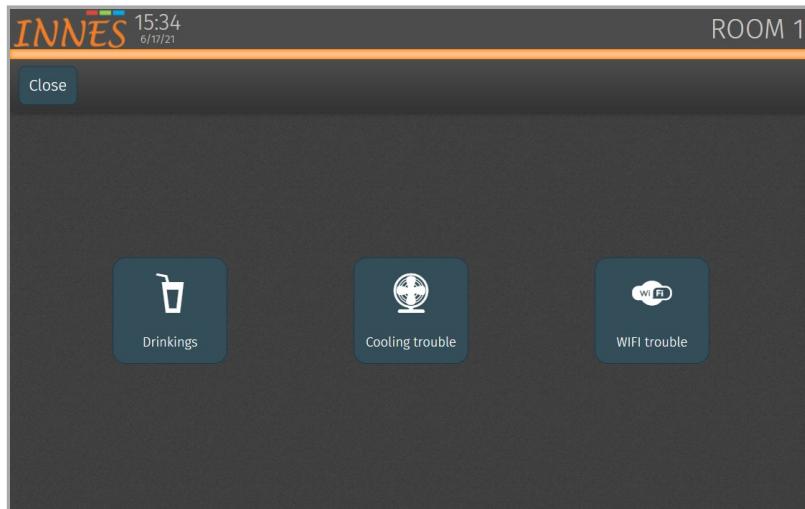
- the reservation and consultation page ,
- the notification page .



The Notification page **38** allows to support, in the main page, an access button with an optional label **39** giving access to custom notification buttons . It can support for several buttons, for example, to:

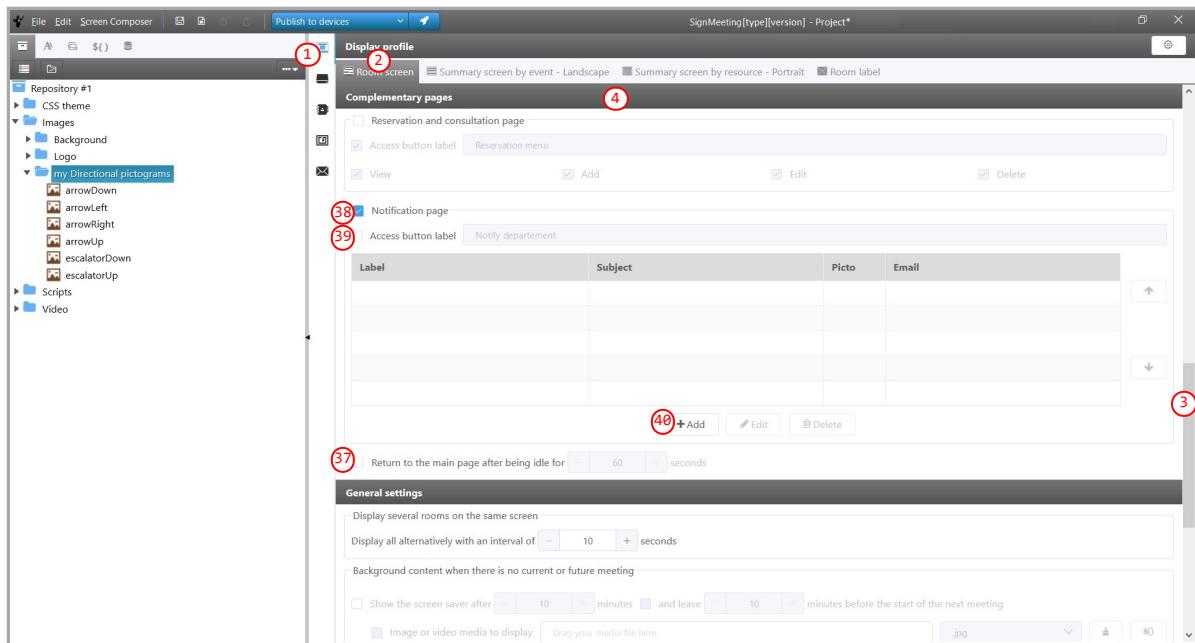
- raise some trouble faced when using the room equipment (cooling, heating, wifi), to specific department,
- call a room services (drinkings, lunch trays, sandwiches, coffees), ...

Notification page page rendering example:



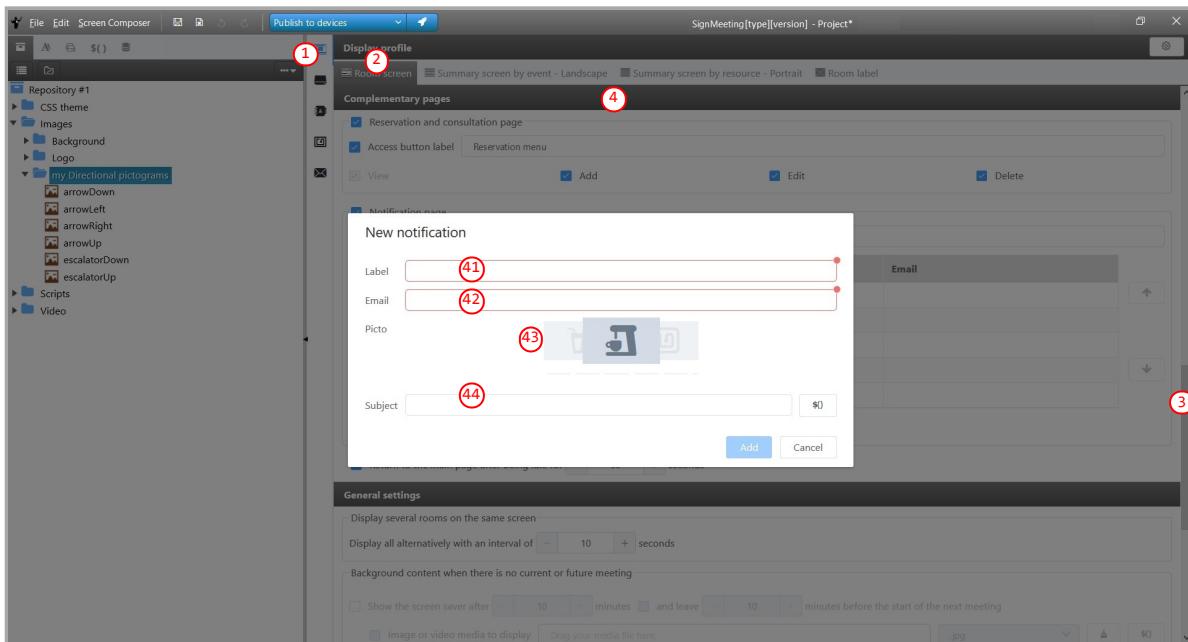
**☞** More than 60 pictograms are available in the pictogram library.

A new item needs to be configured for each new notification button. Click on the Add **40** button.

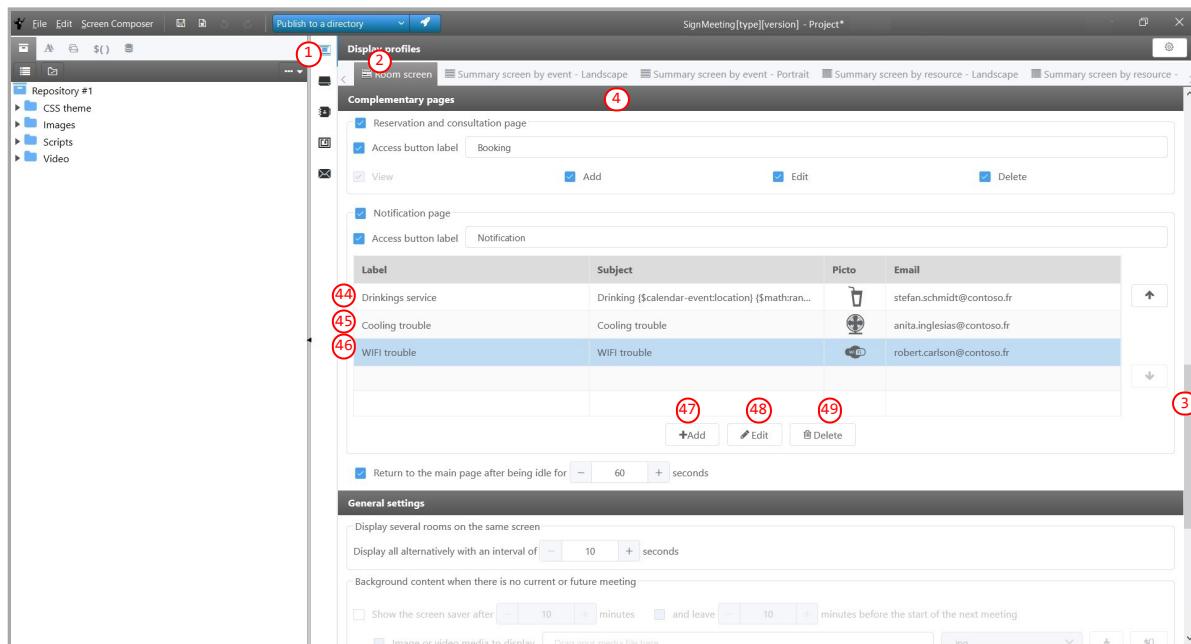


Then fill for this notification button:

- a label **41** (e.g. *Lunch*, *Drinkings*, *Cooling issue*, *WIFI issue*,...),
- a email address **42**,
- a pictogram, which is displayed upon the button **43**,
- a email subject **44** (e.g. *Lunch service*, *cooling trouble*, ...).



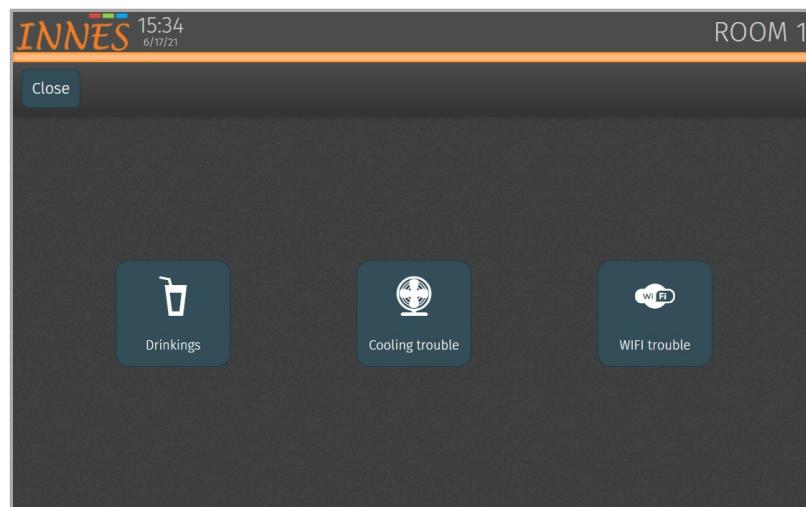
Restart the operation for each notification button. They should appear, for example, like explained below.



Use the **+ Add** ⑦/**Edit** ⑧/**Delete** ⑨ buttons to handle your custom notification buttons.

☞ The notification buttons appear in the main page when at least one button has been created.

☞ The support for the notification page requires that the SMTP tab is properly configured.



## General settings

Scroll ③ to the bottom to see the General settings ④ pane's part.

The Display all alternatively with an interval of <n> seconds ⑤ option allows to define the page duration when the events for several rooms need to be displayed on the main page.

If more than one room resource is displayed on the main page, SignMeeting M365 displays alternatively, the current event and the next event on the same page, with one room per page, and one page every 10 seconds (duration by default). In this case, the access to the buttons is still supported for each page.

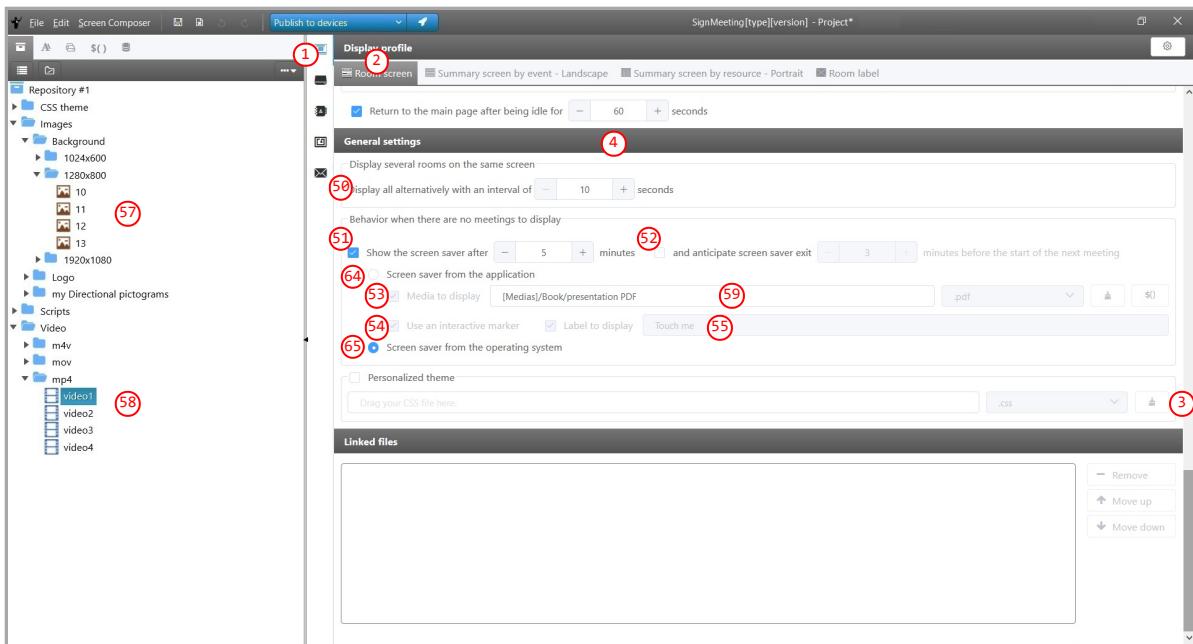
The Behavior when there are no meetings to display field set allow to activate and configure the screen saver launched when there are no meetings to display:

- Show the screen saver after <n> minutes ⑥: if checked, allows to activate and display the screen saver <n> minutes after the current meeting has ended,
- and anticipate screen saver exit ⑦: if checked, allows to quit the screen saver <m> minutes before the next meeting starts. If not checked, allows to quit the screen saver as soon as a next meeting or a current meeting has just appeared.

When the Show the screen saver after <n> minutes ⑥ is checked, select the wished screen saver mode:

- Screen saver from the application ⑧:
  - Select the Media to display ⑨ when the screen saver from the SignMeeting M365 App is running, then drop an image (.jpg, .gif, .png) ⑩, a document (.pdf), a MS-PowerPoint presentation (.pptx) or a video (.mp4) ⑪ from the Files view of the project repository to the Media to display input ⑫.
  - Use an interactive marker ⑬ with a label to display ⑭ allows to display a marker on the screen when the screen saver is running, inviting the user to touch the screen to quit the screen saver,
- Screen saver from the operating system ⑮:
  - if the OS of your device does support the OS screen saver and this one is activated on the device, the OS screen saver is used,
  - if the OS of your device does not support the OS screen saver, the screen saver from the SignMeeting M365 App is launched by default.

When the Show the screen saver after <n> minutes ⑥ is not checked, the screen saver is deactivated.



The Media to display ⑯ input is not editable. The variable <sup>3</sup> in the Media to display ⑯ input can be used only to replace filename value:

- drop the root folder containing the media,
- click on the active \$0 variable button and choose the wished variable name,
- select then the appropriate file extension (.pptx, .pdf, .mp4, .jpg, ...).

If more than one room resource is displayed on the main page, SignMeeting M365 displays alternatively, the current event and the next event on the same page, with one room per page, and one page every 10 seconds (duration by default). In this case, the access to the buttons is still supported for each page.

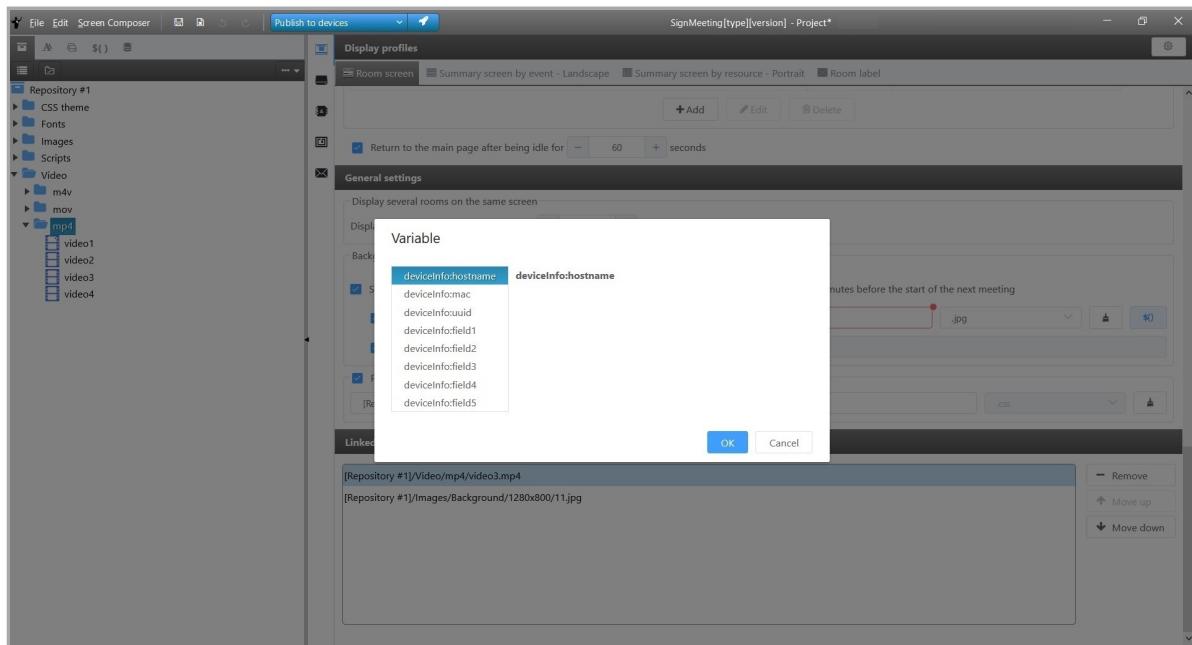
Check the image and video capabilities of your device before choosing your media.

Use the Sweep button to erase the input content.

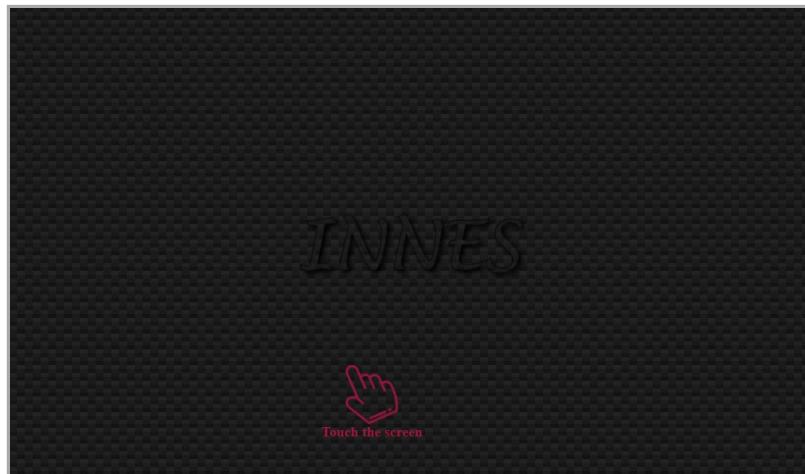
<sup>3</sup>Ensure that your device has the appropriate variable value.

Variable name	Variable format when set in the input
deviceInfo:hostname	{\$deviceInfo:hostname}
deviceInfo:mac	{\$deviceInfo:mac}
deviceInfo:uuid	{\$deviceInfo:uuid}
deviceInfo:field1	{\$deviceInfo:field1}
deviceInfo:field2	{\$deviceInfo:field2}
deviceInfo:field3	{\$deviceInfo:field3}
deviceInfo:field4	{\$deviceInfo:field4}
deviceInfo:field5	{\$deviceInfo:field5}

When using variables, the file target by the variable must be dropped manually in the *Linked files* part of the form.

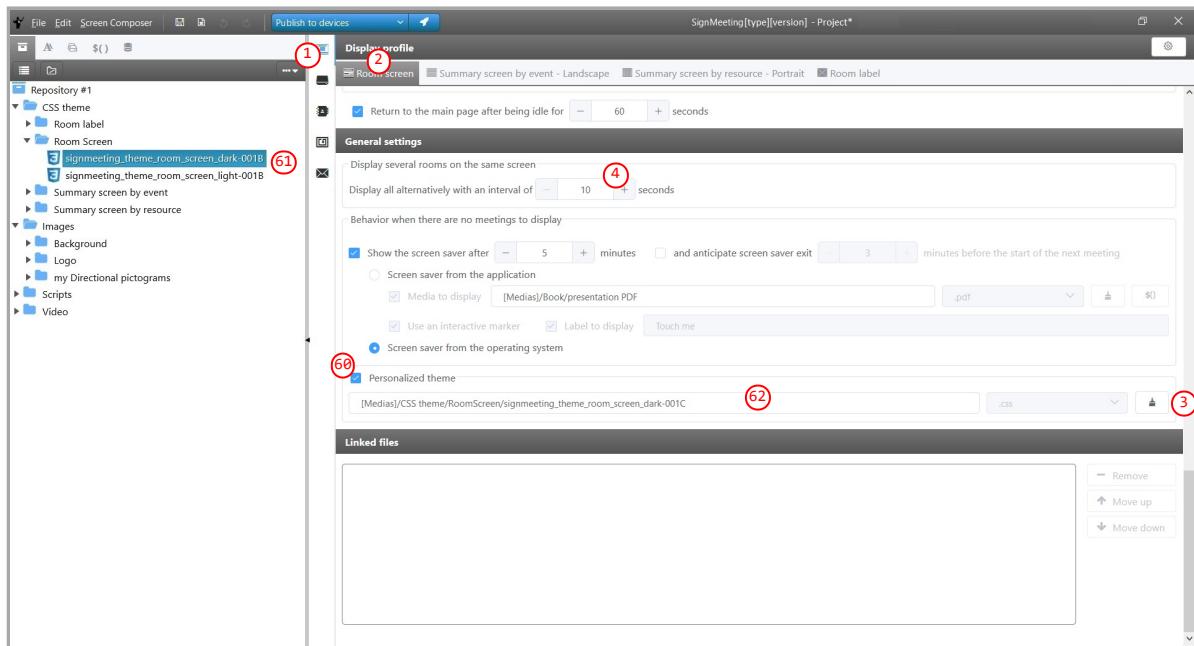


Screen saver rendering example:



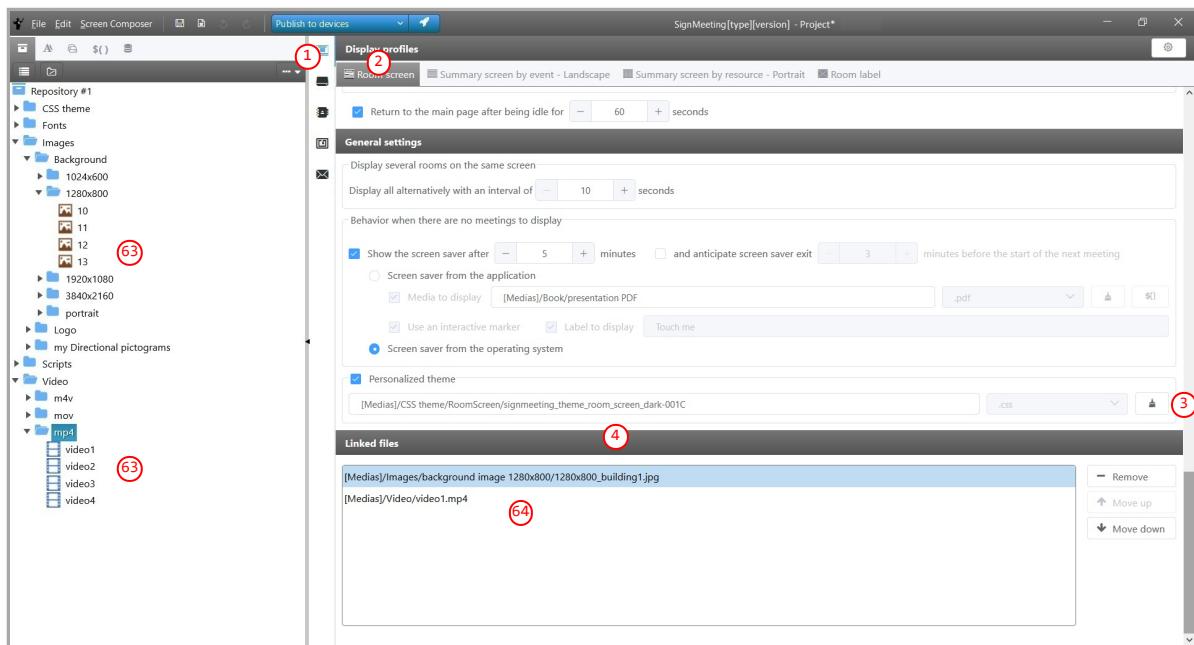
To load a Personalized theme (.css) (60), download one of the suitable CSS for Room screen display profile (dark theme or light theme), import it in the Files view of your project repository of your repository (61) then drop it in the Personalized theme (62) input.

The CSS API is compliant with Mozilla & W3C <https://developer.mozilla.org/en-US/docs/Web/CSS/background>. To customize the Room Screen CSS, refer to the chapter § Appendix: Room screen CSS.



## Linked files

The private images and the font files called in your .css CSS theme and the images or the video files whose name is conditioned by variable need to be added manually by a single drop from the Medias tab (63) to the Linked files input (64).



### 3.2.2 SignMeeting > Display profiles > Summary screen by event

The Summary screen by event *display profile* allows to display a summary of events taking place in several room resources along the day, with one event per row, and one event attribute per column.

This *display profile* is usually suitable for devices, connected to screen much larger than 10" installed in halls: corridors halls, floors halls...

The number of rows per page and the number of column per page can be customized.

To configure a Summary screen by event *display profile*, select the **Display profiles** **①** tab, then select a **Summary screen by event** *display profile* instance **②**.

The length of the configuration form is more than one page. Use the scroll bar to go to the end of the form.

#### Banner

The **Banner** tab allows to display or not a banner with at the **top** **④** or at the **bottom** **⑤** of the main page.

The **Banner** **③** can contain:

- the current **Time** **⑥** with different formats:
  - HH:MM (12) (e.g. 7.00),
  - HH:MM (24) (e.g. 19:00).
- the current **Date**<sup>1</sup> **⑦** with different formats:

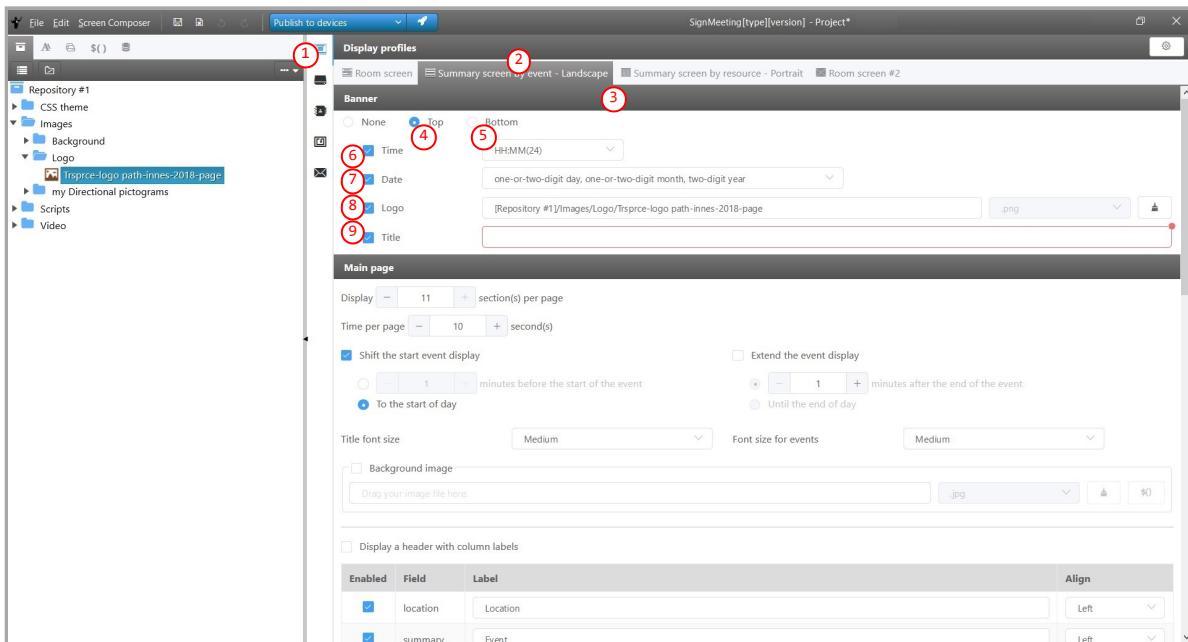
Label	EN (default)	FR	DE
one-or-two-digit day, one-or-two-digit month, two-digit year (e.g. 12/1/22)	12/01/22	01/12/22	01.12.22
one-or-two-digit day, one-or-two-digit month, four-digit year (e.g. 12/1/2022)	12/01/2022	01/12/2022	01.12.2022
one-or-two-digit day, three-letter abbreviation month, four-digit year (e.g. 1-Dec-2022)	01-Dec-2022	01 Dec 2022	01. Dec. 2022
two-digit day, literal month, four-digit year (e.g. Dec, 01 2022)	December, 01 2022	01 décembre 2022	01. Dezember 2022
two-digit day, literal month, two-digit year (e.g. Dev 01, 22)	December 01, 22	01 décembre 22	01. Dezember 22
three-letter-abbreviation day, two-digit day, two-digit month, four-digit year (e.g. Thu 01 12 2022)	Thu 01 12 2022	jeu 01 12 2022	Don 01 12 2022
literal day, two-digit day, literal month, four-digit year (e.g. Thursday, December 01, 2022)	Thursday, December 01, 2022	jeudi 01 décembre 2022	Donnerstag, 01.Dezember 2022

- the organisation **Logo**<sup>2</sup> **⑧** (.jpg, .gif, .png<sup>3</sup>),
- the page **title** **⑨** located in the banner.

<sup>1</sup> The date translation (day and month reversed) and the date format (dot or slash character), depending on the language, are made directly on the device by respecting the regional language of the device.

<sup>2</sup> It is recommended to use a image whose height in pixel is the banner height in pixel of the target screen resolution. Then adjust the height of the organisation logo inside this image to control its size. For further information about the banner height, refer the chapter § [Appendix: Banner characteristics](#).

<sup>3</sup> Do better use .png logo if possible, format which is supporting the transparency capability.



## Main page

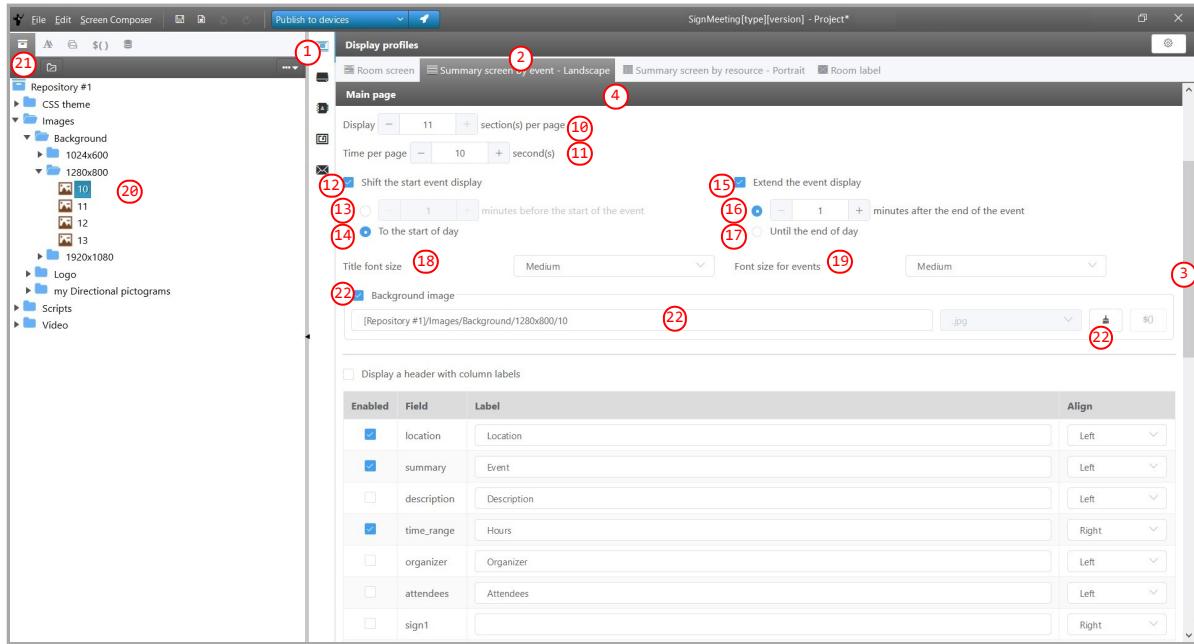
Scroll ③ to see the Main page ④ pane's part.

- Display <n> section(s) per page ⑩ (by default, 11): allows to set the number max. of event to display per page,
- Time per page ⑪: allows to set the duration par page when several page of events are displayed,
- Shift the start event display ⑫:
  - <n> minutes before the start of the event ⑬: allows to start to display the events only <n> minutes before they start,
  - To the start of day ⑭: allows to start to display the next events taking place today from midnight,
- Extend the event display ⑮:
  - <n> minutes after the end of the event ⑯: allows to keep displayed events having took place today until <n> minutes after they have ended,
  - To the end of day ⑰: allows to keep displayed events having took place today until the end of the day,

It is possible to choose a Title font size ⑱ (for the column header titles) and the Font size for events ⑲ (for the events) among the value:

- Small,
- Medium,
- Large.

To define an image as background, select ⑳ an image ( .png , .jpg , .gif ) in the Files view of your project repository ㉑ and drop it in the background image input ㉒.



The variable <sup>3</sup> in the Background image ㉒ input can be used only to replace filename value:

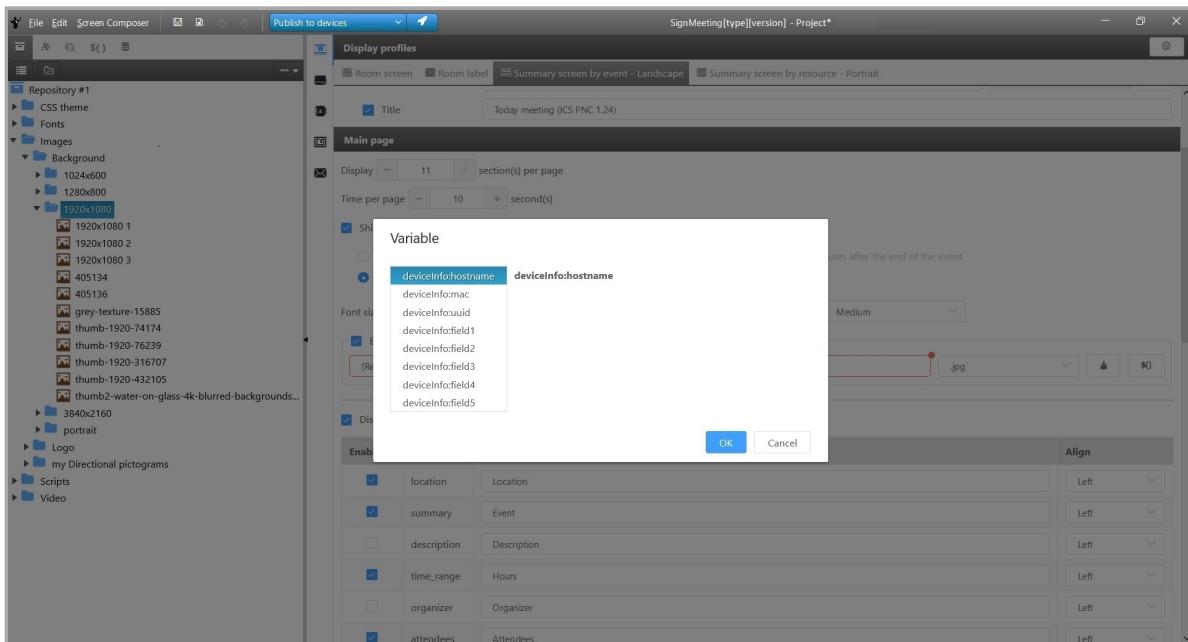
- drop the root folder of the image to display,
- click on the active \$0 variable button and select the wished variable name,
- select then the appropriate extension of the image to display.

*☞ The Background image ㉒ input is not editable. Use the Sweep button to erase the input content.*

<sup>3</sup>Ensure that your device has the appropriate variable value.

Variable name	Variable format when set in the input
deviceInfo:hostname	\${deviceInfo:hostname}
deviceInfo:mac	\${deviceInfo:mac}
deviceInfo:uuid	\${deviceInfo:uuid}
deviceInfo:field1	\${deviceInfo:field1}
deviceInfo:field2	\${deviceInfo:field2}
deviceInfo:field3	\${deviceInfo:field3}
deviceInfo:field4	\${deviceInfo:field4}
deviceInfo:field5	\${deviceInfo:field5}

*☞ When using variables, the target files must be added manually in the Linked files part of the form.*



Scroll ③ to see the columns layout ④ of the Main page part of the *display profile* configuration tab, at the *Display a header with column labels* ② level.

This part of the SignMeeting M365 App configuration tab allows to customize the number of columns per pages, with one event attribute per column.

Check the option *Display a header with column labels* ② to display an additional raw allowing to display the column header labels.

By default only 3 columns are displayed:

- `location`,
- `summary`,
- `time_range`.

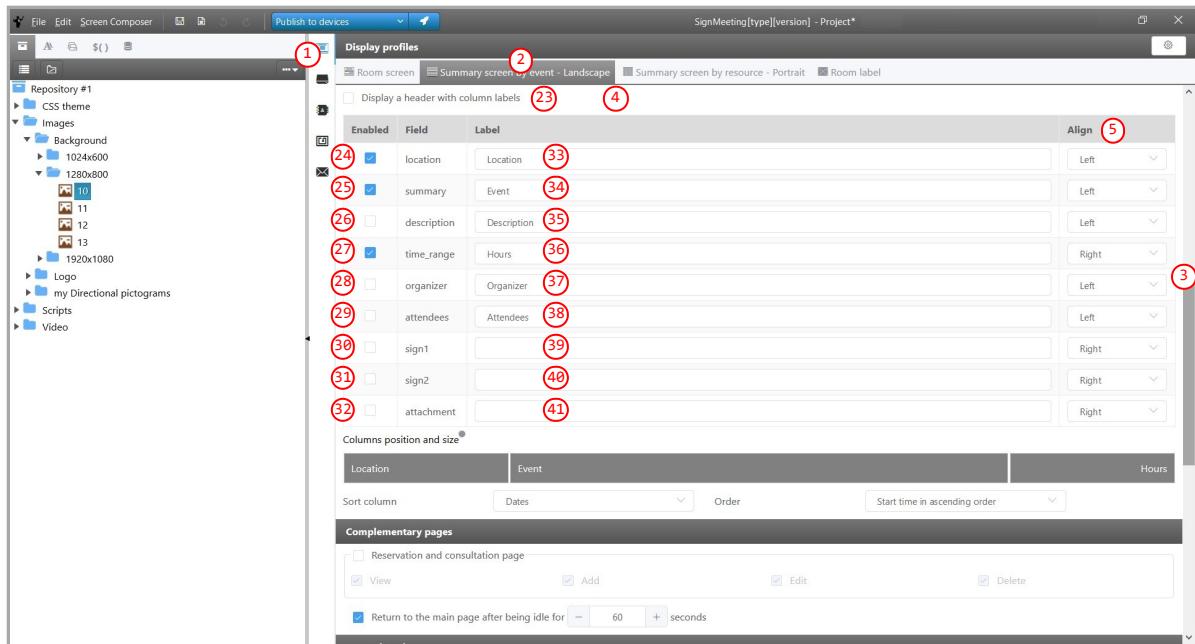
On each event raw, it is possible to display these event attributes:

- `location` ②: event location, with the default column header label ③ `Location`,
- `summary` ⑤: event summary with the default column header label ④ `Event`,
- `description` ⑥: event description with the default column header label ⑦ `Description`,
- `time_range` ⑧: event start time and event end time with the default column header label ⑨ `Hours`,
- `organizer` ⑩: event organizer with the default column header label ⑪ `Organizer`,
- `attendees` ⑫: event attendees with the default column header label ⑬ `Attendees`,
- `sign1` ⑭: first directional pictogram allowing to help to find the meeting room,
- `sign2` ⑮: second directional pictogram allowing to help to find the meeting room,
- `attachment` ⑯: allows to display the first image ( `.png` , `.jpg` , `.gif` ) attached to the meeting.

☞ When much columns are displayed, it should be required to adjust the event style font size.

☞ There is no default column header label for `sign1` ⑭, `sign2` ⑮ and `attachment` ⑯. If these columns are displayed, it is advised to enter a header label for each column.

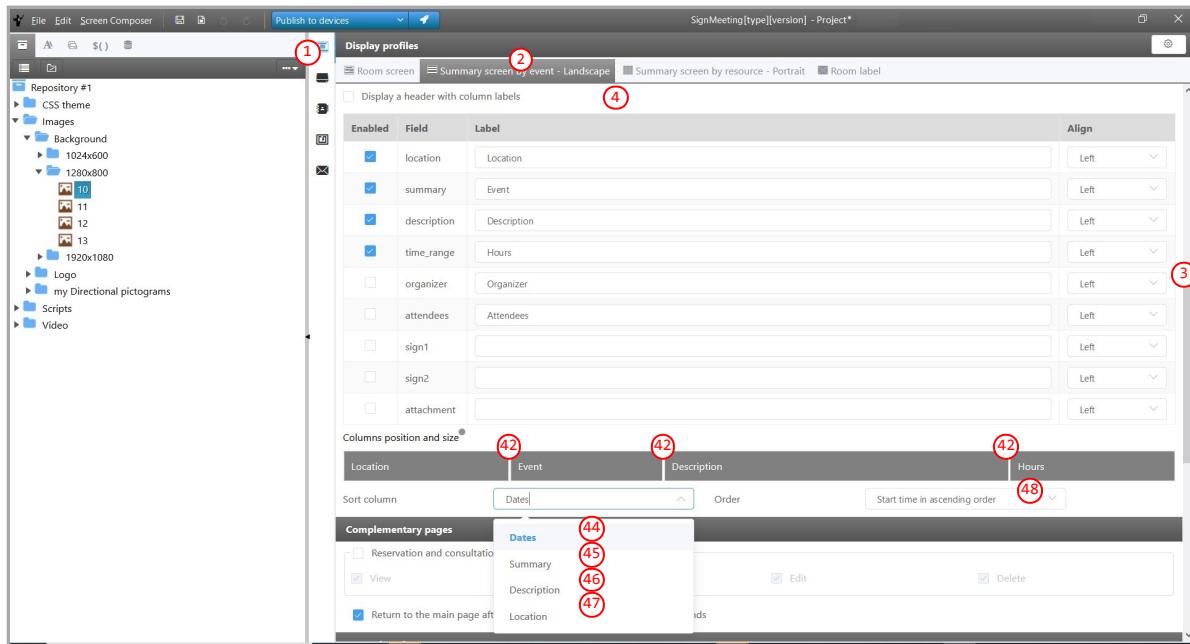
☞ Each event attribute value can be aligned ⑰ horizontally independently: to the `left`, to the `right`, to the `middle`.



To adjust the column widths, drag to the left or to the right the movable column splitters **④** with your mouse according to your needs.

The events can be displayed by respecting a sorting policy based on some event attribute value and a sorting order **⑤** criteria :

- by the **Dates** **⑥** event value with the order:
  - Start time in ascending order **⑦**,
  - Start time in descending order **⑧**,
  - End time in ascending order **⑨**,
  - End time in descending order **⑩**,
- by the **Summary** **⑪** event value with the order:
  - Sort alphabetic in ascending order **⑫**,
  - Sort alphabetic in descending order **⑬**,
- by the **Description** **⑭** event value with the order:
  - Sort alphabetic in ascending order **⑮**,
  - Sort alphabetic in descending order **⑯**,
- by the **Location** **⑰** event value with the order:
  - Sort alphabetic in ascending order **⑱**,
  - Sort alphabetic in descending order **⑲**,
  - Sort numeric in ascending order **⑳**,
  - Sort numeric in descending order **㉑**,
  - Sort by index in descending order **㉒**,
  - Sort by index in descending order **㉓**.



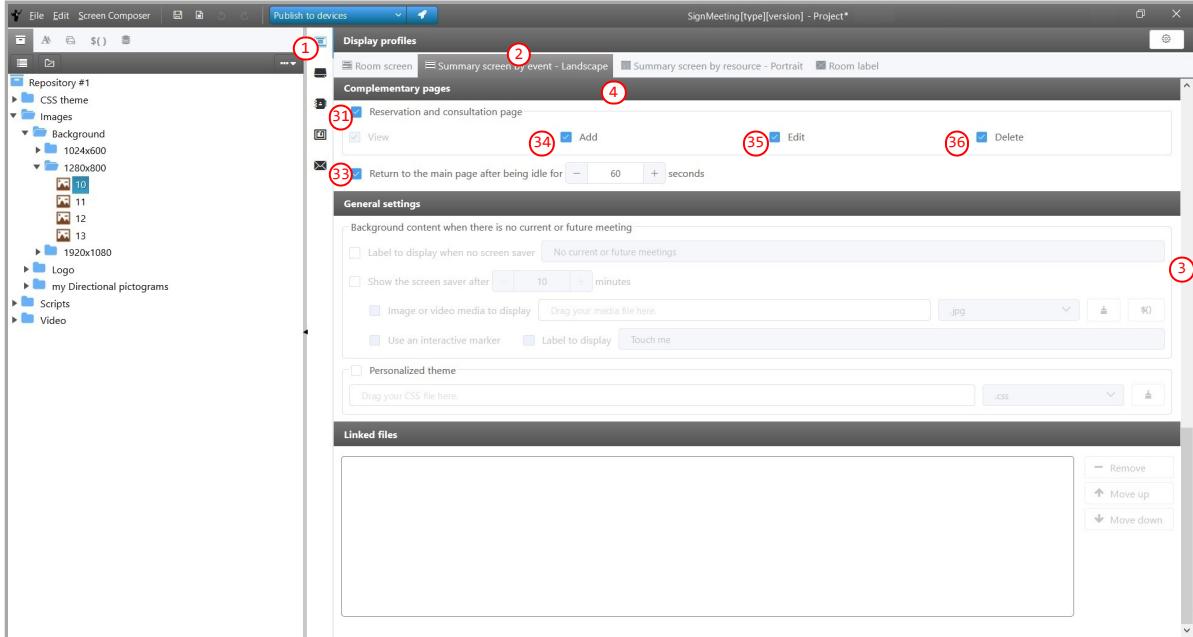
## Complementary pages

Scroll ③ to the bottom to see the Complementary pages ④ pane's part.

The Reservation and consultation page ③ allows to support, on the main page, an access button giving access to a Reservation and consultation page . This page allows to consult a grid of rooms reservation for all the room resources made visible for this page, with one page per day.

☞ This feature requires to have a screen supporting user interactivity like touch screen devices, or tablets. When using a media player connected to a touch screen device, check also that user interactivity is properly activated.

☞ The devices resources need to be configured in SignMeeting M365 according to. For further information, refer to the chapter § [Room resources association to a device](#).



In this Reservation and consultation page page, the support for these buttons can be inactivated:

- Add button ④,
- Edit button ⑤,
- Delete button ⑥.

The option Return to the main page after being idle for <nb> seconds ⑦ allows to set the duration, before displaying back the main page, after being stayed for a couple of time (by default, 60 seconds) without user activity on the reservation and consultation page .

## General settings

Scroll ③ to the bottom to see the General settings ④ pane's part.

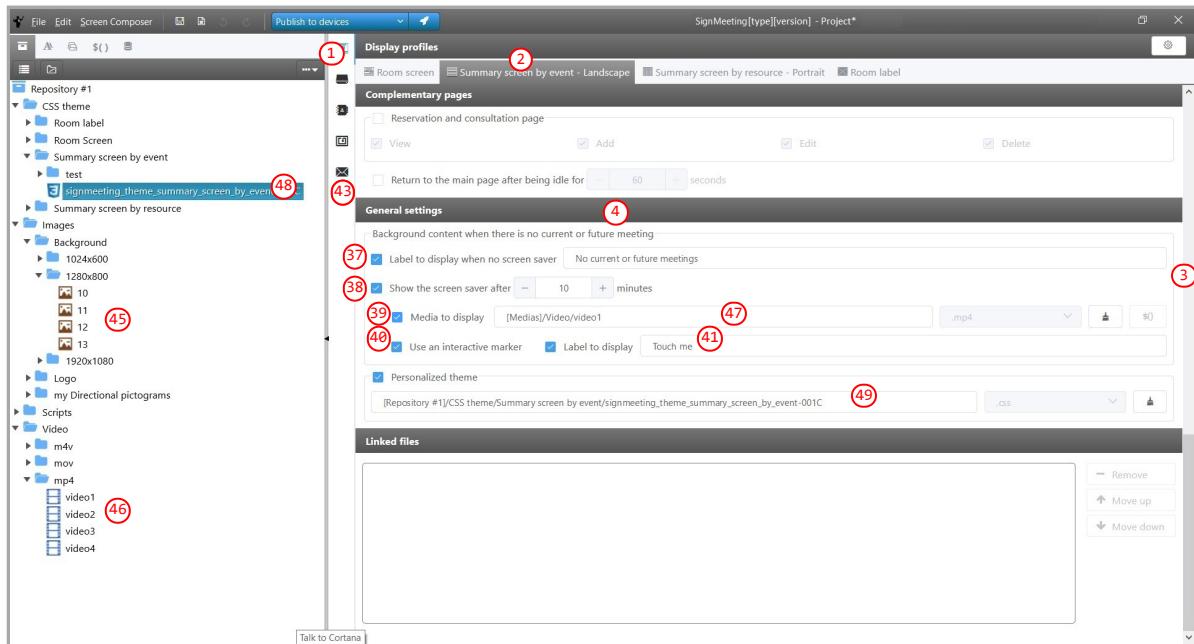
The *Background content when there is no current nor future meeting* field set allows to define a label to display when no screen saver ⑤ is running and when there is neither current meeting nor future meeting.

The *Background content when there is no current nor future meeting* allows also to configure a screen saver when there is neither current meeting, nor next meeting:

- Show the screen saver after <n> minutes ⑥ allows to display the screen saver <n> minutes after the current meeting has ended.

When the screen saver feature is activated,

- Select the Media to display ⑦ when the screen saver is running, then drop an image ( .jpg , .gif , .png ) ⑧ , a document ( .pdf ) , a MS-PowerPoint presentation ( .pptx ) or a video ( .mp4 ) ⑨ from the Files view of the project repository to the Media to display input ⑩ .
- Use an interactive marker ⑪ with a label to display ⑫ allows to display a marker on the screen when the screen saver is running, inviting the user to touch the screen to quit the screen saver.



The Media to display ⑦ input is not editable. The variable <sup>3</sup> in the Media to display ⑦ input can be used only to replace filename value:

- drop the root folder containing the media,
- click on the active \$0 variable button and choose the wished variable name,
- select then the appropriate image or video extension.

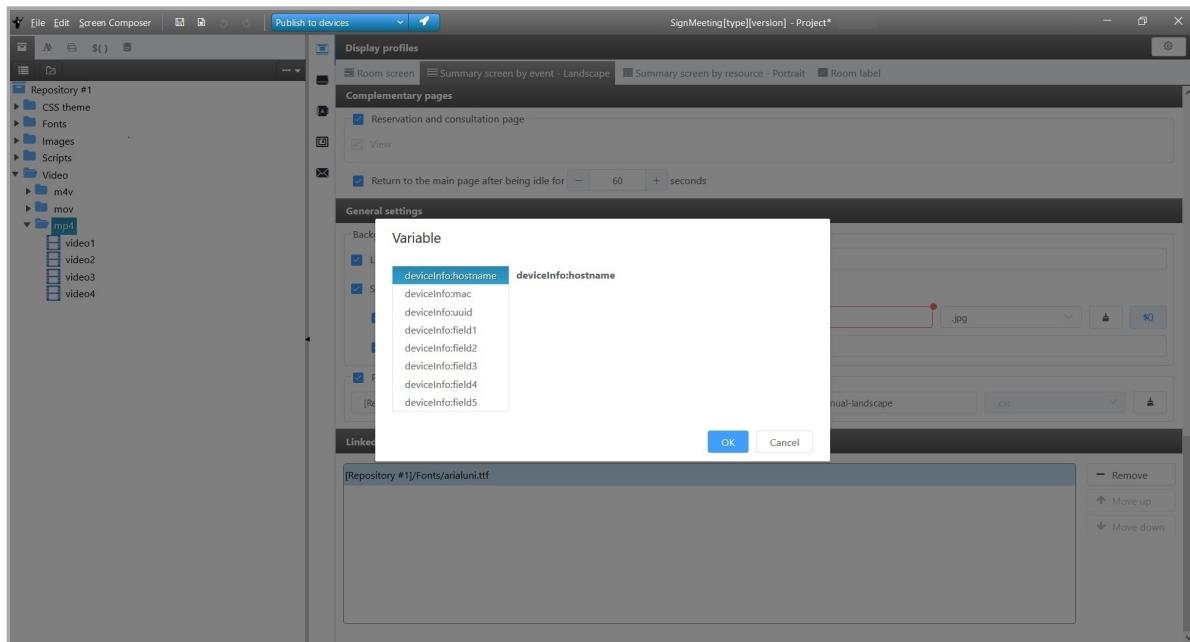
**Check the image and video capabilities of your device before choosing your media.**

**Use the Sweep button to erase the input content.**

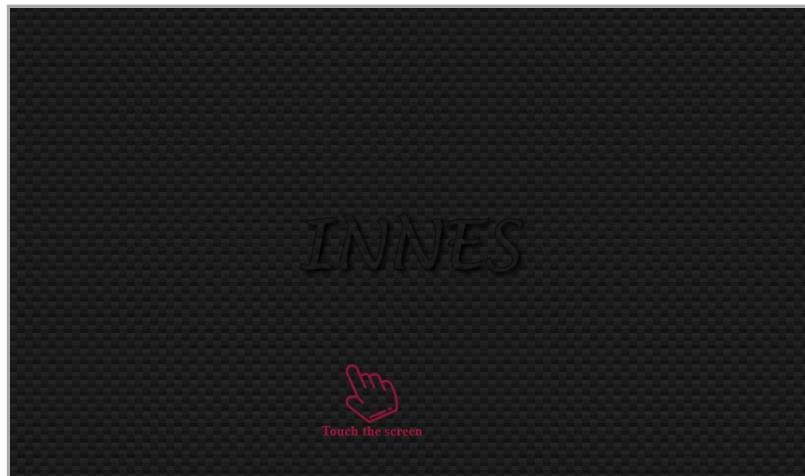
<sup>3</sup>Ensure that your device has the appropriate variable value.

Variable name	Variable format when set in the input
deviceInfo:hostname	\${deviceInfo:hostname}
deviceInfo:mac	\${deviceInfo:mac}
deviceInfo:uuid	\${deviceInfo:uuid}
deviceInfo:field1	\${deviceInfo:field1}
deviceInfo:field2	\${deviceInfo:field2}
deviceInfo:field3	\${deviceInfo:field3}
deviceInfo:field4	\${deviceInfo:field4}
deviceInfo:field5	\${deviceInfo:field5}

**When using variables, the file target by the variable must be dropped manually in the Linked files part of the form.**



Screen saver rendering example:

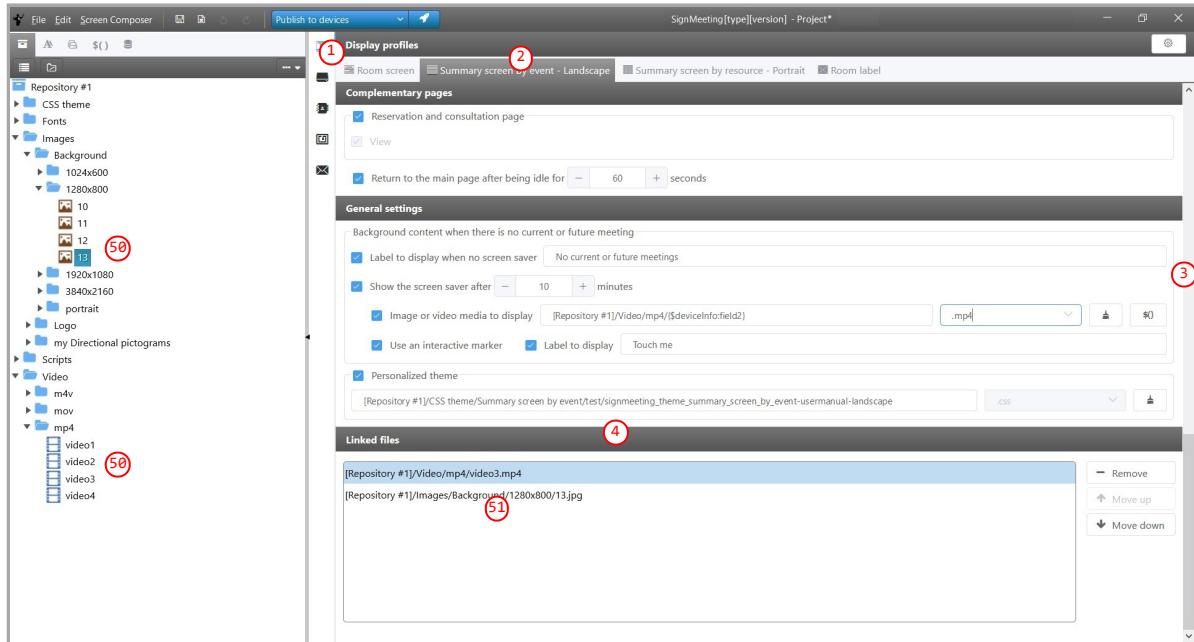


To load a Personalized theme ( .css ), download one of the suitable [CSS for Summary screen by event display profile](#), import it in the Files view of your project repository [④⁸](#) then drop it in the Personalized theme [④⁹](#) input.

The CSS API is compliant with Mozilla & W3C: <https://developer.mozilla.org/en-US/docs/Web/CSS/background>. To customize the Summary screen by event CSS, refer to the chapter § [Appendix: Summarization by event CSS](#).

## Linked files

The private images and the font files called in your `.css` CSS theme and the images or the video files whose name is conditioned by variable need to be added *manually* by a single drop from the `Medias` tab **(50)** to the `Linked files` input **(51)**.



### 3.2.3 SignMeeting > Display profiles > Summary screen by resource

The Summary screen by resource *display profile* allows to display a summary of events taking place in several room resources along the day, with:

- several events of one resource per raw,
- the events of only a part of the day are displayed per page:
  - e.g.:
    - 1st page: 8.00 - 12.00,
    - 2nd page: 12.00 - 16.00,
    - 3rd page: 16.00 - 20.00, ...

This *display profile* is usually suitable for devices, connected to screen much larger than 10", installed in halls: corridors halls, floors halls...

To define the start time for the first page, refer to the chapter [SignMeeting M365 data sources > Other settings](#) tab.

The number of rows per page and the time range per page can be customized.

To configure a Summary screen by resource *display profile*, select the **Display profiles** **①** tab, then select a **Summary screen by resource display profile** instance **②**.

The length of the configuration form is more than one page. Use the scroll bar to go to the end of the form.

#### Banner

The **Banner** tab allows to display or not a banner at the top **④** or at the bottom **⑤** of the main page.

The **Banner** **③** can contain:

- the current Time **⑥** with different formats:
  - HH:MM (12) (e.g. 7.00),
  - HH:MM (24) (e.g. 19:00).
- the current Date <sup>1</sup> **⑦** with different formats:

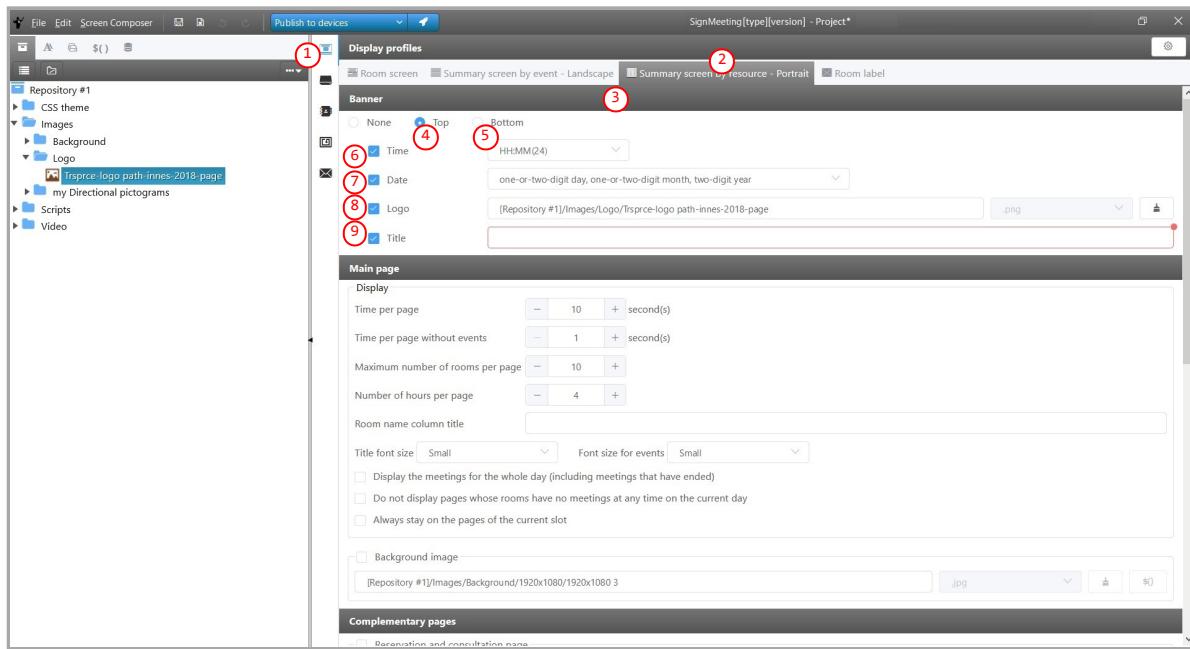
Label	EN (default)	FR	DE
one-or-two-digit day, one-or-two-digit month, two-digit year (e.g. 12/1/22)	12/01/22	01/12/22	01.12.22
one-or-two-digit day, one-or-two-digit month, four-digit year (e.g. 12/1/2022)	12/01/2022	01/12/2022	01.12.2022
one-or-two-digit day, three-letter abbreviation month, four-digit year (e.g. 1-Dec-2022)	01-Dec-2022	01 Dec 2022	01. Dec. 2022
two-digit day, literal month, four-digit year (e.g. Dec, 01 2022)	December, 01 2022	01 décembre 2022	01. Dezember 2022
two-digit day, literal month, two-digit year (e.g. Dev 01, 22)	December 01, 22	01 décembre 22	01. Dezember 22
three-letter-abbreviation day, two-digit day, two-digit month, four-digit year (e.g. Thu 01 12 2022)	Thu 01 12 2022	jeu 01 12 2022	Don 01 12 2022
literal day, two-digit day, literal month, four-digit year (e.g. Thursday, December 01, 2022)	Thursday, December 01, 2022	jeudi 01 décembre 2022	Donnerstag, 01.Dezember 2022

- the organisation Logo <sup>2</sup> **⑧** ( .jpg , .gif , .png <sup>3</sup> ),
- the page title **⑨** located in the banner.

<sup>1</sup> The date translation (day and month reversed) and the date format (dot or slash character), depending on the language, are made directly on the device by respecting the regional language of the device.

<sup>2</sup> It is recommended to use a image whose height in pixel is the banner height in pixel of the target screen resolution. Then adjust the height of the organisation logo inside this image to control its size. For further information about the banner height, refer the chapter § [Appendix: Banner characteristics](#).

<sup>3</sup> Do better use .png logo if possible, format which is supporting the transparency capability.



If not all the meetings can be display on a page, `SignMeeting` displays automatically the other pages in alternance.

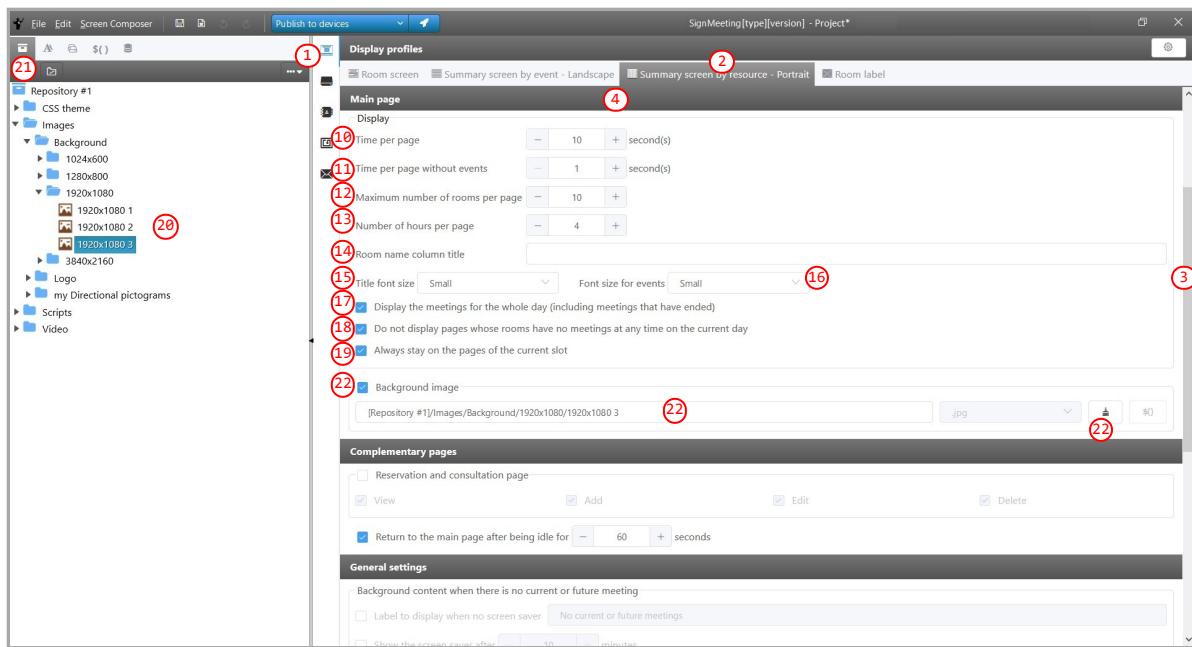
## Main page

Scroll ③ to see the Main page ④ pane's part.

- Time per page ⑩ (default value: 10): allows to set the duration in second per page when several pages of events are displayed,
- Time per page without event ⑪ allows to shorten the page duration in second for pages displaying no event at all,
- Maximum number of rooms per pages ⑫ (default value: 10): allows to define the number of rows per page, with a room per row,
- Number of hours per page ⑬ (from 4 to 20, default value: 10): allows to define the time range per page
  - For example, enter the value 3 if the time range per page must be:
    - page #1: from 8.00 to 11.00,
    - page #2: from 11.00 to 14.00,
    - page #3: from 14.00 to 17.00, ...
- Room name column title ⑭: allows to set a room name column header label (empty by default).
- Font size for column headers ⑮ for the title of the page and Font size for events ⑯ among the values:
  - Small,
  - Medium,
  - Large.
- Display the meetings for the whole day (including meetings that have ended) ⑰: if unchecked, allows to display only the events in progress. If checked, allows to display the events in progress, the coming events and the over events.
- Do not display pages whose rooms have no meeting at any time on the current day ⑱: do not spend time to display empty page.
- Always stay on the page of the current slot ⑲: allow to display the pages whose the current time is included between the page time start time and the page end time:
  - For example, it is 10.00. There are some meetings booked every hour from 8.00 to 16.00, spread on 2 pages (from 8.00 to 12.00 and 12.00 to 16.00), only the first page is displayed because 10.00 included between 8.00 and 12.00, time range of the first page.

*It is not recommended to use at the same time both the option Display the meetings for the whole day and Always stay on the page of the current slot at the same time.*

To define an image as background, select ㉑ an image (.png, .jpg, .gif) in the Files ㉒ view of your project repository and drop it in the background image input ㉓.



The variable ³ in the Background image ㉓ input can be used only to replace **filename** value:

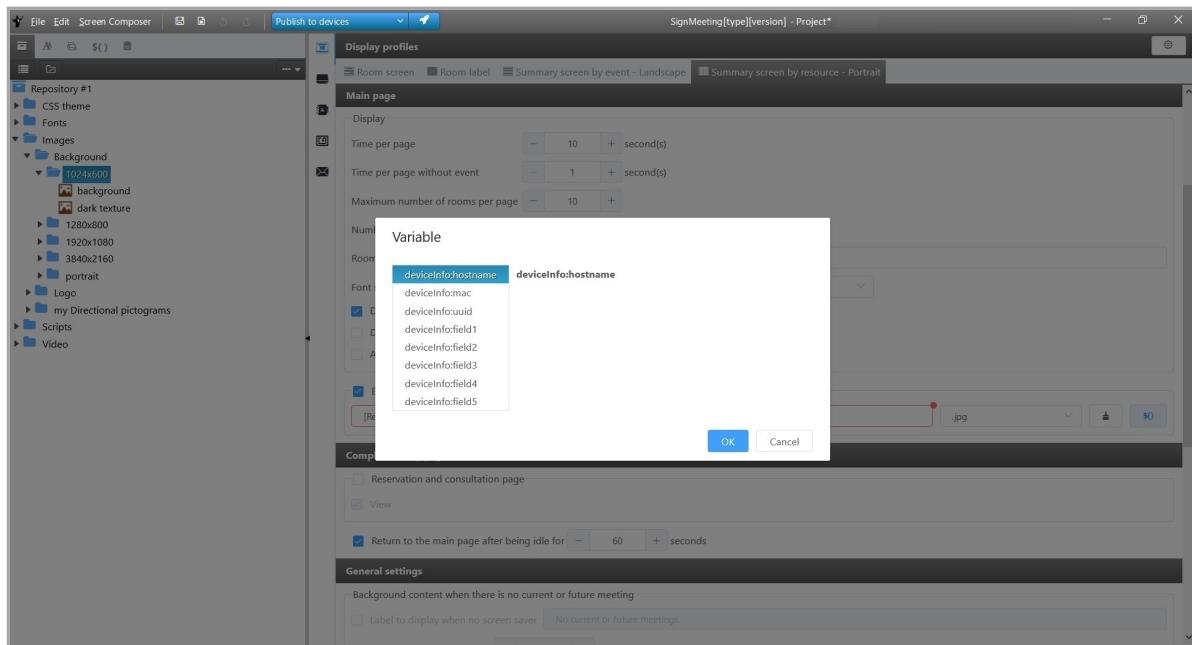
- drop the root folder of the image to display,
- click on the active \$0 variable button and select the wished variable name,
- select then the appropriate extension of the image to display.

<sup>3</sup>Ensure that your device has the appropriate variable value.

*The Background image ㉓ input is not editable. Use the Sweep button to erase the input content.*

Variable name	Variable format when set in the input
deviceInfo:hostname	`\${deviceInfo:hostname}`
deviceInfo:mac	`\${deviceInfo:mac}`
deviceInfo:uuid	`\${deviceInfo:uuid}`
deviceInfo:field1	`\${deviceInfo:field1}`
deviceInfo:field2	`\${deviceInfo:field2}`
deviceInfo:field3	`\${deviceInfo:field3}`
deviceInfo:field4	`\${deviceInfo:field4}`
deviceInfo:field5	`\${deviceInfo:field5}`

When using variables, the target files must be added manually in the `Linked files` part of the form.



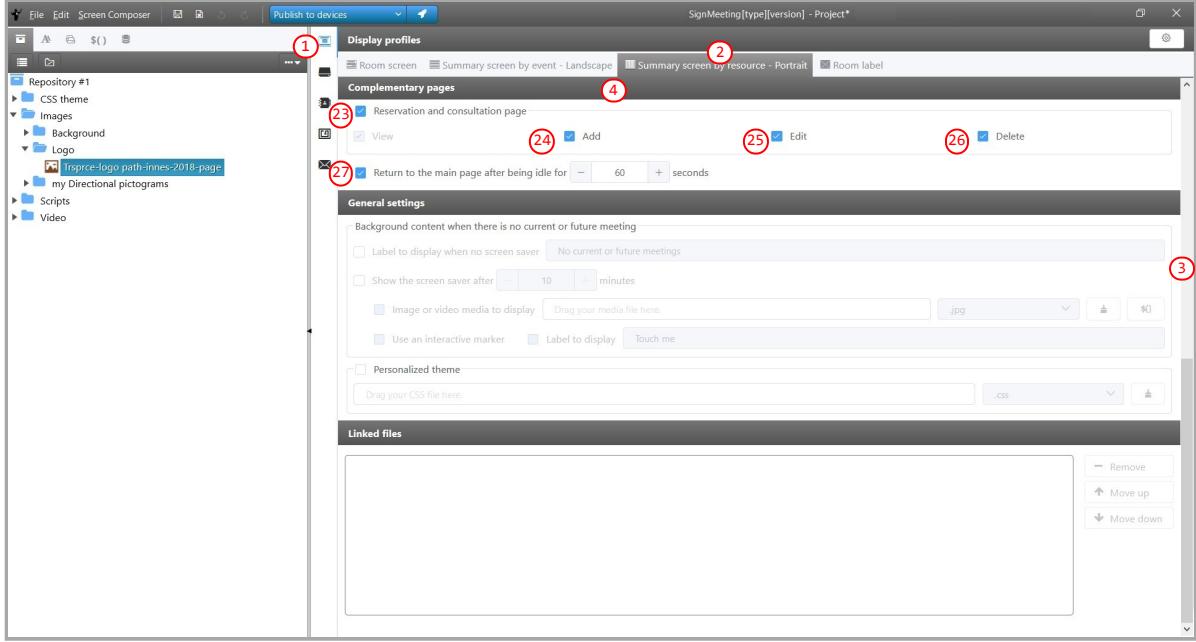
## Complementary pages

Scroll ③ to the bottom to see the Complementary pages ④ pane's part.

The Reservation and consultation page ② allows to support, in the main page, an access button giving access to a Reservation and consultation page . This page allows to consult a grid of rooms reservation for all the room resources made visible for this page, with one page per day.

▪ This feature requires to have a screen supporting user interactivity like touch screen devices, or tablets. When using a media player connected to a touch screen device, check also that user interactivity is properly activated.

▪ The devices resources need to be configured in SignMeeting M365 according to. For further information, refer to the chapter § Room resources association to a device.



In this Reservation and consultation page page, the support for these buttons can be inactivated:

- Add button ④,
- Edit button ⑤,
- Delete button ⑥.

The option Return to the main page after being idle for <n> seconds ⑦ allows to set the duration, before displaying back the main page, after being stayed for a couple of time (by default, 60 seconds) without user activity on the reservation and consultation page .

## General settings

Scroll ③ to the bottom to see the General settings ④ pane's part.

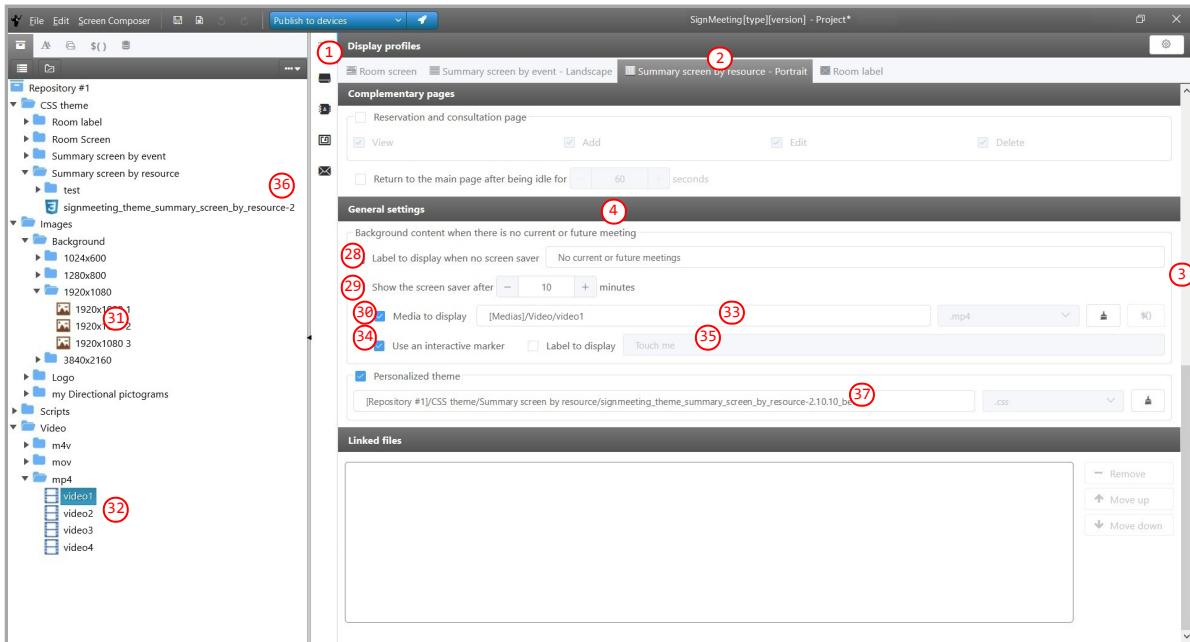
The *Background content when there is no current nor future meeting* allow to define a label to display when no screen saver ② is running and when there is not current meeting or future meeting.

The *Background content when there is no current nor future meeting* allows to configure a screen saver when there is no current or next meeting:

- Show the screen saver after <n> minutes ②: allows to display the screen saver <n> minutes after the current meeting has ended.

When the screen saver feature is activated,

- Select the Media to display ③ when the screen saver is running, then drop an image ( .jpg , .gif , .png ) ④, a document ( .pdf ), a MS-PowerPoint presentation ( .pptx ) or a video ( .mp4 ) ⑤ from the Files view of the project repository to the Media to display input ⑥.
- Use an interactive marker ⑦ with a label to display ⑧ allows to display a marker on the screen when the screen saver is running, inviting the user to touch the screen to quit the screen saver.



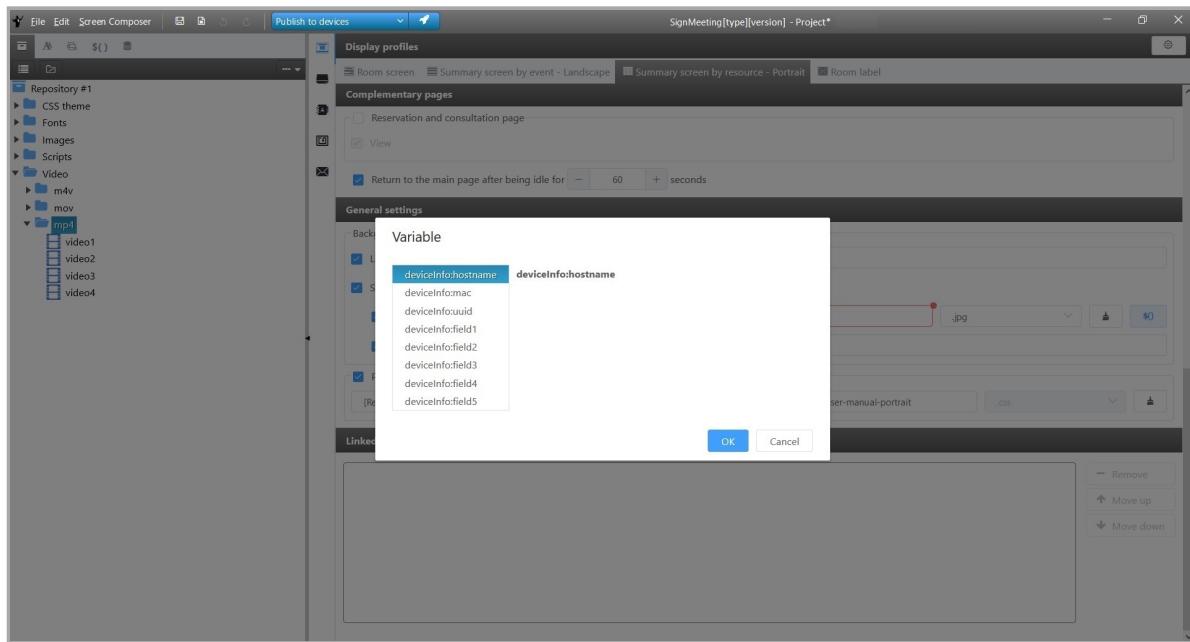
The Media to display ⑨ input is not editable. It is possible to add only a filename as variable<sup>3</sup> in the Media to display ⑩ input:

- drop the root folder containing the media,
  - click on the active \$0 variable button and choose the wished variable name,
  - select then the appropriate image or video extension.
- Note:**
- Check the image and video capabilities of your device before choosing your media.
  - Use the Sweep button to erase the input content.

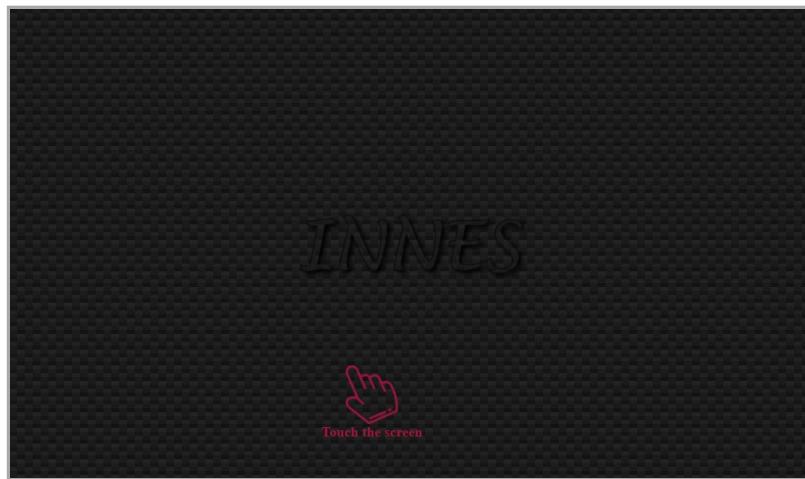
<sup>3</sup>Ensure that your device has the appropriate variable value.

Variable name	Variable format when set in the input
deviceInfo:hostname	\${deviceInfo:hostname}
deviceInfo:mac	\${deviceInfo:mac}
deviceInfo:uuid	\${deviceInfo:uuid}
deviceInfo:field1	\${deviceInfo:field1}
deviceInfo:field2	\${deviceInfo:field2}
deviceInfo:field3	\${deviceInfo:field3}
deviceInfo:field4	\${deviceInfo:field4}
deviceInfo:field5	\${deviceInfo:field5}

**Note:** When using variables, the file target by the variable must be dropped manually in the Linked files part of the form.



Screen saver rendering example:

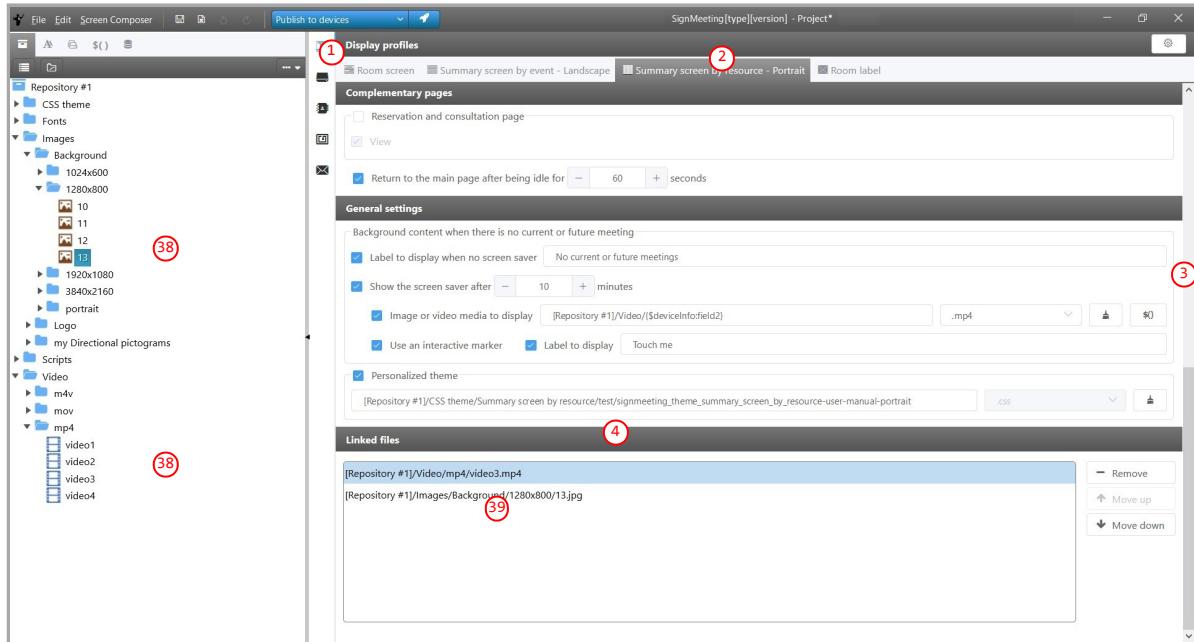


To load a Personalized theme (.css), download one of the suitable CSS for Summary screen by resource display profile, import it in the Files view of your project repository [36](#) then drop it in the Personalized theme [37](#) input.

The CSS API is compliant with Mozilla & W3C <https://developer.mozilla.org/en-US/docs/Web/CSS/background>. To customize the Summary screen by resource CSS, refer to the chapter § [Appendix: Summarization by resource CSS](#).

## Linked files

The private images and the font files called in your `.css` CSS theme and the images or the video files whose name is conditioned by variable need to be added *manually* by a single drop from the `Medias` tab **(38)** to the `Linked files` input **(39)**.



### 3.2.4 SignMeeting > Display profiles > Room label

The Room label display profile allows to display on the screen until two following events in two areas:

- the upper area for the event in progress,
- the lower area for the next event.

The Room label display profile is only suitable for SMH300 devices, which can communicate with one or several SLATE106 devices installed near a meeting room door.

**Note:** The pairing operation between the SMH300 hub and your SLATE106 devices must be finalized before configuring then publishing the SignMeeting M365 App.

To configure a Room screen display profile, select the **Display profiles** tab (1), then select a Room screen display profile instance (2).

**Note:** The lenght of the SignMeeting M365 App configuration tab is more than one page. Use the scroll bar to go to the end of the SignMeeting M365 App configuration pane.

#### Banner

The Banner tab (3) allows to display or not a banner at the top (4) of the main page.

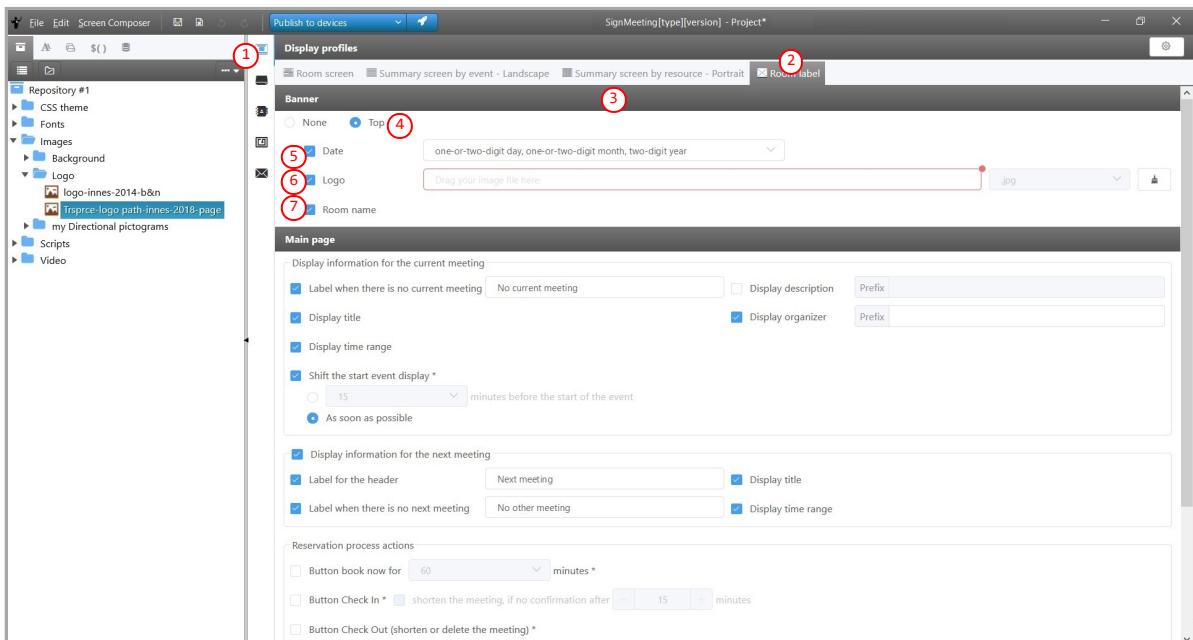
The Banner can contain:

- The current Date (5) with different format<sup>1</sup>:

Label	EN (default)	FR	DE
one-or-two-digit day, one-or-two-digit month, two-digit year (e.g. 12/1/22)	12/01/22	01/12/22	01.12.22
one-or-two-digit day, one-or-two-digit month, four-digit year (e.g. 12/1/2022)	12/01/2022	01/12/2022	01.12.2022
one-or-two-digit day, three-letter abbreviation month, four-digit year (e.g. 1-Dec-2022)	01-Dec-2022	01 Dec 2022	01. Dec. 2022
two-digit day, literal month, four-digit year (e.g. Dec, 01 2022)	December, 01 2022	01 décembre 2022	01. Dezember 2022
two-digit day, literal month, two-digit year (e.g. Dev 01, 22)	December 01, 22	01 décembre 22	01. Dezember 22
three-letter-abbreviation day, two-digit day, two-digit month, four-digit year (e.g. Thu 01 12 2022)	Thu 01 12 2022	jeu 01 12 2022	Don 01 12 2022
literal day, two-digit day, literal month, four-digit year (e.g. Thursday, December 01, 2022)	Thursday, December 01, 2022	jeudi 01 décembre 2022	Donnerstag, 01.Dezember 2022

- The organisation Logo (6) (.jpg, .gif, .png),
- The Room name (7) where the meeting takes place.

<sup>1</sup> The date translation (day and month reversed) and the date format (dot or slash character), depending on the language, are made directly on the device by respecting the regional language of the device.



## Main page

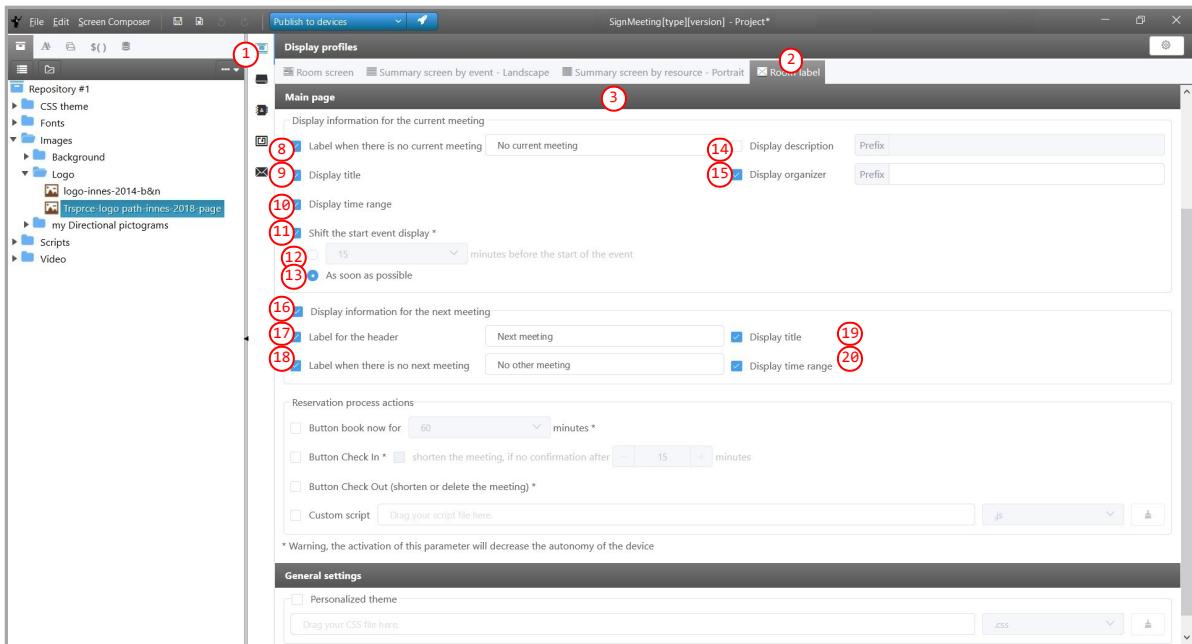
Scroll to see the Main page **(3)** pane's part.

The *Display information for the current meeting* field set support these parameters:

- Label when there is no current meeting **(8)**: allows to display or not a text when there is no current meeting. By default: *No current meeting*,
- Display title **(9)**: allows to display or not the meeting title,
- Display time range **(10)**: allows to display or not the meeting *start time* and *end time*, e.g.: *10:30 – 12:30*.
- Shift the start event display \* **(11)**: allow to anticipate the meeting display taking account of the content update delay for the SLATE106 (max. 15 minutes):
  - <n> minutes before the start of the event:
    - 15 minutes before the start of the event **(12)**: the meeting is displayed 15 minutes (default value) before it starts,
    - 30 minutes before the start of the event **(12)**: the meeting is displayed 30 minutes before it starts,
  - As soon as possible **(13)**: the meeting is displayed in the current meeting area part as soon as possible.
- Display description **(14)**: allows to display or not the meeting description (if required, a prefix, empty by default, can be displayed before the description value),
- Display organizer **(15)**: allows to display or not the meeting organizer (if required, a prefix, empty by default, can be displayed before the organizer value).

The *Display information for the next meeting* **(16)** field set allows to activate an area for the next meeting which is supporting these parameters:

- Label for the header **(17)**: label showing the location of the next meeting bottom half area,
- Label when there is no next meeting **(18)**: allows to display or not a message when there is no meeting. By default: *no other meeting*,
- Display title **(19)**: allows to display or not the meeting title,
- Display time range **(20)**: allows to display or not the meeting *start time* and *end time* (e.g.: *10:30 – 12:30*).



The Reservation process actions part supports :

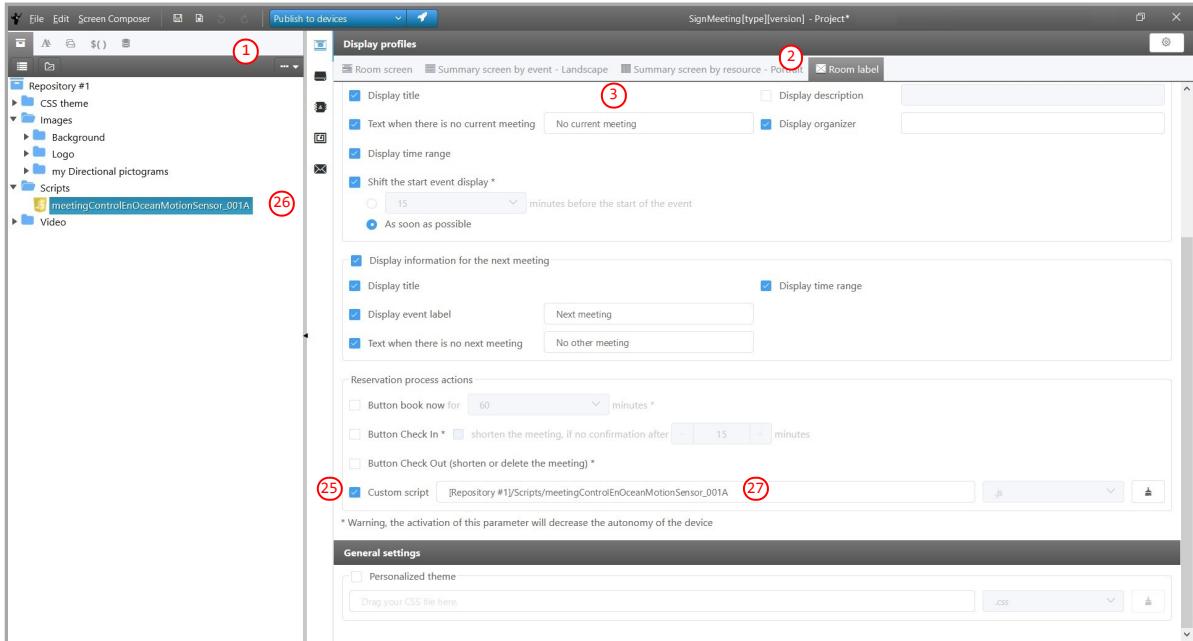
- Shorten the meeting if no Check In after <n> minutes : allows to activate or not the automatic meeting shortening when the meeting has not been checked-in within the interval, this in order to free up the room resource,
- Custom script [\(25\)](#): allow to load a custom script to customize the SignMeeting M365 behaviour. For more information, contact sales@innes.pro.

**With the Room Label display profile, Check in button and Check out buttons are deprecated for any new SMH300/SLATE106 installation. In return, to support Check in and Check Out feature, do use an EnOcean motion sensor device and use a meetingControlEnOceanMotionSensor\_001A.js personalisation script suitable for Room Label display profile only (SMH300). When the meeting confirmation is supported by your calendar system, it allows to Check in automatically a meeting when people are detected in the room. The Check in by script can work only when the meeting is really pending, meaning that it doesn't work inside the anticipated display period.**

In the default configuration of the `meetingControlEnOceanMotionSensor_001A.js` personalisation script:

- when the sensor is detecting a presence, the meeting room booking is confirmed immediately,
- when the sensor is detecting no presence for more than 15 minutes, value defined by the `pendingFreeDelay` variable at the beginning of the script, the meeting is shortened and the room is made free.

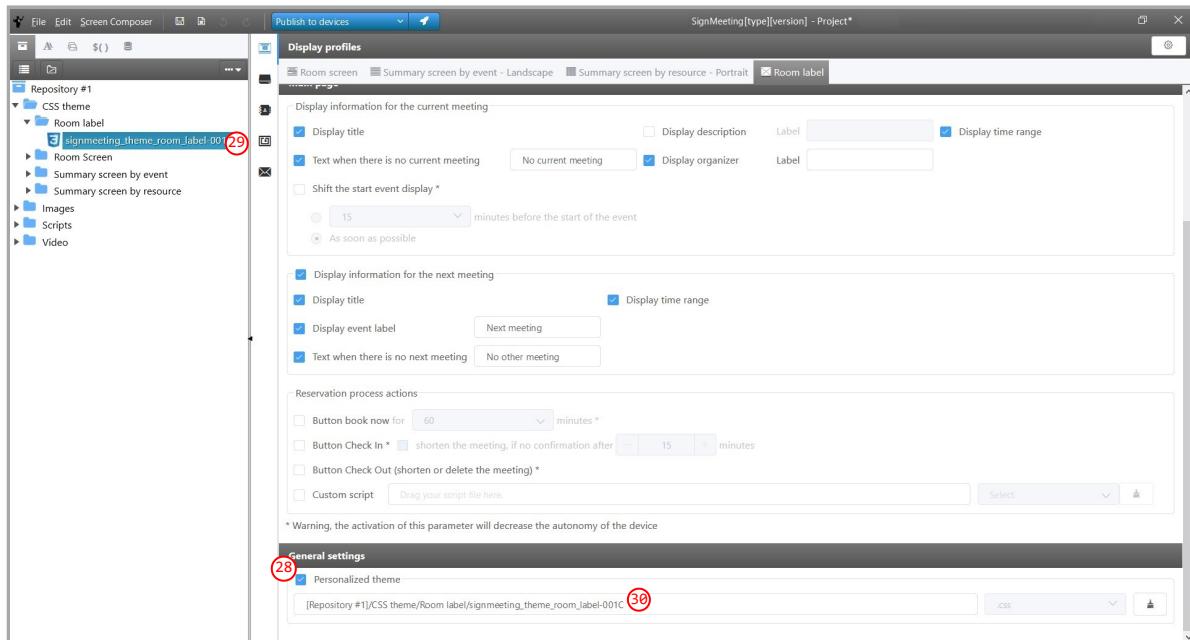
Download the suitable `meetingControlEnOceanMotionSensor.js`, import it in the `Files` [\(26\)](#) view of your project repository then drop it in the `Custom script` [\(27\)](#) input.



## General settings

To load a Personalized theme ( .css ), download the suitable CSS for Room label display profile example), import it in the Files (29) view of your project repository then drop it in the Personalized theme (30) input.

The CSS API is compliant with Mozilla & W3C <https://developer.mozilla.org/en-US/docs/Web/CSS/background>. To customize the Room Label CSS, refer to the chapter § Appendix: Room label CSS.



### 3.3 Devices

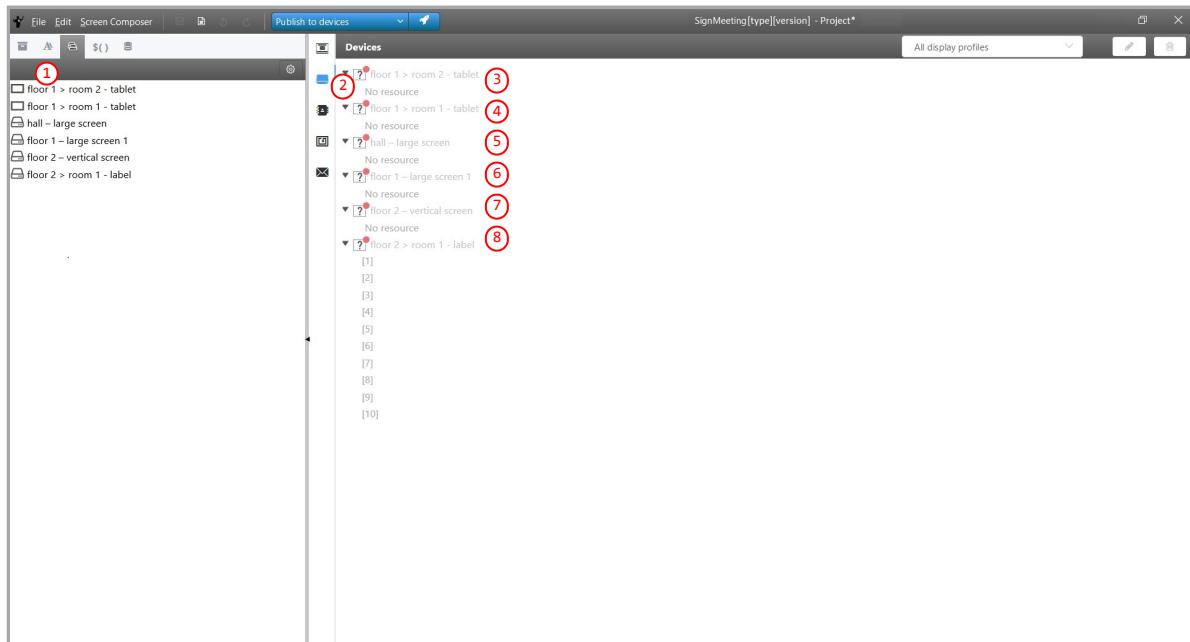
- Before associating the display profiles to your devices, ensure that all your display profiles instances have been created.
- Before activating the access control for a device, ensure that the NFC/RFID detection has been activated in the RFID tab.
- Before activating the access control for a device, with authentication by user and RFID tag registered in LDAP, ensure that the LDAP has been properly activated and configured in the LDAP tab.

On the left side, click on the **Devices**  **(1)** button to open the **Devices** view of the project repository.

On the right side, click on the **Devices**  **(2)** button to open the **Devices** configuration tab of the SignMeeting M365 App.

The devices, added to in your project and appearing on the left, appear automatically on the right as well.

In the example, six devices **(3)** **(4)** **(5)** **(6)** **(7)** **(8)** are added in the SignMeeting M365 App project. If this pane is empty, refer to the chapter § [File > Project settings > Devices](#) to add some devices to your project.

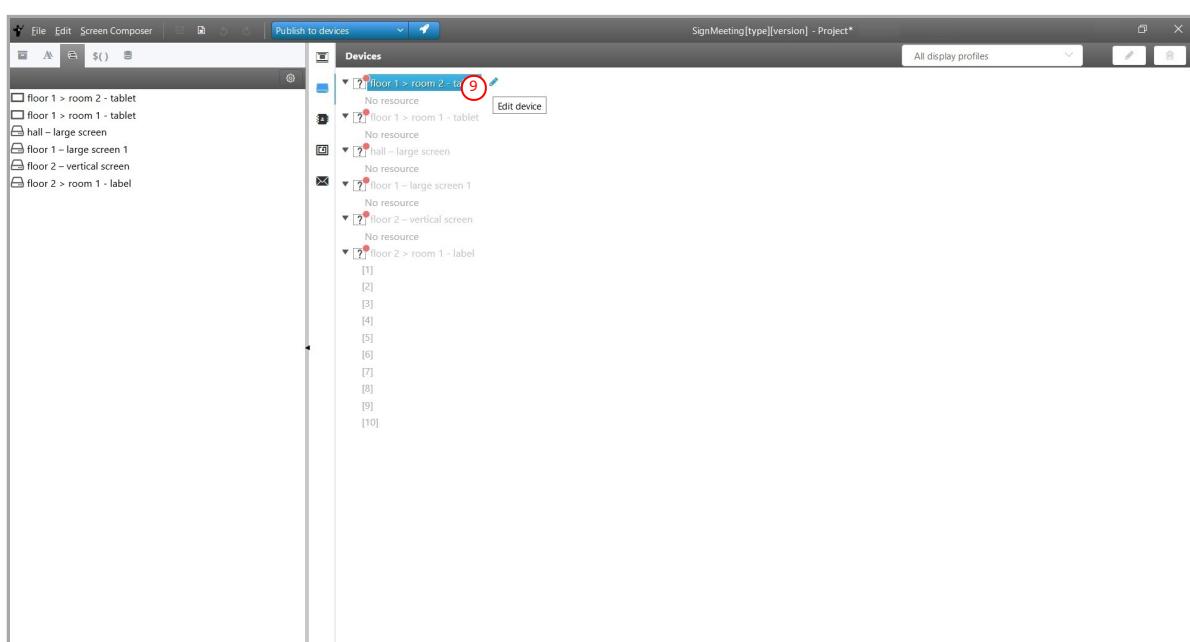


The  pictogram with a red stamp is showing that no `display profile` instance is associated to this device.

- No display profile instance is associated by default to the device when a new project is created.

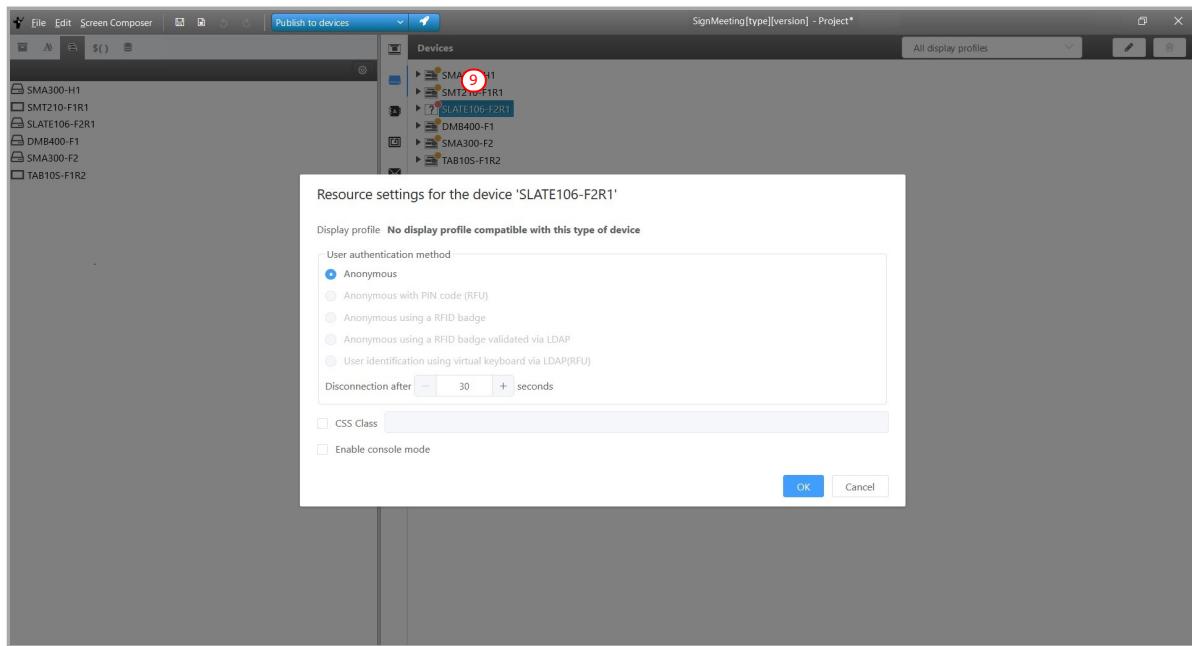
To edit a device configuration, fly the mouse pointer over a device name with your mouse, to make appear the  **Edit** button **(9)**, and click on it.

- You can also double click on a device name to edit it.



Device model types	Output rotation	Suitable display profiles
TAB10s SMT210	NA	Room screen (most of time) Summary screen by event - Landscape Summary screen by resource - Landscape
DMB400 SMA300	0° (or 180°)	Summary screen by event - Landscape Summary screen by resource - Landscape Room screen (rare)
DMB400 SMA300	90° (or 270°)	Summary screen by event - Portrait Summary screen by resource - Portrait
SMH300	NA	Room label

A message is shown when there is no suitable display profile instance for a device type. To work around, create an appropriate display profiles instance.



## Display profile association to device

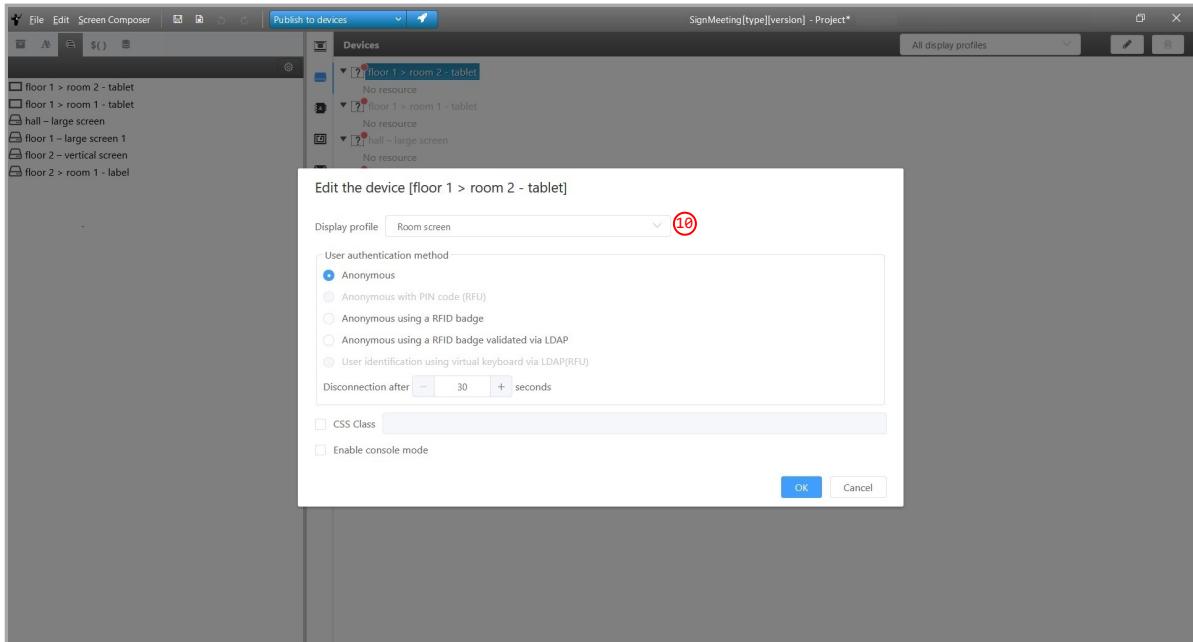
Before associating some room resources to your devices, make a plan of the device names to room resources association.

Device label	Device type	Device rotation <sup>1</sup>	Display profile instance name
floor 1 > room 2 - tablet	tablet	NA <sup>2</sup>	Room screen
floor 1 > room 1 - tablet	tablet	NA <sup>2</sup>	Room screen
hall - large screen	media player	0°	Summarization by event - Landscape
floor 1 – large screen 1	media player	0°	Summarization by event - Landscape
floor 2 – vertical screen	media player	90°	Summarization by resource - Portrait
floor 2 > room 1 - label	SMH300	0°	Room label

<sup>1</sup> The device rotation means that the device output must be configured with a 90° or 270° rotation.

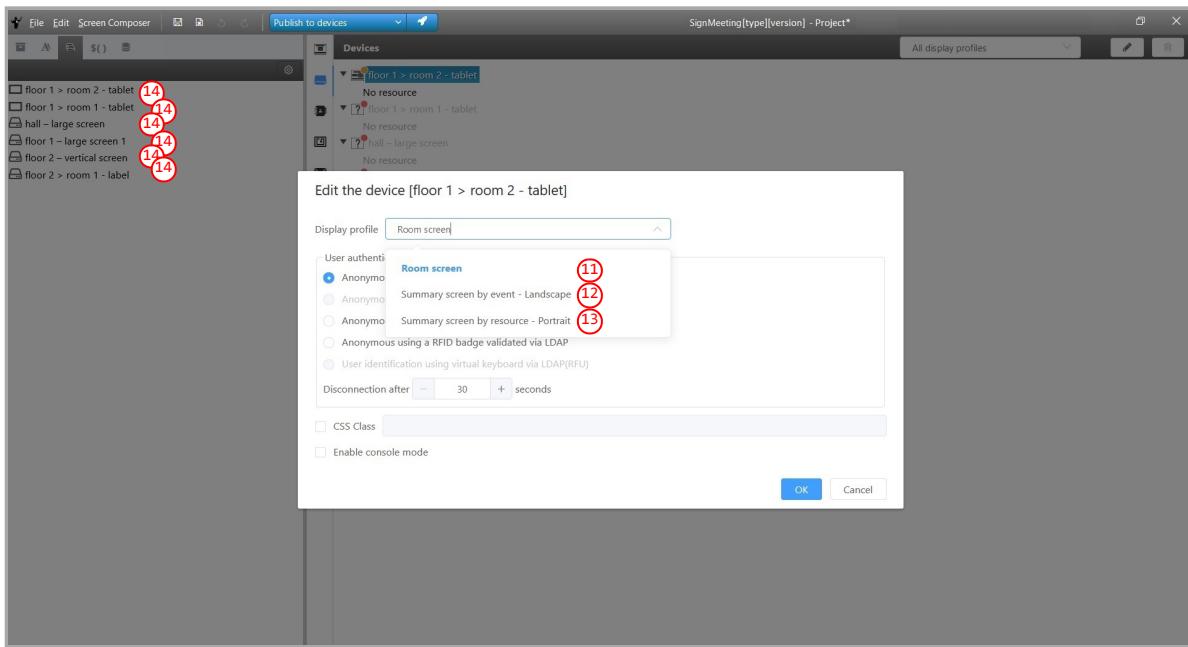
<sup>2</sup> NA for Not applicable. In this case, the tablet device do not support the 90°/180°/270° rotation.

To associate a *display profile* to a device, edit it, and click on the *display profile* drop down list 

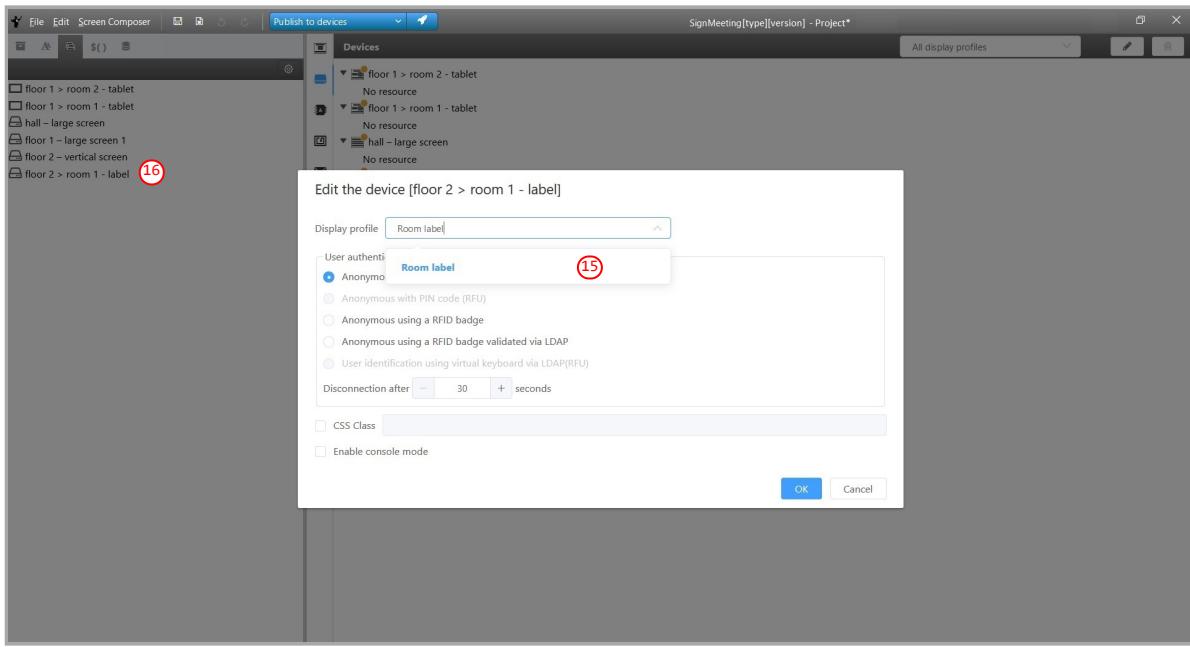


Then select one of the available *display profiles* instances created.

The Room screen , Summary screen by event  and Summary screen by resource  display profiles are compatible with all the device models  except the SMH300 device model.



The Room label **(15)** display profile is compatible only with the SMH300/SLATE106 solution **(16)**.

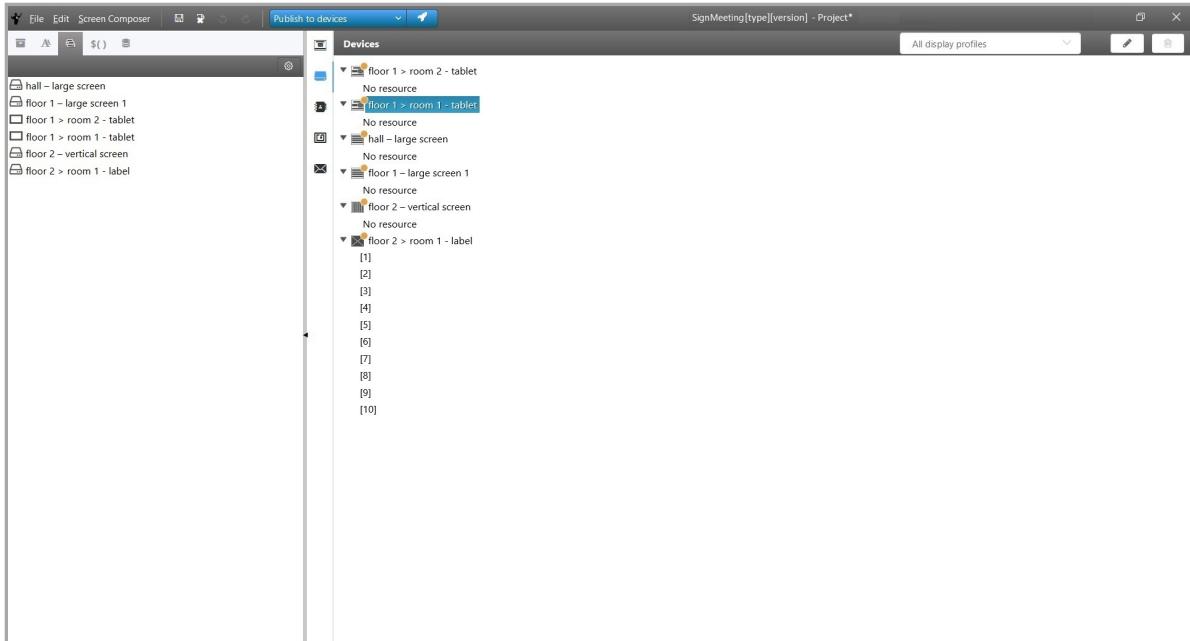


Click on the **OK** button to validate the *display profile* instance association.

**Do the same operation for all the devices of your project.**

**⚠** The overall publication cannot work if one of the device has not a associated *display profile* instance.

When all the devices have a *display profile* associated, there should not be red stamp anymore. The red stamp are now orange which is showing that some device have no room resource associated.



You can notice that there is one specific pictogram per *display profile* type:

<b>Display profile type</b>	<b>Display profile pictogram</b>
Room screen	
Summarization by event	
Summarization by resource	
Room label	

## Activation of the main page's buttons on user/badge authentication

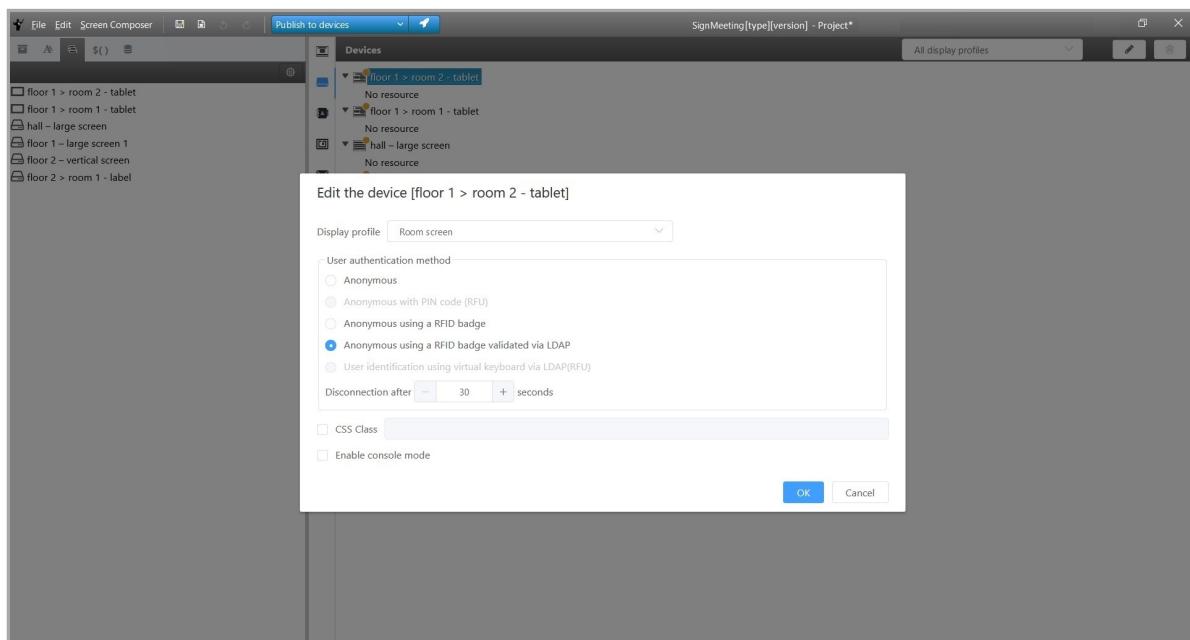
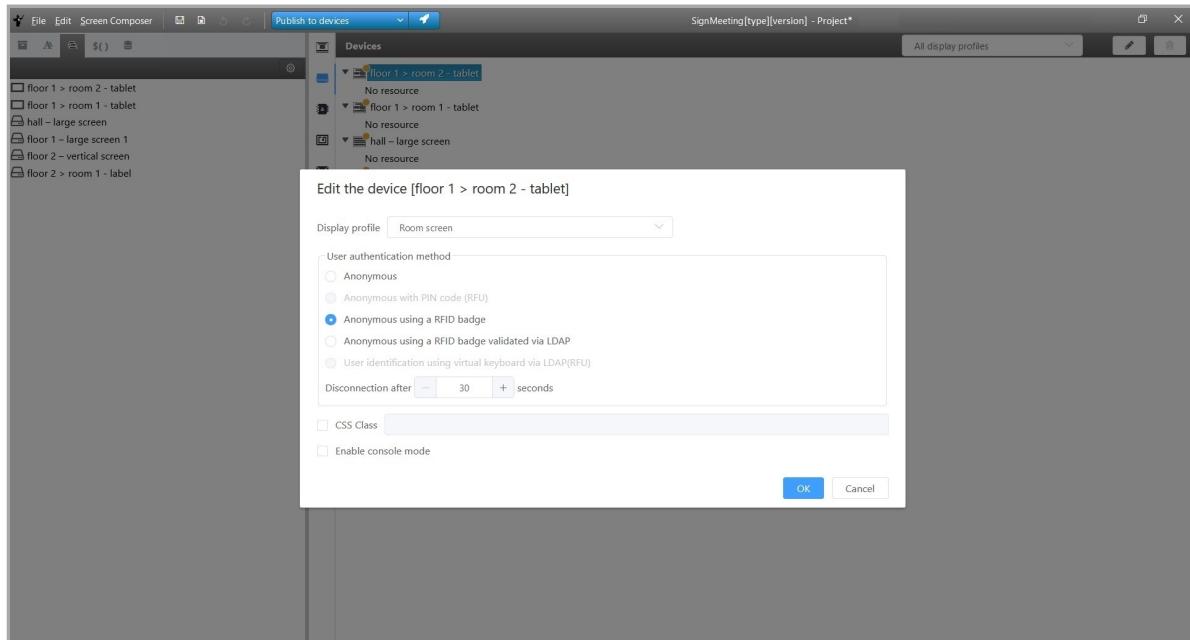
By default, no authentication (authentication `Anonymous`) is required to use the main page's buttons, for example to use:

- the `Book now` button,
- the `Delete` button,
- the `Confirm` button,
- the `Notification` page button.

Authentication is never required to access to the reservation and consultation page.

If required you can activate the access control for some of the devices. For that, edit a device, and select the required authentication method:

- `Anonymous` (default): no authentication,
- `Anonymous` using a `RFID badge`: the access control is done by an only badging, with a NFC/RFID protocol supported by the device
- `Anonymous` using a badge `RFID validated via LDAP`: the access control is done by badging, with a NFC/RFID protocol supported by the device, and with the badge ID and the user owner properly registered in the LDAP server



The `Disconnection after <n> seconds` (30 seconds by default) field allows to configure the timeout, after which the authenticated user is automatically disconnected. In this case, a new badging is required to authenticate again.

- ☞ In case using an anonymous authentication, meaning empty dn and empty password, the option `connection as anonymous allowed` needs to be activated inside the LDAP server as well.
- ☞ Presenting a badge a first time allows to authenticate and use the main page. Presenting a badge afterwards, before the automatical disconnection, allows to disconnect from SignMeeting M365.
- ☞ If required, do the same operation for all the devices of your project.

## CSS class

The CSS class allow to apply a custom class, additional class implemented in the CSS.

*That can be for example a specific background image.*

For example, if the CSS file contains a custom CSS class which is named `.cssBackgroundImage`, enter the `cssBackgroundImage` key word in the CSS class input of the SignMeeting M365 App configuration pane.

For further information about how to use, refer to the appropriate CSS appendix.

*If required, do the same operation for all the devices of your project.*

## Enable console mode

The `Enable console` mode allows to run SignMeeting M365 App in diagnostic mode, allowing to print some status information on the SignMeeting M365 inter-connections with:

- the calendar system,
- the LDAP server,
- the badge detection.

*If required, do the same operation for all the devices of your project.*

## Room resources association to a device

To associate room resources to your devices, refer to the chapter § [Room resources association to a device](#).

### 3.3.1 Room resources association to a device

*It is considered at this step that a consistent display profile instance has been associated to each of the devices of your project.*

Now, you have to associate at least one room resource per device.

*It is possible to associate a same room resource Id to several devices.*

*Before associating some room resources to your devices, make a association map between the device name and the room resources.*

Device label	Device type	Device rotation	Display profile instance name	Room event visible on the main page	Room events visible only on the reservation page
floor 1 > room 2 - tablet	tablet	0°	Room screen	room1@demo.contoso.com	room1@demo.contoso.com room2@demo.contoso.com room3@demo.contoso.com
floor 1 > room 1 - tablet	tablet	0°	Room screen	room2@demo.contoso.com	room1@demo.contoso.com room2@demo.contoso.com room3@demo.contoso.com
hall – large screen	media player	0°	Summarization by event - Landscape	room1@demo.contoso.com room2@demo.contoso.com room3@demo.contoso.com	
floor 1 – large screen 1	media player	0°	Summarization by event - Landscape	room1@demo.contoso.com room2@demo.contoso.com room3@demo.contoso.com	
floor 2 – vertical screen	media player	90°	Summarization by resource - Portrait	room1@demo.contoso.com room2@demo.contoso.com room3@demo.contoso.com	
floor 2 > room 1 - label	hub for SLATEs	0°	Room label	index1: room1@demo.contoso.com index2: index3: index4: index5: index6: index7: index8: index9: index10:	

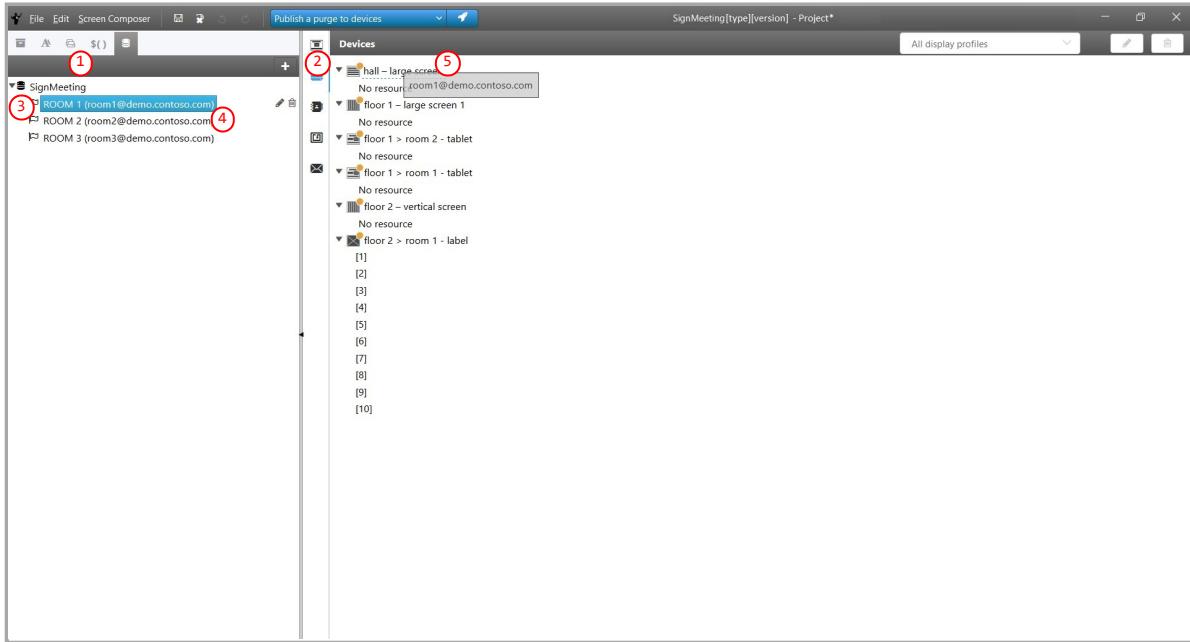
Click on the Data source  (1) button to open the Data source view of your project repository.

Click on the Devices configuration tab (2) of your SignMeeting M365 App.

Expand the data source (3) to see all its resources.

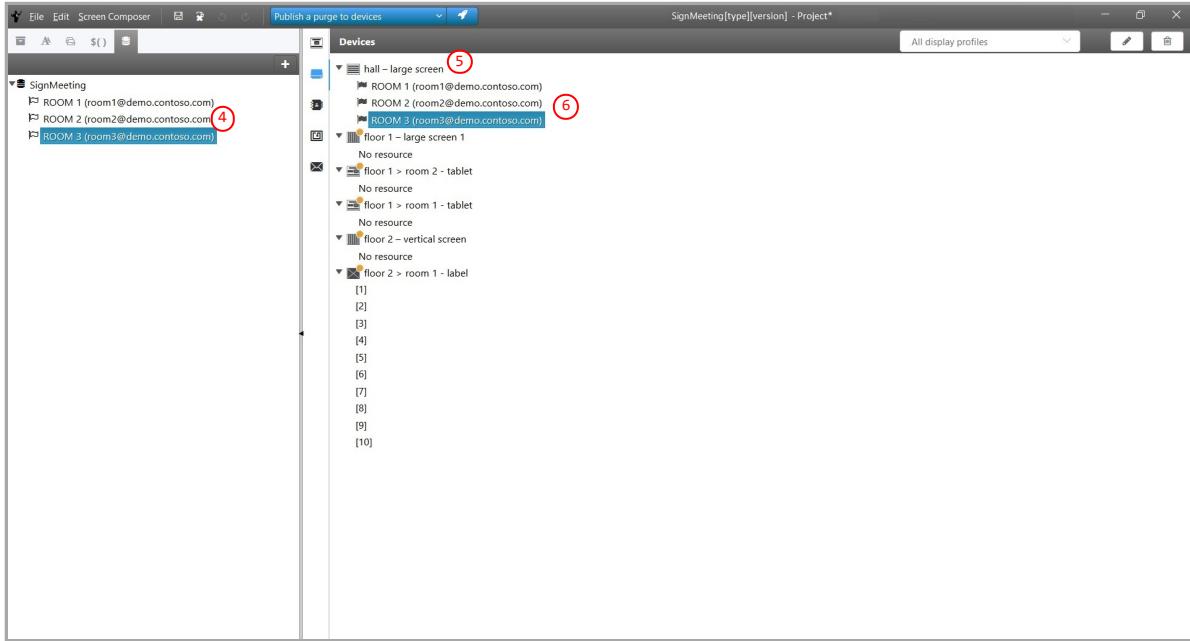
Select the required room resources for the first device (4). And drop them to the required device (5). A dotted line appears when the resource are dropped at the right place towards a device.

 [SHIFT]+[up]/[SHIFT]+[down] key combination are supported for the multiple selection, and key combination with [CTRL]+[up]/[CTRL]+[down] as well.



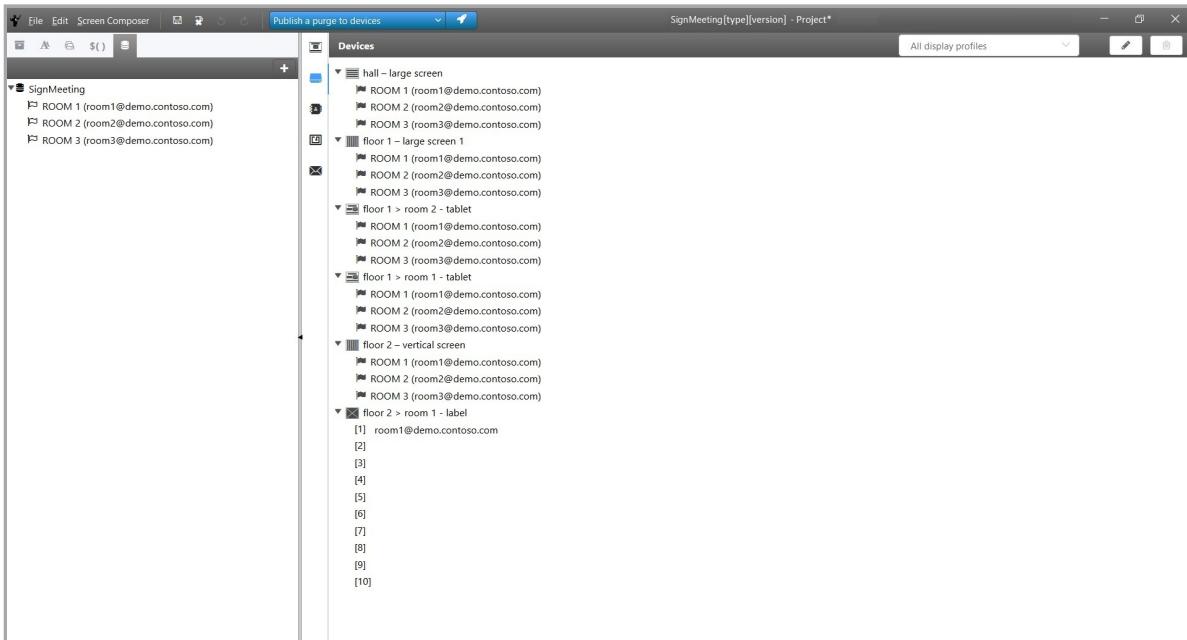
When at least one resource is associated to a device, the orange stamp disappears for this device. Do the same for each device by selecting the required resources (6).

 It is possible to publish the SignMeeting M365 App without any resource associated but that has not a functional sense.

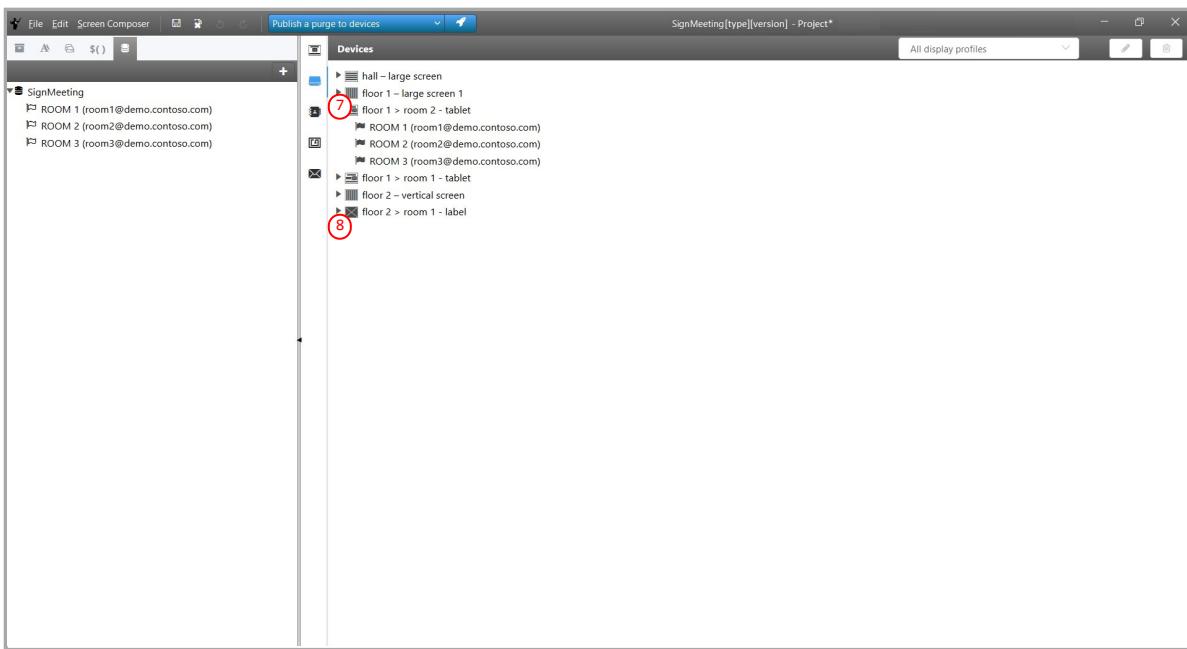


Do the same for all data sources by following the map above.

 It is not possible to associate, to a same device, some resources coming from different data sources.

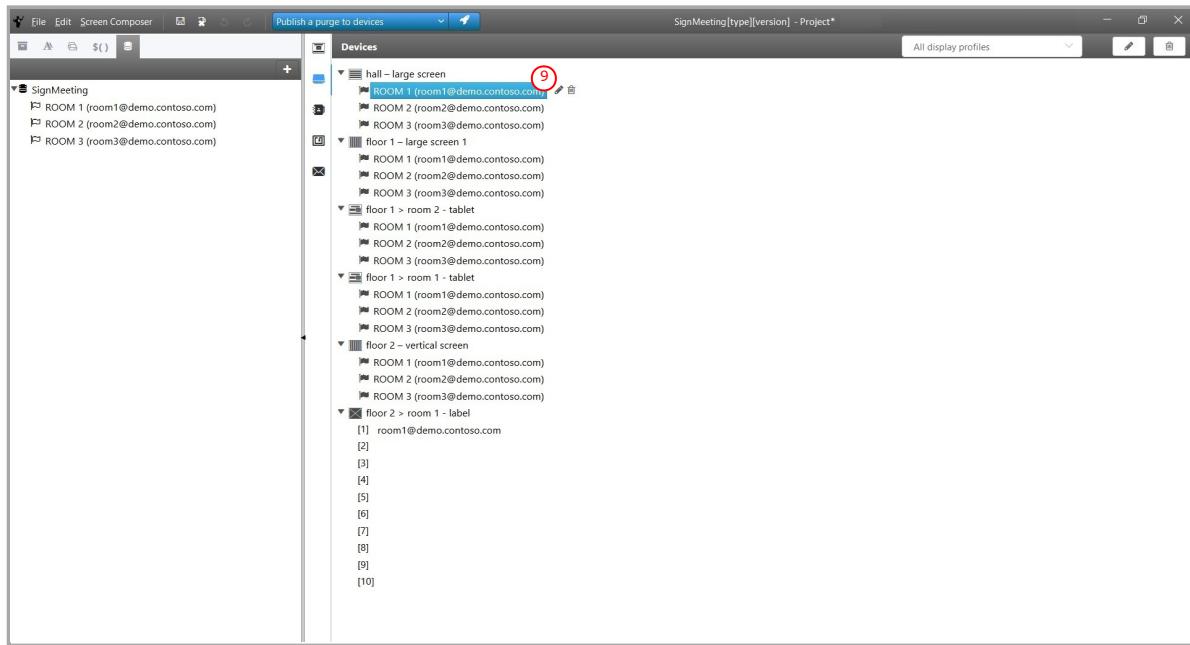


☞ You can minimize or expand the room resources for a device with the bottom/right triangle (7)/(8) button.



☞ Don't associate, to a same device, some resources coming from different datasources else SignMeeting cannot work properly and a information message is raised: "An error occurred in the application, No datasource is linked to this device (code -3)."!

To remove one room resource associated to a device, fly the mouse pointer over one room resource, and click on the **delete** (9) button.

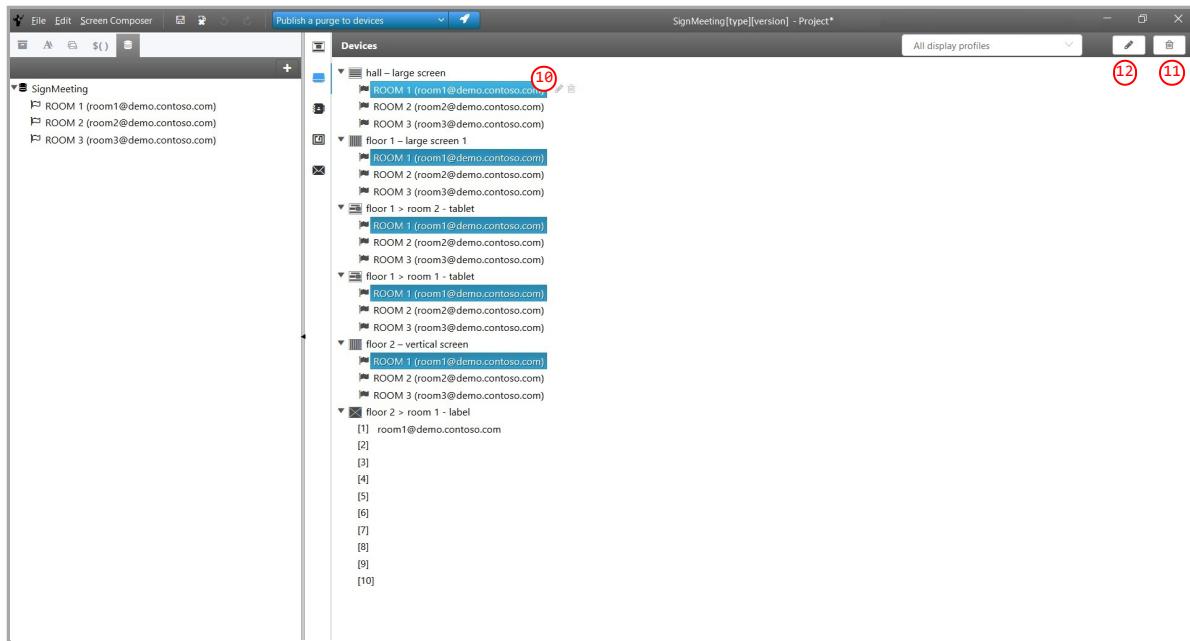


When several room resources are selected, the unitary **edit** and **delete** (10) button per resource is not available anymore.

To remove more than one resource at a time, select several room resources, and click on the overall **delete** (11) button.

To edit the configuration of several resource at a time, select several room resources, and click on the overall **edit** (12) button.

**Note:** The overall edition does not work for the directional pictograms.



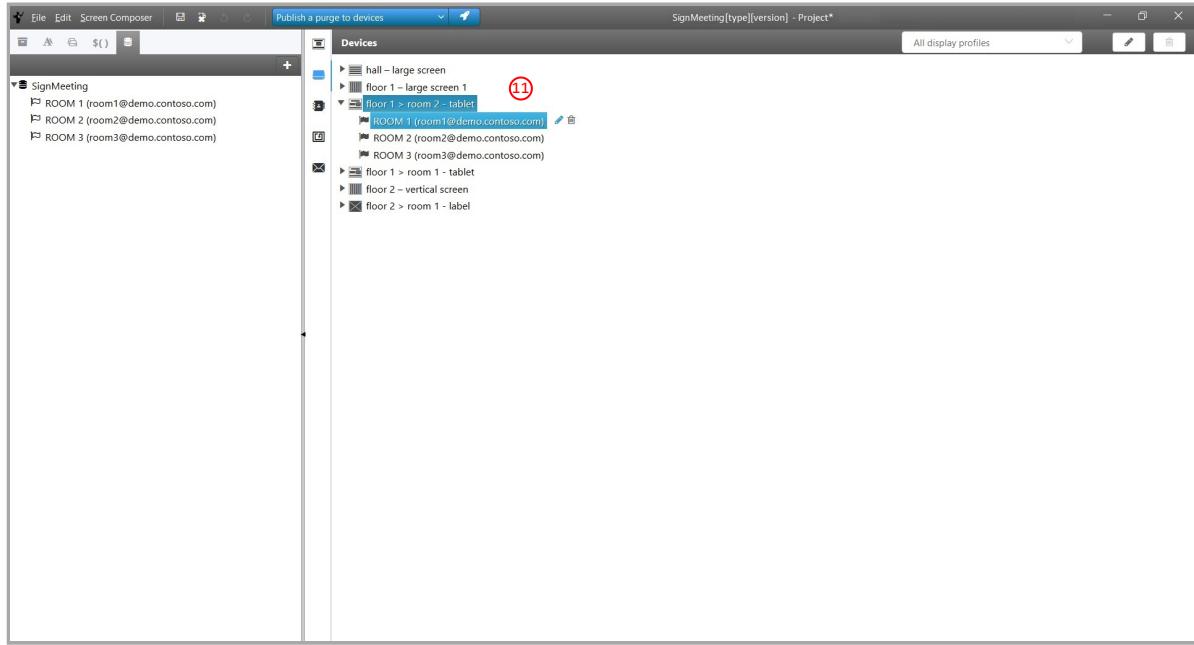
## Setup resource visibility

For all the resources, you can setup their visibility:

- on the main page,
- on the reservation and consultation page.

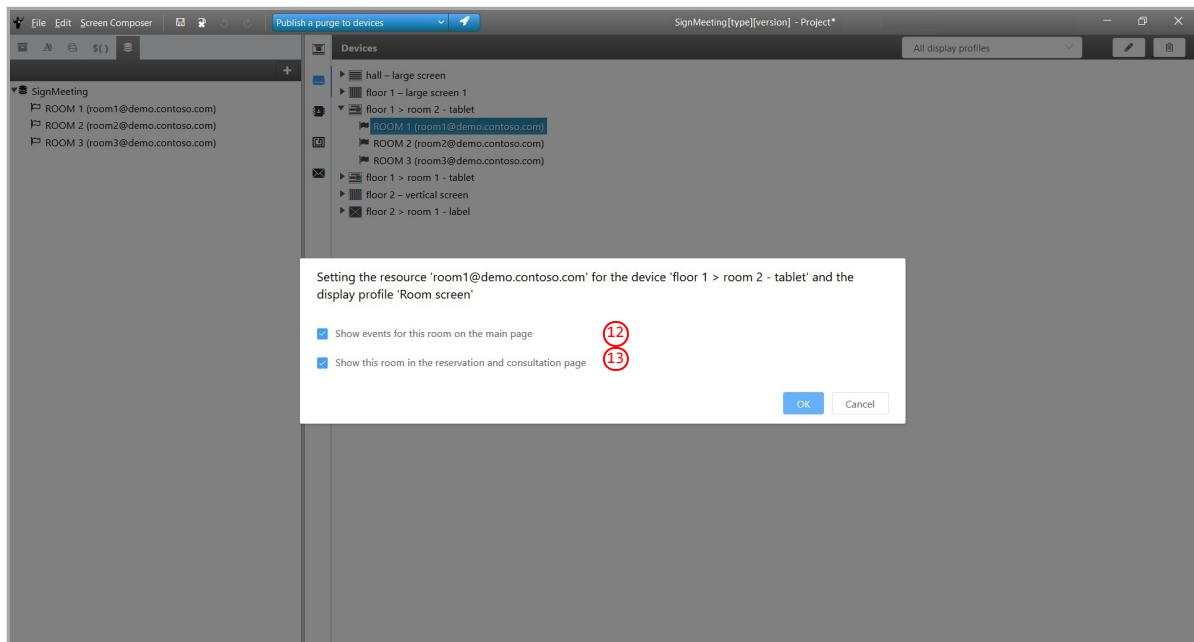
By default the events booking capability and the events display are supported on the main page and on the reservation and consultation page for all the resources.

To change the visibility for a resource, fly the mouse pointer over a resource with your mouse and click on the Edit **(11)** button.



To remove the events booking/display for a specific resource on the main page, uncheck Show events for this room on the main page **(12)**.

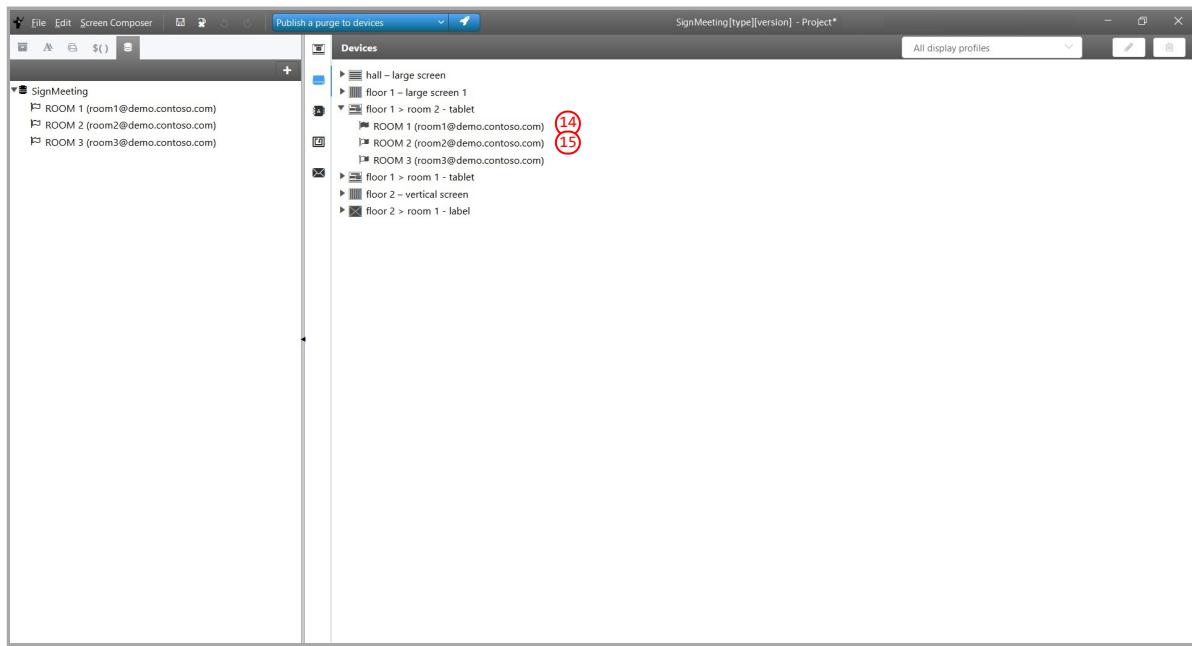
To remove the events booking/display for a specific resource on the reservation and consultation page, uncheck Show this room in the reservation and consultation page **(13)**.



A different pictogram is associated to the four combination of these two values.

Resource pictogram	Values combination
📅 ⑯	Show events for this room on the main page and Show this room in the reservation and consultation page are checked
📅 ⑰	only Show events for this room on the main page is checked
🚩	only Show this room in the reservation and consultation page is checked
NONE	none of them <sup>1</sup>

<sup>1</sup> This case is for very rare case when the room is temporary not visible at all in the interface.



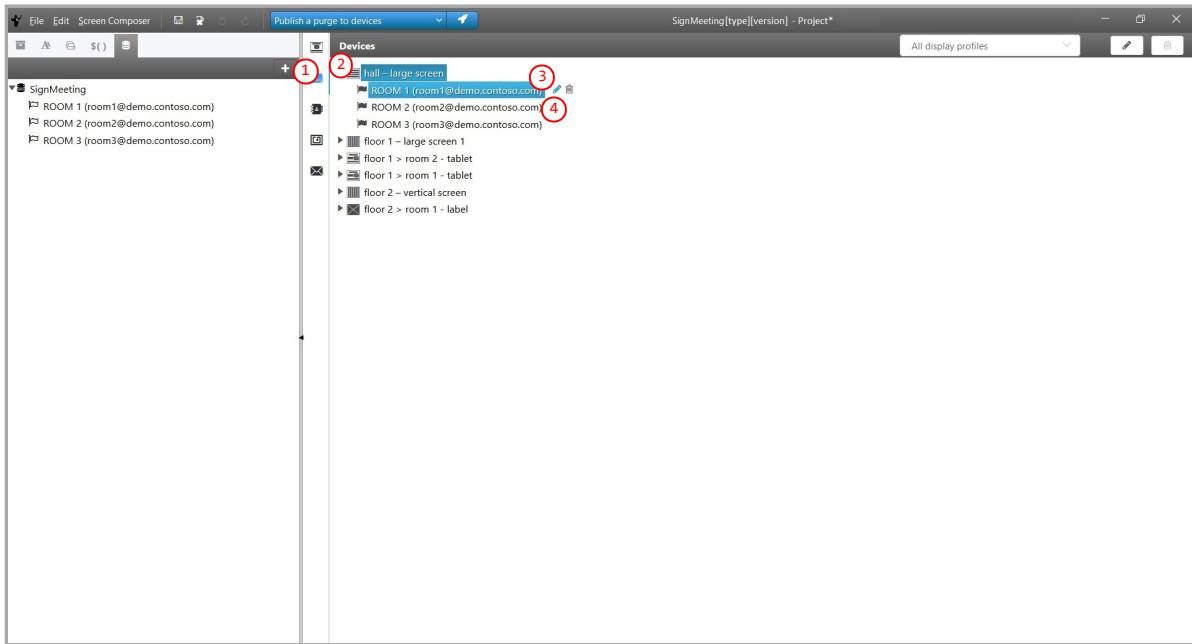
## Directional pictograms

The resource associated to the **Summarization by event display profile** have the capability to be displayed with until two directional pictograms per resource name.

Click on the **Devices** configuration tab (1).

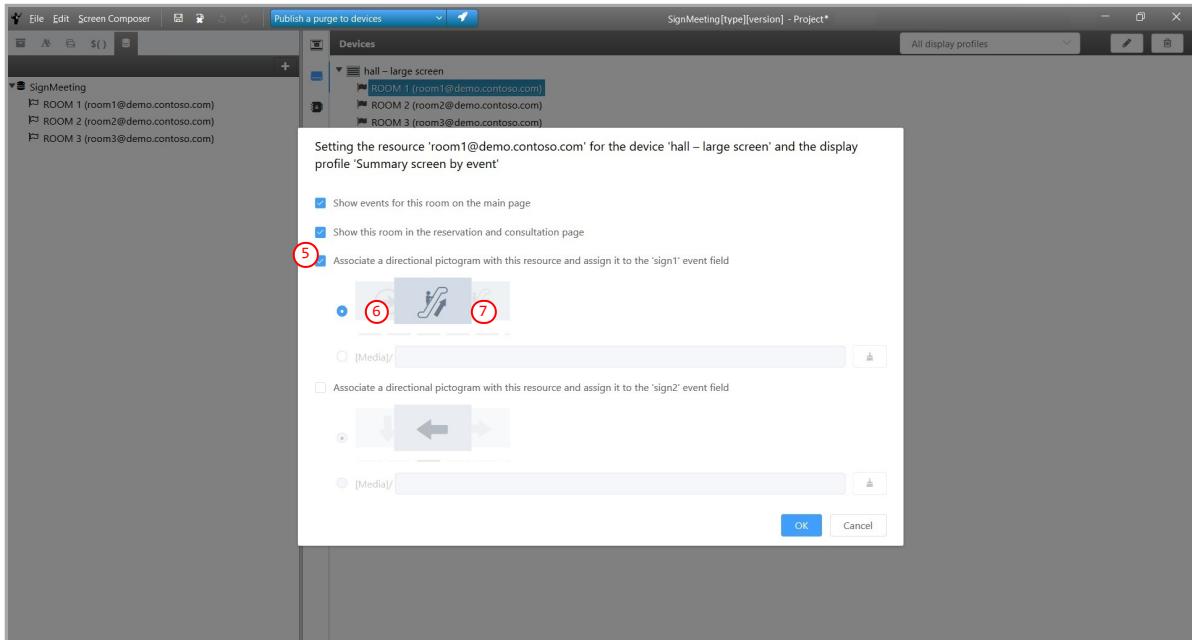
Expand with the bottom/right triangle (2) the room resources for a device having a **Summarization by event** (3) display profile.

fly the mouse pointer over a resource with your mouse and click on the **Edit** (4) button.



To associate a first directional pictogram, check the **Associate direction pictogram n°1 to this resource** (5) option. Use the left arrow (6) and right arrow (7) to choose one of the embedded pictograms on the theme of building signage (arrows, stairs, lifts, ...).

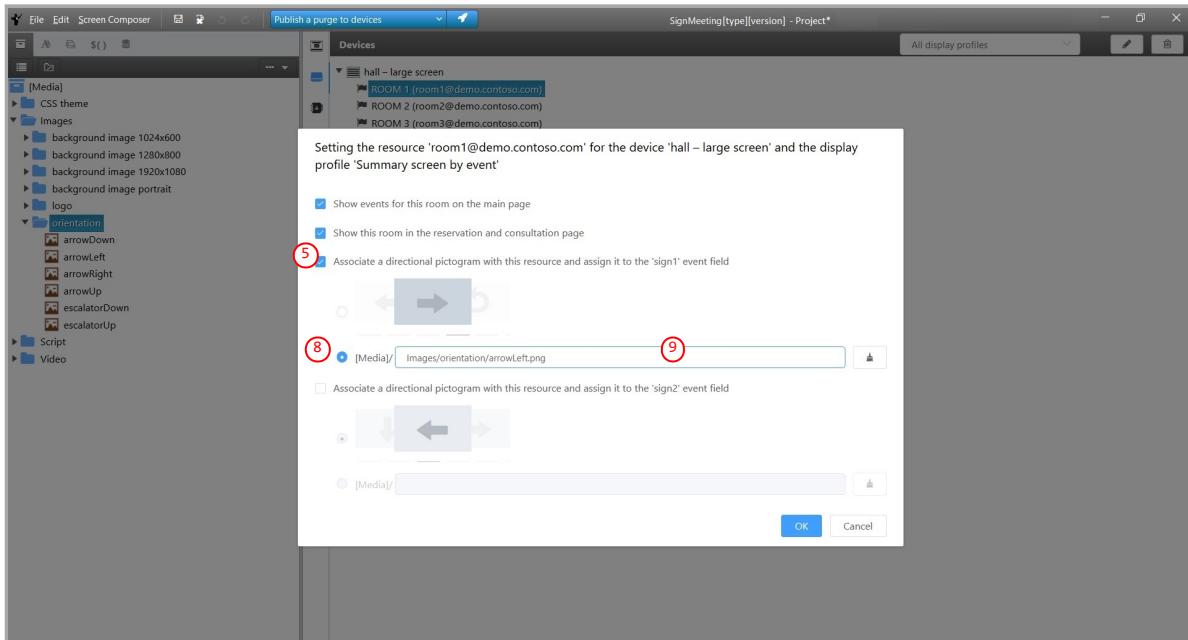
**Note:** The pictograms have a font format. So they are adopting the CSS style color of the event values.



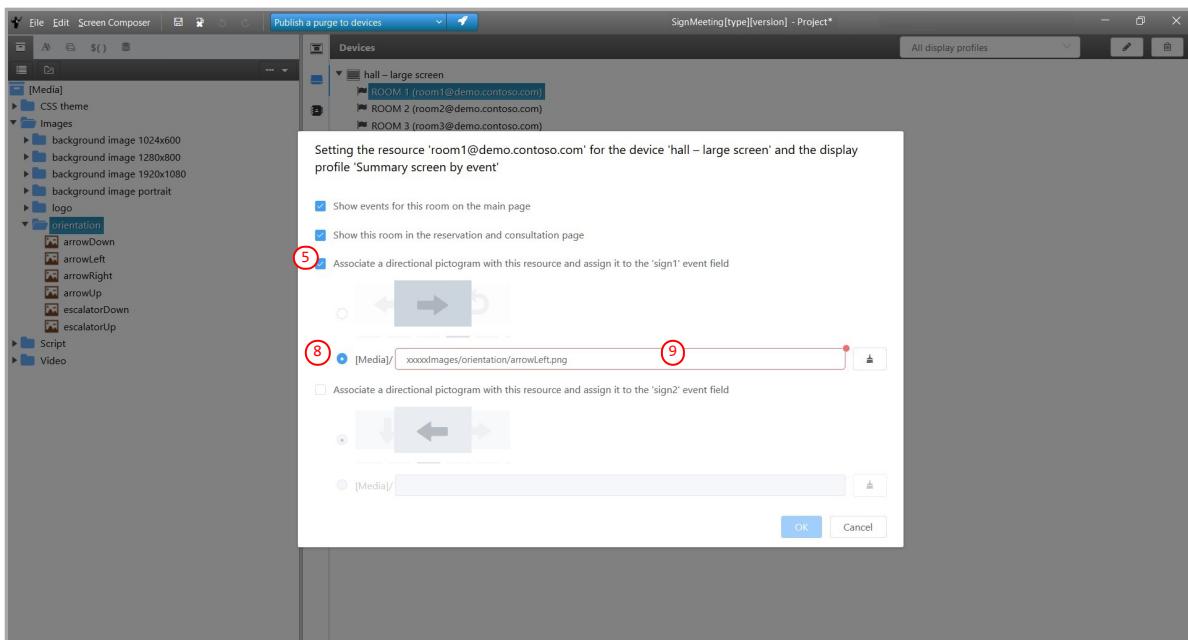
If the pictograms library is not suitable for your project, you can choose to enter the path to a private directional pictograms (8) located in the **Files** view of your project repository. In this case, enter in the input, the appropriate relative path filename. e.g.: **[Medias]/Images/orientation/arrowLeft.png** (9).

**Note:** Remember you have to use private directional pictograms in the appropriate color according to your organisation theme policy.

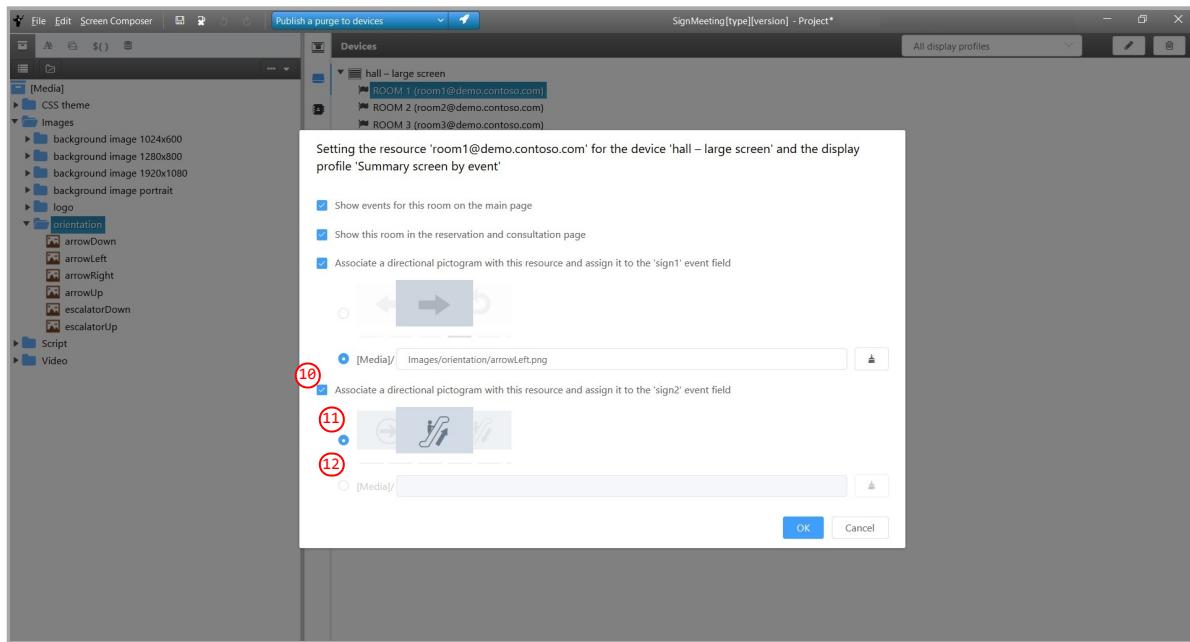
**Note:** It is recommended to load **.png** image with transparency.



A red stamp is showing that the images path filename is not correct.



To associate a second directional pictogram, check the **Associate direction pictogram n°2 to this resource**  option and do the same as explained above for **Associate direction pictogram n°1 to this resource**.



### 3.4 LDAP

The **LDAP** tab allows to activate and configure the LDAP user and/or badge searching criteria when access control with authentication by RFID/LDAP is activated.

Click on the  **LDAP** **(1)** configuration tab of your SignMeeting M365 App project to access to the **LDAP** pane.

Turn on the button to **ON** **(2)** to activate the connection to the LDAP server.

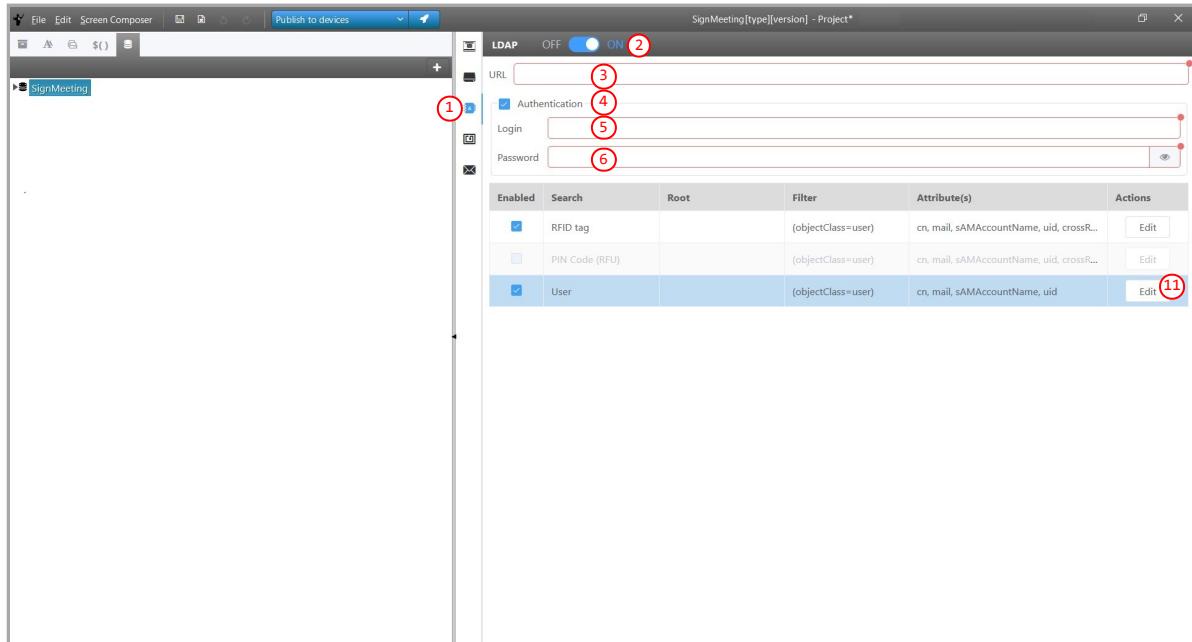
Enter your LDAP serveur **URL** **(3)**. If login credentials are required, activate the **Authentication** **(4)** checkbox and fill its login credentials:

- **Login** **(5)**,
- **Password** **(6)**.

For example:

- URL : `ldap://192.168.100.244,`
- Login : `cn=Administrator,cn=Users,dc=exchange2013,dc=contoso,dc=fr,`
- Password : `pwd1.`

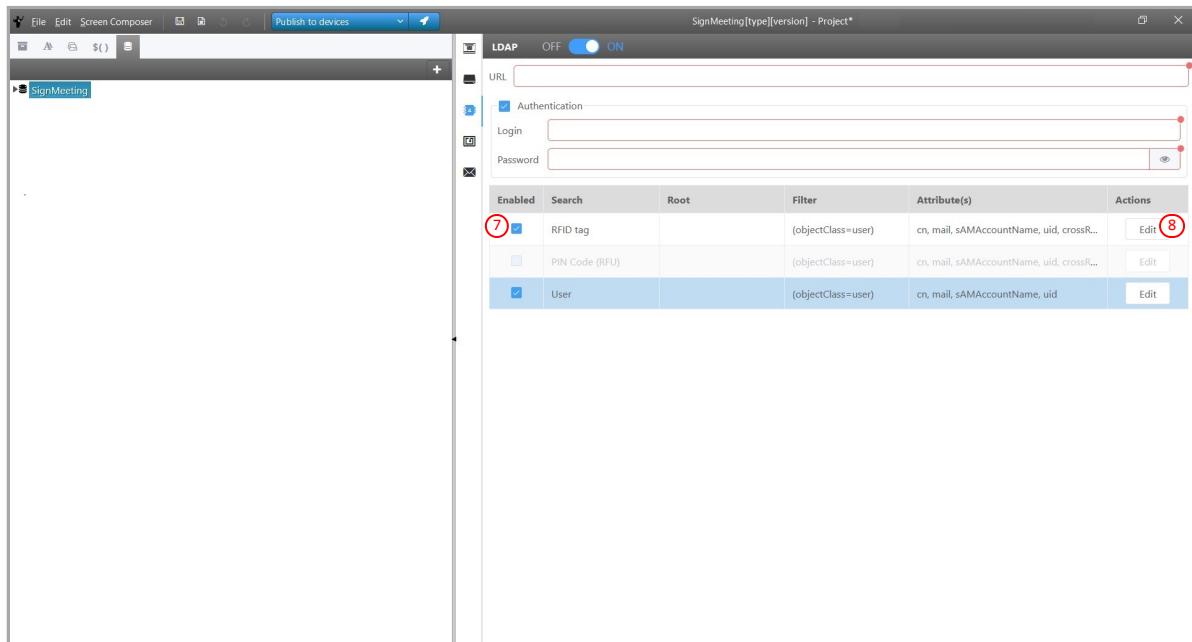
 If no login credentials are required, the authentication is **anonymous**.



 Once the configuration is done, the default filtering attributes are dynamically updated in the **Attribute(s)** column.

#### Authentication by badge ID in LDAP

To configure the authentication by badge, activate the **RFID tag** raw **(7)** and click on the **Edit** **(8)** button.



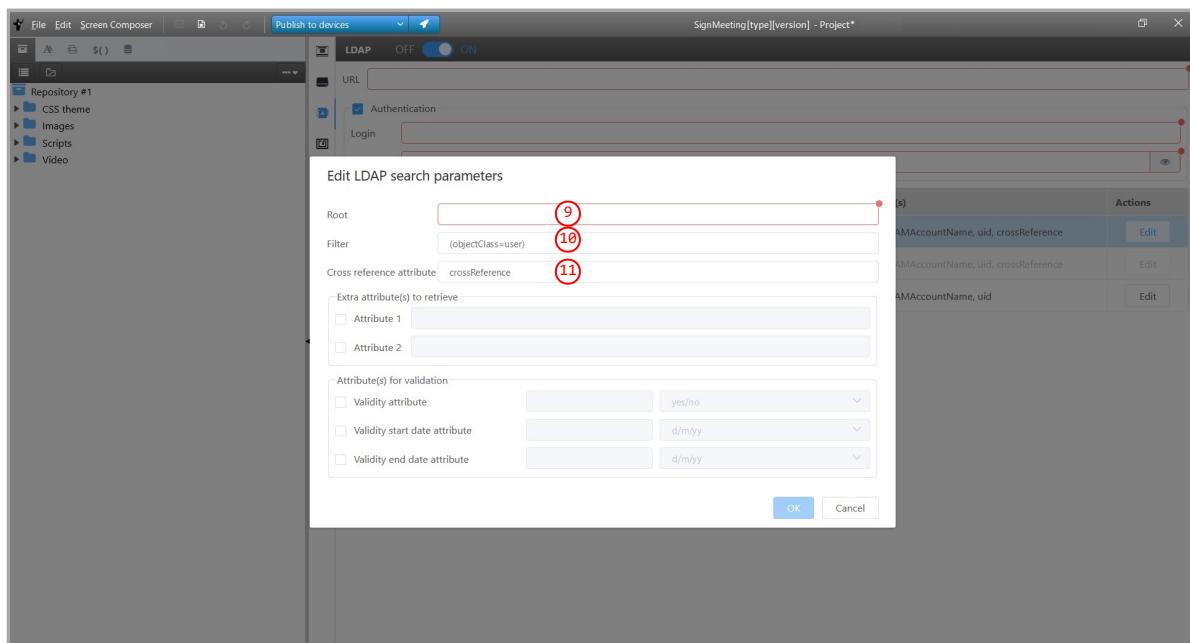
The Root **⑨** input allows to define the `dn` of the directory (or parent directory) from where the badge need to be researched, and so win time by searching at the right directory location. e.g.: `cn=Functions,dc=exchange2013,dc=contoso,dc=fr`.

The Filter **⑩** input allows to target a subset of LDAP users & resources thanks to an additional filtering configuration to find out the badge ID with the best efficiency. The supported filters are:

- by Entity type:
  - e.g.: `(objectClass=user)` (default),
- by group membership:
  - e.g.: `(memberOf=CN=DoorAdmins,cn=Users,dc=exchange2013,dc=contoso,dc=fr)`,
- by attributes & optional validity conditions, with binary operator: AND (&), OR (|)
  - e.g.: `(&(badgeID=*)(|(ou=directory1)(ou=SecondFuncs)))`
    - with `ou` = organisation unit

⚠ Active Directory does not support extensible matching filtering, e.g.: `(DN = *irectory *)`; Consequently, the filter like finding out a DN whose name is containing a specific string is not working. For further information on the case: <https://msdn.microsoft.com/en-us/library/cc223241.aspx>.

⚠ Whenever the users are spread into different directories of the LDAP, it is advised to implement groups and use `memberOf` filters.



The Cross reference attribute **⑪** allows to define the attribute name in which your badge ID value are located. e.g. If your badge ID is stored in the `badgeID` attribute name of the LDAP server, replace the `crossReference` attribute name by the `badgeID` attribute name.

☞ The research is considered successful as soon as a first resource containing this badge id is found.

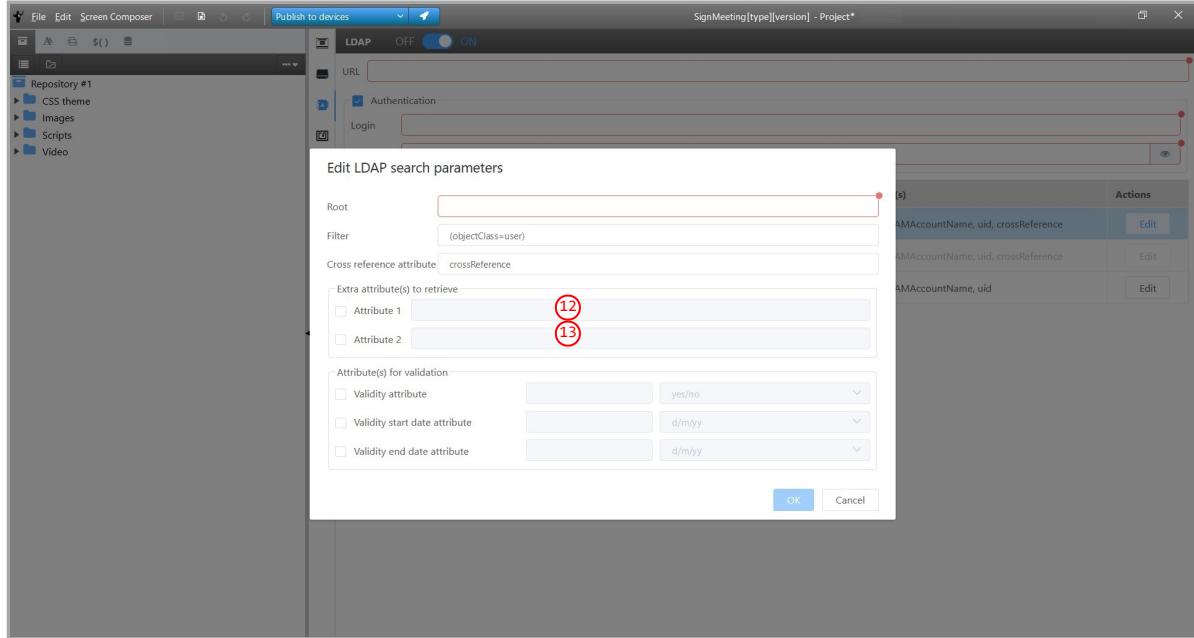
☞ Attributes: The default attribute name for the RFID badge is Badge ID. If the Badge ID does not exist in your LDAP, you can change it here according to your LDAP configuration.

It is possible to configure SignMeeting M365 to retrieve some `Extra attribute(s)` values when realizing the LDAP request for authentication. These attribute can be then used in SignMeeting M365 to generate automatical event title label. By default, there is no `Extra attribute(s)` defined. To add until two `Extra attribute(s)`:

- check the `Attribute1` (12) and fill the input with a LDAP attribute name,
- check the `Attribute2` (13) and fill the input with another LDAP attribute name.

For example:

- `Attribute 1 : cn`,
- `Attribute 2 : codePage`.



For further information about the available LDAP attributes, refer to the chapter § [Appendix: LDAP attribute Editor](#).

**Tip** Do prefer use string type or integer type attributes for `Extra attribute(s)`. Indeed, the other types may not be displayed properly (hexadecimal, date, UID).

When using Briva LDAP (3.10.21 or above), the `Attribute 1 (or 2)` name must worth one of the `dstName` or `dstAttribute` value of the config.js Briva configuration script.

For example:

- `Attribute 1 : registration`,
- `Attribute 2 : DisplayName`.

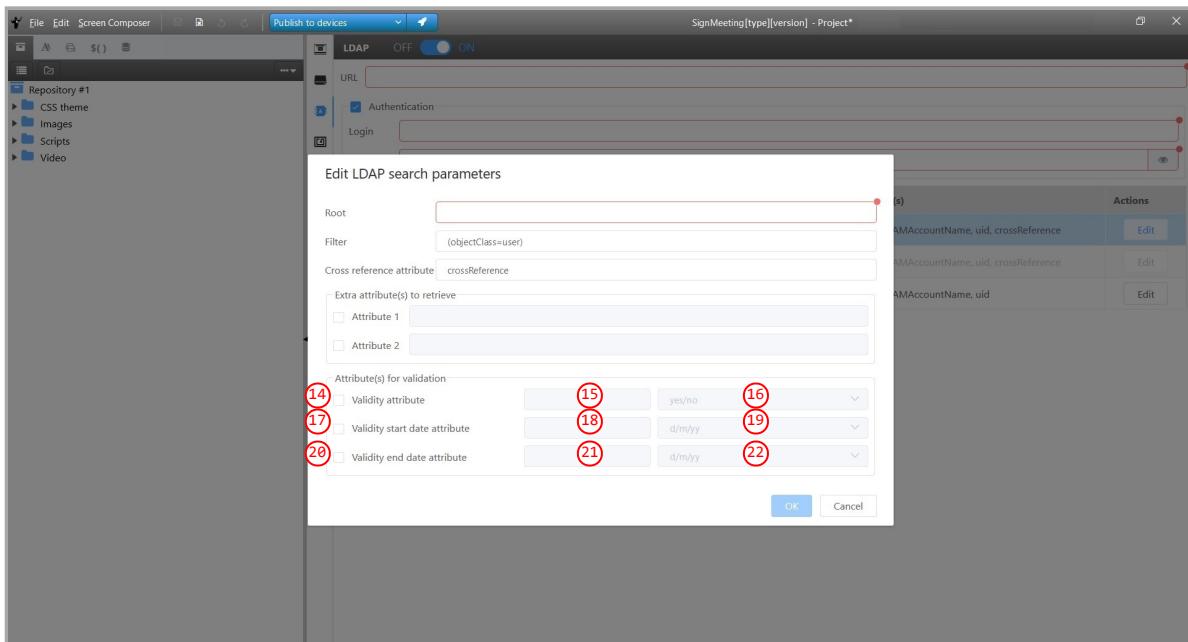
For further information about the available LDAP attributes, refer to the chapter § [Appendix: Briva LDAP attribute](#).

Some `Validity attributes` (14) can be tested in addition to the RFID badge & user availability. To activate some badge validity test, activate the wished validity criteria:

- by `Validity attributes`,
- by `Validity start date attribute`,
- by `Validity end date attribute`.

Then associate for each of them a LDAP attribute and a validity data format. For example:

Validity criteria	associated LDAP attribute	Data format <sup>1 2</sup>
<code>Validity end date attribute</code>	<code>expirationTime</code>	Active directory generalized time



That requires that the associated `expirationTime` LDAP attribute has a value containing a validity date in the appropriate format.

<sup>1</sup> The supported `Validity attributes` formats are: yes/no, 1/0, true/false, On/off.

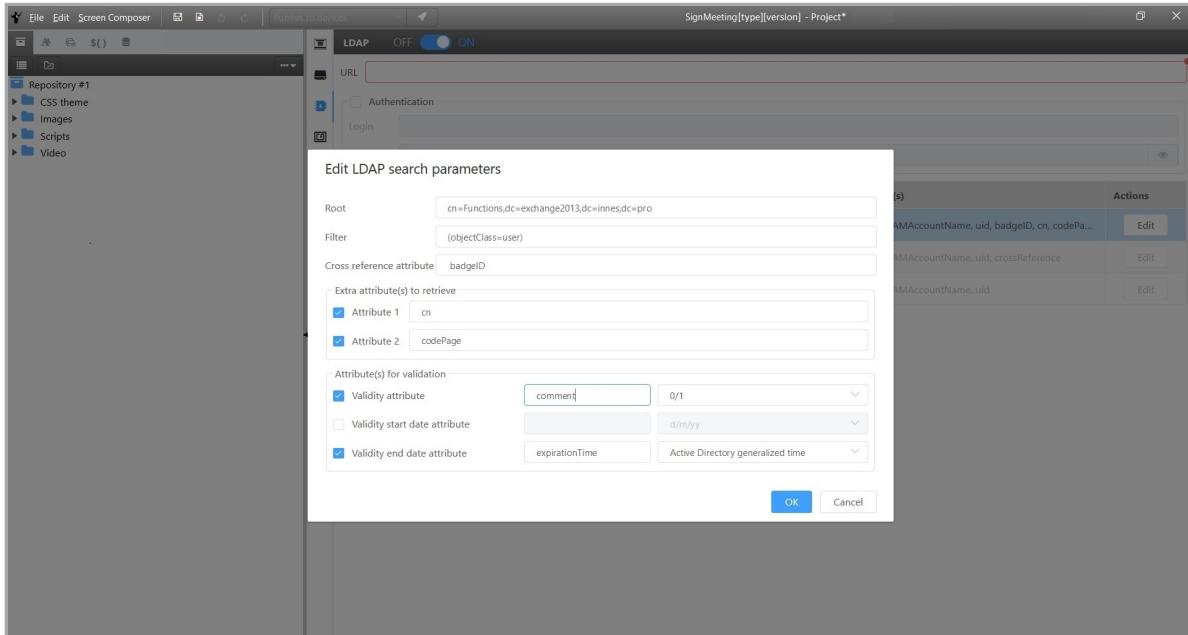
<sup>2</sup> The supported `Validity start date attribute` and `Validity end date attribute` supported formats are:

- d/m/yy (e.g.: 2/12/21),
- d/m/yyyy (e.g.: 2/12/2021),
- account expires timestamp (e.g.: number of nanoseconds since 1st Jan 1601),
- Active directory generalized time (e.g.: 20151009225600.0Z).

Once the RFID badge is found in the LDAP and the validity condition are filled, the authentication by badge is considered as successful. So the connection to SignMeeting M365 App is established and the user can access to the buttons of the main page.

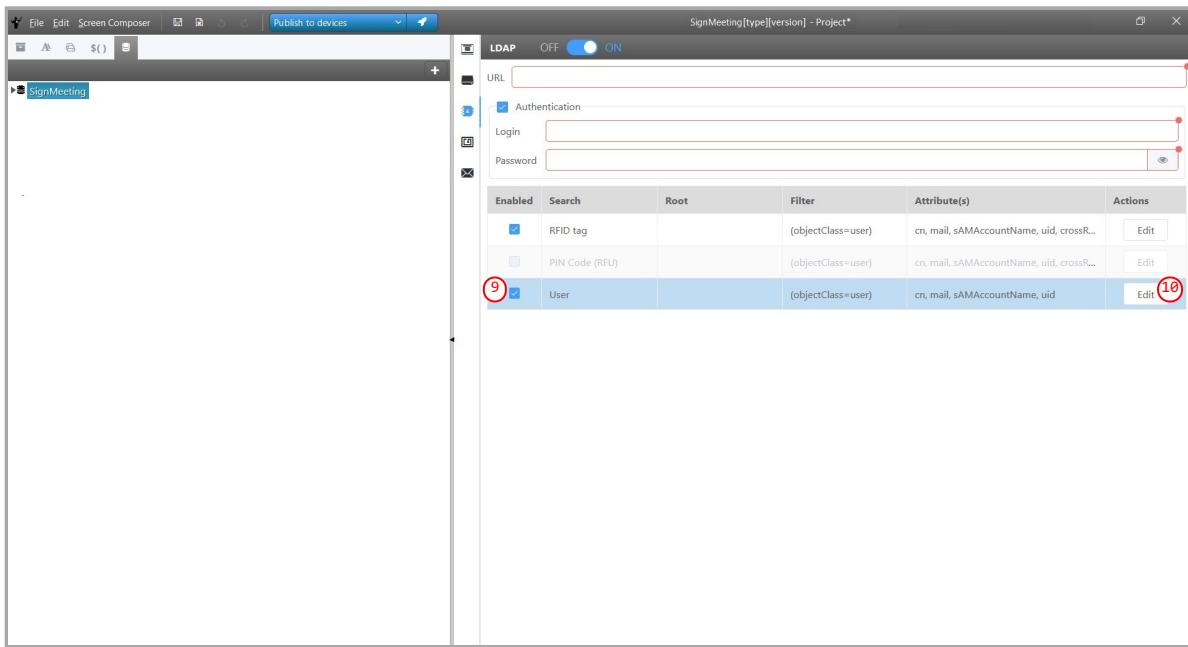
In case the validity attribute is not found in LDAP (e.g. in case typo error inserted in validity attribute), the condition is considered as fully filled meaning that the RFID badge account validity attribute is successful.

Configuration example:



## Authentication by badge ID and user registered in LDAP

To configure the authentication by user in LDAP, activate also the `User` raw <sup>9</sup> and click on the `Edit` <sup>10</sup> button.



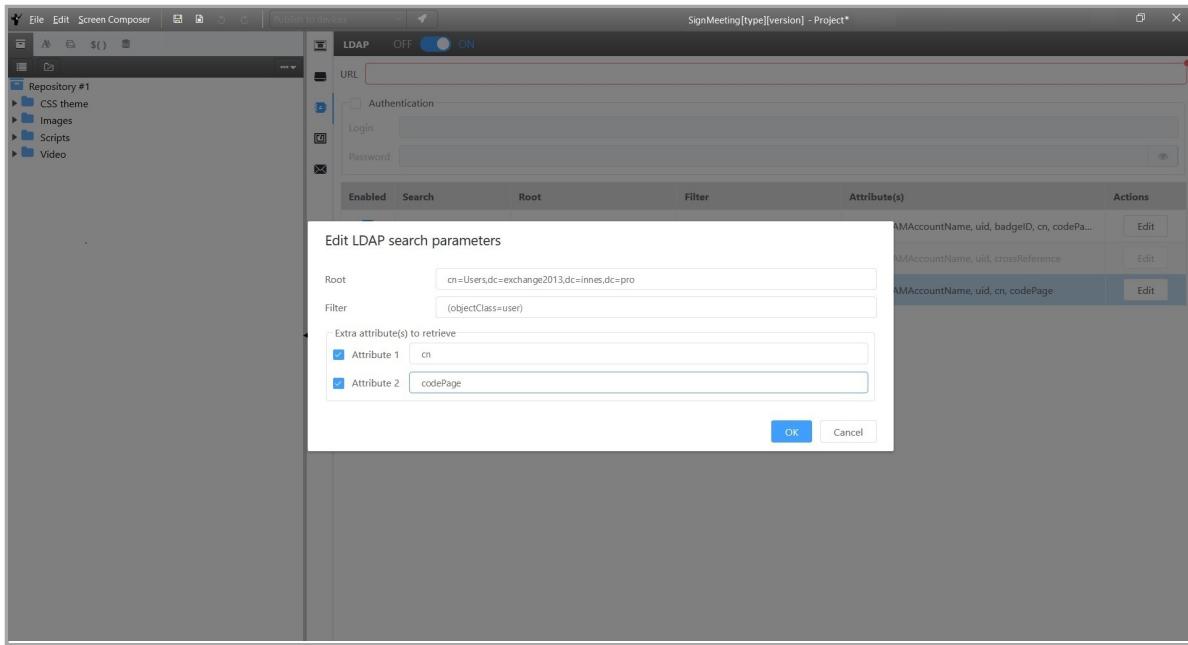
**Users:** allows to indicate from which DN base the user associated to this RFID badge can be found out.

- Root : type DN base (or DN parent base) from where the user can be found out (e.g. `cn=Users,dc=exchange2013,dc=contoso,dc=fr`)

For **Filter** input, refer to the chapter [Authentication by badge ID and user in LDAP](#).

**Tip:** If any a user is not associated to the RFID badge, the authentication will succeed as soon as the badge ID is found, even if it is associated to no people.

Configuration example:



For **Extra attribute(s) to retrieve**, refer to the chapter [Authentication by badge ID and user in LDAP](#).

**Warning:** Do not use the LDAP attributes already used by SignMeeting M365:

- CN<sup>1</sup>,
- Mail,
- sAMAccountName,
- uid,
- badgeID,
- valid.

<sup>1</sup>When the user is authenticated, the user's email (CN) becomes the organizer of all the meetings done with SignMeeting M365.

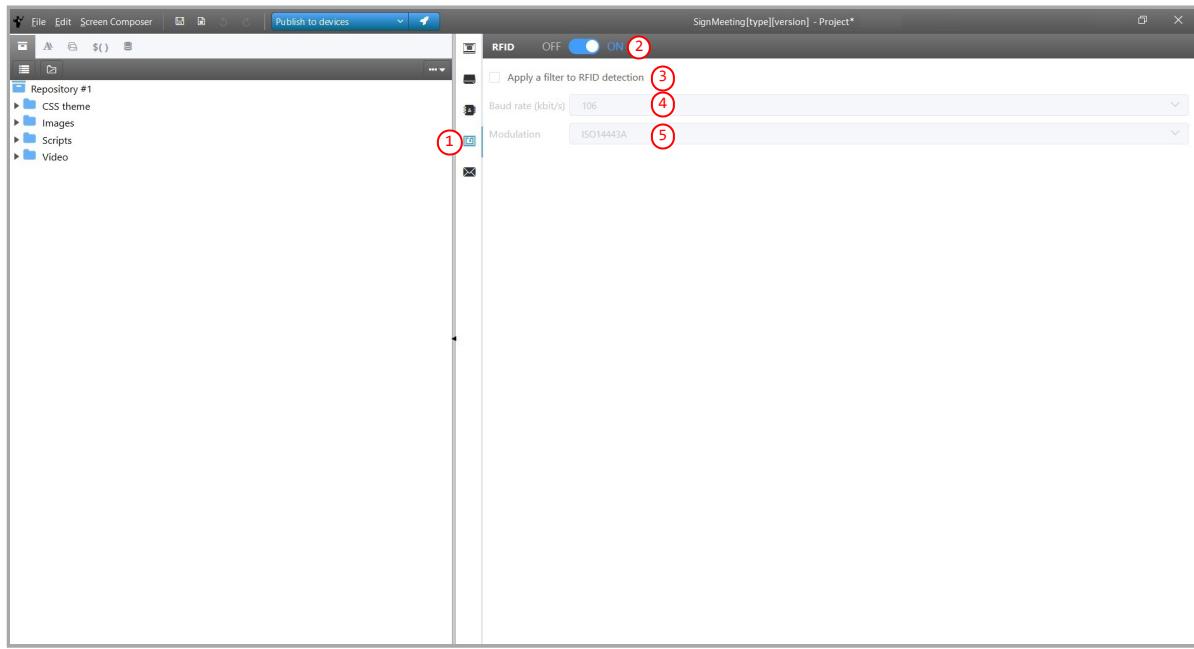
### 3.5 RFID

The **RFID** tab allows to activate the NFC/RFID badge detection.

When the NFC/RFID badge detection is activated, the access control can be then activated for some or your device.

Click on the  **RFID** (1) configuration tab of your SignMeeting M365 App project to access to the **RFID** pane.

Turn the button to **ON** (2) to activate the NFC/RFID detection.



The **apply a filter to RFID detection** option allows to only detect some NFC badges with a specific baud rate or a specific modulation.

The available modulations filters are:

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

The available baud rates filters are:

- 106,
- 212,
- 424,
- 847.

 *Do not activate the NFC modulation filtering before having made some successful badging tests before.*

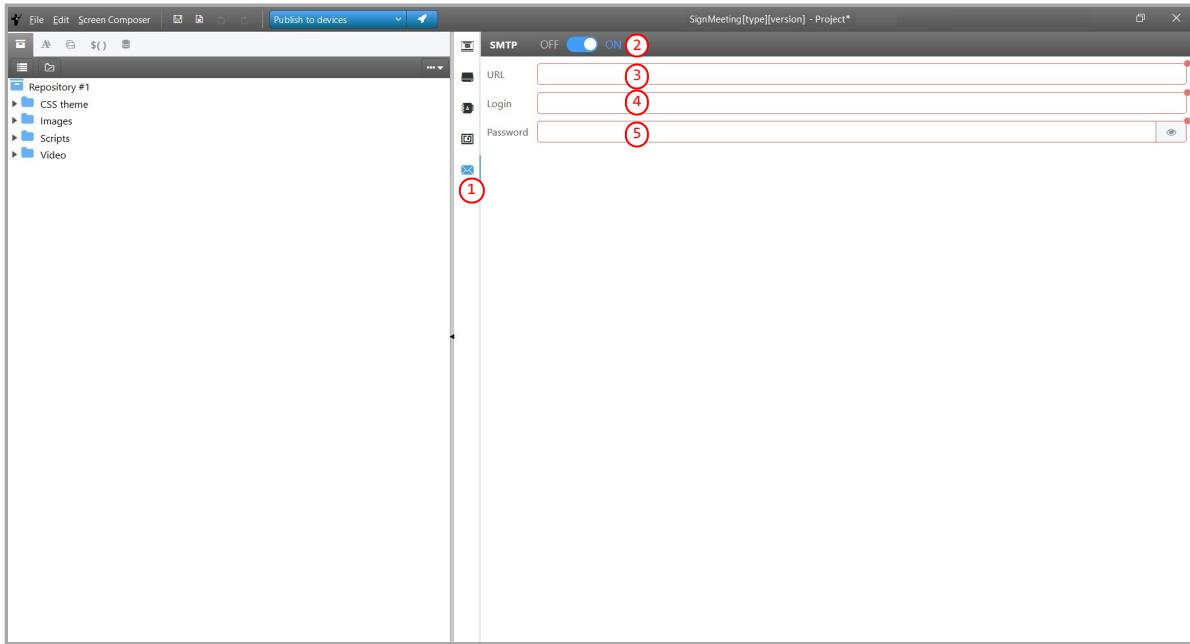
### 3.6 SMTP

The `SMTP` tab allows to activate the `SMTP` and configure the `SMTP` email account with its login credentials. The `SMTP` account is used to send notification email.

Click on the  `SMTP` **(1)** configuration tab of your SignMeeting M365 App project to access to the `SMTP` pane.

Turn the button to `ON` **(2)** to activate the `SMTP` and fill the `SMTP` account:

- URL **(3)**,
- Login **(4)**,
- Password **(5)**.



☞ To know the authentication list supported by Gekkota , please refer to [Gekkota Email and supported authentication](#) application note.

☞ About Gmail account, `PLAIN` and `LOGIN` authentications are not activated by default. To activate them, go in Gmail account and activate the option: `Allowing Less secure apps to access your account` .

# **Part IV**

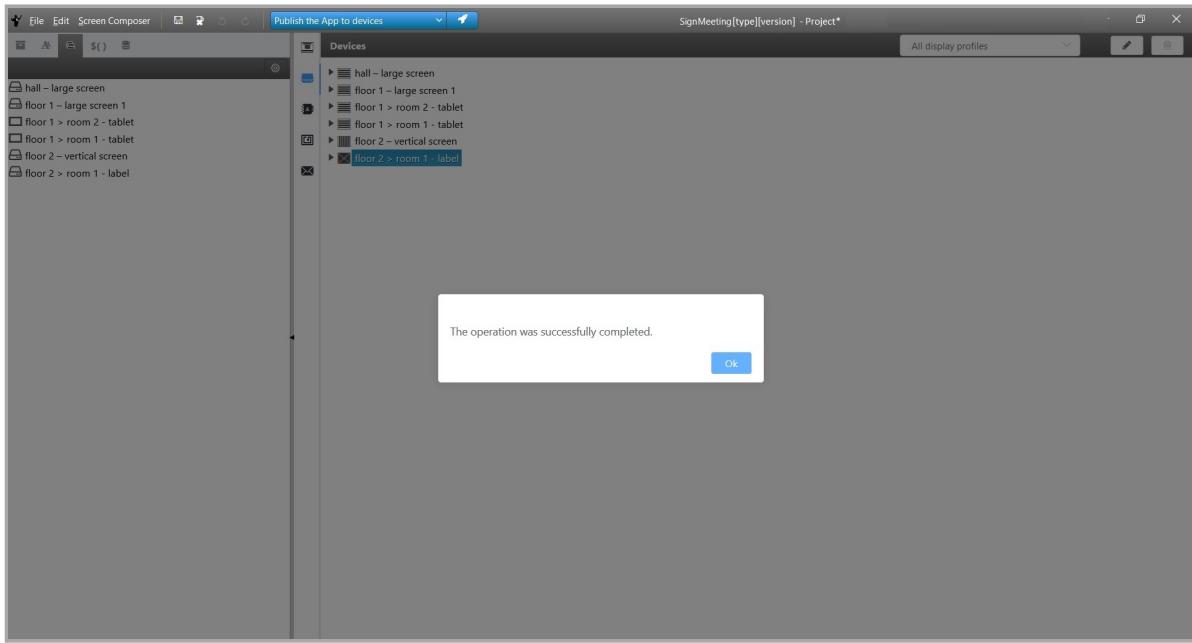
**Publication**

## 4.1 App publication

The `Publish to devices` button allow to publish the SignMeeting M365 App on the devices, applicant for the publication.

There are different ways to publish the App. For further information, refer to the chapter § [File > Project settings > Publication](#).

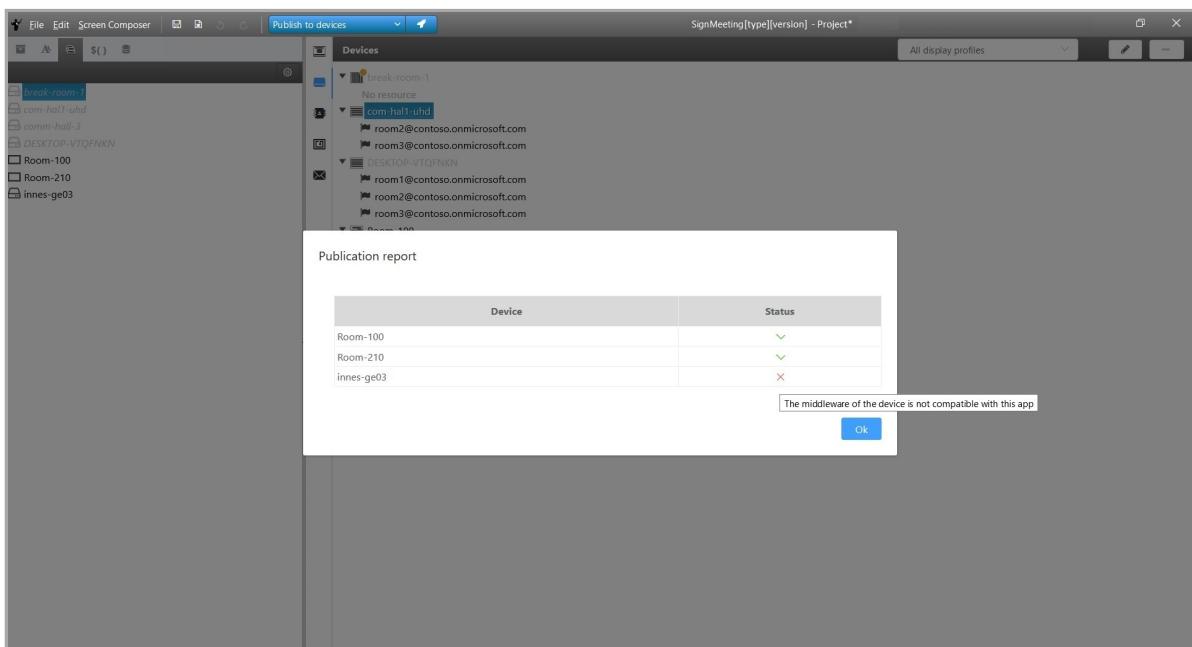
When the publication is successful for all the devices, applicant for publication, the `The operation was successfully completed` message appears.



## App publication failure report

When the publication was not successful for at least one device, a `publication report` popup appears after a while and gives information on the publication status.

Publication report status	Information
✓	The SignMeeting M365 App has been published on the devices.
✗	Screen composer has detected an error in your project. Consequently, the SignMeeting M365 App cannot be published on some devices.



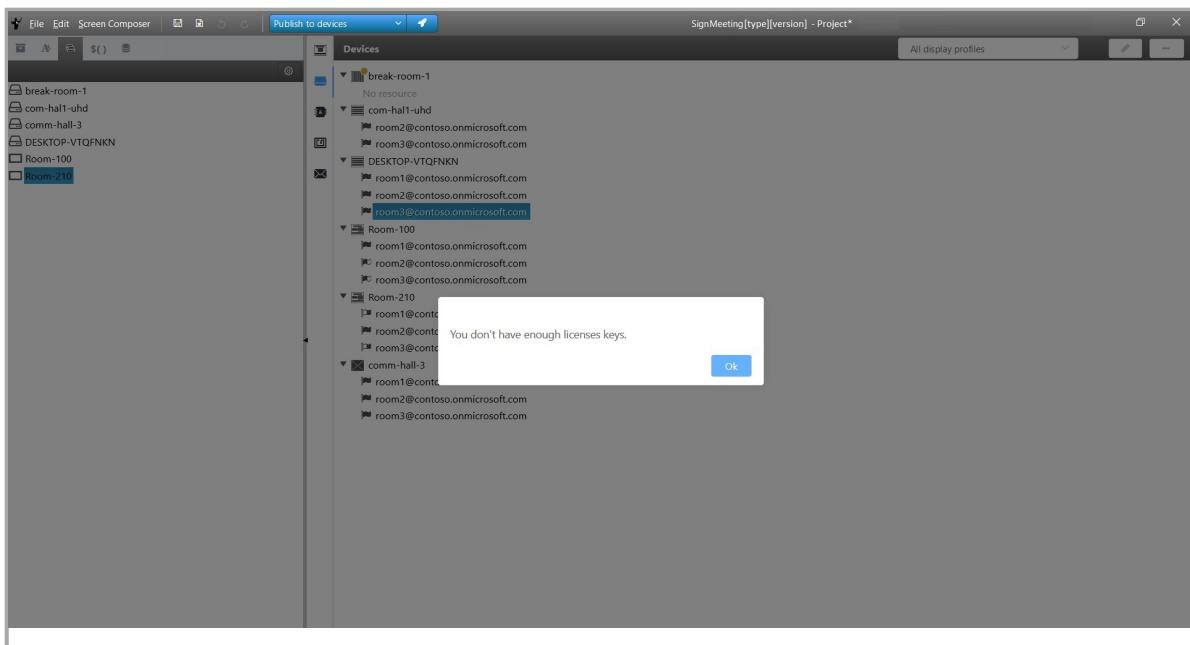
To get more information on the error in your project, fly the mouse pointer over the **✗** red cross to get more information about the publication report status for a device.

The error tooltip is usually very helpful. This table gives more information about how to fix the issue.

Publication report status error tooltip	Information
The middleware of the device is not compatible with this App	Check the compatibility of your SignMeeting M365 App. Remove from devices applicant for the publication all the one that are not compatible with this SignMeeting M365 App (for example, Gekkota 3 devices).
No profile defined.	No <i>display profile</i> has been associated to your device. Go in the <i>Devices</i> tab and associate a <i>display profile</i> instance to the device having a red stamp.
The operation has failed because the devices is not accessible	The device is no more available on the network (it is not supplied, the network cable is removed, the IP address or the port has changed). Check that the device is working properly and retry a device discovery .
The operation was not completed correctly because the login, password or port for one of the devices are not valid	The device has been added to your project with a wrong login credentials or wrong port to access the device WebDAV server
An internal error has occurred. Please try the operation later	One of the reasons could be this one: you are using a <i>https://</i> scheme which is not yet supported in INNES Screen Composer G4 .
An error has occurred during the publication, please check your form	You have checked an option in the SignMeeting M365 App configuration tab without filling the associated input (e.g.: <i>Logo</i> option is checked but the associated path filename is empty).
No file found at this location <i>./medias/[...]</i>	Upgrade your Screen Composer version. Upgrade your SignMeeting M365 App version.

## Publication error because insufficient App license keys

If you have not enough SignMeeting M365 license keys installed of a total of *core* key license for insufficient device, this error is raised at the publication. To work around, remove some devices from your project or install more SignMeeting M365 App licenses keys. For further information, refer to the chapter § [Screen Composer > Preferences > Licenses and Apps](#)

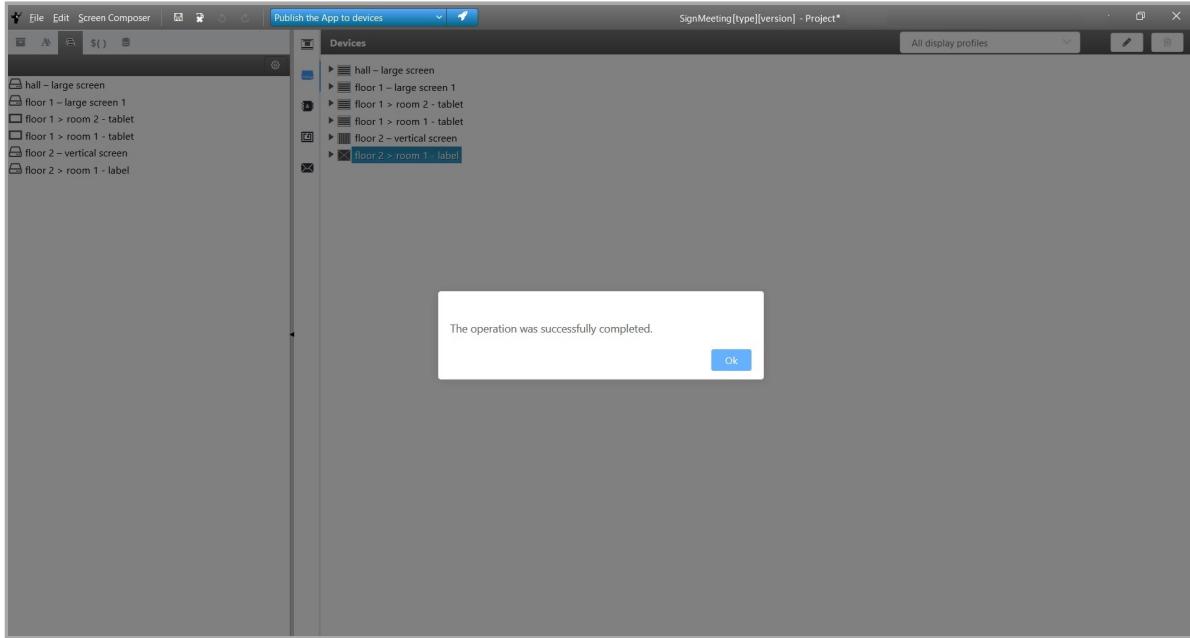


## 4.2 Middleware publication

When the `Publish middlewares to devices` button value is selected, clicking on the  button allows to publish all the selected middlewares available in the `Screen Composer > Preferences > Middlewares` pane on the devices applicant for the publication.

If the button is not available, refer to the chapter § [File > Project settings > Publication](#) and the chapter § [Screen Composer > Preferences > Middlewares](#).

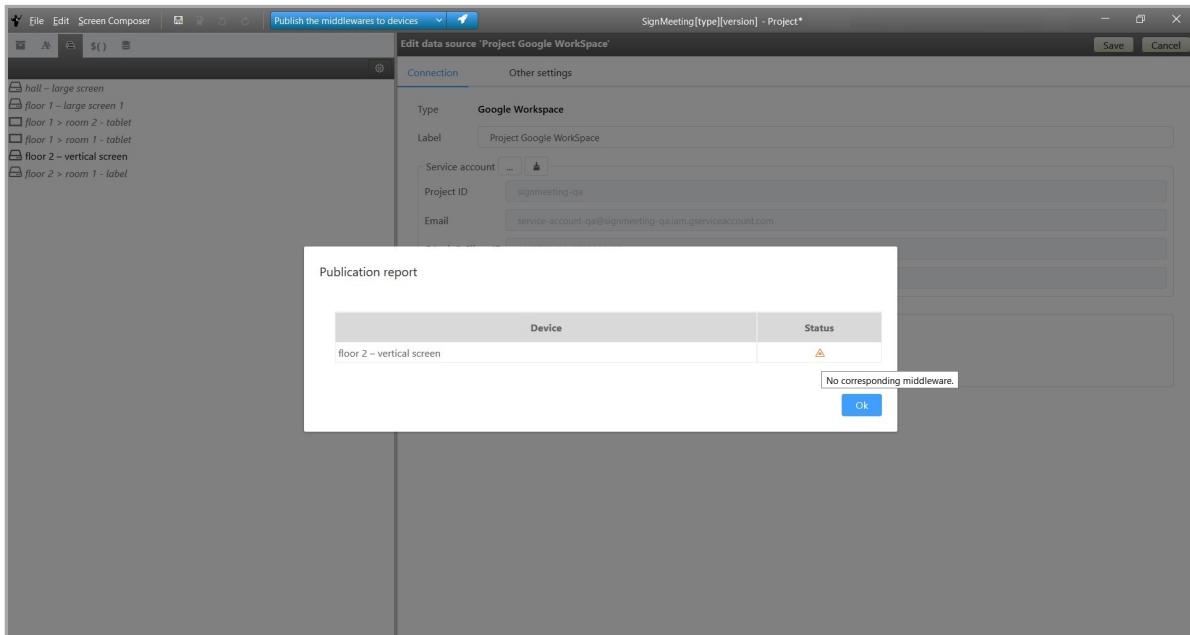
When the publication is successful for all the devices applicant for publication, the information message `The operation was successfully completed` appears.



## Middleware publication failure report

When one of the selected devices cannot be updated because there is no suitable middleware for it or the device is not available, a `publication report` popup appears after a while and gives information on the publication status.

Publication report status	Information
	No corresponding middleware.
	The middleware update has failed.



To get more information on the error in your project, fly the mouse pointer over the  red cross to get more information about the publication report status for a device.

The error tooltip is usually very helpful. This table gives more information about how to fix the issue.

Publication report status error tooltip	Information
No corresponding middleware	This device has been selected as applicant for the middlewares publication but there is no appropriate middleware available in the Screen Composer > Preferences > Middlewares pane.
The middleware update has failed	This device is probably not available on the network anymore. So check whether the device is working properly by checking its LED status behaviour. Check the network connectivity between your computer and the device. Check again whether the device is registered in INNES Screen Composer G4 with the appropriate port and IP address value.

# **Part V**

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**Contacts**

## 5.1 Contacts

For further information, please contact us:

- **Technical support:** [support@innes.en](mailto:support@innes.en),
- **Sales department:** [sales@innes.en](mailto:sales@innes.en).

Refer to the INNES Web site for FAQ, application notes, and software downloads: <http://www.innes.pro/en/>.

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# **Part VI**

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**Appendix**

## 6.1 Appendix: Azure AD portal

You can create your Azure Active Directory (or AAD) application by following this Microsoft tutorial <https://docs.microsoft.com/en-us/graph/auth-register-app-v2>.

A procedure example is shown here after by connecting to the Microsoft Azure portal.

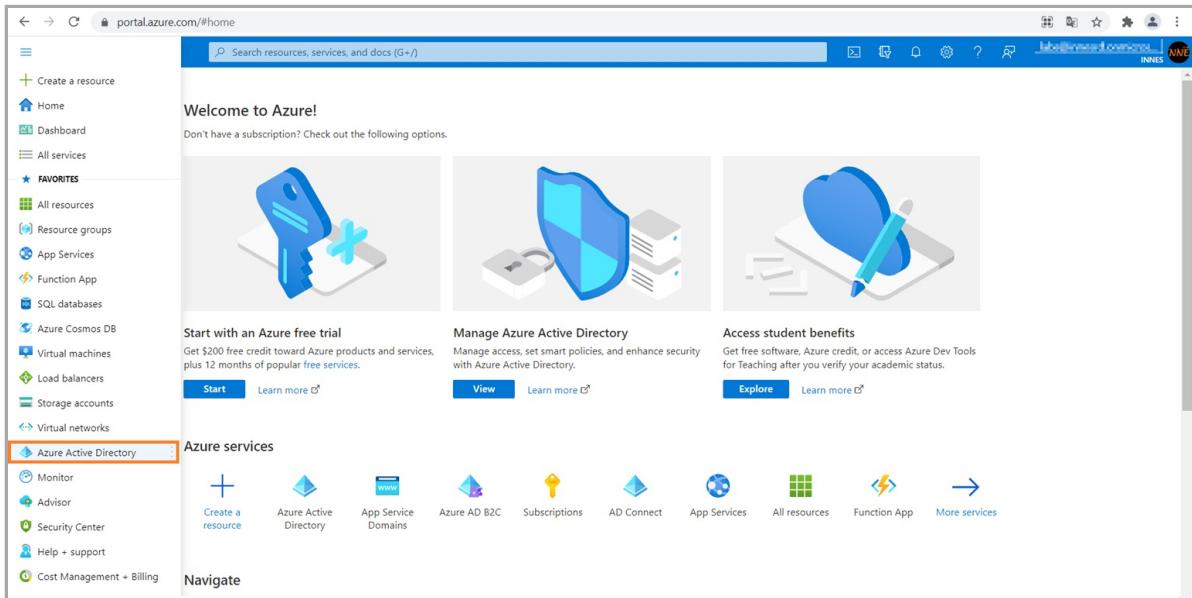
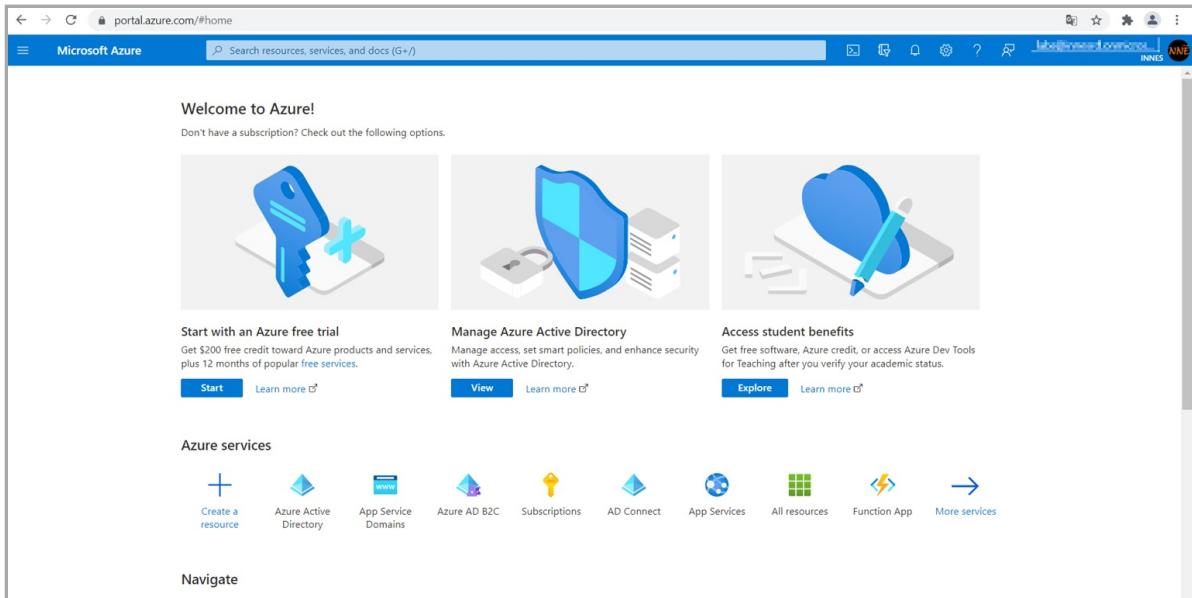
This procedure allows to generate you own ID and SECRET required in the SignMeeting M365 App:

- Application (client) ID ,
- Directory (Tenant) ID ,
- Client secret .

**☞ If you want to follow the PowerShell scripts procedure instead of following the procedure by connecting to the Azure AD portal, only PowerShell script for Azure Active Directory Application support 1.10.13 (and above) is supported. For further information, refer to the chapter § Appendix: Azure AD Application PowerShell module.**

Connect on Microsoft Azure portal: <https://portal.azure.com/> and sign in with your Microsoft 365 administrator account login credentials.

Click on the left top menu and choose the Azure Active directory item.



## Application (client) ID and directory (Tenant) ID

On the App registrations menu, click on the *New registration* button.

[https://portal.azure.com/#blade/Microsoft\\_AAD\\_IAM/ActiveDirectoryMenuBlade/RegisteredApps](https://portal.azure.com/#blade/Microsoft_AAD_IAM/ActiveDirectoryMenuBlade/RegisteredApps).

The screenshot shows the 'App registrations' blade in the Azure portal. The left sidebar has 'App registrations' selected. The main area shows a table with columns: Display name, Application (client) ID, Created on, and Certificates & secrets. A search bar at the top says 'Start typing a name or Application ID to filter these results'. A message at the top right says: 'Starting June 30th, 2020 we will no longer add any new features to Azure Active Directory Authentication Library (ADAL) and Azure AD Graph. We will continue to provide technical support and security updates but we will no longer provide feature updates. Applications will need to be upgraded to Microsoft Authentication Library (MSAL) and Microsoft Graph.' A 'New registration' button is highlighted with a red box.

Enter an application name (e.g.: *SignMeeting*), Select the appropriate Account in the organisation directory only (organisation only – Single tenant) radio button, and click on the Register button.

The screenshot shows the 'Register an application' blade. The 'Display name' field is set to 'SignMeeting'. Under 'Supported account types', the radio button for 'Accounts in this organizational directory only (Innes only - Single tenant)' is selected. The 'Register' button is highlighted with a red box.

In the Overview menu, copy to clipboard the Application (client) ID value, the 1st value required in SignMeeting M365 App configuration tab and store it preciously.

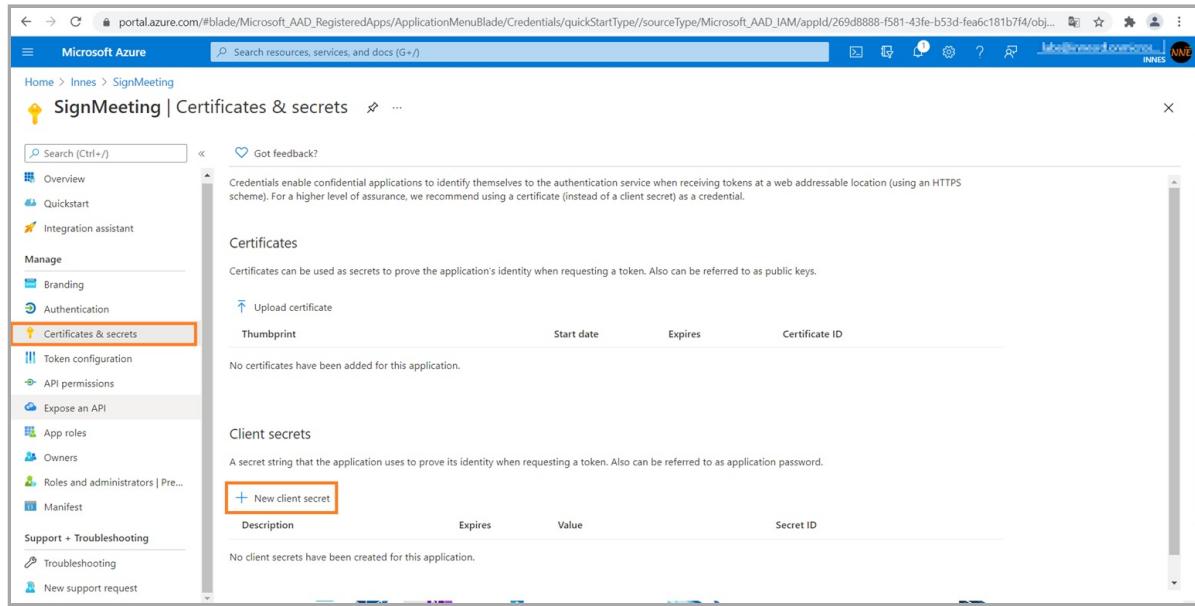
The screenshot shows the Microsoft Azure portal with the URL [https://portal.azure.com/#blade/Microsoft\\_AAD\\_RegisteredApps/ApplicationMenuBlade/Overview/quickStartType/sourceType/Microsoft\\_AAD\\_IAM/appId/269d8888-f581-43fe-b53d-fea6c181b7f4/objectId/527a2a1e-1a2a-4a3d-8a2a-1a2a2a2a2a2a](https://portal.azure.com/#blade/Microsoft_AAD_RegisteredApps/ApplicationMenuBlade/Overview/quickStartType/sourceType/Microsoft_AAD_IAM/appId/269d8888-f581-43fe-b53d-fea6c181b7f4/objectId/527a2a1e-1a2a-4a3d-8a2a-1a2a2a2a2a2a). The page title is "SignMeeting". The left sidebar shows the "Overview" tab is selected. The main content area displays the "Essentials" section with fields: Display name (SignMeeting), Application (client) ID (highlighted with a red box), Object ID, Directory (tenant) ID (highlighted with a red box), Client credentials, Redirect URIs, Application ID URI, Managed application in ..., and Supported account types (My organization only). A "Copy to clipboard" button is visible next to the Application (client) ID and Directory (tenant) ID fields. Below the essentials section, there are two informational cards: one about the new App registrations experience and another about the end of support for ADAL and Azure AD Graph.

In the Overview menu, copy to clipboard the Directory (tenant) ID value, the 2nd value required in SignMeeting M365 App configuration tab and store it preciously.

This screenshot is identical to the one above, but the "Directory (tenant) ID" field is highlighted with a red box, and the "Copy to clipboard" button is also highlighted with a red box, indicating the value has been copied.

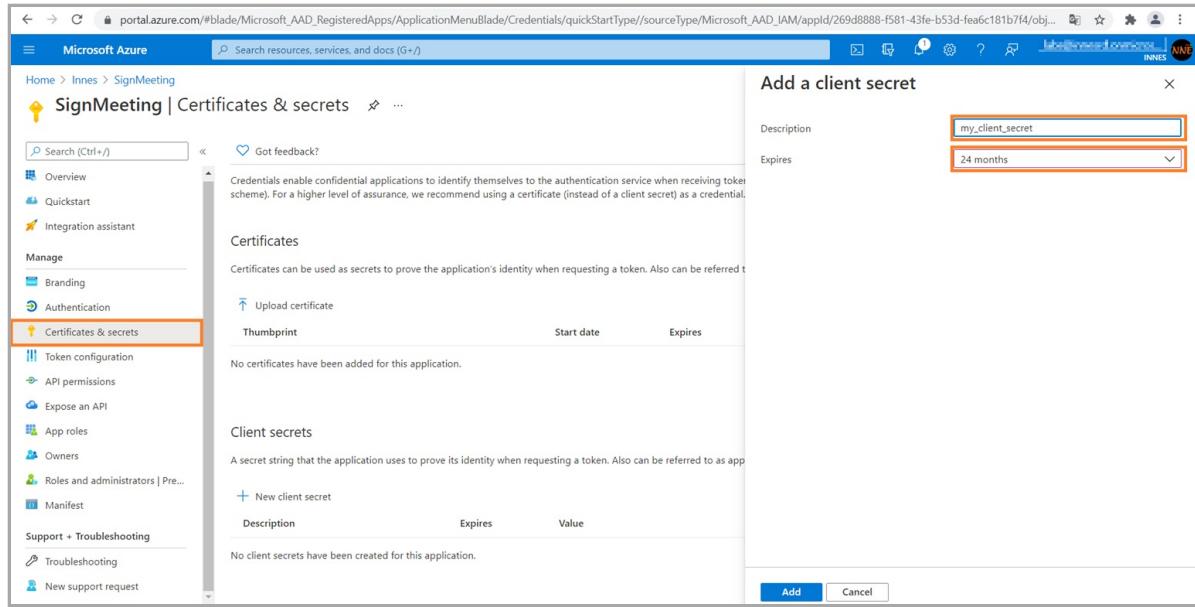
## Client secret

In the Certificates & secrets menu, click on the New client secret button.



The screenshot shows the Microsoft Azure portal interface. In the top navigation bar, there's a search bar and some account information. Below it, the main title is 'SignMeeting | Certificates & secrets'. On the left, a sidebar lists various app management options like Overview, Quickstart, Integration assistant, Manage, Authentication, Certificates & secrets (which is highlighted with a yellow box), Token configuration, API permissions, Expose an API, App roles, Owners, Roles and administrators, and Manifest. Under 'Support + Troubleshooting', there are Troubleshooting and New support request. The main content area has two sections: 'Certificates' and 'Client secrets'. The 'Certificates' section has a note about using certificates for authentication. The 'Client secrets' section has a note about using a secret string for identity. A yellow arrow points to the '+ New client secret' button in the 'Client secrets' section.

Enter a name (e.g.: `my_secret_key`) and click on the Add button.



The screenshot shows the Microsoft Azure portal with the 'Certificates & secrets' section open. A yellow arrow points to the '+ New client secret' button. A modal dialog box titled 'Add a client secret' is displayed. It has two input fields: 'Description' containing 'my\_client\_secret' and 'Expires' containing '24 months'. At the bottom right of the dialog are 'Add' and 'Cancel' buttons. The background shows the 'Certificates & secrets' list with no secrets present.

Copy into clip board the client secret value, the 3rd input for the SignMeeting M365 App configuration tab and store it preciously.

⚠ Do it right now because the client secret value is not visible anymore as soon as you click on a new Web page.

The screenshot shows the Microsoft Azure portal interface. The left sidebar navigation bar includes links for Overview, Quicksight, Integration assistant, Manage (Branding, Authentication, Certificates & secrets, Token configuration, API permissions, Expose an API, App roles, Owners, Roles and administrators, Manifest), Support + Troubleshooting (Troubleshooting, New support request), and a New support request link at the bottom.

The main content area displays the 'Certificates & secrets' page for the 'SignMeeting' application. It features a 'Certificates' section with a note about using certificates for authentication and a 'Client secrets' section. In the 'Client secrets' section, there is a table with one row:

Description	Expires	Value
my_client_secret	6/24/2023	6-CdOVxv6p1wwH4y8Q6Yr11_SY7dU-T_t Ba3b5df4-fd5e-40b1-8127-3fce2607d75

The 'Value' column is highlighted with a red box. To the right of the table are buttons for 'Copy to clipboard' and 'ID'.

## Grant permissions

For SignMeeting M365 these permissions must be granted:

- Calendars.ReadWrite ,
- Place.Read.All ,
- User.ReadAll .

The `Calendars.ReadWrite` permission allows to retrieve events and to add or update current events by using these APIs:

<https://docs.microsoft.com/en-us/graph/api/resources/calendar?view=graph-rest-1.0>. The `User.ReadAll` permission allows to resolve the

organizer and attendees display name from their email addresses by using this API: <https://docs.microsoft.com/en-us/graph/api/user-get?view=graph-rest-1.0&tabs=http>.

The `Place.Read.All` permission allows to ensure that the room exists by using this API:

<https://docs.microsoft.com/en-us/graph/api/place-list?view=graph-rest-1.0&tabs=http>. Note that concerns only the rooms whose calendar is shared with the delegate account.

In the API permissions menu, click on the Add a permission button.

The "Admin consent required" column shows the default value for an organization. However, user consent can be customized per permission, user, or app. This column may not reflect the value in your organization, or in organizations where this app will be used. [Learn more](#)

Configured permissions

Applications are authorized to call APIs when they are granted permissions by users/admins as part of the consent process. The list of configured permissions should include all the permissions the application needs. [Learn more about permissions and consent](#)

API / Permissions	Type	Description	Admin consent req...	Status
Microsoft Graph (1)	Delegated	Sign in and read user profile	No	...

Select Microsoft Graph button in the Microsoft APIs tab.

The "Admin consent required" column shows the default value for an organization. However, user consent can be customized per permission, user, or app. This column may not reflect the value in your organization, or in organizations where this app will be used. [Learn more](#)

Configured permissions

Applications are authorized to call APIs when they are granted permissions by users/admins as part of the consent process. The list of configured permissions should include all the permissions the application needs. [Learn more about permissions and consent](#)

API / Permissions name	Type	Description
Microsoft Graph (1)	Delegated	Sign in and read user profile

To view and manage permissions and user consent, try [Enterprise applications](#).

Request API permissions

Select an API

Microsoft APIs   APIs my organization uses   My APIs

Commonly used Microsoft APIs

Microsoft Graph
Take advantage of the tremendous amount of data in Office 365, Enterprise Mobility + Security, and Windows 10. Access Azure AD, Excel, Intune, Outlook/Exchange, OneDrive, OneNote, SharePoint, Planner, and more through a single endpoint.

Azure DevOps	Azure Rights Management Services	Azure Service Management
Integrate with Azure DevOps and Azure DevOps server	Allow validated users to read and write protected content	Programmatic access to much of the functionality available through the Azure portal

Dynamics 365 Business Central	Flow Service	Office 365 Management APIs	OneNote
Programmatic access to data and functionality in Dynamics 365 Business Central	Access the capabilities of CRM business software and ERP systems	Programmatic access to Intune data	Create and manage notes, lists

Select then the Application permissions button.

The screenshot shows the Microsoft Azure portal interface. On the left, there's a sidebar with various management options like Overview, Quickstart, Integration assistant, Manage, API permissions, and Support + Troubleshooting. The main area is titled 'SignMeeting | API permissions'. A 'Request API permissions' dialog is open, showing the 'Microsoft Graph' API with one permission listed: 'User.Read' (Delegated, Sign in and read). The 'Application permissions' section is highlighted with an orange box, indicating it's the selected type. Below the dialog, there are 'Add permissions' and 'Discard' buttons.

In the display filter input, enter the text `calendar` and check the option `Calendars.ReadWrite`.

Do not click now on the `Add permissions` button.

This screenshot shows the same 'Request API permissions' dialog as the previous one, but with a search term 'calendar' entered into the display filter input field. In the 'Select permissions' list, the 'Calendars.ReadWrite' option is checked and highlighted with an orange box. The other permission, 'Calendars.Read', is shown with its checkbox unchecked. The 'Add permissions' and 'Discard' buttons are visible at the bottom.

To be able to get the room capacity or the room location, in the display filter input, enter the text *Place* then check the option `Place.Read.All`.

The screenshot shows the Microsoft Azure portal's 'Request API permissions' interface for the 'SignMeeting' application. On the left, the navigation menu is visible with 'API permissions' selected. The main area displays 'Configured permissions' for Microsoft Graph, including 'Calendars.ReadWrite', 'Place.Read.All', 'User.Read', and 'User.Read.All'. A search bar at the top right shows 'place'. In the 'Select permissions' section, 'Place (1)' is expanded, showing 'Place:Read.All' selected with a checked checkbox. This permission is highlighted with an orange border. The 'Place:Read.All' row includes a description: 'Read all company places' and 'Admin consent required'. At the bottom right of the permissions list are 'Add permissions' and 'Discard' buttons.

In the display filter input, enter the text *User* and scroll to the bottom to find the *User* entry.

This screenshot shows the same 'Request API permissions' interface as the previous one, but with a different search term. The search bar now contains 'User'. The 'User' permission under the 'User' category is selected and highlighted with an orange border. The 'User' row includes a description: 'Sign in and read user profile information' and 'Admin consent required'. A large orange arrow points downwards from the search bar towards the 'User' entry in the list. The bottom right of the permissions list has 'Add permissions' and 'Discard' buttons.

Select the option User.ReadAll .

The screenshot shows the 'Request API permissions' dialog in the Microsoft Azure portal. The left sidebar shows the 'SignMeeting' app's overview and configuration options. The main pane displays the 'Configured permissions' section for Microsoft Graph. A specific permission, 'User.Read.All', is selected and highlighted with a red box. At the bottom of the dialog, there are 'Add permissions' and 'Discard' buttons.

Click on the **Add permissions** button.

At this step, the permissions are not yet granted.

The screenshot shows the 'SignMeeting API permissions' page in the Microsoft Azure portal. The 'Grant admin consent for Innes' button is highlighted with a red box. Below it, a table lists three permissions under 'Microsoft Graph': 'Calendars.ReadWrite' (Application, Read and write calendars in all mailboxes, Yes, Not granted for Innes), 'Place.Read.All' (Application, Read all company places, Yes, Not granted for Innes), and 'User.Read.All' (Application, Read all users' full profiles, Yes, Not granted for Innes). The status for all three permissions is 'Not granted for Innes'.

Click on the **Grant admin consent for <your\_organisation>** button.

Grant admin consent confirmation.  
Do you want to grant consent for the requested permissions for all accounts in Innes? This will update any existing admin consent records this application already has to match what is listed below.

API / Permissions name	Type	Description	Admin consent requ...	Status
Microsoft Graph (3)				...
Calendars.ReadWrite	Application	Read and write calendars in all mailboxes	Yes	⚠️ Not granted for Innes
Places.Read.All	Application	Read all company places	Yes	⚠️ Not granted for Innes
User.Read.All	Application	Read all users' full profiles	Yes	⚠️ Not granted for Innes

Now the permissions are granted.

Successfully granted admin consent for the requested permissions.

The "Admin consent required" column shows the default value for an organization. However, user consent can be customized per permission, user, or app. This column may not reflect the value in your organization, or in organizations where this app will be used. Learn more

API / Permissions name	Type	Description	Admin consent requ...	Status
Microsoft Graph (3)				...
Calendars.ReadWrite	Application	Read and write calendars in all mailboxes	Yes	_GRANTED FOR INNES
Places.Read.All	Application	Read all company places	Yes	_GRANTED FOR INNES
User.Read.All	Application	Read all users' full profiles	Yes	_GRANTED FOR INNES

## 6.2 Appendix: Error when using SignMeeting M365 with Azure Active Directory

With M365 using OAuth authentication, some Azure application ID and SECRET values are required. In case the Directory (tenant) ID, the application (client) ID or the client secret entered in the SignMeeting M365 App configuration tab are wrong or not valid, some error message is displayed when SignMeeting M365 App is running on the devices :

- Details: Invalid directory (tenant) ID defined in the Azure Authentication for the data source settings:
  - Check that the application has been created properly in Azure Active Directory.
  - Check again that the directory (tenant) ID value entered in the SignMeeting M365configuration tab is consistent.
- Details: Invalid application (client) ID defined in the Azure Authentication for the data source settings:
  - The directory (tenant) ID is probably valid, but the application (client) ID is not valid. Check again that the application (client) ID value entered in the SignMeeting M365configuration tab is consistent.
- Details: Invalid client secret defined in the Azure Authentication for the data source settings:
  - The directory (tenant) ID is probably valid, but the client secret is not valid. Check again the client secret value entered in the SignMeeting M365 App configuration tabs.

Check again the ID and SECRET values transmitted by your Microsoft 365 administrator:

- Directory (tenant) ID value,
- Application (client) ID value,
- Client secret value.

In case a more generic error message Authentication with Azure application failed, error code: XXXXXX is displayed, enter the error code in the Microsoft Web page for further diagnostic: <https://login.microsoftonline.com/error>.

## 6.3 Appendix: Configuration using PowerShell for Microsoft 365 (M365)

On a MS-Windows computer, launch `powershell` with administrator rights.



☞ The command lines have been tested on PowerShell 7.X.

### Install ExchangeOnlineManagement module

To connect to your M365, you must install once, the `ExchangeOnlineManagement` module.

```
Install-Module -Name ExchangeOnlineManagement
```

### Execute Powershell commands for Microsoft 365 (M365)

On a MS-Windows computer, open `powershell` command with administrator rights and type this command line by replacing the parameters values by yours (e.g. my365AdminAccount@contoso.onmicrosoft.com):

```
Connect-ExchangeOnline -UserPrincipalName my365AdminAccount@contoso.onmicrosoft.com
```

### Room creation (if not already created)

To create a new resource mailbox, type this command line by replacing the parameters values by yours (e.g. myresource1):

```
New-Mailbox -Name "myresource1" -Room
```

### Room configuration

To define the typical default configuration for this mailbox suitable for the SignMeeting M365 App, type on the same line, these seven command lines parts by replacing the parameters values by yours (e.g. myresource1):

```
Set-CalendarProcessing -Identity "myresource1" -AutomateProcessing AutoAccept
```

```
-AddOrganizerToSubject $false
```

```
-DeleteSubject $false
```

```
-ScheduleOnlyDuringWorkHours $true
```

```
-DeleteComments $False
```

```
-DeleteAttachments $False
```

```
-RemovePrivateProperty $False
```

☞ When a room is deleted (or modified) by the App, it is deleted (or modified) only in room calendar (and kept unmodified in the delegate calendar).

☞ `DeleteAttachments = false` to keep attachment in events.

☞ `RemovePrivateProperty = false` to display private events as well.

To check the room configuration, type this command line by replacing the parameters values by yours (e.g. myresource1):

```
Get-CalendarProcessing "myresource1" | fl
```

## Working hours and time zone policy

To configure the working range policy and timezone, type on the same line, these four command line parts:

```
Set-MailboxCalendarConfiguration "myresource1"  
  
-WorkingHoursStartTime 08:00:00 -WorkingHoursEndTime 19:00:00  
  
-Workdays Weekdays -WeekStartDay Monday  
  
-WorkingHoursTimeZone "Central Europe Standard Time"
```

To check your room configuration, type this command line by replacing the parameter value by yours:

```
Get-MailboxCalendarConfiguration "myresource1"
```

## Delegate account creation

To create a new user account, known also as delegate account, type on a same line, these four lines by replacing the parameters values by yours:

```
New-Mailbox -Alias MyDelegate -Name "mydelegate" -FirstName "My" -LastName "Delegate"  
  
-DisplayName "myDelegate" -MicrosoftOnlineServicesID "mydelegate@contoso.onmicrosoft.com"  
  
-Password (ConvertTo-SecureString -String "1234abcd" -AsPlainText -Force)  
  
-ResetPasswordOnNextLogon $false
```

## Grant access to delegate account

To grant access to the resource mailbox for the delegate account, type on the same line these two command line parts, by replacing the parameters values by yours (e.g. mydelegate):

```
Add-MailboxPermission -Identity myresource@contoso.onmicrosoft.com -User "mydelegate"  
  
-AccessRights FullAccess -InheritanceType All -automapping $true
```

In this example, a delegate account `mydelegate@contoso.onmicrosoft.com` has been created using password `1234abcd`. The delegate account can handle the room `myresource1@contoso.onmicrosoft.com`. You can now use these parameters to configure the datasource and associated resources in Screen Composer for your App.

## Note for PowerShell execution

*If SSL is requested by the powershell client. If the SSL error is raised, unencrypted traffic is disabled in the client configuration. A temporary solution is to disable SSL for this powershell session. In this case, type these three commands lines.*

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

## 6.4 Appendix: Azure AD Application PowerShell module

⚠ Since the SignMeeting 2.10.12, the PowerShell script for Azure Active Directory Application support (`Powershell_Innes_AAD`) must be 1.10.16 (or above).

Download the PowerShell script for Azure Active Directory Application support `Powershell_Innes_AAD-1.10.16.zip` from the [Innes Site Web](#) then follow the instructions below.

### Compatibility

The `Powershell_Innes_AAD-1.10.16.zip` PowerShell script for Azure Active Directory application is compatible with `PowerShell 5.X` (deployed on Windows 10).

### Introduction

This set of `Powershell` functions allows to:

- create an *Azure Active Directory* application, with the `New-AADApplication` function,
- remove an *Azure Active Directory* application, with the `Remove-AADApplication` function.

These functions are defined in the `PSAAD` PowerShell module stored in the `Modules\PSAAD\` directory.

The result of the `Powershell` functions is also stored in a JSON file.

Edit the file and store preciously the values which could be required for your application:

- the `clientId` value,
- the `tenantId` value,
- the `clientSecret` value.

### Security

By default, the execution of local `Powershell` scripts are not allowed. You can change their execution rights by changing the `PowerShell` security policy. This modification has to be done once with the `Set-ExecutionPolicy` `Powershell` function. Your organisation may have to change it according to your security rules.

For example, to authorize the execution of all scripts, launch a `Powershell` console with administrator rights, and type:

```
PS > Set-ExecutionPolicy -ExecutionPolicy Unrestricted -scope CurrentUser
```

For further information, look at the cmdlet `Set-ExecutionPolicy` help page.

If you cannot allow the execution of unsigned local scripts, you can install the provided certificate in the list of authorized root certificates with the command:

```
PS > cd <your_path_to_the_scripts>\Powershell_Innes_AAD\Certificate\  
PS > Import-PfxCertificate -FilePath InnesCodeSigningRootCA_1.pfx -CertStoreLocation .../  
cert:\CurrentUser\Root -Password $(ConvertTo-SecureString "1234" -AsPlainText -Force)
```

To import the `.pfx` certificate, you can also use the MS-Windows application `certmgr.msc`, select the `Trusted Root Certification Authorities`, right click on `All Tasks`, select the `Import` item, select the file and enter the password `1234`. When ended, close the current `Powershell` console.

### Prerequisite

#### Install the AzureAD module

Install the `AzureAD` module with the command below:

```
PS > Install-Module -name AzureAD -scope CurrentUser
```

### Dependency

If this message is prompted, enter `Y`.

```
The NuGet supplier is required to continue  
PowerShellGet requires the NuGet vendor, version 2.8.5.201 or later, to interact with the repositories.  
The NuGet provider must be available in "C:\Program Files\PackageManagement\ProviderAssemblies" or .../  
"C:\Users\<username>\AppData\Local\PackageManagement\ProviderAssemblies".  
You can also install the provider NuGet by executing the command "Install-PackageProvider -Name NuGet .../  
-MinimumVersion 2.8.5.201 -Force". Do you want that PowerShellGet installs and imports the NuGet provider now?  
[Y] Yes [N] No [S] Suspend [?] Help (default is "Y"):
```

If this message is prompted, enter `Y`.

```
Unapproved repository
You install the modules from an unapproved repository. If you approve this repository, .../
change its InstallationPolicy value by running the Set-PSRepository command applet. .../
Do you really want to install From PSGallery ?
[Y] Yes [T] Yes for all [N] No [U] No for all [S] Suspend [?] Help (default is "N"):
```

## Usage

To use one of the *Powershell* modules, you have to define the environment variable for PSAAD. You have 3 possibilities:

1. Either copy the directories under `Modules\` into a standard *Powershell* module installation directory, for example `C:\Program Files\WindowsPowerShell\Modules`. Then launch a *Powershell* console.
2. Or redefine the search variable for *Powershell* modules (the `$Env:PSModulePath Powershell` variable) each time you will use theses functions. In this case, launch a *Powershell* console, and type the line below, adapting it to your path. Each time you launch a new *Powershell* console, you need to enter it again.

Example:

```
PS > $Env:PSModulePath="$Env:PSModulePath;C:\Program Files (x86)\WindowsPowerShell\Modules"
```

3. Or redefine the search variable for *Powershell* modules in the Windows environment variables. For that, add the path `<your_path_to_the_scripts>\Powershell_Innes_AAD\Modules` to the environment variable `PSModulePath`. Then, launch afterwards a *Powershell* console.

To use the functions or get help, you must then import the module(s) with the `Import-Module` function. Example:

```
PS > Import-Module PSAAD
```

Depending on how you get the scripts, you may have this following warning:

```
Security Warning Run only scripts that you trust. While scripts from the Internet can be useful, .../
this script can potentially harm your computer. Do you want to run \server\scripts\my.ps1? .../
[D] Do not run [R] Run once [S] Suspend [?] Help (default is "D"):
```

To avoid this message, you can unblock the script files (to do only once):

```
PS > cd <your_path_to_the_scripts>\Powershell_Innes_AAD\
PS > dir -Recurse | Unblock-File
```

The `Get-Command` function allows you to list the functions defined in a module. Example:

```
PS > Get-Command -Module PSAAD
```

Answer example:

CommandType	Name	Version	Source
Function	New-AADApplication	1.10.16	PSAAD
Function	Remove-AADApplication	1.10.16	PSAAD

You can get help on each function of the module by using the standard cmdlet `Get-Help` with options:

- `-detailed`,
- `-full`,
- `-examples`.

Example:

```
PS > Get-Help -detailed New-AADApplication
```

NAME  
New-AADApplication

SYNOPSIS  
This function creates a Azure Active Directory application.

SYNTAX  
New-AADApplication [[-Credential] <PSCredential>] [[-tenantId] <String>] [-appName] <String> [-authorizations] <String[]> [[-LogFile] <String>] [<CommonParameters>]

DESCRIPTION  
This function creates a Azure Active Directory application.

PARAMETERS

-Credential <PSCredential>  
Credential (admin profile) used to create the Azure Active Directory application. If absent, a dialog is displayed in the browser to enter the credentials.

-tenantId <String>  
Azure Active Directory Tenant Id of the tenant in which the application has been created. This parameter is not mandatory. If absent, the tenantId is retrieved automatically after the credentials have been entered in the dialog.

-appName <String>  
Name of the Azure Active Directory application.

-authorizations <String[]>  
Authorization type:  
- "signcom\_m365" : to access to M365 files and folders resources and Web sites for SignCom application  
- "url\_launcher\_m365" : to access to M365 Web sites for URL launcher application  
- "signmeeting\_ews": to access to MS-Exchange room mailbox resources for SignMeeting MS-Exchange application  
- "signmeeting\_m365": to access to M365 room mailbox resources for SignMeeting-M365 application  
- "briva\_calendar\_ews": to access to MS-Exchange room mailbox resources for Briva Calendar EWS application  
- "m365\_room": to access to M365 room mailbox resource for SBL10e m365\_room application  
- "m365\_user": to access to M365 user presence resource for SBL10e m365\_user application  
- "powerbi": to access to Power BI report

-LogFile <String>  
Log file path

<CommonParameters>  
This cmdlet supports the common parameters: Verbose, Debug, ErrorAction, ErrorVariable, WarningAction, WarningVariable, OutBuffer, PipelineVariable, and OutVariable. For more information, see about\_CommonParameters (<https://go.microsoft.com/fwlink/?LinkID=113216>).

----- EXAMPLE 1 -----

PS C:\>\$result = New-AADApplication -appname "my-App-Label" -authorizations "Authorization type"

A consent request will be sent in 30 seconds in your browser.  
You must log into an administrator account of your organization and grant the necessary permissions.

PS C:\>\$result

Name	Value
clientId	xxxxxxxx-xxxx-xxxx-xxxx-xxxxxxxxxxxx
objectId	xxxxxxxx-xxxx-xxxx-xxxx-xxxxxxxxxxxx
spId	xxxxxxxx-xxxx-xxxx-xxxx-xxxxxxxxxxxx
name	my-App-Label
tenantId	xxxxxxxx-xxxx-xxxx-xxxx-xxxxxxxxxxxx
clientSecret	xxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx

REMARKS

To see the examples, type: "get-help New-AADApplication -examples".  
For more information, type: "get-help New-AADApplication -detailed".  
For technical information, type: "get-help New-AADApplication -full".

## Example to create an Azure Active Directory application for SignMeeting M365

```
PS > $signmeeting_m365 = New-AADApplication -appname "SignMeeting-M365" -authorizations "signmeeting_m365"
```

■ Don't use space characters inside the appname else an error could be returned.

■ Don't use an already existing Appname else an error is returned.

⚠ Clicking on a Powershell window can suspend the command. In this case click again in the window to resume the command.\*

A login popup is displayed . Enter once your M365 login credentials. This message is then displayed in a *Powershell* context.

You must log into an administrator account of your organisation and grant the necessary permissions.  
A consent request will be sent within 30 seconds in your browser.

After thirty seconds, a login popup should be prompted ( <https://login.microsoftonline.com/> ) automatically in your default Web browser.

Enter again your M365 login credentials.

A new popup message with the *Permission requested, review for your organisation* title is prompted in your Web browser.

Click on the `Accept` button. Then a message is displayed in your Web browser showing that the consent is successful: *Success of the consent request*.

You can view the data of the created application by typing the following command :

```
PS > $signmeeting_m365
Name          Value
----          -----
clientId      xxxxxxxx-xxxx-xxxx-xxxx-xxxxxxxxxxxx
objectId      xxxxxxxx-xxxx-xxxx-xxxx-xxxxxxxxxxxx
spId          xxxxxxxx-xxxx-xxxx-xxxx-xxxxxxxxxxxx
name          SignMeeting-M365
tenantId     xxxxxxxx-xxxx-xxxx-xxxx-xxxxxxxxxxxx
clientSecret xxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx
```

The result of the *Powershell* function is also stored in a JSON file: `signmeeting_m365.json` .

Edit the file and store preciously the values required for your application:

- the `clientId` value,
- the `tenantId` value,
- the `clientSecret` value.

### **Example to delete an Azure Active Directory application**

```
PS > Remove-AADApplication -appname "SignMeeting-M365"
```

A login popup is opened. Enter your M365 credentials. In case the values do not allow SignMeeting to work properly, check in Azure portal that the application has been created succesfully and the rights are properly granted. If not, wait for a while, the rights granting may take several hours.

## 6.5 Appendix: Azure AD User Principal Name

To get the only one possible name for your resource, you have to use the User principal name of your resource.

Connect to the Azure portal with your Administrator login credentials then open the `Users` menu on the left.

UPN	Display Name	Status	Office
CS 02	cs02@innesrd.onmicrosoft.com	Member	No
CS 03	cs03@innesrd.onmicrosoft.com	Member	No
CS 04	cs04@innesrd.onmicrosoft.com	Member	No
CS 05	cs05@innesrd.onmicrosoft.com	Member	No
CS 06	cs06@innesrd.onmicrosoft.com	Member	No
CS 07	cs07@innesrd.onmicrosoft.com	Member	No
Customer Su...	cs@innesrd.onmicrosoft.com	No	
Delegate2	delegate2@innesrd.onmicrosoft.com	No	
<b>DEMO 01</b>	<b>demo01@innesrd.onmicrosoft.com</b>	Member	No
DEMO 02	demo02@innesrd.onmicrosoft.com	Member	No
DEMO 03	demo03@innesrd.onmicrosoft.com	Member	No

Select the appropriate resource to see its User principal Name .

Name	Value
User Principal Name	demo01@innesrd.onmicrosoft.com

## Get list of AzureAD User Principal Names with Powershell

For the Graph module of Azure Active Directory PowerShell, you must use PowerShell version 5.1.

```
PS C:\WINDOWS\system32> $PSVersionTable

Name           Value
----          -----
PSVersion      5.1.19041.1023
PSEdition     Desktop
PSCompatibleVersions {1.0, 2.0, 3.0, 4.0...}
BuildVersion   10.0.19041.1023
CLRVersion    4.0.30319.42000
WSManStackVersion 3.0
PSRemotingProtocolVersion 2.3
SerializationVersion 1.1.0.1
```

These procedures are intended for users who are members of a Microsoft 365 administrator role group.

Open an elevated Windows PowerShell command prompt window running Windows PowerShell as an administrator.

```
PS C:\WINDOWS\system32> Install-Module -Name AzureAD
```

By default, the PowerShell Gallery (PSGallery) is not configured as a trusted repository for PowerShellGet . The first time you use the PSGallery, you will see the following message:

## Untrusted repository

You are installing the modules from an untrusted repository. If you trust this repository, change its InstallationPolicy value by running the `Set-PSRepository` cmdlet.

Are you sure you want to install the modules from 'PSGallery'?  
[Y] Yes [A] Yes to All [N] No [L] No to All [S] Suspend [?] Help (default is "N"):

Type [A] for Yes to All.

```
PS C:\WINDOWS\system32> Connect-AzureAD
```

Once connected, you can use the cmdlets of Azure Active Directory PowerShell module for Graph.

```
PS C:\WINDOWS\system32> Get-AzureADUser
```

ObjectId	DisplayName	UserPrincipalName	UserType
bb1ff602-943c-42dc-a890-45caf0504afa	DEMO 01	demo01@innesrd.onmicrosoft.com	Member
bb1ff602-943c-42dc-a890-45caf0504afb	DEMO 02	demo01@innesrd.onmicrosoft.com	Member
bb1ff602-943c-42dc-a890-45caf0504afc	DEMO 03	demo01@innesrd.onmicrosoft.com	Member
bb1ff602-943c-42dc-a890-45caf0504afd	DEMO 04	demo01@innesrd.onmicrosoft.com	Member

## Get the resource user principal name from a resource email alias

Some organisation use a resource email alias instead of using the resource user principal name, to avoid to use very long resource email values. The resource email alias is not supported in SignMeeting M365. To know the user principal name of a resource email value, type the cmdlet with the syntax below:

```
Get-Mailbox -Identity <resource_email_address> | Format-List UserPrincipalName
```

Example

```
PS C:\WINDOWS\system32> Get-Mailbox -Identity demo01_alias@innes.com | Format-List UserPrincipalName
```

```
UserPrincipalName : demo01@innesrd.onmicrosoft.com
```

## 6.6 Appendix: CSS mapping

SignMeeting M365	Calendar field	Current meeting CSS	Next meeting CSS
Title	SUMMARY	mainpage_current_summary	mainpage_next_summary
Description	DESCRIPTION	mainpage_current_description	mainpage_next_description
Label description	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
Organisator	ORGANIZER, CN	mainpage_current_organizer	mainpage_next_organizer
Organisator 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

## 6.7 Appendix: Data mapping

SignMeeting M365 label	Calendar field	SignMeeting M365 fields
Title	SUMMARY	summary
Description	DESCRIPTION	description
Location	LOCATION	location
Time range	DTSTART / DTEND	time_range
Organisator	ORGANIZER, CN	organizer
Attendees	ATTENDEE, CN	attendees

## 6.8 Appendix: Information message when using an inconsistent resource Id

Theis message should be displayed for a while after having tried to book a meeting in a meeting room resource having an inconsistent resource id:

A problem occured while trying to add the new meeting.  
Malformed request

To work around, remember the resource name in which booking attempt has been done and check its resource id in the SignMeeting datasource.

## 6.9 Appendix: Room screen CSS

### CSS file example

This is an example of a `signmeeting_theme_room_screen_light-00XX.css` file.

```
/**  
 * Room Screen customizable CSS applying a light theme.  
 *  
 * Feel free to edit the proposed fields based on your needs.  
 *  
 * If you want to use an external media (image, video...),  
 please ensure that it has been added in the publication (see ScreenComposer MEDIA tab).  
 * Then specify the URL relatively to this file's location.  
 *  
 * Example 1: The CSS and the media are in the same directory.  
 *         ./assets/theme_room_screen.css  
 *         ./assets/my_image.png  
 *     => The style to apply is:  
 *         background-image: url("my_image.png");  
 * The path requires just the image's file name.  
 *  
 * Example 2: The CSS and the media are in two different directories.  
 *         ./css/theme_room_screen.css  
 *         ./images/my_image.png  
 *     => The style to apply is:  
 *         background-image: url("../images/my_image.png");  
 * The path goes up one level (..), then follows the "images" directory  
(images/) and ends up with the image's file name (my_image.png)  
*/  
  
/* Defines the default colors and font */  
body {  
    color: #333;  
}  
  
/* Banner */  
#banner {  
    background-color: white;  
}  
  
#banner #date_and_time,  
#banner #active_directory_connection_status,  
#banner #banner_title {  
    color: #333;  
    font-size: 1em;  
}  
  
/* Main Page container element */  
.container {  
    background-image: url('data:image/png;base64,iVBORw...5CYII=');  
    /* background-image: none; */  
    background-size: 100%;  
}  
  
/*  
CSS classes matching the deviceInfo variables specific to each device are set on the container.  
It allows you to apply specific CSS rules based on the device.  
A prefix is used for CSS compatibility and to match the deviceInfo Name.  
e.g.:  
    .MAC_00-1C-E6-02-38-63 #mainpage_current_summary {  
        color: red;  
    }  
The names of the classes is the concatenation of the device specific information:  
    - MAC_<mac_address_value> with <mac_address_value> being the current MAC address of your device.  
    - UUID_<uuid_device_value> with <uuid_device_value> being the Universal Unique identifier of  
      your device.  
    - HOSTNAME_<hostname_value> with <hostname_value> being the Hostname defined on your device,  
    - FIELD<field_number>_<field_value> with <field_number> being the index of the field variable  
      (from 1 to 5) and <field_value> its value on your device.  
*/  
.MAC_00-1C-E6-02-38-63 #mainpage_current_summary {  
    color: inherit;  
}
```

```

/* Current Meeting section */
#mainpage_current_summary,
#mainpage_current_location,
#mainpage_current_organizer,
#mainpage_current_organizer-label,
#mainpage_current_attendees,
#mainpage_current_attendees-label,
#mainpage_current_description,
#mainpage_current_description-label,
#mainpage_current_date,
#mainpage_current_meeting-state {
    color: #111;
}

/* Splitter line between the current and the next meeting sections */
#divEventTwo {
    border-top: 1px solid #333;
}

/* Next Meeting section */
#mainpage_next_summary,
#mainpage_next_location,
#mainpage_next_attendees,
#mainpage_next_attendees-label,
#mainpage_next_organizer,
#mainpage_next_organizer-label,
#mainpage_next_description,
#mainpage_next_description-label,
#mainpage_next_date,
#mainpage_next_meeting-state {
    color: #333;
}

/* Buttons for the current and next meeting */
.mainpage_current_buttons,
.mainpage_next_buttons {
    background-color: #344E59 !important;
    color: white !important;
}
.mainpage_current_buttons_inactive,
.mainpage_next_buttons_inactive {
    opacity: 0.38 !important;
}

/* Buttons for the booking actions */
#booking_page_access_button {
    background-color: #344E59 !important;
    color: white !important;
}

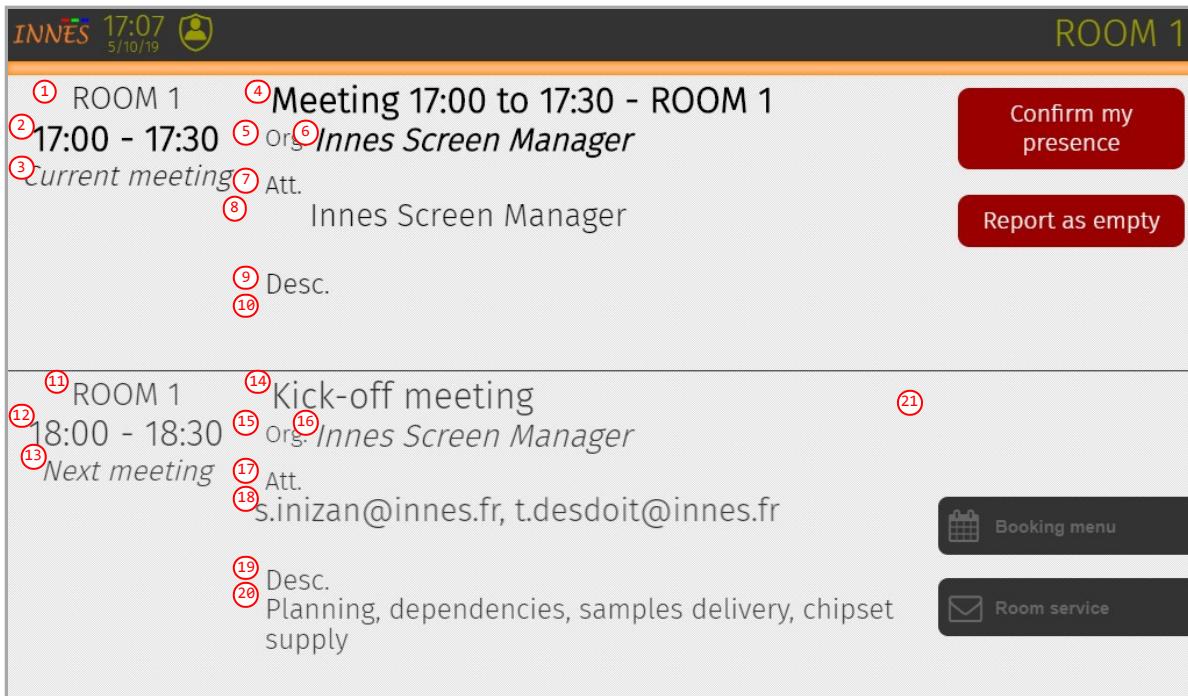
/* Button to access the shortcut page */
#notification_page_access_button {
    background-color: #344E59 !important;
    color: white !important;
}

/* Shortcut page used for the notifications */
#shortcutPage.notification_page_background {
    background-image: url("../..../gui/css/images/tweed.png") !important;
}

```

## CSS mapping for main page suffix labels and events values

- ① #mainpage\_current\_location
- ② #mainpage\_current\_date
- ③ #mainpage\_current\_meeting-state
- ④ #mainpage\_current\_summary
- ⑤ #mainpage\_current\_organizer-label
- ⑥ #mainpage\_current\_organizer
- ⑦ #mainpage\_current\_attendees-label
- ⑧ #mainpage\_current\_attendees
- ⑨ #mainpage\_current\_description-label
- ⑩ #mainpage\_current\_description
- ⑪ #mainpage\_next\_location
- ⑫ #mainpage\_next\_date
- ⑬ #mainpage\_next\_meeting-state
- ⑭ #mainpage\_next\_summary
- ⑮ #mainpage\_next\_organizer-label
- ⑯ #mainpage\_next\_organizer
- ⑰ #mainpage\_next\_attendees-label
- ⑱ #mainpage\_next\_attendees
- ⑲ #mainpage\_next\_description-label
- ⑳ #mainpage\_next\_description
- ㉑ .container



## CSS mapping for buttons and split line

- ㉒ #booking\_page\_access\_button
- ㉓ #notification\_page\_access\_button
- ㉔ #shortcutPage.notification\_page\_background
- ㉕ #divEventTwo

Current meeting

No current meeting

<sup>22</sup>

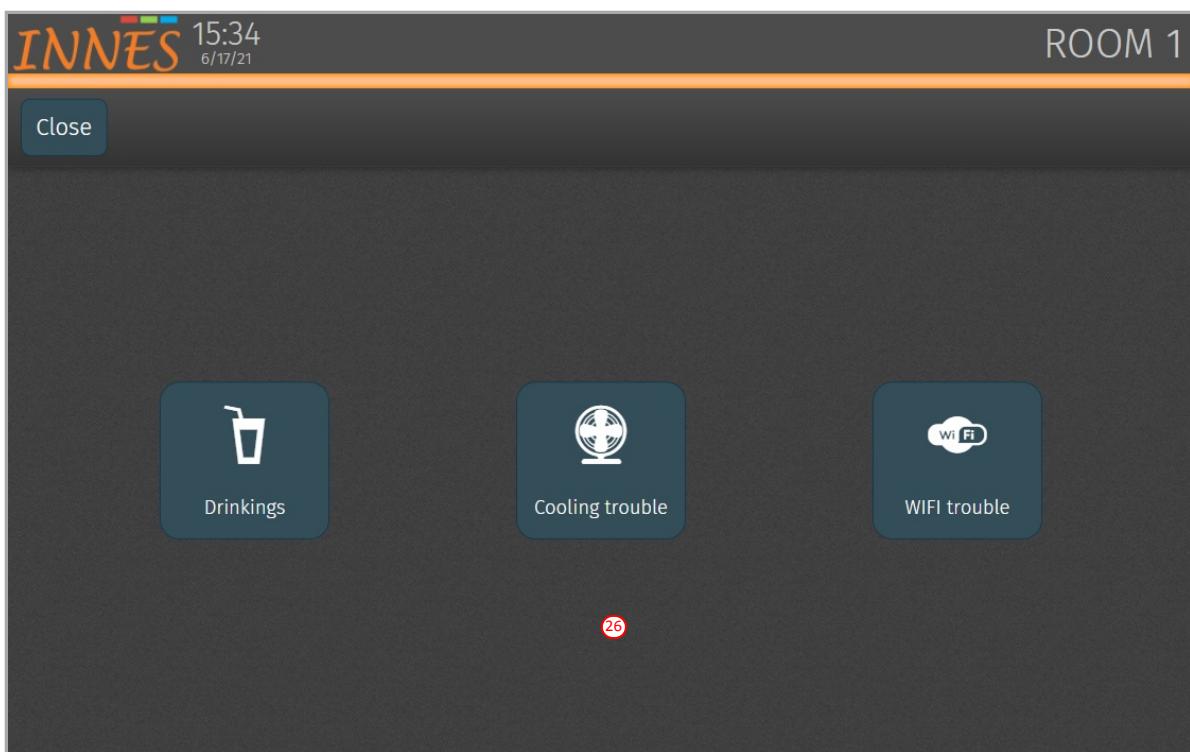
Book now

ROOM 1  
15:15 - 16:30  
*Next meeting*

Support &amp; training session

*Marc Dupont*<sup>25</sup>**CSS mapping for notification page**

- ⑯ #shortcutPage.notification\_page\_background



## 6.10 Appendix: Summarization by event CSS

### CSS file example

This is an example of a `signmeeting_theme_summary_screen_by_event-00XX.css` file.

```
/**  
 * Summarization by event customizable CSS  
 *  
 * Feel free to edit the proposed fields based on your needs.  
 *  
 * If you want to use an external media (image, video...),  
 please ensure that it has been added in the publication (see ScreenComposer MEDIA tab).  
 * Then specify the URL relatively to this file's location.  
 *  
 * Example 1: The CSS and the media are in the same directory.  
 *      ./assets/theme_room_summarization.css  
 *      ./assets/my_image.png  
 *      => The style to apply is:  
 *          background-image: url("my_image.png");  
 *      The path requires just the image's file name.  
 *  
 * Example 2: The CSS and the media are in two different directories.  
 *      ./css/theme_room_summarization.css  
 *      ./images/my_image.png  
 *      => The style to apply is:  
 *          background-image: url("../images/my_image.png");  
 *      The path goes up one level (..), then follows the "images" directory (images/) and ends up with  
 the image's file name (my_image.png)  
 */  
  
/* Banner */  
.summaryByEvent #banner {  
    background-color: #3366FF;  
}  
.summaryByEvent #banner #date_and_time,  
.summaryByEvent #banner #active_directory_connection_status,  
.summaryByEvent #banner #banner_title {  
    color: #fff;  
    /* font-size: 1em represents 100% */  
    font-size: 1em;  
}  
.summaryByEvent.portrait #banner #date_and_time,  
.summaryByEvent.portrait #banner #active_directory_connection_status,  
.summaryByEvent.portrait #banner #banner_title {  
    color: #fff;  
    /* font-size: 0.8em represents 80% */  
    font-size: 0.8em;  
}  
  
/* Main Page container element */  
.container {  
    background-image: inherit;  
    /* background-image: url("my_image.png"); */  
    /* background-image: none; */  
    background-color: #3366FF;  

```

```

/*
CSS classes matching the deviceInfo variables specific to each device are set on the container.
It allows you to apply specific CSS rules based on the device.
A prefix is used for CSS compatibility and to match the deviceInfo Name.
e.g.:
.MAC_00-1C-E6-02-38-63 #mainpage_current_summary {
    color: red;
}
The names of the classes is the concatenation of the device specific information:
- MAC_<mac_address_value> with <mac_address_value> being the current MAC address of your device.
- UUID_<uuid_device_value> with <uuid_device_value> being the Universal Unique identifier of your device.
- HOSTNAME_<hostname_value> with <hostname_value> being the Hostname defined on your device,
- FIELD<field_number>_<field_value> with <field_number> being the index of
the field variable (from 1 to 5) and <field_value> its value on your device.
*/
.MAC_00-1C-E6-02-38-63 .eventSection .cell {
    color: orange;
}

/* Event section */
.eventSection {
    border-color: white;
    /* R, G, B, transparency => background-color: rgba(0, 0, 0, 0.5); */
    background-color: rgba(0, 0, 0, 0.5);
}
.eventSection .cell {
    color: white;
}

/* Table Header */
.headerBar {
    border-color: black;
    /* R, G, B, transparency => background-color: rgba(0, 0, 0, 0.7); */
    background-color: rgba(0, 0, 0, 0.7);
}
.headerBar .cell {
    color: white;
}

/* Buttons for the booking actions */
#booking_page_access_button {
    background-color: #344E59 !important;
    color: white !important;
}

```

## CSS mapping for the summary screen by event - landscape display profile

- ① .summaryByEvent #banner ,
- ② .summaryByEvent #banner #date\_and\_time ,
- ③ .summaryByEvent #banner #active\_directory\_connection\_status ,
- ④ .summaryByEvent #banner #banner\_title ,
- ⑤ .container ,
- ⑥ .headerBar .cell ,
- ⑦ .headerBar ,
- ⑧ .eventSection .cell ,
- ⑨ .eventSection ,

Location	Event	Hours	
ROOM 3	Support & training session	09:15 - 11:15	←
ROOM 1	Cloud Application training	10:00 - 11:15	↔
ROOM 2	Cloud Application training	11:15 - 12:15	↑↔→
ROOM 3	Support & training session	11:45 - 13:00	←

#### CSS mapping for the summary screen by event - portrait display profile

- ⑩ .summaryByEvent #banner ,
- ⑪ .summaryByEvent.portrait #banner #date\_and\_time ,
- ⑫ .summaryByEvent.portrait #banner #active\_directory\_connection\_status ,
- ⑬ .summaryByEvent.portrait #banner #banner\_title ,
- ⑭ .container.portrait ,
- ⑮ .headerBar .cell ,
- ⑯ .headerBar ,
- ⑰ .eventSection .cell ,
- ⑱ .eventSection ,

Location	Event	Hours
ROOM 2	Cloud Application training <sup>17</sup>	15:15 - 16:45 <sup>18</sup>
ROOM 3	Support & training session	15:30 - 17:00
ROOM 1	Cloud Application training	15:30 - 17:00
ROOM 3	Cloud Application training	17:00 - 18:30
ROOM 2	Support & training session	17:30 - 18:30
ROOM 1	Cloud Application training	18:30 - 19:00
ROOM 2	Kick-off meeting <sup>14</sup>	18:45 - 20:00
ROOM 1	Kick-off meeting	19:30 - 20:00
ROOM 3	Cloud Application training	19:45 - 20:00



## 6.11 Appendix: Summarization by resource CSS

### CSS file example

This is an example of a `signmeeting_theme_summary_screen_by_resource-00xx.css` file.

```
/**  
 * Summary screen by resource customizable CSS  
 *  
 * Feel free to edit the proposed fields based on your needs.  
 *  
 * If you want to use an external media (image, video...), please ensure that it has been added in  
 the publication (see ScreenComposer MEDIA tab).  
 * Then specify the URL relatively to this file's location.  
 *  
 * Example 1: The CSS and the media are in the same directory.  
 *      ./assets/theme_room_summarization.css  
 *      ./assets/my_image.png  
 *      => The style to apply is:  
 *          background-image: url("my_image.png");  
 *      The path requires just the image's file name.  
 *  
 * Example 2: The CSS and the media are in two different directories.  
 *      ./css/theme_room_summarization.css  
 *      ./images/my_image.png  
 *      => The style to apply is:  
 *          background-image: url("../images/my_image.png");  
 *      The path goes up one level (..), then follows the "images" directory (images/) and ends up with  
 the image's file name (my_image.png)  
 */  
  
/* Banner */  
.summaryByResource #banner {  
    background-color: #A2A2A2;  
}  
  
.summaryByResource #banner #date_and_time,  
.summaryByResource #banner #active_directory_connection_status,  
.summaryByResource #banner #banner_title {  
    color: #fff;  
    /* font-size: 1em represents 100% */  
    font-size: 1em;  
}  
  
.summaryByResource.portrait #banner #date_and_time,  
.summaryByResource.portrait #banner #active_directory_connection_status,  
.summaryByResource.portrait #banner #banner_title {  
    color: #fff;  
    /* font-size: 0.8em represents 80% */  
    font-size: 0.8em;  
}  
  
/* Main Page container element */  
.container {  
    background-image: inherit;  
    /* background-image: url('data:image/png;base64,iVBORw0KG...ORK5CYII>'); */  
    /* background-image: none; */  
    background-size: 100%;  

```

```

/*
CSS classes matching the deviceInfo variables specific to each device are set on the container.
It allows you to apply specific CSS rules based on the device.
A prefix is used for CSS compatibility and to match the deviceInfo Name.
e.g.:
.MAC_00-1C-E6-02-38-63 .room_title {
  color: red;
}
The names of the classes is the concatenation of the device specific information:
- MAC_<mac_address_value> with <mac_address_value> being the current MAC address of your device.
- UUID_<uuid_device_value> with <uuid_device_value> being the Universal Unique identifier of your device.
- HOSTNAME_<hostname_value> with <hostname_value> being the Hostname defined on your device,
- FIELD<field_number>_<field_value> with <field_number> being the index of the field variable
  (from 1 to 5) and <field_value> its value on your device.
*/
.MAC_00-1C-E6-02-38-63 .room_title {
  color: inherit;
}

/* Column header label for the rooms */
.room_title {
  color: #FFFFFF;
  background-color: #393939;
  border-color: #000000;
}

/* Row header label for the rooms */
.room_name {
  color: #FFFFFF;
  background-color: #393939;
  border-color: #000000;
}

/* Column header label for the time interval */
.title_time_interval {
  color: #FFFFFF;
  background-color: #393939;
  border-color: #000000;
}

/* Row background if there is no meeting */
.calendar_event_free {
  background-color: rgb(162, 162, 162);
  border-color: #000000;
}

/* Row background if there is a meeting */
.calendar_event_busy {
  border-color: #000000;
  background-color: rgb(214, 33, 75);
}

/* Cell label for the meeting's title */
.calendar_event_title {
  color: #000000;
}

/* Cell label for the meeting's organizer */
.calendar_event_organizer {
  color: #000000;
}

/* Buttons for the booking actions */
#booking_page_access_button {
  background-color: #344E59 !important;
  color: white !important;
}

```

## CSS mapping for the summary screen by resource - landscape display profile

- ① .summaryByResource #banner
- ② .summaryByResource #banner #date\_and\_time ,
- ③ .summaryByResource #banner #active\_directory\_connection\_status ,
- ④ .summaryByResource #banner #banner\_title
- ⑤ .container
- ⑥ .room\_title
- ⑦ .title\_time\_interval
- ⑧ .room\_name
- ⑨ .calendar\_event\_free
- ⑩ .calendar\_event\_busy
- ⑪ .calendar\_event\_organizer
- ⑫ .calendar\_event\_title



## CSS mapping for the summary screen by resource - portrait display profile

- ⑬ .summaryByResource #banner
- ⑭ .summaryByResource.portrait #banner #date\_and\_time ,
- ⑮ .summaryByResource.portrait #banner #active\_directory\_connection\_status ,
- ⑯ .summaryByResource.portrait #banner #banner\_title
- ⑰ .container
- ⑱ .room\_title
- ⑲ .room\_name
- ⑳ .title\_time\_interval
- ㉑ .calendar\_event\_free
- ㉒ .calendar\_event\_busy
- ㉓ .calendar\_event\_title
- ㉔ .calendar\_event\_organizer

15:21  
6/17/21

**Meetings of the day**

Rooms	8H-9H	9H-10H
ROOM 1	(19) (21) (22)	(20) Marc Dupon (23) Marc Dupont (24) Kick-off meeting
ROOM 2		Marc Dupont Cloud Application training
ROOM 3		Marc Dupont Kick-off meeting

(17)

## 6.12 Appendix: Room label CSS

### CSS file example

This is an example of a `signmeeting_theme_room_label_001B.css` file.

```
/**  
 * Room label customizable CSS  
 *  
 * Feel free to edit the proposed fields based on your needs.  
 *  
 * For the color palette, it is recommended to use:  
 *     color: #000; // black  
 *     color: #474747; // dark gray  
 *     color: #696969; // gray  
 *     color: #B3B3B3; // light gray  
 *     color: #FFF;      // white  
 *  
 * If you want to use an external media (image, video...), please ensure that it has been added in the  
 publication (see ScreenComposer MEDIA tab).  
 * Then specify the URL relatively to this file's location.  
 *  
 * Example 1: The CSS and the media are in the same directory.  
 *     ./assets/theme_room_screen.css  
 *     ./assets/my_image.png  
 *     => The style to apply is:  
 *         background-image: url("my_image.png");  
 *     The path requires just the image's file name.  
 *  
 * Example 2: The CSS and the media are in two different directories.  
 *     ./css/theme_room_screen.css  
 *     ./images/my_image.png  
 *     => The style to apply is:  
 *         background-image: url("../images/my_image.png");  
 *     The path goes up one level (..), then follows the "images" directory (images/) and ends up with the  
 image's file name (my_image.png)  
 */  
  
/* Banner */  
.roomLabel #banner {  
    background-color: #FFF;  
}  
  
.roomLabel #banner #date_and_time,  
.roomLabel #banner #active_directory_connection_status,  
.roomLabel #banner #banner_title {  
    color: #000;  
}  
  
/* Main Page container element */  
.container {  
    background-image: url('data:image/png;base64,iVBOR...RK5CYII=');  
    background-size: 100%;  
}  
  
/*  
CSS classes matching the deviceInfo variables specific to each device are set on the container.  
It allows you to apply specific CSS rules based on the device.  
A prefix is used for CSS compatibility and to match the deviceInfo Name.  
For example:  
    .MAC_00-1C-E6-02-38-63 #mainpage_current_summary {  
        color: red;  
    }  
The names of the classes is the concatenation of the device specific information:  
    - MAC_<mac_address_value> with <mac_address_value> being the current MAC address of your device.  
    - UUID_<uuid_device_value> with <uuid_device_value> being the Universal Unique Identifier of your device.  
    - HOSTNAME_<hostname_value> with <hostname_value> being the Hostname defined on your device,  
    - FIELD<field_number>_<field_value> with <field_number> being the index of the  
    field variable (from 1 to 5) and <field_value> its value on your device.  
*/  
.MAC_00-1C-E6-02-38-63 #mainpage_current_summary {  
    color: inherit;  
}
```

```

/* Current Meeting section */
#mainpage_current_summary,
#mainpage_current_location,
#mainpage_current_attendees,
#mainpage_current_meeting-state {
    color: #000000;
}

#mainpage_current_date,
#mainpage_current_description,
#mainpage_current_organizer {
    color: #474747;
}

#mainpage_current_description-label,
#mainpage_current_organizer-label,
#mainpage_current_attendees-label {
    color: #696969;
}

/* Next Meeting section */
#mainpage_next_summary {
    color: #000000;
}

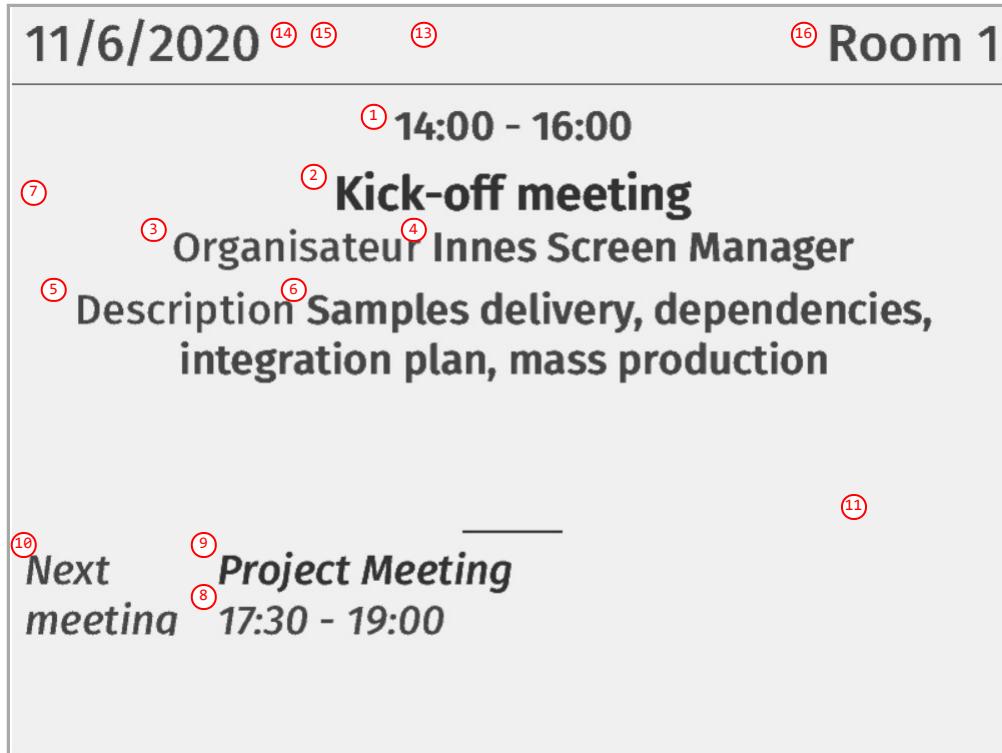
#mainpage_next_date {
    color: #474747;
}

#mainpage_next_meeting-state {
    color: #696969;
}

/* Buttons for the booking actions */
#buttonBar,
.labelButtonIcon {
    color: #474747;
}

```

#### CSS mapping for suffix labels and events values



- (1) #mainpage\_current\_date ,
- (2) #mainpage\_current\_summary ,
- (3) #mainpage\_current\_organizer-label ,
- (4) #mainpage\_current\_organizer ,
- (5) #mainpage\_current\_description-label ,
- (6) #mainpage\_current\_description ,
- (7) #mainpage\_current\_meeting-state ("Current meeting"),

- ⑧ #mainpage\_next\_date ,
- ⑨ #mainpage\_next\_summary ,
- ⑩ #mainpage\_next\_meeting-state ("Next meeting"),
- ⑪ .container (background),
- ⑫ .roomLabel #banner ,
- ⑬ .roomLabel #banner #date\_and\_time ,
- ⑭ .roomLabel #banner, #active\_directory\_connection\_status ,
- ⑮ .roomLabel #banner #banner\_title .

## 6.13 Appendix: How to customize CSS

To customize the CSS to set a color for a particular label,

- set the `#RRGGBB` color (from `#000000` to `FFFFFF` for each appropriate class according to your organisation theme.
- set the RGB color with integer values: `rgb(R_val, G_val, B_val)` or
- set the color with its name `white`, `black`, `red`, `green`, `pink`, `blue`, `yellow`, `brown`, ...

<b>#RRGGBB</b>	<b>Description</b>
RR	red value of the RGB color in hexadecimal (from 00 to FF)
GG	green value of the RGB color in hexadecimal (from 00 to FF)
BB	blue value of the RGB color in hexadecimal (from 00 to FF)

e.g. for the yellow color, use the `#FFFF00` color.

<b>rgb (Rval, Gval, B_val)</b>	<b>Description</b>
R_val	red value of the RGB color in decimal (from 0 to 255)
G_val	green value of the RGB color in decimal (from 0 to 255)
B_val	blue value of the RGB color in decimal (from 0 to 255)

e.g. for the yellow color, use the `rgb(255, 255, 0)` color.

For the background, you can use the `rgba(Rval, Gval, Bval0, Transp0_1)` function allowing to set a transparency value for the background color.

<b>rgba (Rval, Gval, Bval, Transp0_1)</b>	<b>Description</b>
R_val	red value of the RGB color in decimal (from 0 to 255)
G_val	green value of the RGB color in decimal (from 0 to 255)
B_val	blue value of the RGB color in decimal (from 0 to 255)
Transp01	decimal value from 0 to 1

e.g. for the yellow color with a 25% transparency, use `rgba(255, 255, 0, 0.25)`.

For the background, you can use also the `background-image: url("my_image.png");` function. In this case, you have to insert it also as linked file in the summary screen by event display profile. If the file is not located at the root of the CSS directory, fill the relative path filename `background-image: url("../images/my_image.png");`

It is possible also to create a custom class name to define the background image for a device. This custom class must be used in the SignMeeting M365 configuration pane.

```
.customBackgroundImage {
    background-image: url("../images/crystal_blue.jpg");
}
```

You can set a particular CSS theme configuration for a specific device by using:

- its `MAC` identification method value,
- its `UUID` identification method value,
- its `hostname` identification method value,
- one of its device information `field1` to `field5` values.

```
MAC_00-1C-E6-02-38-63 .eventSection .cell {
    color: orange;
}
.container.FIELD1_paris {
    background-image: url("images/background-qrcode.jpg");
}
```

You can increase or decrease the font size of some labels by settings a decimal value before `em;`.

```
font-size: 0.8em;
```

The value `inherit` tell that the custom CSS will benefit of the default built-in value without changing it.

For the Room screen display profile, you can change the color and the thickness (in pixel) of the event splitter.

```
#divEventTwo {
    border-top: 1px solid #333;
}
```

When the presentation is like explained below, that means that the same style is applied to different classes. e.g. for `.mainpage_current_buttons` and `.mainpage_next_buttons`

```
.mainpage_current_buttons,
.mainpage_next_buttons {
    background-color: #344E59;
    color: white;
}
```

If you want to have a different style for each classes, split it in two like explained,

```
.mainpage_current_buttons
{
    background-color: #010203;
    color: white;
}
.mainpage_next_buttons {
    background-color: #111213;
    color: black;
}
```

If the `!important;` key word is put at the end of a line, that means this code part is required to apply the style properly, so don't remove it.

```
#booking_page_access_button {
    background-color: #344E59 !important;
    color: white !important;
}
```

For the summarization by resource display profile, you can modify the outline color of the square with the attribute `border-color: #000000;`.

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

It is possible set a font style by declaring a `@font-face` class in the CSS file like explained below and by using it for the banner style. In the example, the `broadw.ttf` font file is available in the `Files` view fo the project repository at the root folder of the CSS file and the `broadw.ttf` font file is added in the `Linked files` part of the configuration tab of the appropriate *display profile*.

```
.summaryByEvent #banner #banner_title {
    color: rgb(220,175,117);
    /* font-size: 1em represents 100% */
    font-size: 1em;
    font-family:"Broadway";
}

@font-face {
    font-family: "Broadway";
    src: url("./broadw.ttf");
}
```

In portrait mode, the size of the button to access to the reservation and consultation page may be too large. Its is possible to reduce it by using the percentage of the font-size like explained below:

```
/* Size/color of the access button for the reservation page */
#booking_page_access_button {
    background-color: #344E59 !important;
    color: white !important;
    font-size: 0.7em;
}
```

## 6.14 Appendix: Standby screen/background image/CSS hierarchy

Room screen layer hierarchy

Layer hierarchy	Information	Level
Screen saver (optional, displayed if there is no meeting)	<ul style="list-style-type: none"> <li>- Default texture with trademark* (default)</li> <li>- Custom image</li> <li>- Custom video</li> </ul> <p>*when a custom CSS is embedded, the trademark is not displayed</p>	4 (higher)
Background image	Custom background image	3
Custom CSS using variable MAC UUID, hostname	The CSS can support some styles based on the <MAC>, the <UUID>, the <hostname> or the <deviceinfo field1..5> device values. It can customize buttons colour, background colour or image and custom class. When the variable value is matching with a device, the CSS style based on the MAC, UUID or hostname is applied to the corresponding device. In case using some custom images based on styles using MAC, UUID, hostname variable values, ensure that the image is properly added in linked files	2
Custom CSS	Buttons color customization, background color or image, custom class <i>In case using custom images, ensure that the image is well present in your library</i>	1
Default built-in CSS	default colour	0 (lower)

## Appendix: Banner characteristics

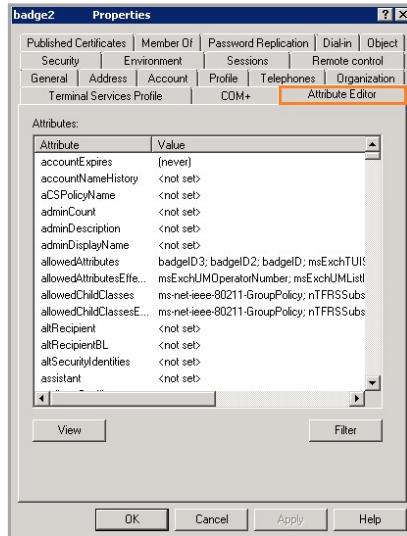
Landscape screen resolution	Components height
800x600	Banner <i>status bar</i> height: px Banner <i>logo</i> height: px
1280x800	Banner <i>status bar</i> height: 16 px Banner <i>logo</i> height: 64 px
1024x600	Banner <i>status bar</i> height: 12 px Banner <i>logo</i> height: 48 px
1920x1080	Banner <i>status bar</i> height: 22px Banner <i>logo</i> height: 86px
3840x2160	Banner <i>status bar</i> height: 43px Banner <i>logo</i> height: 173px

Portrait screen resolution	Components height
1080x1920	Banner <i>logo</i> height: 96 px

## 6.16 Appendix: Microsoft LDAP attribute editor

In the properties of the LDAP directory resource, click on the Attribute editor tab to watch the list of available attributes.



## 6.17 Appendix: Briva LDAP attributes

INNES is selling a LDAP solution called `Briva LDAP`, gateway able to communicate with your access control system through a custom connector like for example the `uniflow` connector. The connector can be based on an Excel file or can use access control system Web services.

INNES can develop your own connector if required. For further information, contact [sales@innes.pro](mailto:sales@innes.pro). Some `Briva LDAP` connectors are already available on the INNES Web site <http://www.innes.pro/en/support/index.php?BrivaG3/Briva-Ldap/Briva-LdapServers>

Example of `config.js` server configuration script for Briva LDAP server.

The Attributes 1 or Attributes 2 inputs can worth:

- `registration`,
- `Lastname`,
- `Firstname`,
- `badgeID`,
- `cn`,
- `Displayname`.

```
{
  "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" : " "
    }
  ]
}
```

## 6.18 Appendix: Logs INNES Screen Composer G4

For debug purpose, some logs can be activated in the `.xml` file below:

`C:\Program Files (x86)\INNES Screen Composer G4\res\log4xpcom\log4xpcom.xml`

The INNES Screen Composer G4 log are printed in `.log` file below:

`C:\Users<user>\AppData\Roaming\Innes Screen Composer G4\innes\logs\INNES Screen Composer G4.log`

## **6.19 Appendix: Set temporarily SignMeeting in native mode to access to the AOSP settings**

On the Qeedji system AOSP device, the SignMeeting M365 App is launched in `kiosk` mode, meaning that the `AOSP settings` menu is not available. To access to the `AOSP settings` menu, press on the `system` button for half a second. The SignMeeting M365 App is now executed in `native` mode.

After you have been able to access to the `AOSP settings` menu, to return back to the SignMeeting M365 App executed in `kiosk` mode, press again on the `system` button for half a second.

For further information about the `system` button, refer to the user manual of Qeedji system AOSP devices.