



User manual
MeetingRoom

1.20.11 001A

Legal notices

MeetingRoom 1.20.11 (001A_en)

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Product information

Product design and specifications are subject to change at any time, and INNES reserves the right to change them without notice. This includes the hardware, the on-board 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 developments from different suppliers.

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1.1 Introduction

The purpose of this document is to explain how to configure and use `MeetingRoom`.

`MeetingRoom` is an HTML widget allowing to display all the events or a part of the events programmed throughout the day or throughout the next days.

The events are fetched inside from an `.ics` calendar file which is got:

- through an `.ics` file available on a `HTTP/WebDAV` server or a `SMB/CIFS` server or
- through a calendar system connector. The detail of the supported calendar connectors is described afterwards.

`MeetingRoom` can display until:

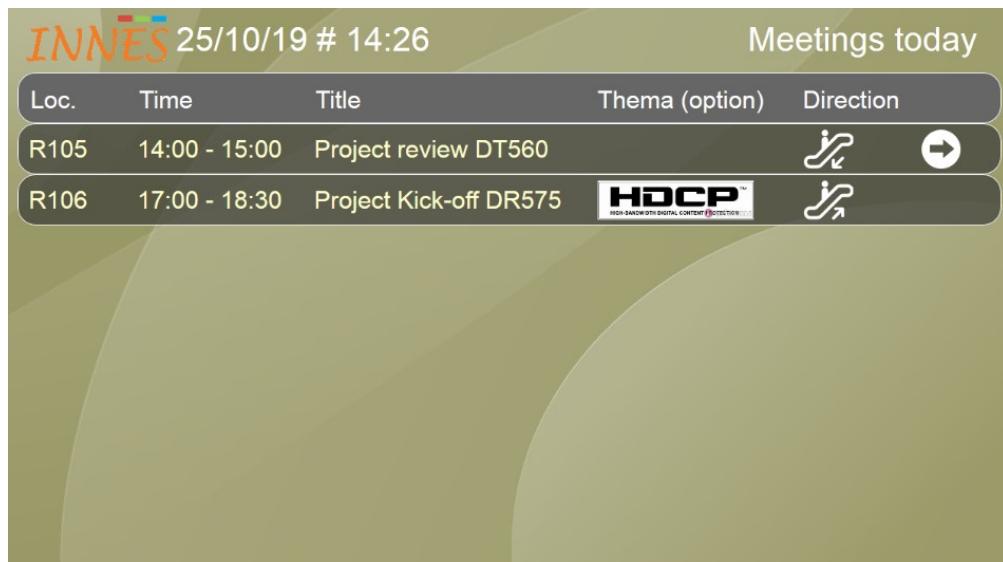
- 8 standard properties per event:
 - Event room name,
 - Event title,
 - Event description,
 - Event time,
 - Event date,
 - Event organizer,
 - Event attendees,
 - Event attachment,
- 2 additional levels of information related to the room finding orientation. Each is optional:
 - Event room signalization: pictogram n°1 (for `MeetingRoom` summarization only),
 - Event room signalization: pictogram n°2 (for `MeetingRoom` summarization only),
- 4 additional ICAL standard or extended properties per event (must be supported in your `.ics` calendar or by your calendar connector)

☞ This information cannot be displayed all at the same time because the page is not large enough. So you have to choose the information to display by activating some information columns and inactivating some others.

☞ The current date and time, the organization logo and the widget title can be displayed as well in a banner.

There are 3 `MeetingRoom` products for 3 different display profiles:

- `MeetingRoom Summarization - Landscape` : display profile allowing to display a list of events taking place throughout the day or throughout the next days in different rooms in a page containing several events in a landscape orientation. If the list of events can not be displayed entirely in the page, other pages are created automatically to display the remaining events.



☞ The number of column, the columns order, the number of event per page and the column header labels can be modified.

- `MeetingRoom Summarization - Portrait` : display profile allowing to display a list of events taking place throughout the day or throughout the next days in different rooms in a page containing several events in a portrait orientation. If the list of events can not be displayed entirely in the page, other pages are created automatically to display the remaining events.

Location	Time	Title
R105	14:00 - 15:00	Project review DT560
R106	17:00 - 18:30	Project Kick-off DR575



■ The number of column, the columns order, the number of event per page and the column header labels can be modified.

- MeetingRoom Mono – Landscape : display profile allowing to display events taking place throughout the day or throughout the next days in different rooms, in a landscape orientation, with one event per page.



The MeetingRoom display rendering is completely customizable and most of the fields can be displayed or hidden.

1.2 Compatibilities

These are the MeetingRoom compatibilities:

- **PlugnCast Server V3.12.16 (or above)**
 - App Playzilla V3.10.10 or App Playzilla V4.13.12 (or above)
 - Briva calendar server V2.0.0
- **Screen Composer V3.20.15 (or above)**
 - App Playzilla V3.10.10 or App Playzilla V4.11.13 (or above)
 - Briva calendar server V2.0.0
- **PlugnCast server V2.50.32 (or above)**
 - PlugnCast Studio V2.51.11 (or above) + appropriate calendar applet

There are 2 major versions of MeetingRoom. Only the version V1.20.10 (and above) of MeetingRoom Summarization - Landscape , MeetingRoom Summarization - Portrait and MeetingRoom Mono - Landscape are OS agnostic and can run as well on:

- Qeedji media-players (Gekkota OS G3 , Gekkota OS G4),
- LG WebOS smart monitors,
- SAMSUNG Tizen SSSP smart monitors.

To know whether your smart monitor OS version is supported, refer to the [Playzilla 4.XX.YY release note](#). When MeetingRoom is not supported on a device, a message Content temporarily unavailable (code 4) is displayed.

Manufacturer	OS names/version	Playzilla version	MeetingRoom model/version	MeetingRoom model/version
			Summarization Landscape 1.10.52 (and above)	Summarization Landscape 1.20.10 (and above)
	Qeedji Gekkota_OS 3.XX.YY or Qeedji Gekkota_RT 3.XX.YY	3.10.10	Yes	Yes
	Qeedji Gekkota_OS 3.XX.YY or Qeedji Gekkota_RT 3.XX.YY	4.13.12 (and above)	No	Yes
	Qeedji Gekkota_OS 4.XX.YY	4.13.12 (and above)	Yes	Yes
	LG WebOS 3.0	4.13.12 (and above)	No	Yes
	LG WebOS 3.2	4.13.12 (and above)	No	Yes
	LG WebOS 4.0	4.13.12 (and above)	No	Yes
	SAMSUNG Tizen SSSP 4	4.13.12 (and above)	No	No
	SAMSUNG Tizen SSSP 5	4.13.12 (and above)	No	Yes
	SAMSUNG Tizen SSSP 6	4.13.12 (and above)	No	Yes

1.3 Overview

MeetingRoom is working with an `.ics` calendar file input. It can be:

- Hosted locally on the device, and regularly updated with a periodic file update task or folder update task:
 - HTTP/WebDAV,
 - CIFS/SMB.
- Available on a remote HTTP/WebDAV server
- Built by
 - a calendar connector when working with `Briva Calendar server`, or
 - a calendar applet when working with `PlugnCast G2 server`.

The calendar alarm manager of MeetingRoom allows to display the event before they start, and keep them displayed after they have ended.

Tip Think to set properly the event reminder for each of your event. If your calendar system does not support the events alarms settings, the events appear only when they have just started and disappear as soon as the events have ended.

MeetingRoom can work also with a calendar connector. This calendar connector allows to:

- Aggregate multiple `.ics` calendar file into one `.ics` calendar file,
- Manage the `.ics` calendar file cache in order to control the `.ics` calendar file download network bandwidth,
- Display the events:
 - from the beginning of the day or `<n>` minutes before they start,
 - to the end of the day or `<m>` minutes after they have ended.

Tip Using a connector requires to have the `Briva calendar server` or `PlugnCast Server G2` installed on your local network. Then the calendar connector needs to be installed and configured properly. For more information, read the appropriate calendar connectors user manuals.

Supported connectors

The calendar connectors supported by default in the MeetingRoom form are:

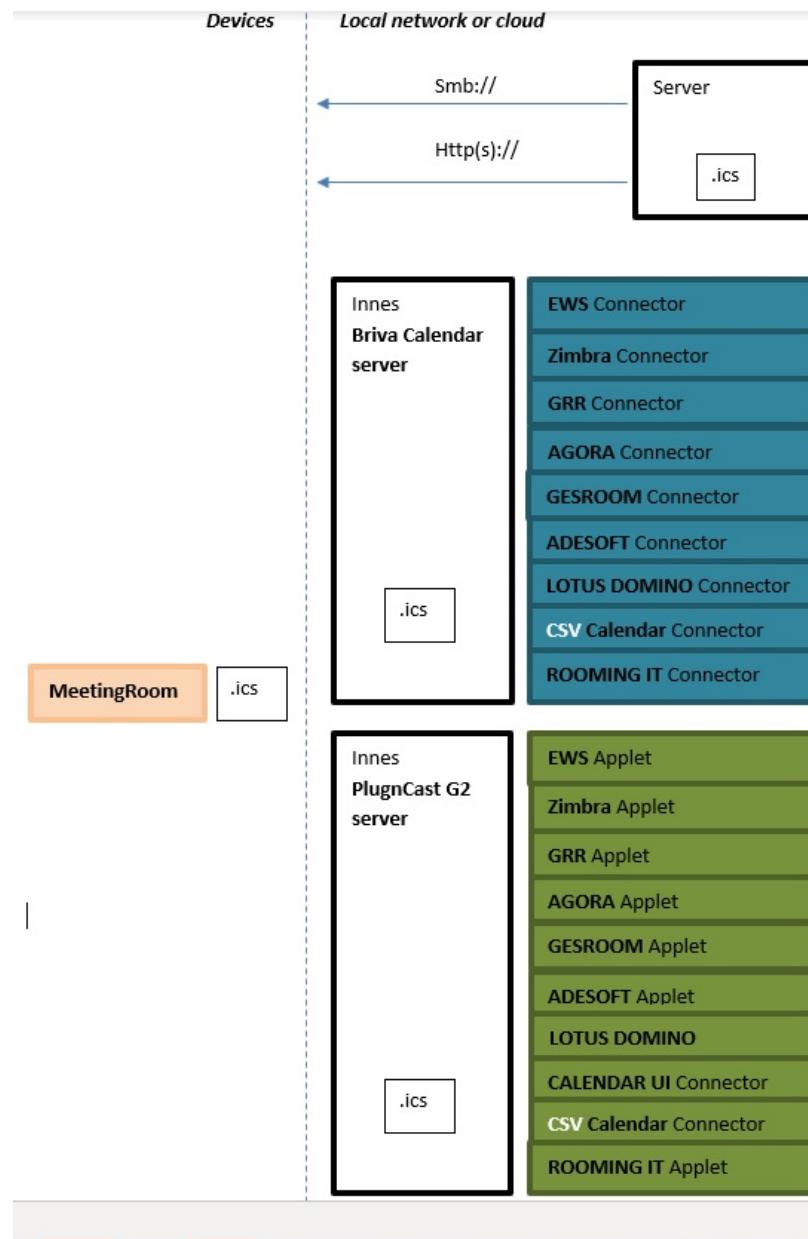
- MS-Exchange 2007/2019 / o365
- Zimbra
- GRR
- Lotus domino
- Gesroom
- CSV Calendar
- Calendar UI
- Agora
- Adesoft
- Rooming'it
- Other (1)

(1) The Other calendar connector can be used when a new *calendar connector* type has been delivered by INNES to a customer while the MeetingRoom version supporting this new calendar connector type is not yet available in the connector list in the form. For further information, contact `support@innes.pro`.

If you have not a calendar system, INNES is supporting its own calendar system, called `Calendar UI` based on the `Briva Calendar server`. For further information, contact `sales@innes.pro`.

On customer requests, MeetingRoom can design some custom `CSV Calendar` connector allowing to interface with the customer's `.csv` file containing events information. For further information, contact `sales@innes.pro`.

Environment diagram



1.4 Delivery format

The MeetingRoom content models are embedded in some appropriate .zip archives or .exe installers depending on the edition software you are using. Follow the table below to install the right content model pack from the INNES support official Web site:

PlugnCast Server V3.10.47 (and above)	Screen Composer G3	PlugnCast Server G2
(¹) Download the Signage content model pack (.zip archive), open PlugnCast Web interface, go in the Settings view, then open the Addons tab, select the appropriate , then press on the Import button, choose the .zip archive and press Finish. For PlugnCast Server SAAS, the content model installation and content model migration is done by INNES. The end-user must just edit its content model instance.	(³) Download the content model pack (.zip archive), open Screen Composer and install it with the button Import templates or App, choose the .zip archive and press Finish.	(⁴) Download the content model pack (.zip archive) on which PlugnCast Server G2 server is running. Uncompress the archive, and copy the directory /.maff into the PlugnCast Server G2 user data directory, which is by default: C:\Users\Public\publics\documents\Innes\PlugnCast\Servers\.accounts\<domain>.\models/.maff
Edit all your MeetingRoom model instances forms and press Save.	Edit all your MeetingRoom model instances forms and press Save.	Edit all your MeetingRoom model instances forms and press Finish

(¹) (²)

The screenshot shows a dark-themed sidebar menu under the INNES Digital Signage logo. The 'Frequently Asked Questions' section is expanded, showing links for 'Gekkota G4 for device', 'Gekkota G3 for device', 'Gekkota G2 for device', 'PlugnCast G3' (which is collapsed), 'Server', 'Playzilla', 'Content models and uri models packs', 'Application notes and related tools', 'Playout Scripts', and 'Powershell Scripts'.

(³)

The screenshot shows a dark-themed sidebar menu under the INNES Digital Signage logo. The 'Frequently Asked Questions' section is expanded, showing links for 'Gekkota G4 for device', 'Gekkota G3 for device', 'Gekkota G2 for device', 'PlugnCast G3' (which is collapsed), 'Screen Composer G3' (which is expanded), 'Desktop', 'Playzilla', 'SignMeeting', 'SignWay', 'SignDoor', 'Content models, ontologies and uris', 'Model Development Kit', 'Playout Scripts', and 'Application notes'.

(⁴)

◀

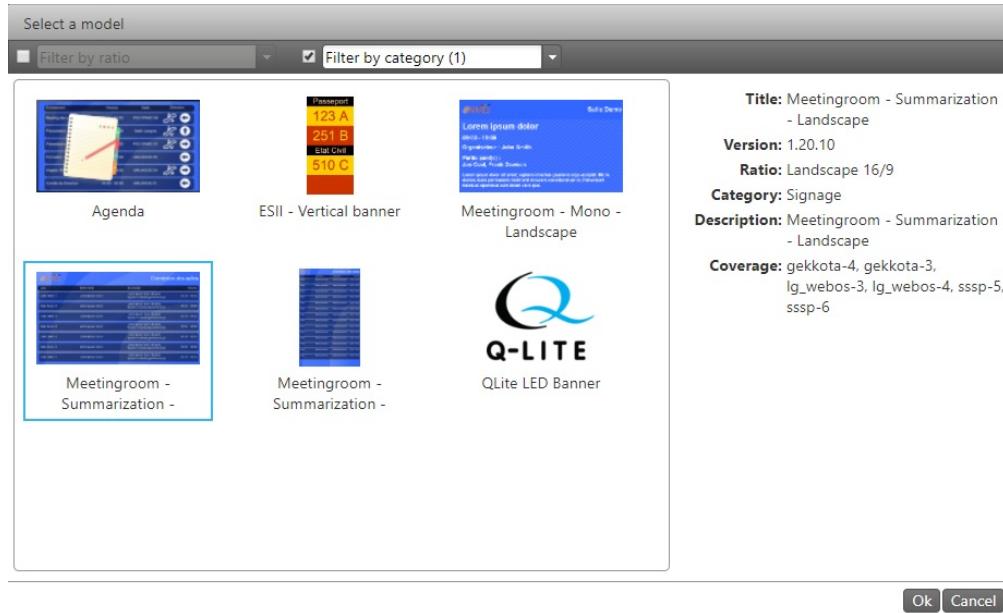
Frequently Asked Questions

- ▶ Gekkota G4 for device
- ▶ Gekkota G3 for device
- ▶ Gekkota G2 for device
- ▶ PlugnCast G3
- ▶ Screen Composer G3
- ▼ PlugnCast G2
 - Server
 - Content models, ontologies and uris
 - Model Development Kit
- ▶ Applet calendar
- ▶ Application notes and related tools
- ▶ Playout Scripts

1.5 Creation of a model instance from a content model

Plugncast Server G3

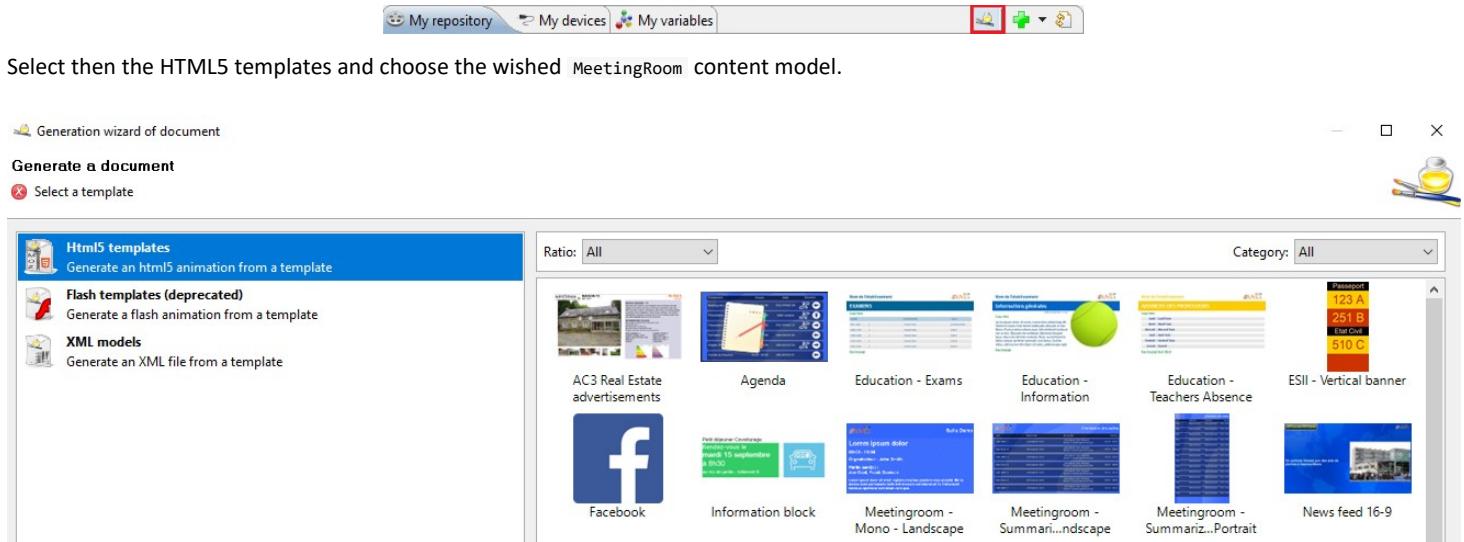
To create a `MeetingRoom` model instance in `PlugCast Server G3`, in the `Library` view, select a directory, press on the button `New` then `New from a model`. In the `Signage` category, choose the appropriate `MeetingRoom` content model.



For further information, read the `PlugCast Server` user manual.

Screen Composer G3

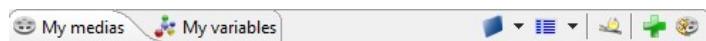
To create a new `MeetingRoom` content model instance in `Screen Composer G3`, select a directory in your library then press on the `Document generation wizard` button.



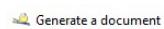
Note: If no `MeetingRoom` content model is available here, install the last available content model pack like explained in the previous chapter.

Plugncast Server G2

In `PlugCast G2`, to create a new `MeetingRoom` model instance, select a directory in your library then press on the button `Document generation wizard`.



Select then the Maff templates and choose the wished `MeetingRoom` content model.



Generate a document

Select a model



Flash templates
Generate a flash animation from a template

Maff templates
Generate a maff animation from a template

XML models
Generate an XML file from a template

Ratio: All Category: All...

AC3 R...ments Agenda CNFPT...scape EDF M...scape Educat... Exams Educat...mation Educat...bscence ESIL - ... banner

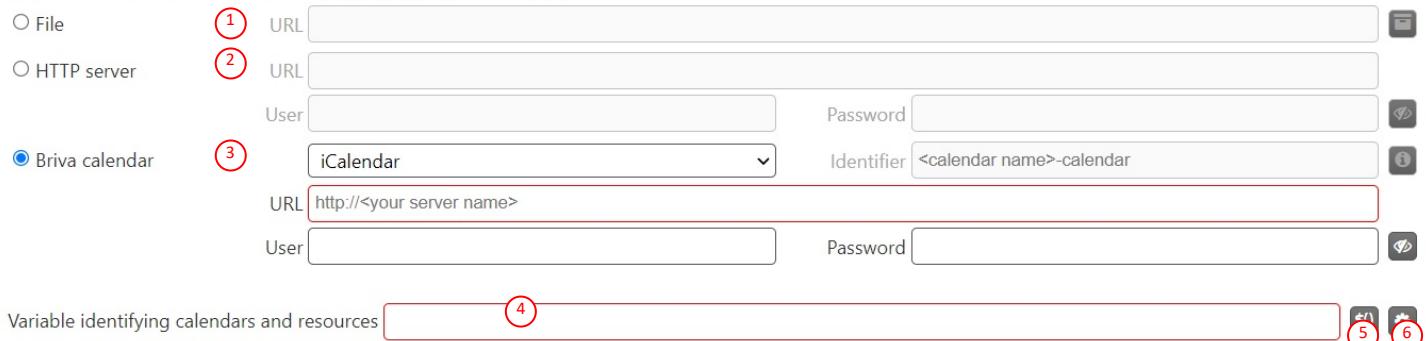
Facebook Inform... block Meetin...dscape Meetin...dscape Meetin...rtrait News feed 16-9 News f...banner NoVNC

1.6 MeetingRoom Summarization form description

 Only the HTML form is described in this user manual.

Server & variable

 The fields highlighted in red are empty or the format is incorrect.



The screenshot shows the 'MeetingRoom' configuration interface. It includes sections for 'File' (radio button), 'HTTP server' (radio button), and 'Briva calendar' (radio button). Under 'Briva calendar', there is a dropdown menu set to 'iCalendar'. A URL field contains 'http://<your server name>' with a red border. Below it is another URL field and a 'User' field with a 'Password' field to its right. At the bottom, there is a large input field labeled 'Variable identifying calendars and resources' with a red border and a red number '4' above it. To the right of this field are two small icons with red numbers '5' and '6' above them.

Form fields	Description
File 	Use the drag n drop of the file picker to enter the absolute path filename of the .ics calendar file, else enter the relative path file name of the .ics calendar file. In this last case, don't forget to set the root directory of the .ics calendar file as URI basis. When the URI basis is not especially defined, the root directory of the relative file is the root directory of the MeetingRoom widget. The path filename of the .ics calendar file supports the variable types: {\$custom:<text_variable_name>} , {\$custom:<localized_variable_name>} and {\$custom:<filename_variable_name>} . To be able to display an event before it has started, think to add the appropriate alarms for each new event.
HTTP server 	Supports HTTP server URL pointing directly on a remote .ics calendar file (i.e. http://contoso.demo.com/dir/cal_name.ics) or any HTTP server URL allowing to get an .ics calendar file (for example http://contoso.demo.com/dir/app.php?calendarId=cal_name). The HTTP server URL supports these variable types: {\$custom:<text_variable_name>} , {\$custom:<localized_variable_name>} and {\$custom:<filename_variable_name>} . To be able to display the event before the event starts, think to add the appropriate alarms for each new event.
Briva calendar 	Enter your Briva URL ¹ and credentials. Choose the appropriate connector amongs: MS-Exchange 2007/2019 / o365 , Gesroom , GRR , Calendar UI , Zimbra , CSV Calendar , Lotus Domino , Adesoft , Rooming'it , Agora , Other).
Variable identifying calendars and resources 	The variable name entered here is either a text variable name or a JSON variable name. Press on the \$  button to select a text variable of a JSON variable. Press on the  button to open the JSON variable value editor wizard.
PlugnCast server applet calendar ²	In case working with PlugnCast Server G2 , the calendar applets list is automatically built by fetching all the calendar applets installed on the server. Select the appropriate calendar applet name.

(¹) In the MeetingRoom 1.20.XX version, the expected URL is http://<briva_ip_addr>/ . In the 1.10.XX version, the expected URL is http://<briva_ip_addr>/plugnCast/ .

(²) Field available only when edited with PlugnCast Studio G2 .

When the .ics calendar file has changed, the MeetingRoom mask can take until 1 minute to refresh the list of events.

When using a calendar connector, the variable name entered here is:

- either a text variable name whose the value is the *calendar id* name referenced in the *configuration.xml* configuration file of the calendar connector,
- or a JSON variable name defining:
 - one or several *calendar id* names referenced in the *configuration.xml* configuration file of the calendar connector,
 - one or several resource label with
 - one or several pictograms:
 - coming from the embedded glyphs library and/or,
 - dropped from your image library:
 - absolute path filename of the pictograms file,
 - relative path filename of the the pictograms file.

JSON example 1: multiple calendars + filtering by resource name + resource orientation

```
{
  "calendars": [
    {
      "id": "building1"
    },
    {
      "id": "building2"
    }
  ],
  "locations": [
    {
      "resource": "roomB1",
      "sign1": "arrow_right",
      "sign2": "escalator_man_down"
    },
    {
      "resource": "roomB2",
      "sign1": "arrow_up",
      "sign2": "arrow_left"
    }
  ]
}
```

When using File URL or HTTP server radio button, the variable name entered here is:

- a JSON variable name defining:
 - one or several resource label with:
 - one or several pictograms
 - coming from the embedded glyphs library and/or,
 - dropped from your image library:
 - absolute path filename of the pictograms file,
 - relative path filename of the pictograms file.

JSON example 2: filtering by resource name + resource orientation

```
{
  "locations": [
    {
      "resource": "roomB1",
      "sign1": "arrow_right",
      "sign2": "escalator_man_down"
    },
    {
      "resource": "roomB2",
      "sign1": "arrow_up",
      "sign2": "arrow_left"
    }
  ]
}
```

JSON example 3: filtering by resource name only

```
{
  "locations": [
    {
      "resource": "roomB1"
    },
    {
      "resource": "roomB2"
    }
  ]
}
```

⚠ As soon as some resource labels (LOCATION field value in the .ics file) are defined in the JSON variable value, that prevents other event in the other resources that are not included as resource in the JSON file to be displayed in MeetingRoom.

When using pictogram files with relative path filename, the root directory of the pictograms path filename must be properly defined as URI basis.

The pictograms files are automatically added/updated as linked files when the mask's form is saved.

- ❸ The fields highlighted in red are empty or the format is incorrect.

The screenshot shows the configuration interface for a Briva calendar. The 'Identifier' field is highlighted in red, indicating it is empty. Other fields like 'URL' and 'User' are also visible. The interface includes sections for 'Variable identifying calendars and rooms', 'Font' (Default), 'Loading' (Transparent), and 'Behaviour when there are events' (Loop). A dropdown menu for 'iCalendar' is open, listing various options: iCalendar, MS-Exchange 2003, MS-Exchange 2007-2019 / o365, Lotus Domino, GRR, Zimbra, CSV Calendar, Adesoft, Gesroom, Agora, Rooming'it, and Other.

☛ Choose the `Other` connector to work with a new connector which is not yet referenced in the `MeetingRoom` form. In this case the calendar name value expected in the input must match the pattern: `-calendar`. That is also corresponding to the name given to the connector when it is installed in the default user data directory: for example: `C:\Users\Public\Documents\Server.accounts\innes_domaine.applets.gesroom-calendar`.

The *JSON variable value edition* wizard (6) allows to generate a JSON variable value:

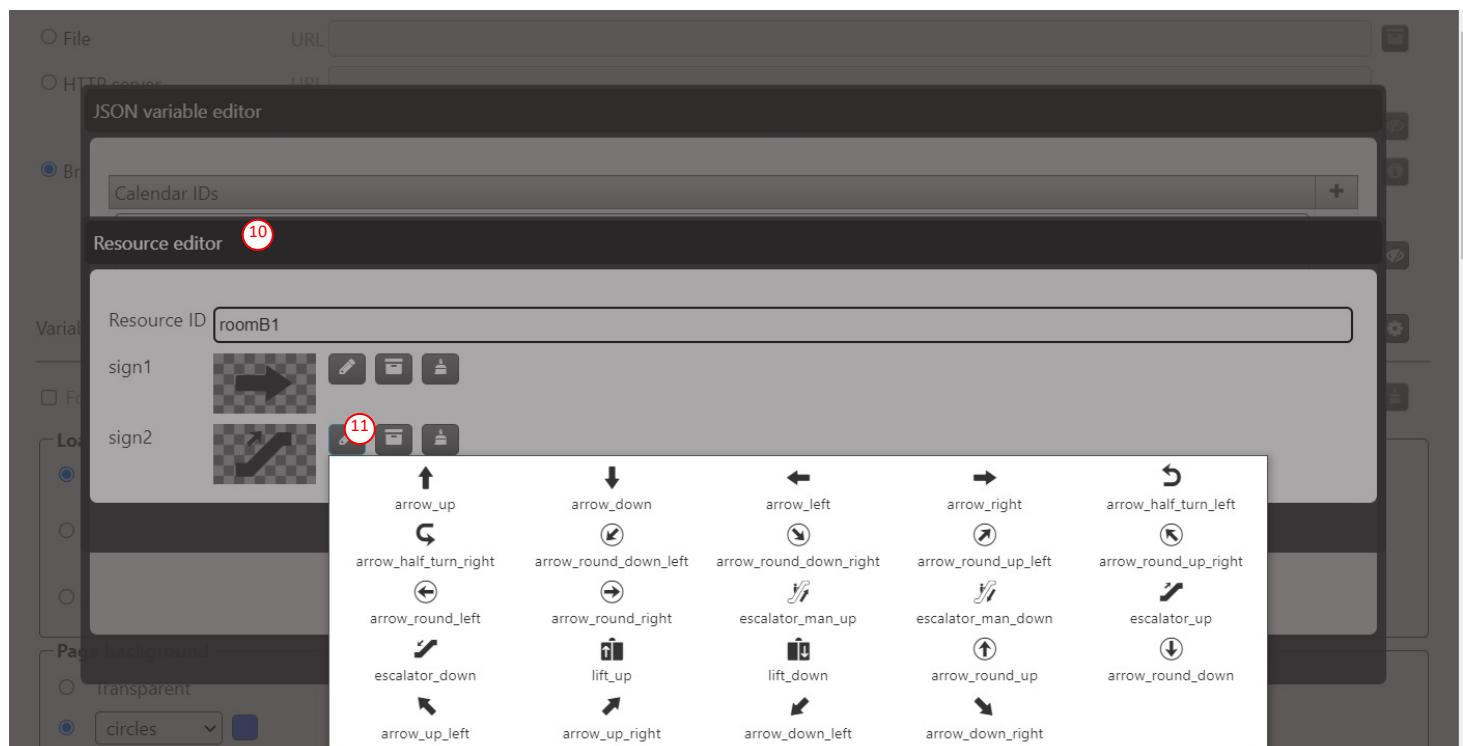
- **Calendar IDs** (7)³: enter one *calendar id* name referenced in the *configuration.xml* of your Briva connector. Several *calendar id* can be supported if required,
- **Resource ID** (8): enter one or several *resource ID* referenced in the *configuration.xml* of your Briva connector or referenced in your .ics file. Then press on the Edit button (9) to open the *Resource editor* (10) then select up to two optional signalization pictograms per resource among those supported in the glyphs' library (11), or picked from your media library. When done, press on the Copy button to generate the JSON variable value and copy it into clipboard. Paste the JSON variable value as update of a value of an existing JSON variable of your variable library.

³ The *Calendars IDs* field is available only when the *Briva calendar* radio button has been selected.

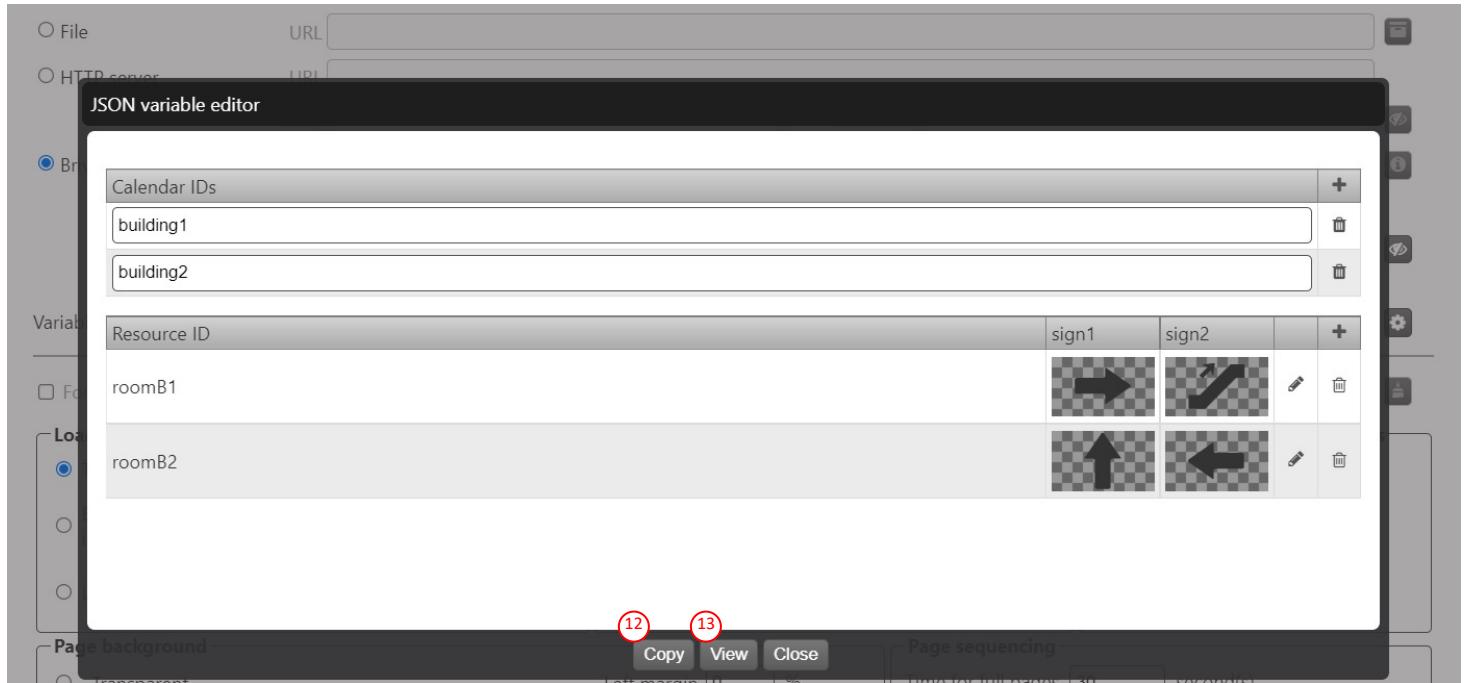
Paste here your existing JSON variable value coming from your variable library.



This is the *Resource editor* and its glyphs' library.

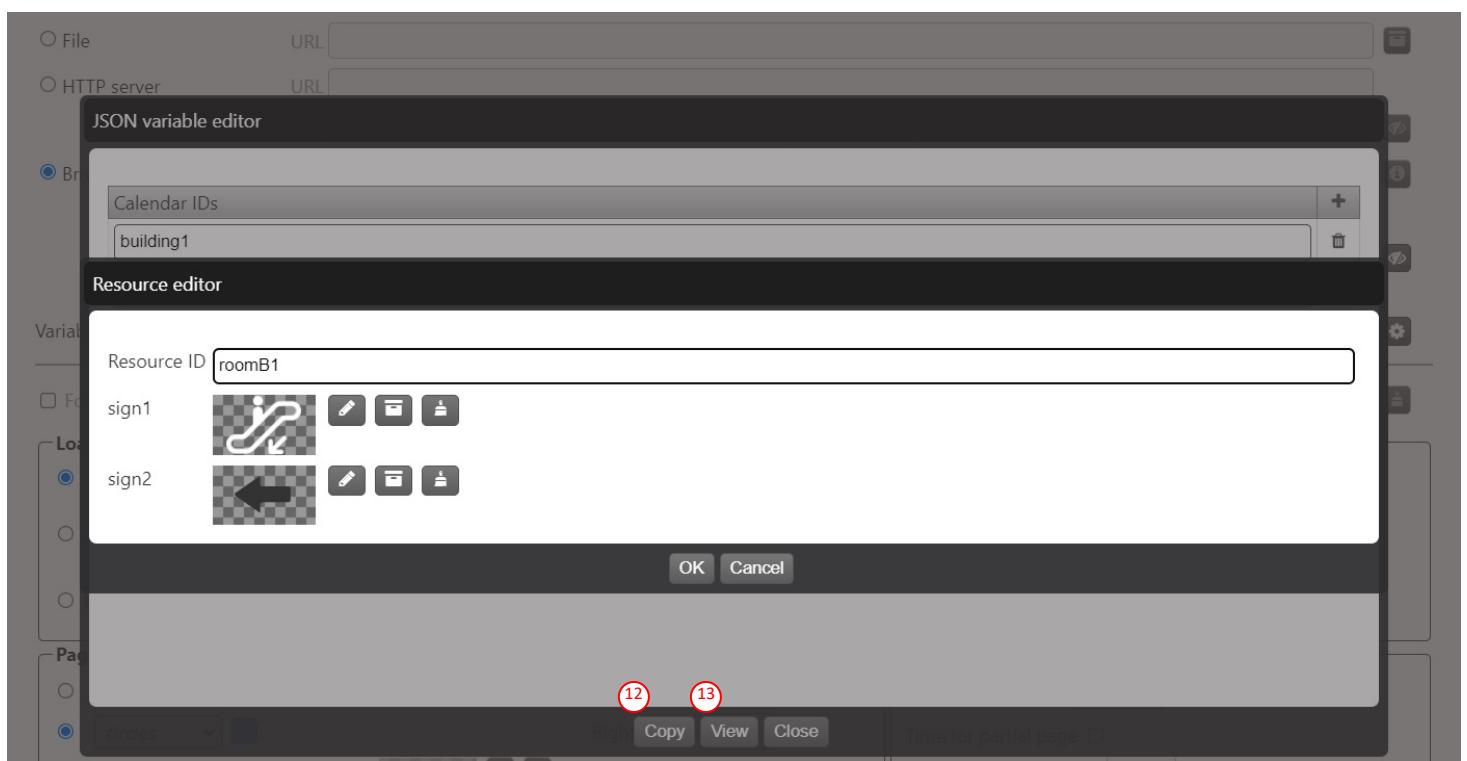


When modified, click on the Copy (12) button (copy to clipboard) to be able to paste the JSON value in your variable library.



External pictograms (as .png format for example) are also supported. When the form is edited and saved, the external pictograms files are added automatically as linked medias (absolute path).

When the pictogram have a relative path, this is up to the customer to define the appropriate URI basis (referential directory for the medias used by the mask). Consequently the pictogram may not be resolved in this pane.



You can click also on the **View** (13) button to watch the generated JSON variable value.



Behavior configuration, and customization (part 1)

Loading

Transparent

Embedded image 

Linked image

Behaviour when there is no event

Quit

Display a message for seconds
Message
Font color

Behaviour when there are events

Loop

Page background

Transparent

circles 

Embedded image 

Linked image

Left margin %

Right margin %

Page sequencing

Time for full pages second(s)

Time for partial page

1 to 3 lines second(s)

4 to 6 lines second(s)

7 or more lines second(s)

Page header

Height %

Font size

Title right

Time Separator Date

None

Embedded image 

Linked image

Left margin %

Right margin %

Form fields	Description
Font	Allow <code>MeetingRoom</code> to be displayed with a custom font.
Loading	Transparent / Image : Allow to display or not a loading image, the time for <code>MeetingRoom</code> to collect the required event data. If not activated, the background is transparent for the loading.
Behavior when there is no event	Quit / Display a message for / Message : When there is no event, it is possible to display a free text message for a while and to exit <code>MeetingRoom</code> before the end of the partial page display duration.
Behavior when there are events	Loop ¹ : Option allowing to not exit <code>MeetingRoom</code> even when all the page have been displayed each once; <code>MeetingRoom</code> is only ending when there is no event to display at all.
Page background	Left margin / Right margin : Allow to let a padding at the left side and at the right side of the widget. For further information, refer to the layout chapter. Transparent / circle/plain , file picker : Allow to configure the <code>MeetingRoom</code> background with either a canvas or a plain color, a transparent background or a background image.
Page sequencing	Time for partial page / Time for full page : When more than one page is required to display all the events, allow to configure the duration per page full of events, and the duration per page partially filled by events.
Page header	Title / Font size / Logo / Date / Separator / color / left/center/right : The header display can be inactivated. Allow to display at the top of <code>MeetingRoom</code> a title for the <code>MeetingRoom</code> widget, a company logo, the time and date. The header background color can be modified. The left/center/right alignment is applied only for the title. The logo, time and date are always aligned on the left. Header height : Allow to adjust the header height (max 40%). For further information, refer to the layout chapter. Left margin / Right margin : Allow to let a padding at the left of the header and/or at the right of the header (for example, to keep a padding for a logo).

¹The *Loop* option in the in the *Behaviour when there are events* fieldset can not work when *Quit* option is selected in the *Behaviour when there is no event* fieldset. To work around, select display *Display a message for x seconds* in the the *Behaviour when there is no event* fieldset.

Column adjustment and event section configuration

Column header

Height %

Shape Square Round

Font color Font size Format

Background opacity % Background color

Outline opacity % Outline color Vertical edges Without With

Enabled	Id		Format	Label	Align	Scroll
<input checked="" type="checkbox"/>	location	(12)		Location	<input type="button" value="left"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	summary	(13)		Event	<input type="button" value="left"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	time	(14)	<input type="button"/>	Time	<input type="button" value="left"/>	<input type="checkbox"/>
<input type="checkbox"/>	description	(15)		Description	<input type="button" value="left"/>	<input type="checkbox"/>

Columns position and size

Location Event Time

Sort by column Sort order

Form fields	Description
Column header	Header shape , Opacity , Color , Size , Format , Background color , Edge : Allow to customize the column header of the events: color, round or square shape, edges style for square shape, font size & color, border opacity. Height : Allow to adjust the column header height (max 40%). For further information, refer to the layout chapter.
Columns	<p>Allow to display or remove some event information among the 10 possible (¹) ICS standard properties: event location , event summary , event time , event description , event date , event organizer , event attendees , event pictogram n°1 for room signalization, event pictogram n°2 for room signalization, event attachment (²). In case using specific ICS files with additional standard properties or additional extended properties, it is possible to display four of them in additional columns.</p> <p>Enabled : allow to activate or deactivate a column.</p> <p>Id : column internal label used to sort the event (³).</p> <p>Label : column label displayed in the column header.</p> <p>Align : allow to align the value for a given column label: left / center / right .</p> <p>Scroll : allow the automatical value scrolling for the selected field when the value cannot be displayed entirely in the column width</p> <p>Columns position and size : Allow to change to columns width and to modify the columns order.</p> <p>Sort column / Order : Allow to modify the event sorting policy: by Time (ascending/descending), by Date (ascending/descending), by Summary (ascending/descending), by Description (ascending/descending), by Location (ascending/descending).</p>

(¹) Depending on the font size and the number of sections per pages, it is sometimes not possible to display properly all these 10 information types. Think to deactivate only several of them to lighten your display. (²) Supported only with Calendar UI connector. (³) When using appropriate .ics file or CSV calendar applet, you can display additional columns by filling some of the empty input of the Id column by an ICS standard property name or an ICS extended property name.

These properties can be seen at first sight:

- location (12),
- summary (13),
- time (14): use the toothed wheel button to modify the time format among the format values:
 - HH:MM(12),
 - HH:MM(24),
 - HH:MM(12)-HH:MM(12),
 - HH:MM(24)-HH:MM(24).
- description (15).

To display a column, tick the appropriate checkbox of the Enabled column.

Scroll (24) to the bottom to activate the display of other properties.

- date (16): use the toothed wheel button  to modify the date format among the format values:
 - dd/mm/yy,
 - dd/mm/yyyy,
 - d mmm yyyy,
 - dd mmmm yyyy.
- organizer (17),
- attendees (18),
- sign1 (19) (signalization pictogram n°1).

 Remember that when using calendar connector or calendar applets, the `date` of the meeting displayed will have always the same value, meaning the `date` value of the current day. To display the event of the next days on the screen, use your own .ics file (which is not coming from calendar connector or calendar applets) and check that the appropriate alarms are programmed in it.

Column header

Height	7 <input type="button" value="▼"/> %		
Shape	<input type="radio"/> Square <input checked="" type="radio"/> Round		
Font color	<input type="color"/>	Font size	<input type="button" value="small"/> <input type="button" value="big"/>
Background opacity	<input type="button" value="0"/> <input type="button" value="▼"/> %	Background color	<input type="color"/>
Outline opacity	<input type="button" value="0"/> <input type="button" value="▼"/> %	Outline color	<input type="color"/>
		Vertical edges	<input type="radio"/> Without <input checked="" type="radio"/> With

Columns

Enabled	Id	Format	Label	Align	Scroll
<input type="checkbox"/>	date (16)		Date	<input type="button" value="left"/> <input type="button" value="right"/>	<input type="checkbox"/>
<input type="checkbox"/>	organizer (17)		Organizer	<input type="button" value="left"/> <input type="button" value="right"/>	<input type="checkbox"/>
<input type="checkbox"/>	attendees (18)		Attendee(s)	<input type="button" value="left"/> <input type="button" value="right"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/>	sign1 (19)			<input type="button" value="left"/> <input type="button" value="right"/>	

Columns position and size 

Location	Event	Time
----------	-------	------

Sort by column Sort order

Scroll (24) again to the bottom to activate the display of others properties.

- sign2 (20),
- attachment (21) (first image attached to the meeting),
- (22)(23), ... standard ICAL properties or extended ICAL properties.

Column header

Height	7 <input type="button" value="▼"/> %		
Shape	<input type="radio"/> Square <input checked="" type="radio"/> Round		
Font color	<input type="color"/>	Font size	<input type="button" value="small"/> <input type="button" value="big"/>
Background opacity	<input type="button" value="0"/> <input type="button" value="▼"/> %	Background color	<input type="color"/>
Outline opacity	<input type="button" value="0"/> <input type="button" value="▼"/> %	Outline color	<input type="color"/>
		Vertical edges	<input type="radio"/> Without <input checked="" type="radio"/> With

Columns

Enabled	Id	Format	Label	Align	Scroll
<input type="checkbox"/>	sign2 (20)			<input type="button" value="left"/> <input type="button" value="right"/>	
<input type="checkbox"/>	attachment (21)			<input type="button" value="left"/> <input type="button" value="right"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	ICAL_XPROPERTY (22)		ical_xproperty_1	<input type="button" value="left"/> <input type="button" value="right"/>	<input type="checkbox"/>
<input type="checkbox"/>	(23)			<input type="button" value="left"/> <input type="button" value="right"/>	<input type="checkbox"/>

Columns position and size 

Location	Event	Time	ical_xproperty
----------	-------	------	----------------

Sort by column Sort order

Event section configuration

Events sections group Display <input type="text" value="12"/> section(s) maximum per page <input type="checkbox"/> Add spacing between sections						
Start day time <input type="text" value="9"/> h End day time <input type="text" value="18"/> h						
Events sections <input type="checkbox"/> Height <input type="text" value="7"/> % Shape <input type="radio"/> Square <input checked="" type="radio"/> Round <input type="checkbox"/> Allow 2-lines display						
<table border="1"> <tr> <td colspan="2"> Content Size <input type="button" value="small"/> <input type="button" value="medium"/> <input type="button" value="large"/> Odd sections color <input type="color"/> Even sections color <input type="color"/> Format B I U </td> <td> Background Opacity <input type="text" value="0"/> % Odd sections color <input type="color"/> Even sections color <input type="color"/> </td> <td> Outline Opacity <input type="text" value="0"/> % Odd sections color <input type="color"/> Even sections color <input type="color"/> Vertical edges <input type="radio"/> Without <input checked="" type="radio"/> With </td> </tr> </table>			Content Size <input type="button" value="small"/> <input type="button" value="medium"/> <input type="button" value="large"/> Odd sections color <input type="color"/> Even sections color <input type="color"/> Format B I U		Background Opacity <input type="text" value="0"/> % Odd sections color <input type="color"/> Even sections color <input type="color"/>	Outline Opacity <input type="text" value="0"/> % Odd sections color <input type="color"/> Even sections color <input type="color"/> Vertical edges <input type="radio"/> Without <input checked="" type="radio"/> With
Content Size <input type="button" value="small"/> <input type="button" value="medium"/> <input type="button" value="large"/> Odd sections color <input type="color"/> Even sections color <input type="color"/> Format B I U		Background Opacity <input type="text" value="0"/> % Odd sections color <input type="color"/> Even sections color <input type="color"/>	Outline Opacity <input type="text" value="0"/> % Odd sections color <input type="color"/> Even sections color <input type="color"/> Vertical edges <input type="radio"/> Without <input checked="" type="radio"/> With			
<input type="checkbox"/> Enable console mode						

Form fields	Description
Events sections	<p>Allow to change the number of section per page from: <1 to 15..> section(s) per page. There is one event per section (and one section per event).</p> <p>Section height : Allow to adjust the section height in % (max. 100%). For further information, refer to the layout chapter.</p> <p>Start day time / End day time : Allow to define the working range specially to shorten the event end time or the event start time of the events taking place all along the day or across several days (ex: EVENT1: 8:00-18:00 instead of EVENT1: 00:00-00:00).</p> <p>Event shape:square / Event shape:round : Allow to define the event shape: square or rounded.</p> <p>Add spacing between sections : Allow to display a space between sections allowing to lighten a little the event display.</p> <p>Allow 2-lines display : Allow to display the event information on 2 lines. Worth only when the section font size selected is small.</p> <p>Allow the title to be scrolled (summary field) : Allow to scroll automatically the title (summary label column) when it is longer than the column width.</p> <p>Content:size , Content:odd , Content:even , Content:format : Allow to configure the content of the odd and even sections: color, opacity, size, bold/italic/underline.</p> <p>Background:opacity , Background:odd , Background:even : Allow to configure the background of the odd and even sections: color, opacity.</p> <p>Outline:opacity , Outline:odd , Outline:even , Outline:vertical edge : Allow to configure the outline of the odd and even sections: color, opacity, vertical edge.</p>
Enable console mode	Allow to display some log information in case trouble with MeetingRoom or with its environment. For further information, refer to the console mode chapter.

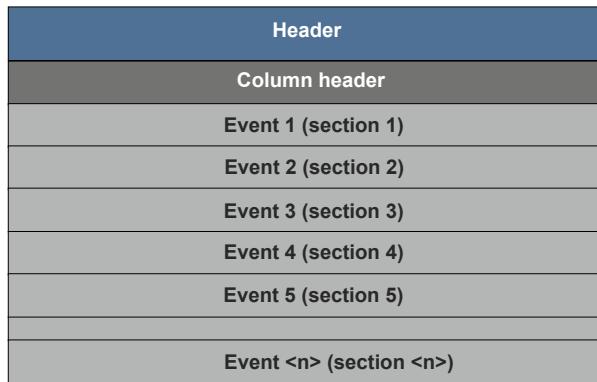
```

• Diagnostic Date : Tue, 23 Aug 2016 15:26:59 GMT
• Variable Name : calendaruriavar
• Variable Type : xpf.json
• Variable Value : {"calendars":[{"id":"all_rooms"}],"locations":[{"resource":"RoomA","sign1":"Copie Médiathèque reference/Maff/picto/arrowRight.png"}, {"resource":"ShowRoom","sign1":"Copie Médiathèque reference/Maff/picto/arrowUp.png"}, "sign2":"Copie Médiathèque reference/Maff/picto/escalatorDown.png"}]
• Idle Message : No event
• Display Events Mode : newest
• Current Events Length : 6
  . Calendar (all_rooms):
    . • $rUri : applets/ics-calendar/2ical.php?calendarId=all_rooms
    . • Dest File Path : file:///C:/Users/FredericInnes%20Screen%20Composer%20G3/Workspace/medias/ics-calendar/all_rooms.ics
    . • Dest File Exists : true
    . • Dest Uri File Last Modified Time : Tue, 23 Aug 2016 13:20:52 GMT
    . • Calendar Status : LOADED
    . • Calendar Events Length : 6
    . • Calendar Posted Alarms Length : 12
  
```

1.6.1 Layout sections

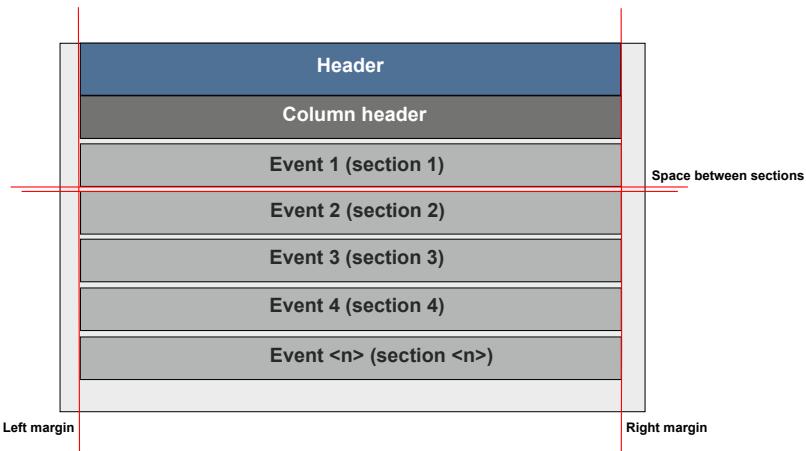
The `MeetingRoom` layout consists in:

- An optional header, containing the `MeetingRoom` title, time, date, logo
- An optional columns header, displaying the column labels
- A zone of sections, with one section per event.



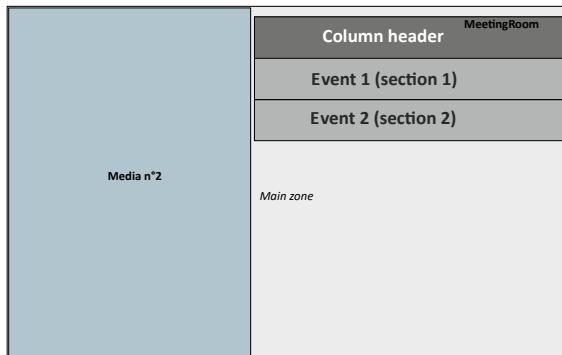
Page background left margin/right margin

To lighten the display, it is possible to add spacing between events and add page background left margin and right margin.



Number of sections per page and font size

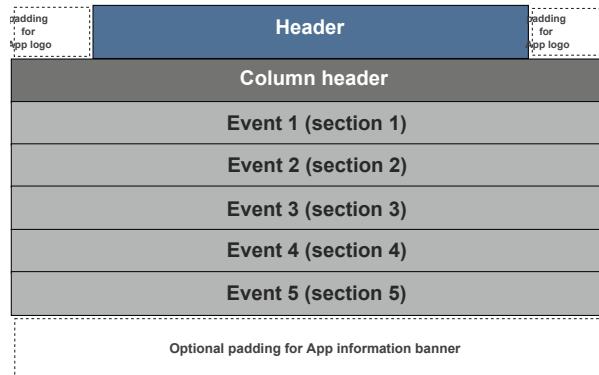
The maximum number of sections per page is defined in the form and can be set from 1 to 15 section(s) per page. When the number of sections per page is increasing, the font size is decreasing and reciprocally.



Provision for your App layout

It is possible to configure the `MeetingRoom` layout to keep a margin for your App layout:

- Margin at the left top corner or Margin at the right top corner
 - For example, to keep a padding for a logo.



The *sum of the percentages* is :

- Header height in % +
- Column header height in % +
- Section height in % x section(s) per page.

When the *sum of the percentage* is lower than 100%, the remaining bottom space is called `bottom padding`. When the sum of the percentage is 100% (or upper), there is not `bottom padding` reserved for information banner.

For example,

- to keep a `bottom padding` of 11% for information banner, you can set:
- Header height = 16%
- Column header height = 13%
- Section height = 10%
- Number of section(s) per page = 6

`Bottom padding` is 11 %, sum of $100\% - (16\% + 13\% + 6 \times 10\%)$

The `header height` value cannot be upper than 40%. When the `header` display is inactivated, its height is not counted in the sum of the percentages. that increases automatically the `bottom padding`.

The `column header height` value cannot be upper than 40%. When the `column header` display is inactivated, its height is not counted in the *sum of the percentages*. that increases automatically the `bottom padding`.

If the *sum of the percentages* is upper than 100 %, the height user values are kept like that in the form. But in runtime, the different height values are recomputed with a prorate to match a sum of percentages of 100%.

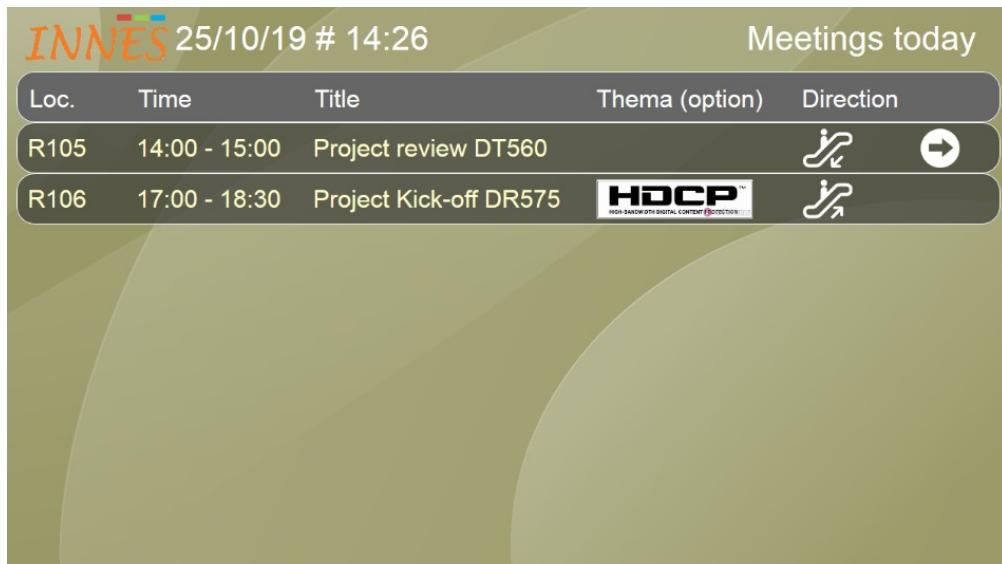
For example;

Layout	User settings in the form	Value used in run time (prorate)
Header height	40 %	20 %
Column header height	40 %	20 %
Section height	20 %	10 %
Number of sections per page	6	6
TOTAL	200 %	100 %

1.6.2 Add signalization pictograms

It is possible to display `signalization pictograms`. Some .png examples are provided by INNES:

- 6 white pictograms with transparent background,
- 6 brown pictograms with transparent background.



Two pictograms maximum can be displayed for each resource label. That requires to activate the display of one or two columns especially for `signalization pictograms`.

Signalization pictograms examples (.png):

`escalatorDown`



`escalatorUp`



`arrowRight`



`arrowLeft`



`arrowUp`



`arrowDown`



Open the `MeetingRoom Summarization` form, and activate the column `sign1` & `sign2`. Choose a label for each of the both columns. Check each column width. Change the column order if required.

Columns				
Enabled	Id	Label	Align	
<input type="checkbox"/>	attendees	Attendee(s)	left	▼
<input checked="" type="checkbox"/>	sign1	Sign. 1	left	▼
<input checked="" type="checkbox"/>	sign2	Sign. 2	left	▼
<input type="checkbox"/>	attachment		left	▼

Columns position and size 

Location	Event	Time slot	Sign. 1	Sign. 2
----------	-------	-----------	---------	---------

Sort column Order

Then define properly the `MeetingRoom` JSON variable value. For further information, refer to the `Variable` chapter.

1.6.3 Additional custom column

Check the additional column and add for each a column title. Enter the wished ICAL extended property or standard property label into the `Id` column. The property value should be then displayed in runtime.

The screenshot shows a configuration interface for defining columns. At the top, there's a table with columns: Enabled, Id, Format, Label, Align, and Scroll. Below this is a row of labels: Date, Hrs, Loc, Title, Att., S2, and S1. At the bottom, there are dropdown menus for 'Sort by column' (set to 'time') and 'Sort order' (set to 'start time in ascending order').

Enabled	<code>Id</code>	Format	Label	Align	Scroll
<input type="checkbox"/>				left ▾	<input type="checkbox"/>
<input type="checkbox"/>				left ▾	<input type="checkbox"/>
<input type="checkbox"/>				left ▾	<input type="checkbox"/>
<input type="checkbox"/>				left ▾	<input type="checkbox"/>

Columns position and size i

Date	Hrs	Loc	Title	Att.	S2	S1
------	-----	-----	-------	------	----	----

Sort by column time ▾ Sort order start time in ascending order ▾

Here we have extended properties in the `.ics` example:

- `TRANSP`,
- `GEO`,
- `CATEGORIES`.

.ics example

```
BEGIN:VCALENDAR
PRODID:-//ews//NONSGML iCalcreator 2.8// 
VERSION:2.0
METHOD:PUBLISH
BEGIN:VEVENT
UID:AAeAFNhbgx1M0Bpbm5lc3JkLm9ubWljcm9zb2Z0LmNvbQBGAAAAADCGk8koPnIQZNN+y8
o3CthBwDp60yCVxPqSJwMt4Mb042oAAAAAAE0AADp60yCVxPqSJwMt4Mb042oAAAdoNqmuAAA=
DTSTAMP:20210914T083000Z
ATTENDEE;CN="Innes Screen Manager":MAILTO:demo@contoso.onmicrosoft.com
DESCRIPTION:Project Meeting 3\n
DTSTART:20210914T083000Z
DTEND:20210914T100000Z
LOCATION:Room 3
ORGANIZER;CN="Innes Screen Manager":MAILTO:demo@contoso.onmicrosoft.com
SUMMARY:Project Meeting 3
TRANSP: myTransparencyValue
CATEGORIES: myCategory
GEO:37.5739497; -85.7399606
BEGIN:VALARM
ACTION:DISPLAY
DESCRIPTION:f327fc4a766a3ddbfe255e1ce7ad9e05
TRIGGER; VALUE=DURATION:-PT8H30M
END:VALARM
BEGIN:VALARM
ACTION:DISPLAY
DESCRIPTION:f327fc4a766a3ddbfe255e1ce7ad9e05
TRIGGER; RELATED=END; VALUE=DURATION:PT14H
END:VALARM
END:VEVENT
END:VCALENDAR
```

⚠ Do not add some unexpected space before or after the extended property

1.7 MeetingRoom Mono form description

Only the HTML form is described in this user manual.

Server & variable

The fields highlighted in red are empty or the format is incorrect.

The screenshot shows a configuration interface for a MeetingRoom Mono component. It includes several input fields and dropdown menus. Some fields have red circles with numbers 1 through 4, indicating validation errors. The fields are:

- File**: A radio button selected, with a red circle labeled 1 above the URL input field.
- HTTP server**: A radio button, with a red circle labeled 2 above the URL input field.
- Briva calendar**: A radio button selected, with a red circle labeled 3 above the iCalendar dropdown menu. The dropdown shows "iCalendar" and has a red circle labeled 3 next to it. Below it is a URL input field containing "http://<your server name>" with a red border.
- Variable name**: A dropdown menu with a red circle labeled 4 below it, currently showing "calendar id". Below it is a red-bordered input field for "User" and another for "Password".
- Calendar id**: A red-bordered input field with a red circle labeled 4 below it.

Form fields	Description
File ①	Use the drag n drop of the file picker to enter the absolute path filename of the .ics calendar file, else enter the relative path file name of the .ics calendar file. In this last case, don't forget to set the root directory of the .ics calendar file as URI basis. When the URI basis is not especially defined, the root directory of the relative file is the root directory of the MeetingRoom widget. The path filename of the .ics calendar file supports the variable types: {\$custom:<text_variable_name>} , {\$custom:<localized_variable_name>} and {\$custom:<filename_variable_name>} . To be able to display an event before it has started, think to add the appropriate alarms for each new event.
HTTP server ②	Supports HTTP server URL pointing directly on a remote .ics calendar file (i.e. http://contoso.demo.com/dir/cal_name.ics) or any HTTP server URL allowing to get an .ics calendar file (for example http://contoso.demo.com/dir/app.php?calendarId=cal_name). The HTTP server URL supports these variable types: {\$custom:<text_variable_name>} , {\$custom:<localized_variable_name>} and {\$custom:<filename_variable_name>} . To be able to display the event before the event starts, think to add the appropriate alarms for each new event.
Briva calendar ③	Enter your Briva URL ¹ and credentials. Choose the appropriate connector amongs: MS-Exchange 2007/2019 / o365 , Gesroom , GRR , Calendar UI , Zimbra , CSV Calendar , Lotus Domino , Adesoft , Rooming'it , Agora , Other).
Variable name ④	The variable name entered here is either a text variable name or a JSON variable name.
PlugnCast server applet calendar ¹	In case PlugnCast Server G2 , the calendar applets list is automatically built by fetching all the installed calendar applets. Select the appropriate calendar applet name.

(¹) In the MeetingRoom 1.20.XX version, the expected URL is `http://<briva_ip_addr>/` . In the 1.10.XX version, the expected URL is `http://<briva_ip_addr>/plugnCast/` .

(²) Field available only when edited with PlugnCast Studio G2 .

When the .ics calendar file has changed, the MeetingRoom mask can take until 1 minute to refresh the list of events.

When using a calendar connector, the variable name entered here is:

- either a text variable name whose the value is the `calendar id` name referenced in the `configuration.xml` configuration file of the calendar connector,
- or a JSON variable name defining one or several `calendar id` names referenced in the `configuration.xml` configuration file of the calendar connector

JSON example: multiple calendars

```
{
  "calendars": [
    {
      "id": "building1"
    },
    {
      "id": "building2"
    }
  ]
}
```

⚠ As soon as some resource labels (LOCATION field value in the .ics file) are defined in the JSON variable value, that prevent other event in the other resources that are not included as resource in the JSON file to be displayed in MeetingRoom.

When using pictogram files with relative path filename, the root directory of the pictograms path must be properly defined as URI basis.

The pictograms files are automatically added/updated as linked files when the mask's form is saved.

 The fields highlighted in red are empty or the format is incorrect.

 Choose the *other* connector to work with a new connector which is not yet referenced in the *MeetingRoom* form. In this case the calendar name value expected in the input must match the pattern: *-calendar*. That is also corresponding to the name given to the connector when it is installed in the default user data directory: for example: *C:\Users\Public\Documents\\Server.accounts\innes_domaine.applets.gesroom-calendar*.

Behavior configuration, and customization (part 1)

Form fields	Description
Page loading	Transparent / Image : Allow to display or not a loading image, the time for <i>MeetingRoom</i> to collect the required event data. If not activated, the background is transparent for the loading.
Behavior when there is no event	Quit / Display a message for / Message : When there is no event, it is possible to display a free text message for a while and to exit <i>MeetingRoom</i> before the end of the partial page display duration.
Behavior when there are events	Loop : Option allowing to not exit <i>MeetingRoom</i> even when all the page have been displayed each once; <i>MeetingRoom</i> is only ending when there is no event to display at all.
Page header	Embedded image OR Linked image / Time / Date / Room name / Room prefix : Allow to display the optional header containing a logo, the time and date, the room name and its room name prefix. Several time formats and date formats are supported.
Page background	Transparent / diagonal lines/plain color , file picker : Allow to configure the <i>MeetingRoom</i> background with either a canvas or a plain color, a transparent background or a background image.

⚠ The room name prefix cannot be displayed alone. the date font size is computed from the time font size. The date font size is always lower than the time font size.

Page content (part 2)

Page style

Font

Prefixes color

Event text color

Text alignment

Date and Time

with prefix

Date Separator

Time

Start-End time

Start time

Display attendees with prefix

In a single line In a table of column(s) and line(s)

Simultaneous events behaviour

Always display the newest

Always display the oldest

Display all alternatively

Time for an event seconds

Display attached images, each image every seconds during seconds

Display organizer with prefix

Display description At the top At the bottom

Start day time h End day time h

Enable console mode

Form fields	Description
Page style	Select one of the available fonts, a prefix color, the font size for the page, the forat B/U/I for the prefix, the event label color, the label aligmentement.
Page content	Simultaneous events behavior : Always displays the newest / Always display the oldest ,Display all alternatively with an interval of n seconds : Allow to define the conditions to display the event: only the newest event or only the latest or all the event the one after the other with a specific duration.
Page content	Time for an event : allow to define the display duration per event
Page content	Display attached images, each image every n seconds , during <m> seconds : Option allowing to display one event attachment ⁽¹⁾ if present in the meeting in alternance with the related event content.
Page content	Date and time : Date , Separator , Time/start-end time , Time/Start time : Allow to display or not the event date and the event time (start time only or both start time and end time), with a separator between date and time or not. Both H12 and H24 time format are supported.
Page content	Display organizer / with prefix : Allow to display or not the organizer with a prefix printed before its name.
Page content	Display description : At the top / At the end : Allow to display or not the detailed event at the top or at the bottom of the screen.
Page content	Display attendees / with prefix : In a single line / In a table of n columns and m lines : Allow to display or not the attendees with a prefix for the attendees list; the attendees list is displayed in one line or accross several lines like a table.
Page content	Start day time / End day time : Allow to define the working time to display a consistent start time and end time for meetings taking place on several days.
Enable console mode	Allow to display some log information on the screen to debug trouble with MeetingRoom and its environment. For further information, refer to the console mode chapter.

⚠ The left/center/right alignment is not applied to the attendees table.

¹ Supported with Calendar UI and only.

```
• Diagnostic Date : Tue, 23 Aug 2016 15:26:59 GMT
• Variable Name : calendaruriavar
• Variable Type : xpf:json
• Variable Value : {"calendars":[{"id":"all_rooms"}],"locations":[{"resource":"RoomA","sign1":"Copie Médiathèque reference/Maff/picto/escalatorDown.png","sign2":"Copie Médiathèque reference/Maff/picto/arrowRight.png"}, {"resource":"ShowRoom","sign1":"Copie Médiathèque reference/Maff/picto/arrowUp.png","sign2":"Copie Médiathèque reference/Maff/picto/escalatorDown.png"}]}
• Idle Message : No event
• Display Events Mode : newest
• Current Events Length : 6
    • Calendar (all_rooms) :
        • • SrcUri : applets/ics-calendar/2ical.php?calendarId=all_rooms
        • • Dest File Path : file:///C:/Users/Frederic/Innes%20Screen%20Composer%20G3/Workspace /medias/ics-calendar/all_rooms.ics
        • • Dest File Exists : true
        • • DestIri File Last Modified Time : Tue, 23 Aug 2016 13:20:52 GMT
        • • Calendar Status : LOADED
        • • Calendar Events Length : 6
        • • Calendar Posted Alarms Length : 12
```

2.1 Getting started

Choose the way to get your .ics calendar file

After having taken a look on the overview schematic, choose the appropriate way to get your .ics calendar file then select the according solution in the form.

 The fields highlighted in red are empty or the format is incorrect.

<input type="radio"/> File	URL	
<input type="radio"/> HTTP server	URL	
<input type="radio"/> Briva calendar	User	Password
	iCalendar	
	Identifier <calendar name>-calendar	
	URL http://<your server name>	
	User	Password
Variable identifying calendars and resources  		

• File

- Your .ics calendar file is local to the device. Define here the relative path to your .ics calendar file; For example: calendar_dir/calendar.ics
- You can add to the playout/manifest a download task which is allowing to update your .ics calendar file periodically from a remote server with the scheme smb:// or http://. To know whether your device is supporting the download task with smb:// scheme, refer to the device supported medias and performances.
- The resource folder path of the .ics calendar file needs to be defined in the URI basis. For further information, refer to URI basis chapter.
- Add the .ics calendar file in the linked medias. Refer to linked file chapter.
- No variable is required.
- Save and close the form.
- Launch a unitary preview. if you have events on your calendar system, you should see the events in MeetingRoom .

 The ICS download task is not supported in the preview screen

• HTTP server

- Your .ics calendar file is hosted on a HTTP/WebDAV server.
- Enter the entire URL containing the .ics calendar file name; For example: https:///ics
- If login & password is required, enter them.
- No variable is required.
- Save and close the form.
- Launch a unitary preview. if you have events on your calendar system, you should see the events in MeetingRoom .

• Briva calendar Server

- You want to use a Briva Calendar Server with a calendar system connector:
 - Prerequisite:
 - your Briva Calendar Server is properly installed.
 - your calendar system connector is properly configured and is running.
 - For further information, read the appropriate connector user manual.
 - Choose the appropriate calendar system connector:
 - MS-Exchange 2007/2019 / o365 ,
 - GRR ,
 - Zimbra ,
 - Gesroom ,
 - Calendar UI ,
 - CSV Calendar ,
 - Adesoft ,
 - Lotus Domino ,
 - Rooming'it ,
 - Agora
- Enter the Briva Calendar Server URL, username and password. For further information, read the Briva Calendar Server user manual.
- Enter the variable name which has to be used by MeetingRoom ;
 - Prerequisite: your variable must be properly defined and must contain:
 - One or several of the calendar name(s) written in the configuration.xml configuration file for the calendar connector,
 - Optionally, the pictogram file names with the relative folder path,
 - For further information, refer to the Variable chapter.
- Save and close the form.
- Define the appropriate MeetingRoom variable value for the visualisation and launch a unitary preview. if you have events on your calendar system, you should see the events in MeetingRoom .

Some examples are explained in the appendix.

- PlugnCast server G2 (menu available only in flash form when edited with PlugnCast Server G2)
 - Choose the wished calendar system applet
 - Enter the variable name used by MeetingRoom ;

- Prerequisite: your variable must be properly defined and must contain:
 - One or several of the calendar name(s) written in the configuration.xml configuration file for the calendar connector,
 - Optionally, the pictogram file names with the relative folder path,
 - For further information, refer to the Variable chapter.
- Save and close the form.
- Define the appropriate `MeetingRoom` variable value for the visualisation and launch a unitary preview. If you have events on your calendar system, you should see the events in `MeetingRoom`.

If the unitary preview is OK, affect the appropriate value to your different devices, drop the `MeetingRoom` widget in a playout and publish. Then you can edit again the `MeetingRoom` form and enjoy with the different rendering possibilities.

2.2 Behavior

The `MeetingRoom` widget can be executed by any App able to play HTML5 widget (for example Playzilla).

Model instance duration

The `MeetingRoom` duration can be configured

- either inside the `MeetingRoom` form:
 - intrinsic duration
 - duration per page
- and by modifying the `MeetingRoom` behavior when it is played in alternance with other medias:
 - 1X
 - Specific duration
 - Infinitely

When played once, when the events pages have all been displayed, `MeetingRoom` is ending. The Loop option, allows to maintain `MeetingRoom` displaying events until all the events have disappeared from the screen.

Intrinsic duration

The intrinsic duration defines the media duration when it is played once. `MeetingRoom` has an intrinsic duration based on the duration per page. For example, if 2 pages are required to display all the events, the `MeetingRoom` duration is meaning 1 minute when:

- the time for full page (default 30 seconds) and
- the time for partial page (default 30 seconds), .

Custom intrinsic duration: it is possible to force the `MeetingRoom` intrinsic duration. In this case, `MeetingRoom` can end in the middle of a page display. If the custom intrinsic duration is upper than the default intrinsic duration, the `MeetingRoom` ends by displaying the last page all the time until the custom duration expires.

Behavior

Like any other content model, a specific behavior can be applied to the `MeetingRoom`:

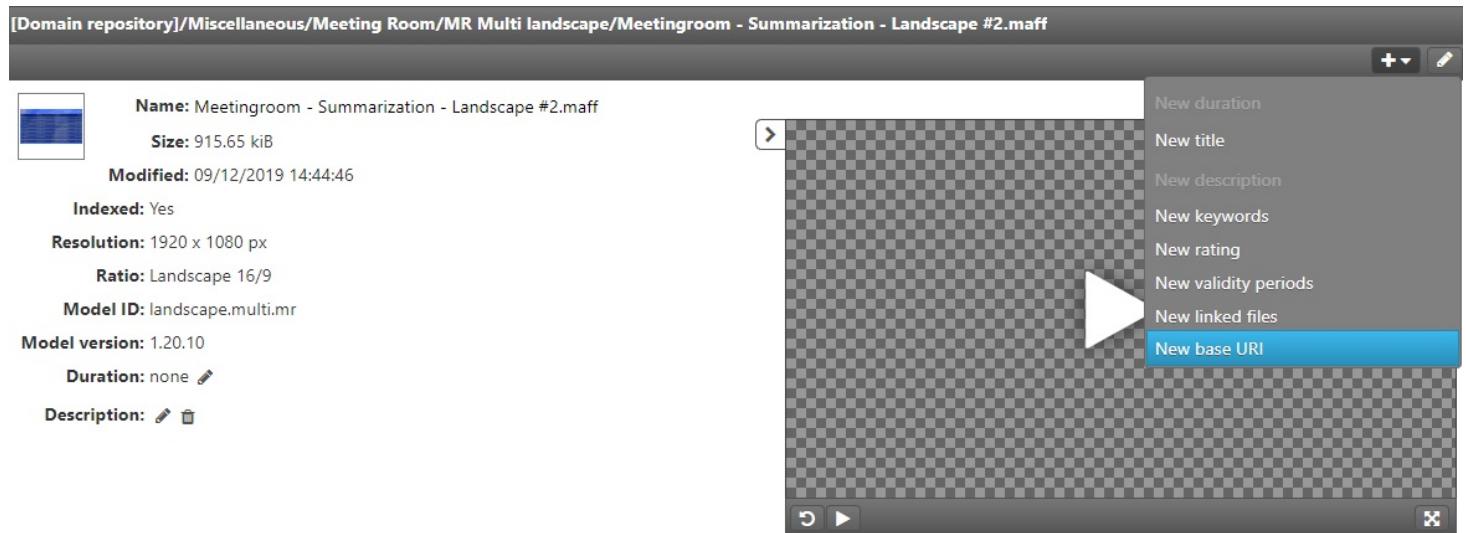
- 1 time: `MeetingRoom` is played once then then following media is played.
- times: `MeetingRoom` is played N times then then following media is played.
- For minutes: `MeetingRoom` is played for M minutes then then following media is played.
- Infinitely: `MeetingRoom` is played infinitely. The following media is not played. For further information refer to the `Screen Composer G3` or `PlugnCast Server G3` user manual.

2.3 Base URI

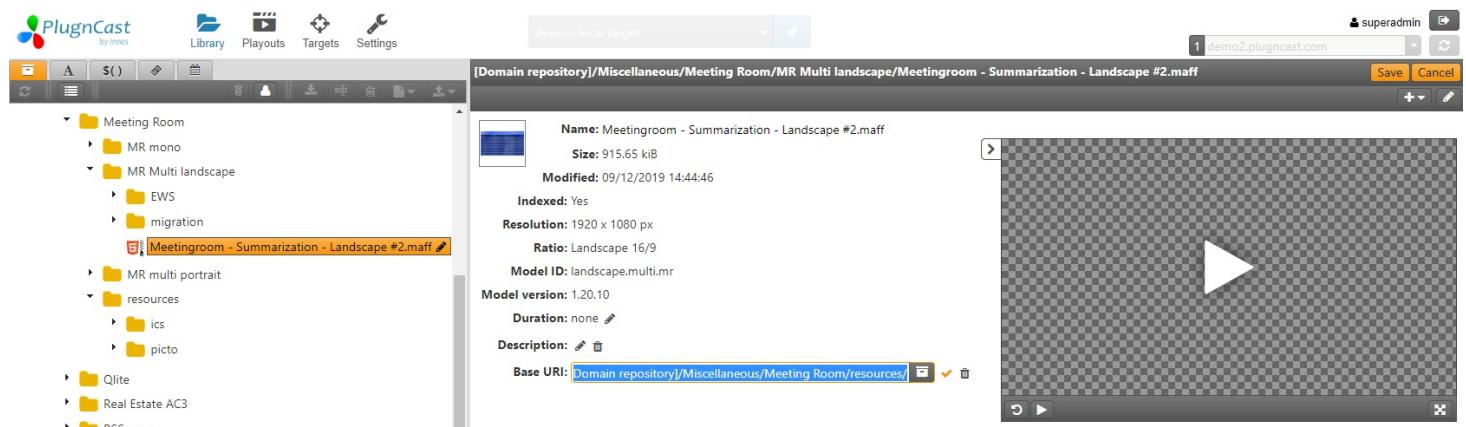
The URI basis is allowing to define a specific directory path for the signalization pictograms different from the default one.

The default URI basis is the root path of the content model.

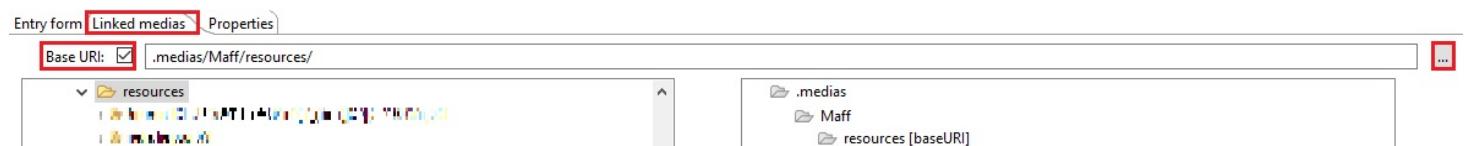
When using **PlugnCast Server G3** : Select your **MeetingRoom** Content model instance, and press on the **Create a metadata property** button. Then press on the menu **new base URI** metadata value.



Select and drop the folder where are situated your resources (.ics , pictograms file).



When using **Screen Composer G3 OR PlugnCast Server G2** Edit the **MeetingRoom** content model instance. In the **Linked medias** tab, select the option **Base URI** the press on **Select Directory** button to choose the appropriate **base URI** directory.



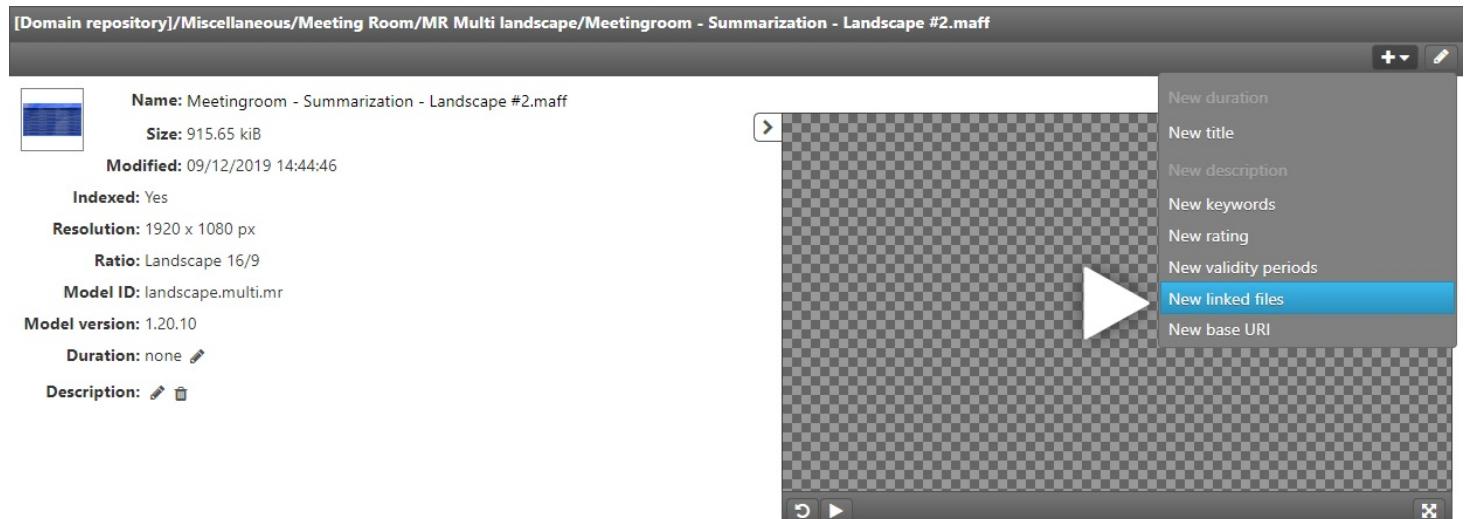
2.4 Linked files

The `Linked files` are listing the resource which must be embedded with the `MeetingRoom` widget so that it can work properly:

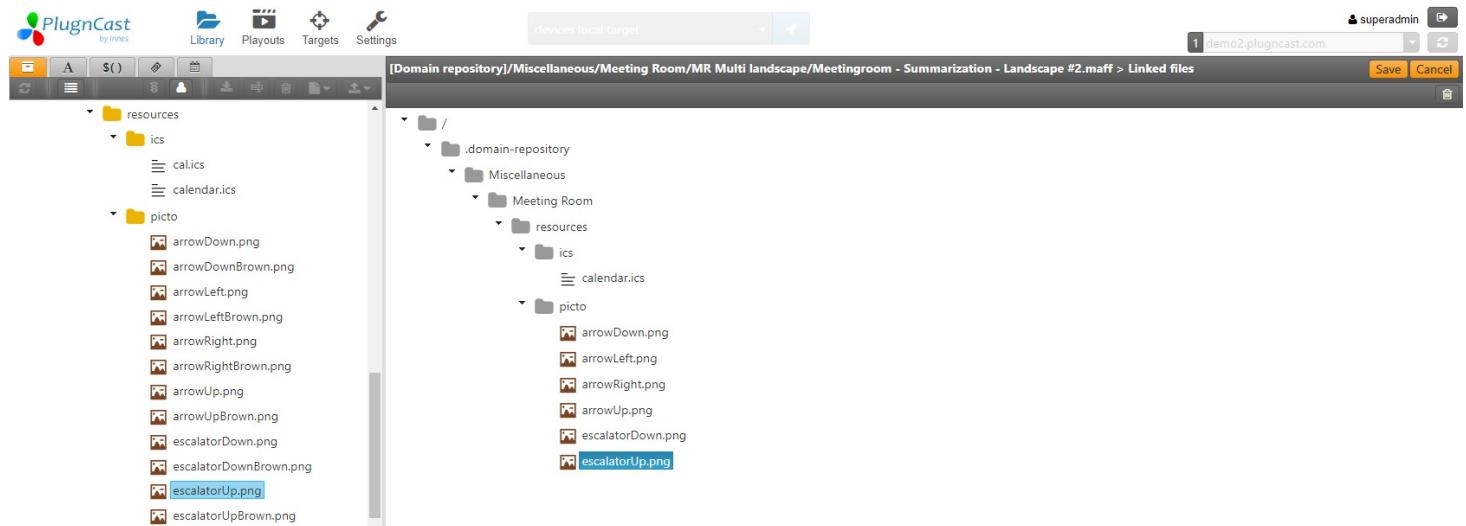
- Local `.ics` calendar file (in case needing to update your local `.ics` calendar files),
- Signalization pictograms files, in case needing to display orientation pictograms for some room resources.

☞ the local `.ics` calendar file should be automatically added in linked file when saving the form

When using `PlugnCast Server G3` : Select your `MeetingRoom` content model instance, and press on the `Create a metadata property` button. Then press on the menu `new linked files`.



Drop the pictograms files and the local `.ics` calendar file if required from the library to the `Linked files` edition panel on the right.



Using `Screen Composer G3` OR `PlugnCast Server G2` : Edit the `MeetingRoom` form, go in the `Linked files` tab, and drop the pictogram files and/or your `.ics` calendar file into the right side.

Edit the media resource

Edit contents and metadata of the media resource ".medias/Copie Médiathèque reference/Maff/MeetingRoom Summary Landscape/Meetingroom - Summarization - Landscape.maff"

Entry form [Linked medias](#) [Properties](#)

Base URI: .medias/Maff/MeetingRoom Summary Landscape/

resources

picto

- arrowDown.png
- arrowDownBrown.png
- arrowLeft.png
- arrowLeftBrown.png
- arrowRight.png
- arrowRightBrown.png
- arrowUp.png
- arrowUpBrown.png
- escalatorDown.png
- escalatorDownBrown.png
- escalatorUp.png
- escalatorUpBrown.png

.medias

Maff

MeetingRoom Summary Landscape [baseURI]

resources

picto

- arrowDown.png
- arrowLeft.png
- arrowRight.png
- arrowUp.png
- escalatorDown.png
- escalatorUp.png

In Screen Composer G3 and in PlugCast Server G2, it is not required to add the .ics calendar file in the linked files.

2.5 ICS calendar file download task

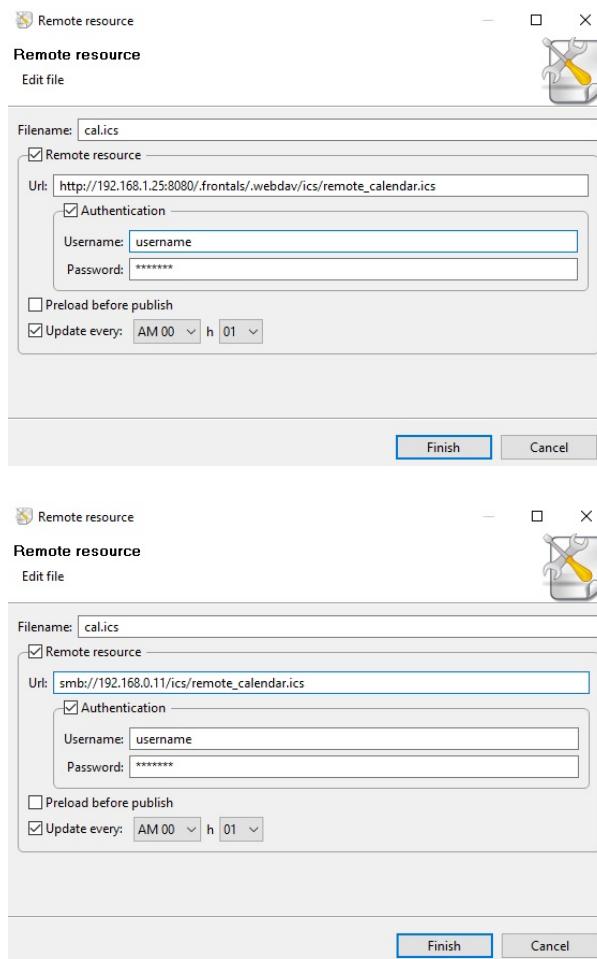
The device can update its local `.ics` calendar file by the content of another one located on a `SMB/CIFS` or `HTTP/WebDAV` remote server. For that create a remote file in the manifest pointing:

- remote `.ics` calendar file on `HTTP/WebDAV` server
 - for example:
 - local file: `cal.ics`
 - remote file: `http://<domain>/../remote_calendar.ics`
 - username/ password
 - update period: 1 min
- remote `.ics` calendar file on `HTTP/WebDAV` server
 - for example
 - local file: `cal.ics`
 - remote file: `smb:// <domain>/../remote_calendar.ics`

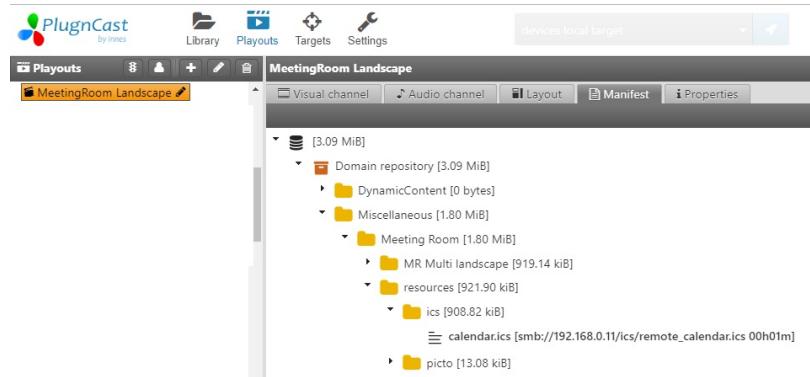
The file download task with `smb://` scheme is only supported Gekkota device 4.12.11 (or above)

Using Screen Composer G3 : To create a file download task, a parent directory has to be present in the `Manifest` of hte playout. Drop your `MeetingRoom` widget in your playout. In the `Manifest` tab, select the appropriate parent directory of the remote file to create. For example: `resources`. If not present, drop it from the library to the manifest. Right click on the parent directory, choose `Remote file`. Fill the form properly with your server value.

- your local `.ics` calendar file:
- `http://<domain>/../your_remote_calendar.ics` OR `smb://<domain>/../your_remote_calendar.ics` OR `SMB/CIFS` OR `HTTP/WebDAV` server username/ password
- update period: 1 min For the test, think to shorten the Update every value to 1 minute. Don't activate `Preload before publish` else the publication may not complete.



Using PlugnCast Server G3 :



2.6 Variable

The using of a variable is required in `MeetingRoom` when it has to work with `Briva Calendar Server` (or `PlugnCast G2 server`). The variable can contain:

- the calendar name defined in the calendar connector and/or
- the signalization pictograms path

The variable name has to be entered in the form in the `Variable name` input text.

 When entered manually, take care to enter the variable name with the right spelling.

Connector configuration file

To define properly the `MeetingRoom` variable value, it is required to check information defined in the `configuration.xml` configuration file of the calendar connector hosted on the `Briva calendar Server` (or `PlugnCast Server G2`).

To see the calendar connector configuration, go on the computer having `Briva calendar Server` (or `PlugnCast Server G2`) installed and running and edit the `configuration.xml` stored in the `Briva Calendar Server` data user directory which is by default:

```
C:\Users\Public\Documents\Innes Briva\Server\.accounts\<domain>.applets\<connector_name>\configuration.xml  
C:\Users\Public\Documents\Innes PlugnCast\Server\.accounts\<domain>.applets\<connector_name>\configuration.xml
```

Variable to define the calendar name

The variable is used in `MeetingRoom` when wishing to define the `.ics` calendar file name(s) to work with. It can be:

- a STRING variable to define simply one `.ics` calendar file name or
- a JSON variable to define:
 - one or several `.ics` calendar file name(s)
 - and other information like the pictograms file names with their relative folder required for each resource.
- Before publishing, don't forget to associate an appropriate `MeetingRoom` variable value to each of your device.

Variable type

STRING For example :

- Variable name: `meetingroom_var`
- Variable type: string
- Variable value: `salleXY`

The variable value is `SalleXY` when using a `.ics` calendar file named `salleXY.ics` The same calendar name is stored also in `configuration.xml` configuration file

```
<scc:calendar id="salleXY" server="url(#serverId)">  
<param name="resource">salleXY@exchange2007.innes.pro</param>  
<param name="cachePersistence">0</param>  
<param name="startRelated">day-start</param>  
<param name="endRelated">day-end</param>  
<param name="filterSensitivity">Personal,Confidential,Private</param>  
</scc:calendar>
```

JSON For example :

- Variable name: `meetingroom_var`
- Variable type: json
- Variable value:

```
{  
  "calendars": [  
    {"id": "salleXY"}]  
}
```

The variable value is `SalleXY` when using a `.ics` calendar file named `salleXY.ics` The same calendar name is stored also in `configuration.xml` configuration file

```
<scc:calendar id="salleXY" server="url(#serverId)">  
<param name="resource">salleXY@exchange2007.innes.pro</param>  
<param name="cachePersistence">0</param>  
<param name="startRelated">day-start</param>  
<param name="endRelated">day-end</param>  
<param name="filterSensitivity">Personal,Confidential,Private</param>  
</scc:calendar>
```

JSON Variable to define the calendar name and the signalization pictograms (when using calendar connectors)

The using of `signalization pictograms` (until 2 per room) requires to define a `JSON` variable value. It defines:

- the calendar name(s) (stored in the `configuration.xml` of each connector)
- the pictogram name for each resource label with its relative path file name

Variable example (single calendar system)

- Variable name: `meetingroom_var`
- Variable type: json
- Variable value:

```
{
  "calendars": [
    {"id": "all_rooms2013"},

    "locations": [
      {"resource": "R101",
       "sign1": "picto/escalatorDown.png",
       "sign2": "picto/arrowRight.png"}]
  }
}
```

configuration.xml of the calendar connector: The `.ics` calendar file name used in the `JSON` variable must be declared also in the `configuration.xml` configuration file of the calendar connector.

```
<sc:server id="serverId1" type="ews">
<sc:baseuri>http://192.168.1.28</sc:baseuri>
<sc:label>Serveur Exchange 2013</sc:label>
<sc:authentication type="http-authentication">
<sc:scheme>basic</sc:scheme>
<sc:credentials>
<sc:username>delegate@exchange2013.innes.pro</sc:username>
<sc:password>*****</sc:password>
</sc:credentials>
</sc:authentication>
</sc:server>

<sc:calendar id="all_rooms2013" server="url(#serverId1)">
<param name="resource">room1@exchange2013.innes.pro</param>
<param name="resource">room2@exchange2013.innes.pro</param>
<param name="resource">room3@exchange2013.innes.pro</param>
<param name="cachePersistence">0</param>
<param name="startRelated">day-start</param>
<param name="endRelated">day-end</param>
<param name="filterSensitivity">Personal,Confidential,Private</param>
</sc:calendar>
```

Variable example (multiple calendar)

- Variable name: `meetigroom_var`
- Variable type: json
- Variable value:

```
{
  "calendars": [
    {"id": "all_rooms2013"},

    {"id": "all_rooms2010"},

    "locations": [
      {"resource": "R101",
       "sign1": "picto/escalatorDown.png",
       "sign2": "picto/arrowRight.png"}]
  }
}
```

configuration.xml of the calendar connector: The `.ics` calendar file name used in the `JSON` variable must be declared also in the `configuration.xml` configuration file of the calendar connector.

```
<sc:server id="serverId1" type="ews">
<sc:baseuri>http://192.168.1.28</sc:baseuri>
<sc:label>Serveur Exchange 2013</sc:label>
<sc:authentication type="http-authentication">
<sc:scheme>basic</sc:scheme>
<sc:credentials>
<sc:username>delegate@exchange2013.innes.pro</sc:username>
<sc:password>*****</sc:password>
</sc:credentials>
</sc:authentication>
</sc:server>

<sc:server id="serverId2" type="ews">
<sc:baseuri>http://192.168.1.29</sc:baseuri>
<sc:label>Serveur Exchange 2010</sc:label>
<sc:authentication type="http-authentication">
<sc:scheme>basic</sc:scheme>
<sc:credentials>
<sc:username>delegate@exchange2010.innes.pro</sc:username>
<sc:password>*****</sc:password>
</sc:credentials>
</sc:authentication>
</sc:server>

<sc:calendar id="all_rooms2013" server="url(#serverId1)">
<param name="resource">room1@exchange2013.innes.pro</param>
<param name="resource">room2@exchange2013.innes.pro</param>
<param name="resource">room3@exchange2013.innes.pro</param>
<param name="cachePersistence">0</param>
<param name="startRelated">day-start</param>
<param name="endRelated">day-end</param>
<param name="filterSensitivity">Personal,Confidential,Private</param>
</sc:calendar>

<sc:calendar id="all_rooms2010" server="url(#serverId2)">
<param name="resource">room1@exchange2010.innes.pro</param>
<param name="resource">room2@exchange2010.innes.pro</param>
<param name="resource">room3@exchange2010.innes.pro</param>
<param name="cachePersistence">0</param>
<param name="startRelated">day-start</param>
<param name="endRelated">day-end</param>
<param name="filterSensitivity">Personal,Confidential,Private</param>
</sc:calendar>
```

JSON Variable to define the signalization pictograms for a .ics calendar file hosted on a remote HTTP or SMB/CIFS server

- Variable name: `meetigroom_var`
- Variable type: json
- Variable value:

```
{  
  "locations": [  
    {"resource": "ROOM 1",  
      "sign1": "picto/escalatorDown.png",  
      "sign2": "picto/arrowRight.png"},  
    {"resource": "ROOM 3",  
      "sign1": "picto/escalatorUp.png",  
      "sign2": "picto/arrowLeft.png"}]  
}
```

Before launching a `MeetingRoom` unitary preview, think to define an appropriate default `MeetingRoom` variable value for the preview. Before publishing `MeetingRoom` on your devices, think to affect an appropriate `MeetingRoom` variable value to all your devices.

2.7 Automatical scrolling

In option, when a value cannot be displayed entirely in the column width, the value can be scrolled automatically (check box `scroll`).

2.8 Preview

If you are using `Screen Composer G3` OR `PlugnCast Server G3`, you can check the `MeetingRoom` widget rendering before publishing by using:

- the unitary preview,
- the timeslot preview.

 Think to define properly the default `MeetingRoom` variable value for preview.

Unitary preview

Select the `MeetingRoom` widget and launch the unitary preview. For further information, refer to the `Screen Composer G3` OR `PlugnCast Server G3` user manual.

`MeetingRoom` preview in `PlugnCast Server G3` is only supported with `MeetignRoom V1.20.10` (or above).

Timeslot preview

When `MeetingRoom` widget must be displayed in a smaller zone (for example, inside a small floating zone with 2 events per page), to preview the final rendering, launch a `MeetingRoom` preview with the timeslot preview. In your timeslot, add:

- the appropriate layout grid and
- the `MeetingRoom` widget.

Launch the timeslot preview.

Preview example with `MeetingRoom Summarization`:



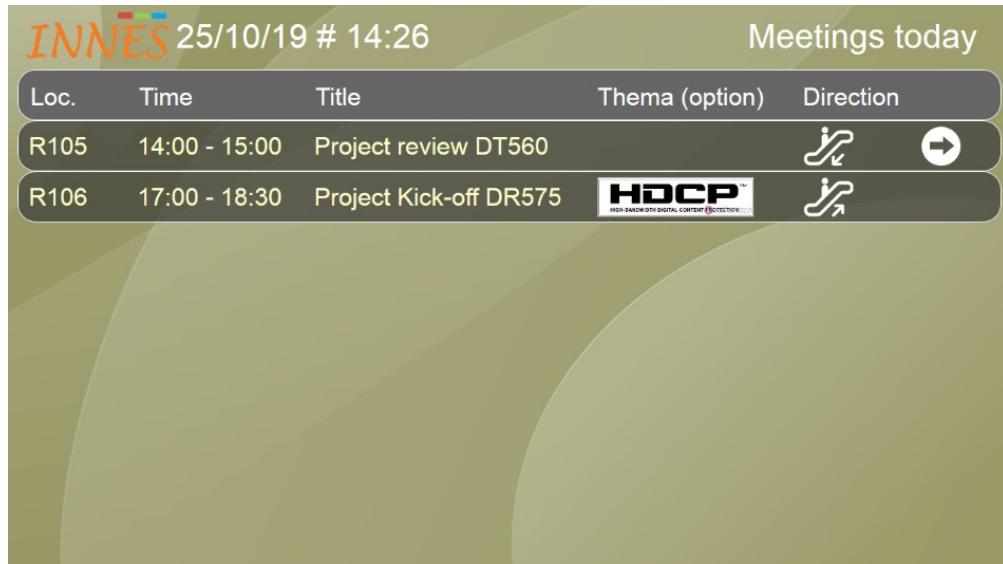
 In this version, the preview date and time modification is not supported.

2.9 Attachment

When using `Calendar UI` connector, when a picture is attached to a event, it can be displayed on the screen in the event section for `MeetingRoom Summarization`.¹¹ That requires to activate the display of the specific column dedicated to event attachment.

INNES CalendarUI calendar system can work on:

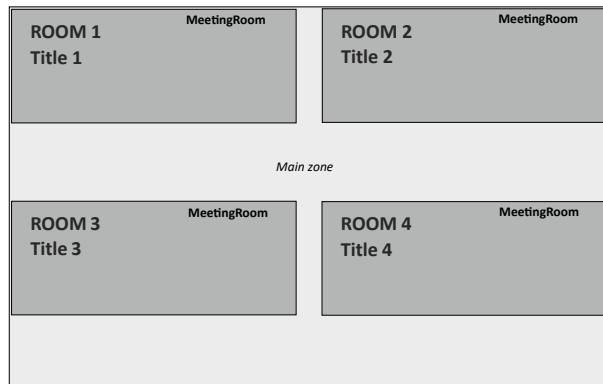
- Briva Calendar Server
- PlugnCast Server G2



With MeetingRoom Mono, the image can be displayed in time alternance with the meeting by checking the option `Display the attached images`.

2.10 Several model instances supported

Like any HTML widget, several `MeetingRoom` model instances can be displayed at the same time in different zones. The user must configure properly the appropriate App grid layout. For further information refer to the [Screen Composer](#) OR [PlugnCast Server](#) user manual.



2.11 Content model upgrade

To upgrade a `MeetingRoom` content model, download the appropriate content model pack from the INNES support official Web site, install it and edit all your `MeetingRoom` content model instances. Refer also to the chapter [Content model instance creation](#)

2.12 Trouble shoot

The console mode

The `console mode` can be used in case facing trouble with `MeetingRoom` or its system environment. Choose the `enable console mode` option in the form then save. Launch a unitary preview in console mode to debug `MeetingRoom` locally on your computer to resolve issue about:

- Variable affected for the preview,
- URL, login/password,
- Pictogram signalization.
- Network access to the remote ics Then go ahead by publishing `MeetingRoom` in console mode to resolve issues about:
- `MeetingRoom` variable value affected to your devices,
- Network access to the remote ics

 In console mode, the `MeetingRoom` is never ending and cannot jump to the next media.

Two examples of console log which are not working: If variable type : `undefined`, no variable is affected to the player (or for old Screen Composer version, the variable type is not supported) If variable value: `undefined`, check that the variable value is properly defined for your device and for default value for preview

```
● Diagnostic Date : Tue, 11 Oct 2016 15:46:01 GMT
● Variable Name : ewsvar365fake
● Variable Type : undefined
● Variable Value : undefined
● Idle Message : No event 365
● Display Events Mode : all
● Event Display Interval : 10 seconds
▲ Current Events Length : 0
```

If `Calendar Status` `ERROR` or `Calendar Event Length`: `undefined`, check the server parameters (URL, login, password):

- Check the variable value affected to the device
- Check that the calendar name written in the `MeetingRoom` variable value is the same as the one in the `configuration.xml`, configuration file of the calendar connector,
- Check, with for example <https://icalendar.org/>, that the `.ics` file coming from the calendar applet is consistent. You can use for example the URL `http://<domain>/plugnCast/.applets/<calendar_name>-calendar/2ical.php?calendarId=<roomId>`. For further information, read the calendar applet user manual.

```
● Diagnostic Date : Tue, 29 Oct 2019 13:46:42 GMT
● Variable Name : ewsvar2007
● Variable Type : xpf:json
● Variable Value : {"calendars":[{"id":"all_room207"}],"locations":[{"resource":"Salle 1","sign1":"picto/escalatorDown.png","sign2":"picto/arrowRight.png"}]}
● Idle Message : No event 2007
● Display Events Mode : all
● Event Display Interval : 60 seconds
▲ Current Events Length : 0
▲ Current Alarms posted : 0

● Calendar (all_room207) :
  ○ ● SrcUri : .applets/.ews-calendar/2ical.php?calendarId=all_room207
  ○ ● Calendar Status : ERROR
  ○ ● Calendar Events Length : undefined
  ○ ▲ Calendar Posted Alarms Length : 0
```

One example of console log which is working:

```
● Diagnostic Date : Tue, 29 Oct 2019 13:58:48 GMT
● Variable Name : ewsvar2007
● Variable Type : xpf:json
● Variable Value : {"calendars":[{"id":"all_rooms207"}],"locations":[{"resource":"Salle 1","sign1":"picto/escalatorDown.png","sign2":"picto/arrowRight.png"}]}
● Idle Message : No event 2007
● Display Events Mode : all
● Event Display Interval : 60 seconds
● Current Events Length : 7
● Current Alarms posted : 7

● Calendar (all_rooms207) :
  ○ ● SrcUri : .applets/.ews-calendar/2ical.php?calendarId=all_rooms207
  ○ ● Calendar Status : LOADED WITH DATA
  ○ ● Calendar Events Length : 7
  ○ ● Calendar Posted Alarms Length : 7
```

Variable name : defined Variable type : defined Variable value : defined SrcUri : URL to access to `.ics` calendar file with `calendarId=` Calendar status : LOADED WITH DATA : the `.ics` calendar file has been fetched properly Calendar Events Length : number of event detected in the `.ics` calendar file

MeetingRoom unitary preview is not available

The preview with `PlugnCast Server G3` is only available with `MeetingRoom` V1.20.10 (and above). Check the version you are previewing. Check the `MeetingRoom` variable value affected by default for the preview.

The events list is not updated

Check that the cache persistency value (in seconds) stored in the `configuration.xml` file, the configuration file of the calendar connector, is properly programmed and wait until this duration expires to see really whether the events have been updated. You can decrease the cache persistency to 1 minute, for the test. In case using `.ics` calendar file with download task, ensure that the download task is properly configured and the servers

SMB/CIFS or HTTP/WebDAV are available. A too short duration per page (ex: lower than 5 second) may prevent events updates to be done properly. The default duration per page of 30 second is consistent to ensure the event update.

The header is displayed but not the events (while they should be)

You have probably no event at this time or the events alarms set in your .ics calendar file do not allow to display the event. Take a look in your calendar system and check that the event scheduling has not been rejected by the calendar system. When using a calendar connector, check again that the configuration.xml, the configuration file of the calendar connector, is properly configured (endRelated & startRelated values). Check also that the MeetingRoom variable value is containing the right .ics calendar file name, programmed in the configuration.xml file. When not using a calendar connector, check that the .ics calendar file URL is available. In case using MeetingRoom variables value for the calendar name, check that the variable value is properly affected to the device.

 A optional message can be activated in the form to display a information message when there is no meeting.*

For only one of my device, the header is displayed but not the events

Check in console mode that the MeetingRoom variable value is properly affected to your device.

The message Content temporarily unavailable (code i) is displayed

The MeetingRoom is not supported on this device. Check again the device compatibility for each MeetingRoom version at the beginning on this document.

MeetingRoom display nothing (black screen) or only the loading screen

This is the normal behavior when MeetingRoom is working with a calendar connector hosted on a PlugCast Server G2 or a Briva Calendar Server which are not available. Check that the server is running and that the network connection to this server is available. Check also that the connection identifiant is still correct:

- URL,
- Login/password.

In console mode, launch the MeetingRoom preview.

 think to have a right default MeetingRoom variable value defined for preview.

MeetingRoom pictograms are not displayed

If MeetingRoom is displaying properly the event information but not the pictograms, check the consistency of the MeetingRoom variable value. Check that:

- The relative path of the pictogram is properly defined,
- The base URI (resource base) is properly defined,
- The pictograms files are properly added in the linked file of MeetingRoom ,
- The room label is properly used in the variable (and not the .ics calendar file name),
- The sign1 and sign2 columns are properly activated in the form,
- The right MeetingRoom variable value is affected to the right device,
- There is pending events in the room name on which the pictograms are affected

 Due to contrast, the white pictograms cannot be viewed on a white color section background. For the same reason, the brown pictograms cannot be viewed on a brown color section background. For example: MeetingRoom variable value

```
{"calendars":[{"id":"all_rooms"}],"locations":[{"resource":"Room 113", "sign1":"picto/escalatorDown.png", "sign2":"picto/arrowRight.png"}]}
```

configuration.xml example (connectot configuration)

```
<scc:calendar id="all_rooms" server="url(#plugncast)">
<param name="resource">.medias/.applets/.calendarui/room_10113.ics</param>
<param name="cachePersistence">0</param>
<param name="startRelated">day-start</param>
<param name="endRelated">day-end</param>
</scc:calendar>
```

The root of the pictograms relative path is defined by:

- the URI basis when it is defined:

MeetingRoom does not display recurring events

In case recurrence, the .ics calendar file must contain all the occurrences of the event recurrence. This is generally done automatically by the calendar system itself.

MeetingRoom does not display the events with the right start time (or end time)

The events across several days are supported. MeetingRoom supports working hours which are allowing event taking place all day long to define the end day time and/or start day time. For example, an ALL DAY event (for example day1 00:00 to day+1 00:00) is in fact displayed: • Meeting1 Room 1 7:00 – 18:00

MeetingRoom network bandwidth is too high

MeetingRoom is updating the .ics calendar file every minute. In case much room to manage and much device, the network bandwidth linked to MeetingRoom can increase. In case using a calendar connector, a cache can be configured in the configuration.xml connector configuration file (cache_persistence in seconds). Increasing this value to a value upper than 60 seconds decreases the network bandwidth used by MeetingRoom . For further information, read the calendar connector user manual.

Intrinsic duration value is 00:00:00

`MeetingRoom` can not start properly if its intrinsic duration is 00:00:00. To work around, set back a valid intrinsic duration (for example: 10 seconds).

SAMSUNG Tizen SSSP 6

In some rare case, with `SAMSUNG Tizen SSSP 6` smart monitors, 2 font types could be noticed in 2 consecutive words when using custom fonts. To workaround, switch off/on the smart monitor.

GRR calendar connector

The `GRR Calendar connector` V1.10.11 do not support database whose `grr` prefix is other than the default `grr` label value. For further information, contact `support@innes.fr`.

Lotus Domino calendar connector

The `Lotus Domino calendar connector` V1.10.18 supports only `Lotus Domino V6.5` but may not support `Lotus Domino V8.5` OR `Lotus Domino V9.0`. For further information, contact `support@innes.fr`.

MeetingRoom Downgrading

Once migration to `MeetingRoom` 1.20.10 has been done, downgrading to the version 1.10.XX afterwards may lead in some case to server identifiers loss. So before downgrading, thanks to save the calendar serveur identifiers.

Calendar connectors version used while the MeetingRoom qualification

These are the applet connectors version used while the `MeetingRoom` qualification:

Calendar connector	Version
Adesoft calendar	1.10.10
Agora calendar	1.10.10
Calendar UI	1.10.12
CSV Calendar	1.10.12 & 1.10.13
Domino calendar	1.10.18
EWS Calendar	1.10.20 & 1.10.21
Gesroom calendar	1.10.11
GRR calendar	1.10.11
iCalendar	1.10.19
Zimbra calendar	1.10.13
Rooming'it	1.10.10

Signalization pictograms not displayed in PlugnCast unitary preview

Signalization pictograms may not be displayed properly in preview when connecting to PlugnCast G3 with its IPV6 address.

Some all day meetings are not displayed

In this version, the display of *all day long* meetings taking place in the future (during the next days after the current day) is not supported.

3.1 Contacts

For further information, please contact us at **38 (0)2 23 20 01 62** or by e-mail:

- **Technical support:** support@innes.pro
- **Sales department:** sales@innes.pro

FAQ and download at : <https://www.innes.pro/en/>

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