



User manual

SignMeeting URBA Calendar

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1 Introduction

The goal of this document is to explain how to use and configure SignMeeting URBA calendar.

- SignMeeting URBA Calendar is the SignMeeting app dedicated to interface with URBA server
- It can be used as well with 2 kind of screen compositions:

“Room screen”

Installed on device SMT210 (supporting touch screen) which is placed close to the meeting room door, the App permits to:

- Support the instant booking by easy button pressing
- Support booking of current room connected in real time to calendar system

“Summary screen”

Installed on any INNES device connected to information screen, the App permits to:

- Display a subset of meetings taking place on several room on a dedicated day (or part of day).

In this mode, sign pictogram can be displayed as well for each meeting room to improve the signalization (for example helping attendees to find the different rooms places).

- Left/right arrow
- Up/down stairs
- Lift
- Cloakroom...

1.1 Requirements

The following versions must be used:

- | | |
|----------------------|---|
| • Gekkota | V3.12.25 (or above) |
| • Screen composer G3 | V3.11.12 (or above) |
| • Urba Calendar | 5.7 with API version 1 (URBA account activated) |

Note: the configuration of SignMeeting could require some system data only held by system administrator system.

1.2 RFU

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

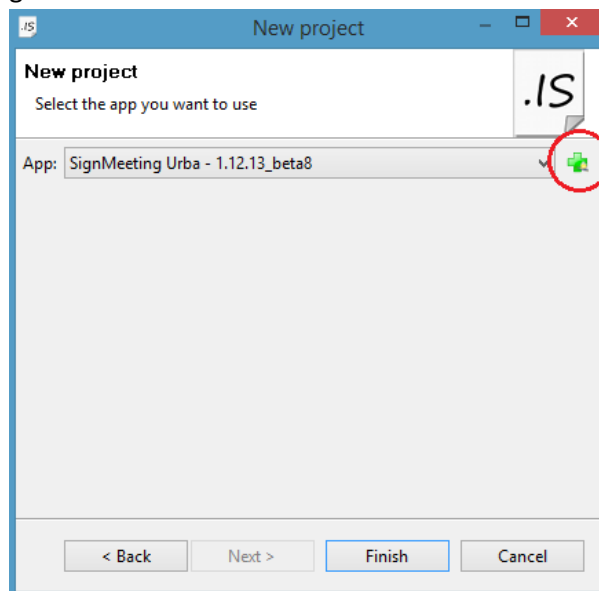
2 Installation/Upgrade

2.1 Installation with Screen Composer

Open Screen Composer and create a new project (players type = "SM").

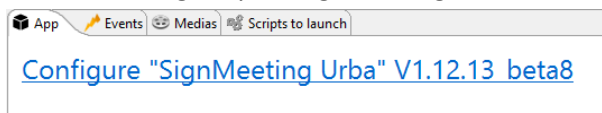


In the scrolling list, choose "SignMeeting URBA – 1.XX.XX" (last installed version). In case this App is not installed yet, install the file .appi first by loading it with button '+':



2.2 Configuration

At the first installation, click on the link to configure your SignMeeting APP:



2.3 Upgrade

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

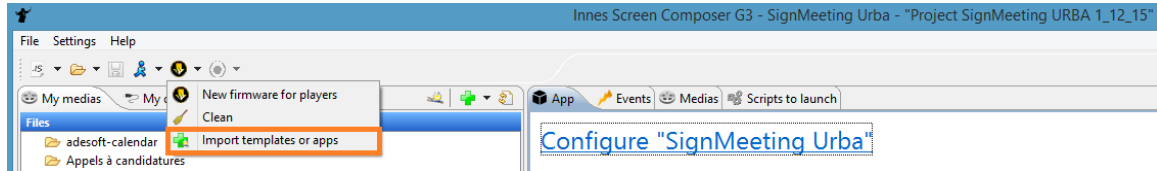


In order to generate the App in the new version:

- Modify your old app and then click on 'Finish'

3 “System” tab

In order to configure SignMeeting, open the project SignMeeting, click on [Configure SignMeeting URBA](#) then click on “system” tab.



3.1 Datasource tab

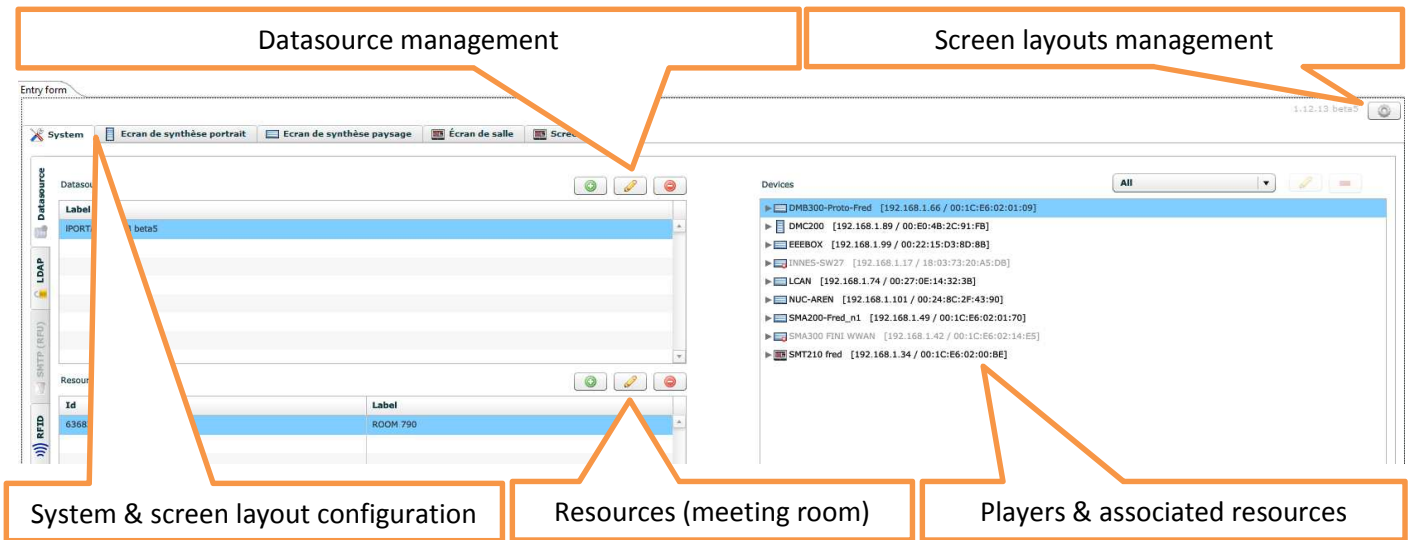
The Datasource tab is permitting to:

- Configure the interface with one (or several) URBA system(s) by defining
 - Server URL & password
 - Room id according to URBA system
- Configure the players by defining
 - meeting room affectation
 - screen layout mode
 - Room screen
 - Summary screen – landscape
 - Summary screen – portrait

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

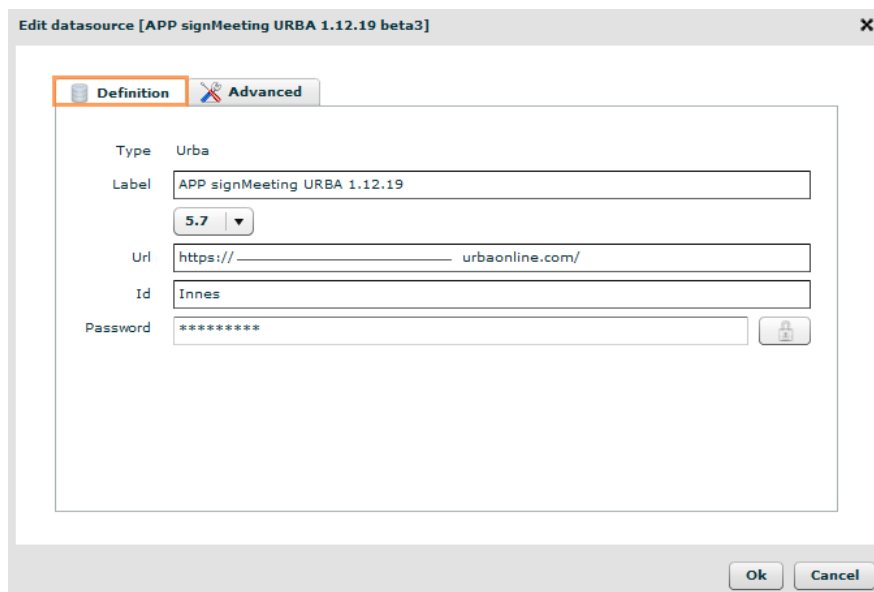
1. Add and configure the datasource
 - Ex: server URBA1
 - Ex: server URBA2
2. For each datasource, add and configure the resource names (rooms)
 - Ex: Meeting room 1
 - Ex: Meeting room 2
3. Add one or several resource to some players (players can share same resource if required)
 - Ex: PlayerA
 - Meeting room 1
 - Ex; PlayerB
 - Ex: Meeting room 1
 - Ex: Meeting room 2

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



3.1.1 Datasource: definition

Datasource permits to configure the interface to connect to URBA system.



Edit datasource [APP signMeeting URBA 1.12.19 beta3]

Definition **Advanced**

Type: Urba

Label: APP signMeeting URBA 1.12.19

5.7

Url: https://_____.urbaonline.com/

Id: Innes

Password: *****

Ok Cancel

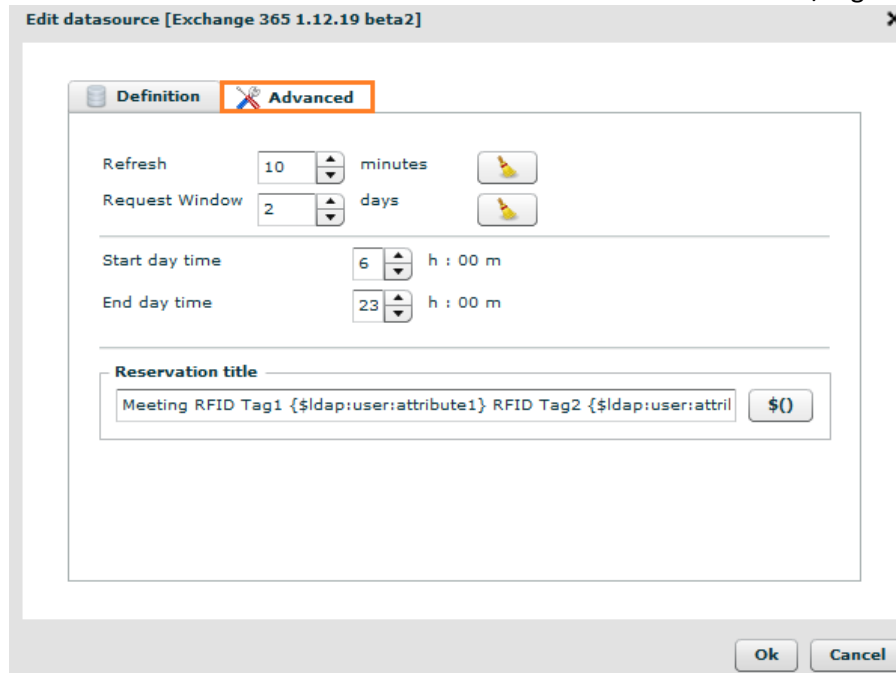
The **Label** field is free text.

For other parameters fill the form with URBA system parameters:

- URL
- Id
- Password

3.1.2 Datasource: advanced options

The advanced options permit to configure:



“Refresh”:

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

“Request Window”:

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

“Start/End day time”:

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

« Reservation title » :

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

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

Corresponding to this display rendering

```
Réunion de 11 :00 à 12 :00 - Salle380
```

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

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

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

And delete (key « DEL ») the value inside {...}


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


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



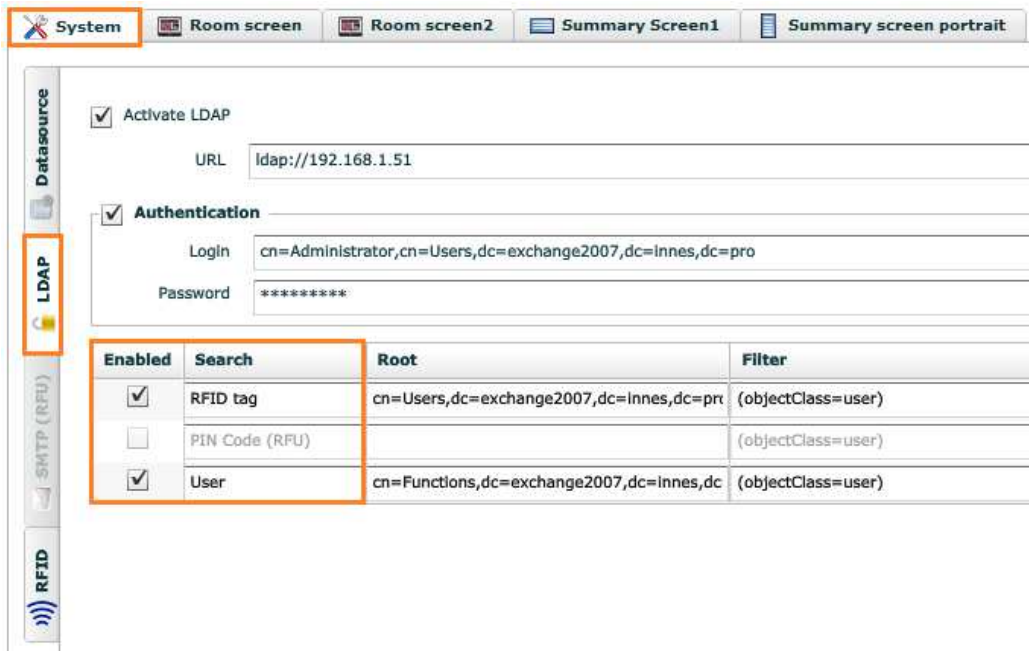
. The available variables are:

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

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

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

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



Enabled	Search	Root	Filter
<input checked="" type="checkbox"/>	RFID tag	cn=Users,dc=exchange2007,dc=innes,dc=pro	{objectClass=user}
<input type="checkbox"/>	PIN Code (RFU)		{objectClass=user}
<input checked="" type="checkbox"/>	User	cn=Functions,dc=exchange2007,dc=innes,dc=pro	{objectClass=user}

3.1.3 Datasource: resources

To edit datasource resources for a given datasource,

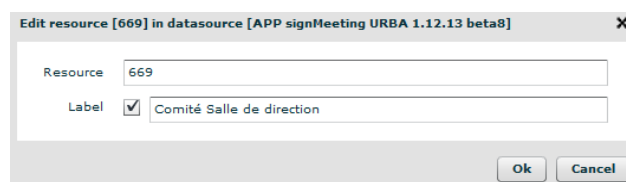
- Select the datasource (to activate the focus) then
- Click on **Add**, **Delete** or **Modify** the resource



Id	Label
171	Salle 2909
669	Comité Salle de direction

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

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



Edit resource [669] in datasource [APP signMeeting URBA 1.12.13 beta8]

Resource: 669

Label: ☒ Comité Salle de direction

Ok Cancel

SignMeeting displays

- The **label** if the label is defined or
- The **resource Id** if the label is not defined.

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

3.1.4 Datasource: device configuration

3.1.4.1 Devices: toolbar

The device toolbar supports:

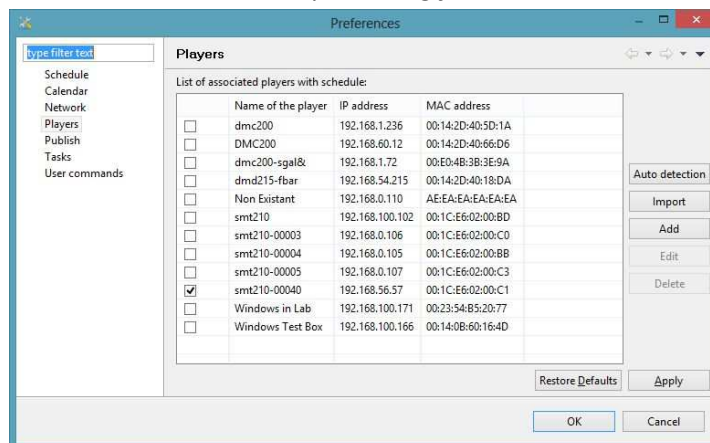
- Filter the devices by screen layout
- Edit/modify a device or resource parameters
- Delete a resource linked to a device



3.1.4.2 Register the devices in Screen Composer

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

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



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

3.1.4.3 Resource affectation to a device

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

- Drag:



- Drop



There is only one datasource for a given resource

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

3.1.4.4 Resources configuration

The resource propriety can be modified.


Two options can be activated:

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



3.1.4.5 Colour code for resource status

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

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

3.1.4.5.1 Pictograms

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

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



Note it is possible to use:

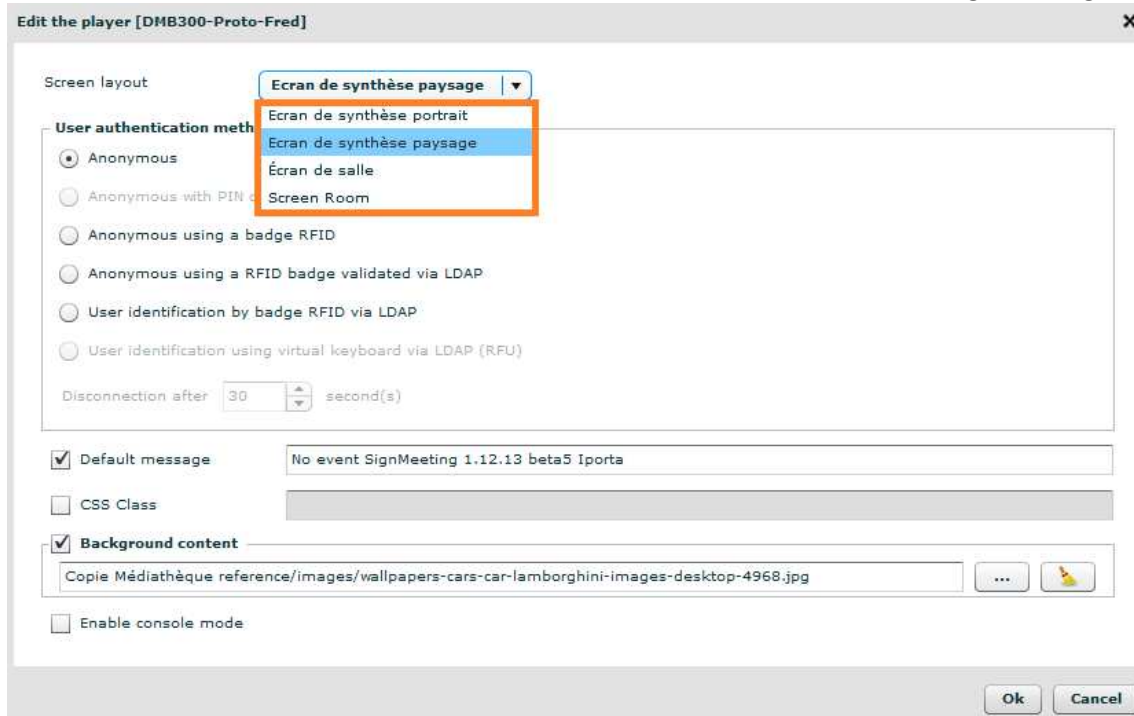
- Predefined pictograms (library of 72 pictograms) or
- Personalized pictograms (generally .png files with transparency)

3.1.4.6 Datasource: device configuration with SignMeeting

3.1.4.6.1 Affect a new screen layout to a player

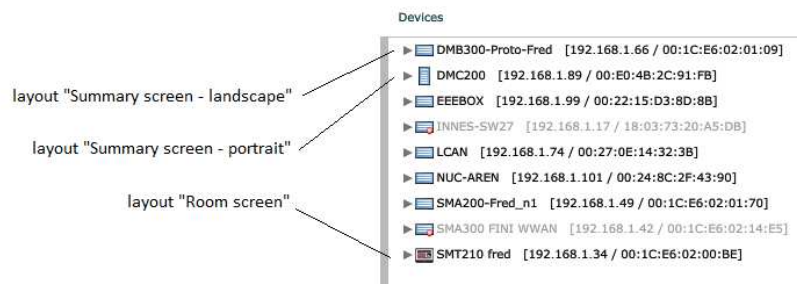
Select a player in the list and click on “edit” button.

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



The icons are showing the chosen screen layout

- Room screen
- Summary screen – landscape
- Summary screen – portrait

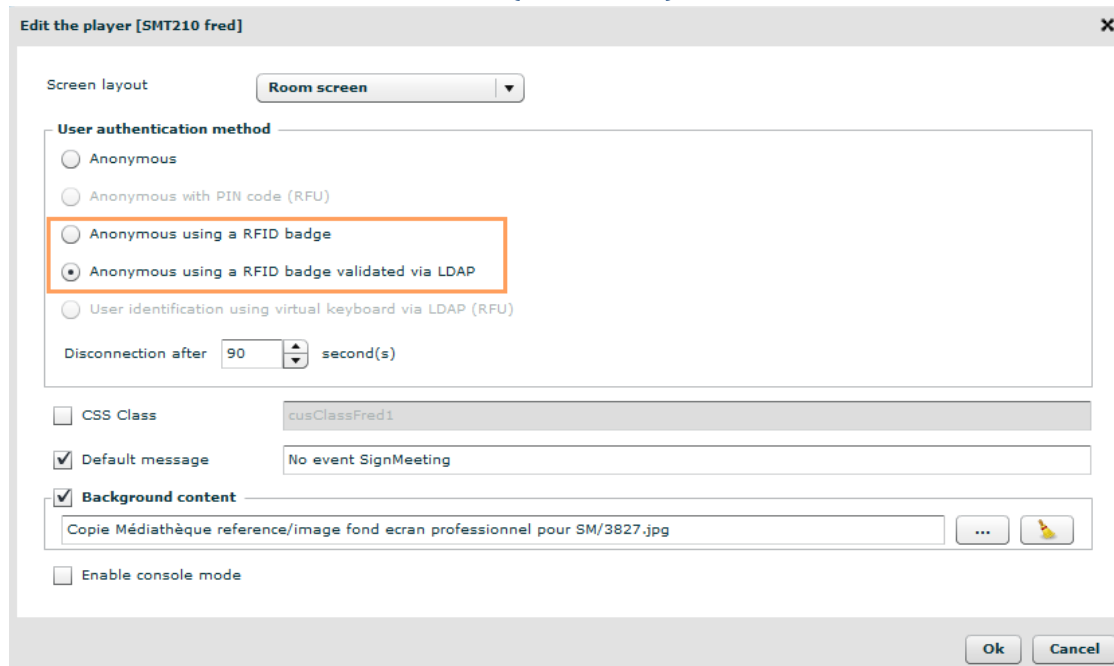


When a new SignMeeting project is created, only one screen layout instance “Room screen” is available. Then it is possible to create

- several other instance of room screen layouts
- several instances of summary screen layouts

The maximal number of screen layout is ten

3.1.4.6.2 Device edition and authentication mode (LDAP, RFID)



Edit a device permits to

- Configure the authentication mode
 - **Anonymous** (default): non authentication
 - **Anonymous using a badge RFID**: a single RFID badge (NFC) whose modulation is supported by SMT210 is sufficient to be authenticated and use SignMeeting as well
 - **Anonymous using a badge RFID validated via LDAP**: the RFID badge (NFC) has to be register as resource (or user) inside LDAP and can be found by SignMeeting via the configuration of
 - DN (distinguish name)
 - Groups, attributes, entity types filtering
 - Attribute name storing the RFID badge

Note: please refer to LDAP chapter for more information

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

Note2: When RFID mode is activated,

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

3.1.4.6.3 Automatic user disconnection timeout

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

3.1.4.6.4 Default message

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

3.1.4.6.5 CSS class

- **CSS Class**: class value of CSS configuration file
 - Typical use case: when a meeting can be displayed (next meeting / current meeting), it permits to display for example a specific CSS background picture potentially different for each player

- For example:
 - Player A (layout Room screen)
 - CSS class = <cusClass1>
 - Player B (layout Room screen)
 - CSS class = <cusClass2>
- Require CSS configuration file version:
 - theme_css_generic-V1.10.12.css
 - Provided example
 - .cusClass1
 - .cusClass2

3.1.4.6.6 Background content

- Background image:
 - In mode “Room screen”,
 - The background image is displayed
 - when there is no meeting
 - when “return to the background if no meeting” is not activated (indeed in this case, Playzilla background is displayed instead)

Note: if the Playzilla background is black screen, SignMeeting will display a black screen according to.
 - In mode summary screen
 - The background content is always displayed

3.1.4.6.7 Diagnostic screen

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

3.2 “LDAP” tab

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

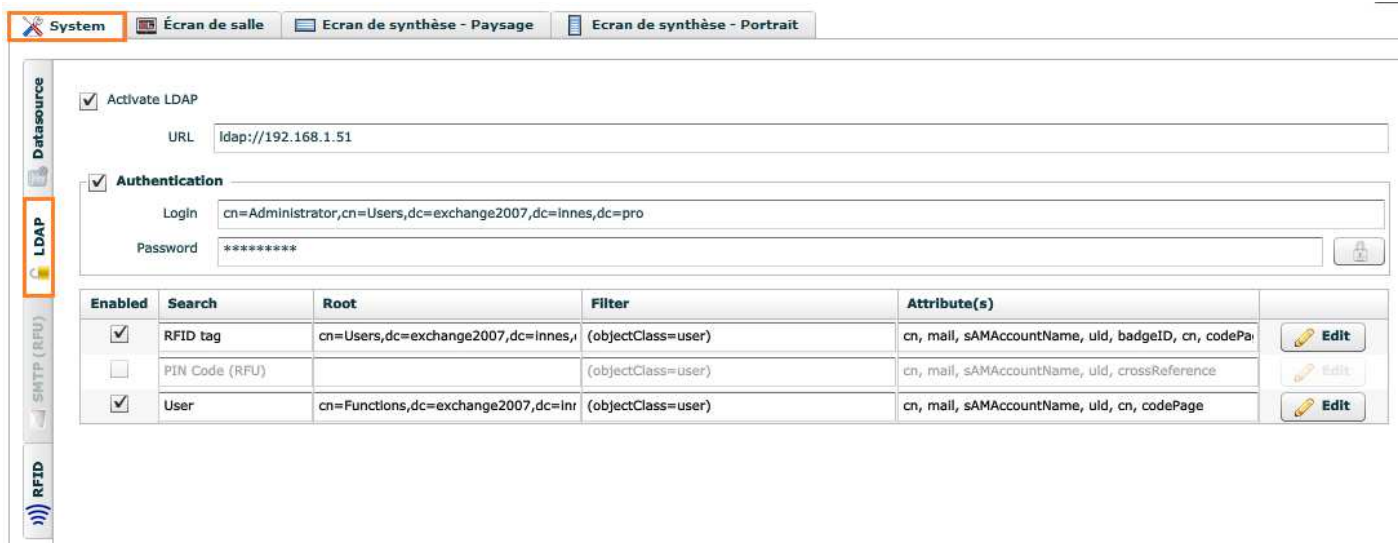
- Anonymous using a badge RFID validated via LDAP

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

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

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

Fill the form below to configure properly the LDAP interface:



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

3.2.1 LDAP URL

Type LDAP server URL

For example:

ldap://192.168.1.51

3.2.2 Authentication

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

3.2.3 Search/Root/Filter

The table is composed of three way of search

- RFID tag
- PIN Code (RFU)
- User

3.2.3.1 Enable & Search

“RFID Tag”: is the first way of research in the LDAP

“User”: is the second way of research in the LDAP when RFID Tag is found

You can activate

- Reserch based on “RFID Tag” or
- Research based on “RFID Tag” + research based on “User”

For each way of research, the column are showing the attributes and filter configured. To modify, the criteria, click on the button “Edit”

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

3.2.3.2 Root / Filter / Attributes

The columns root, filter and attributes are showing the filtering and attributes configuration. To configure, click on “Edit” button

3.2.3.3 “Edit” button

Edit LDAP search parameters

Root

cn=Users,dc=exchange2007,dc=innnes,dc=pro

Filter

(objectClass=user)

Cross reference attribute

badgeID

Extra attribute(s) to retrieve

☒ Attribute 1

cn

☒ Attribute 2

codePage

Attribute(s) for validation

☒ Validity attribute

comment

1/0

☐ Validity start date attribute

d/m/yy

☒ Validity end date attribute

expirationTime

Active Directory generalizer

Ok

Cancel

3.2.3.3.1 Root

“Root”: type DN base (or a DN base parent) of RFID badge (in order to avoid to parse entirely the LDAP server and spend much time in the LDAP request)

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

3.2.3.3.2 Filter

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

Supported filters:

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

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

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

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

Note: whenever the user are spread in the entire LDAP, it is advised to implement groups and use “memberOf” filter according to.

“Attributes”: permits to define the attribute name in which the RFID badge is located.

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

3.2.3.3.3 Cross reference attribute

Value “cross reference” by default (not defined in any LDAP system)

This value need to be set to the attribute name containing RFID tag

Ex: badgeID

(badgeID is a real attribute of the LDAP)

3.2.3.3.4 Extra attributes to retrieve

Attribute 1 and attribute 2 are empty by default

If set with an attribute name of the LDAP, SignMeeting can fetch this additional information in automatic title labelling when a new meeting is created with SignMeeting

Ex: Attribute 1 = codePage

(codePage is a real attribute of the LDAP)

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

Ex: Attribute 1 = registration

```
{
  "sheetName" : "Personnes",
```

```

"rowHeader" : 4,
"rowDataStart" : 5,

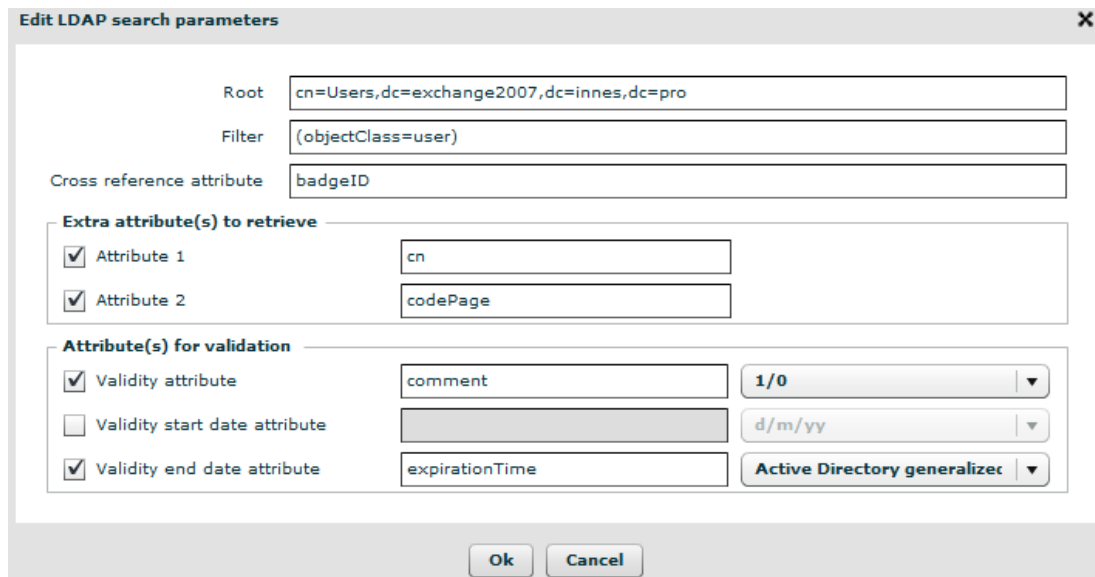
"dataMapping" :
[
  { "srcName" : "Matricule",
    "dstName" : "registration",
    "mandatory" : true,
    "format" : "string"
  },
  { "srcName" : "Nom",
    "dstName" : "Lastname",
    "mandatory" : true,
    "format" : "string"
  },
  { "srcName" : "Prénom",
    "dstName" : "Firstname",
    "mandatory" : true,
    "format" : "string"
  },
  { "srcName" : "Badges",
    "dstName" : "badgeID",
    "mandatory" : true,
    "format" : "extractNumber"
  }
],

"dataTransformation" :
[
  {
    "srcAttributes" : ["Firstname", "Lastname"],
    "dstAttribute" : "cn",
    "separator" : " "
  },
  {
    "srcAttributes" : ["Firstname", "Lastname"],
    "dstAttribute" : "Displayname",
    "separator" : " "
  }
]

```

3.2.3.3.5 Badge validity

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



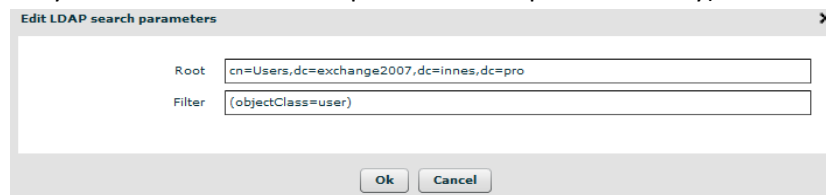
- Validity attributes supported formats
 - yes/no
 - 1/0
 - Vrai/faux
 - On/off

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

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

3.2.3.3.6 User association to a badge

- **Users:** permits to indicate from which DN base the user associated to this RFID badge can be found out.
 - **“Root”:** type DN base (or DN parent base) from where the user can be found out
Note: if any a user is not associated to the RFID badge, SignMeeting will not prevent authentication to SignMeeting
 - **“Filter” :** permits to target only a LDAP user subset thanks to the configuration of this filter (in order to not parse entirely the LDAP server and improve LDAP request efficiency)



3.2.3.4 Internal research attributes *cn, mail sAMAccountName, uid, badgeID, valid*

These attributes are systematically browsed by SignMeeting when they are not NULL

- **Cn:**
 - RFU : SignMeeting URBA calendar: no specific action when this attribute is not NULL
- **Mail:**
 - RFU : SignMeeting URBA calendar: no specific action when this attribute is not NULL
- **sAMAccountName:**
 - RFU : SignMeeting URBA calendar: no specific action when this attribute is not NULL
- **uid:**
 - RFU : SignMeeting URBA calendar: no specific action when this attribute is not NULL
- **crossReference (par défaut):**
 - SignMeeting URBA calendar: no specific action when this attribute is not NULL
- **valid:**
 - RFU : SignMeeting URBA calendar: no specific action when this attribute is not NULL



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

Available modulations

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

Available baud rates

- 106
- 212
- 424
- 847

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

3.4 « SMTP » tab (RFU)

The SMTP is not yet supported (RFU)

4 Screen layout configuration

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

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

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

- Room screen
 - Room screen 2
 - Room screen 3, ...
- Summary screen – landscape
 - Summary screen – landscape 1
 - Summary screen – landscape 2, ...
- Summary screen – portrait
 - Summary screen – portrait 1
 - Summary screen – portrait 2, ...

4.1 Room screen configuration

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

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

The screen room layout can display

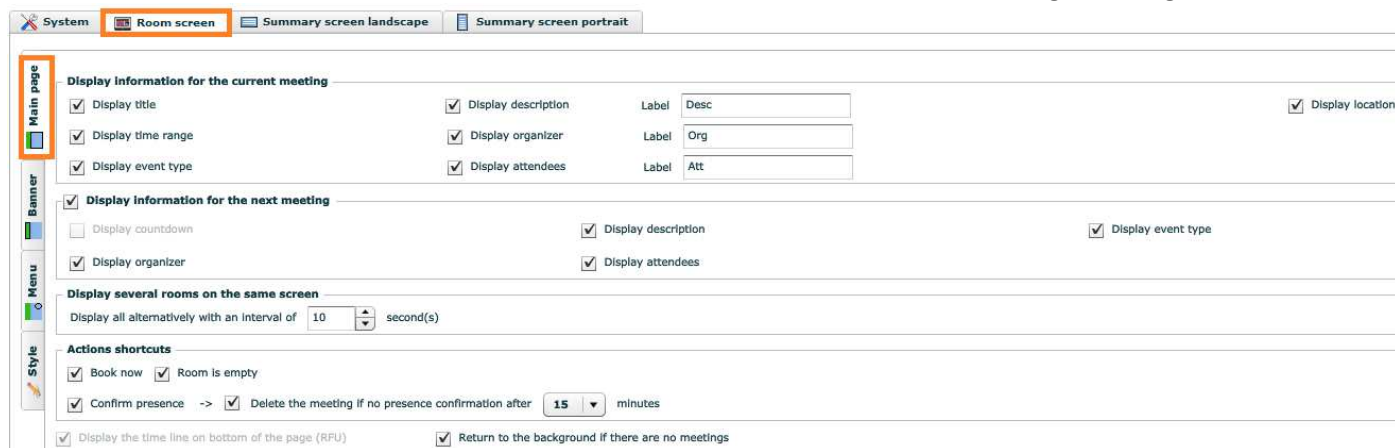
- Current meeting (if any)
- Next meeting (if any)

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

4.1.1 “Main Page” tab

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

- For the current meeting & next meeting
 - Title
 - Time slot
 - Description
 - Organizer
 - Attendees (with scrolling in the width does not permit to display all)
 - Location
- Configure display behaviour
 - the room location
 - alternative display of the current meeting and next meeting for each room
- Activate dynamic command buttons
- Delete automatically a meeting which has just started in confirm my presence has not been validated in the timeout (15, 30, 45, 60 min)
- Activate option “Return to back ground” if there is no meeting



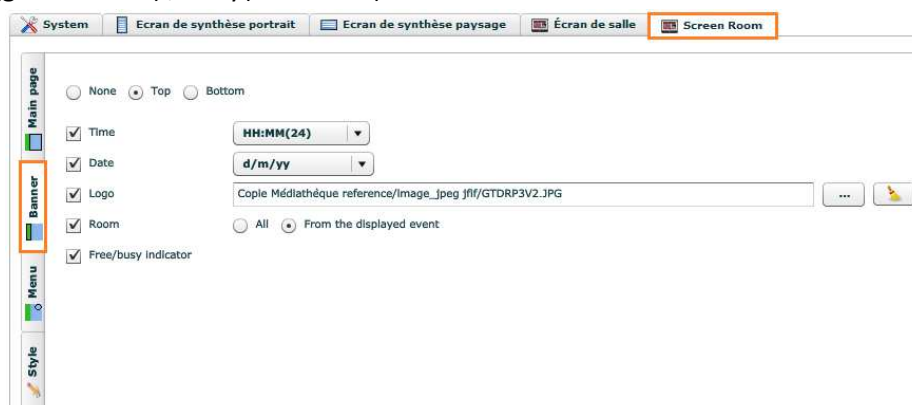
Note: SignMeeting supports the attachments display. In case several image are attached to a meeting, only the first one is displayed

Supported picture formats: PNG & JPG

4.1.2 “Banner” tab

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

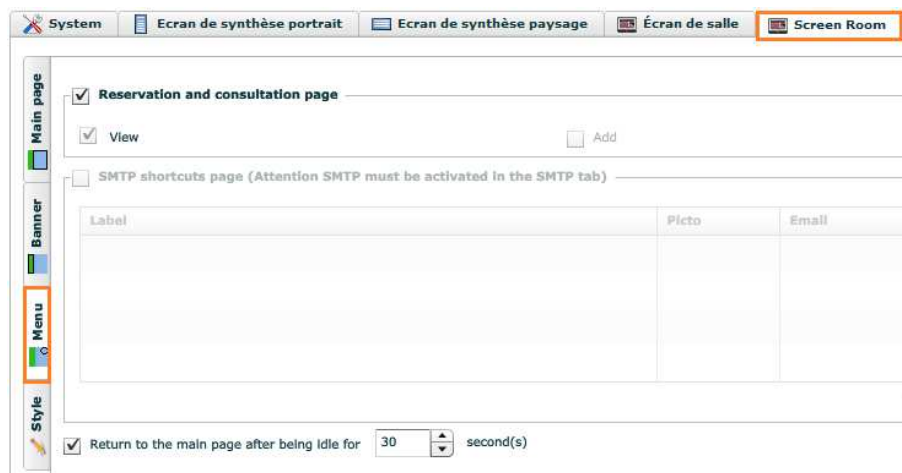
- Banner position
 - Date with different format
 - d/m/yy (ex : 2/12/15)
 - d/m/yyyy (ex : 2/12/2015)
 - dd mmm yyyy (ex : 2 Dec 2015)
 - dd mmmm yyyy (ex : 2 December 2015)
 - Time with different format
 - HH:MM (12)
 - HH:MM (24)
 - Logo
 - Display one room location or all at once
 - Status free(green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



4.1.3 “Menu” tab

- The “**Reservation and consultation page**” defines whether access is allowed for some function and what options will be activated
 - View event
 - Add event

- Edit event
- Delete event



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

4.1.4 “Style” tab

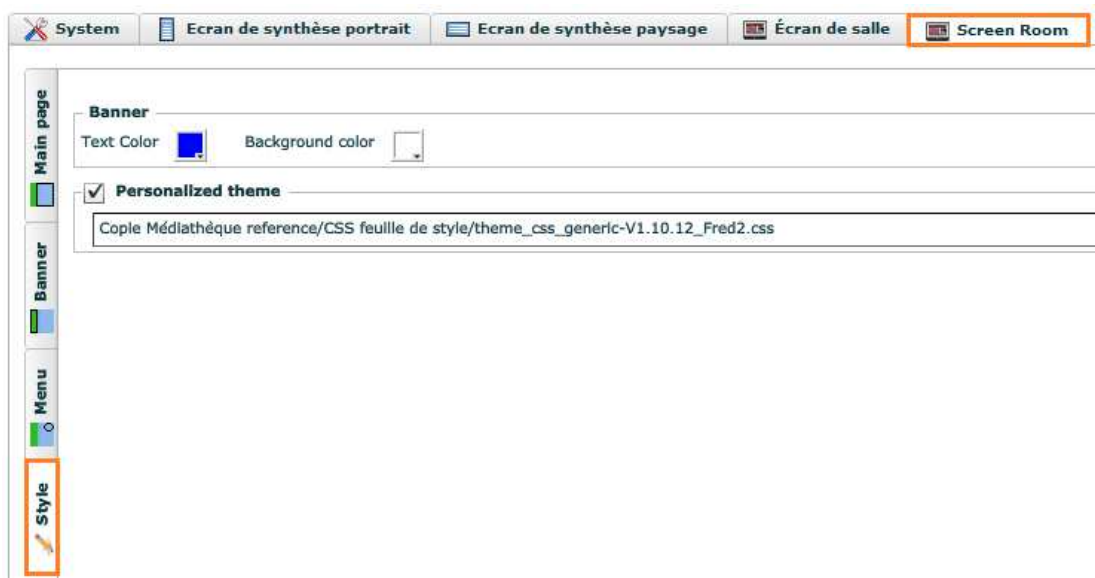
The “style” tab permits to customize the display in term of colour, background and fonts.

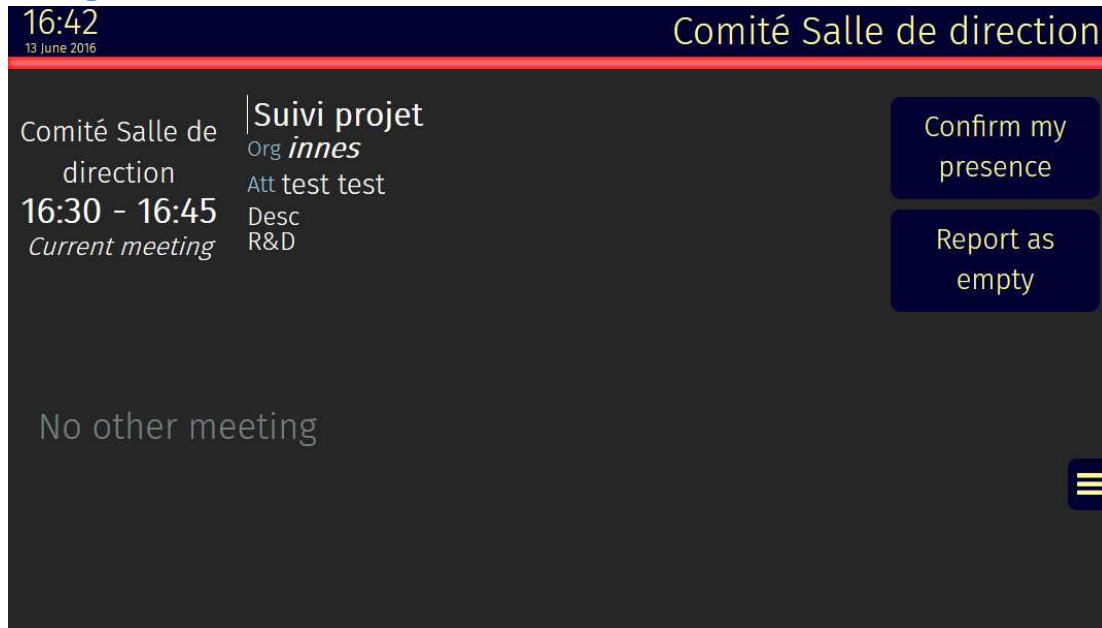
It is also possible to use a personalized theme (style sheet) permitting to configure

- colour,
- background and
- fonts

The CSS API is compliant with Mozilla & W3C

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





4.2 Screen layout composition


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

By default, only one screen layout “room screen” is available. But this layout is not suitable for summary screen. Consequently a specific layout instance of summary screen need to be created.

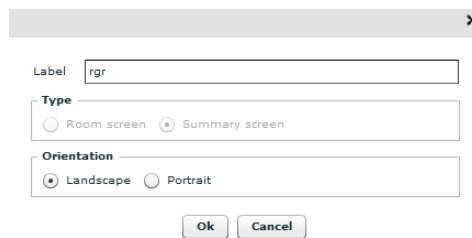
Note: it is possible to create several instance of each (until 10 maximum)

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

4.2.1 Create a new screen layout instance

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

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



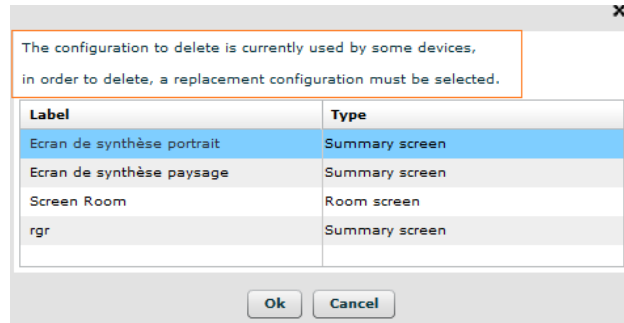
- For portrait, don't forget to apply rotation 90° (or 270°) in the player WebUI (output menu)

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

4.2.2 Edition and deletion

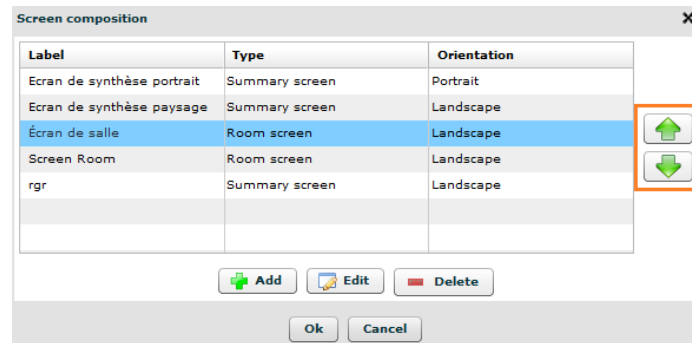
- Screen layout title can be modified.
- Screen layout can be removed.

The screen layout deletion function require a user confirmation. Indeed if the screen layout to delete is used by a player, a fail over need to be done on another screen layout.



4.2.3 Move screen layout tab

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



4.3 Summary screen “landscape” configuration

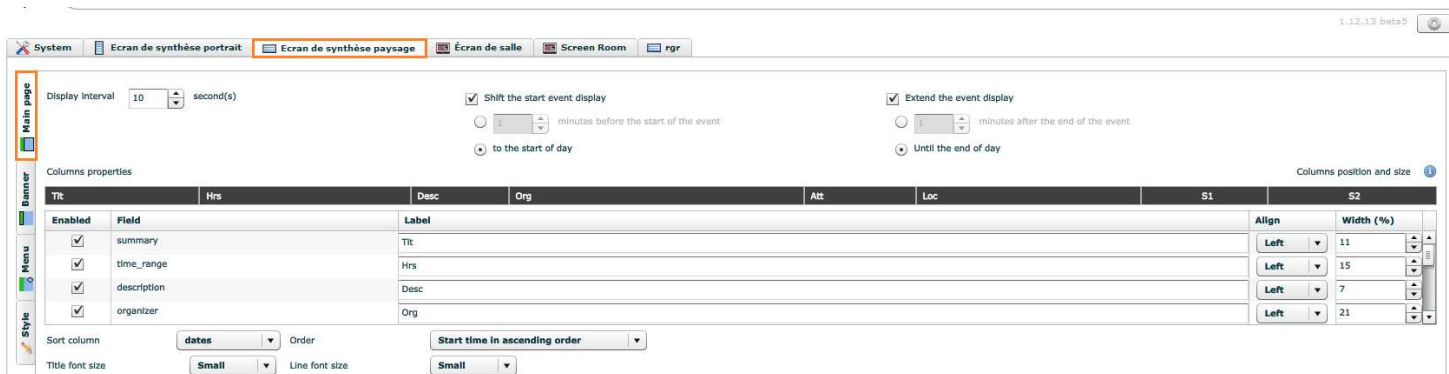
The screen layout type Summary screen permits to display the list of meetings of several room for part of the day or a entire day on an information TV set (or monitor).

4.3.1 “Main page” tab

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

- Selection of elements to display for each meeting
 - Location
 - Title
 - Description
 - Time Slot
 - Attendees
 - Pictograms
 - Attachments*
 - Not supported by URBA calendar system
- Display of meeting in the past or in the future
- Define page duration display for each page when the list of meeting requires 2 pages (or more)

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



System Ecran de synthèse portrait **Ecran de synthèse paysage** Écran de salle Screen Room rgr

Display Interval 10 second(s) ☒ Shift the start event display ☒ Extend the event display

☐ 1 minutes before the start of the event ☐ 1 minutes after the end of the event

☐ to the start of day ☐ Until the end of day

Columns properties Columns position and size

Tr	Hrs	Desc	Org	Alt	Loc	S1	S2
Enabled	Field	Label					
<input checked="" type="checkbox"/>	summary	Tit				Left	11
<input checked="" type="checkbox"/>	time_range	Hrs				Left	15
<input checked="" type="checkbox"/>	description	Desc				Left	7
<input checked="" type="checkbox"/>	organizer	Org				Left	21

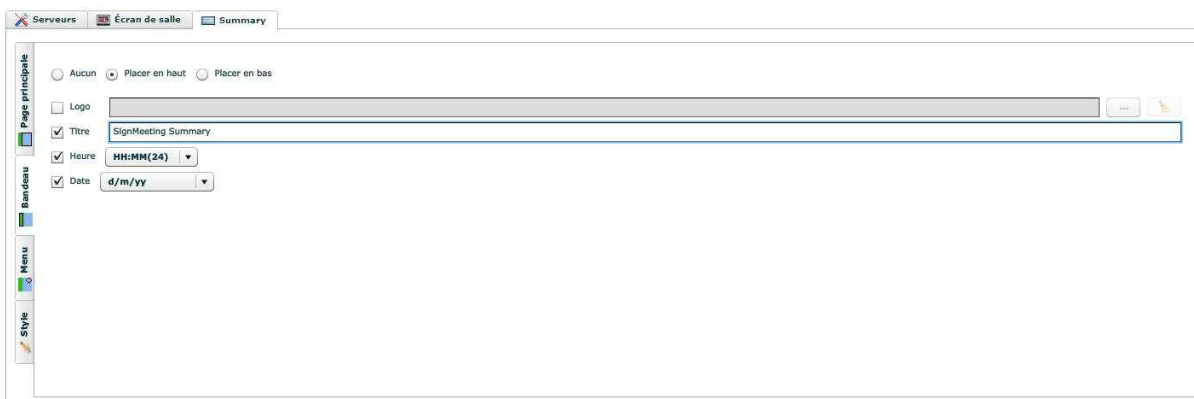
Sort column dates Order Start time in ascending order

Title font size Small Line font size Small

4.3.2 "Banner" tab

This screen permits to configure the banner:

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



Serveurs Écran de salle **Summary**

☐ Aucun ☒ Placer en haut ☐ Placer en bas

☐ Logo

☒ Titre SignMeeting Summary

☒ Heure HH:MM(24)

☒ Date d/m/yy

- The **"Reservation and consultation page"** defines whether access is allowed for some function and what options will be activated
 - View event
 - Add event
 - Edit event
 - Delete event
- The option **"return to the main page after being idle"** permits to return to main page after being stayed on other screen for a couple of time without user activity (default is 60 seconds).
- The **"SMTP shortcuts"** is reserved for future use

The screenshot shows the INNÉS software interface with the 'Menu' tab selected in the left sidebar. The top navigation bar includes 'System', 'Ecran de synthèse portrait', 'Ecran de synthèse paysage' (highlighted with an orange box), 'Écran de salle', and 'Screen Room'. The main content area is divided into sections: 'Reservation and consultation page' with checkboxes for 'View' and 'Add'; 'SMTP shortcuts page (Attention SMTP must be activated in the SMTP tab)' with a table for shortcuts; and a 'Return to the main page after being Idle for' section with a checkbox, a numeric input set to '30', and a 'second(s)' label.

Label	Picto	Email

4.3.4 "Style" tab

The style tab permits to modify the below parameters:

- Banner
 - Background colour
 - Text colour
- Main page
 - Background colour
 - Text colour
 - Configuration of number of meeting to display per page
 - Fixed 8/11 lines max per page
 - Manual 1 to 9 lines max per page
 - Display column header
 - Background theme (plain colour, circles) (present only when non background content has been defined for the device)



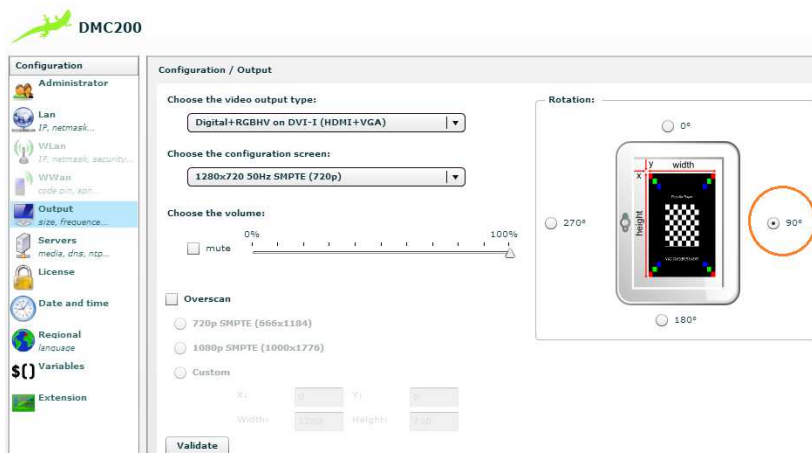
4.4 Summary screen portrait layout configuration

Similar to Summary screen landscape layout configuration but for portrait view.

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

In order to publish SignMeeting in mode portrait,

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



4.5 Summary screen rendering

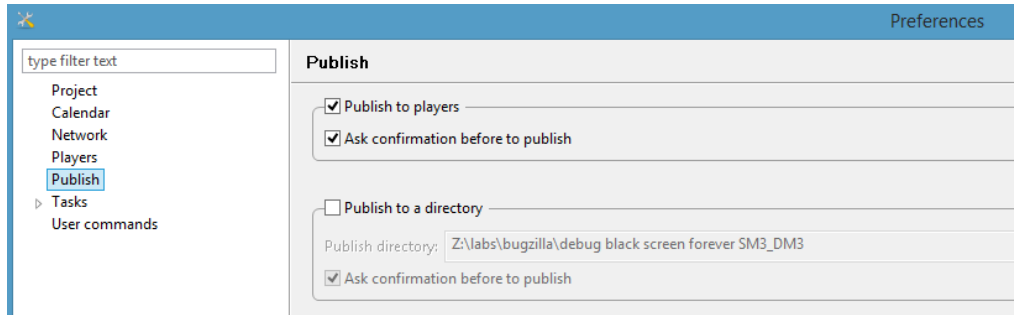
4:44^{PM}
13 June 2016

SignMeeting URBA 1.12.19 beta3

Loc	MapObjet	MapEntité	Hrs	Att	Org	S1	S2
Comité Salle de directio	Suivi projet	R&D	16:30 - 16:45	test test	innes		

5.1 Screen composer: publish menu

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

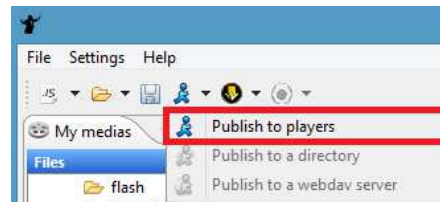


5.2 Screen composer: player (select one or several player)

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

5.3 Screen composer: publish

Click on the button “publish to player”:




6 Using SignMeeting on SMT210 (Room Screen)

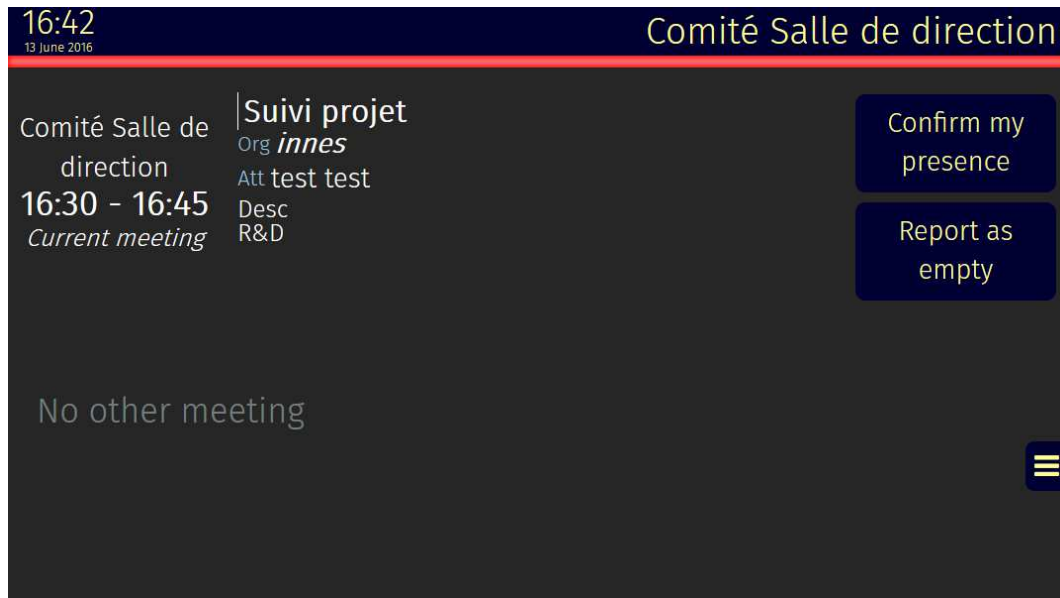
SignMeeting-Room screen application can display two meetings in the main window:

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

Several buttons are supported:

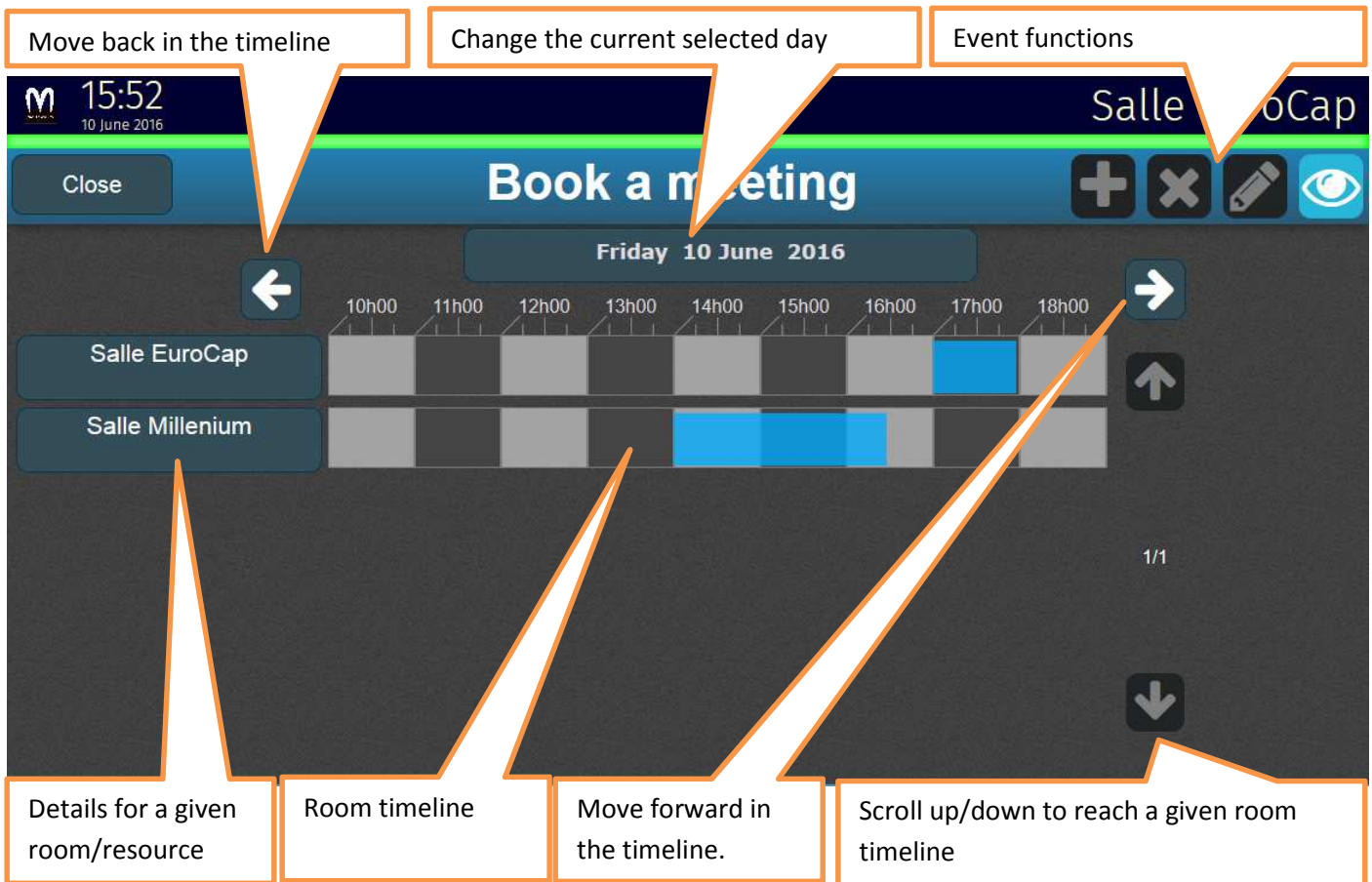
- Button “Menu”  permitting to view the planning of meetings in the day (time range defined in SignMeeting) and modify the planning
- Button “**Book Now**” : permitting to program an instant meeting
 - Button “**Room is empty**”: permitting to shorten a meeting when it is finished
 - Button “**Confirm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

*Not supported by SignMeeting URBA



6.1 Button “Menu”

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



6.2 Button “Report as empty”

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

- In case shortening, the duration of the meeting is rounded to a **multiple of 30 minutes**

- Ex: meeting event1 is 2h duration (15h – 17h) and room is freed at 16h08.
 - Another user arrive at 16h35, and checking there is no one in the room, uses “Room is empty”
 - The event1 is shorten and kept in URBA calendar with the slot:
 - 15h-16h
 - If wanted the user can book an new event2 in the slot 16h30-17h00

Note: **the minimum slot duration for a meeting** can be configured in the URBA system. In case the shortened meeting is less than the minimum duration, the meeting is completely deleted from URBA calendar

6.3 Button « Confirm my presence »

This button appears when a meeting has just begun.

It permits to indicate that there is really attendees in the room and the room is not available for instant booking

6.4 Button « Close the door »*

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

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

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

6.5 Event functions

- **“Add”**: permits to add a new event in the nearest available free space.
- **“Modify”**: permits to modify an event.
- **“Delete”**: permit to delete an event.
- **“View”**: permits to get more detail on the meeting.

6.5.1 Button « Meeting detail view »

For URBA, given that description does not exist in URBA calendar system, the description is displaying the entity.

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

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

**the URBA calendar meeting category mapping as to be adjust according to.*



16:52
13 June 2016

Comité Salle de direction

Back

Event detail : Comité Salle de direction

Title: Suivi projet

Organizer: innes

Description: R&D

Attendees: test test 1

Start: Monday 13 June 2016 16:30

Finish: Monday 13 June 2016 19:30

Telephone: 0606050505

6.5.2 Button « Add », « modify »

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

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



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

7 Appendix

7.1 Theme CSS

7.1.1 theme_css_generic-V1.10.12.css

```
.container
{
/*    Define background as a color    */

background-color:rgba(255,128,0,0.8);

/* url contains relative path from CSS to image

NB for a background image, the image has to be added manually in the publication
(see ScreenComposer MEDIA tab)

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

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

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

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

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

/*
Rather than setting the background on the container Class (above) can use customer select classes

Add customer classes (cusClass1, cusClass2) as follows with the required background

In SignMeeting configuration for each required player define the name of the CSS class. In this example
cusClass1 or cusClass2 (without the . in front)

Any players without a custom CSS class will use the default container class above.

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

background-image: url("RT-events-1.jpg");
background-size: contain;
}

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

background-image: url("ship.jpg");
background-size: cover;
}

#mainpage_current_summary
{
color:#0077FF;
border-left: 1px solid white;
}
#mainpage_current_location
{
```

```

color:#FF0000;
}
#mainpage_current_organizer
{
color:#00FF00;
}
#mainpage_current_organizer-label
{
color:#FF0000;
}

#mainpage_current_attendees-label
{
color:#FF5000;
}
#mainpage_current_attendees
{
color:#00FF00;
}
#mainpage_current_description
{
color:#0077FF;
}
#mainpage_current_description-label
{
color:#FF5858;
}
#mainpage_current_date
{
color:#4477FF;
}
#mainpage_current_meeting-state
{
color:#555555;
}

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

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

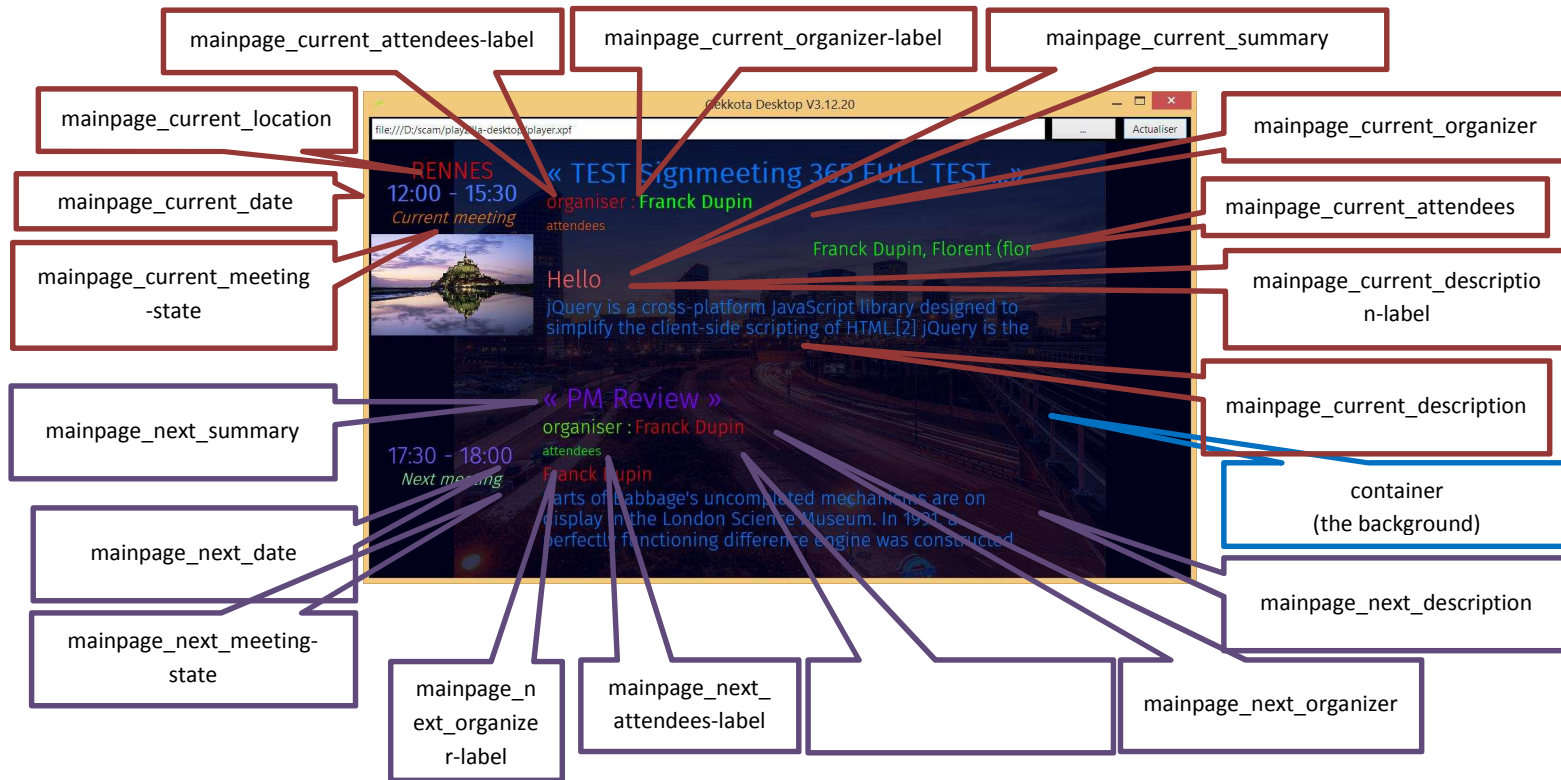
#mainpage_next_organizer
{
color:#FF0000;
}
#mainpage_next_attendees-label
{
color:#00FF00;
}
#mainpage_next_attendees
{
color:#FF0000;
}

#mainpage_next_description
{
color:#0077FF;
}

#mainpage_next_date
{
color:#7755FF;
}

#mainpage_next_meeting-state
{
color:#77FF99;
}

```



7.1.3 CSS Configuration

- Change the colour:

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

- Change the background-colour:

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

- Change the background image:

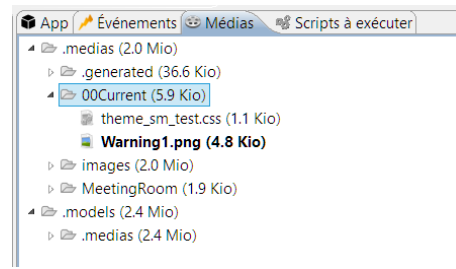
```
#container
{
    background-image: url("../background.png");
}
```

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

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

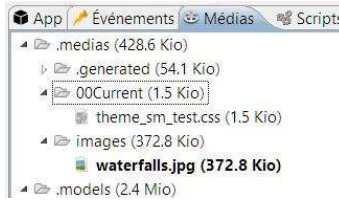
Exemple 1 :

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



Exemple 2 :

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



7.2 SignMeeting mapping

7.2.1 Mapping SignMeeting & URBA system

Urba	SignMeeting
id	id
creationDate	DTSTAMP
presenceConfirmedDate	presenceConfirmedDate (URBA specific)
idVisit	idVisit (URBA specific)
resource.displayName	LOCATION
startDate	startDate
endDate	endDate
Field "purpose": "Organisator"	organizer.commonName
Field "purpose": "Object",	Title
From visit (if exists)	
mail	Attendees mail
Name + surname	Attendees common name

7.2.1.1 Example of URBA calendar system meeting category mapping

Catégorie de ressources : Standard

Nom	Valeur
Libellé	Standard
Heure de début (hh:mm)	07:00
Heure de fin (hh:mm)	22:00
Durée minimum (en minutes)	30
Pas (en minutes)	30
Validation	
Notification par mail	Pas d'envoi de mail
Synchro des réservations (email ou Exchange)	
Réservation le week-end	
Raison du refus	Demande au refus et à l'annulation
Réservation à la journée	
Fusion des réservations périodiques quotidiennes	
Hauteur	50
Couleur avant validation	#f90
Couleur après validation	#90cc00
Message libre en haut du formulaire	
Message popup	

Interface utilisateur URBA system

Mapping filed for SignMeeting

Champ 1	Obligatoire	Libellé	Réserveur	Rolover		Ramp	Identité	Conf		Type	Champ texte	Utilisation	Auteur
Champ 2	Obligatoire	Libellé	Organisateur	Rolover	✓	Ramp	Identité	Conf		Type	Liste utilisateur URBA	Utilisation	Organisateur
Champ 3	Présent	Libellé	Téléphone	Rolover	✓	Ramp	Téléphone	Conf		Type	Champ texte	Utilisation	Téléphone Organisateur
Champ 4	Présent	Libellé	Entité	Rolover	✓	Ramp	Entité	Conf		Type	Champ texte	Utilisation	Sujet
Champ 5	Présent	Libellé	Objet	Rolover		Ramp	Aucun	Conf		Type	Champ texte multiligne (3 lignes)	Utilisation	Objet
Champ 6	Absent	Libellé	Commentaire	Rolover		Ramp	Aucun	Conf		Type	Champ texte multiligne (3 lignes)	Utilisation	Auteur
Champ 7	Absent	Libellé		Rolover		Ramp	Aucun	Conf		Type	Champ texte	Utilisation	Aucun
Champ 8	Absent	Libellé		Rolover		Ramp	Aucun	Conf		Type	Champ texte	Utilisation	Aucun
Champ 9	Obligatoire	Libellé	Nb participants	Rolover		Ramp	Nb de participants	Conf		Type	Champ numérique	Utilisation	Nb de participants

Participants

Confidentialité des visiteurs

Périodique

Afficher dans l'add-in Outlook

Ressources liées

Décalage avec UTC (heure d'hiver)

Décalage avec UTC (heure d'été)

Valider

7.2.2 Mapping SignMeeting & CSS (style sheet)

SignMeeting

ICS


CSS Réunion courant

CSS Réunion prochain

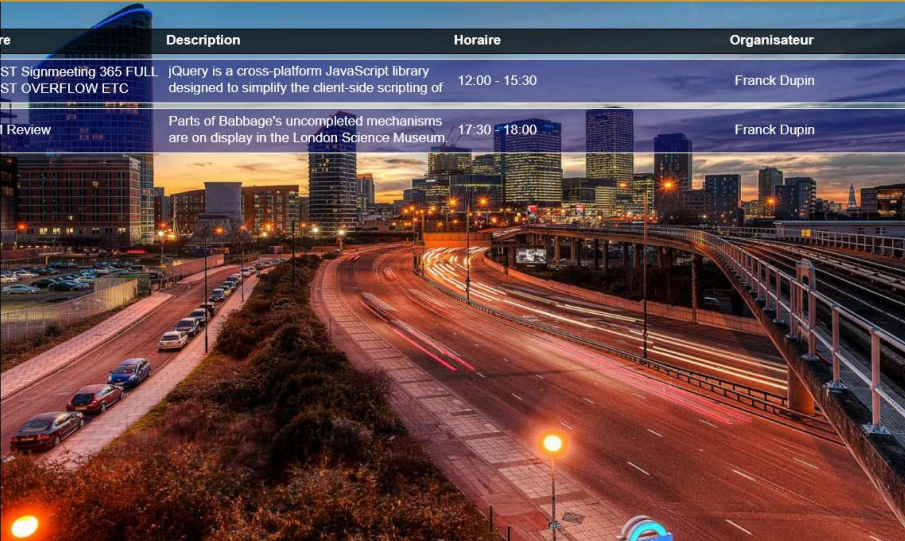
Titre	SUMMARY	mainpage_current_summary	mainpage_next_summary
Description	DESCRIPTION	mainpage_current_description	mainpage_next_description
Libellé description	N/A	mainpage_current_description-label	N/A
Emplacement	LOCATION	mainpage_current_location	N/A
Horaire	DTSTART / DTEND	mainpage_current_date	mainpage_next_date
Organisateur	ORGANIZER, CN	mainpage_current_organizer	mainpage_next_organizer
Libellé organisateur	N/A	mainpage_current_organizer-label	mainpage_next_organizer-label
Type d'événement	N/A	mainpage_current_meeting-state	mainpage_next_meeting-state
Participants	ATTENDEE, CN	mainpage_current_attendees	mainpage_next_attendees
Libellé participants	N/A	mainpage_current_attendees-label	mainpage_next_attendees-label

7.2.3 Mapping SignMeeting & summary composition columns title

SignMeeting libellé	ICS	SignMeeting champs
Titre	SUMMARY	summary
Description	DESCRIPTION	description
Emplacement	LOCATION	location
Horaire	DTSTART / DTEND	time_range
Organisateur	ORGANIZER, CN	organizer
Participants	ATTENDEE, CN	attendees


15:27 7/8/15
TEST MULTI BANNER

Emplacement	Titre	Description	Horaire	Organisateur	Participant(s)
RENNES	TEST Signmeeting 365 FULL TEST OVERFLOW ETC	JQuery is a cross-platform JavaScript library designed to simplify the client-side scripting of	12:00 - 15:30	Franck Dupin	
RENNES	PM Review	Parts of Babbage's uncompleted mechanisms are on display in the London Science Museum.	17:30 - 18:00	Franck Dupin	



7.3 Add customized attribute in LDAP

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

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



Follow these steps to add a new attribute.

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

