



User manual

Screen Composer & SignMeeting Google Workspace

2.11.10 002A



Legal information

Screen Composer & SignMeeting Google Workspace 2.11.10 (002A_en)

© 2021 INNES

Rights and Responsibilities

All rights reserved. No part of this manual may be reproduced in any form or by any means without written permission of the publisher. Products and services mentioned herein may be trademarks and/or registered trademarks of their respective owners. The publisher and the author make no claim to these trademarks.

While every precaution has been taken in the preparation of this document, the publisher and author assume no responsibility for errors or omissions, or for damages resulting from the use of this document, or from the use of the programs and source code that may accompany it. In no event shall the publisher and author be liable for any loss of profit or other commercial loss caused or contributed to by the use of this document.

Product information

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

Table of contents

Part I : Introduction

Introduction	1.1
--------------	-----

Part II : Screen Composer installation and settings

Installation	2.1
Qeedji System AOSP devices configuration for INNES Screen Composer G4	2.1.1
Gekkota devices configuration for INNES Screen Composer G4	2.1.2
Getting started	2.2
Screen Composer > About	2.2.1
Screen Composer > Preferences > Repositories	2.2.2
Screen Composer > Preferences > Network	2.2.3
Screen Composer > Preferences > Middlewares	2.2.4
Screen Composer > Preferences > Licenses and Apps	2.2.5
App installation	2.2.5.1
App license keys installation	2.2.5.2
Screen Composer > Preferences > Advanced	2.2.6
File > Project settings > Devices	2.2.7
File > Project settings > Project and App	2.2.8
File > Project settings > Publication	2.2.9
File > Project settings > Tasks	2.2.10

Part III : Project

SignMeeting Google Workspace new project	3.1
Files	3.1.1
Files > Edition and metadata	3.1.1.1
Files > Open and preview	3.1.1.2
Files > Unitary preview	3.1.1.3
Devices	3.1.1
Data sources	3.1.1
Display profiles	3.2
SignMeeting > Display profiles > Room screen	3.2.1
SignMeeting > Display profiles > Summary screen by event	3.2.2
SignMeeting > Display profiles > Summary screen by resource	3.2.3
SignMeeting > Display profiles > Room label	3.2.4
Devices	3.3
Room resources association to a device	3.3.1
LDAP	3.4
RFID	3.5
SMTP	3.6

Part IV : Publication

App publication	4.1
Middleware publication	4.2

Part V : Contacts

Contacts	5.1
----------	-----

Part VI : Appendix

Appendix: CSS mapping	6.1
Appendix: Data mapping	6.2
Appendix: Room screen CSS	6.3
Appendix: Summarization by event CSS	6.4
Appendix: Summarization by resource CSS	6.5
Appendix: Room label CSS	6.6
Appendix: How to customize CSS	6.7
Appendix: Standby screen/background image/CSS hierarchy	6.8
Appendix: Banner characteristics	6.9
Appendix: Microsoft LDAP attribute editor	6.10
Appendix: Briva LDAP attributes	6.11

Appendix: Logs INNES Screen Composer G4	6.12
Appendix: Service account and JSON file creation in Google Cloud Console	6.13
Appendix: Google API activation in Google Cloud console	6.14
Appendix: Create resources, users and manage delegation with service account in Google Admin	6.15
Appendix: Sharing resource with the service account in Google calendar	6.16
Appendix: How to book a meeting with the organizer account in Google Calendar	6.17
Appendix: Set temporarily SignMeeting in native mode to access to the AOSP settings	6.18

Part I

Introduction

1.1 Introduction

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

Supported calendar system

SignMeeting Google Workspace App is dealing with the Google Workspace solution.

Other application

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

Display profiles

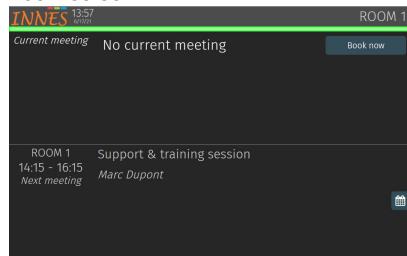
The SignMeeting Google Workspace App allows to display the events of one or several room resources taking place along the day on a tablet or on a screen connected to a media player and manage meetings booking for several resources and for the next days.

Depending on the chosen *display profile*, the SignMeeting Google Workspace App allows or not to manage instant booking with dedicated interactive buttons.

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

Display profiles

Room screen



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

Summary screen by event



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

Summary screen by resource



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

Room label



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

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

Access control

SignMeeting Google Workspace supports access control:

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

Badging requires that the device has a built-in or an external badge reader.

INNES may be able to provide a LDAP solution called Briva LDAP, gateway able to communicate with an access control system like, for example, Uniflow. For further information, contact sales@innes.pro.

Devices/os compatibilities

SignMeeting Google Workspace App is compatible with:

- AOSP 9.10.10 (or above) for TAB10s tablets,
- Gekkota OS 4.13.13 (or above) for SMT210 tablets,
- Gekkota OS 4.13.15 (or above) for SMA300 and DMB400 media players,
- Gekkota OS 4.13.14 (or above) for SMH300 hub,
- Gekkota RT 4.13.15 (or above) for MS-Windows.

Screen Composer compatibilities

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

Part II

**Screen Composer installation and
settings**

2.1 Installation

INNES Screen Composer G4 is a single-user Desktop application. In this user manual, each INNES Screen Composer G4 project, whose extension is .isz, is based on a SignMeeting Google Workspace App product.

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

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

A INNES Screen Composer G4 core license key must be installed to be able to publish on the devices.

The SignMeeting Google Workspace App product may require that one SignMeeting Google Workspace App license key is installed also per device added to the project. As soon as a SignMeeting Google Workspace App product is published on a device, a SignMeeting Google Workspace App license key is automatically associated to this device by using its MAC Id.

Prequisite

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

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

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

The publication on the devices available only with https scheme is not yet supported in this version because the Screen Composer G4 certificate is not yet a trusted one.

Supported OS/devices

INNES Screen Composer G4 can work with :

- Qeedji System AOSP 9.10.10 (or above) for:
 - TAB10s (10" tablet),
- Gekkota OS 4.13.13 (or above) for:
 - SMT210 (10" tablet),
 - DMB400 (media player),
 - SMA300 (media player),
 - SMH300 (hubs),
- Gekkota RT 4.13.12 for:
 - MS-Windows computer,
- Gekkota OS 3.12.57 (or above) for:
 - DMB300 (media player),
 - DMC200 (media player).
- Gekkota RT 3.12.59 (or above) for:
 - MS-Windows computer.

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

Installation

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

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

- English,
- French,
- German.

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

The default directory for the installation is:

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

The default shortcuts located in the Windows startup menu is:

- `INNES Screen Composer G4`.

Launch

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

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



INNES Screen Composer G4

Language

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

Uninstallation

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

2.1.1 Qeedji System AOSP devices configuration for INNES Screen Composer G4

Firmware

To work with INNES Screen Composer G4 , the firmware version of Qeedji System AOSP for TAB10s device, must be 9.10.10 (or above).

Hostname

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

Login credentials

For security reasons, it may be useful to change the `login credentials` to access to the device's Web server.

 If modified, store preciously the `login credentials` because they are required in INNES Screen Composer G4 to communicate with the devices.

Timezone

It is advised that the timezone is properly set.

WLAN network

If the tablet needs to access to the `WIFI` network, activate and configure the `WIFI` on the tablet then ensure that the tablet has a valid IP address.

LAN network

If the tablet needs to access to the `LAN` network, install the appropriate PoE to USB-C adapter allowing to provide IP network connectivity to the tablet then ensure that the tablet has a valid IP address.

DNS server & gateway

If the tablet needs to access to the Web, enter the appropriate `DNS server` and `gateway` values.

Date, time & NTP server

It is advised that the device is on time. The `date` and `time` is set automatically thanks to a Web `NTP server` . If the tablet cannot access to the Web, a `NTP server` needs to be implemented on your local network to provide the `date` and `time` to the tablet.

Kiosk mode

When delivered straight from factory, the tablet is in `native` mode. Only once all the configurations above has been done, you can complete the configuration by setting the tablet into the `kiosk` mode so that your SignMeeting Google Workspace App is running in full screen with the AOSP features inactivated (*back, menu, swipe*).

Rotation

The support for 90°, 180° or 270° view port rotation is not supported on the tablet.

Trusted certificates

It could be required to install some appropriate trusted certificate when using a SignMeeting Google Workspace App working with some external server available with the `https` scheme requiring certificate.

TAB10s user manual

The tablet configuration may be done with a configuration script. For further information, refer to the [TAB10s user manual](#).

2.1.2 Gekkota devices configuration for INNES Screen Composer G4

Gekkota 4 devices

The Gekkota 4 devices are the devices which have a Gekkota OS or Gekkota RT middleware whose version is 4.<yy>.<zz>.

To work with INNES Screen Composer G4, ensure that your devices have a Gekkota OS 4.13.10 firmware version (or above).

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

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

To install Gekkota RT on a dedicated MS-Windows computer, download the Gekkota RT middleware from the [Innes Web site](#), execute the gekkota_rt_nt_ia32-setup-4.<yy>.<zz>.exe installer on the dedicated MS-Windows computer. After the installation is completed, the Gekkota RT may start up automatically and display the content "Information - No content".

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

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

The default login credentials to connect the Web UI are `admin / admin`.

Then click on the Administration Console to display the device configuration page.

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

For further information, refer to the appropriate user manual.

Gekkota OS G4 device user manuals

[SMT210 user manual](#)

[DMB400 user manual](#)

[SMA300 user manual](#)

[SMH300 user manual](#)

Gekkota 3 devices

The Gekkota 3 devices are the devices which have a Gekkota OS or Gekkota RT middleware whose version is 3.<yy>.<zz>.

To work with INNES Screen Composer G4, ensure that your devices have a Gekkota OS 3.12.57 firmware version (or above).

To work as devices with INNES Screen Composer G4, ensure that your dedicated MS-Windows computers have Gekkota RT 3.12.59 version (or above) and fill the following configuration:

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

To install Gekkota RT on a dedicated MS-Windows computer, download the Gekkota RT middleware from the [Innes Web site](#), execute the gekkota_rt_nt_ia32-setup-3.<yy>.<zz>.exe installer on the dedicated MS-Windows computer. After the installation is completed, the Gekkota RT may start up automatically and display the content "Information - No content".

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

A Gekkota 3 device can be configured with its Web user interface. Given that Flash technology is not supported in Web browsers anymore, the Web user interface of this device generation can only be opened using [Gekkota Desktop](#).

The default login credentials to connect the Web UI are `admin / admin`.

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

For further information, refer to the appropriate user manual.

Gekkota OS G3 devices user manual

[DMB300 user manual](#)

[DMC200 user manual](#)

Web UI > Configuration > App

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

Web UI > Configuration > Administrator

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

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

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

Web UI > Configuration > WLAN

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

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

Web UI > Configuration > LAN network

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

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

Web UI > Configuration > Output (rotation)

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

The support for 90° , 180° and 270° rotations is not supported on the tablets.

Web UI > Configuration > License

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

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

Web UI > Configuration > Servers

If the tablet needs to access to the Web and needs to be always on time, enter appropriate values for the `DNS servers` and the `NTP server`.

Web UI > Maintenance > Tools > Trusted certificates

It could be required to install some appropriate trusted certificate when using a SignMeeting Google Workspace App working with some external server available with the `https` scheme requiring certificate.

Web UI > Configuration > Date and time

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

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

2.2 Getting started

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

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

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

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

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

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



Welcome page

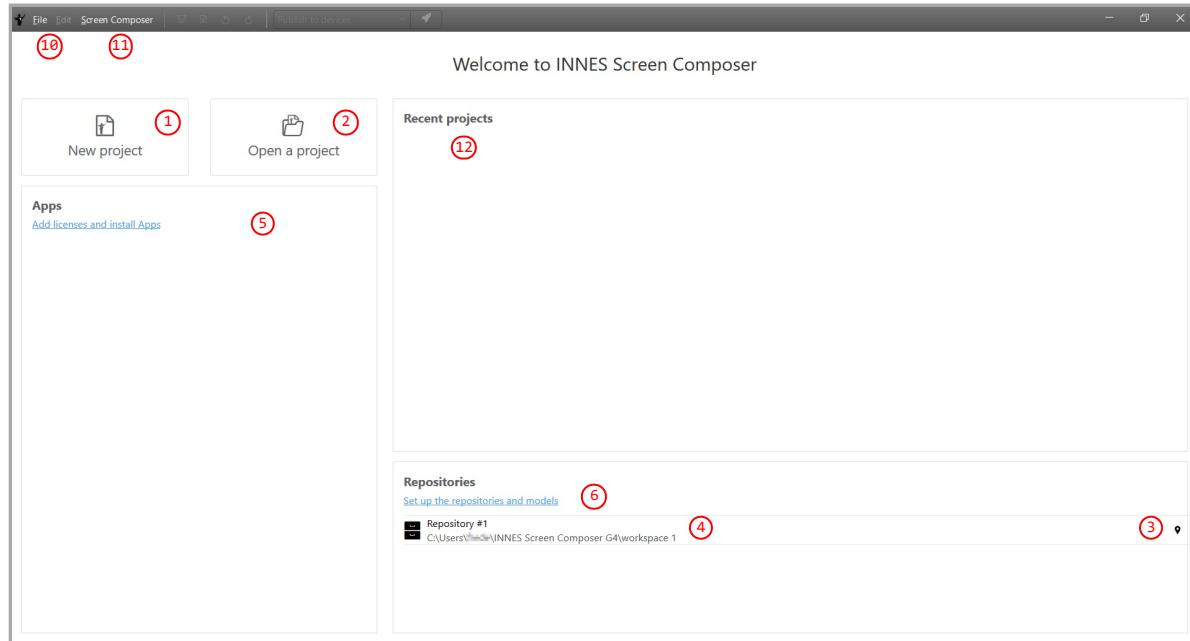
This is the welcome page when no App is installed, no Project is opened and no project repository is created.

The available buttons at this step are:

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

The available links at this step are:

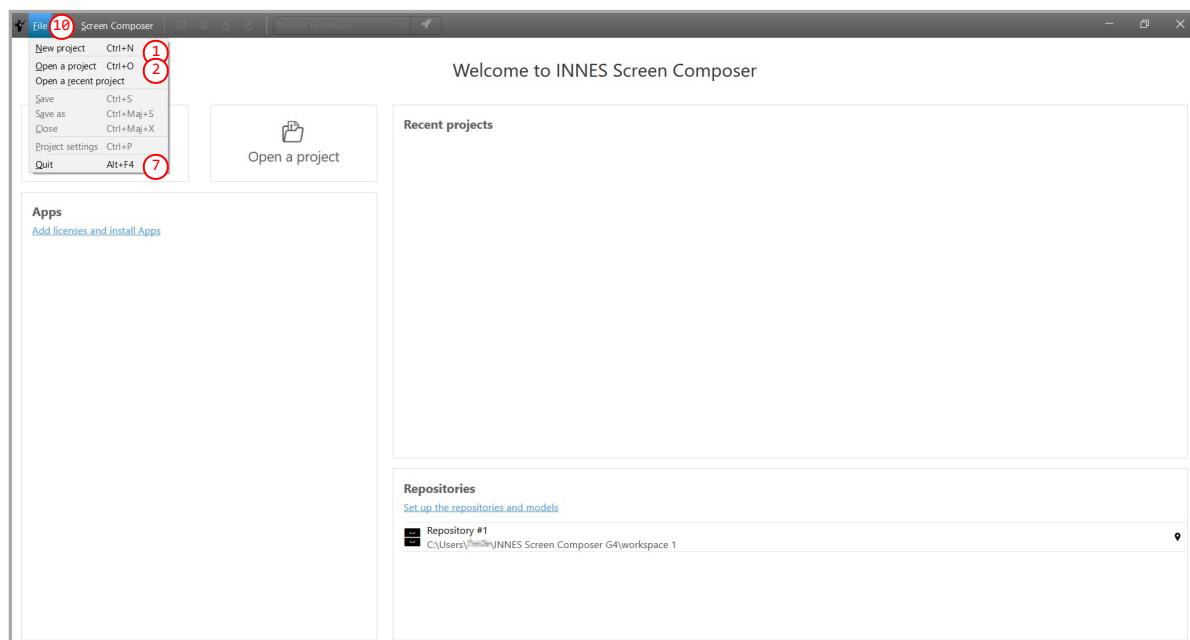
- Install licenses and install Apps (5),
- Set up the repositories and models (6).



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

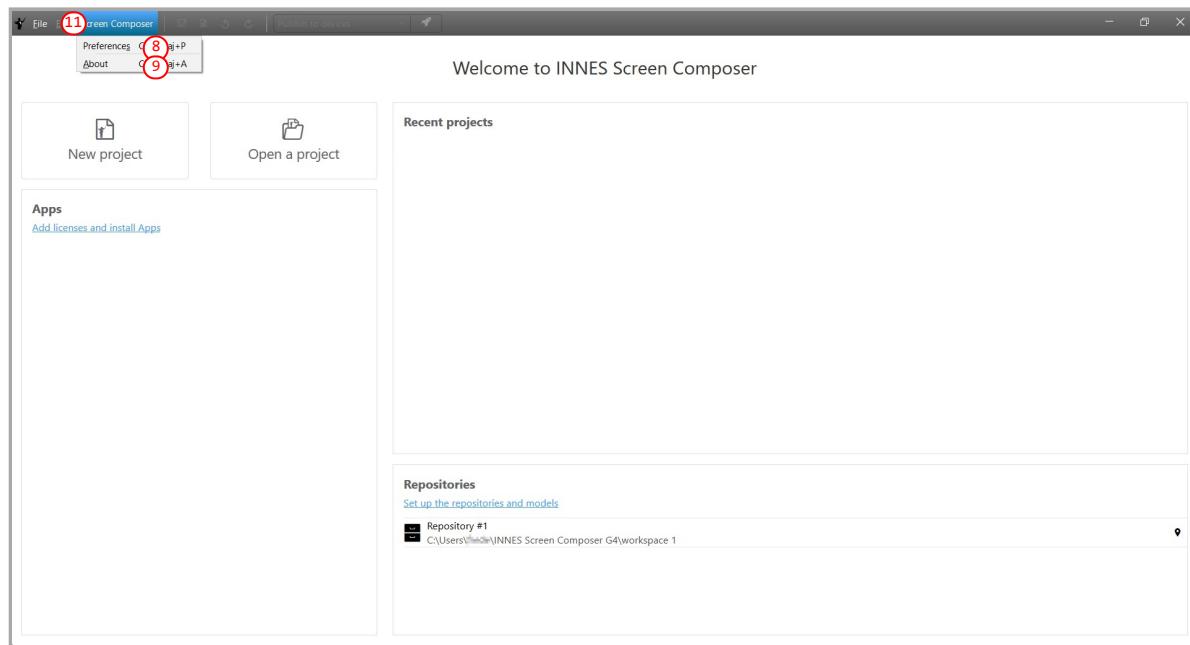
The available items, at this step, in the File (10) menu are:

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



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

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



About

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

Repositories

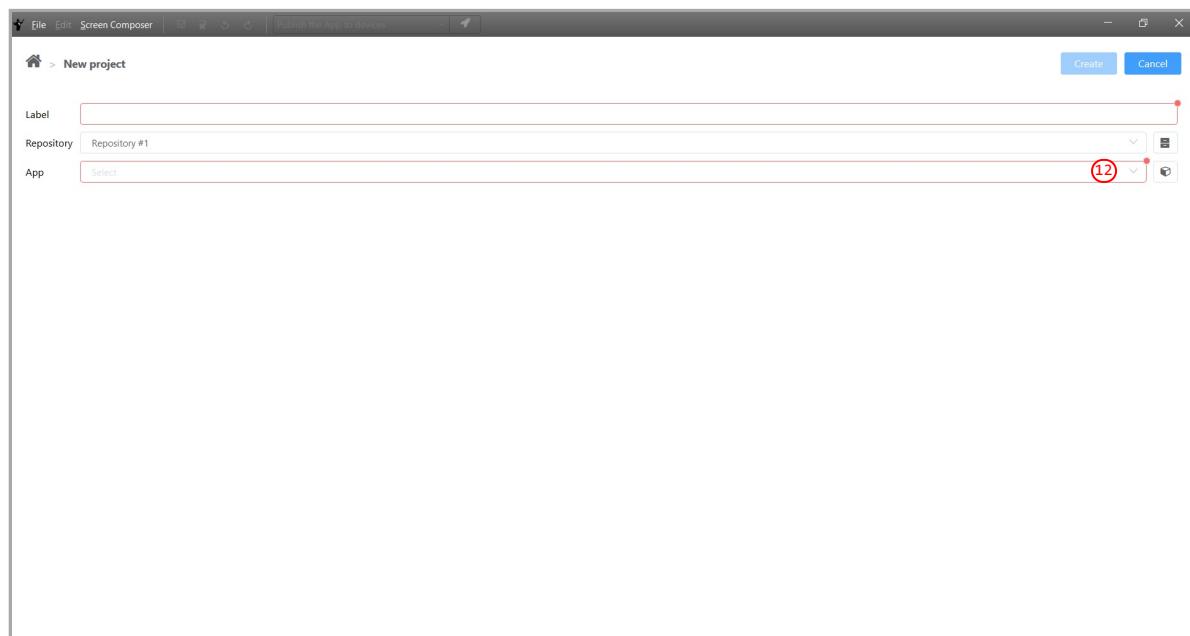
The default project repository for your project is:

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

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

Licenses and Apps

No SignMeeting Google Workspace App (12) is installed by default in `INNES Screen Composer G4`.

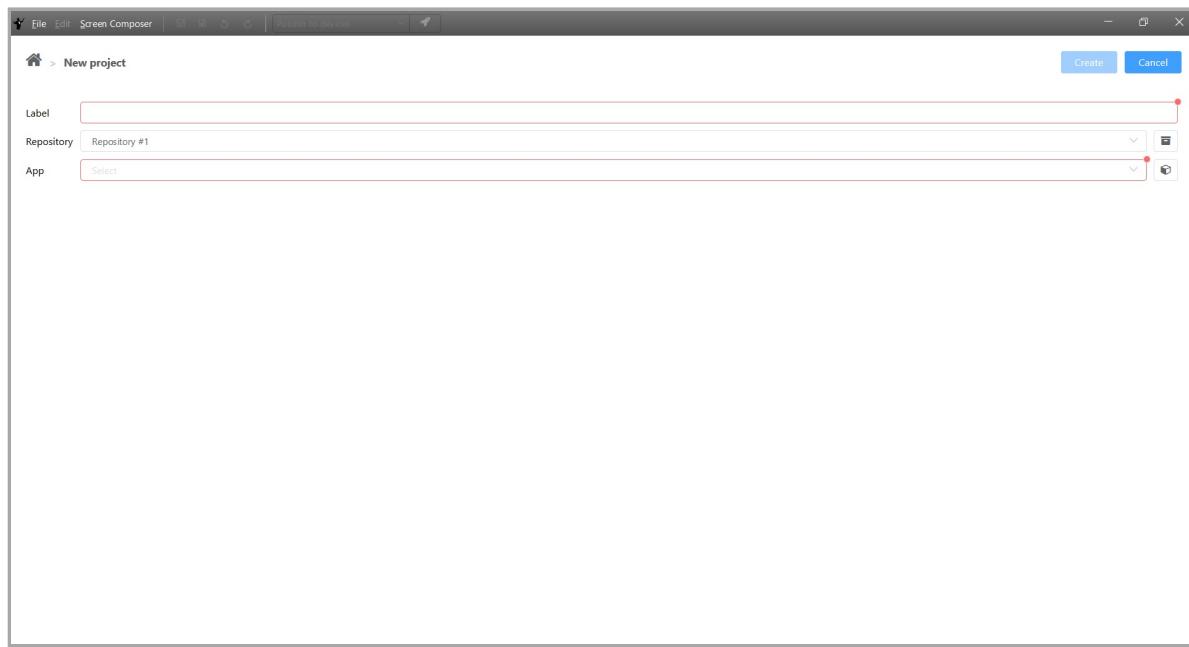


To install the SignMeeting Google Workspace App, refer to the chapter § [SignMeeting Google Workspace App installation](#).

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

New project

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



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

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

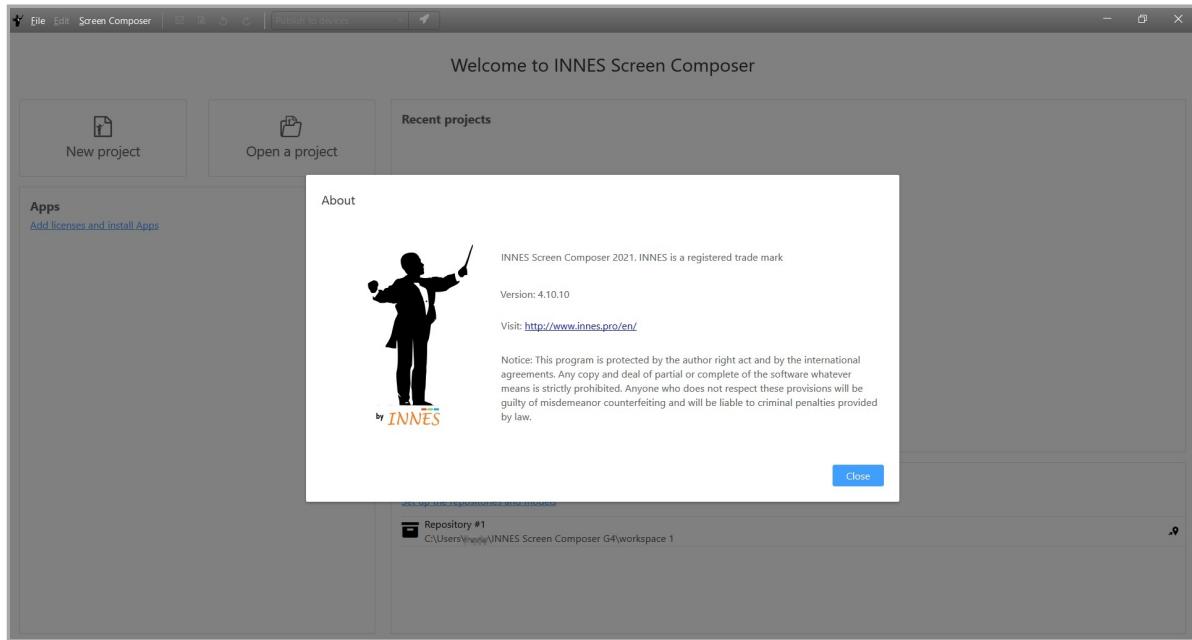
For further information, refer to the chapter § [SignMeeting Google Workspace new project](#).

2.2.1 Screen Composer > About

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

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

- INNES Screen Composer G4 version (e.g. 4.10.11),
- INNES Web site,
- Rights notice.



2.2.2 Screen Composer > Preferences > Repositories

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

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

When created, a project repository contains this tree:

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

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

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

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

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

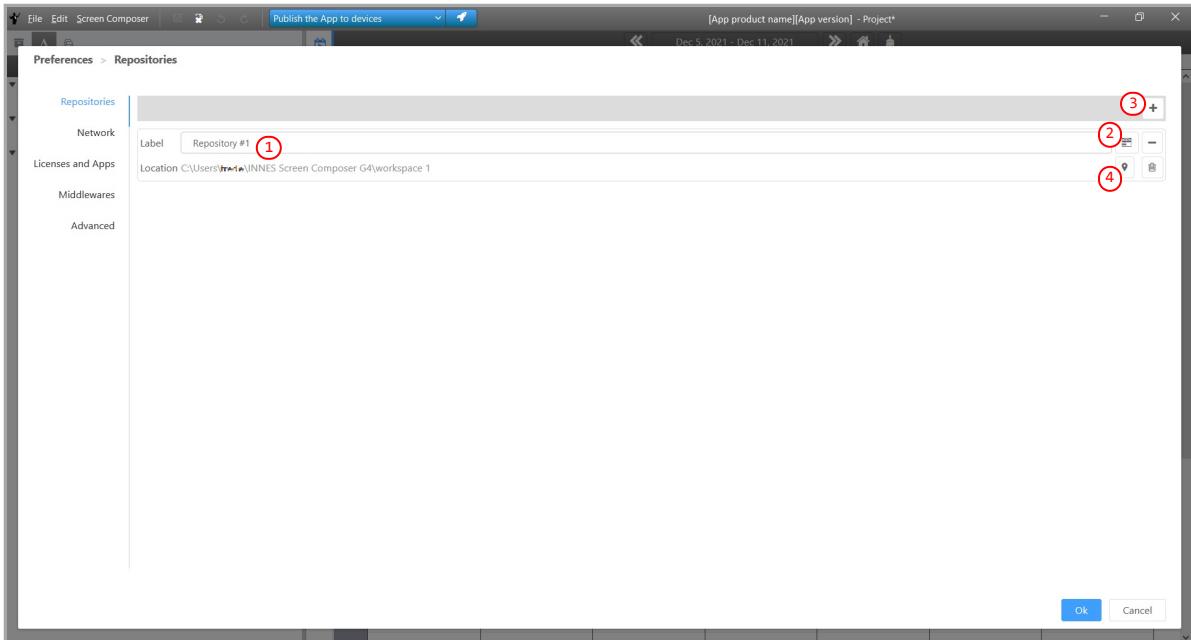
To show the available repositories, select the Preferences item of the Screen Composer menu then select the Repositories item.

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

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

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

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



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

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

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

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

2.2.3 Screen Composer > Preferences > Network

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

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

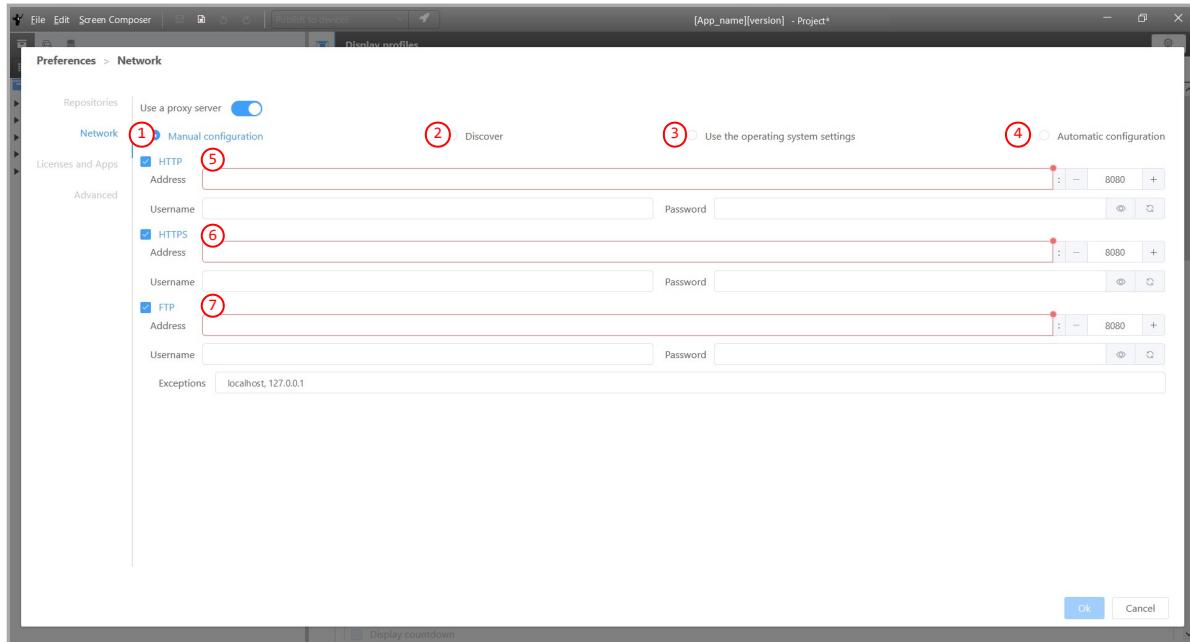
Several configurations are then possible:

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

Proxy > Manual configuration

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

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



Proxy > Discover configuration

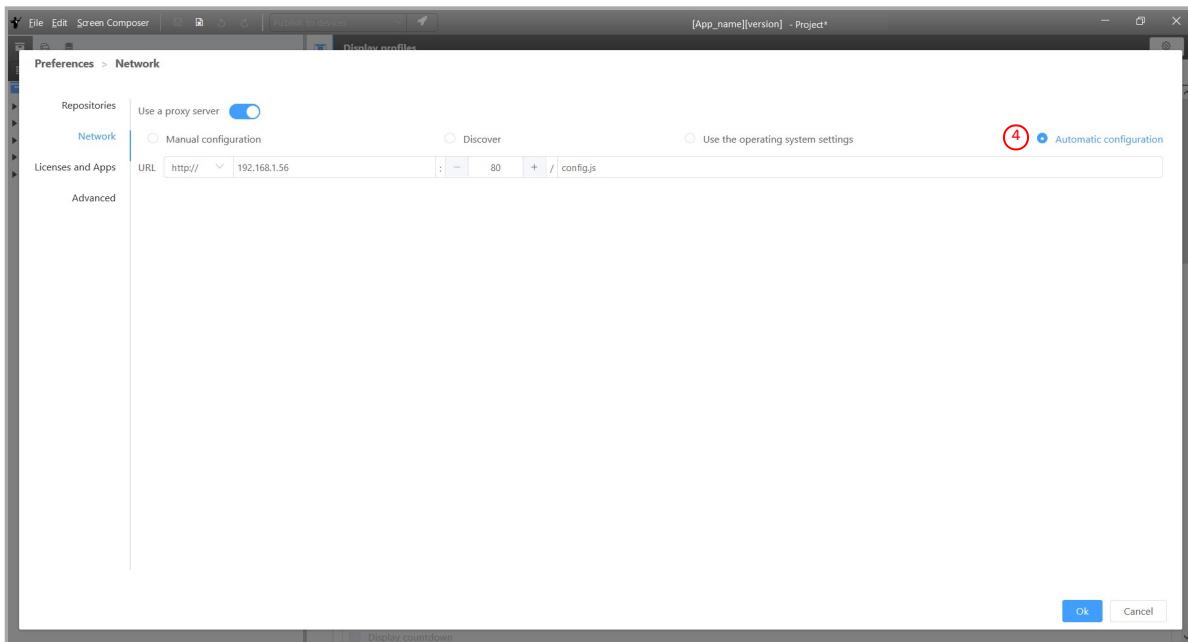
Select the Discover radio to try to detect a proxy configuration.

Proxy > Use operating system settings

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

Proxy > Automatic configuration

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

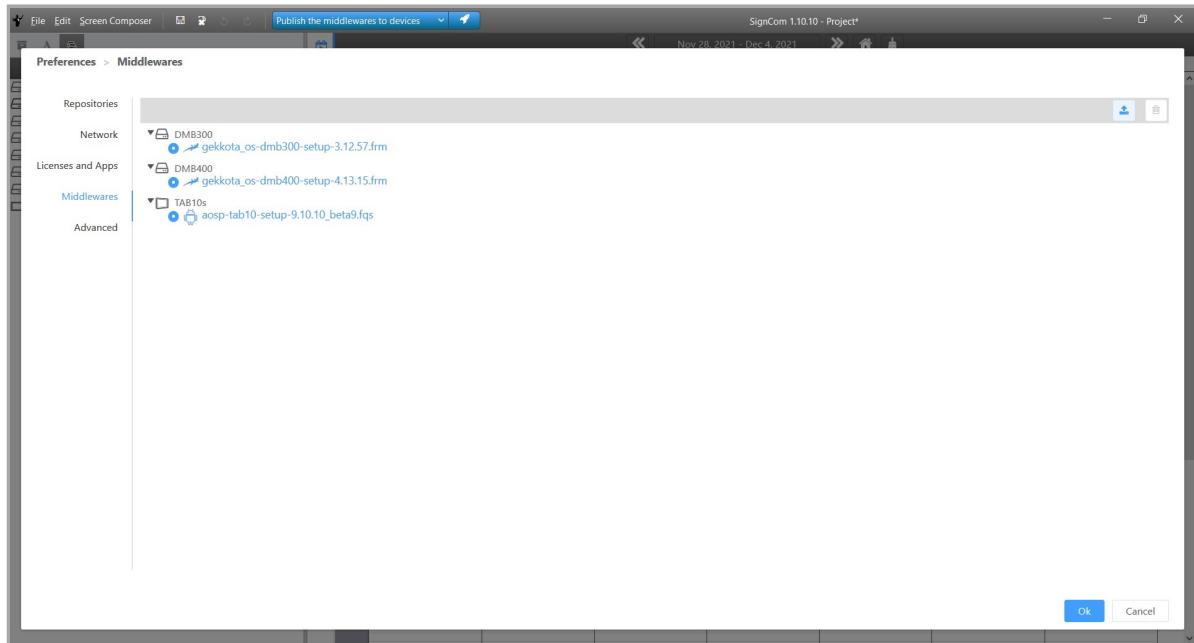


2.2.4 Screen Composer > Preferences > Middlewares

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

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

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



2.2.5 Screen Composer > Preferences > Licenses and Apps

The INNES Screen Composer G4 core license keys have been delivered by INNES to the recipient email provided by the customer (e.g. ciso@contoso.fr) with this kind of email body¹:

```
Copy the core license key line below and paste it in.  
Core license key :  
WViS1 - Utas - wuTW - S4ab - zz/pg; PSN01200-00251 CD1; `Screen Composer` core
```

The license shown above is a fake license.

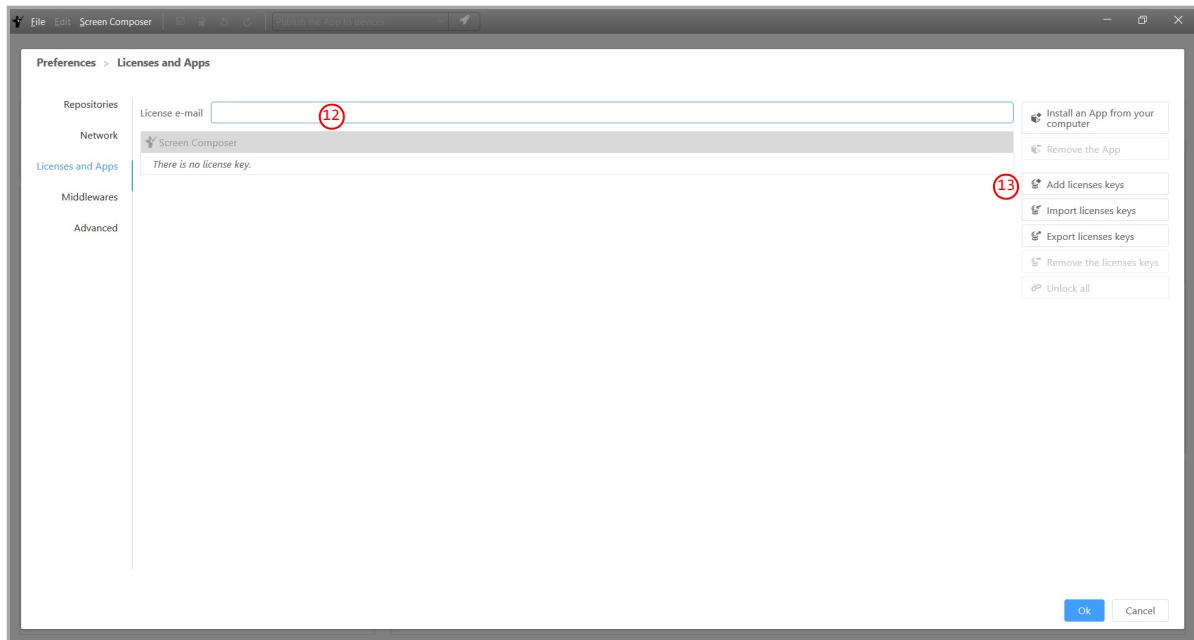
Open this email, and copy the entire line with the *Screen Composer core* suffix included.

```
WViS1 - Utas - wuTW - S4ab - zz/pg; PSN01200-00251 CD1; `Screen Composer` core
```

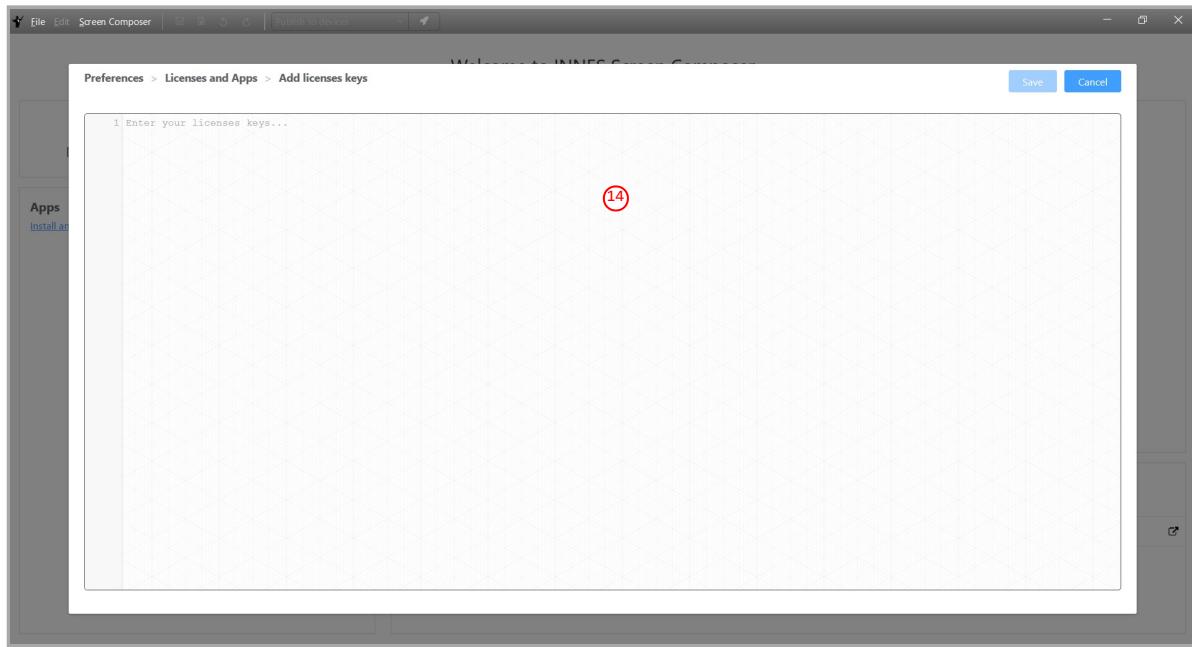
⚠ In case you have other licenses keys linked to a specific SignMeeting Google Workspace App product, you can copy them and paste them as well. A new SignMeeting Google Workspace App part will be created in the pane and the licenses will be spread accordingly on the *Screen Composer* side and on the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

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

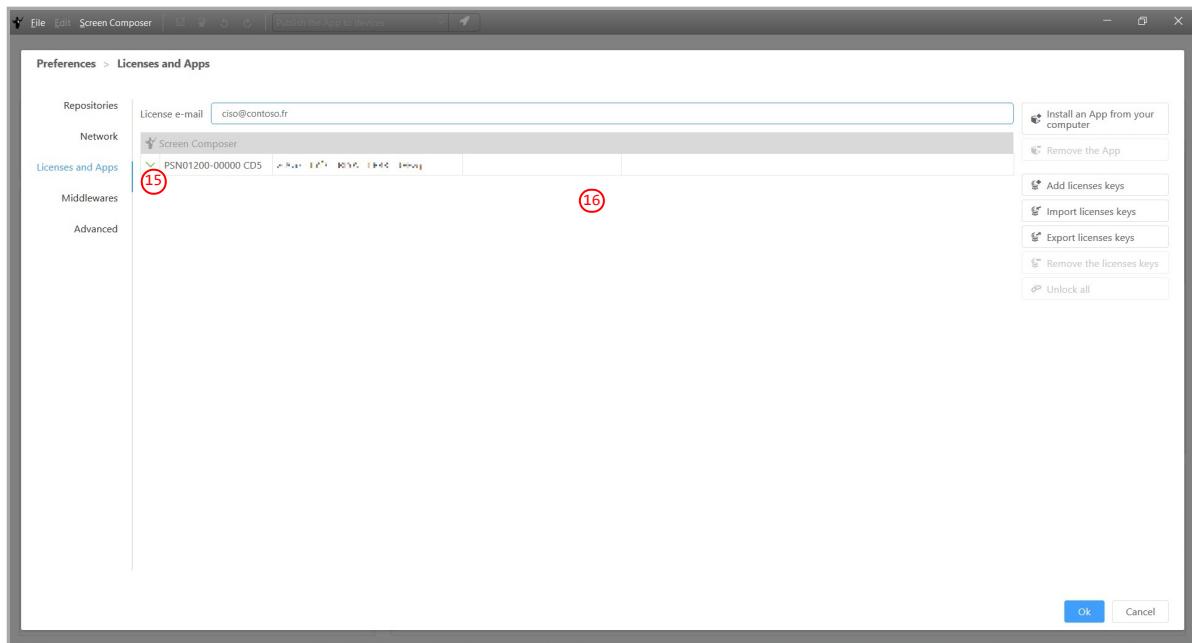
- enter the *License e-mail* value **(12)** of the e-mail account used to get the licenses (e.g. ciso@contoso.fr),
- click on the **(13)** *Add licenses keys* button to add the *Screen Composer* core license key.



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

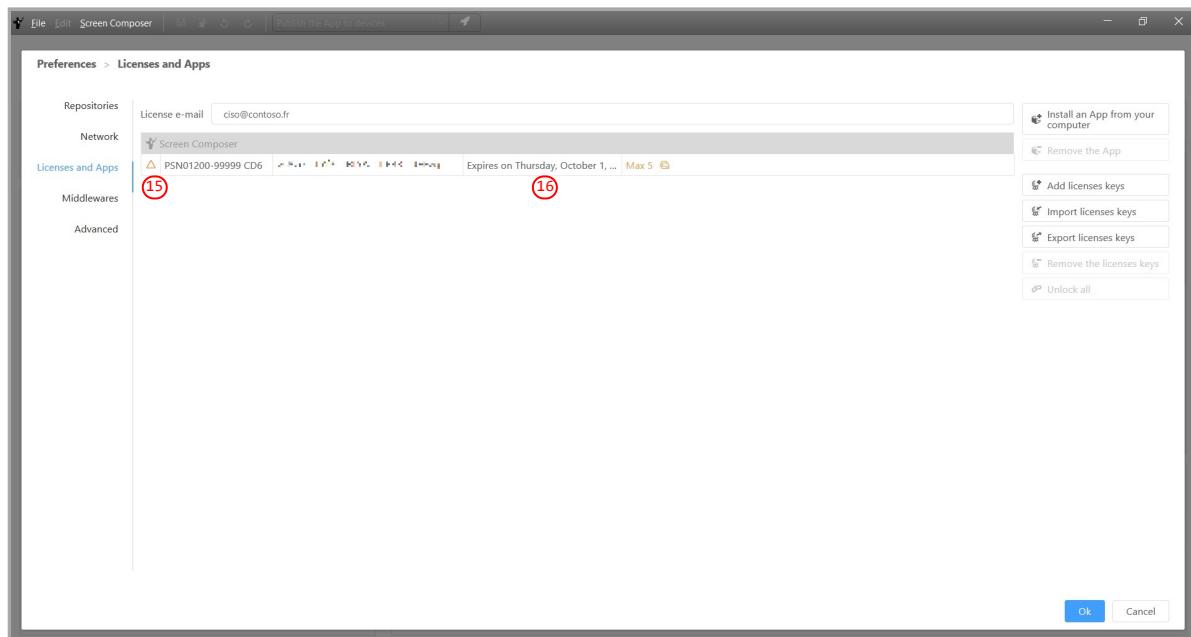


For example:



A green checkmark ⑯ is showing that the license key is valid.

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



2.2.5.1 App installation

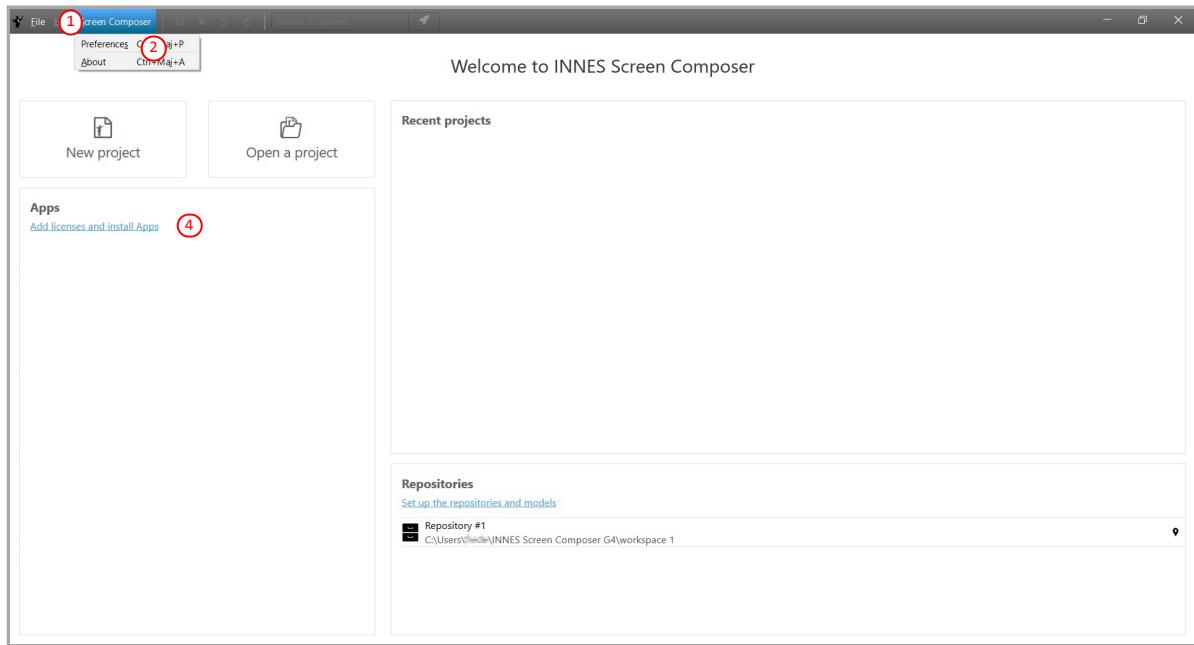
App download and installation

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

The SignMeeting Google Workspace App file matches this pattern: `signmeeting_google-workspace-screen-composer-addin-2.<yy>.<zz>.appi`.

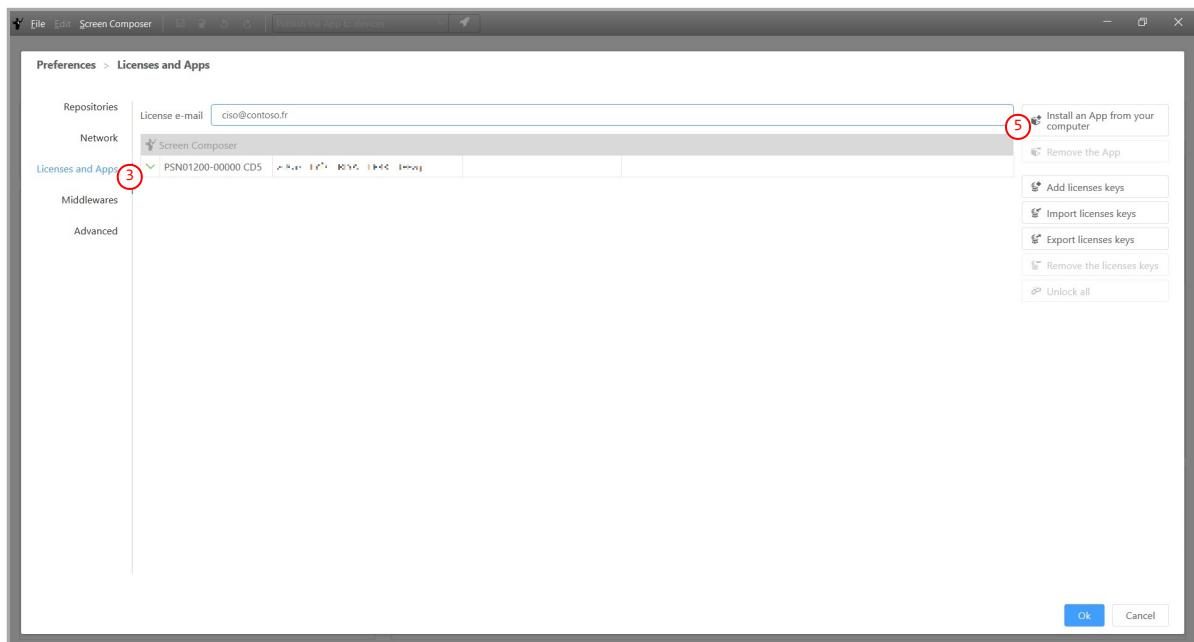
From the welcome screen:

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

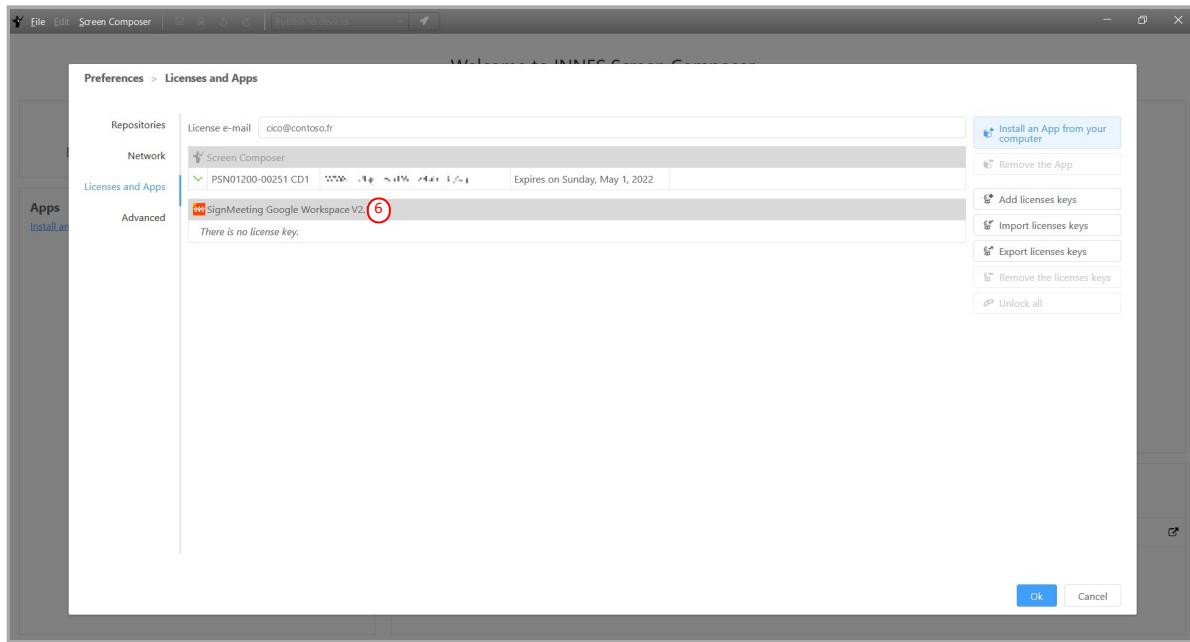


Click on the `Install an App from your computer` (5) and select the appropriate SignMeeting Google Workspace App file:

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



The SignMeeting Google Workspace App (6) appears in the pane.



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

- It is not possible to remove an App product which is currently used by the opened project.
- Once installed, the SignMeeting Google Workspace App is stored automatically in the following directory `C:\Users\<username>\AppData\Roaming\INNES Screen Composer G4\innes\appis\`.

2.2.5.2 App license keys installation

License policy

Each SignMeeting Google Workspace App license key is associated to :

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

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

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

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

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

Installation

The SignMeeting Google Workspace App license keys have been delivered by INNES to the user email address provided by the customer (e.g. `ciso@contoso.fr`) with this kind of user email body¹:

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

Apps License Keys (Qty = 3) :

Enter the appropriate licenses keys for your App product

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

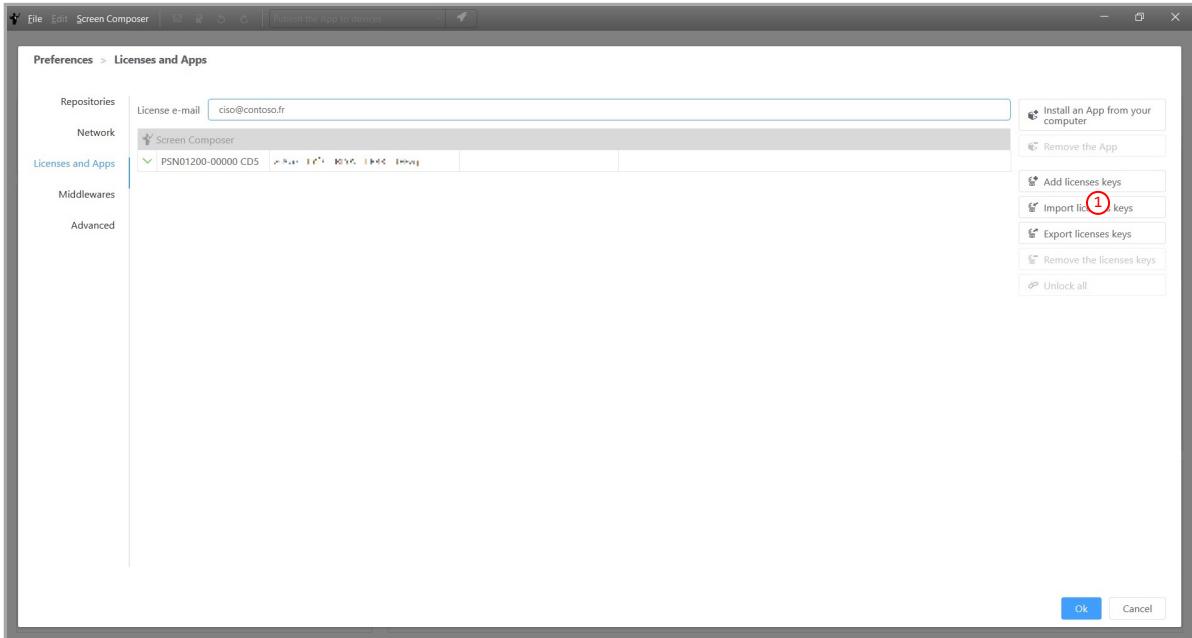
☞ When importing the SignMeeting Google Workspace App license keys, a suffix is showing which App product, the license keys are given for.

The license shown above are fake license.

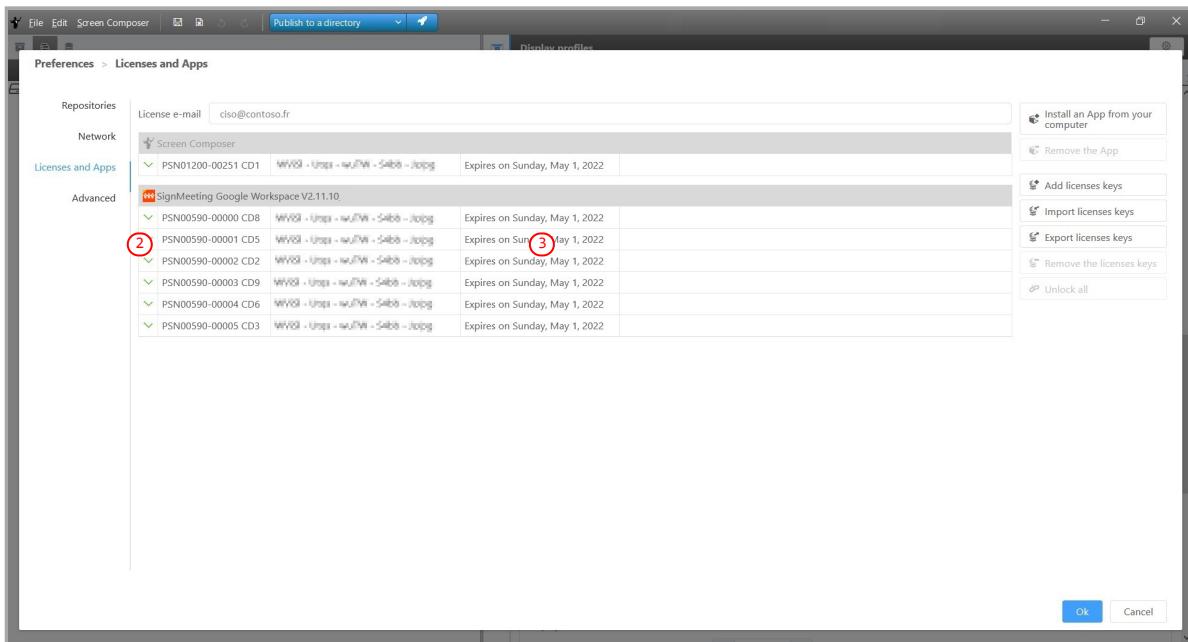
Copy the entire line with the *SignMeeting Google Workspace for Screen Composer* suffix included.

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

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

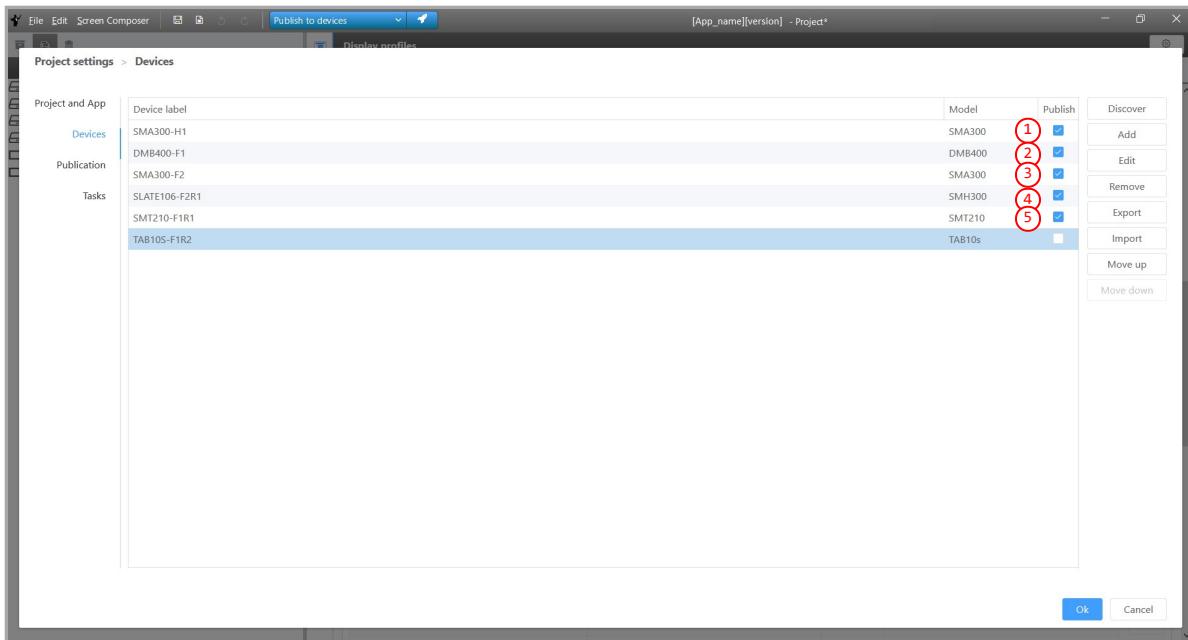


A green checkmark **②** is showing that the license keys are valid. The expiration date **③** does appear (e.g.: *Expires on Sunday, May 1, 2022*).



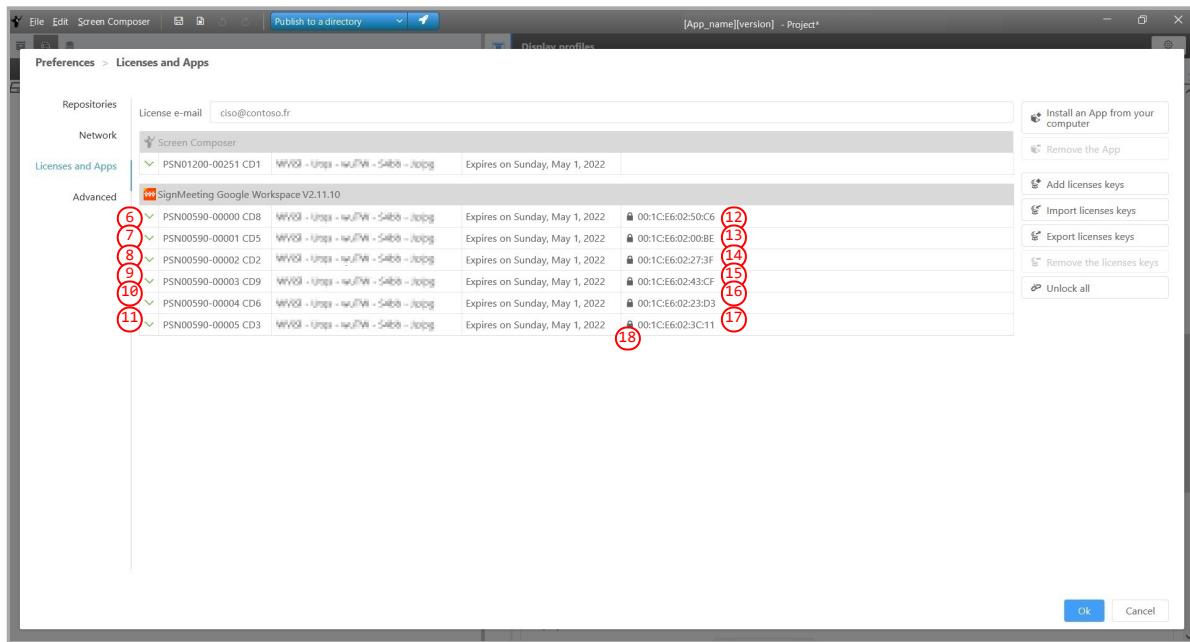
Publication and App license key pairing

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

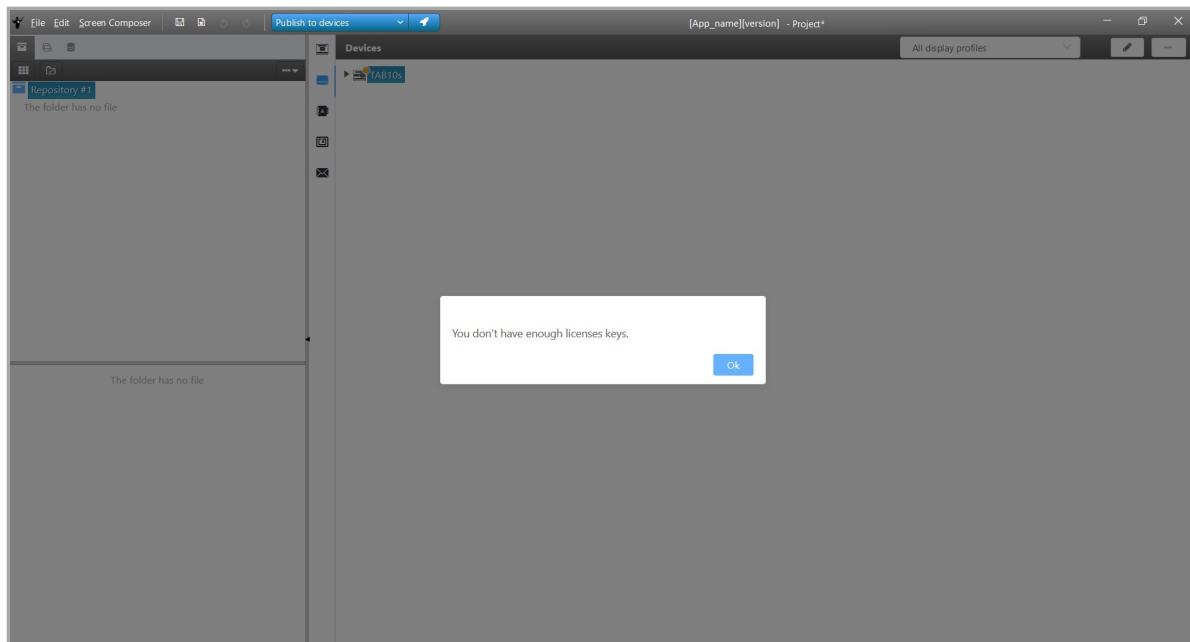


When the publication is completed, Screen Composer keeps the pairing status of the SignMeeting Google Workspace App license keys with the project's devices MAC Id.

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



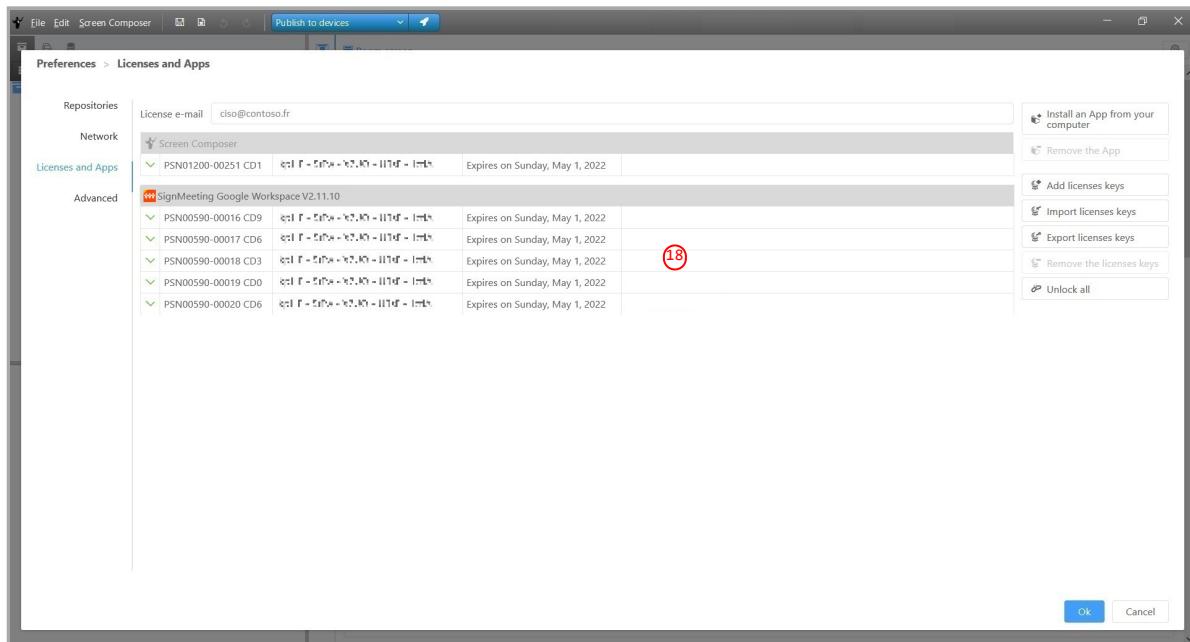
In case, the number of SignMeeting Google Workspace App license keys is not sufficient, a information message is raised when the publication is launched.



To work around,

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

☞ In case, you have added an unexpected device to your project and published on it, an SignMeeting Google Workspace App license key value is spent for nothing. To work around, remove this device from your project and click on the *'Unlock all'* **⑯** button to forget **⑰** the overall SignMeeting Google Workspace App license key pairing configuration then publish again.



2.2.6 Screen Composer > Preferences > Advanced

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

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



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



2.2.7 File > Project settings > Devices

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

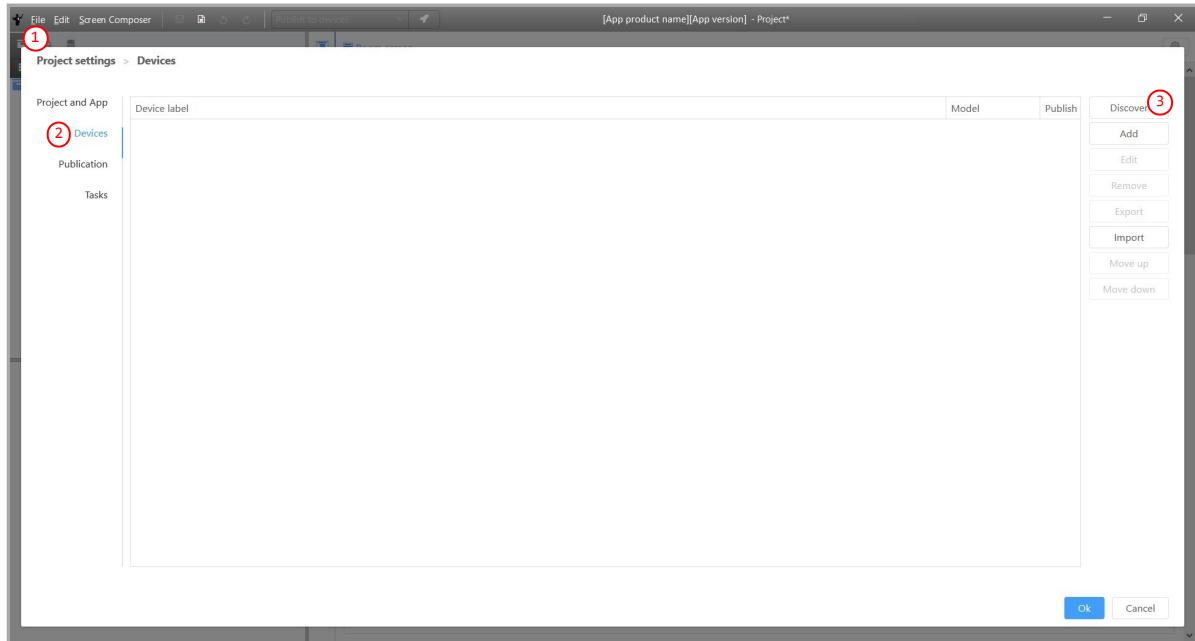
For further information about Qeedji System AOSP 9 devices, refer to the chapter § [Qeedji System AOSP devices configuration for Screen Composer G4](#).

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

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

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

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

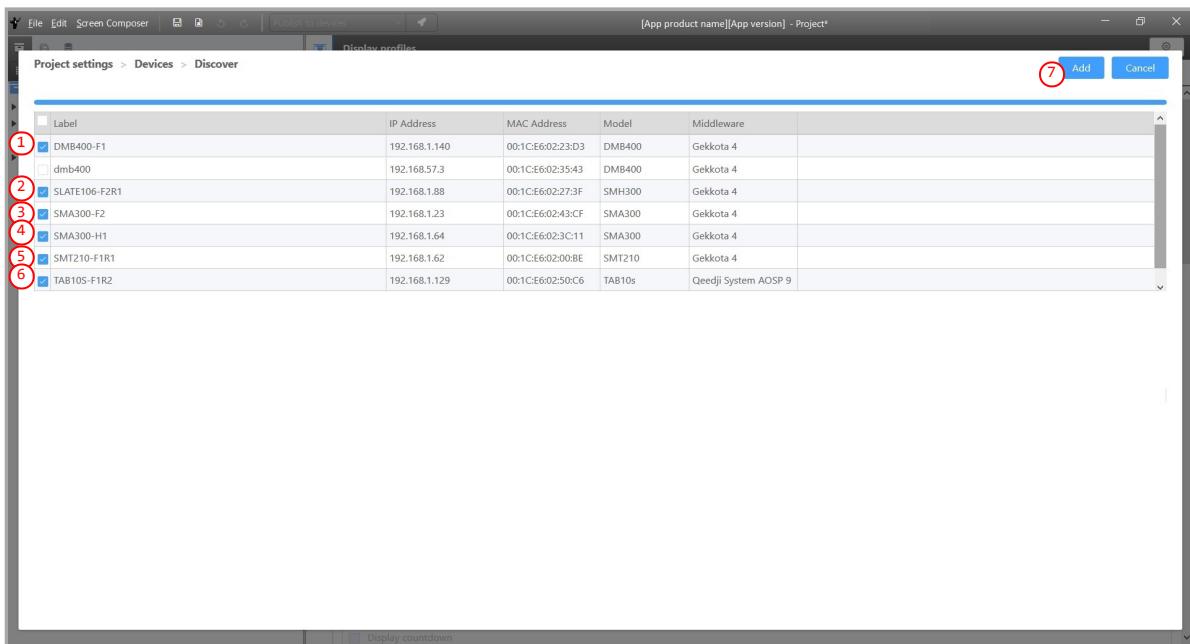


A list of the devices is detected.

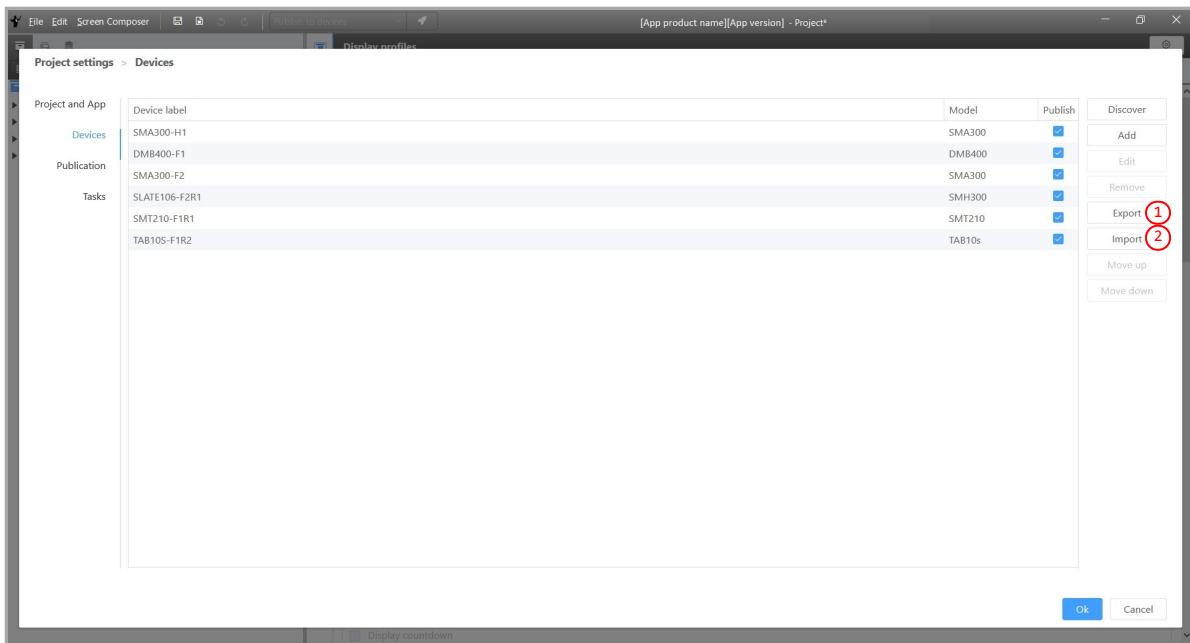
Label	IP Address	MAC Address	Model	Middleware
DMB400-F1	192.168.1.140	00:1CE602:23D3	DMB400	Gekkota 4
DMB400	192.168.57.3	00:1CE602:35A3	DMB400	Gekkota 4
SLATE106-F2R1	192.168.1.88	00:1CE602:273F	SMH300	Gekkota 4
SMA300-F2	192.168.1.23	00:1CE602:43CF	SMA300	Gekkota 4
SMA300-H1	192.168.1.64	00:1CE602:3C11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

The SignMeeting Google Workspace App is not compatible with Gekkota 3 devices.

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



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



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

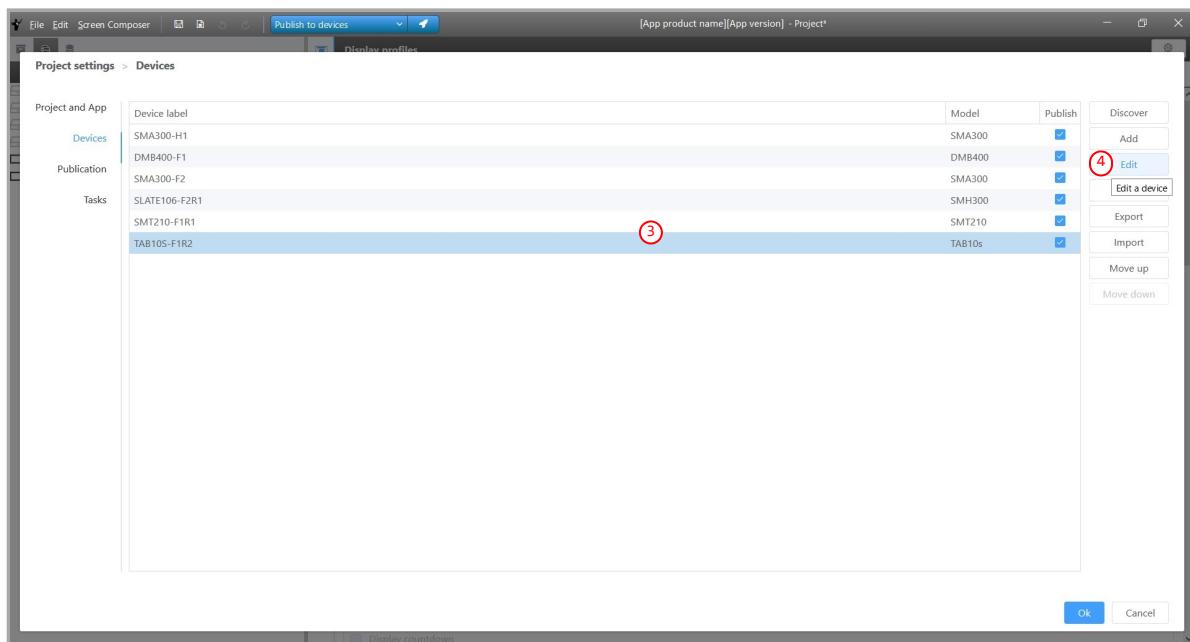
⚠ The login credentials per each device cannot be automatically detected and are set by default to `admin / admin` when a device is added to the project. If required, modify the login credentials with consistent values.

⚠ The device only available with the `https://` scheme cannot be detected automatically. Most of all, this `https://` scheme is not yet supported in this version because the INNES screen composer G4 certificate is not a trusted one.

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

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

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



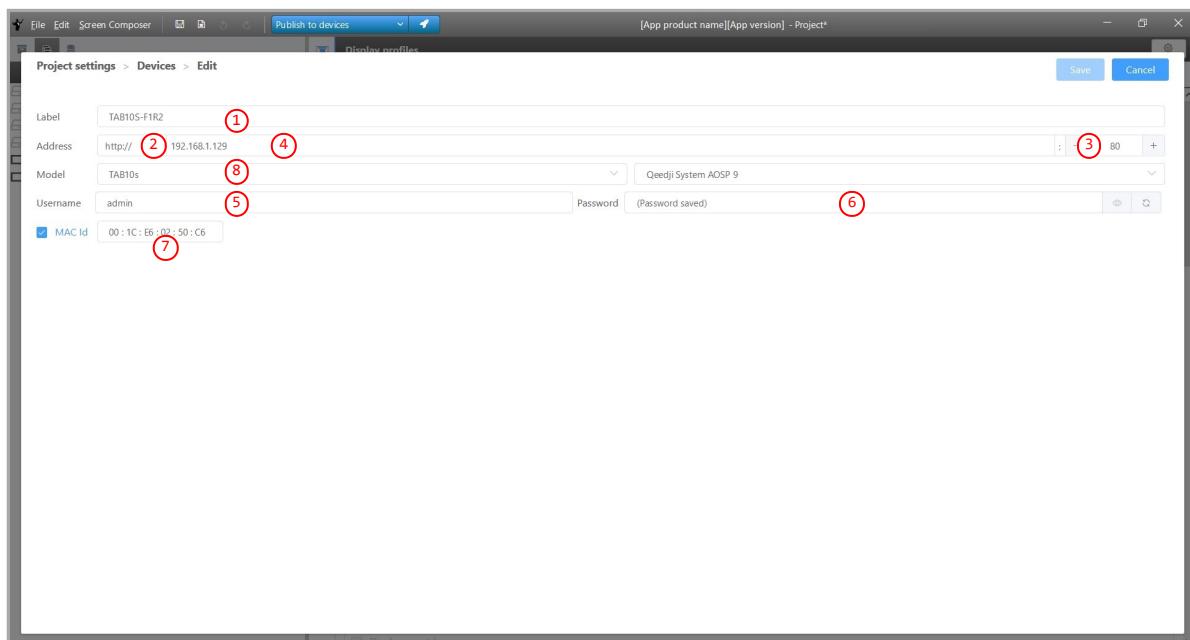
For each Qeedji System AOSP and Gekkota devices, you can watch or modify:

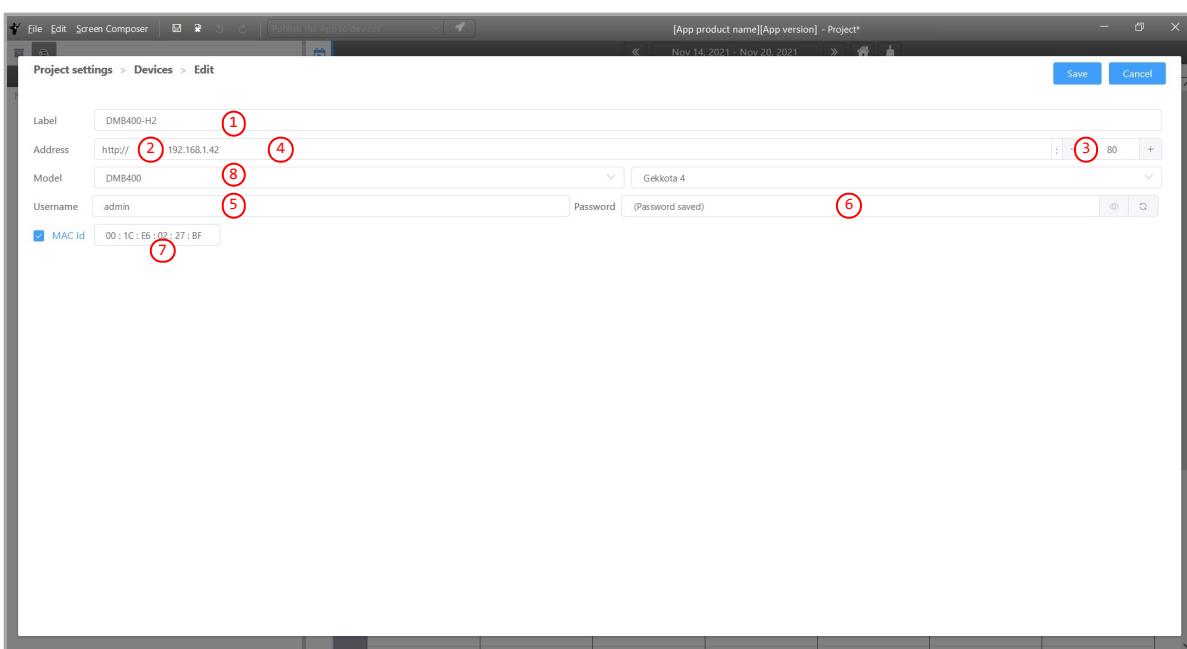
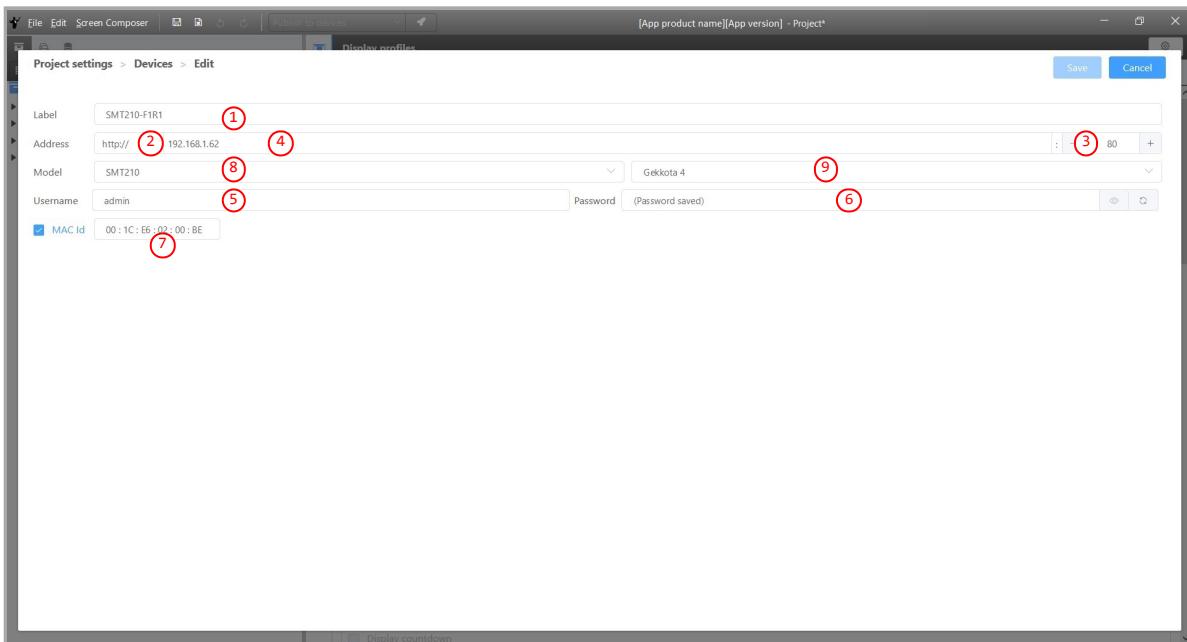
- the device label **①** in INNES Screen Composer G4 : the default label value given here is the device's hostname value,
- the device scheme **②** on which the device is available (*http://* or *https://*),
- the device port **③**,
- the device IP address **④**,
- the Username **⑤** and password **⑥**: login credentials to access to the device WebDAV server,
- the MAC Id **⑦**: MAC identifier for the license¹,
- the model and OS **⑧**.

¹ Using an invalid MAC Id for a device should lead to the display of a black content when SignMeeting Google Workspace App is running.

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

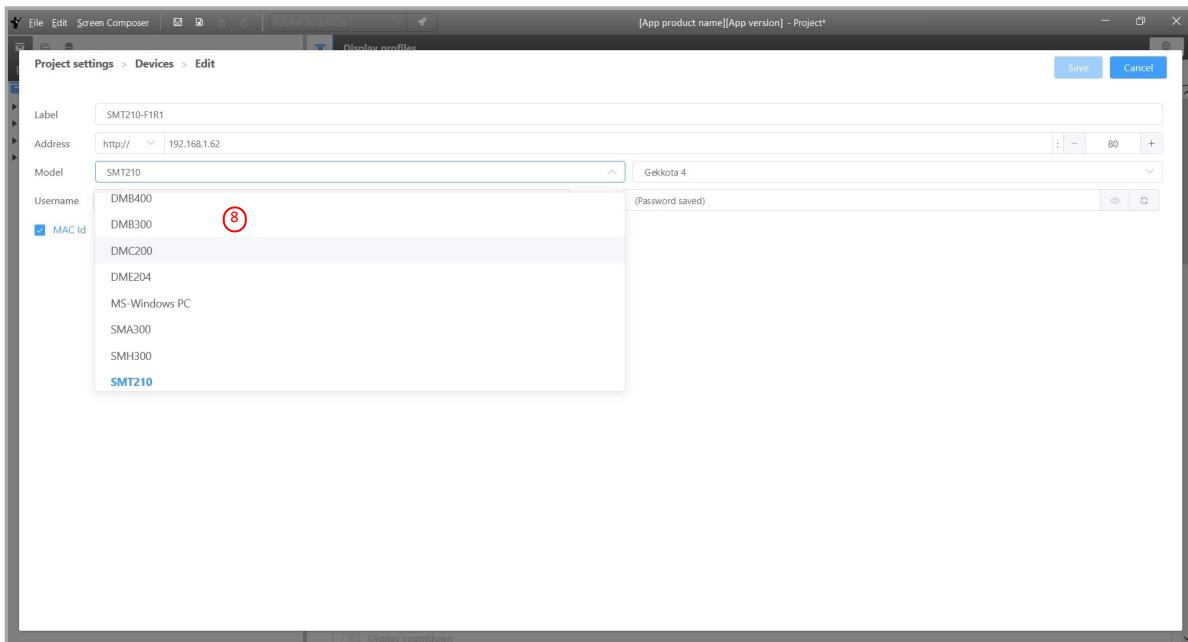
⚠ The *https://* scheme may be not yet supported for Qeedji System AOSP devices. Check with your device provider.





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

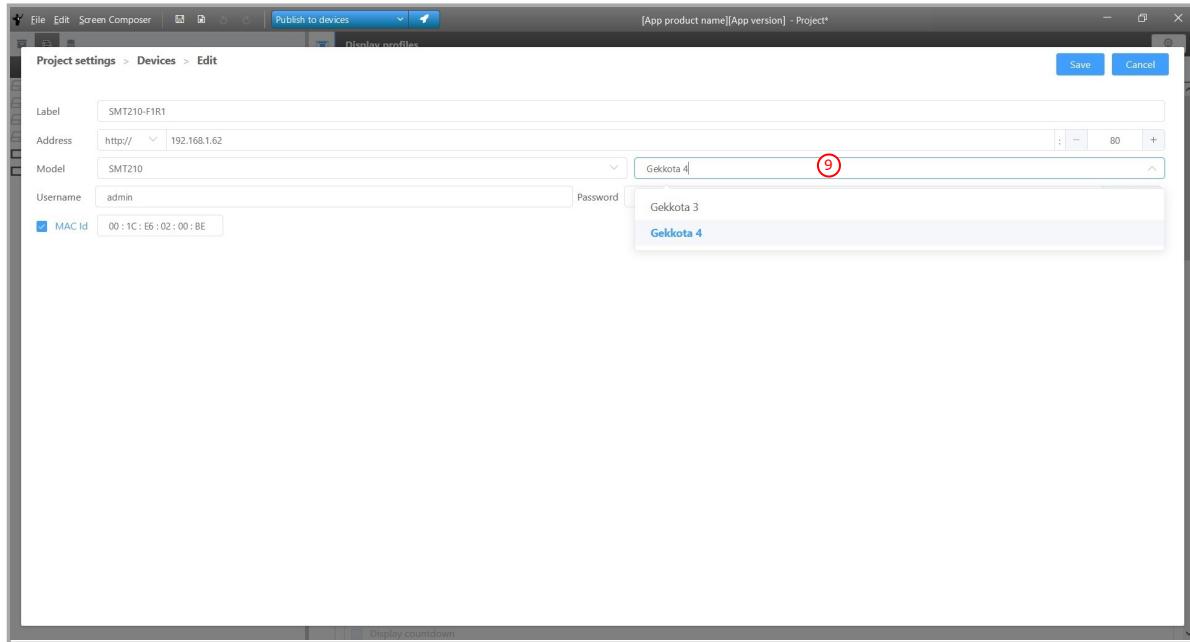
- SMT210,
- DMB400,
- SMA300,
- SMH300,
- DME204,
- MS-Windows PC,
- DMB300,
- DMC200.



f For SMA300, SMT210 and MS-Windows PC, after having chosen the device model, choose the device OS ⁽⁹⁾ among the suggested value:

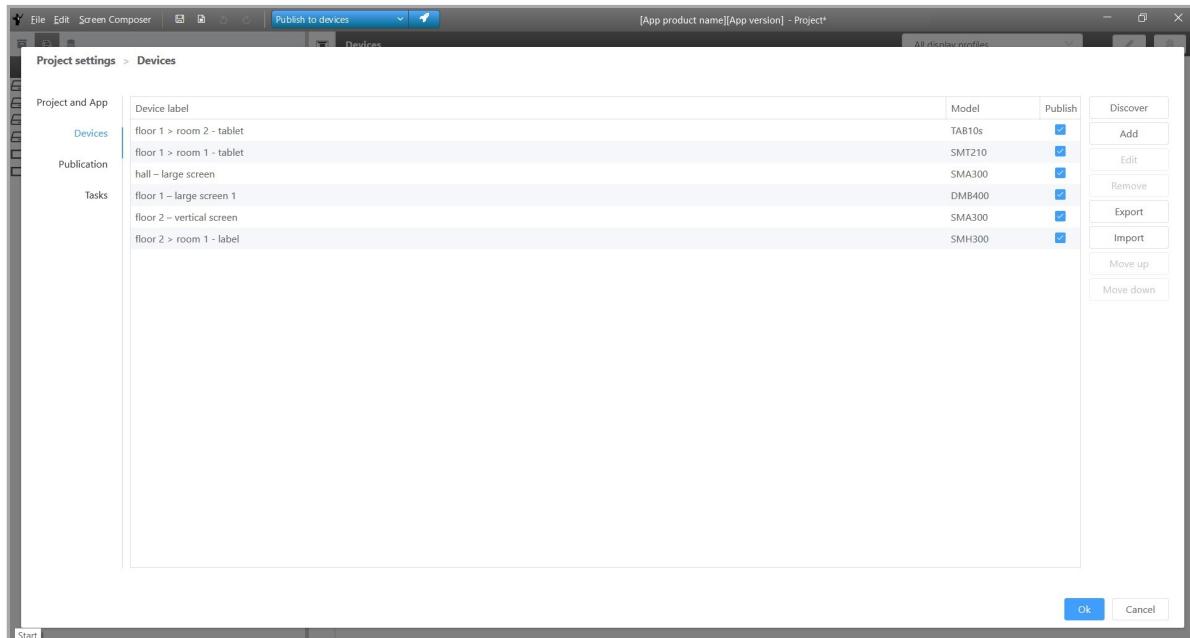
- Gekkota 4 ,
- Gekkota 3 ³.

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



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

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



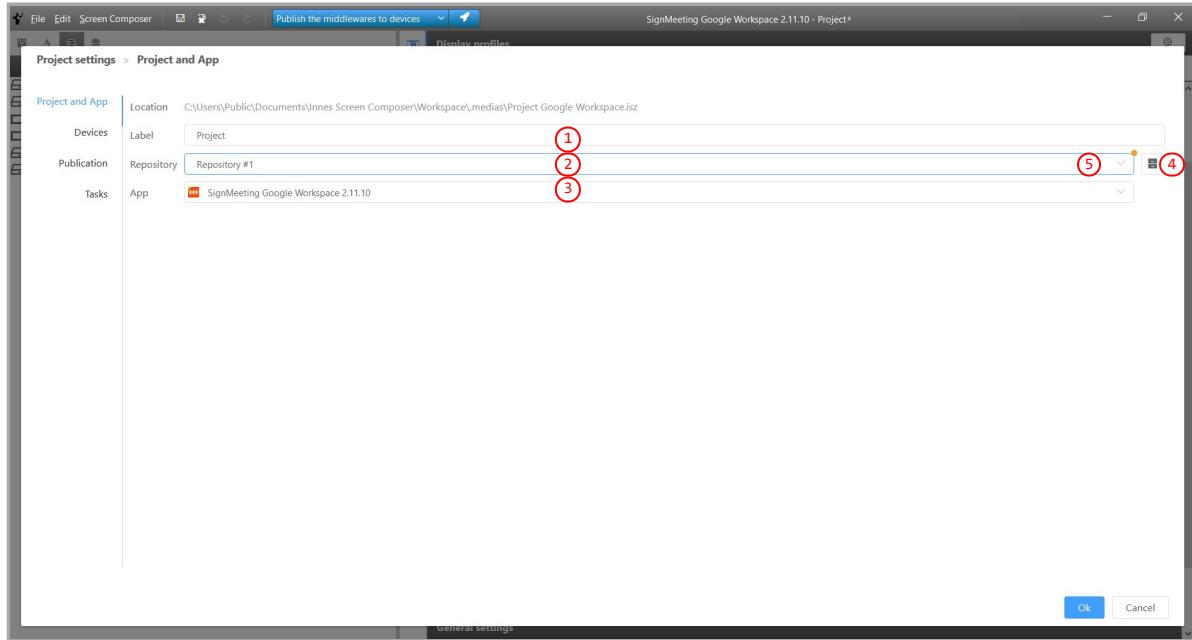
2.2.8 File > Project settings > Project and App

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

- the **(1)** label of your project,
- the **(2)** repository name used by your project,
- the **(3)** SignMeeting Google Workspace App name and SignMeeting Google Workspace App version.

To create a new project repository , click on the **■ Edit repositories** **(4)** button. For further information, refer to the chapter § [Screen Composer > Preferences > Repositories](#).

To change the repository for your project, click on the **▼** drop down **(5)** button.



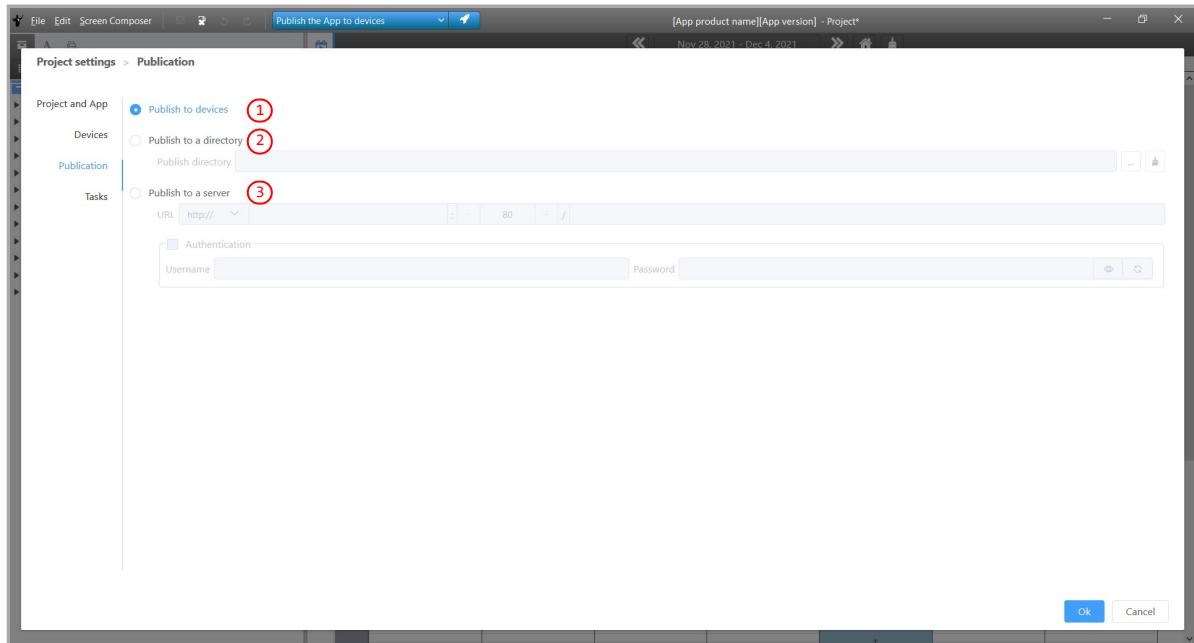
2.2.9 File > Project settings > Publication

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

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

Publish the App to devices

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



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

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



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

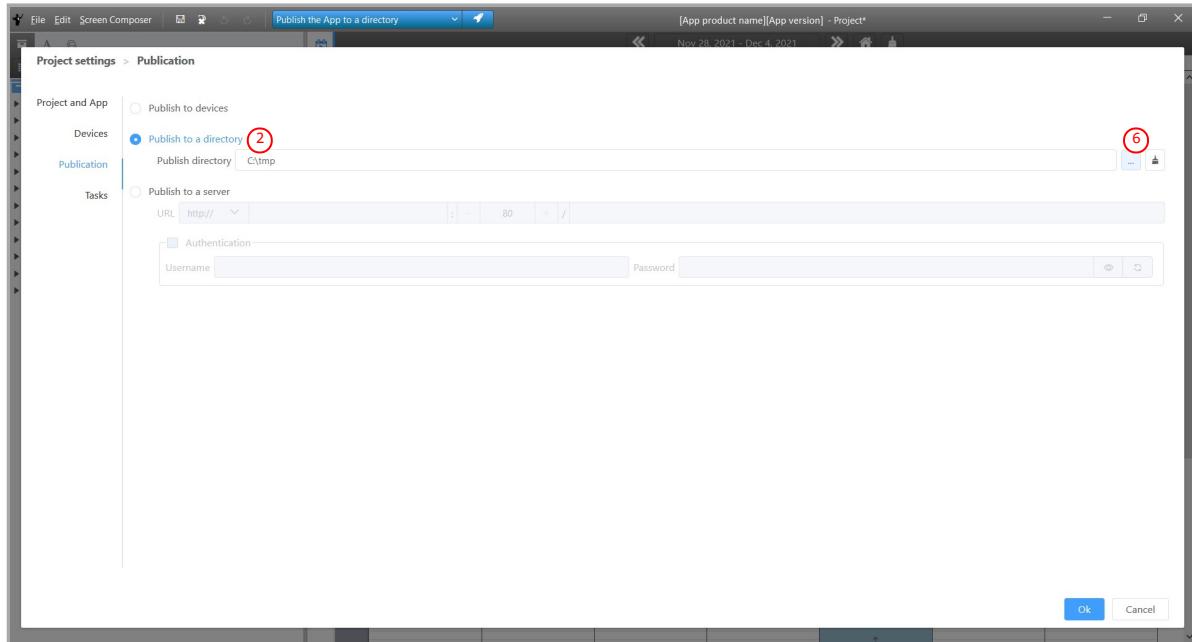


- Publish the middlewares to devices ⑥: when this value is selected, clicking on the button allows to send all the middlewares file to the devices so that the device middleware version can be updated.



Publish the App to a directory

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



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



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

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

App format example:

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

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

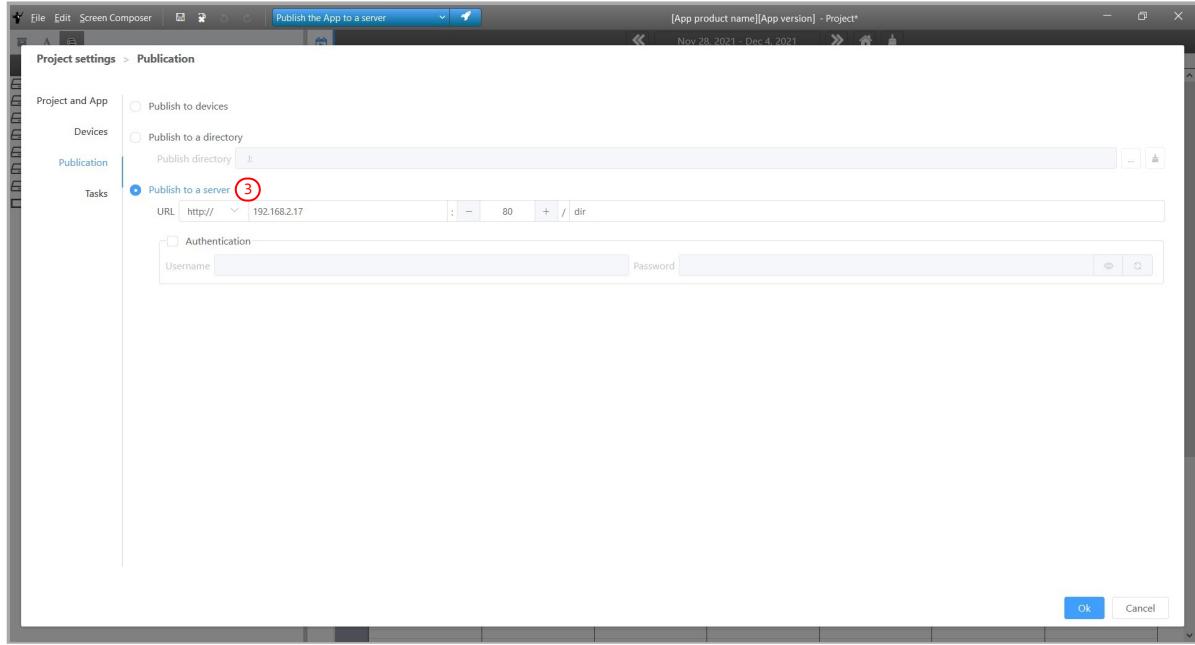
- To support the USB mass storage insertion with this `manifest.<MAC>.xml` format, the Gekkota 4 devices may require to have the identification method set to `MAC`. Do the same for `manifest.<UUID>.xml` or `manifest.<Hostname>.xml`.
- The installation of this App with an USB mass storage is not supported for Gekkota 3 devices.

Publish the App to a server

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

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

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



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

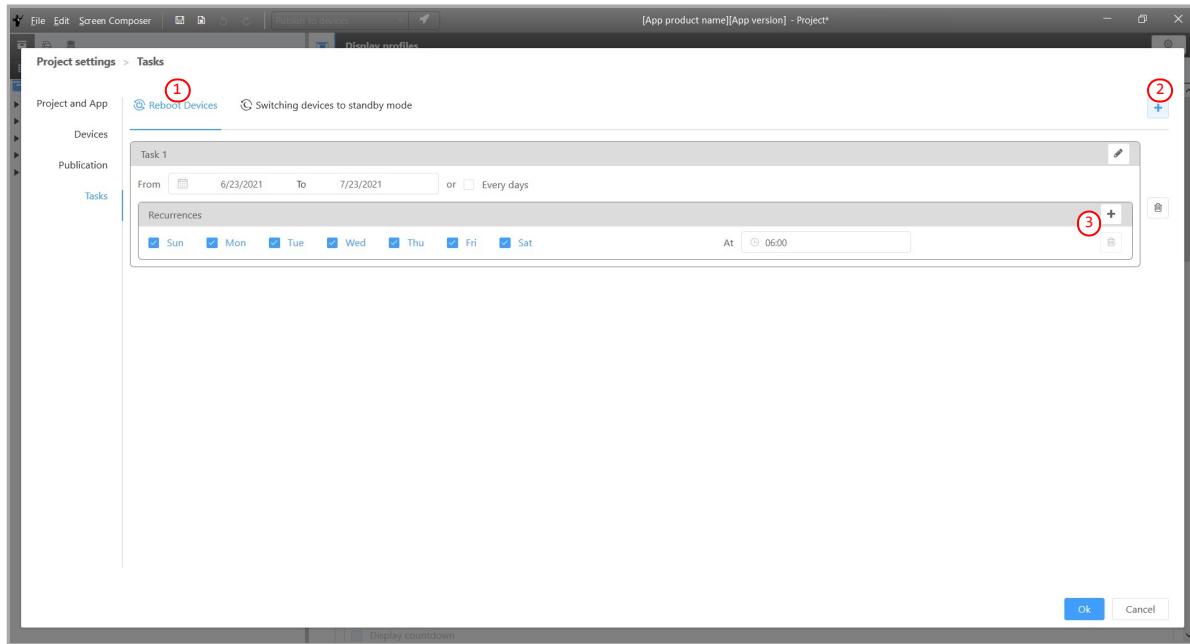


When the **Publish the App to a server** button is available, the **Publish a purge to devices** button, the **Publish an App to devices** button and the **Publish an App to a directory** button are not available anymore.

2.2.10 File > Project settings > Tasks

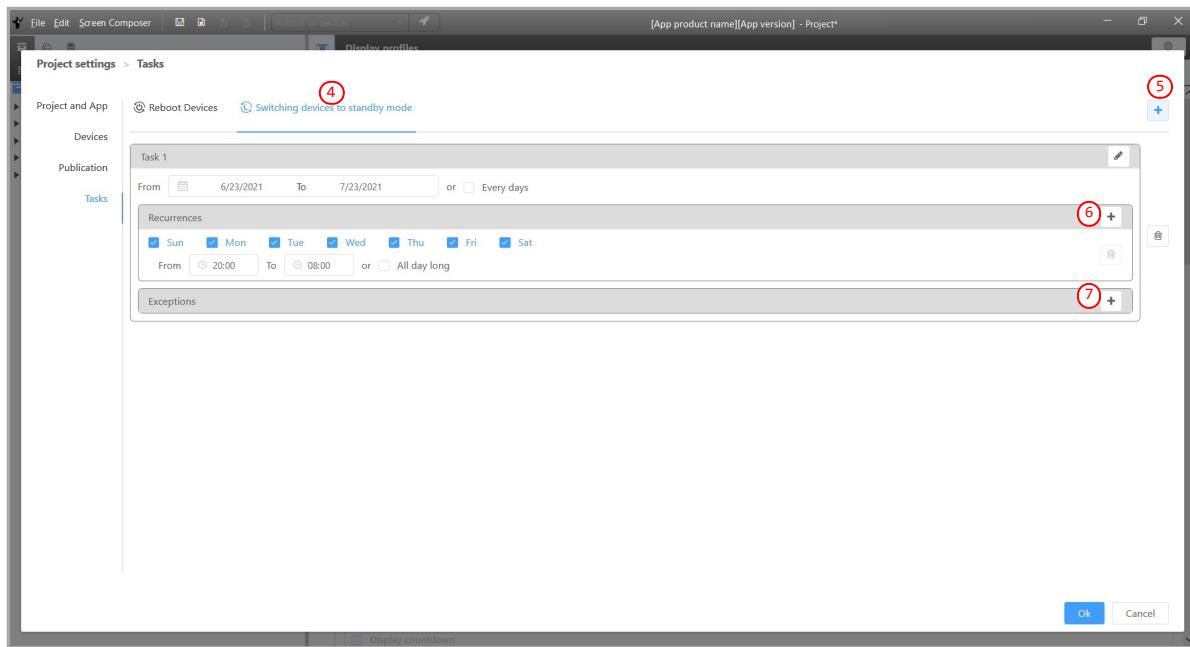
To create a planification to restart the devices registered in your project, select the `Project settings` item of the `File` menu then select the `Tasks` item. Then click on the `Reboot Devices` tab:

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



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

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



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

Part III

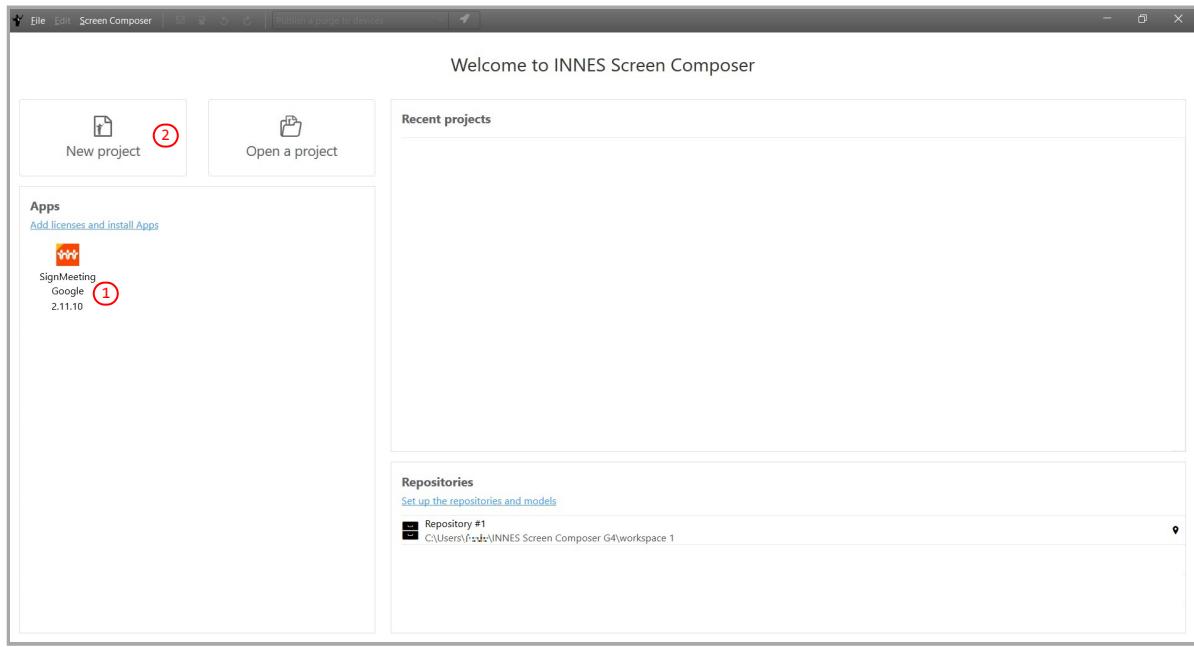
Project

SignMeeting Google Workspace new project

Here is the SignMeeting Google Workspace App logo:



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



Fill the free text label (3).

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

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

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

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

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



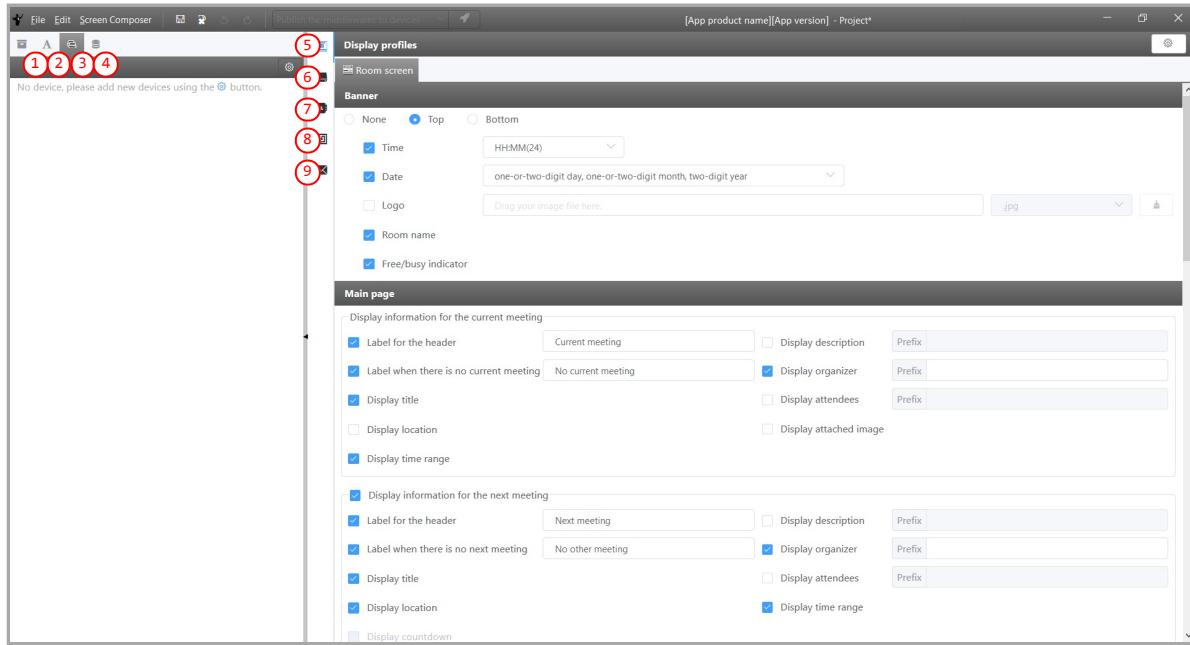
Click on the `Create` button.

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

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

There are five main configuration tabs for your SignMeeting Google Workspace App project on the right side:

- Display profiles **⑤**,
- Devices **⑥**,
- LDAP **⑦**,
- RFID **⑧**,
- SMTP **⑨**.



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

Then create a data source allowing the SignMeeting Google Workspace App to connect to the Google Workspace calendar resources, refer to the chapter § [SignMeeting Google Workspace > Datasource](#).

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

You can abound your library with with folders and files:

- logo, background images in the suitable aspect ratio for your device (.jpg , .png , .gif),
- video (.mp4),
- CSS themes (.css),
- Javascript script (.js).

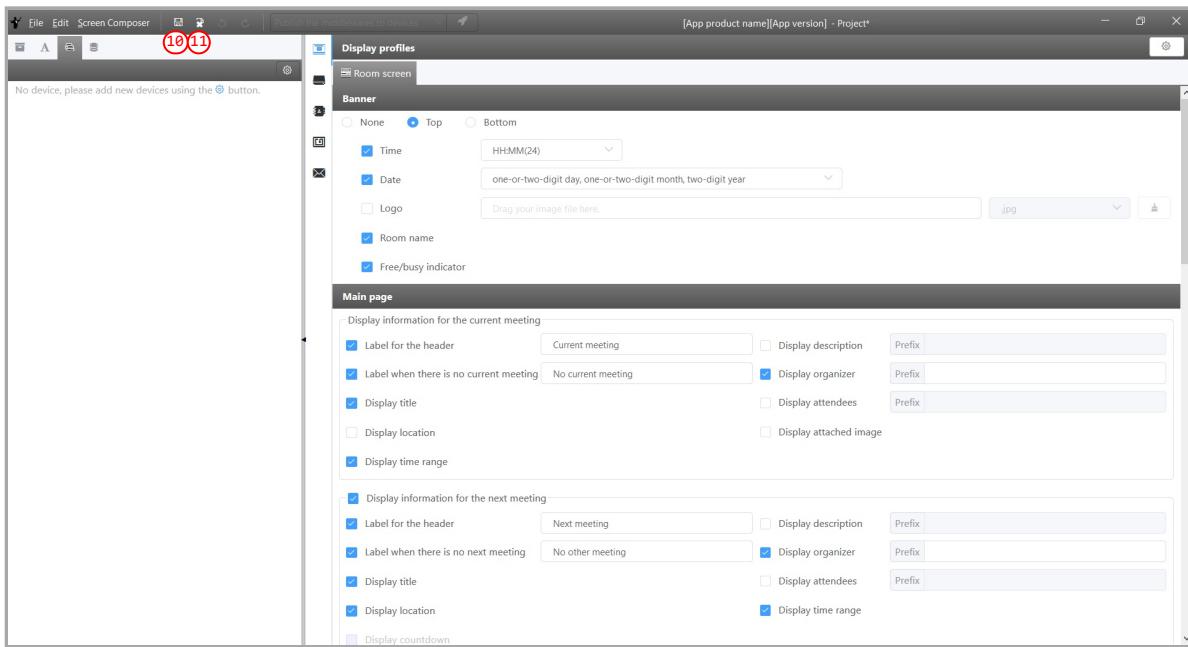
For further information, refer to the chapter § [Files](#).

SignMeeting Google Worksace project saving

To save your project into a .isz file:

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

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



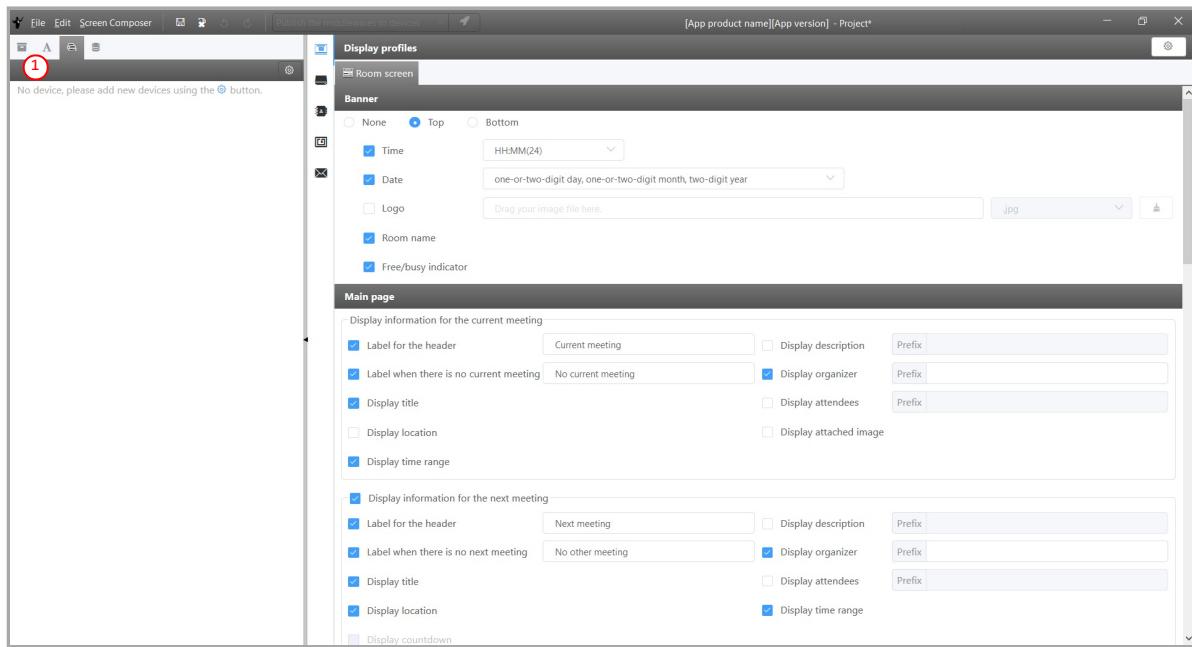
SignMeeting project closing

To close the project:

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

3.1.1 Files

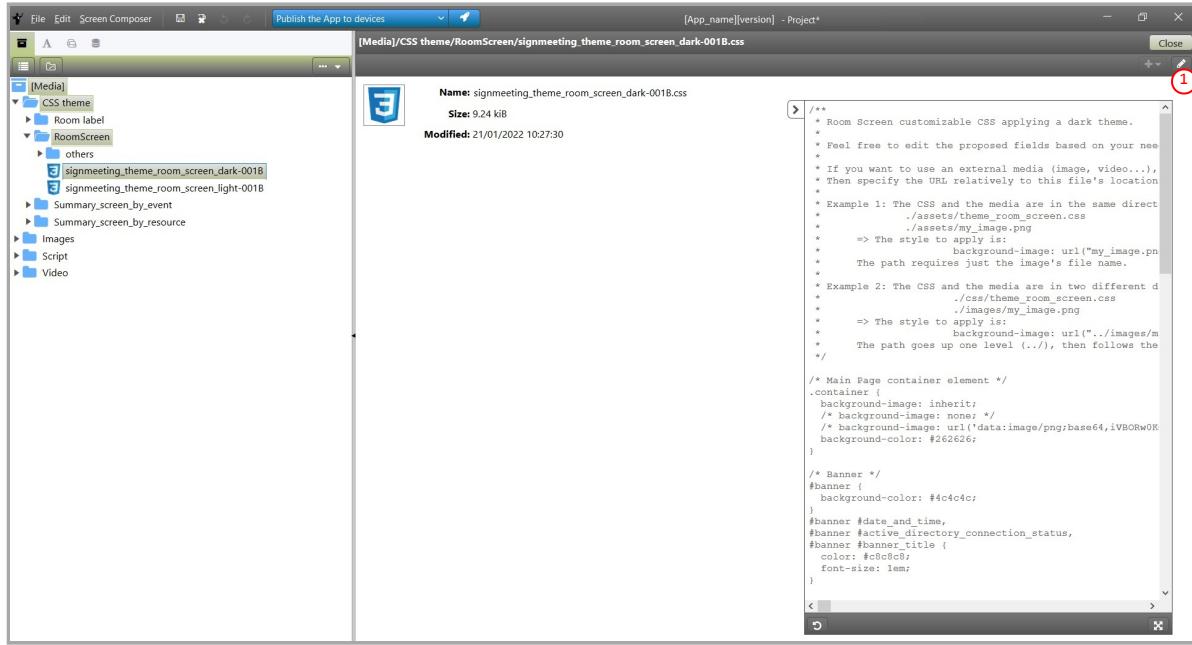
Click on the  **Files** (1) button to view the **Files** content of your project repository.



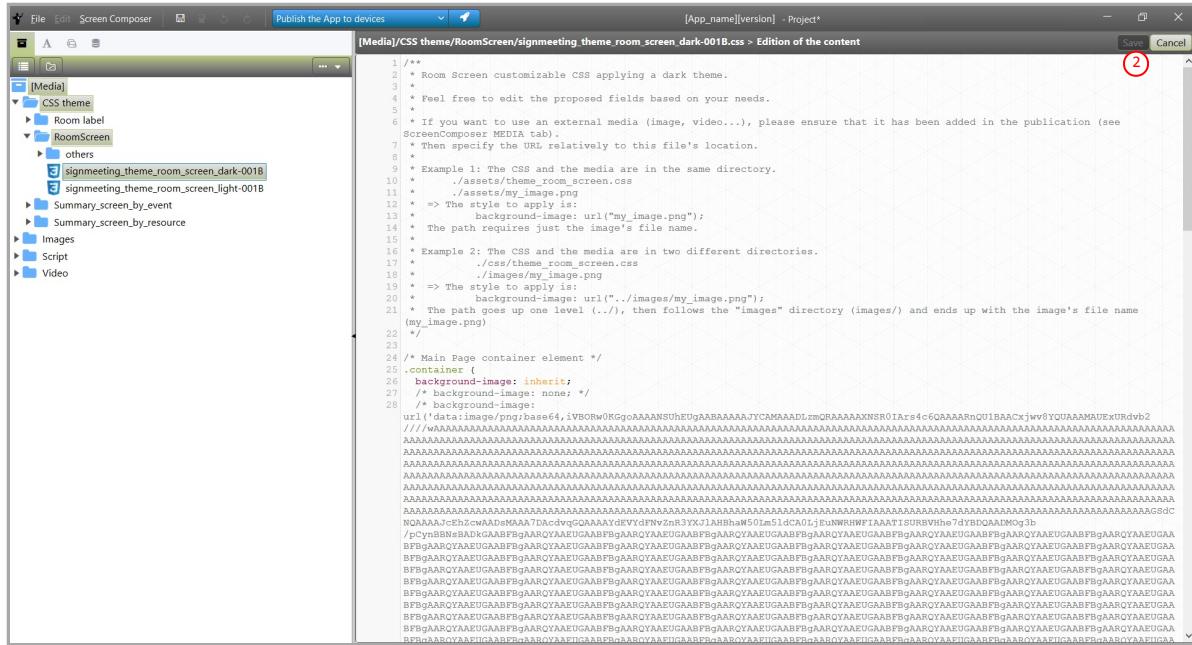
3.1.1.1 Files > Edition and metadata

Edition

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



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



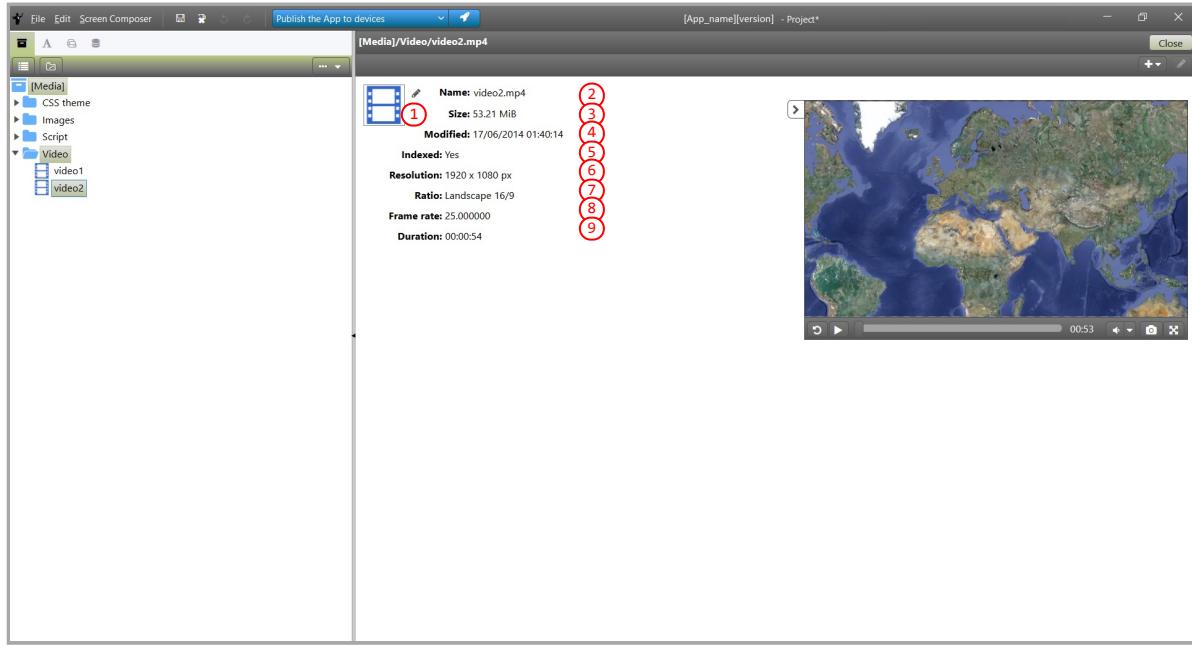
Then click on the **Close** button to close the file and make appear back the SignMeeting Google Workspace App configuration tabs.

Default metadata

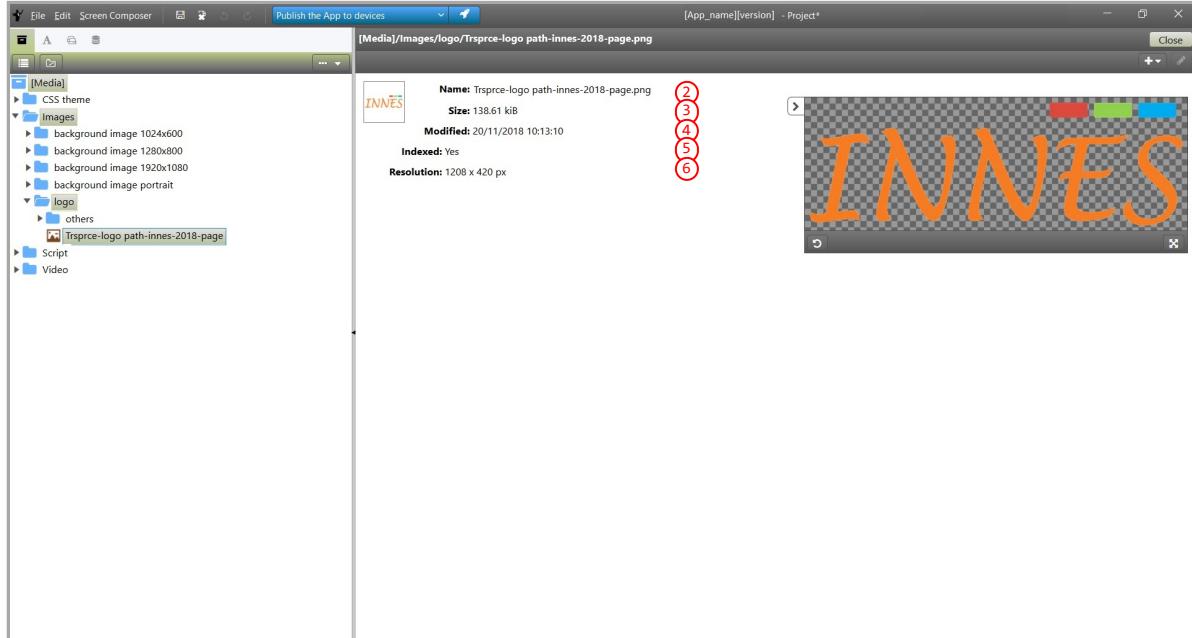
This panel also allows to watch its metadata at first glance. The number of displayed metadata depends on the selected media.

The following metadata can be found:

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

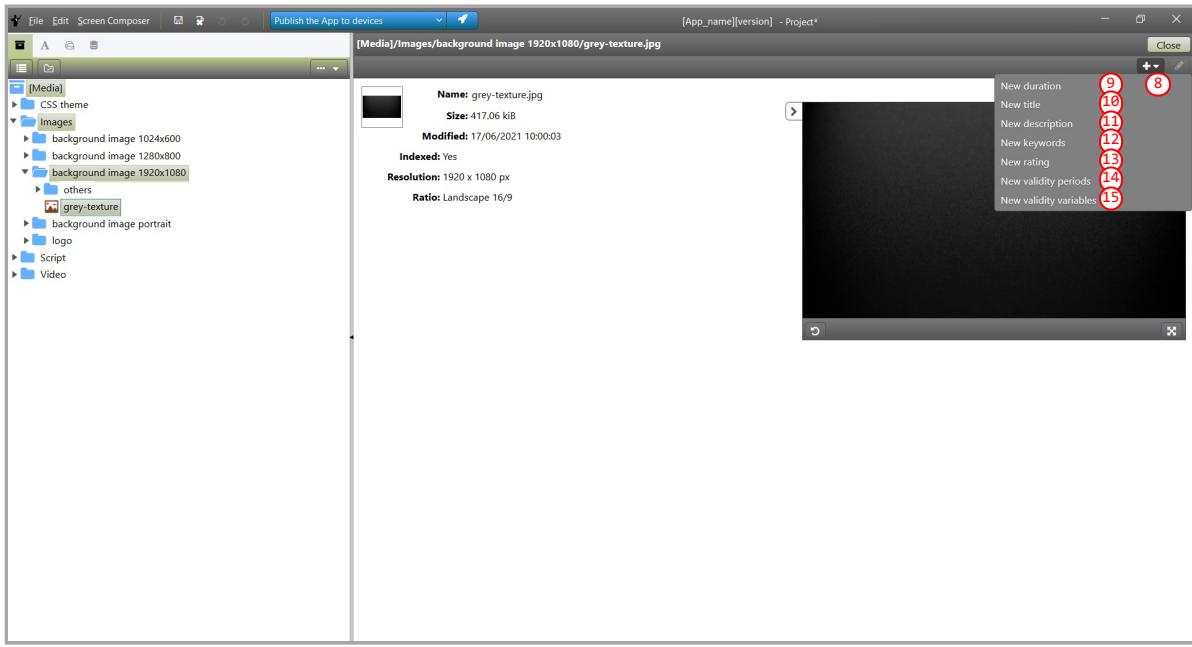


The number of available metadata depends on the type of the media.



Adding additional metadatas

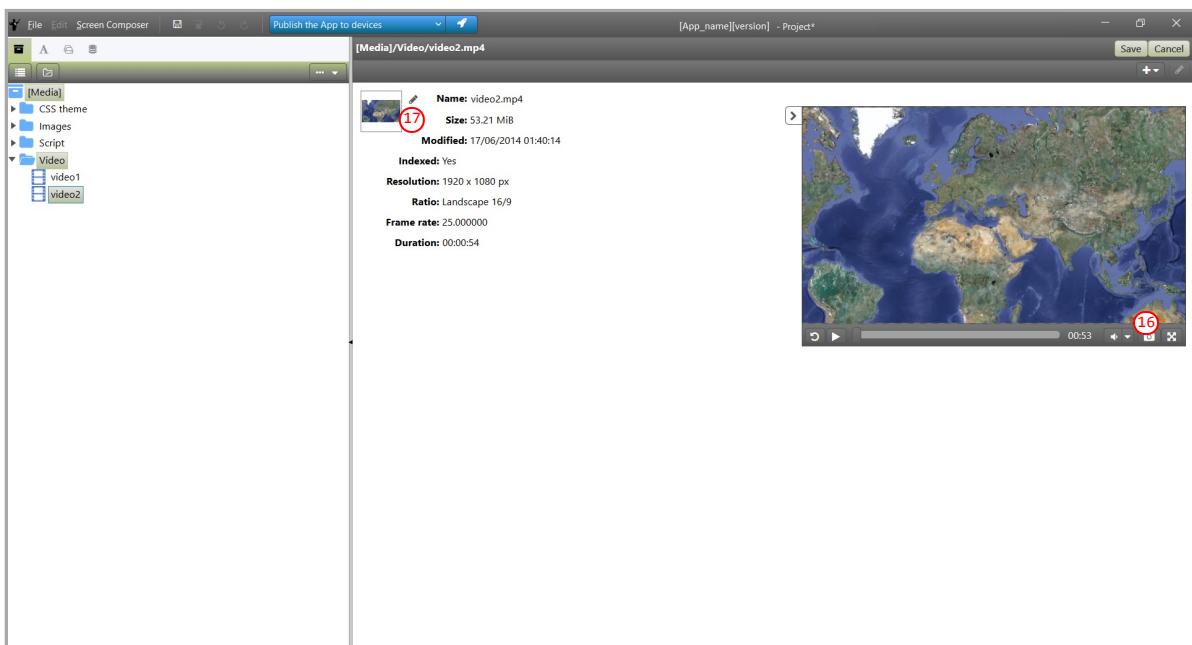
When they are not already present, it is possible to add additional metadatas to your media with the Add  button.



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

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

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



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

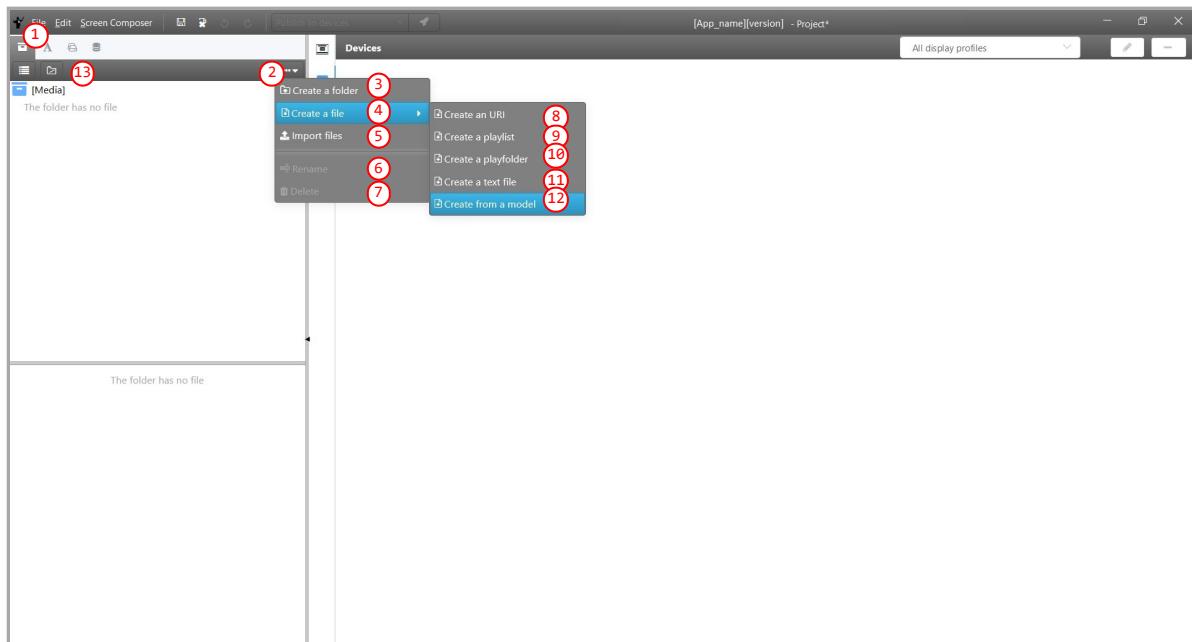
3.1.1.2 Files > Open and preview

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

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

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

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

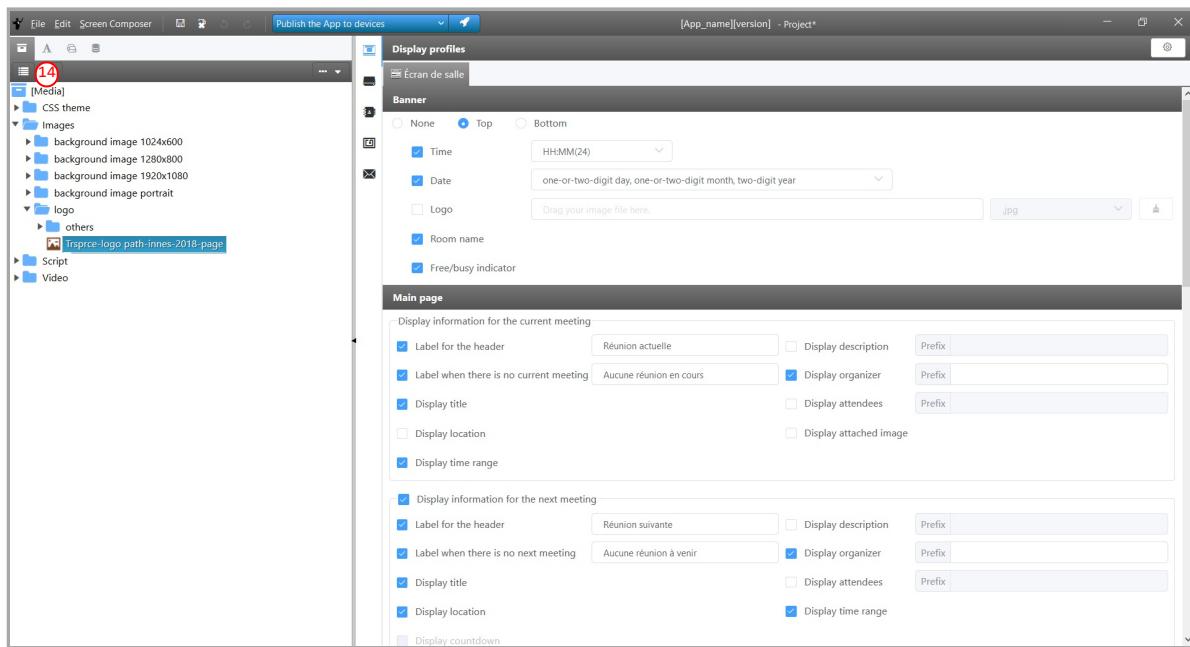


Organize the **Files** view of your project repository by:

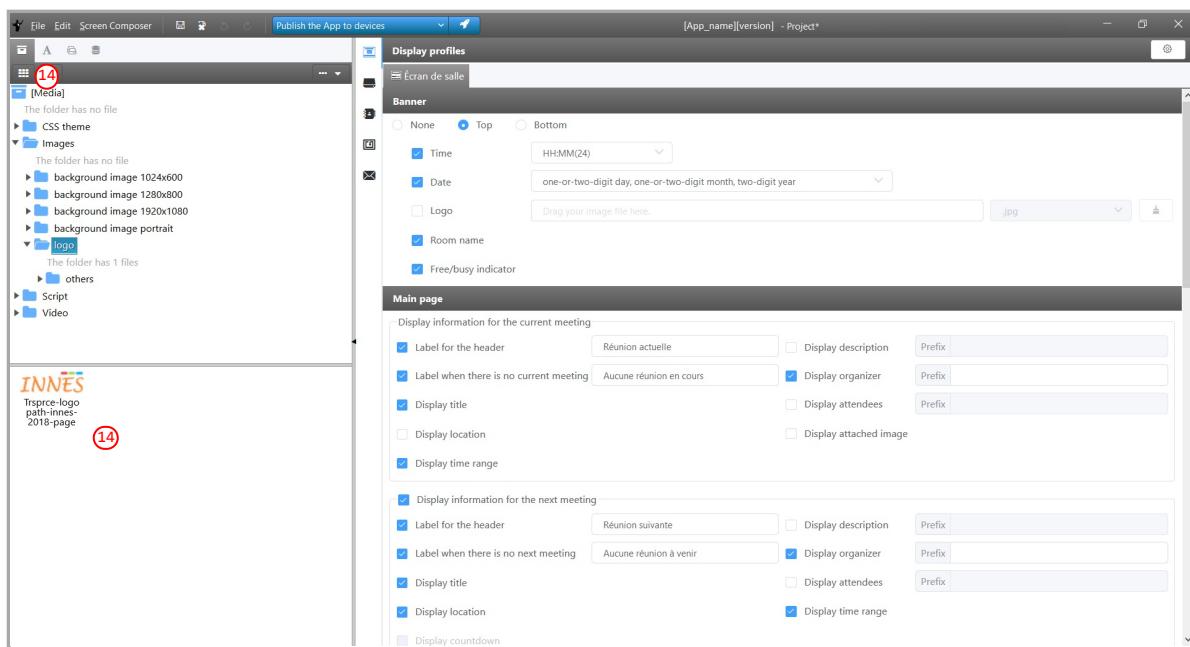
- creating folders,
- creating text files,
- importing medias or CSS themes.

The *Display by thumbnail* / *Display by tree* **(14)** toggle button allows to change the way to show the files tree.

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

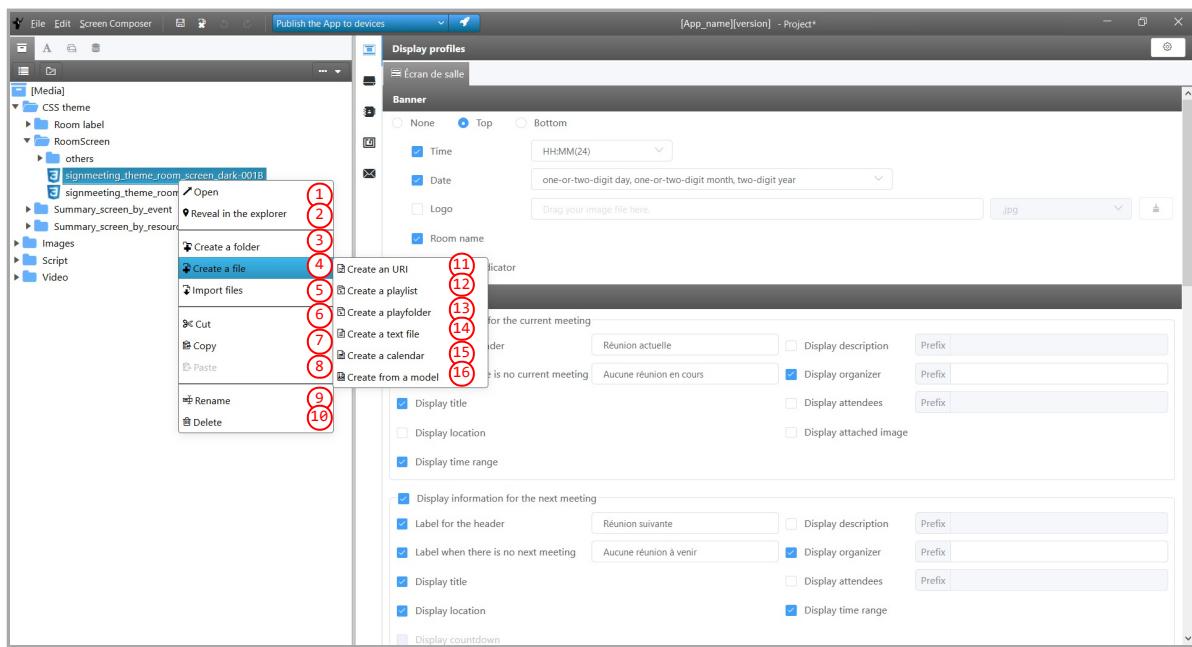


Here is an files tree example when the *Display by thumbnail* mode is selected.



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

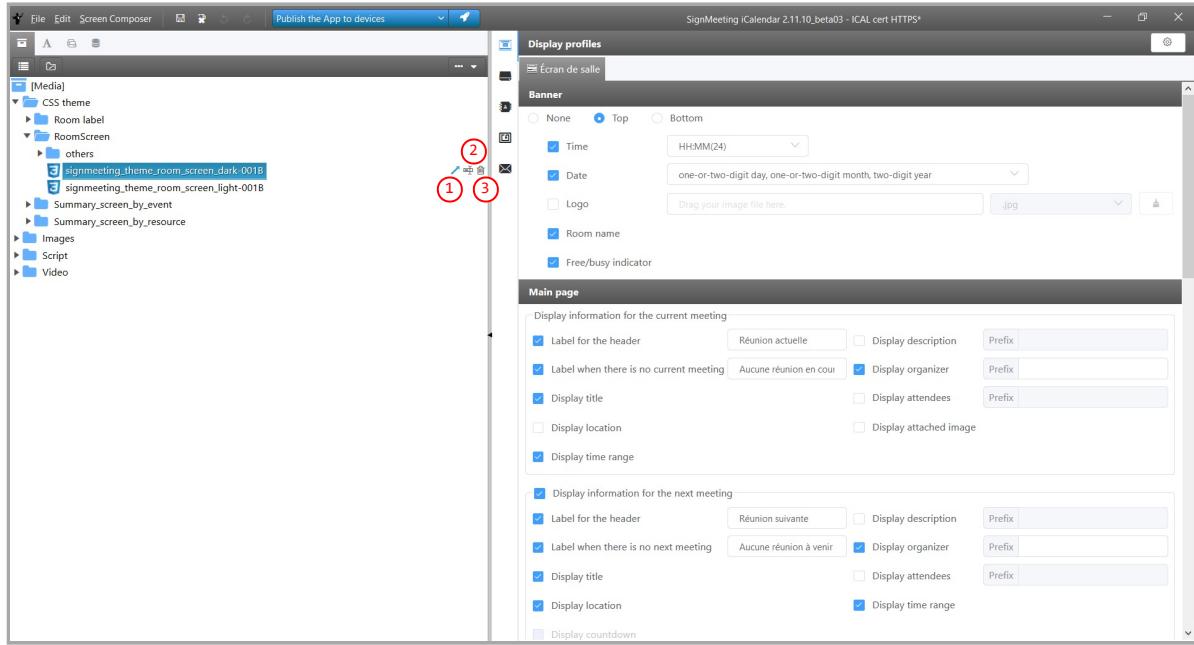
- Open (1) allows to open the file on the right side to preview it, add metadata or edit it (for file only),
- Reveal in the explorer (2) allows to see the file (or the folder) location by opening a new MS-Windows explorer session and set the focus on the file (or the folder),
- Create a folder (3),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



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

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

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

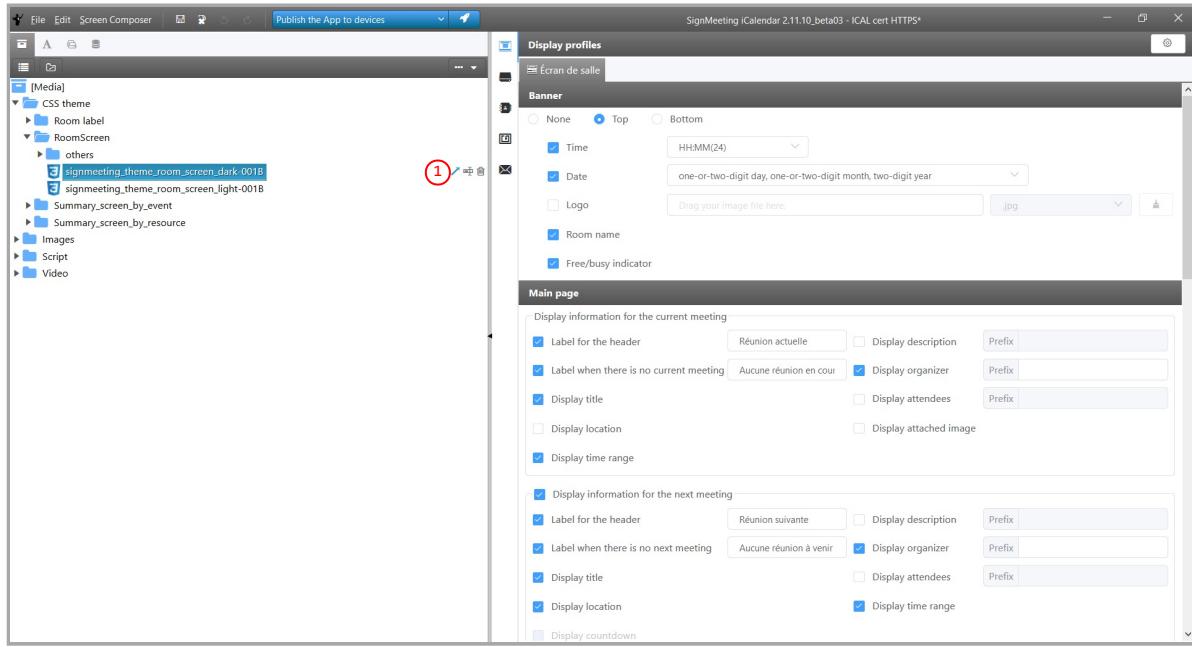


3.1.1.3 Files > Unitary preview

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

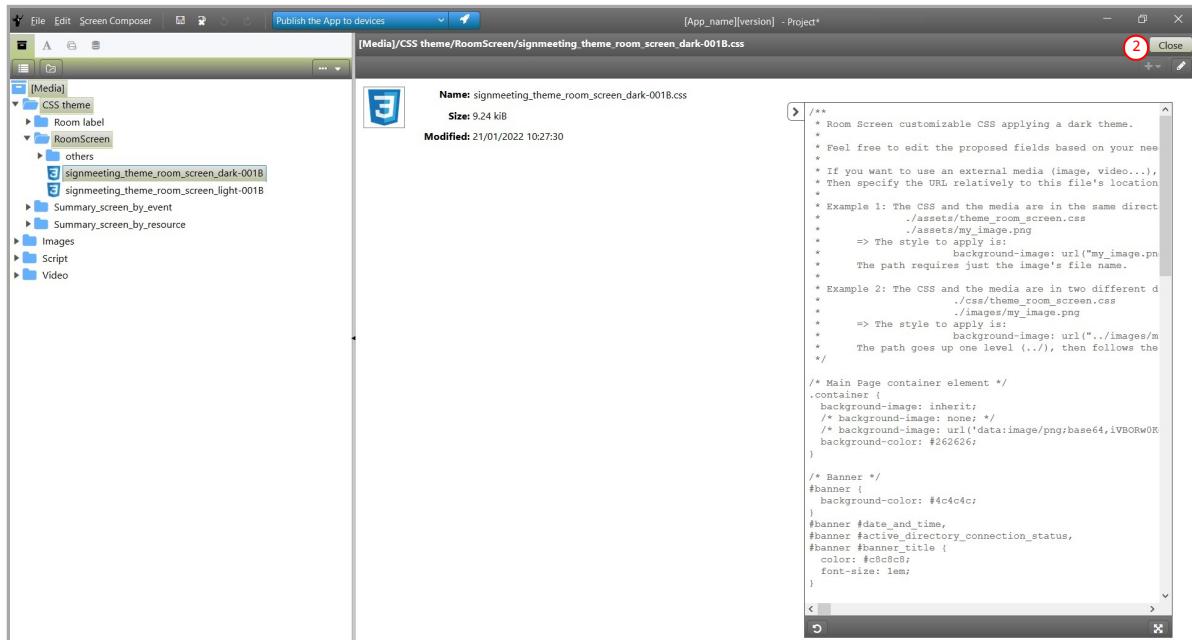
Text file overview

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



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

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



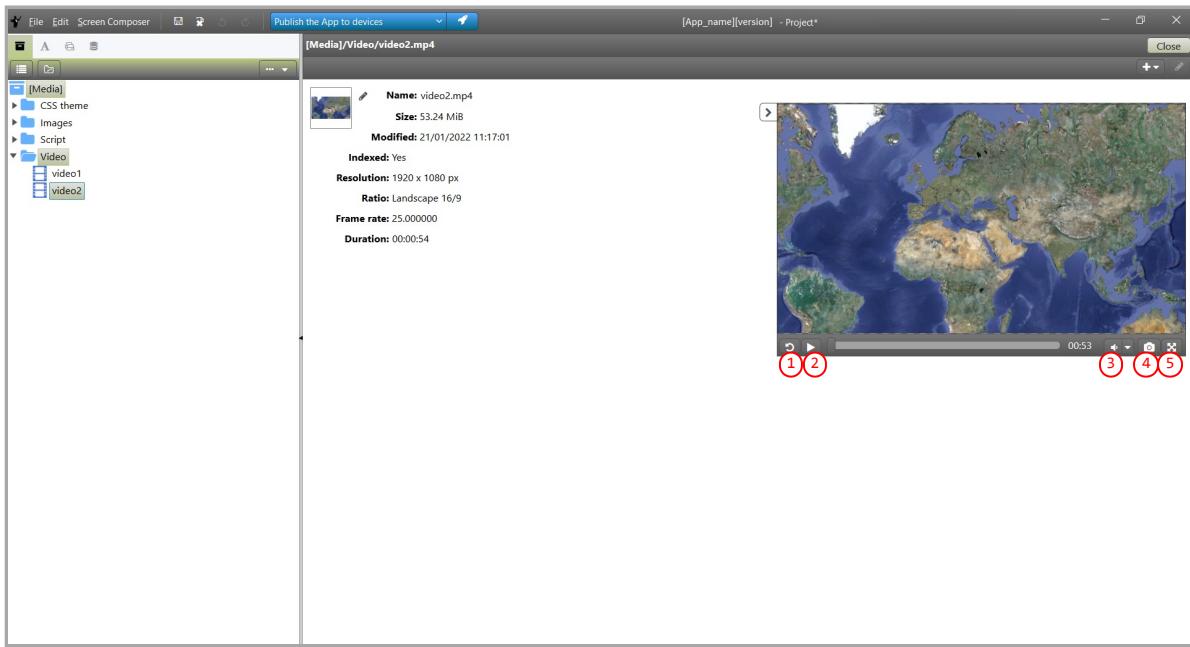
Medias

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

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

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

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



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

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

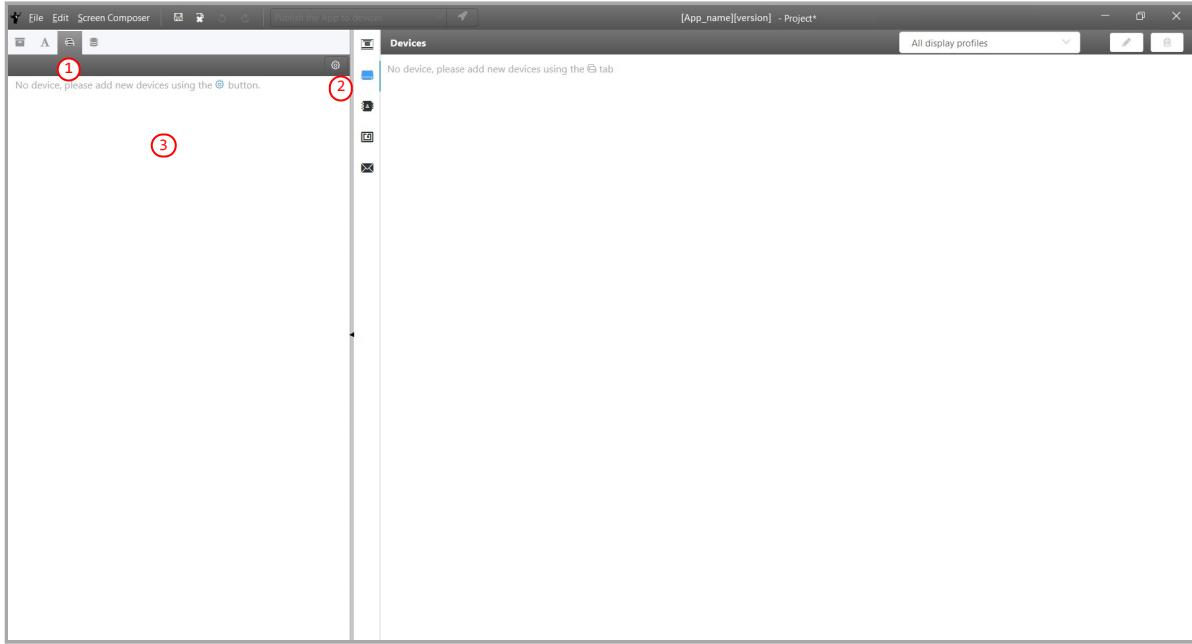
When the full screen preview window is displayed, the **Minimize**  button allows to reduce the preview window size.

3.1.1 Devices

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

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

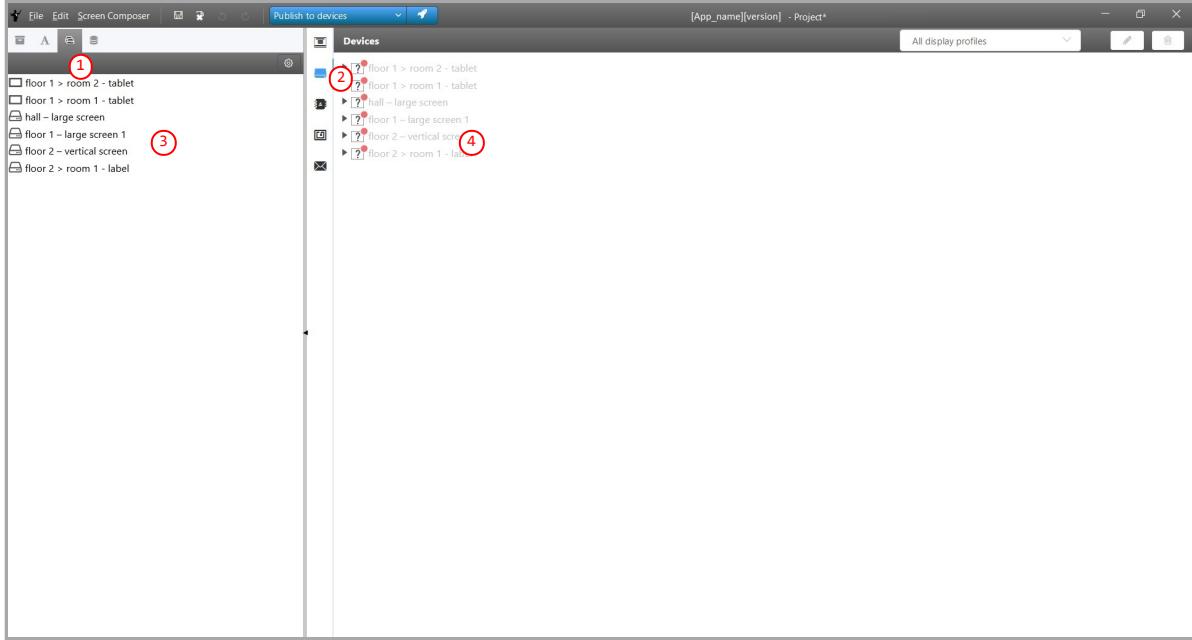
When no device is added to your project, no device is visible in the **Devices**  **(3)** view of the project repository.



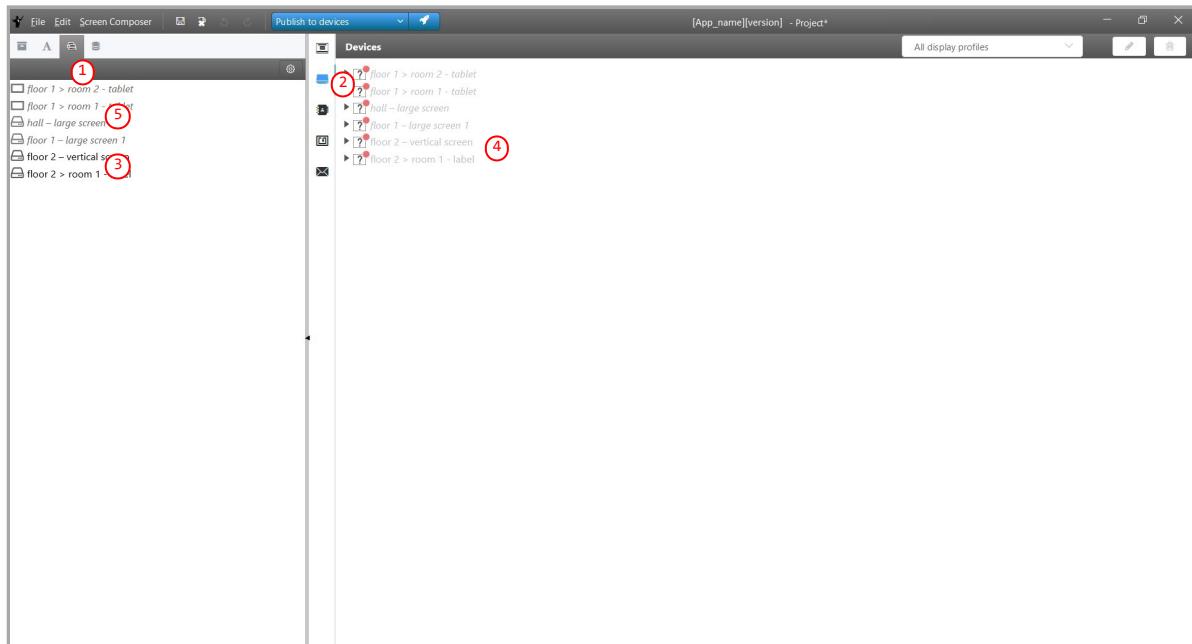
Click on the **Devices settings**  button, short cut to the **Devices** item of the **File** menu of the **Project settings**, to add and manage the devices of your project. For further information, refer to the chapter § [File > Project settings > Devices](#).

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

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



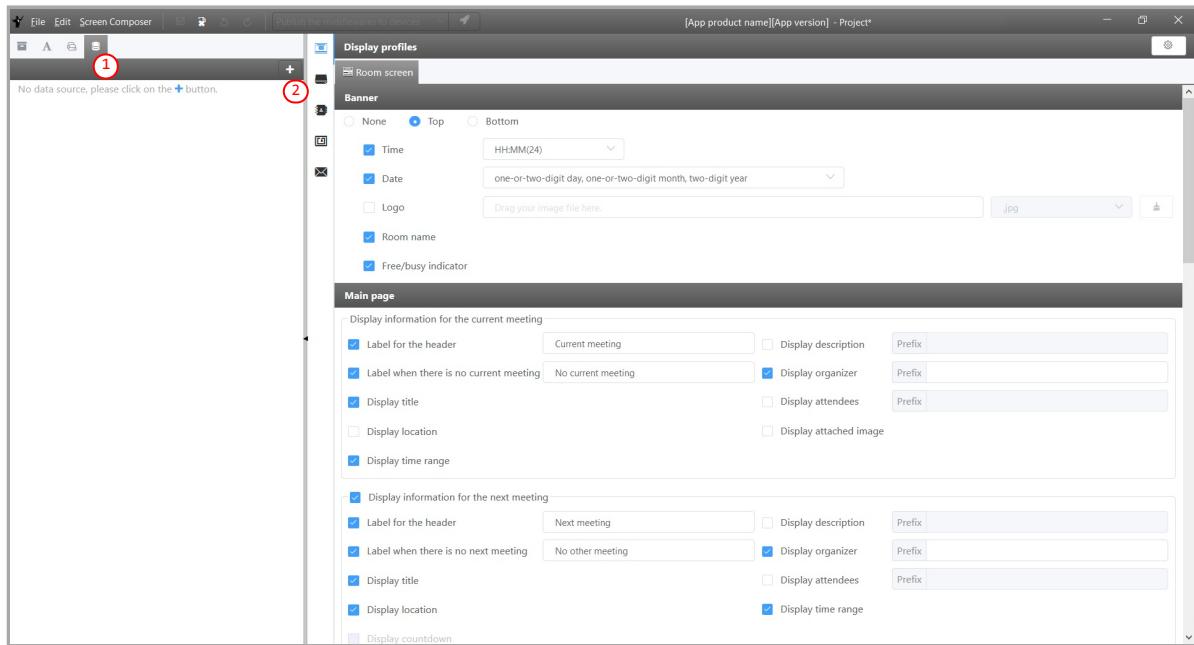
The devices are shown in italic and grey **(5)** color style when they are not checked as applicant for publication.



3.1.1 Data sources

A data source must be created so that the SignMeeting Google Workspace App can communicate with the room resources of your Google Workspace calendar.

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



Connection tab

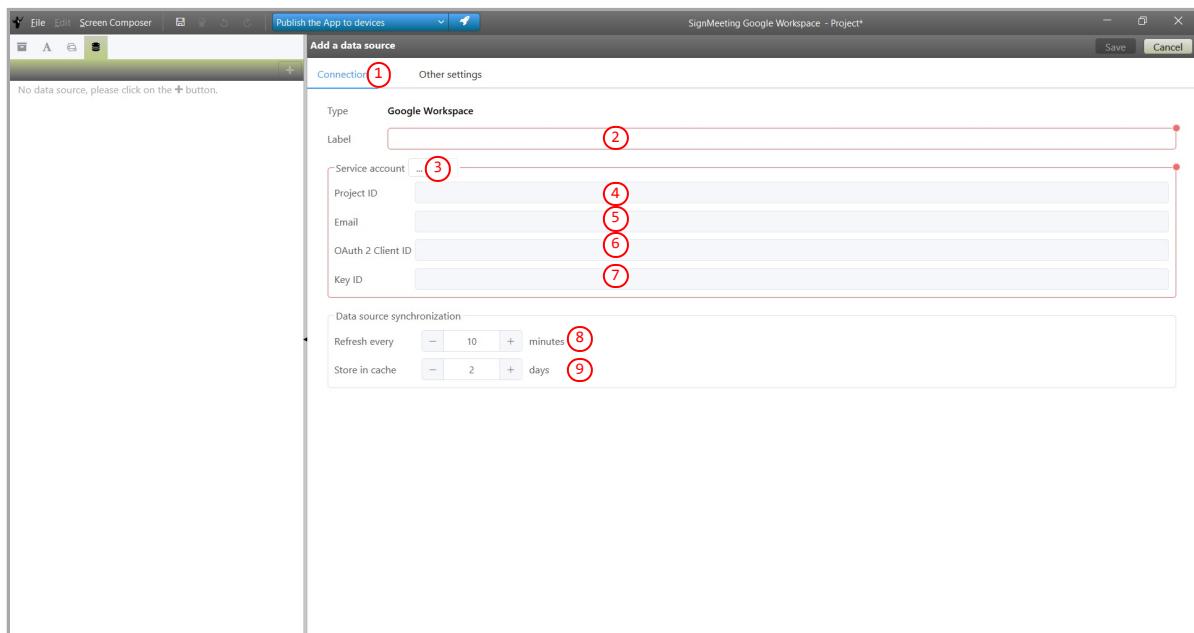
Select the Connection ① tab (default) then:

- enter a free text data source label ②,
- import a private JSON file key ¹ generated from your service account credentials with the import the private JSON file key ③ button.

¹ For further information, refer to the chapter § [Create your private JSON file key](#).

Once your key is imported, the following fields coming from the .json file are automatically filled for user information :

- Project ID ④,
- Email ⑤,
- OAuth 2 Client ID ⑥,
- Key ID ⑦.



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

- Refresh every ⑧: 10 minutes.

SignMeeting Google Workspace has a function to *Store in cache* ⑨ for 2 days by default to keep displayed the meeting in case the device is losing network connection for a while.

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

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

Other settings tab

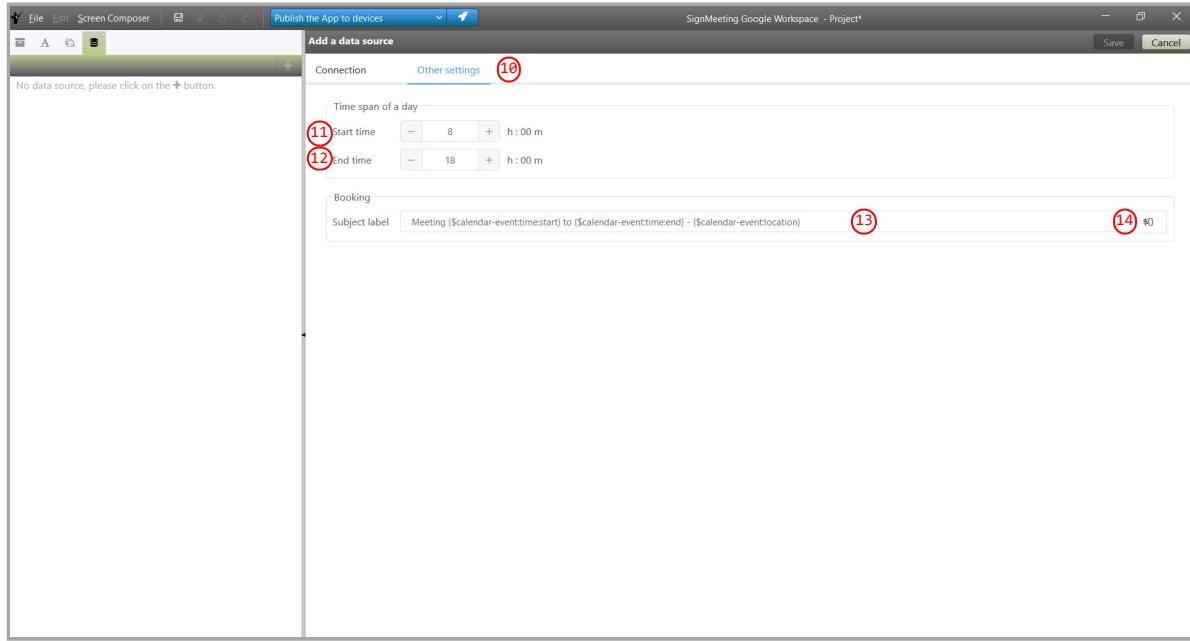
The Other settings **⑩** allows to set the time span of a day:

- Start time **⑪**: if a meeting starts before this Start time , the meeting is shown on the screen with this start time .
- End time **⑫**: if a meeting ends after this End time , the meeting is shown on the screen with this End time .

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

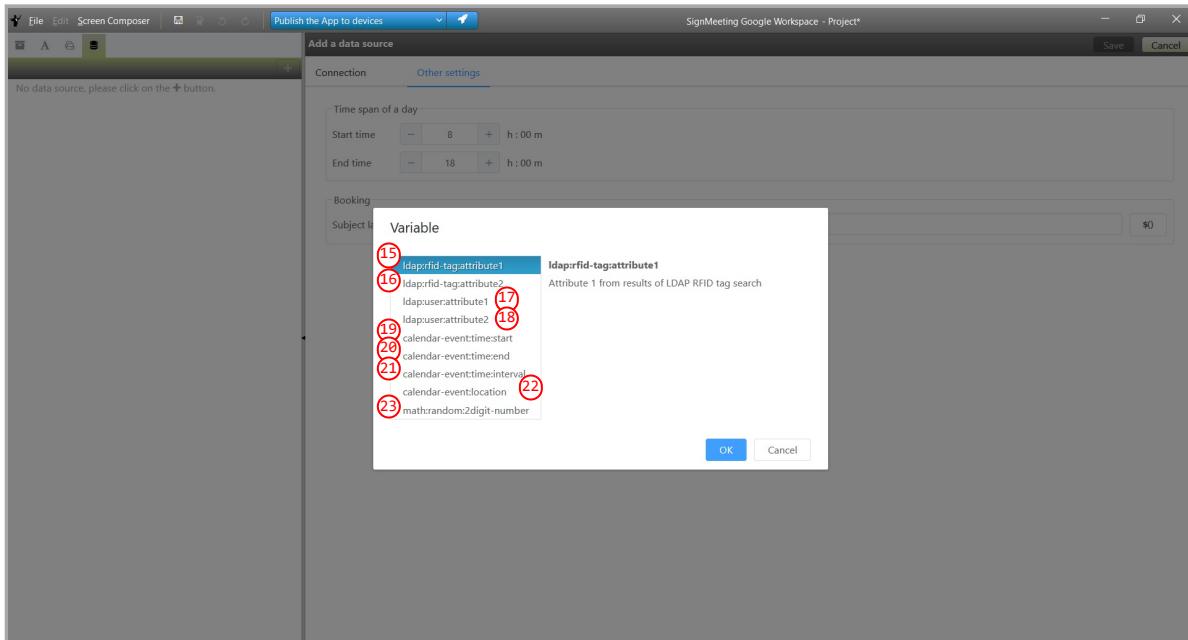
▪ If the meeting is completely outside this start time / end time , it cannot be displayed at all on the screen.

The **Booking wording** field set allows to define the automatical naming pattern for the event title when a event is programmed with a device by using the Book now button or using the reservation and consultation page access button of the main page. The **Booking wording** input **⑬** supports free text and variables. To add a variable, click on the **\$()** **⑭** button.



These are the different variable value **⑯** that can be printed in the meeting title.

Type	Name	Value displayed in the title
LDAP	⑯ <code>ldap:rfid-tag:attribute1</code> ⑯ <code>ldap:rfid-tag:attribute2</code>	additional attributes value linked to <code>rfid-tag</code> to fetch in the LDAP server. Ex (LDAP): in case Attribute 1 = <code>Displayname</code> , the name and firstname of the badge owner.
User	⑯ <code>ldap:user:attribute1</code> ⑯ <code>ldap:user:attribute2</code>	additional attributes value linked to <code>user</code> to fetch in the LDAP server
Meeting start/end	⑯ <code>calendar-event:time:start</code> ⑯ <code>calendar-event:time:end</code> ⑯ <code>calendar-event:time:interval</code>	Meeting start time, Meeting end time, Meeting start-end time.
Meeting location	⑯ <code>calendar-event:location</code>	Room name.
Random number	⑯ <code>math:random:2digit-number</code>	Random number from 1 to 99.



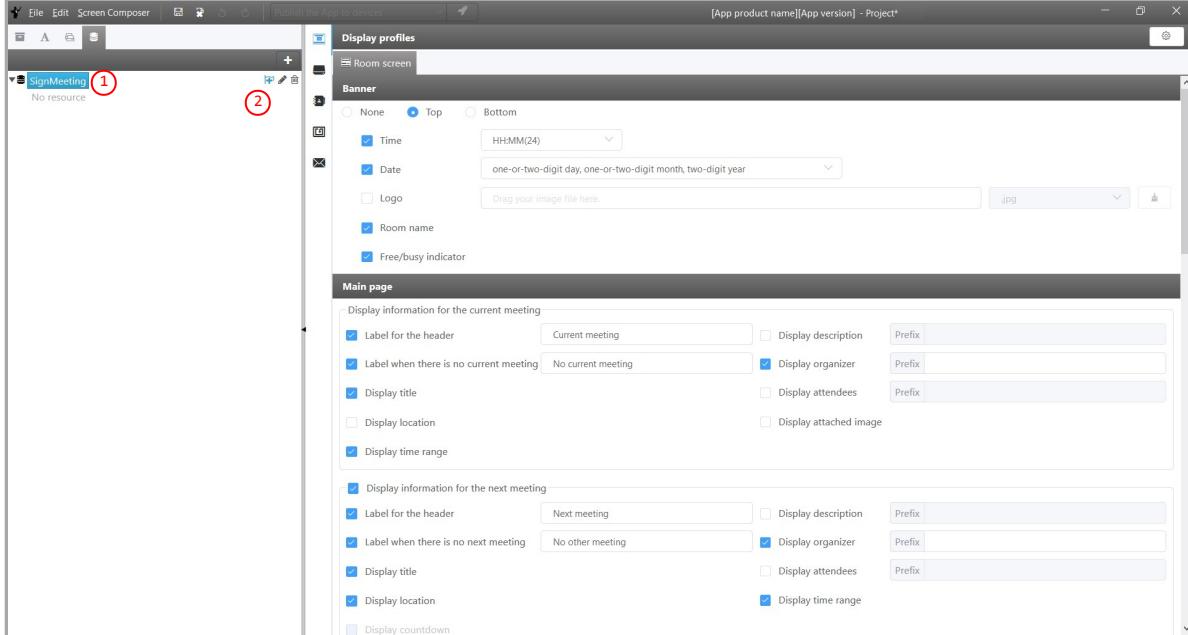
- When using variables in the title, in case the event is modified, SignMeeting Google Workspace does not upgrade variable value of meeting title according to. That is important especially when using the `calendar-event` time values.
- `rfid-tag` attributes and the `User` attributes to fetch are configured in the LDAP configuration tab.

Link room resources

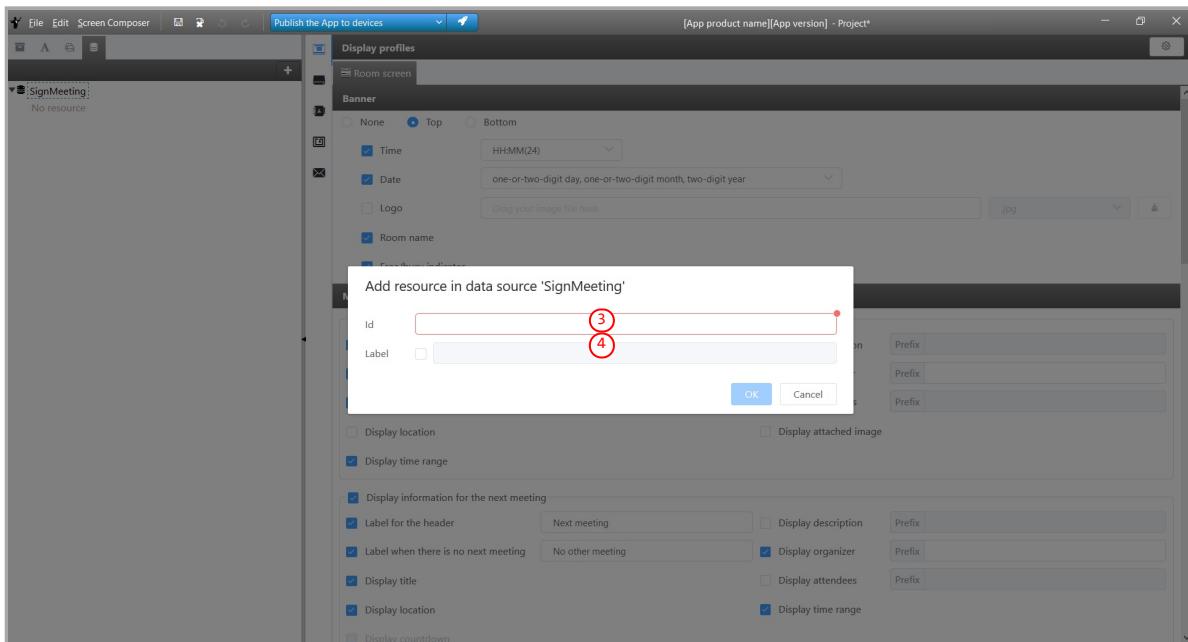
Once the `data source` is configured to connect to `MS-Exchange` calendar, you have to add room resources `Id` to this data source, that need be handled by then by your devices.

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

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



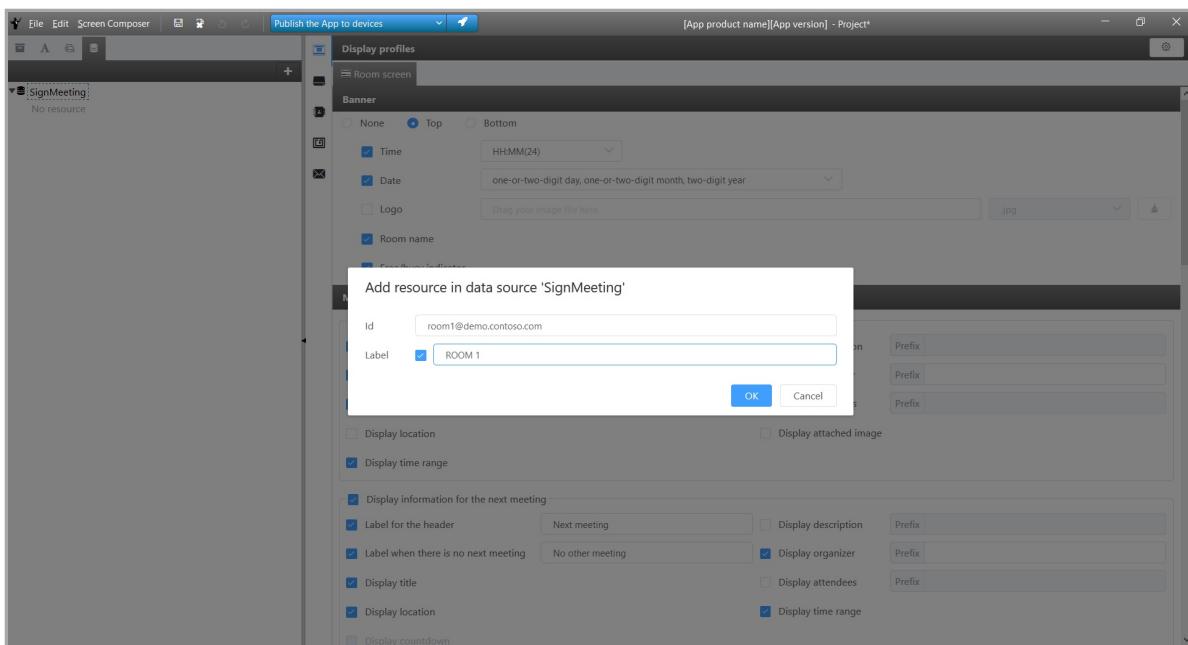
- Entering a `Label` **④** for a room resource allows to display this `Label` on the screen instead of the room resource `Id`, value which is often a too long string lenght to display entirely.
- When the room resource `Id` is entered, it is possible to enter the label.



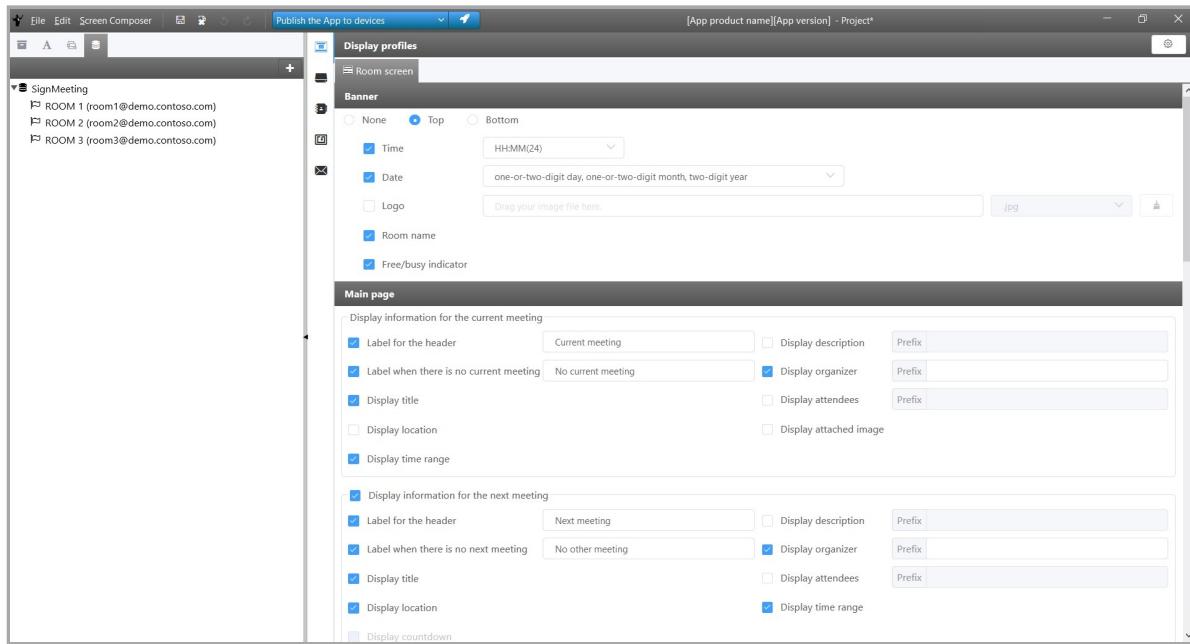
In the user manual, the room resources id will be named like that:

Room resource Id

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



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



The data source configuration is completed.

Multiple data sources

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

- another Google Workspace private JSON file key,
- others room resources.

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

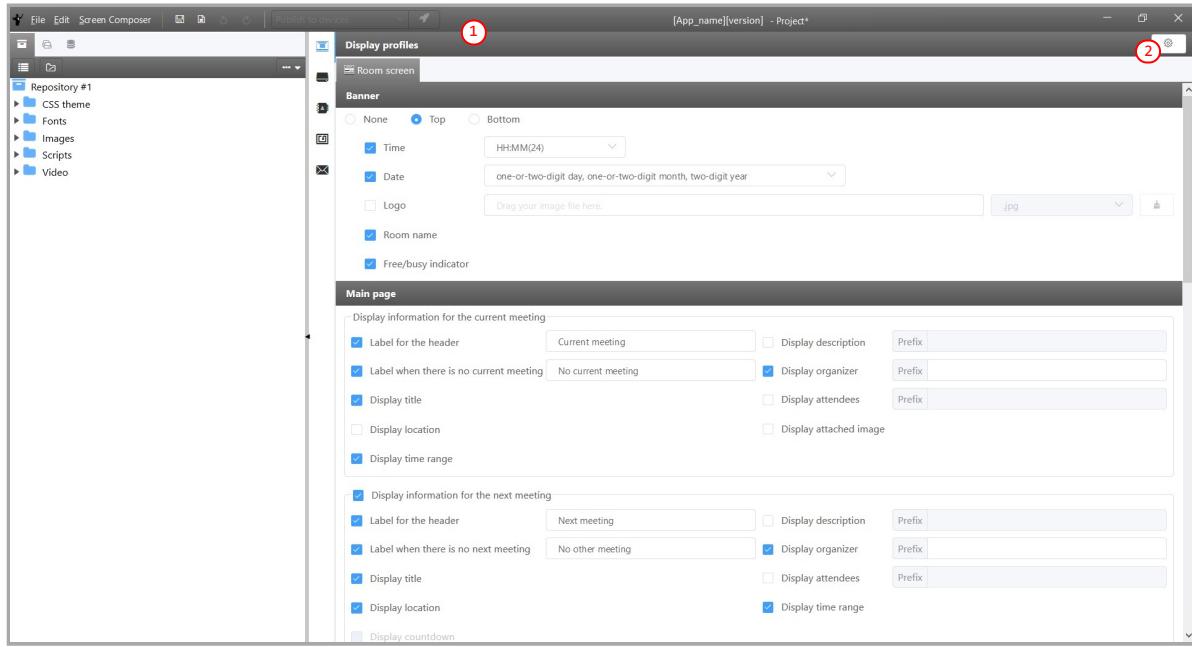
3.2 Display profiles

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

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

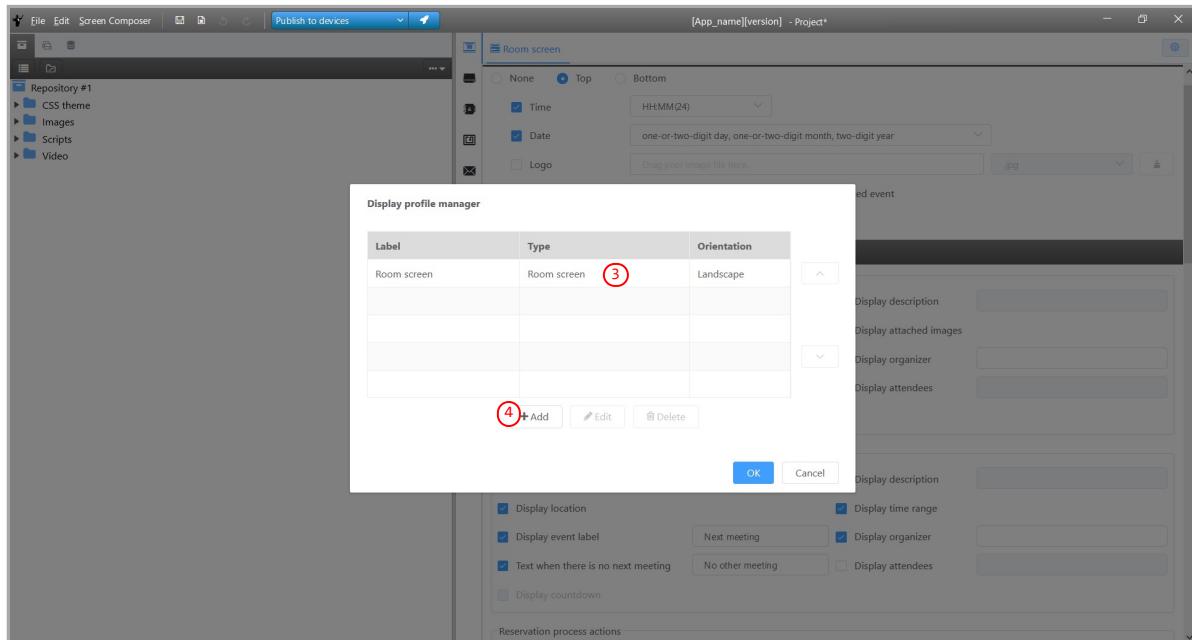
A recap of the display profiles features differentiation is shown in the chapter § [Introduction](#).

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

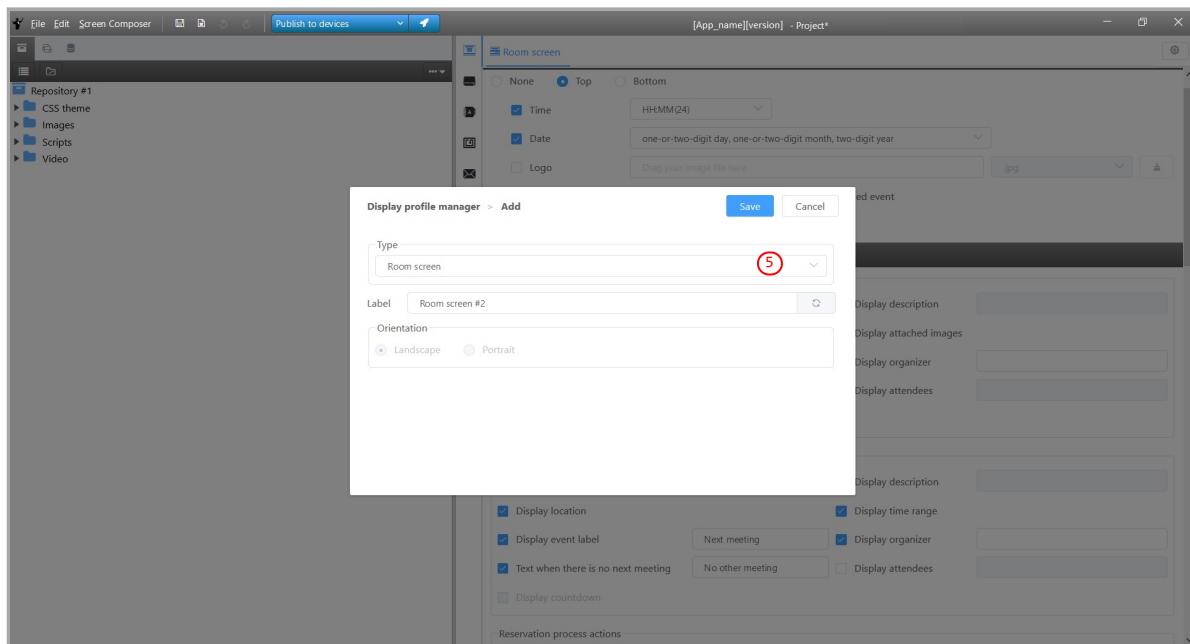


The default `Room screen` (3) *display profile* appears in the table listing all the available *display profiles* created. Click on the **Add** (4) button to add a *display profile* among:

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



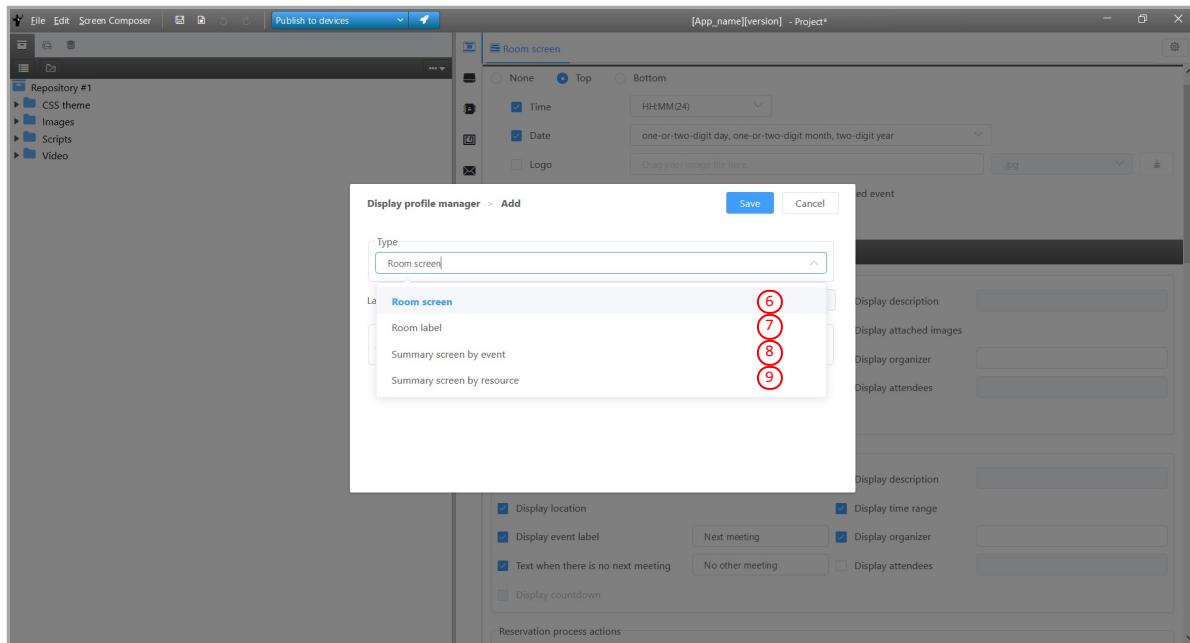
Click on the **Type** drop down list ⑤.



Choose among these *display profiles* values:

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

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

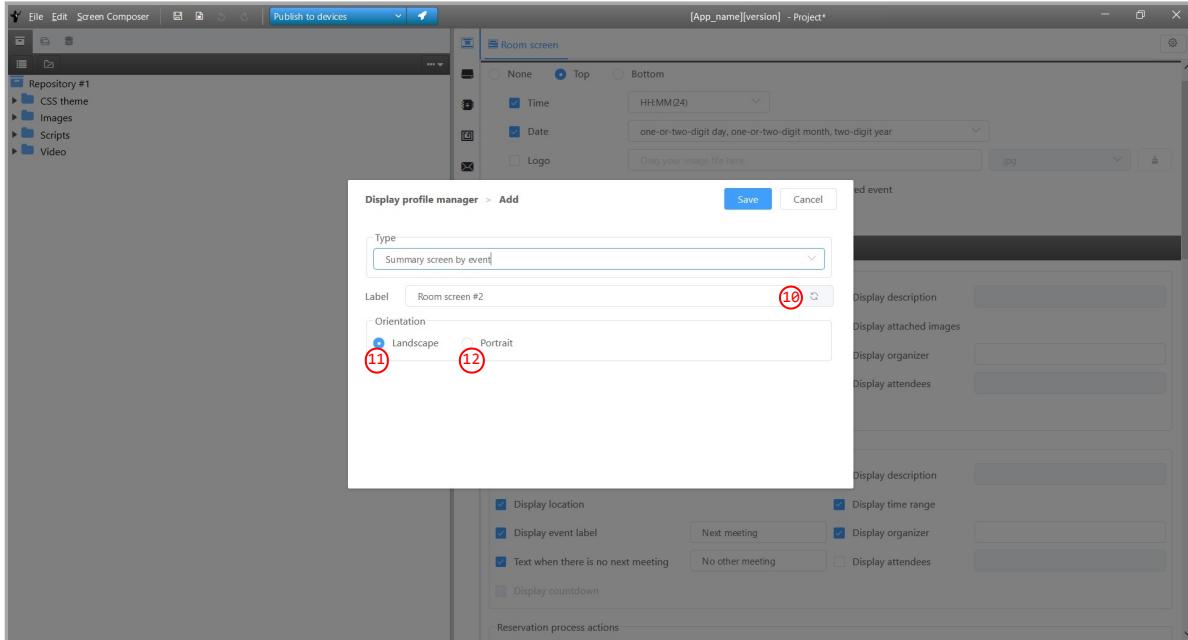


Once the *display profile* is chosen, click on the refresh **⑩** button to generate automatically a consistent label for your *display profile*.

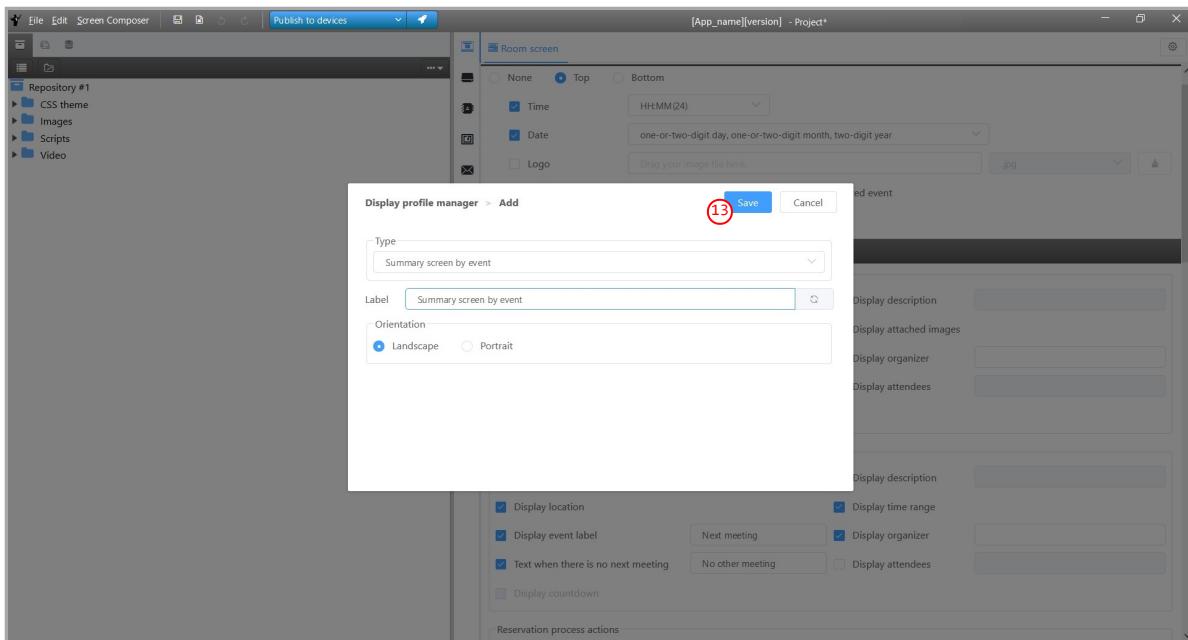
You can rename the *display profile* like you want.

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

- Landscape **⑪**,
- Portrait **⑫**.



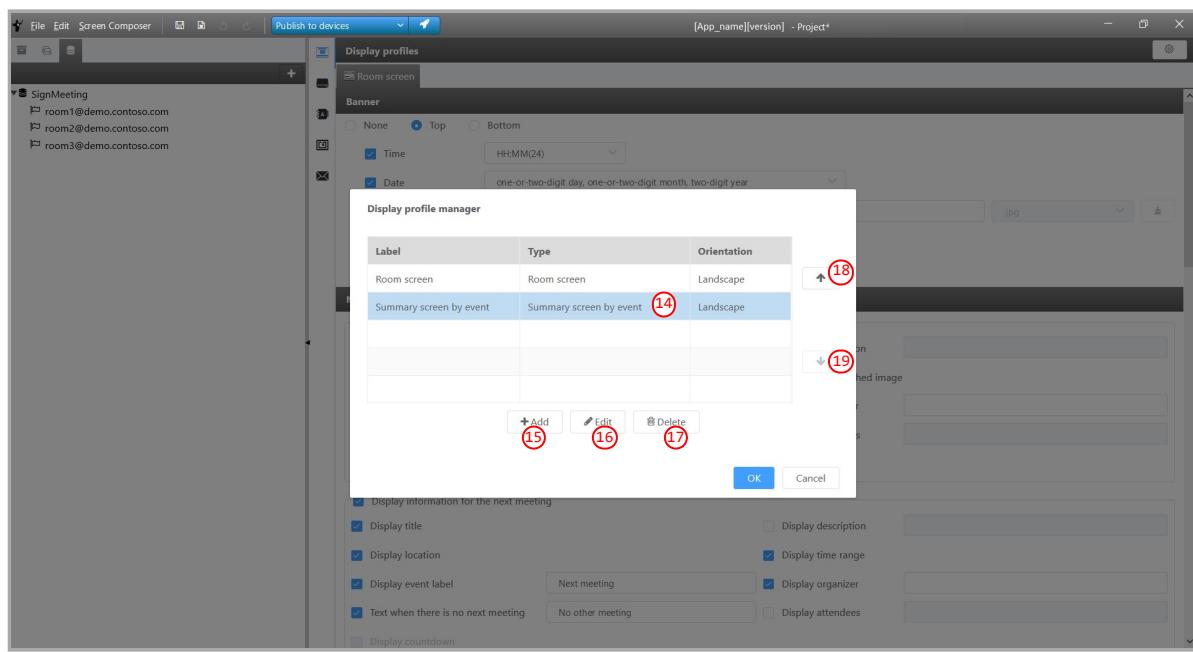
Click on the **Save** **⑬** button.



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

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

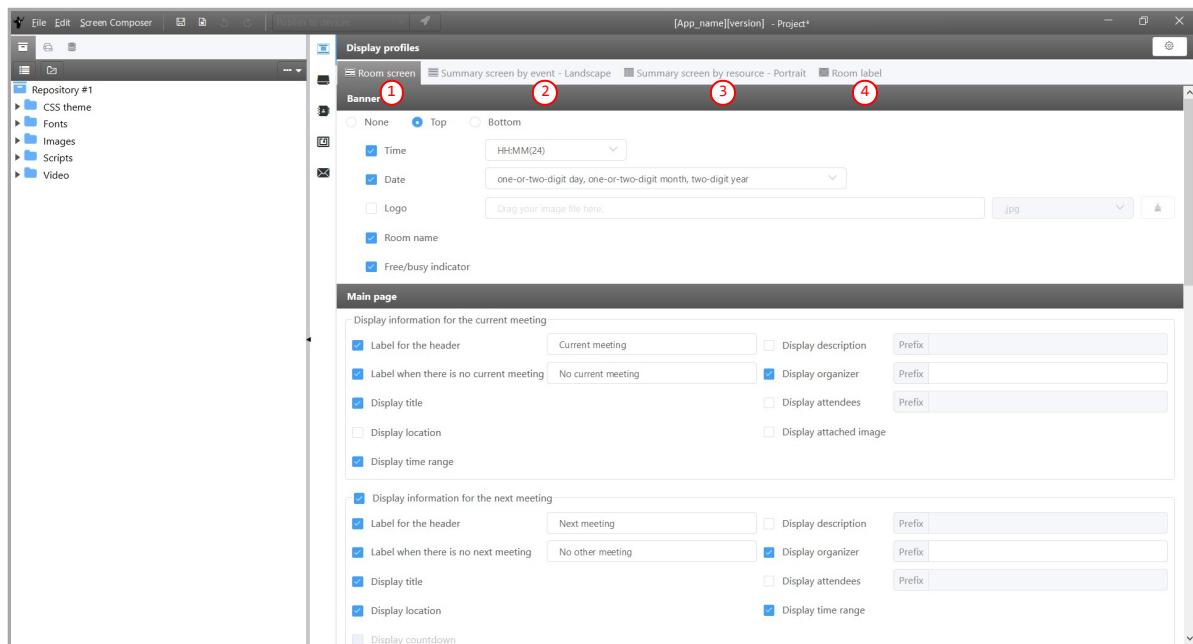
Once all the required *display profiles* are created for your project, you can use the up [18](#) button and the down [19](#) button to change the order of the display profile tab.



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

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

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



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

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

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

3.2.1 SignMeeting > Display profiles > Room screen

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

- the upper area for the pending event,
- the lower area for the next event.

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

This Room screen *display profile* supports dedicated button:

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

 *The using of button requires to have an interactive screen.*

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

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

Banner

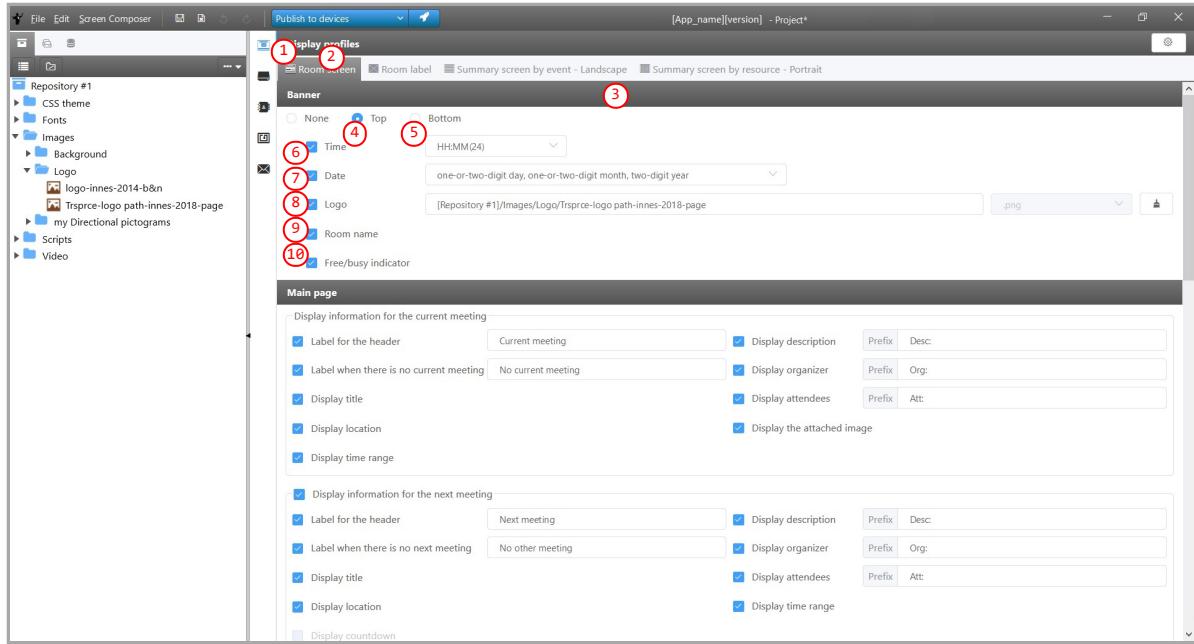
The **Banner** (3) pane allows to display or not a banner with at the top (4) or at the bottom (5) of the main page.

The **Banner** can contain:

- the current **Time** (6) with different format:
 - HH:MM (12) (e.g. 7.00),
 - HH:MM (24) (e.g. 19:00),
- the current **Date** (7) with different format¹

Label	EN (default)	FR	DE
one-or-two-digit day, one-or-two-digit month, two-digit year	6/25/21	25/6/21	25.6.21
one-or-two-digit day, one-or-two-digit month, four-digit year	6/25/2021	25/6/2021	25.6.2021
one-or-two-digit day, three-letter abbreviation month, four-digit year	25-Jun-2021	25 Juin 2021	25. Jun. 2021
two-digit day, literal month, four-digit year	June, 25 2010	25 Juin 2021	25. Juni 2021
two-digit day, literal month, two-digit year	June 25, 21	25 Juin 21	25. Juni 21
three-letter-abbreviation day, two-digit day, two-digit month, four-digit year	Fri 25 06 2021	ven 25 06 2021	Fre 25 06 2021
literal day, two-digit day, literal month, four-digit year	Friday, June 25, 2021	vendredi 25 juin 2021	Freitag, 25.Juni 2021

- the organisation **Logo** (8) (.jpg, .gif, .png³),
- the **Room** (9) name from the displayed event: it displays only the room name of the current page of events,
- Free/busy indicator : allows to display reservation status:
 - green: no pending event,
 - orange: event started but presence confirmation required,
 - red: event started and presence confirmed.



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

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

³ Do better use .png logo if possible, format which is supporting transparency.

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

Main page

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

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

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

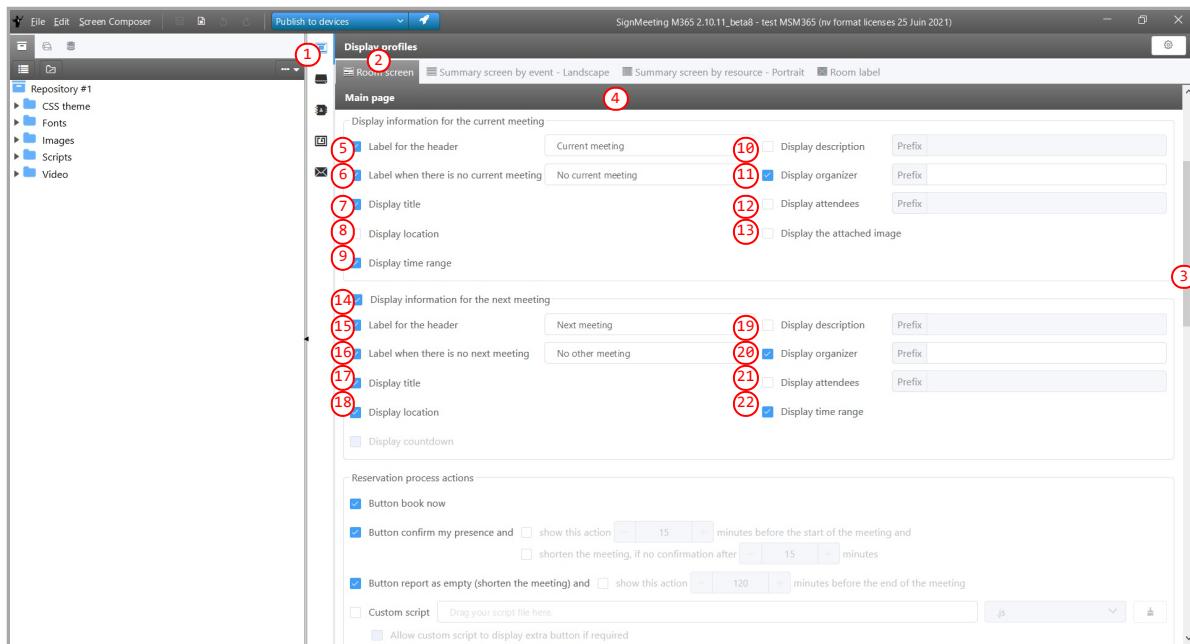
- Label for the header ⑤: allows to display a free text to show the current meeting area (*Current meeting* is the default value),
- Label when there is no current meeting ⑥: allows to display a free text when there is no pending event for the current room page,
- Display title ⑦: allows to display the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

☞ The attendees values are scrolled automatically.

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

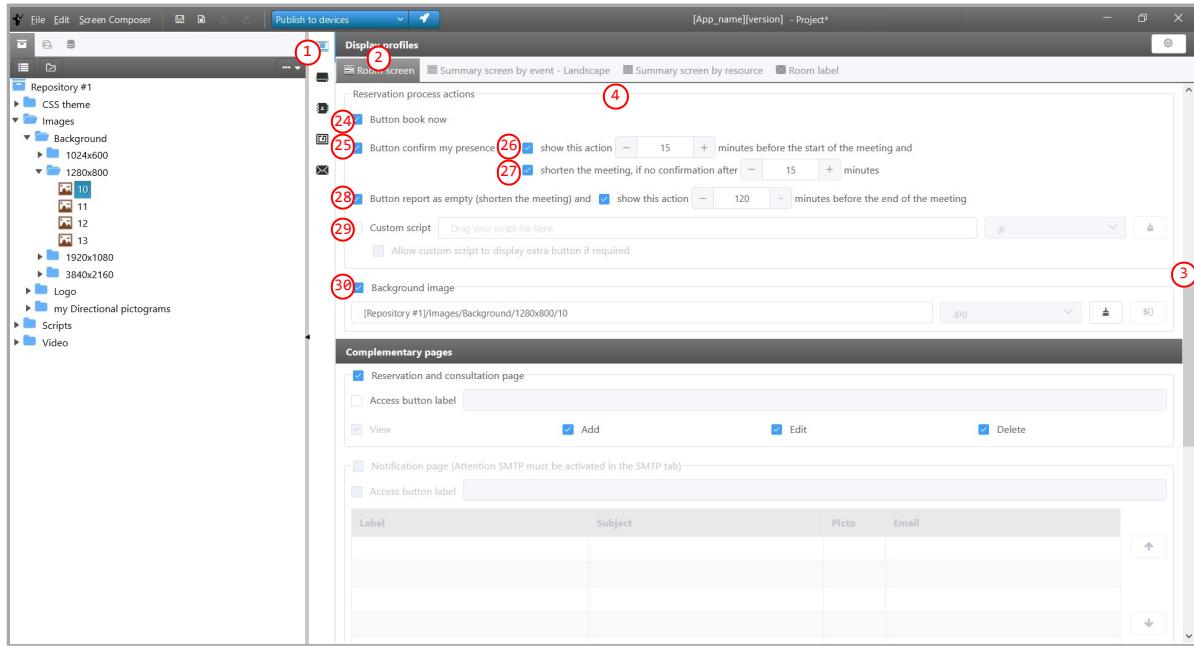
- Display information for the next meeting ⑭: allows to display information for the next meeting

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



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

- **Reservation process action:** allows to activate the buttons for interactivity:
 - Button book now ②④
 - Button confirm my presence ⑤ (also called check-in)
 - Show this action <n> minutes before the start of the meeting ⑥: allows to show the confirm my presence before the meeting has started (15 minutes by default),
 - Shorten the meeting if no confirmation after <n> minutes ⑦: allows to shorten the meeting to free up the room when the meeting reservation has not been confirmed,
 - Button report as empty (shorten the meeting) ⑧ (also called check out in some company):
 - Show this action <n> minutes before the end of the meeting (15 minutes by default).
 - Custom script ⑨: allows to load a custom script to customize the SignMeeting behaviour, e.g. to control external peripherals embedded in electric doors, to start to play webcam camera, or to handle a presence sensor, to control Distech Controls devices,
 - Allow custom script to display extra buttons if required : allow to customize the main page by adding some custom button like Open the door, Maintain, Resume.
- Background image ⑩: allows to put an image, dragged from the Files view of the project repository, as background of the main page.



It is possible to add only a **filename** as variable³ in the **Background image** ⑩ input:

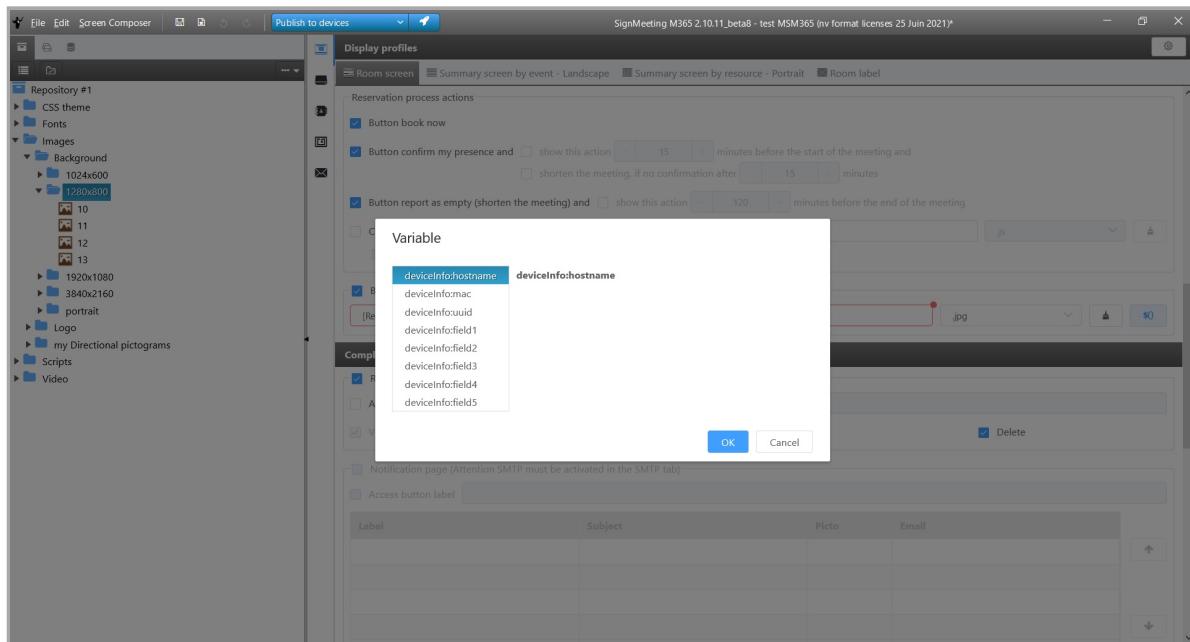
- drop the root directory of the image to display,
- click on the active \$0 variable button and select the wished variable name,
- select then the appropriate extension of the image to display.

! The Background image ⑩ input is not editable. Use the Sweep button to erase the input content.

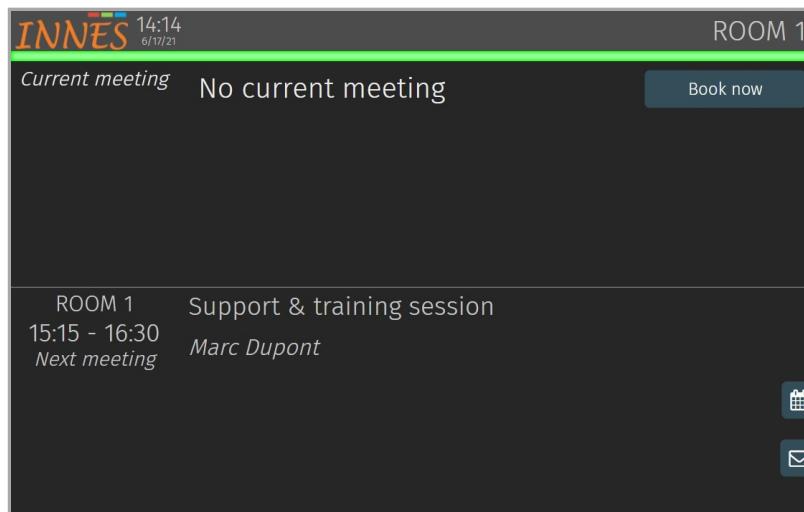
³Ensure that your device has the appropriate variable value.

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

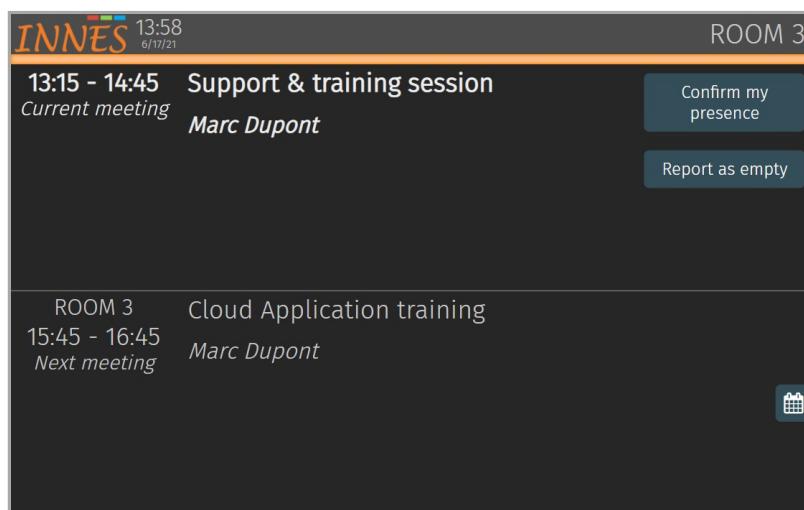
! When using variables, the target files must be added manually in the *Linked files* part of the form.



Main page rendering example with Book Now button:



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



■ For further information about a custom script, contact sales@innes.pro.

Complementary pages

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

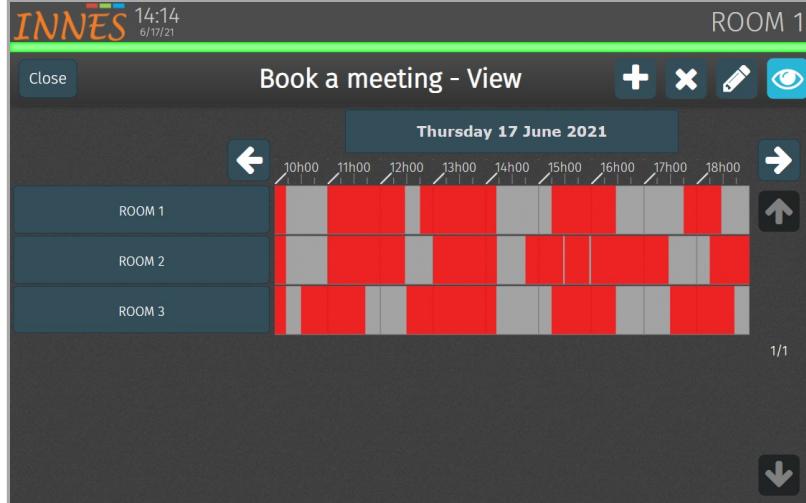
The Reservation and consultation page ③ allows to support, in the main page, an access button with an optional label ② giving access to a Reservation and consultation page . This page allows to consult a grid of rooms reservation for all the room resources made visible for this page, with one page per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

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

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

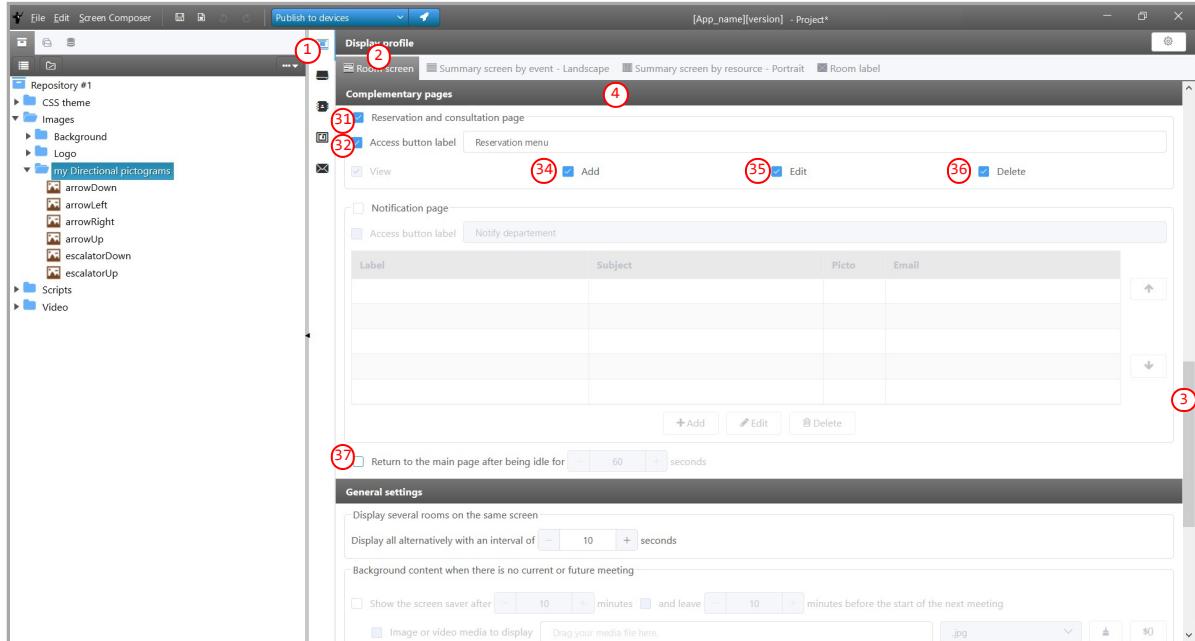
- Add button ④,
- Edit button ⑤,
- Delete button ⑥.

Reservation and consultation page page rendering example:



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

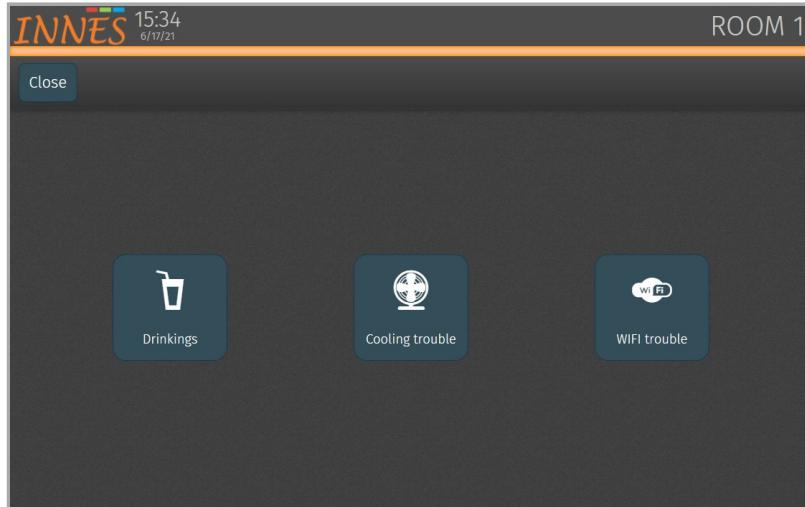
- the reservation and consultation page ,
- the notification page .



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

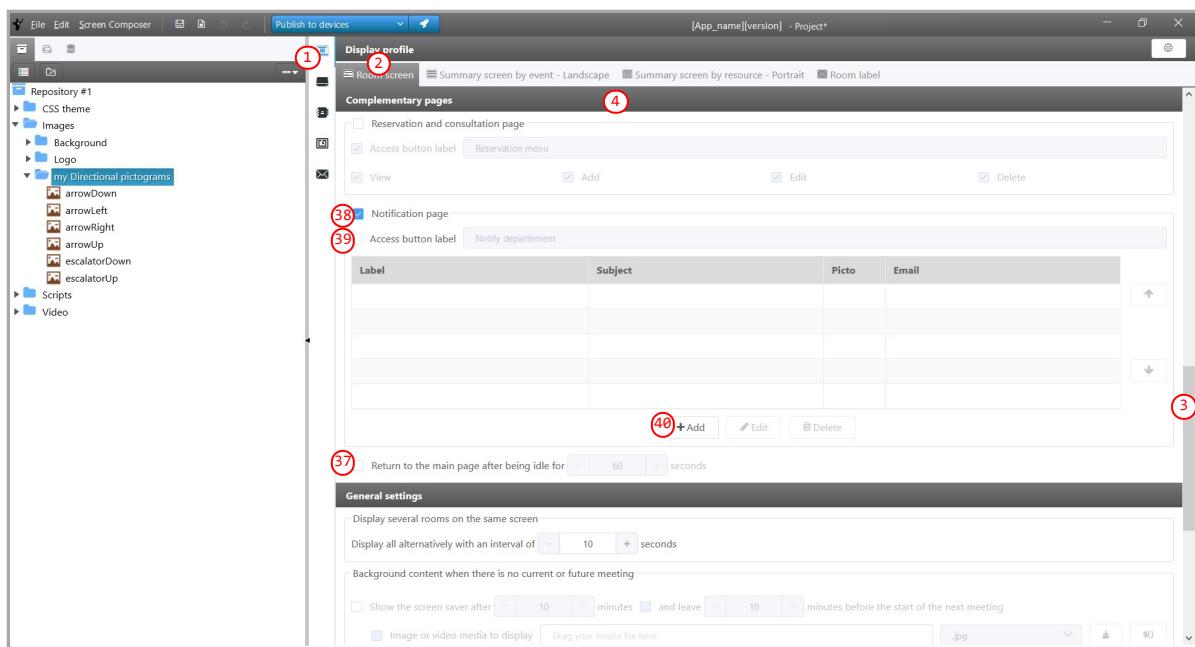
- raise some trouble, faced when using the room equipment (cooling, heating, wifi), to specific department,
- call a room services (drinkings, lunch, sandwiches, coffee),
- others...

Notification page page rendering example:



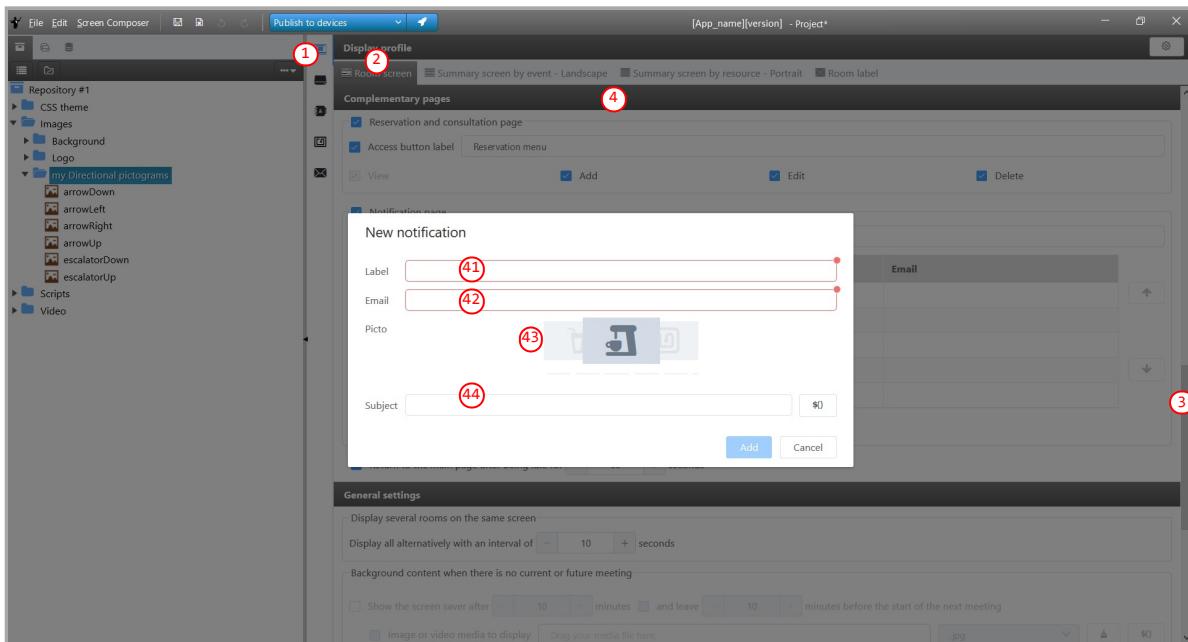
More than 60 pictograms are available in the pictogram library.

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

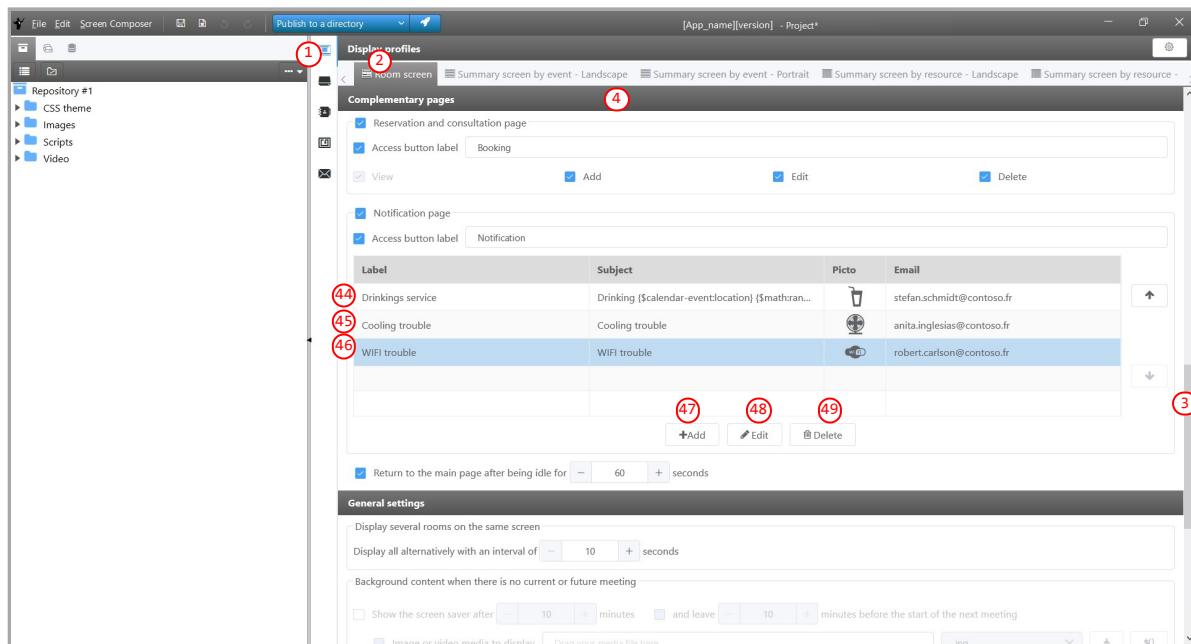


Then fill for this notification button:

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



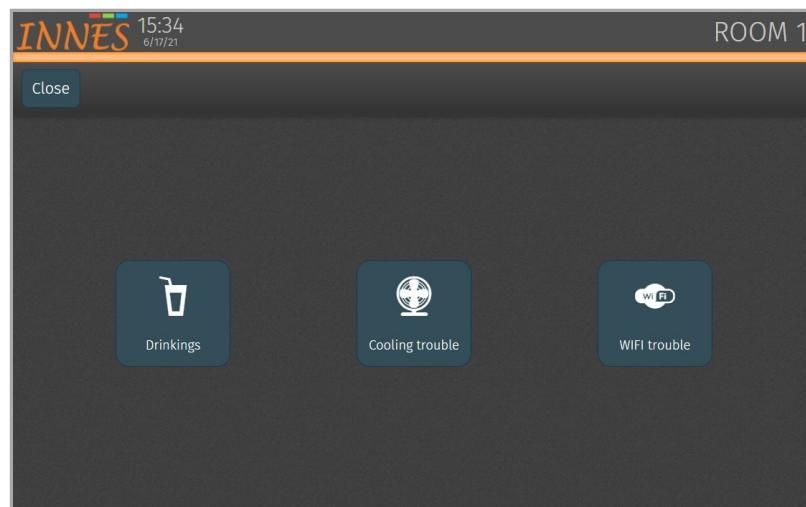
Restart the operation for each notification button. They should appear, for example, like explained below.



Use the **+ Add** (47)/**Edit** (48)/**Delete** (49) buttons to handle your custom notification buttons.

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

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



General settings

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

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

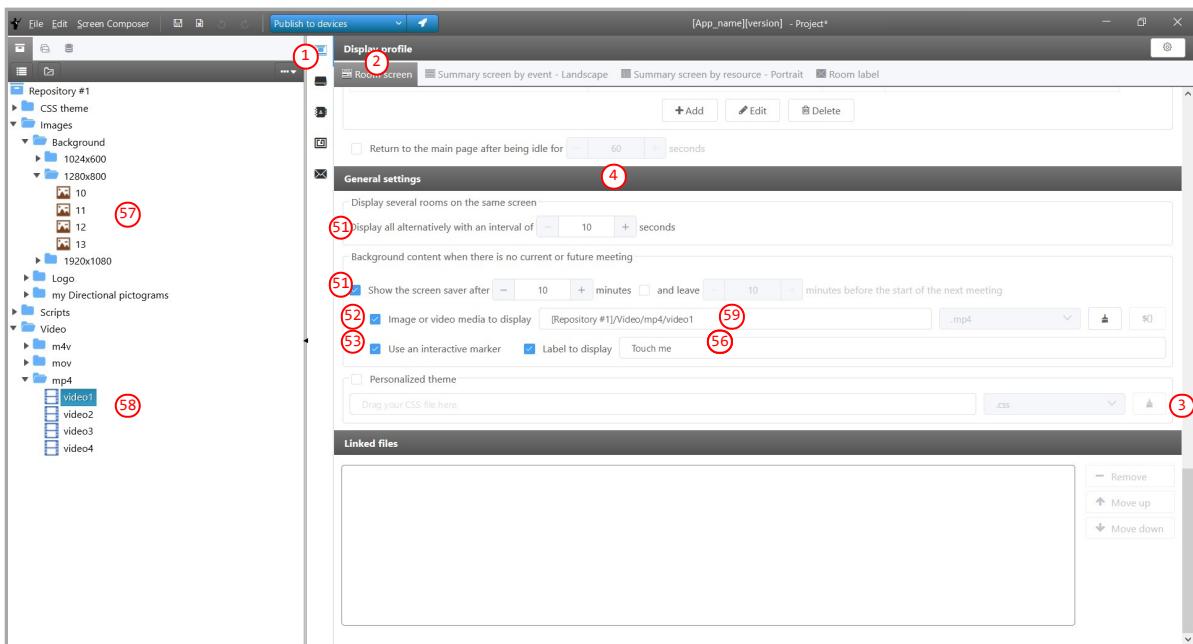
☞ If more than one room resource is displayed on the main page, SignMeeting Google Workspace displays alternatively, the current event and the next event on the same page, with one room per page, and one page every 10 seconds (duration by default). In this case, the access to the buttons is still supported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

The Background content when there is no current nor future meeting field set allow to configure a screen saver when there is no current or next meeting:

- Show the screen saver after <n> minutes ⑥: allows to display the screen saver <n> minutes after the current meeting has ended,
- Leave <m> minutes before the start of the next meeting ⑦: allows to quit the screen saver minutes before the next meeting starts (instead of exactly when the meeting starts).

When the screen saver is activated,

- Select the Image or video to display ⑧ when the screen saver is running, then drop an image (.jpg , .gif , .png) ⑨ or a video (.mp4) ⑩ from the Files view of the project repository to the Image or video to display input ⑪.
- Use an interactive marker ⑫ with a label to display ⑬ allows to display a marker on the screen when the screen saver is running, inviting the user to touch the screen to quit the screen saver.



The Image or video to display ⑧ input is not editable. It is possible to add only a **filename** as variable³ in the Image or video to display ⑧ input:

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

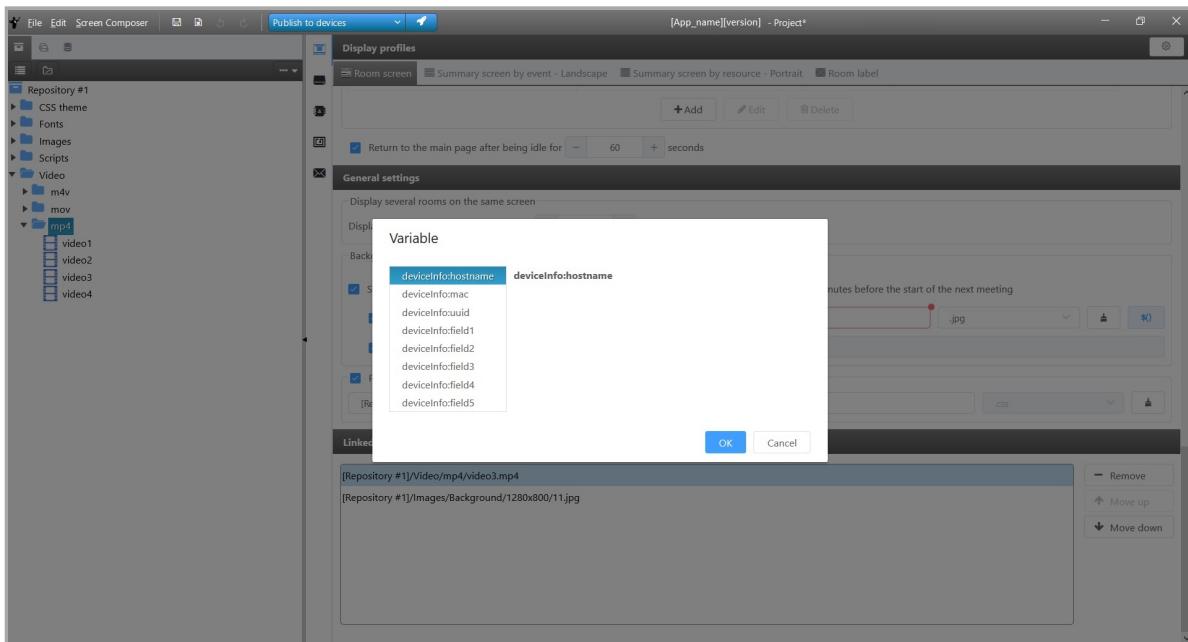
☞ Check the image and video capabilities of your device before choosing your media.

☞ Use the 🕹 Sweep button to erase the input content.

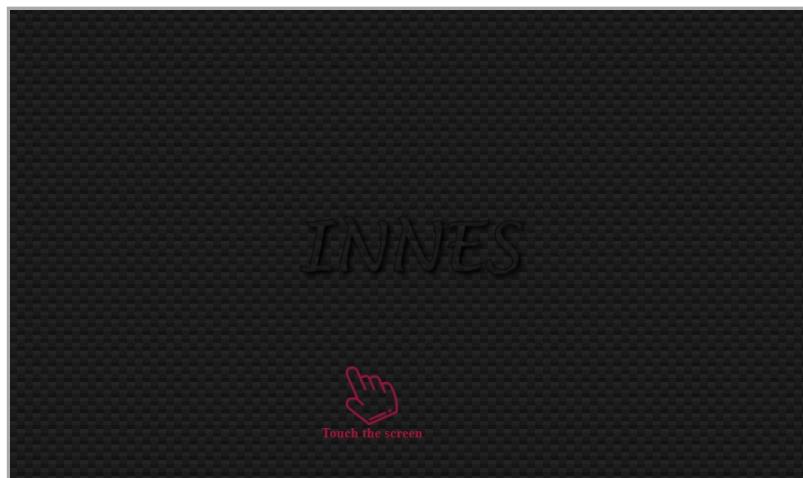
³Ensure that your device has the appropriate variable value.

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

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

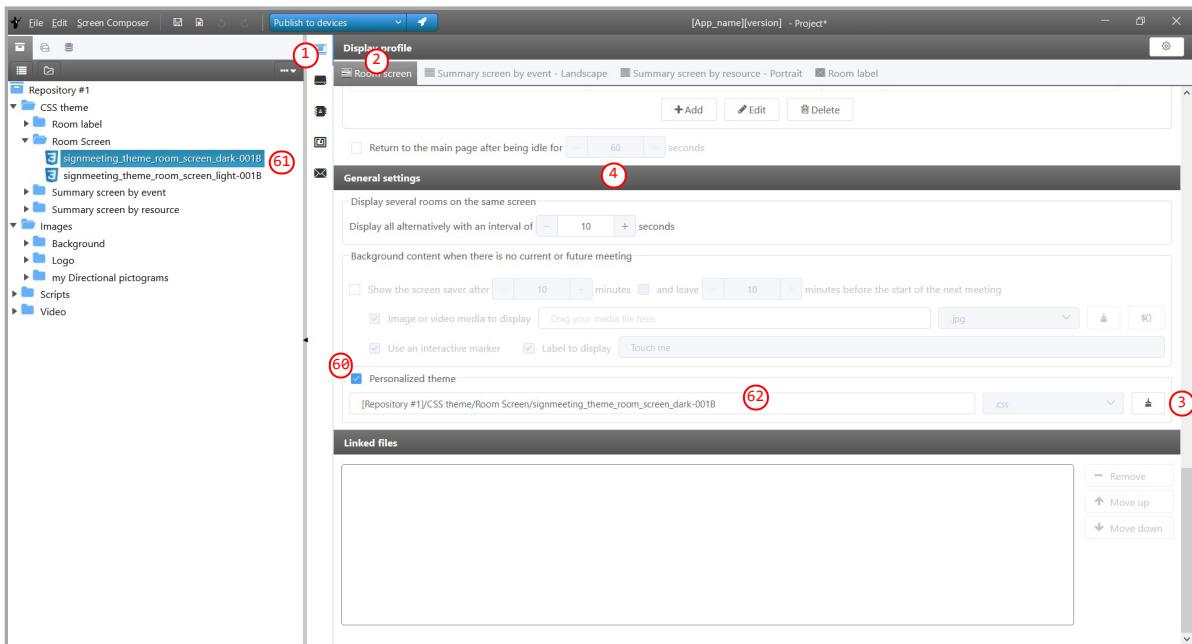


Screen saver rendering example:



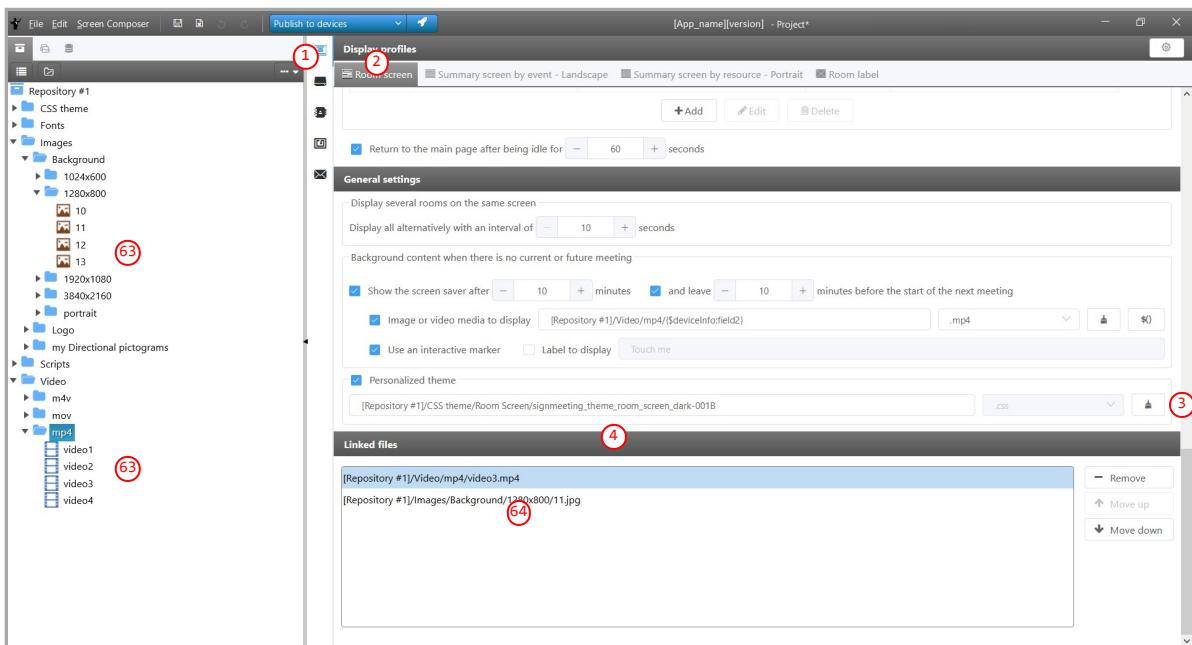
To load a Personalized theme (.css) (60), download one of the suitable CSS for Room screen display profile (dark theme or light theme), import it in the Files view of your project repository of your repository (61) then drop it in the Personalized theme (62) input.

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



Linked files

The private images called in your .css CSS theme or the target images when using variable need to be added *manually* by a single drop from the Files view of the project repository (63) to the Linked files input (64).



SignMeeting Google Workspace will support in Q3/2021 some personalisation script allowing to support additional buttons for specific needs. For further information, contact sales@innes.pro.

3.2.2 SignMeeting > Display profiles > Summary screen by event

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

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

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

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

The length of the SignMeeting Google Workspace App configuration tab is more than one page. Use the scroll bar to view all the pane.

Banner

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

The **Banner** **③** can contain:

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

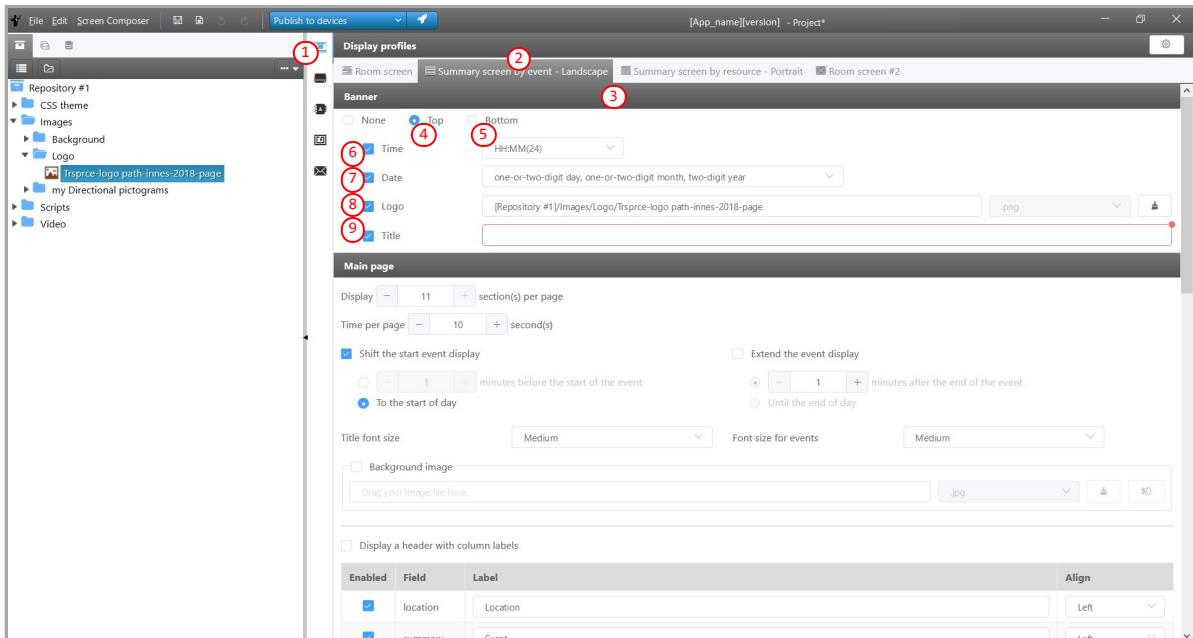
Label	EN (default)	FR	DE
one-or-two-digit day, one-or-two-digit month, two-digit year	6/25/21	25/6/21	25.6.21
one-or-two-digit day, one-or-two-digit month, four-digit year	6/25/2021	25/6/2021	25.6.2021
one-or-two-digit day, three-letter abbreviation month, four-digit year	25-Jun-2021	25 Juin 2021	25. Jun. 2021
two-digit day, literal month, four-digit year	June, 25 2010	25 Juin 2021	25. Juni 2021
two-digit day, literal month, two-digit year	June 25, 21	25 Juin 21	25. Juni 21
three-letter-abbreviation day, two-digit day, two-digit month, four-digit year	Fri 25 06 2021	ven 25 06 2021	Fre 25 06 2021
literal day, two-digit day, literal month, four-digit year	Friday, June 25, 2021	vendredi 25 juin 2021	Freitag, 25.Juni 2021

- the organisation **Logo** **⑧** (**.jpg**, **.gif**, **.png** **⑨**),
- the **page title** **⑩** located in the banner.

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

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

³ Do better use **.png** logo if possible, format which is supporting transparency.



Main page

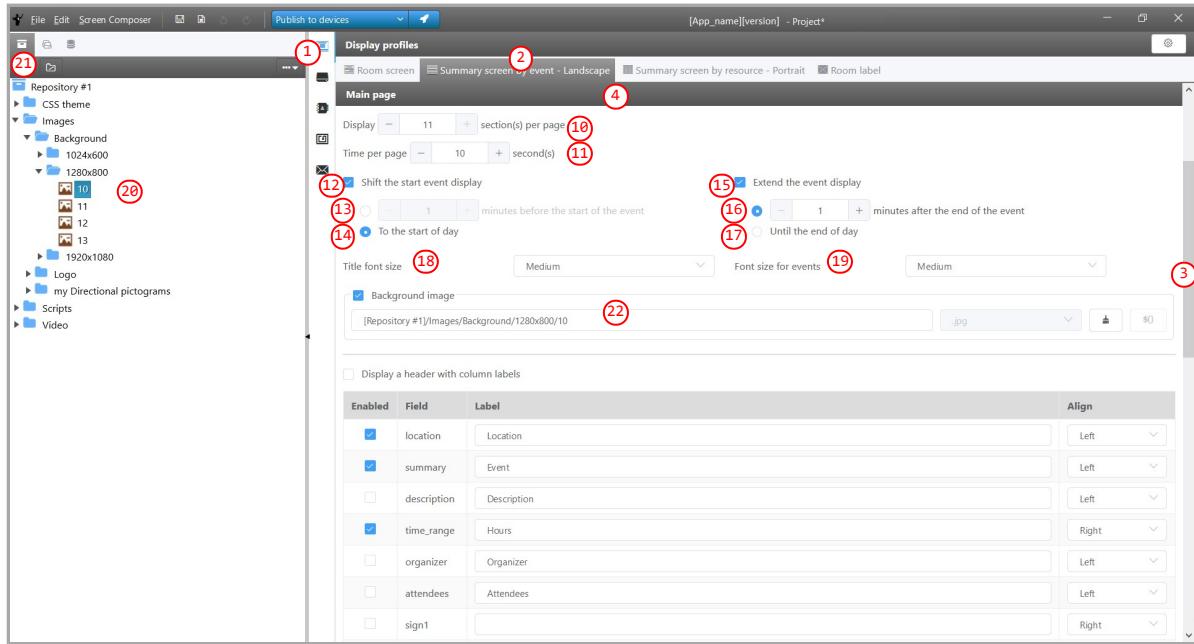
Scroll ③ to see the Main page ④ pane's part.

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

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

- Small,
- Medium,
- Large.

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



It is possible to add only a **filename** as variable³ in the Background image ㉒ input:

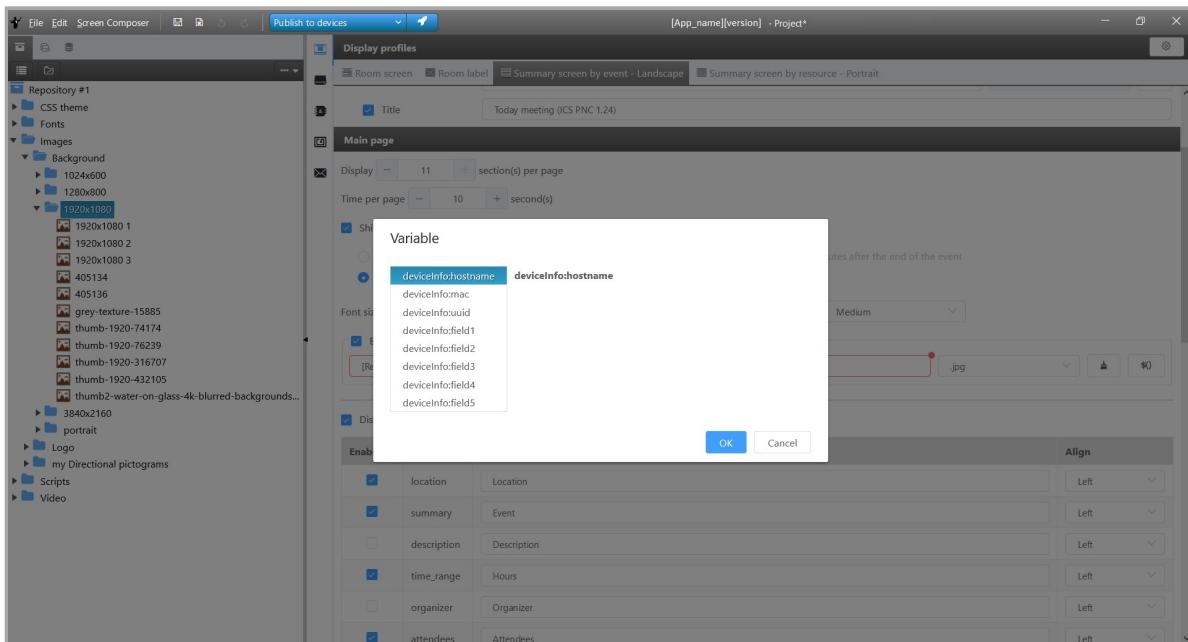
- drop the root directory of the image to display,
- click on the active \$0 variable button and select the wished variable name,
- select then the appropriate extension of the image to display.

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

³Ensure that your device has the appropriate variable value.

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

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



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

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

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

By default only 3 columns are displayed:

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

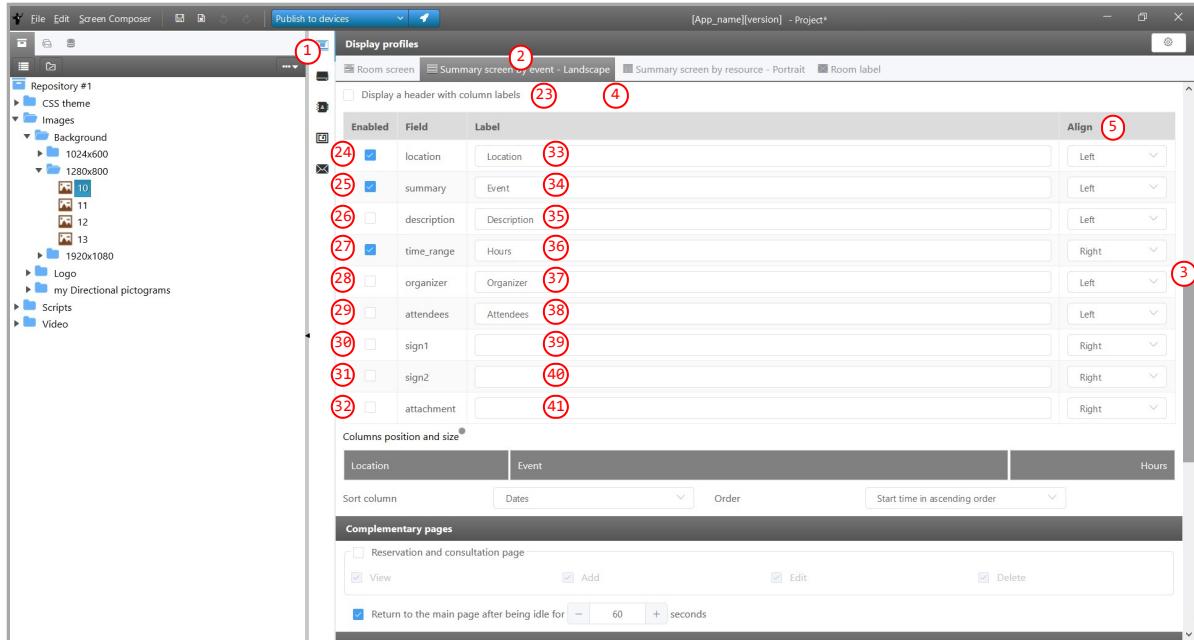
On each event raw, it is possible to display these event attributes:

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

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

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

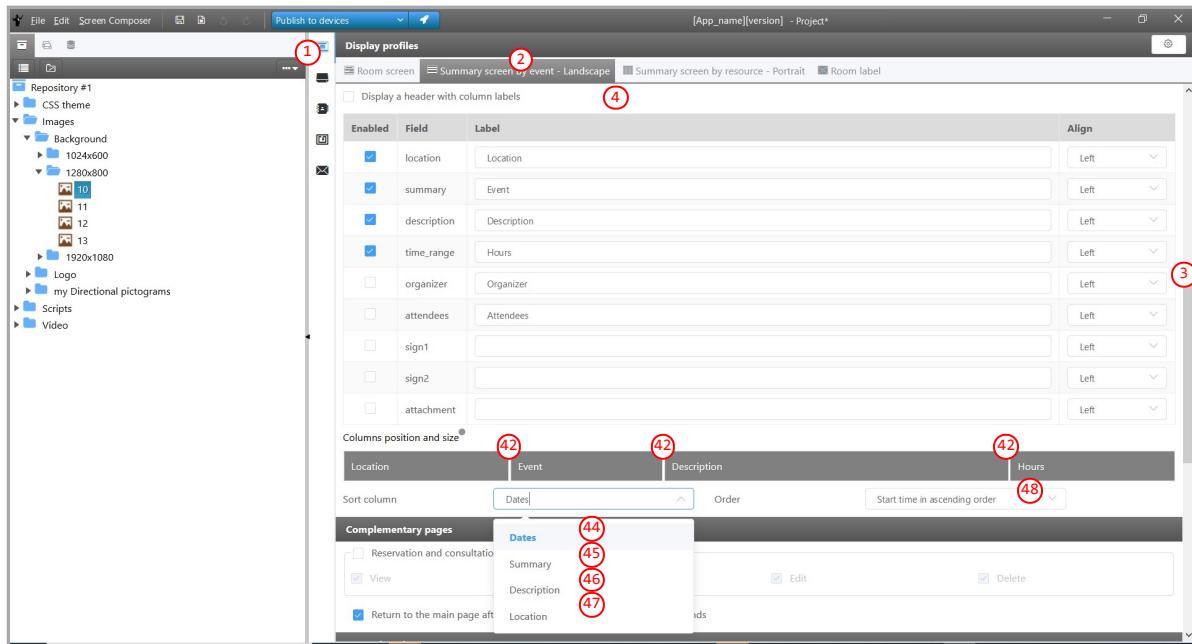
☞ Each event attribute value can be aligned ⑰ independently: to the `Left`, to the `right`, to the `middle`.



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

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

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



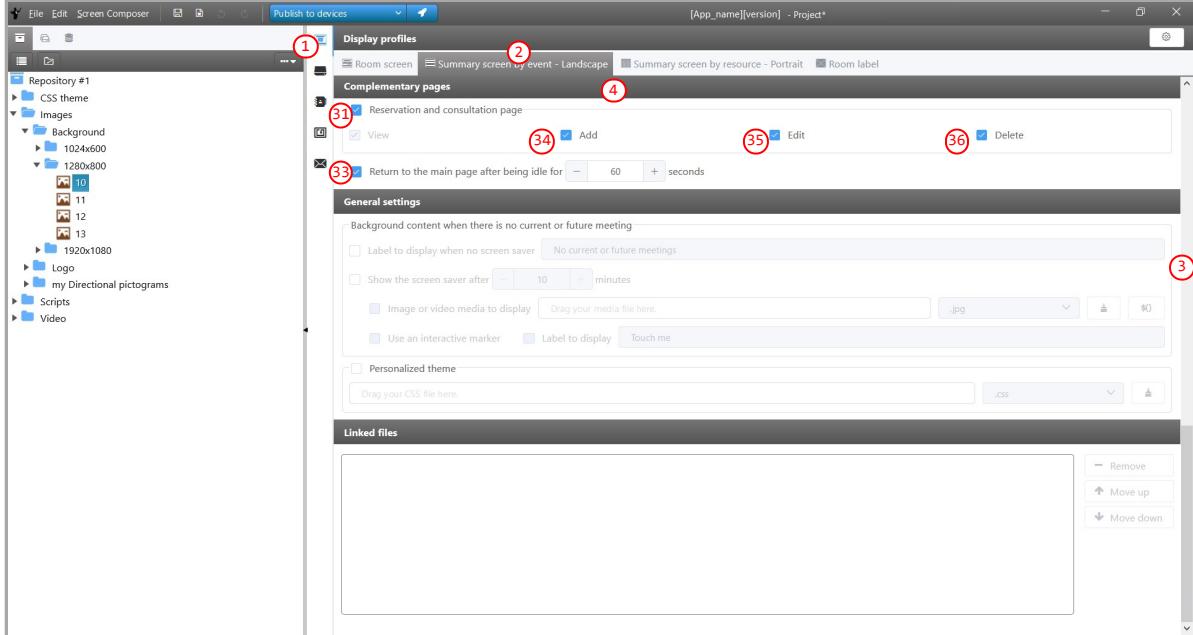
Complementary pages

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

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

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

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



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

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

The option Return to the main page after being idle for <n> seconds ③ allows to set the duration, before displaying back the main page, after being stayed for a couple of time (by default, 60 seconds) without user activity on the reservation and consultation page .

General settings

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

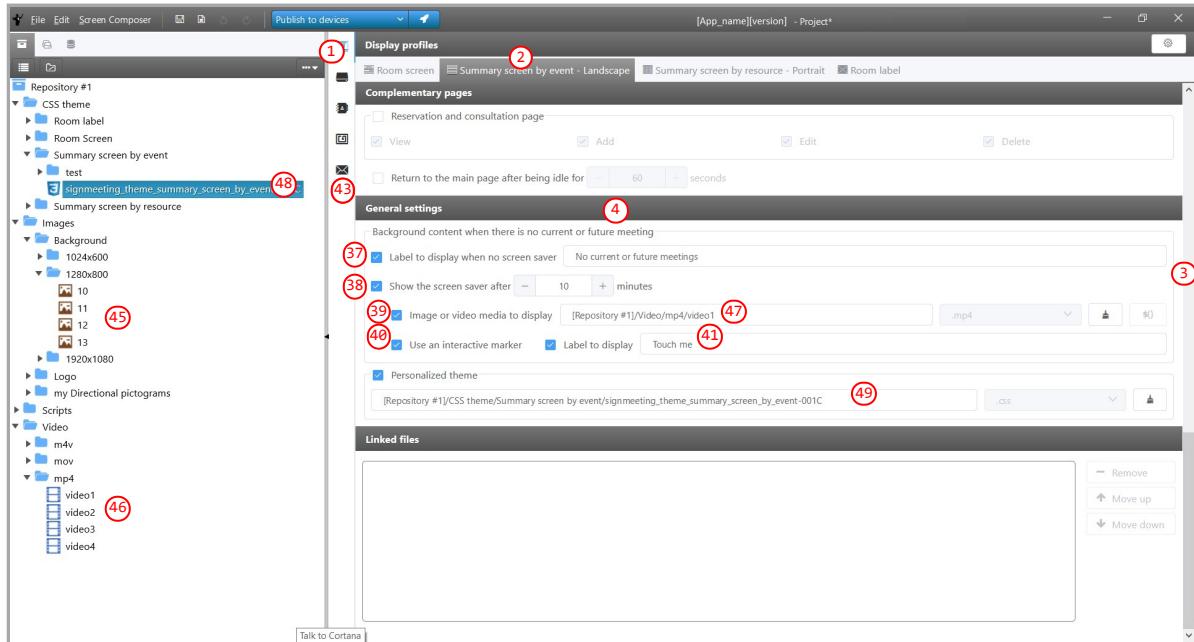
The *Background content when there is no current nor future meeting* field set allows to define a label to display when no screen saver ⑤ is running and when there is neither current meeting nor future meeting.

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

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

When the screen saver feature is activated,

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



The Image or video to display ⑦ input is not editable. It is possible to add only a filename as variable³ in the Image or video to display ⑦ input:

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

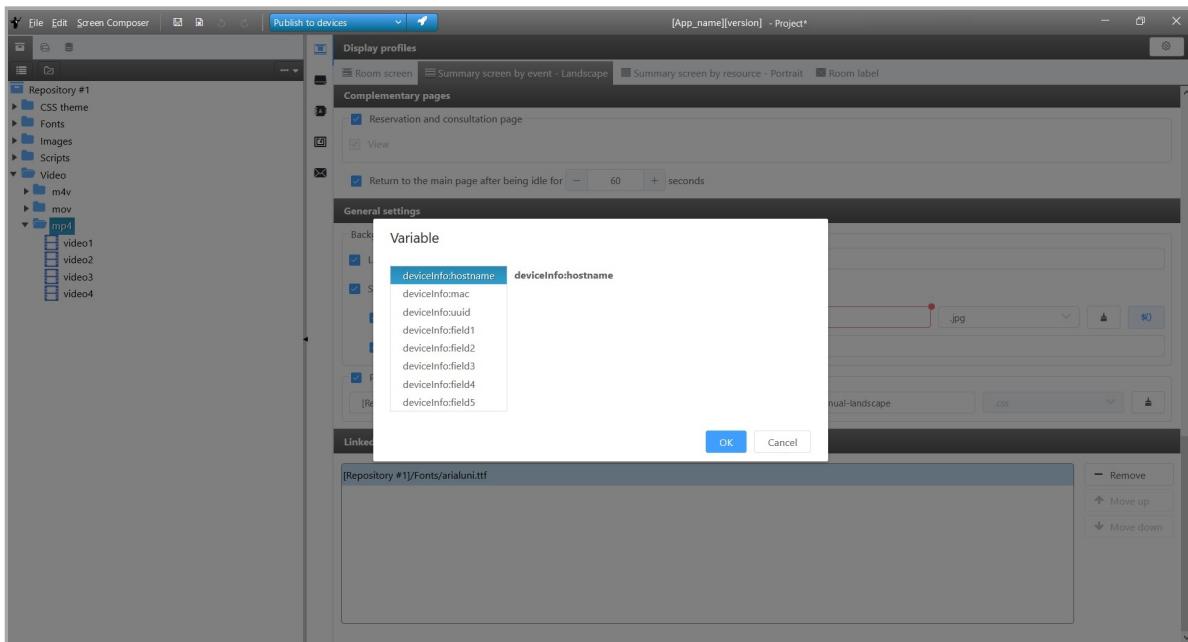
Check the image and video capabilities of your device before choosing your media.

Use the Sweep button to erase the input content.

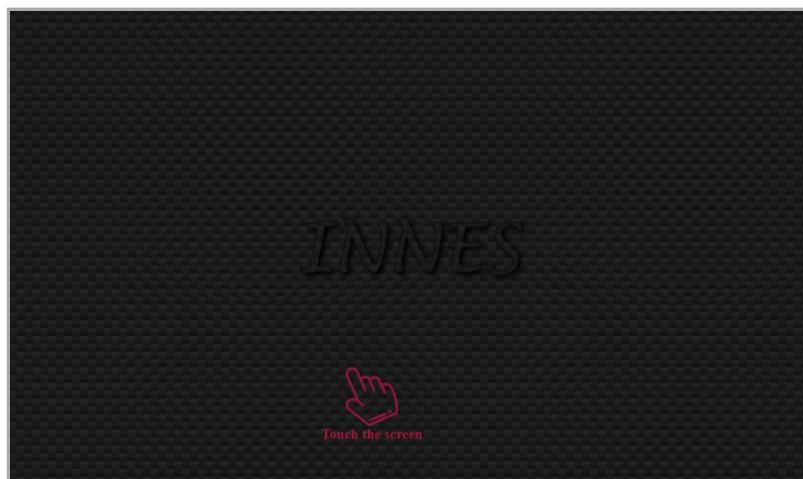
³Ensure that your device has the appropriate variable value.

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

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



Screen saver rendering example:

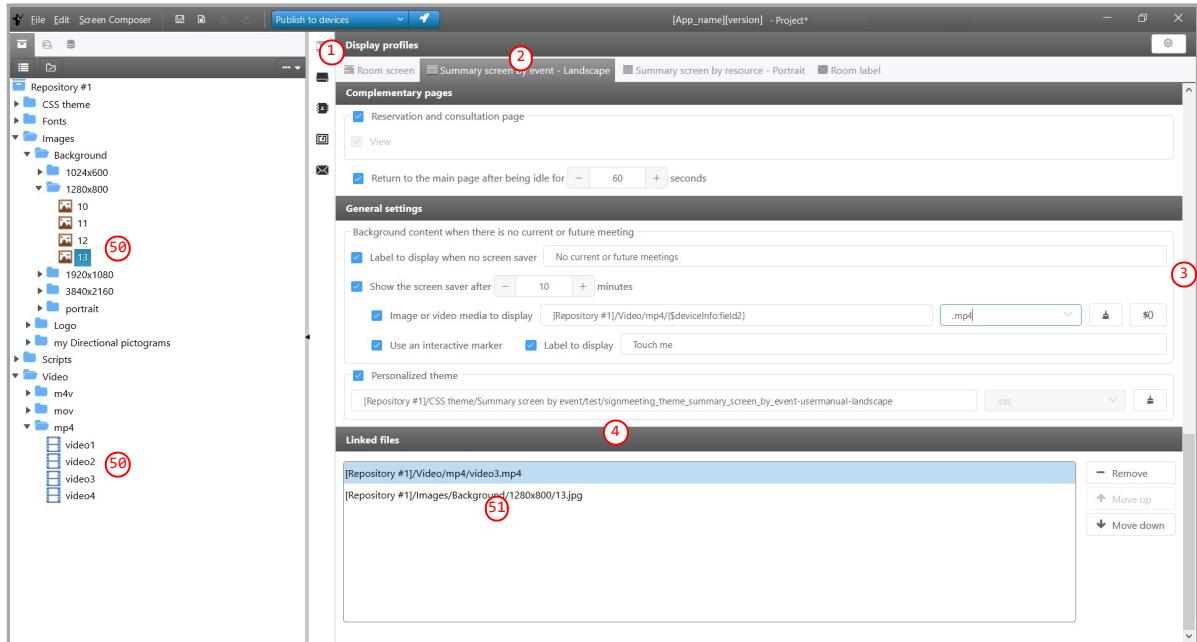


To load a Personalized theme (`.css`), download one of the suitable [CSS for Summary screen by event display profile](#), import it in the `Files` view of your project repository [④⁸](#) then drop it in the Personalized theme [④⁹](#) input.

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

Linked files

The private images called in your `.css` CSS theme or the target images when using variable need to be added *manually* by a single drop from the `Files` view of the project repository (50) to the `Linked files` input (51).



3.2.3 SignMeeting > Display profiles > Summary screen by resource

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

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

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

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

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

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

The length of the SignMeeting Google Workspace App configuration tab is more than one page. Use the scroll bar to go to the end of the SignMeeting Google Workspace App configuration pane.

Banner

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

The **Banner** **③** can contain:

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

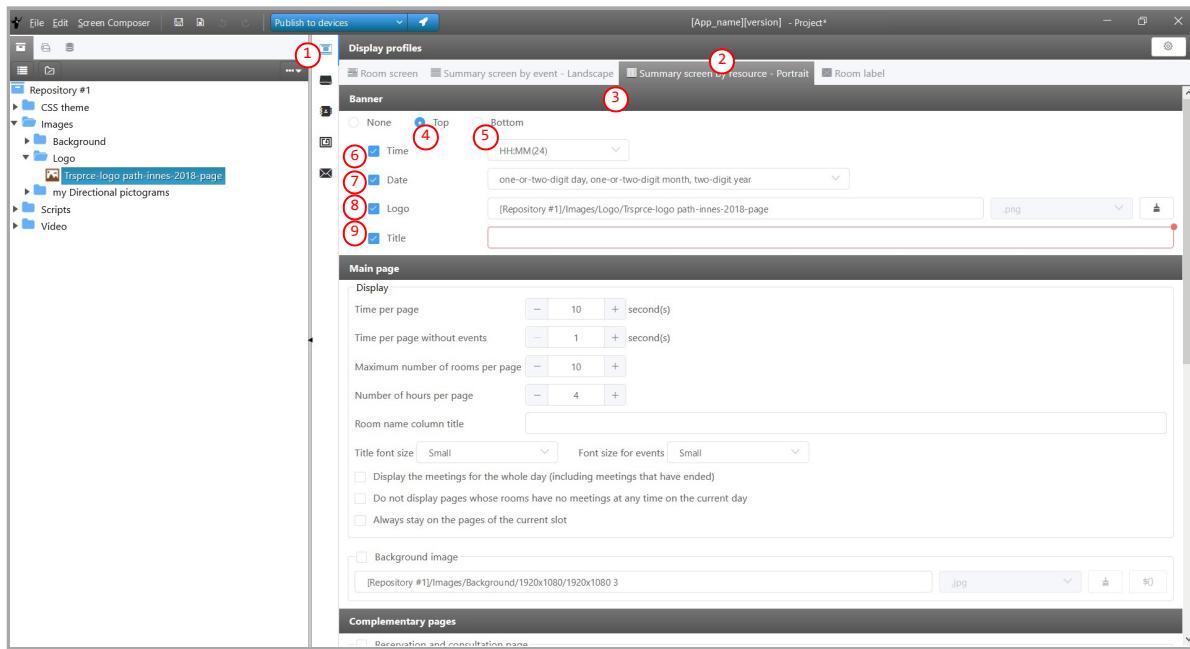
Label	EN (default)	FR	DE
one-or-two-digit day, one-or-two-digit month, two-digit year	6/25/21	25/6/21	25.6.21
one-or-two-digit day, one-or-two-digit month, four-digit year	6/25/2021	25/6/2021	25.6.2021
one-or-two-digit day, three-letter abbreviation month, four-digit year	25-Jun-2021	25 Juin 2021	25. Jun. 2021
two-digit day, literal month, four-digit year	June, 25 2010	25 Juin 2021	25. Juni 2021
two-digit day, literal month, two-digit year	June 25, 21	25 Juin 21	25. Juni 21
three-letter-abbreviation day, two-digit day, two-digit month, four-digit year	Fri 25 06 2021	ven 25 06 2021	Fre 25 06 2021
literal day, two-digit day, literal month, four-digit year	Friday, June 25, 2021	vendredi 25 juin 2021	Freitag, 25.Juni 2021

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

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

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

³ Do better use .png logo if possible, format which is supporting transparency.



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

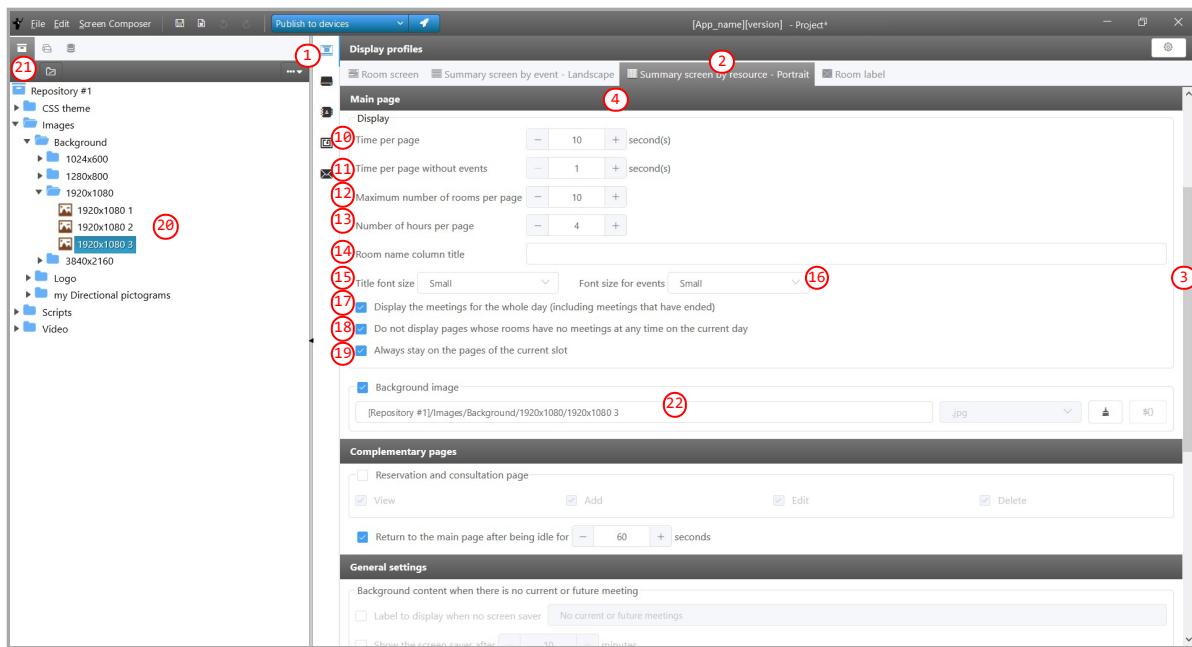
Main page

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

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

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

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



It is possible to add only a **filename** as variable³ in the Background image ㉒ input:

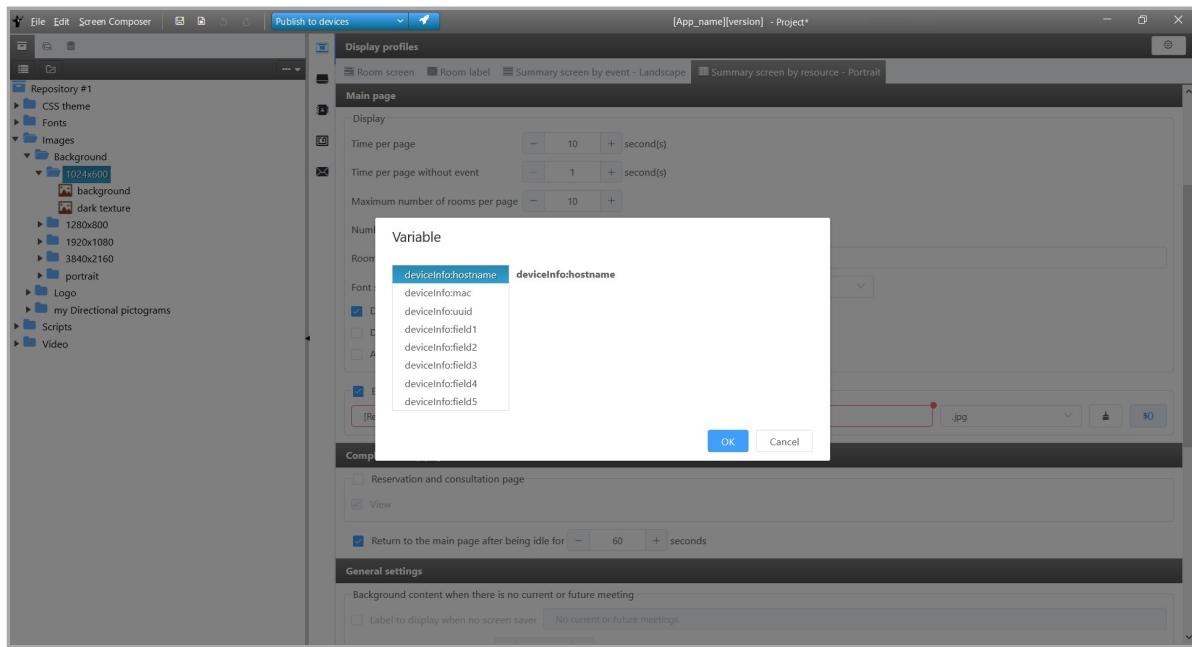
- drop the root directory of the image to display,
- click on the active \$0 variable button and select the wished variable name,
- select then the appropriate extension of the image to display.

³Ensure that your device has the appropriate variable value.

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

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

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



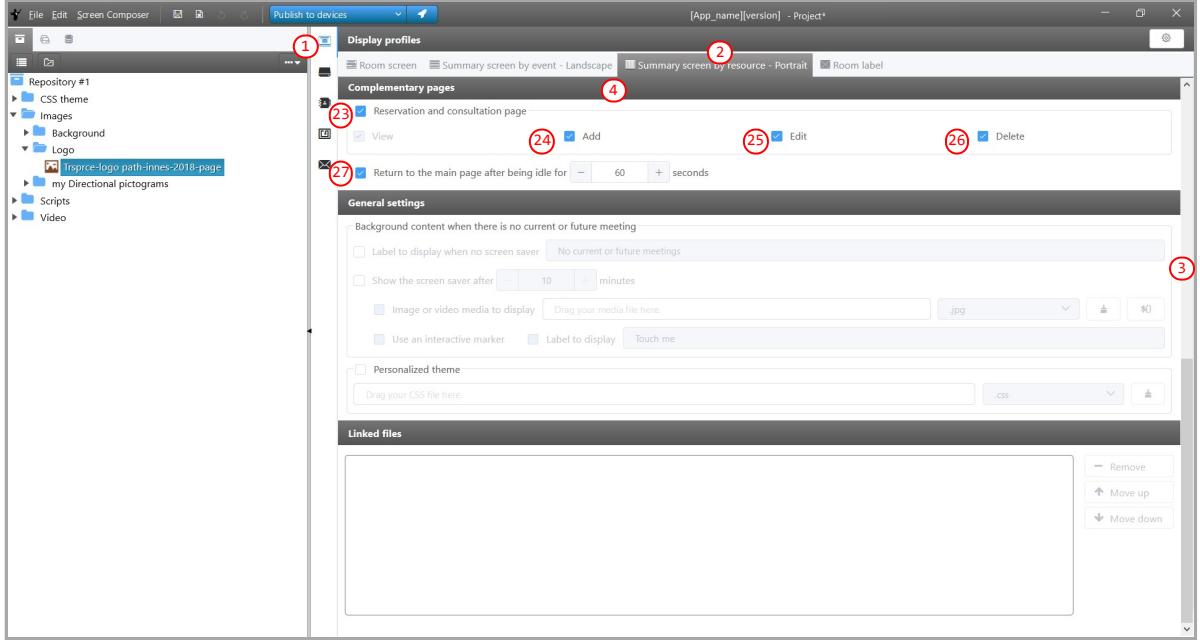
Complementary pages

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

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

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

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



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

- Add button ②⁴,
- Edit button ②⁵,
- Delete button ②⁶.

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

General settings

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

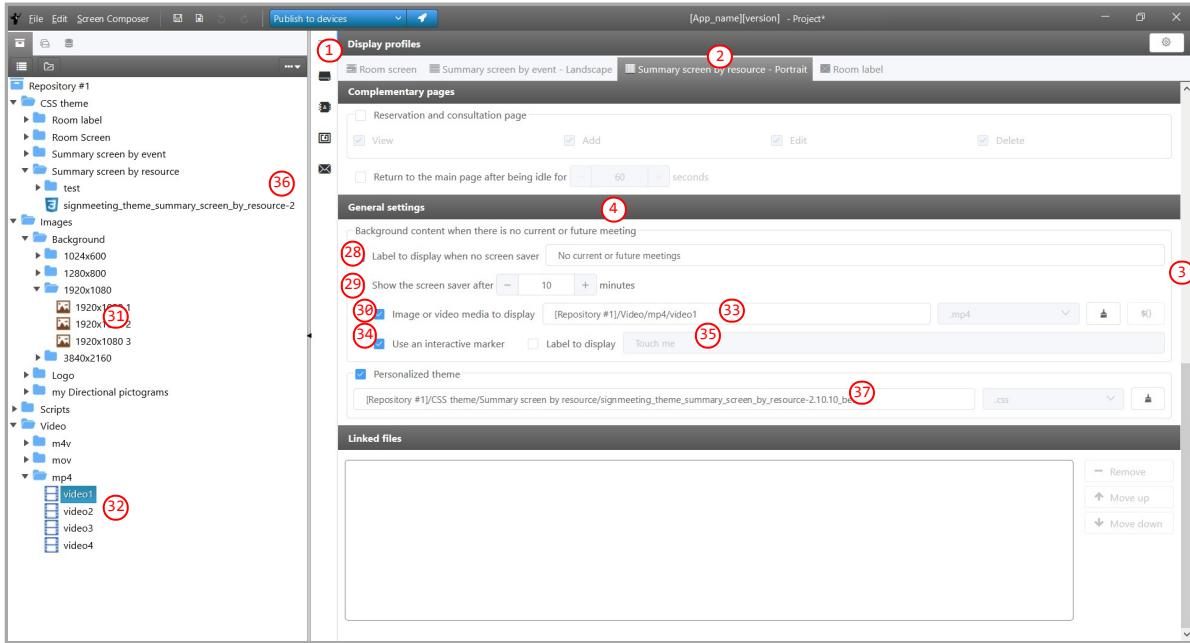
The *Background content when there is no current nor future meeting* allow to define a label to display when no screen saver ② is running and when there is not current meeting or future meeting.

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

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

When the screen saver feature is activated,

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



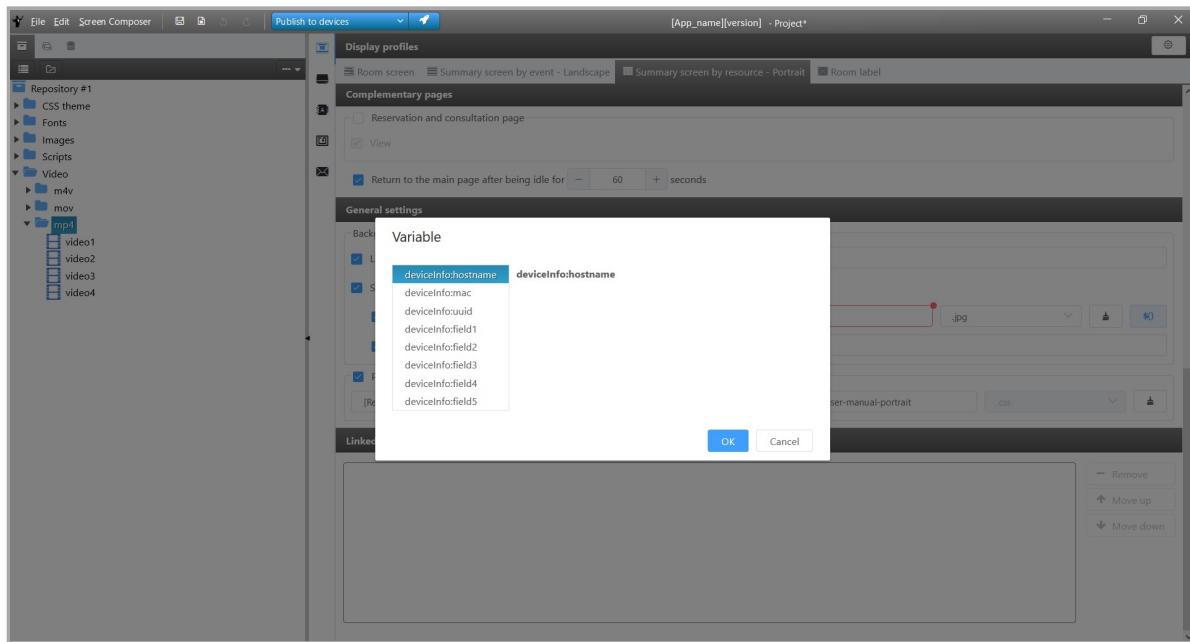
The Image or video to display ③ input is not editable. It is possible to add only a filename as variable³ in the Image or video to display ③ input:

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

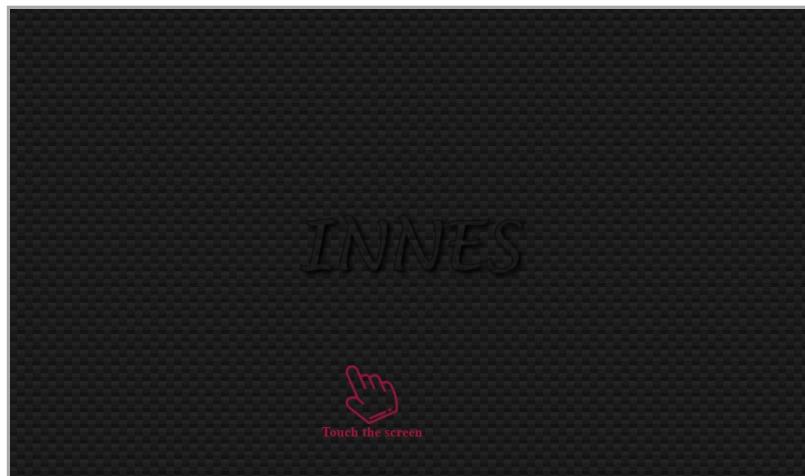
³Ensure that your device has the appropriate variable value.

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

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



Screen saver rendering example:

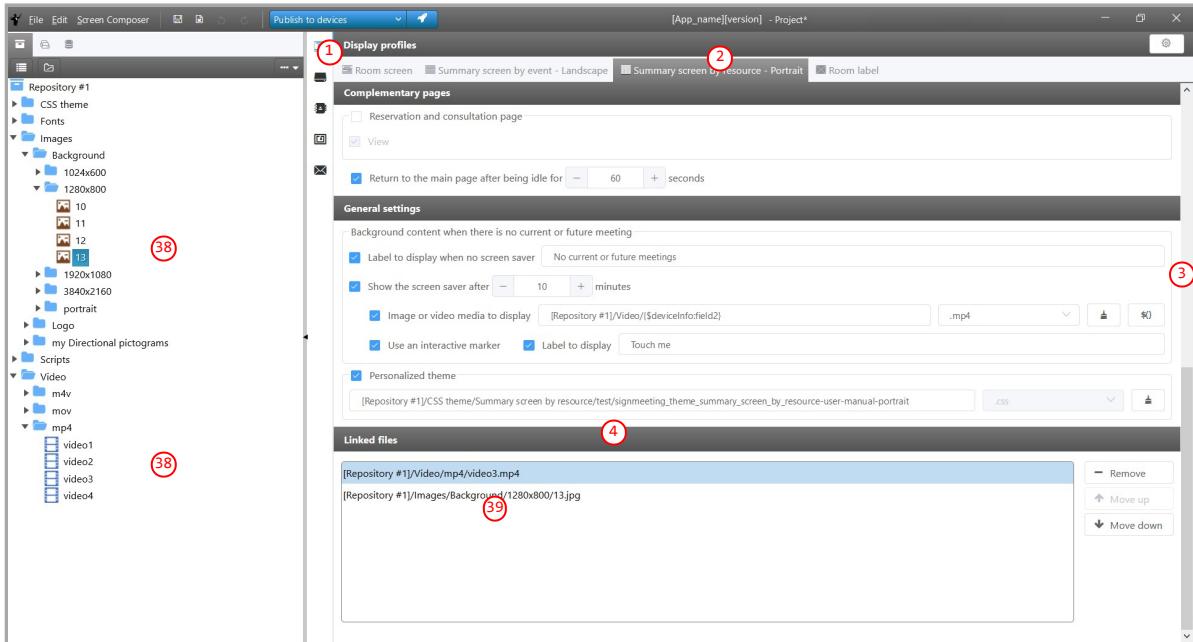


To load a [Personalized theme](#) (`.css`), download one of the suitable [CSS for Summary screen by resource display profile](#), import it in the [Files](#) view of your project repository [⑥](#) then drop it in the [Personalized theme](#) [⑦](#) input.

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

Linked files

The private images called in your `.css` CSS theme or the target images when using variable need to be added *manually* by a single drop from the `Files` view of the project repository  to the `Linked files` input .



3.2.4 SignMeeting > Display profiles > Room label

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

- the upper area for the pending event,
- the lower area for the next event.

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

! The pairing operation between the SMH300 hub and your SLATE106 devices must be finalized before configuring then publishing the SignMeeting Google Workspace App.

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

! The lenght of the SignMeeting Google Workspace App configuration tab is more than one page. Use the scroll bar to go to the end of the SignMeeting Google Workspace App configuration pane.

Banner

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

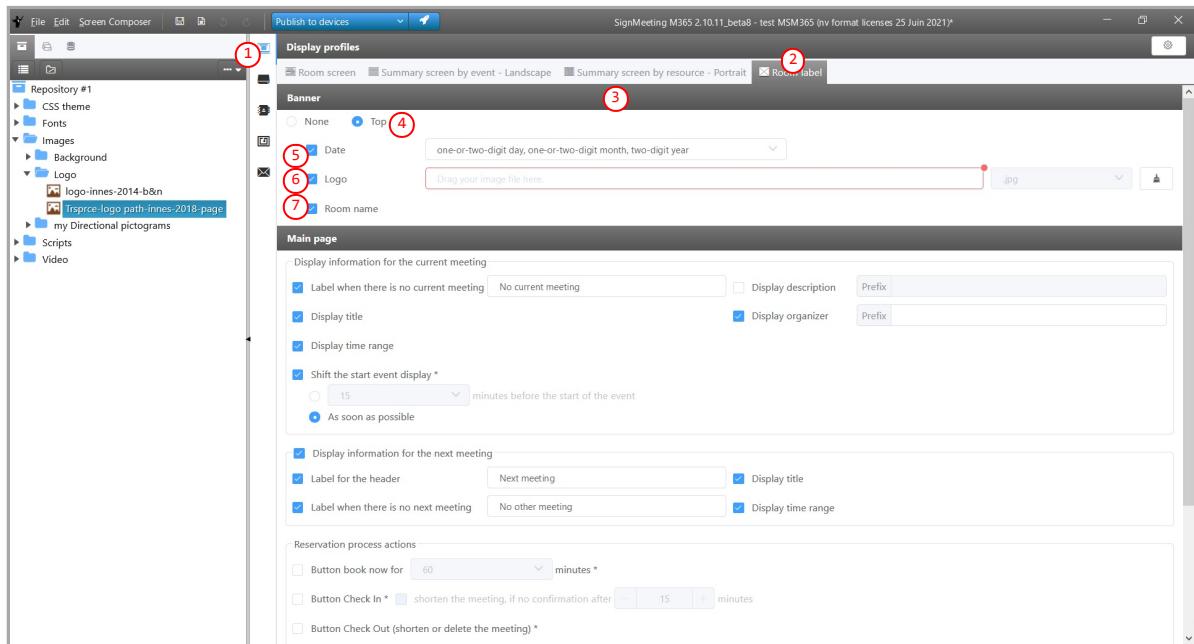
The Banner **③** can contain:

- The current Date **⑤** with different format¹:

Label	EN (default)	FR	DE
one-or-two-digit day, one-or-two-digit month, two-digit year	6/25/21	25/6/21	25.6.21
one-or-two-digit day, one-or-two-digit month, four-digit year	6/25/2021	25/6/2021	25.6.2021
one-or-two-digit day, three-letter abbreviation month, four-digit year	25-Jun-2021	25 Juin 2021	25. Jun. 2021
two-digit day, literal month, four-digit year	June, 25 2010	25 Juin 2021	25. Juni 2021
two-digit day, literal month, two-digit year	June 25, 21	25 Juin 21	25. Juni 21
three-letter-abbreviation day, two-digit day, two-digit month, four-digit year	Fri 25 06 2021	ven 25 06 2021	Fre 25 06 2021
literal day, two-digit day, literal month, four-digit year	Friday, June 25, 2021	vendredi 25 juin 2021	Freitag, 25.Juni 2021

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

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



Main page

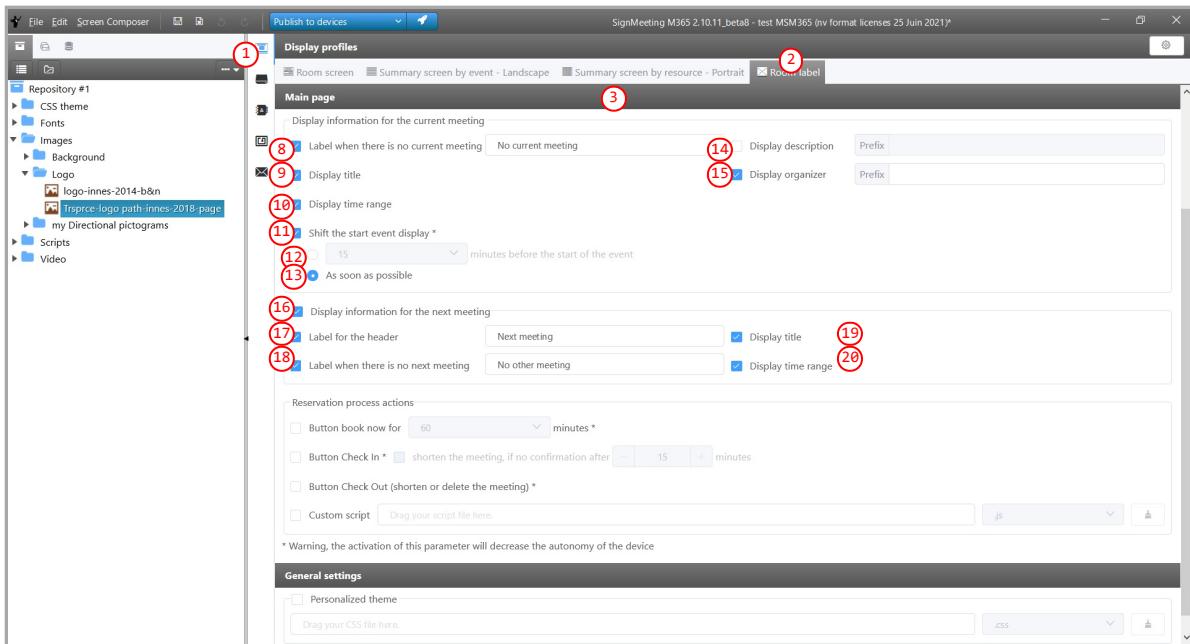
Scroll to see the Main page **(3)** pane's part.

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

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

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

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



The Reservation process actions part supports :

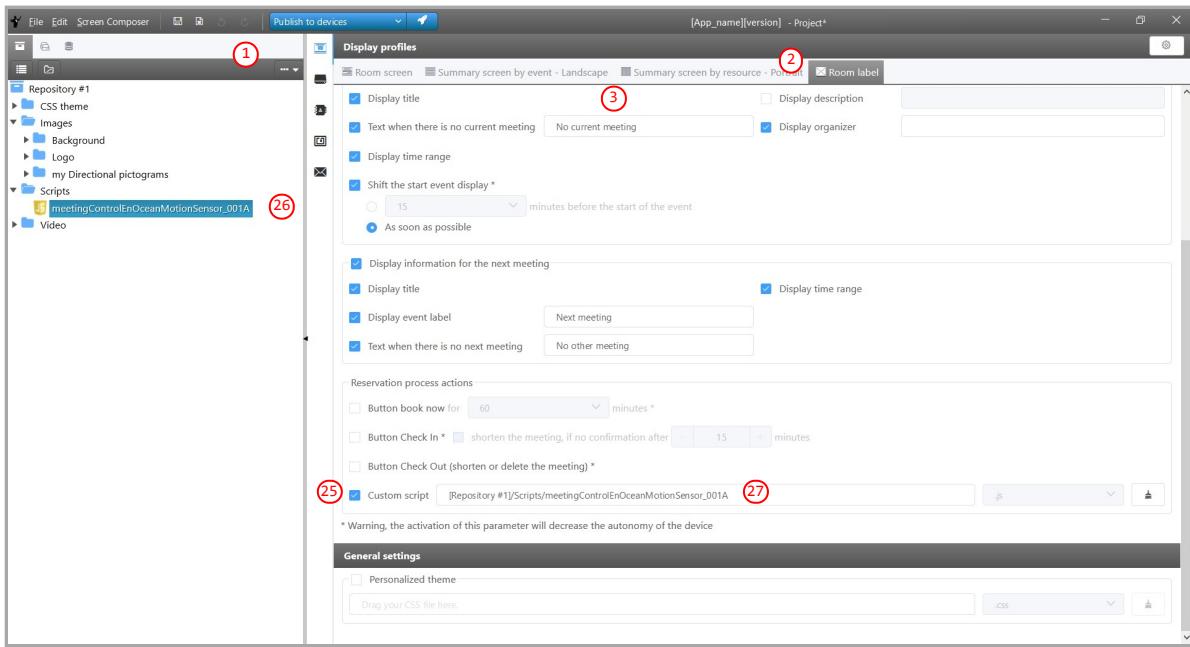
- Shorten the meeting if no Check In after <n> minutes : allows to activate or not the automatic meeting shortening when the meeting has not been checked-in within the interval, this in order to free up the room resource,
- Custom script (25) allow to load a custom script to customize the SignMeeting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

With the Room Label display profile, Check in button and Check out buttons are deprecated for any new SMH300/SLATE106 installation. In return, to support Check in and Check Out feature, do use an EnOcean motion sensor device and use a meetingControlEnOceanMotionSensor_001A.js personalisation script suitable for Room Label display profile only (SMH300). When the meeting confirmation is supported by your calendar system, it allows to check in automatically a meeting when people are detected in the room. The Check in by script can work only when the meeting is really pending, meaning that it doesn't work inside the anticipated display period.

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

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

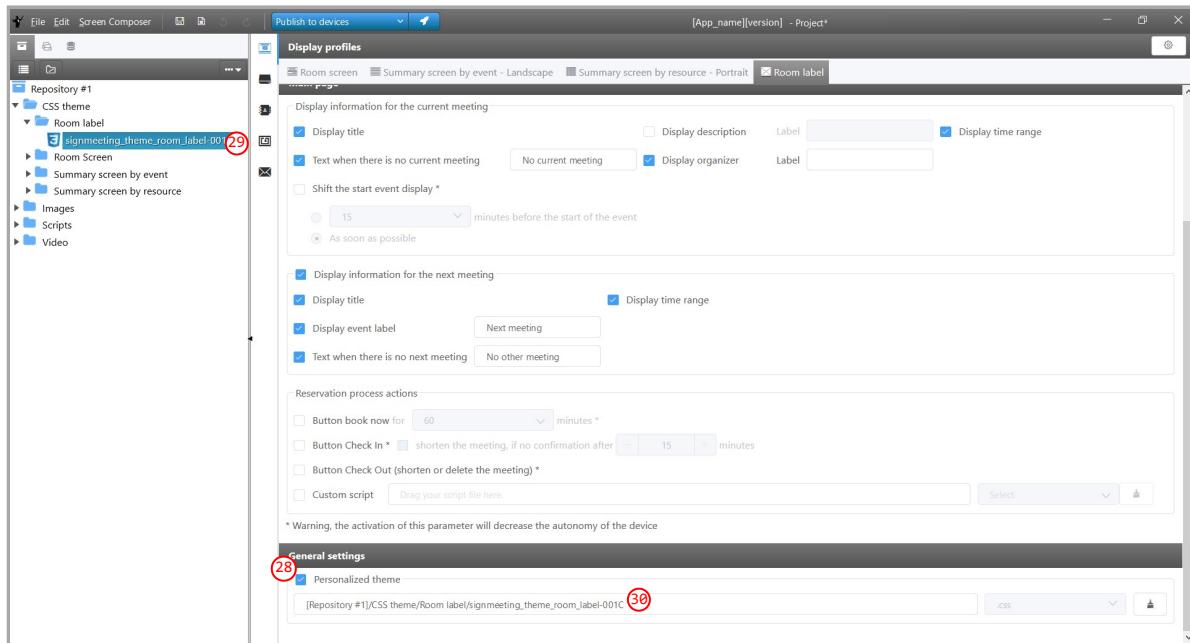
Download the suitable [meetingControlEnOceanMotionSensor.js](#), import it in the Files (26) view of your project repository then drop it in the Custom script (27) input.



General settings

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

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



3.3 Devices

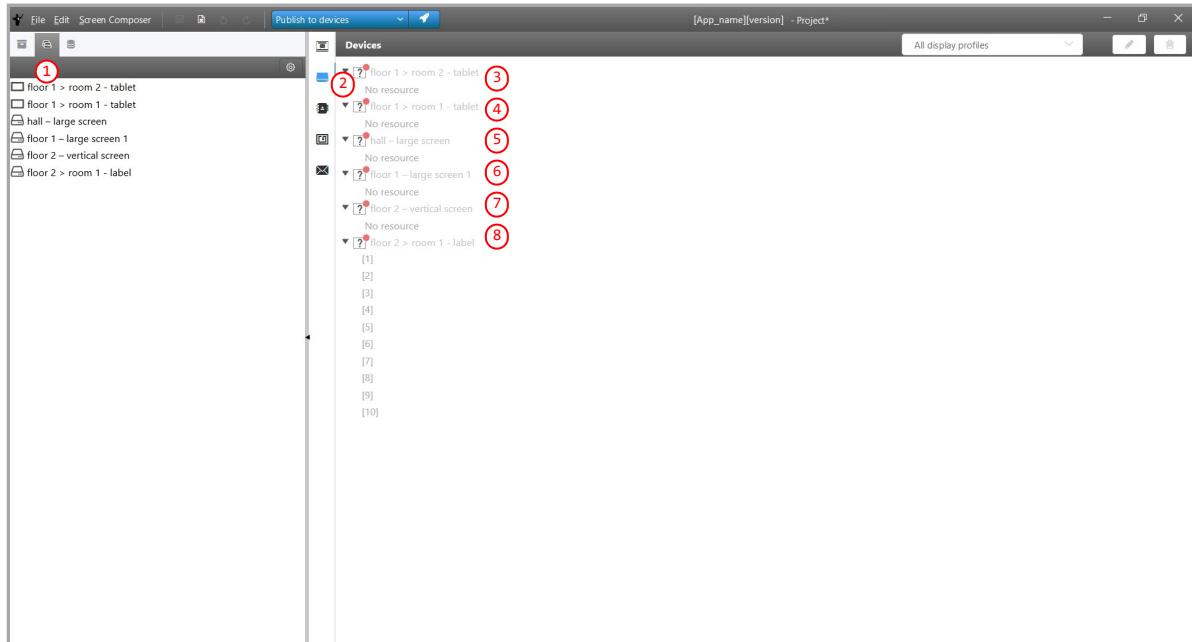
- Before associating the display profiles to your devices, ensure that all your display profiles instances have been created.
- Before activating the access control for a device, ensure that the NFC/RFID detection has been activated in the RFID tab.
- Before activating the access control for a device,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

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

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

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

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

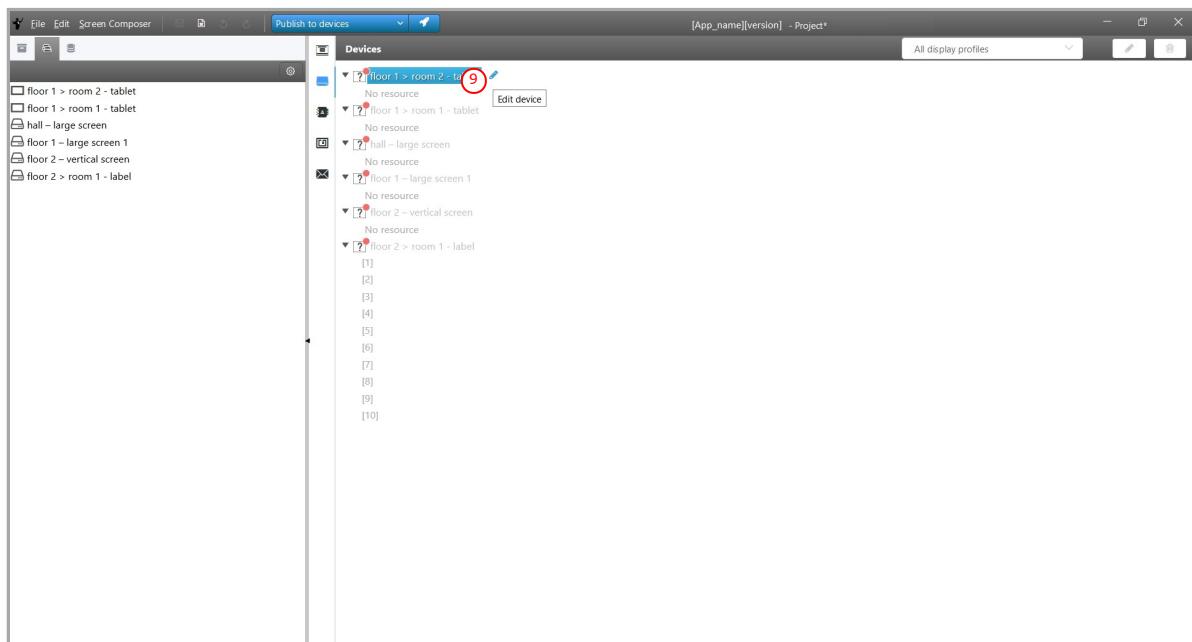


The  pictogram with a red stamp is showing that no `display profile` instance is associated to this device.

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

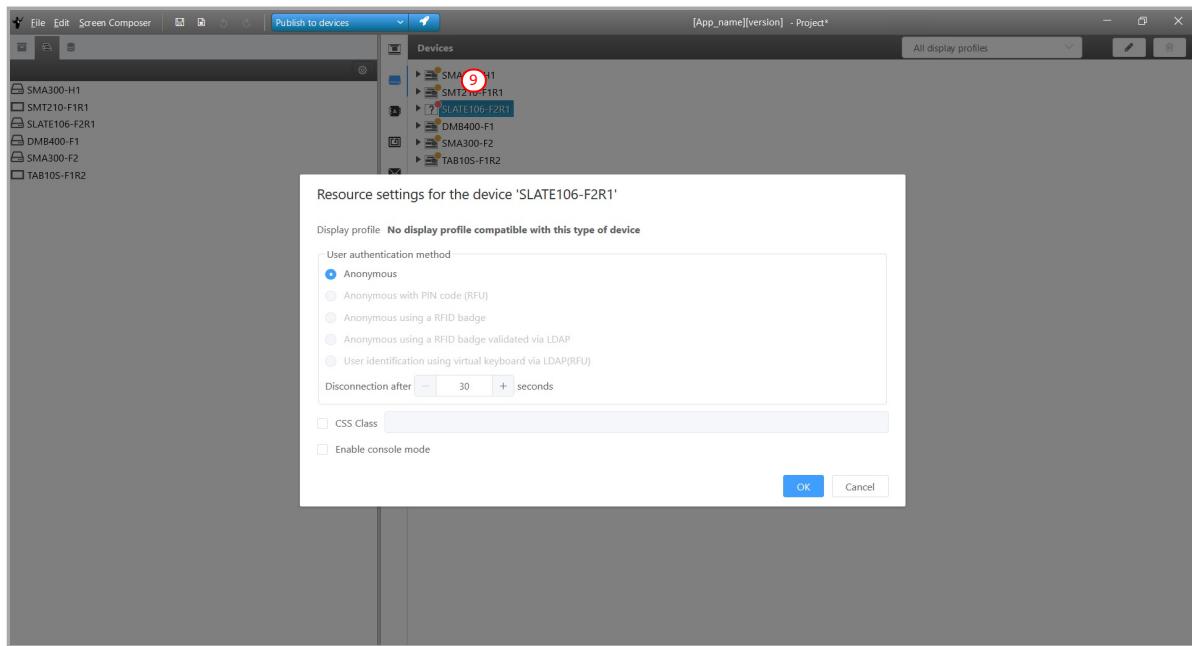
To edit a device configuration, fly the mouse pointer over a device name with your mouse, to make appear the  **Edit** button **(9)**, and click on it.

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



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

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



Display profile association to device

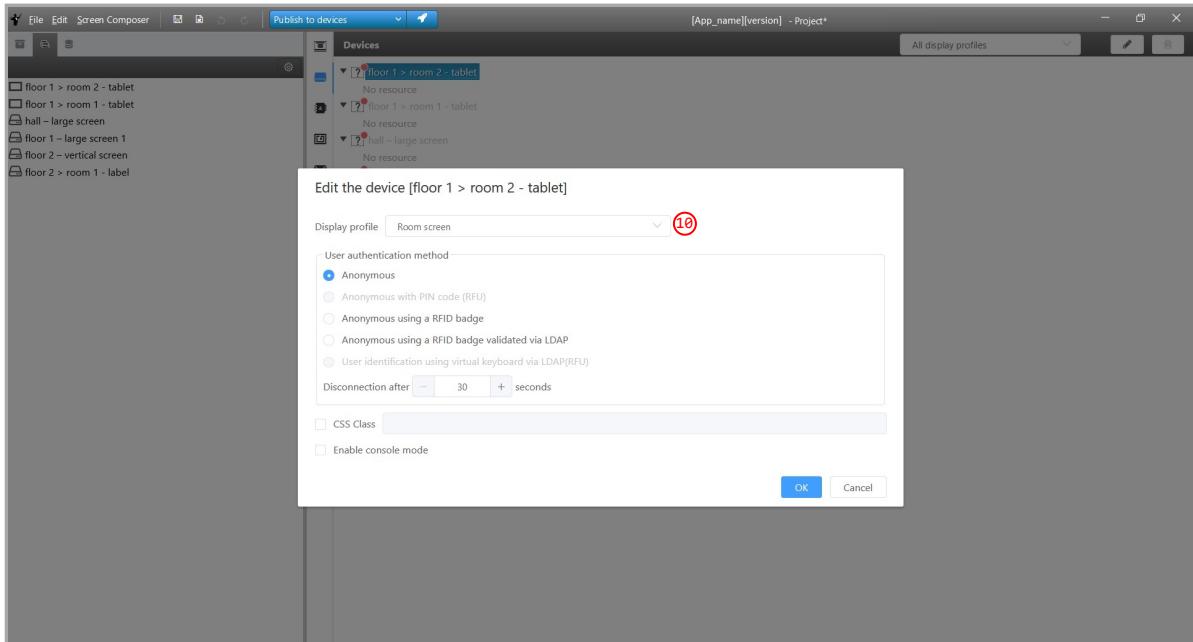
Before associating some room resources to your devices, make a plan of the device names to room resources association.

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

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

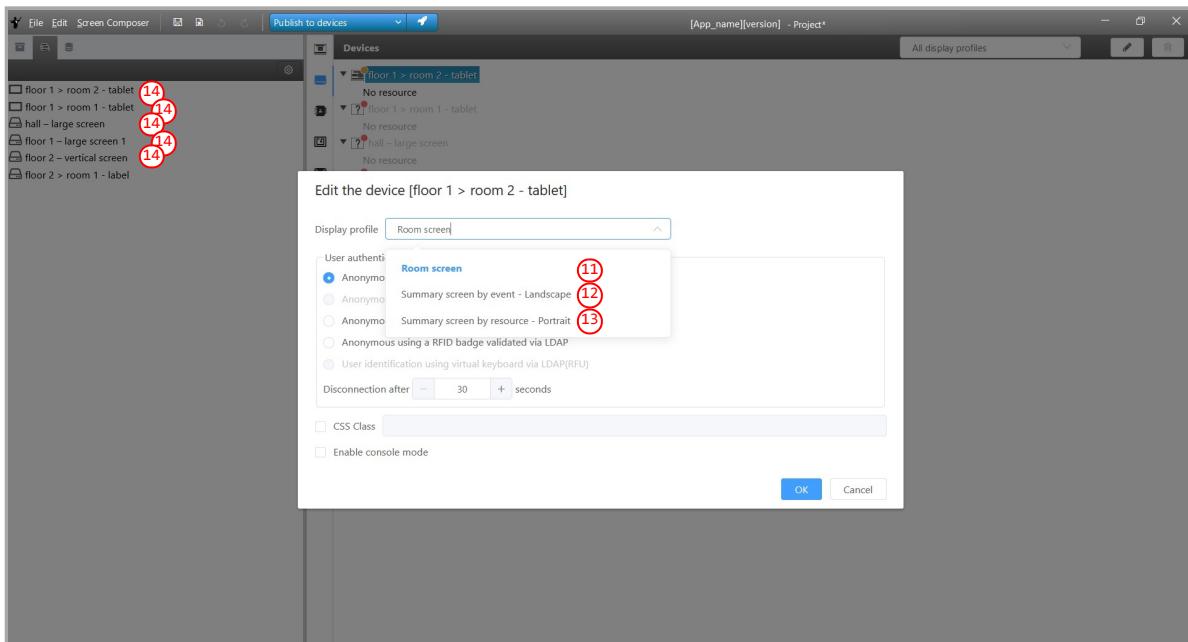
² NA for Not applicable. In this case, the tablet device do not support the 90°/180°/270° rotation.

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

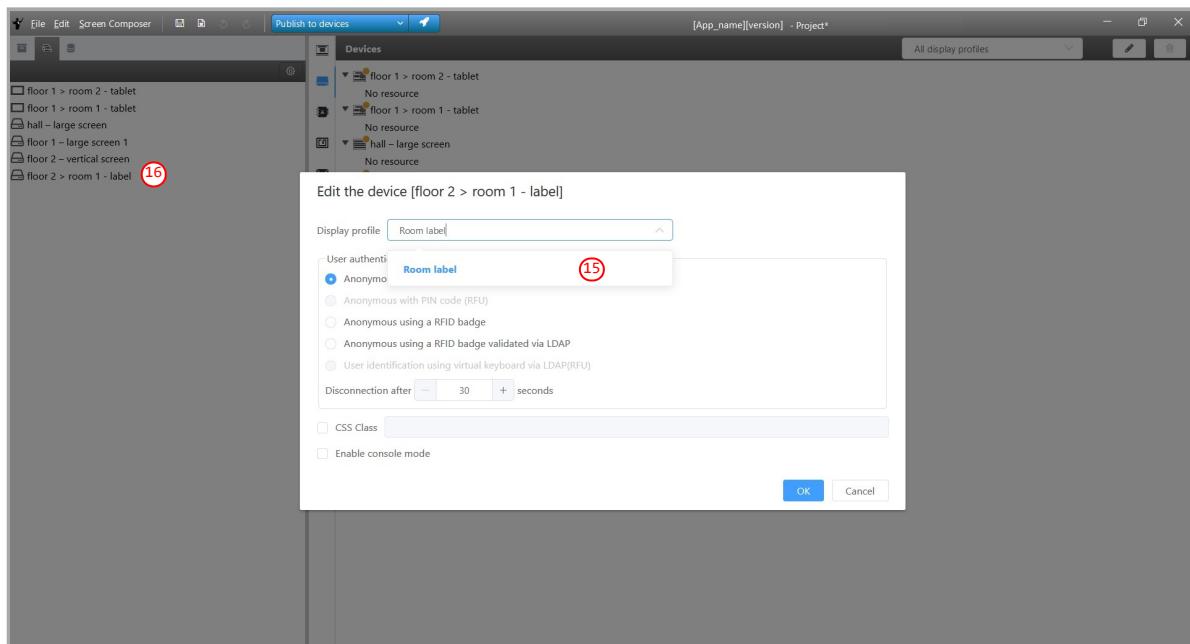


Then select one of the available *display profiles* instances created.

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



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

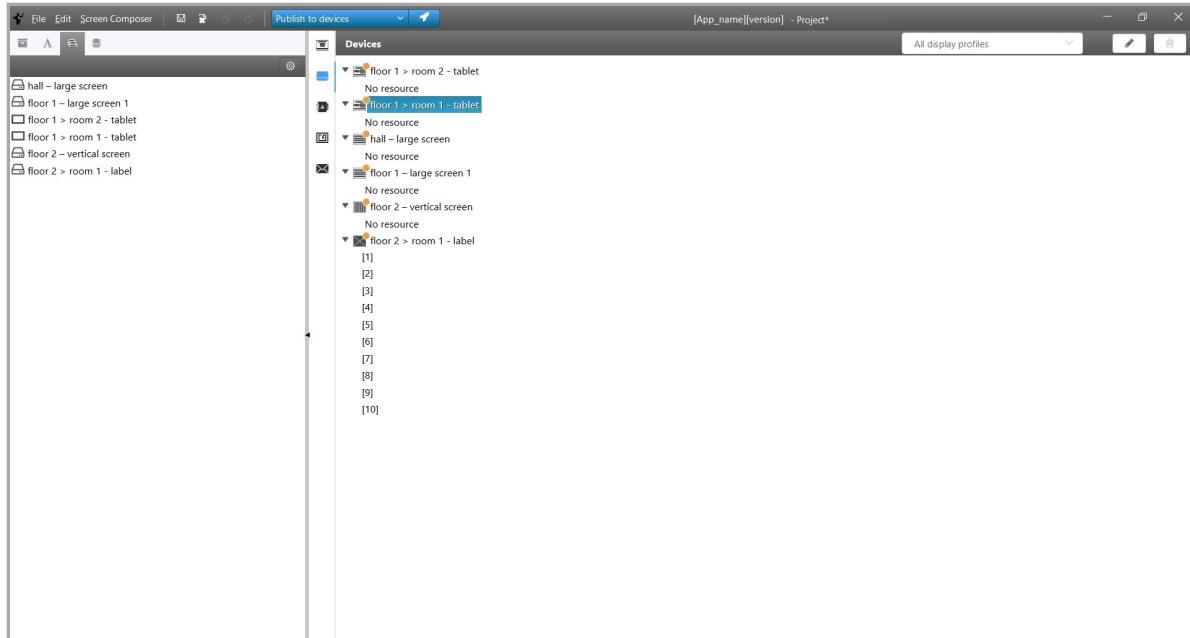


Click on the **OK** button to validate the *display profile* instance association.

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

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

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



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

Display profile type	Display profile pictogram
Room screen	█
Summarization by event	█
Summarization by resource	█
Room label	✉

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

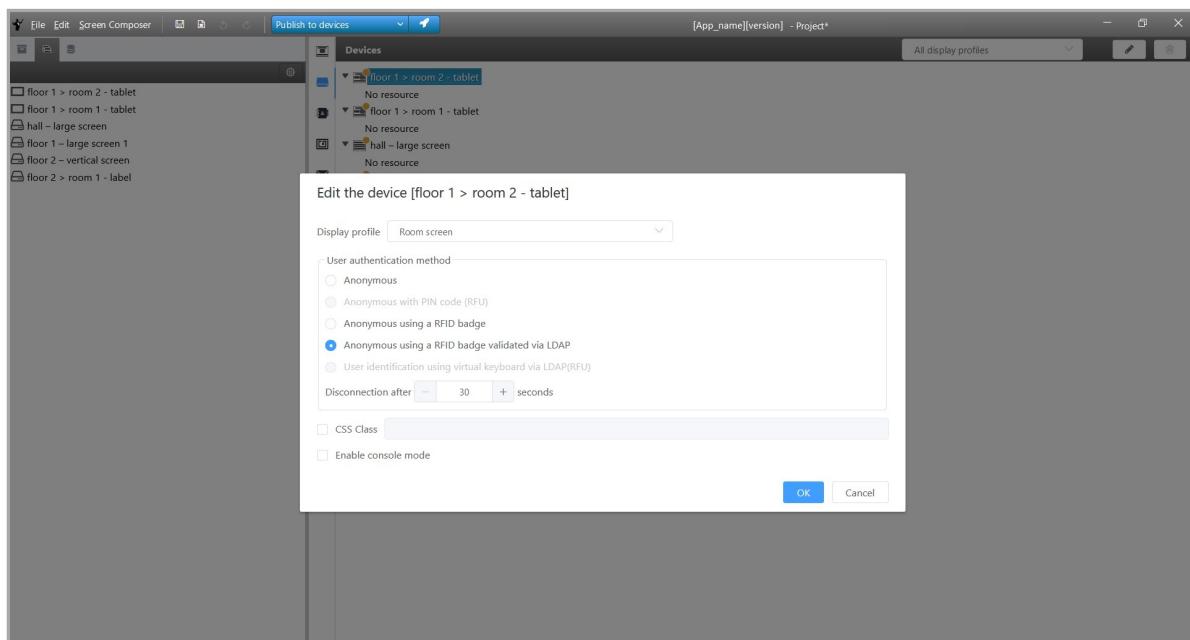
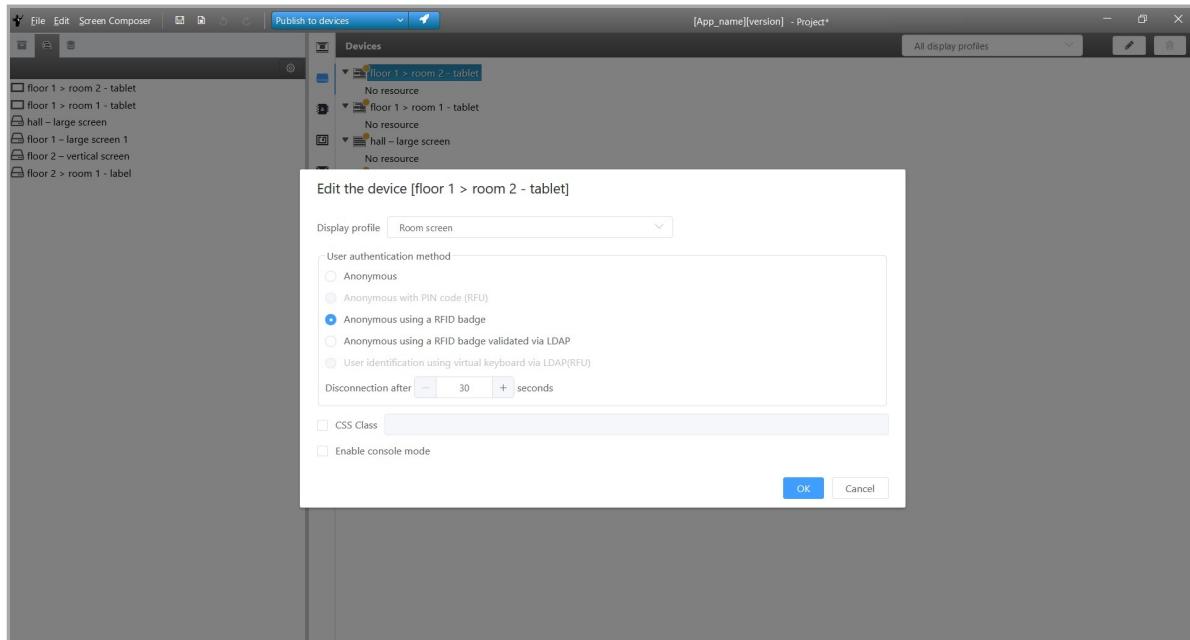
By default, no authentication (authentication `Anonymous`) is required to use the main page's buttons, for example to use:

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

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

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

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



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

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

CSS class

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

That can be for example a specific background image.

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

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

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

Enable console mode

The `Enable console` mode allows to run SignMeeting Google Workspace App in diagnostic mode printing some status information on the SignMeeting Google Workspace inter-connections with:

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

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

Room resources association to a device

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

3.3.1 Room resources association to a device

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

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

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

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

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

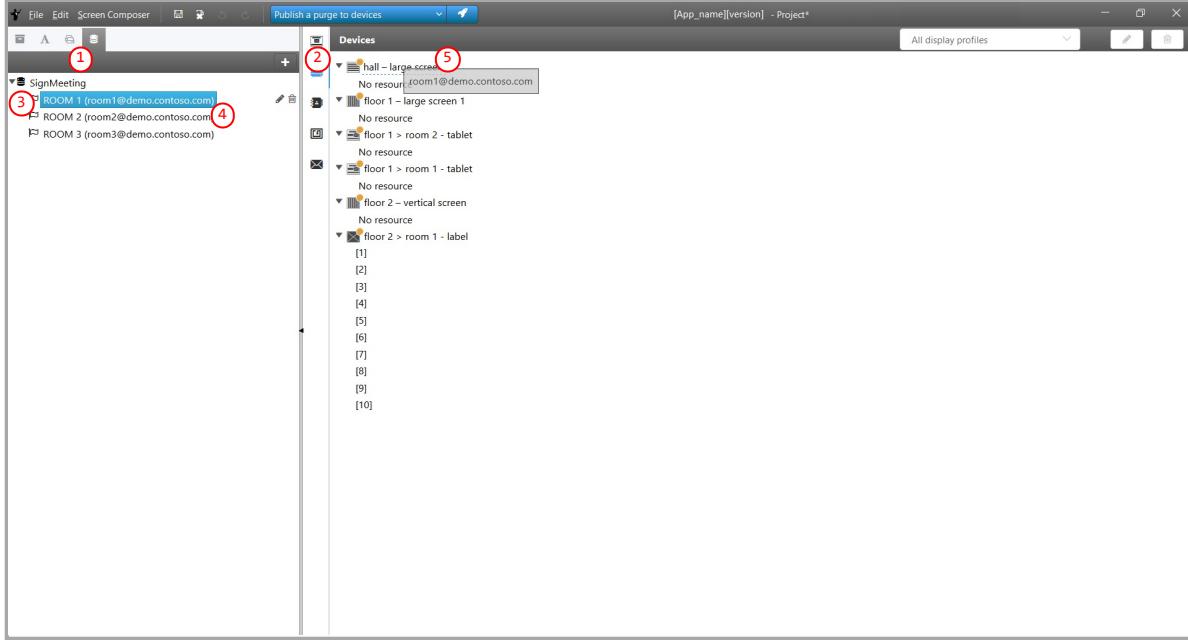
Click on the Data source  (1) button to open the Data source view of your project repository.

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

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

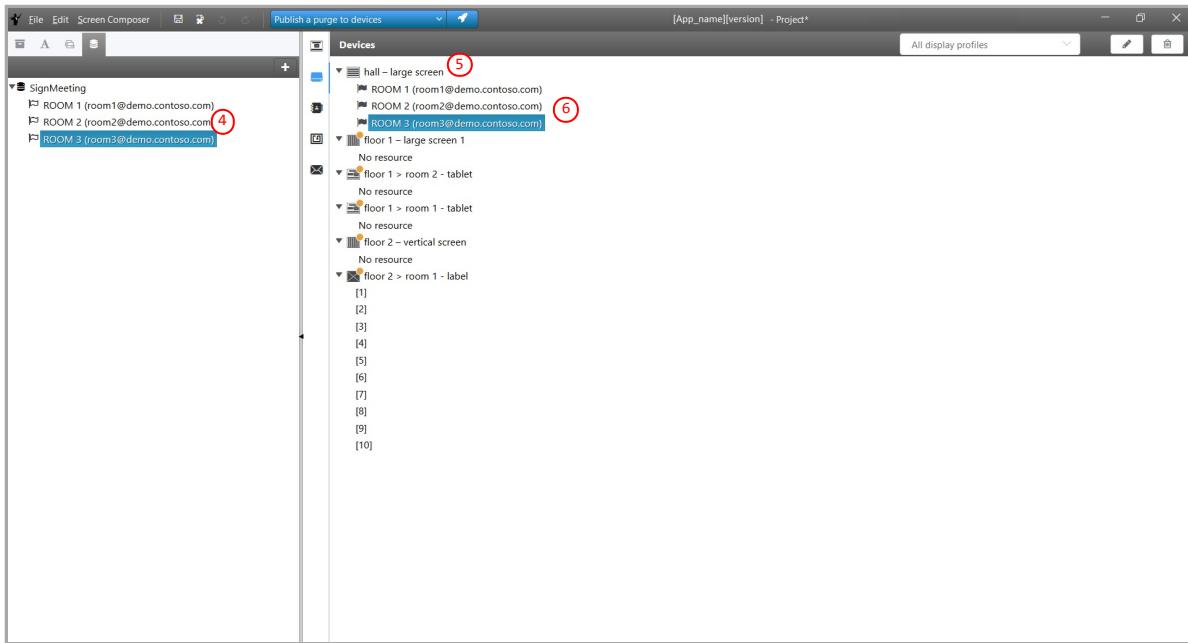
Select the required room resources for the first device (4). And drop them to the required device (5). A dotted line appears when the target device is detected.

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



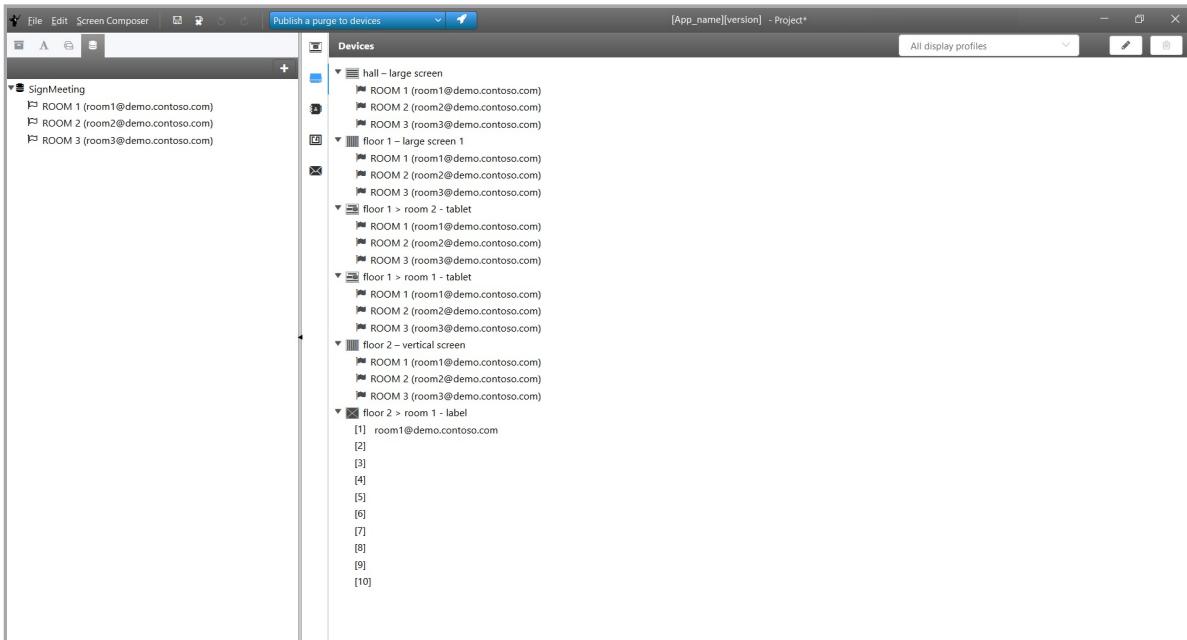
When at least one resource is associated to a device, the orange stamp disappears for this device. Do the same for each device by selecting the required resources (6).

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

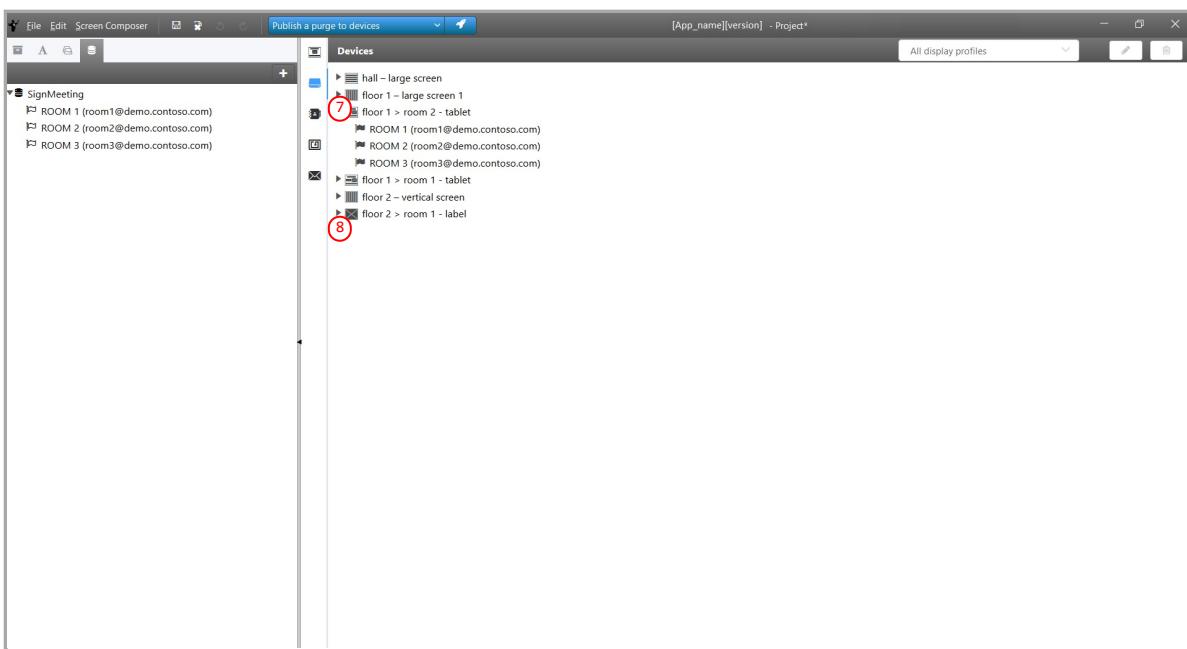


Do the same for all data sources by following the map above.

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

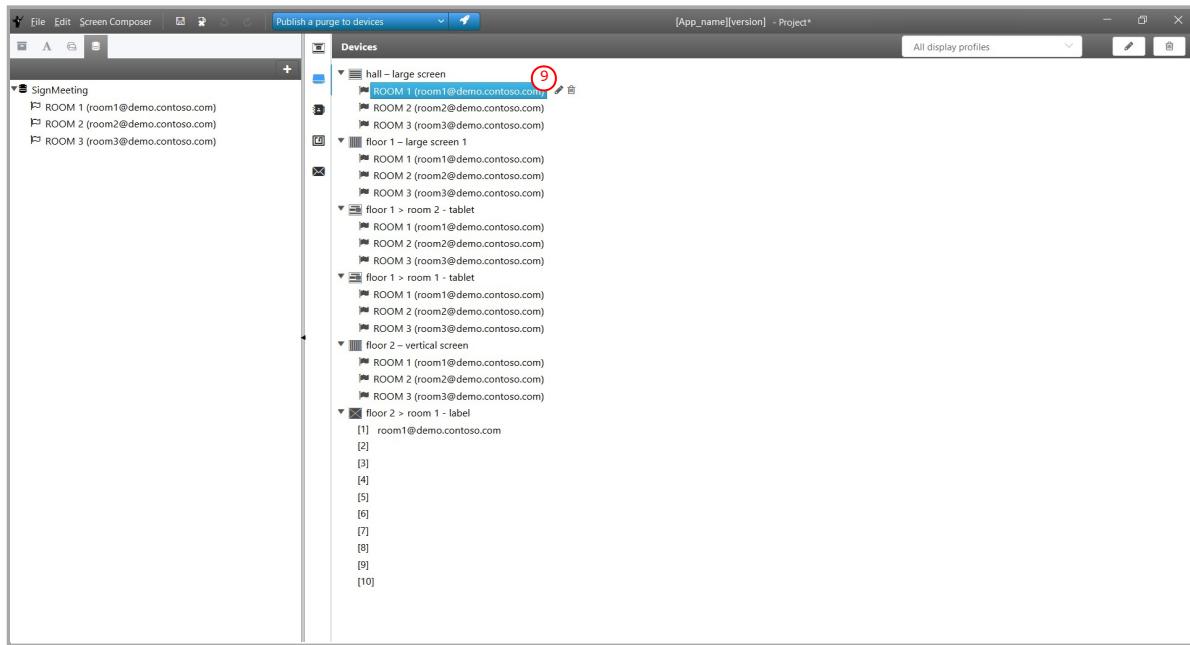


☞ You can minimize or expand the room resources for a device with the bottom/right triangle (7)/(8) button.



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

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

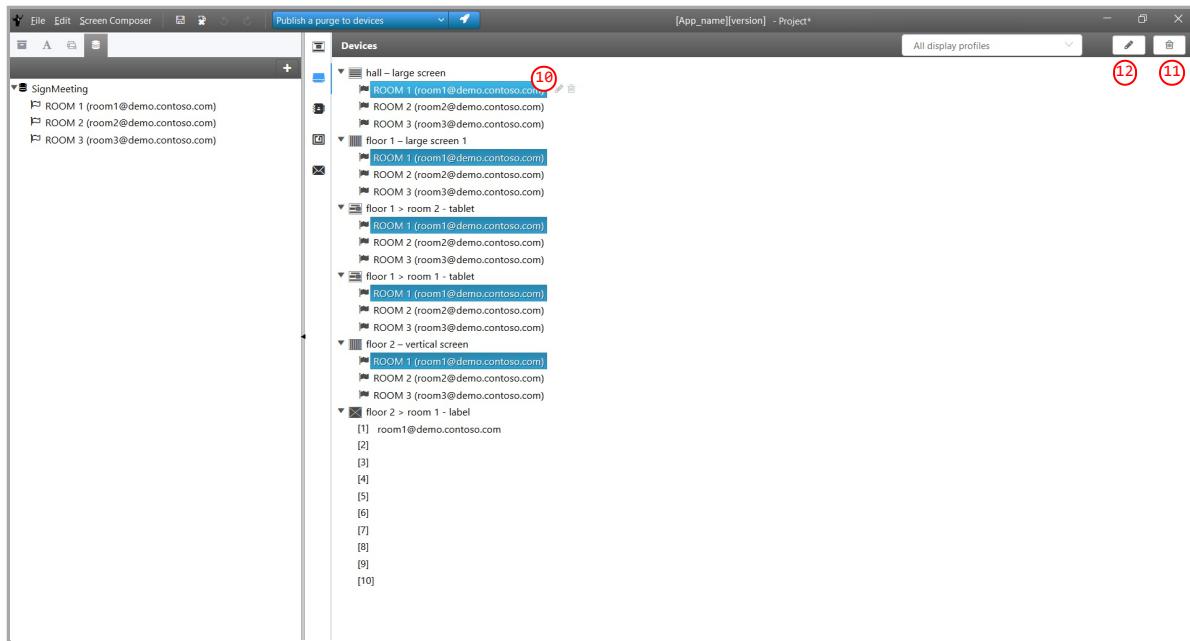


When several room resources are selected, the unitary **edit** and **delete** (10) button per resource is not available anymore.

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

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

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



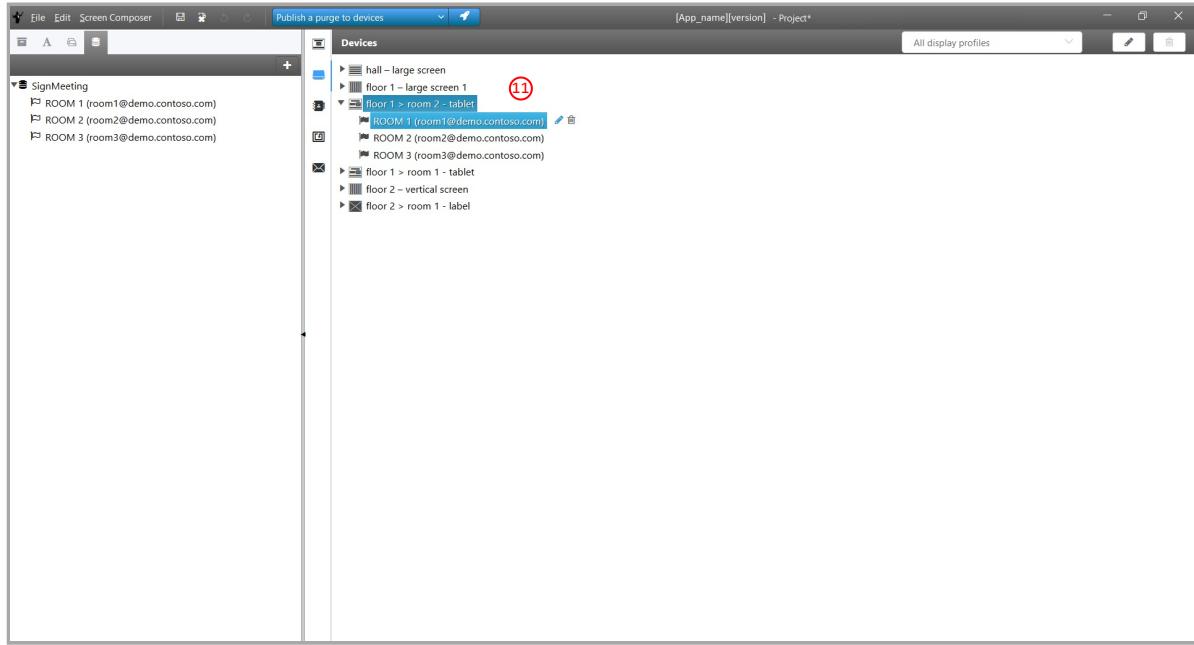
Setup resource visibility

For all the resources, you can setup their visibility:

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

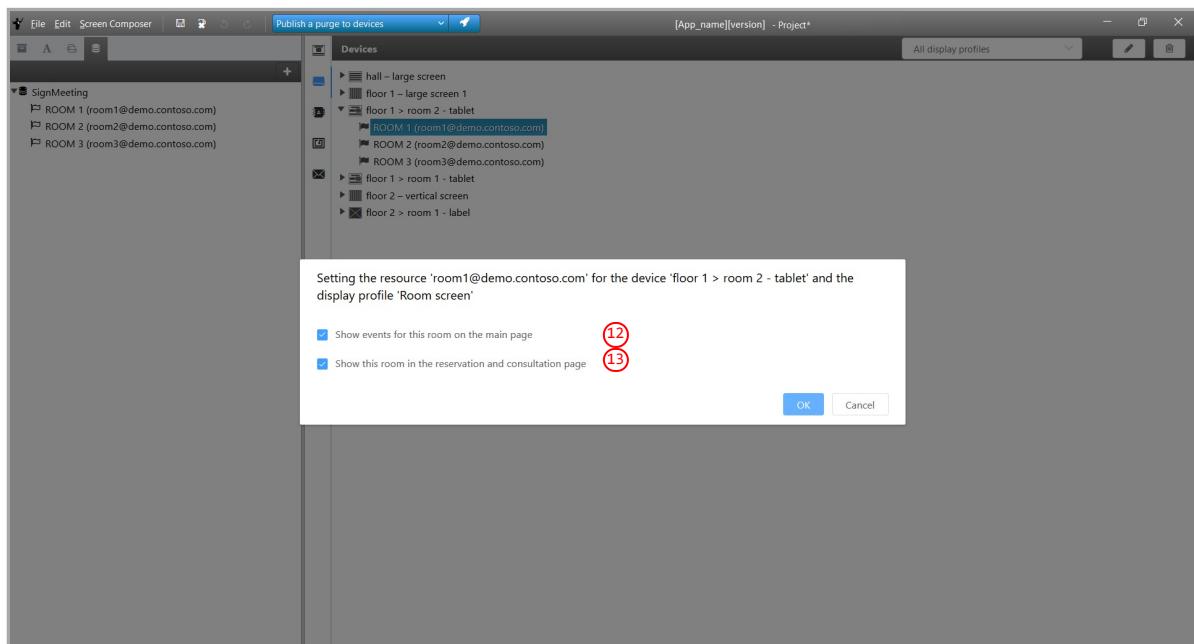
By default the events booking capability and the events display are supported on the main page and on the reservation and consultation page for all the resources.

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



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

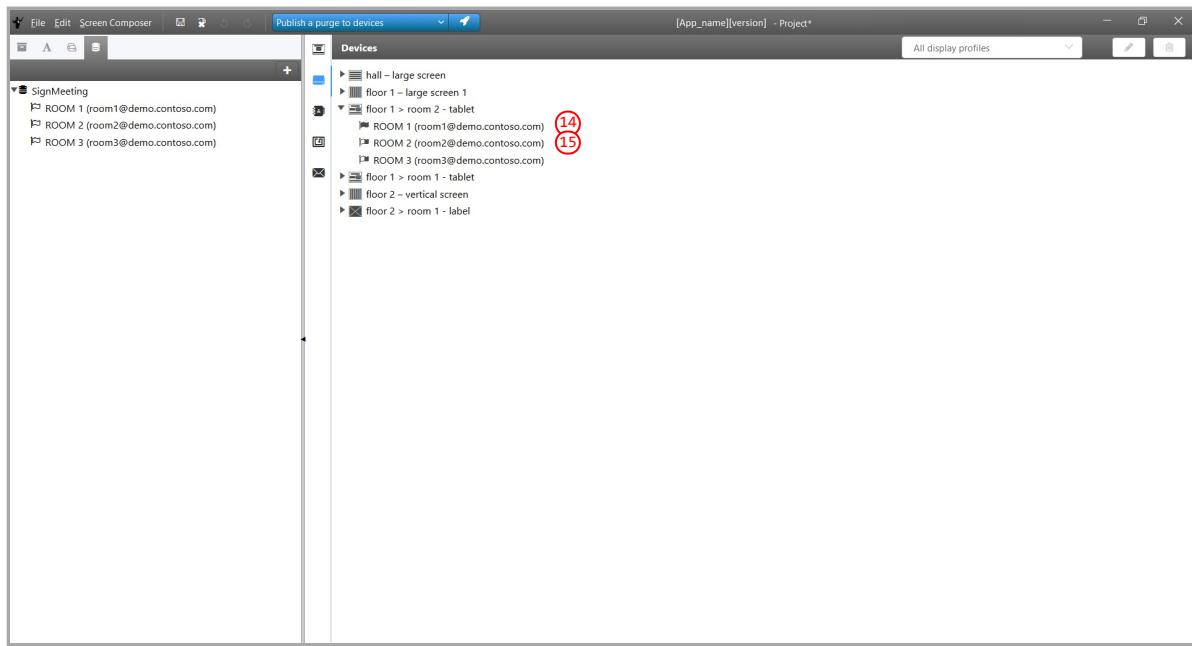
To remove the events booking capability and events display for a specific resource on the reservation and consultation page, uncheck Show this room in the reservation and consultation page **(13)**.



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

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

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



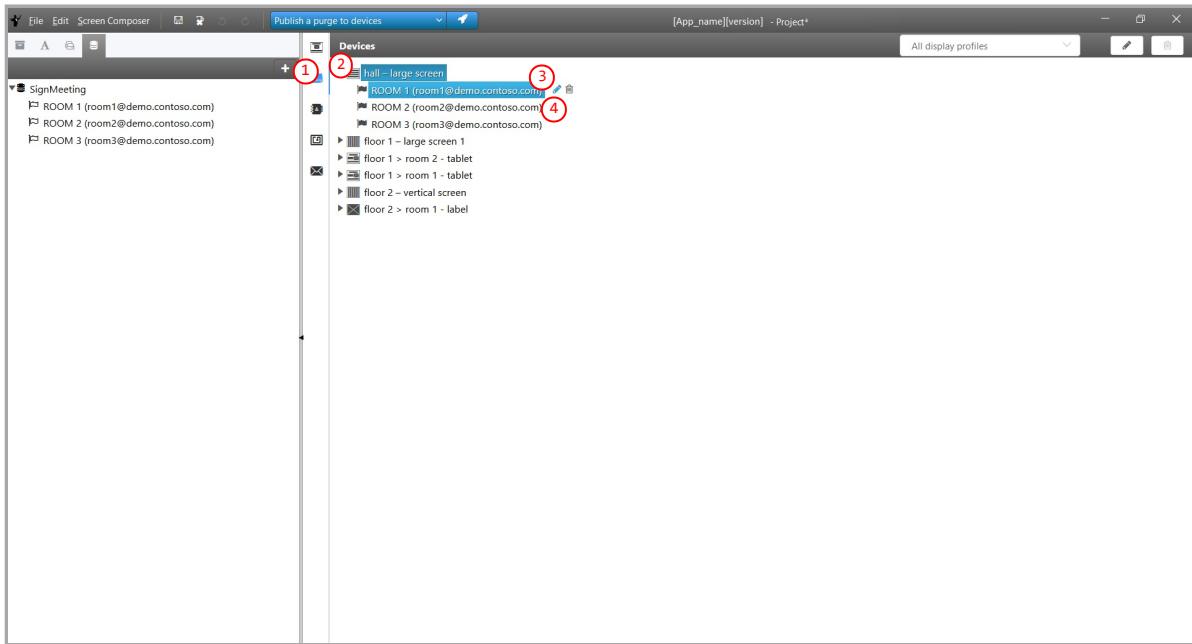
Directional pictograms

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

Click on the Devices configuration tab (1).

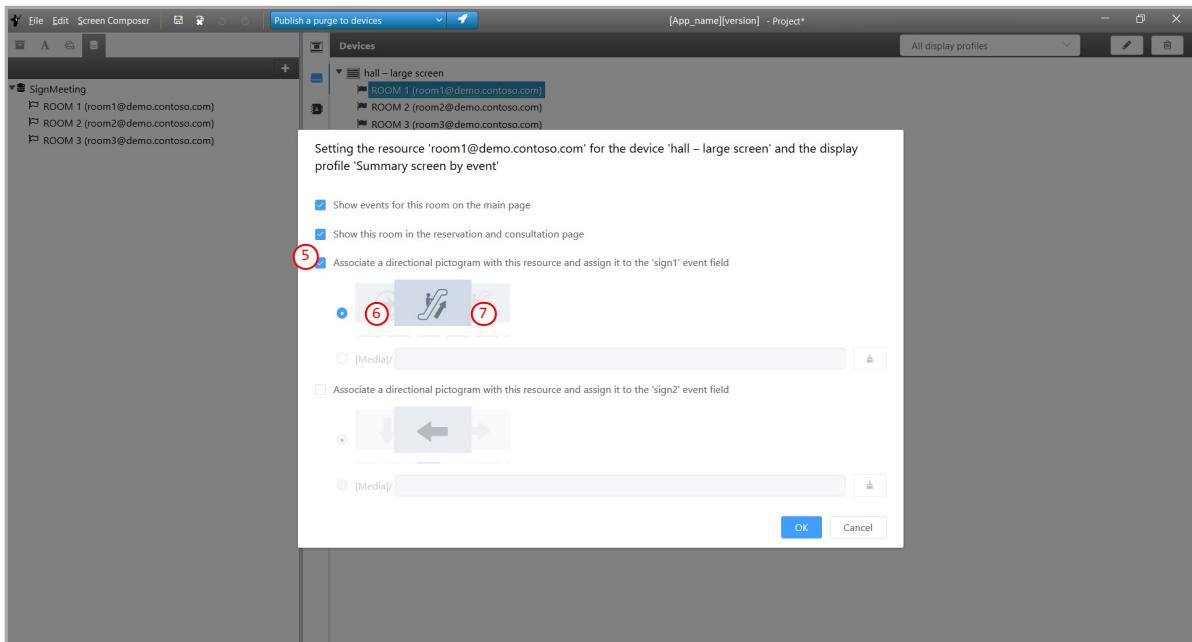
Expand with the bottom/right triangle (2) the room resources for a device having a Summarization by event (3) display profile.

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



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

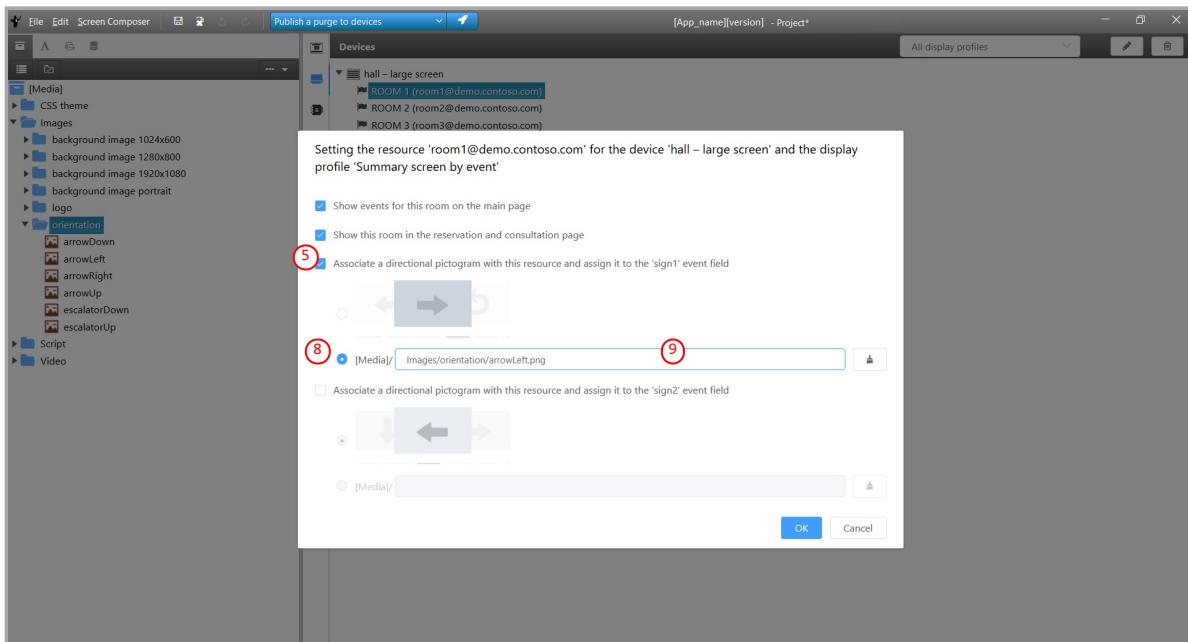
The pictograms have a font format. So they are adopting CSS style color of the event values.



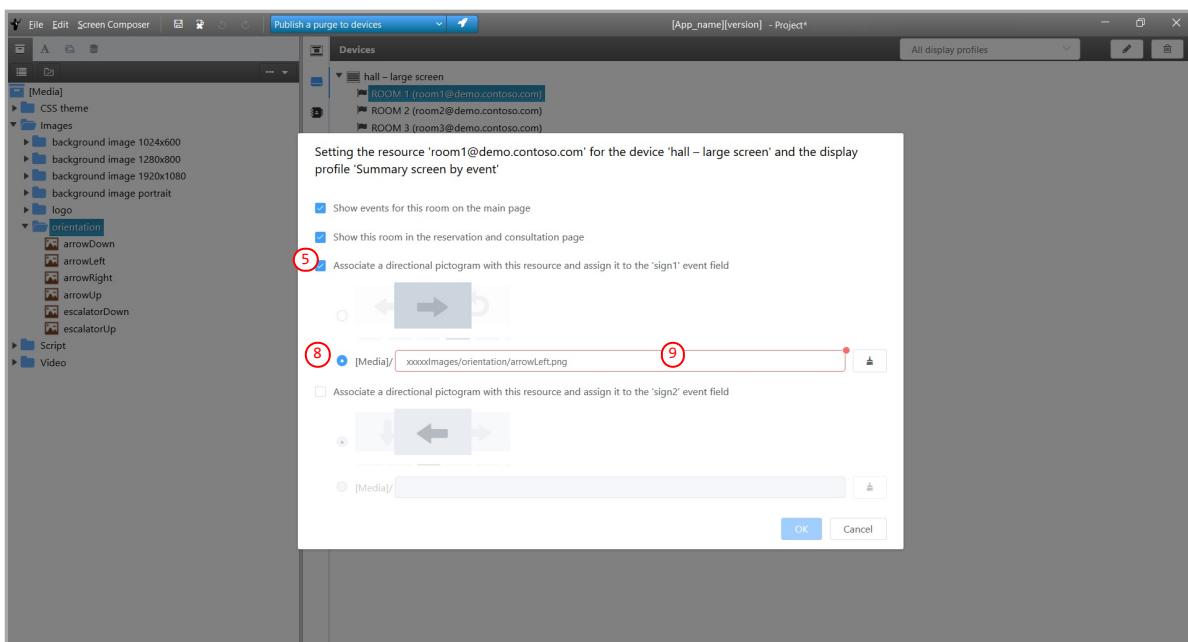
If the pictograms library is not suitable for your project, you can choose to enter the path to a private directional pictograms (8) located in the Files view of your project repository. Enter in this case in the input the appropriate relative path filename. e.g.: [Repository #1]/ Images/my Directional pictograms/arrowDown.png (9).

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

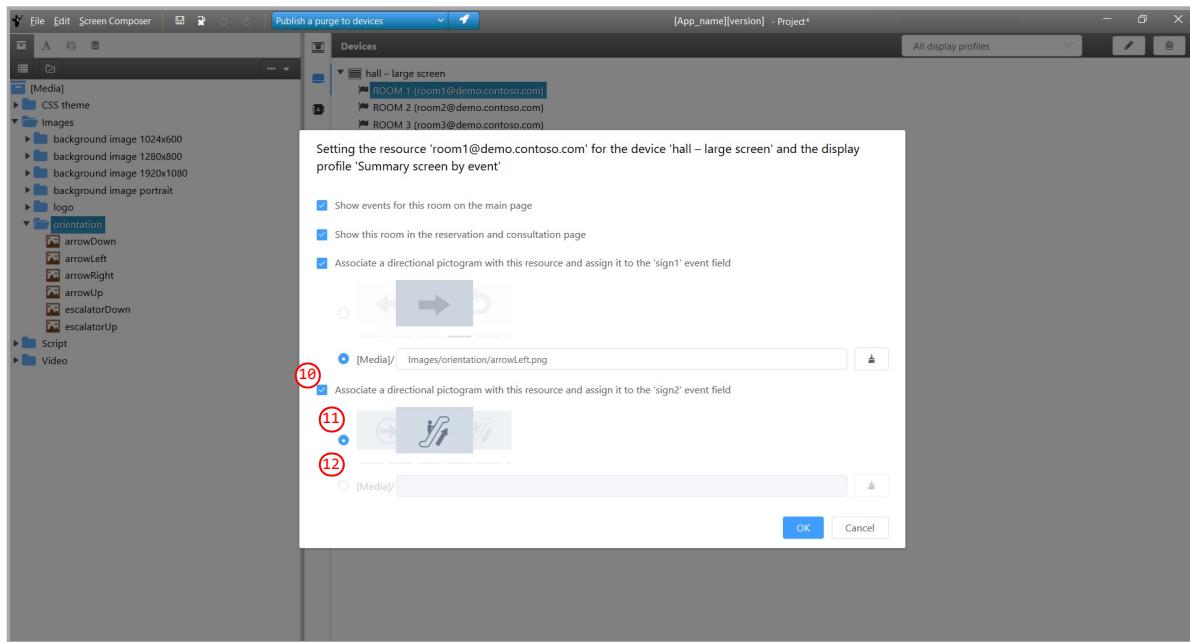
It is recommended to load .png image with transparency.



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



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



3.4 LDAP

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

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

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

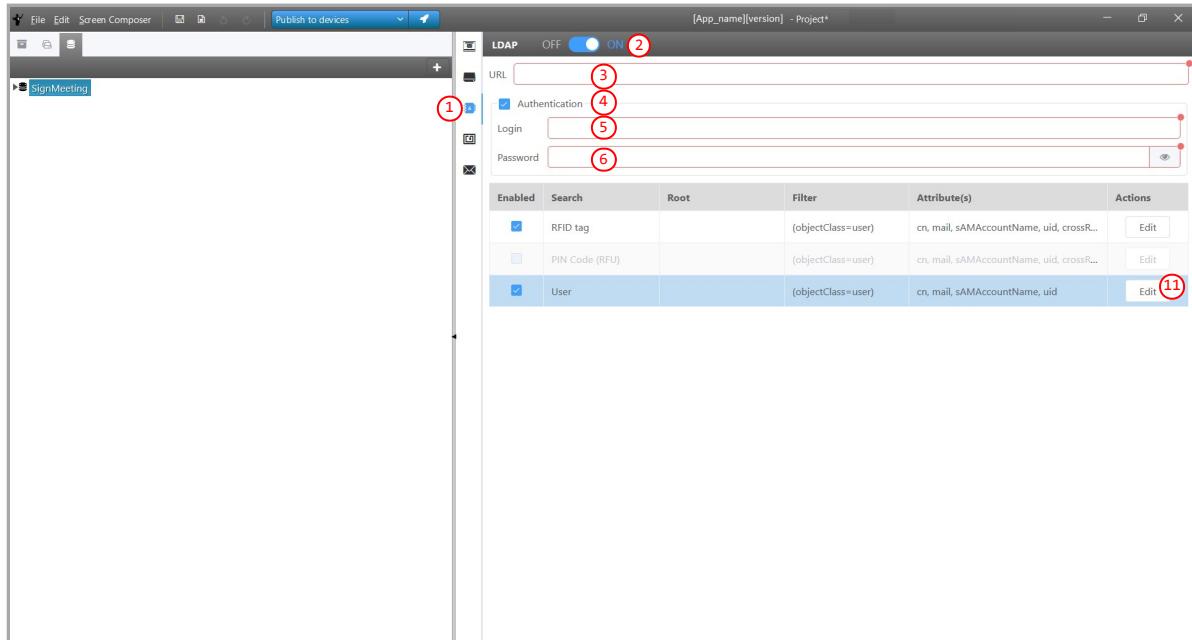
Enter your LDAP server URL (3). If login credentials are required, activate the **Authentication** (4) checkbox and fill its login credentials:

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

For example:

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

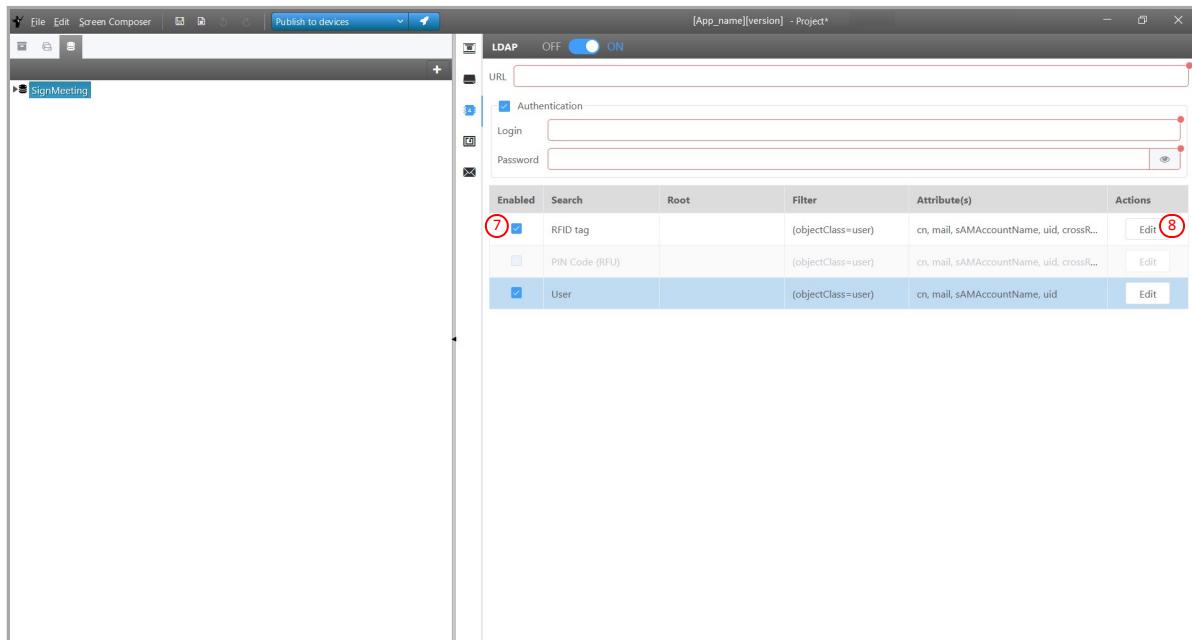
If no login credentials are required, the authentication is anonymous .



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

Authentication by badge ID in LDAP

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



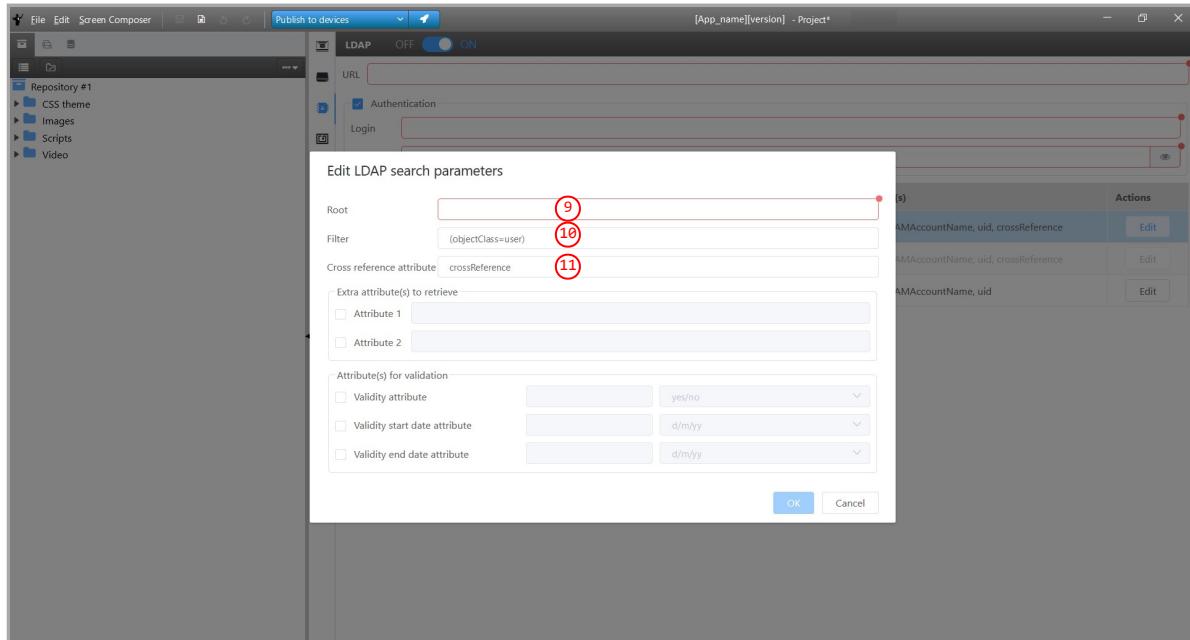
The Root **⑨** input allows to define the `dn` of the directory (or parent directory) from where the badge need to be researched, and so win time by searching at the good directory location. e.g.: `cn=Functions,dc=exchange2013,dc=contoso,dc=fr`.

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

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

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

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



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

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

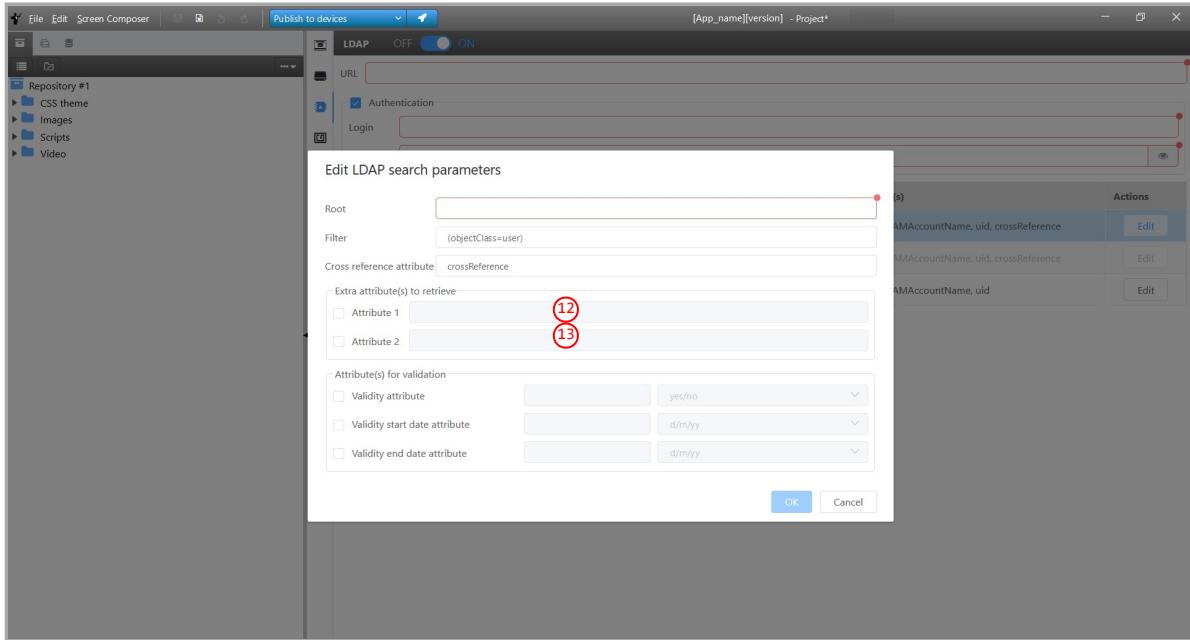
☞ Attributes: The default attribute name for the RFID badge is Badge ID. If the Badge ID does not exist in your LDAP, you can change it here according to your LDAP configuration.

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

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

For example:

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



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

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

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

For example:

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

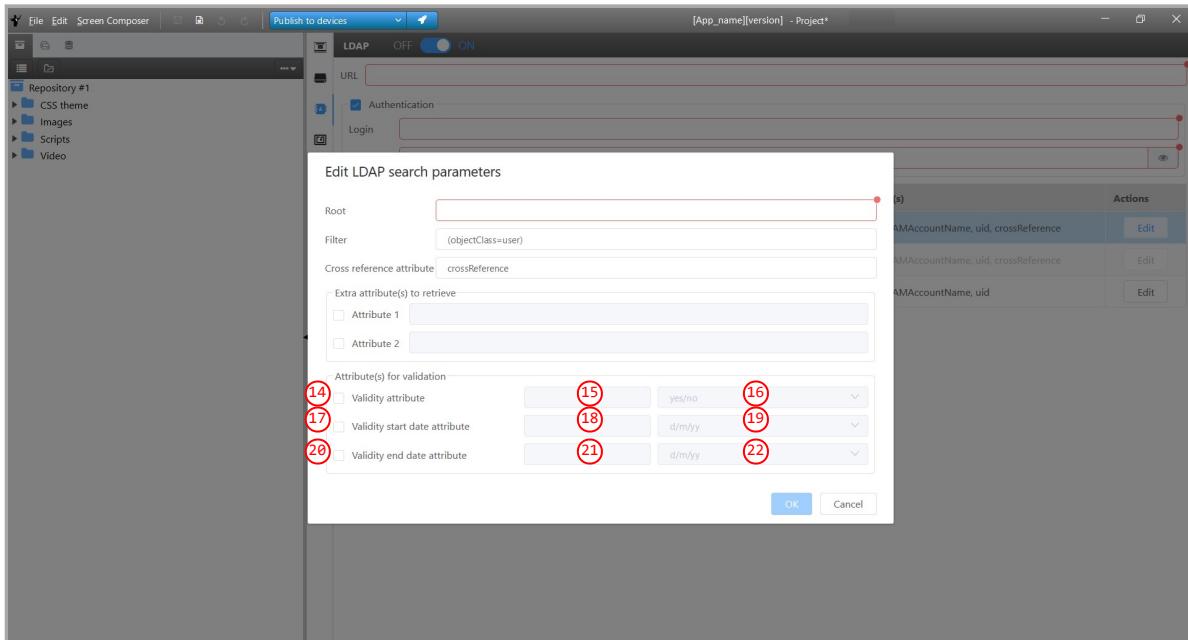
For further information about the available LDAP attributes, refer to the chapter § [Appendix: Briva LDAP attribute](#).

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

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

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

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



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

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

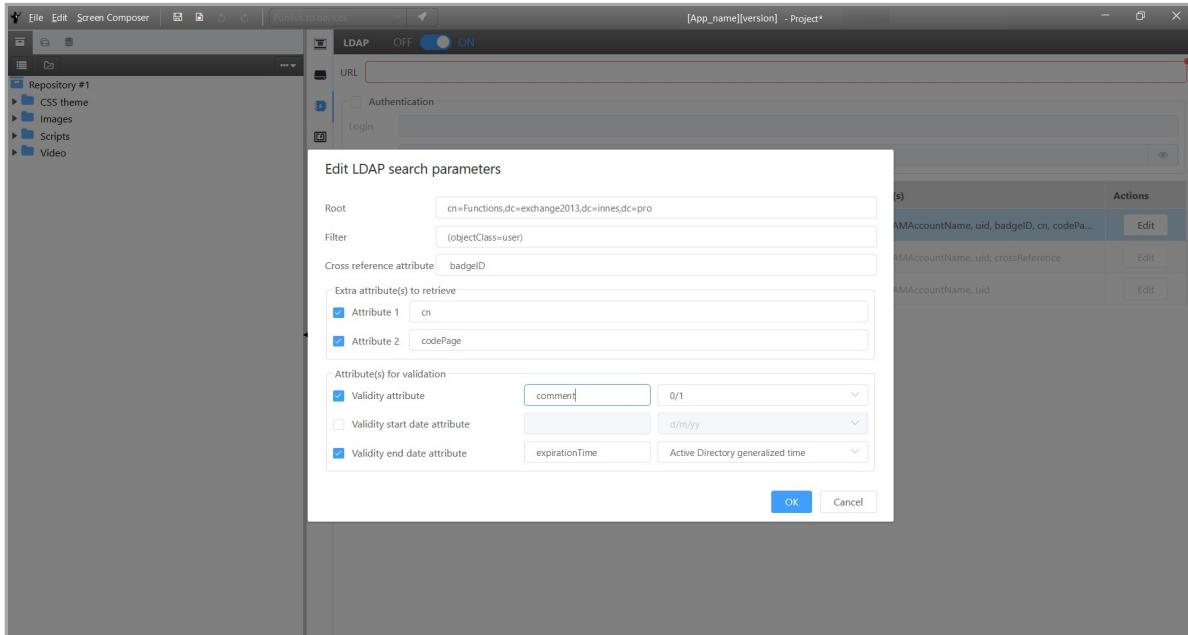
² The supported `Validity start date attribute` and `Validity end date attribute` supported formats are:

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

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

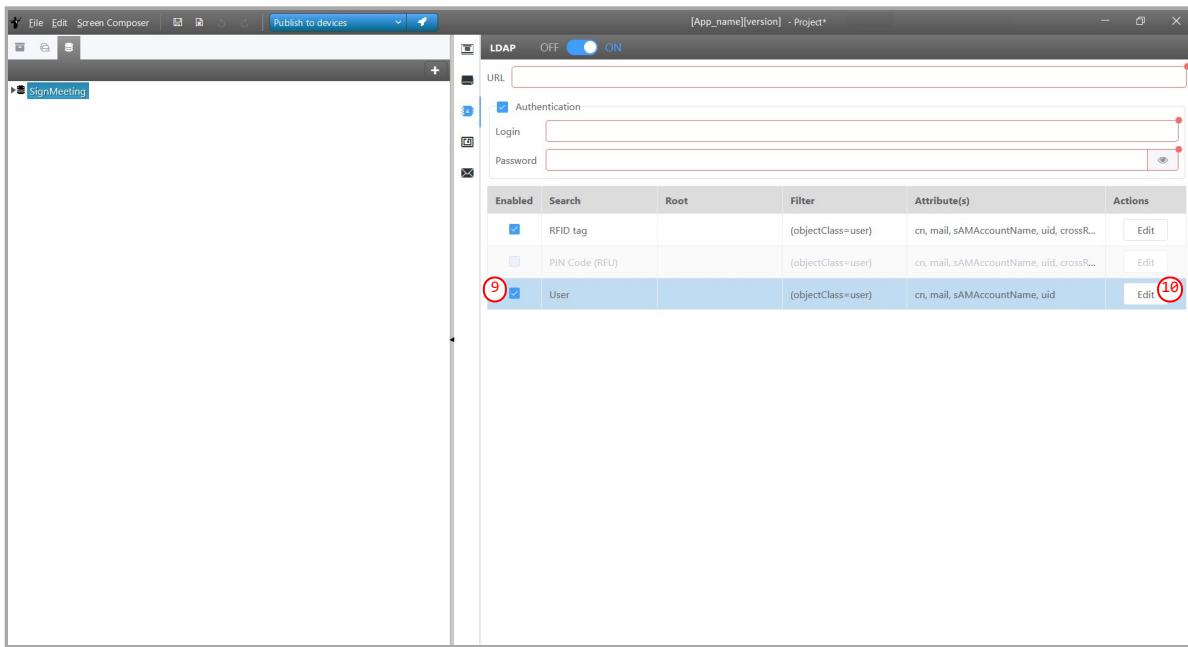
In case the validity attribute is not found in LDAP (e.g. in case typo error inserted in validity attribute), the condition is considered as fully filled meaning that the RFID badge account validity attribute is successful.

Configuration example:



Authentication by badge ID and user registered in LDAP

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



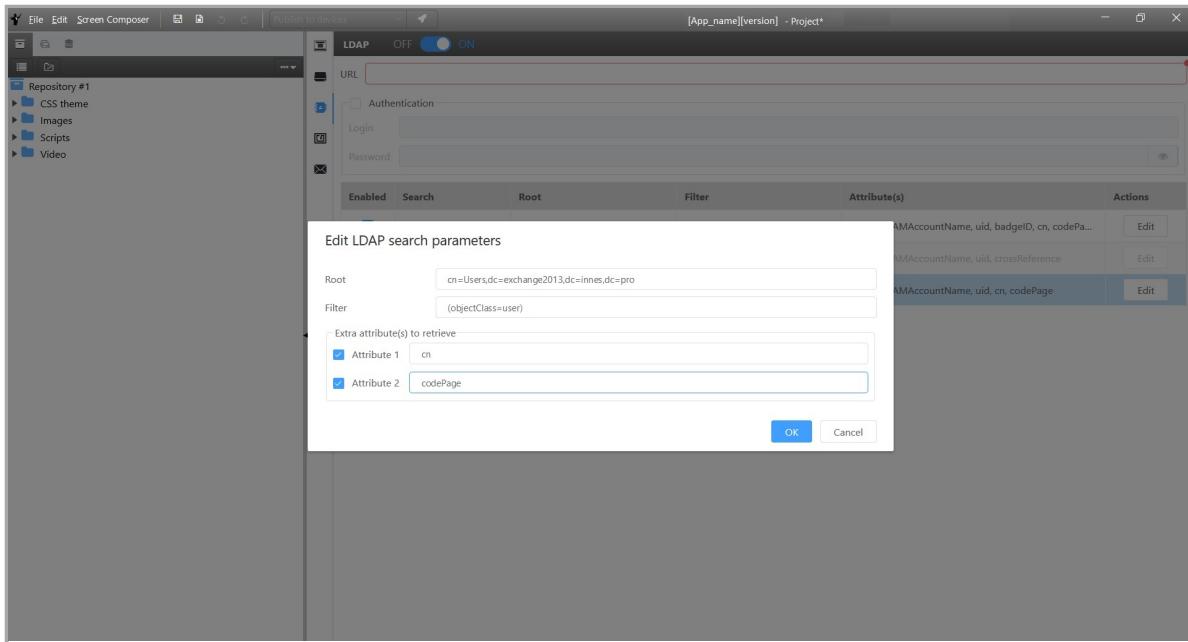
Users: allows to indicate from which DN base the user associated to this RFID badge can be found out.

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

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

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

Configuration example:



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

Warning: Do not use the LDAP attributes already used by SignMeeting Google Workspace:

- CN¹,
- Mail,
- sAMAccountName,
- uid,
- badgeID,
- valid.

¹When the user is authenticated, the user's email (CN) becomes the organizer of all the meetings done with SignMeeting Google Workspace.

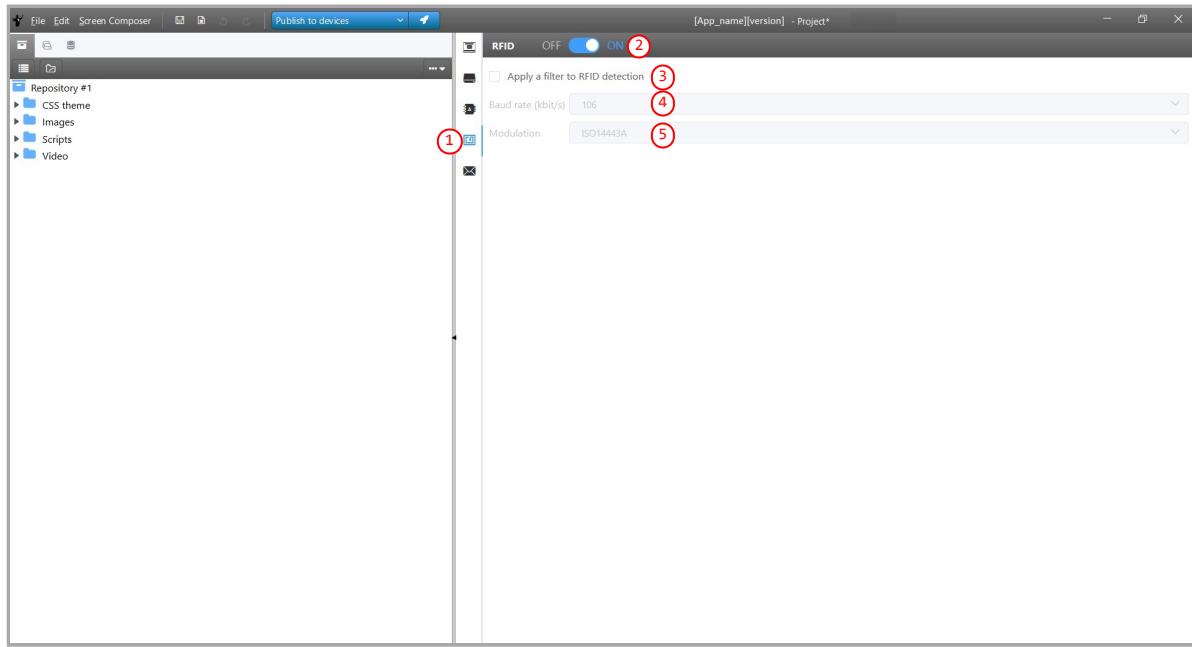
3.5 RFID

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

When the NFC/RFID badge detection is activated, the access control can be then activated for some or your device. For further information, refer to the chapter § [Power supply](#).

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

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



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

The available modulations filters are:

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

The available baud rates filters are:

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

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

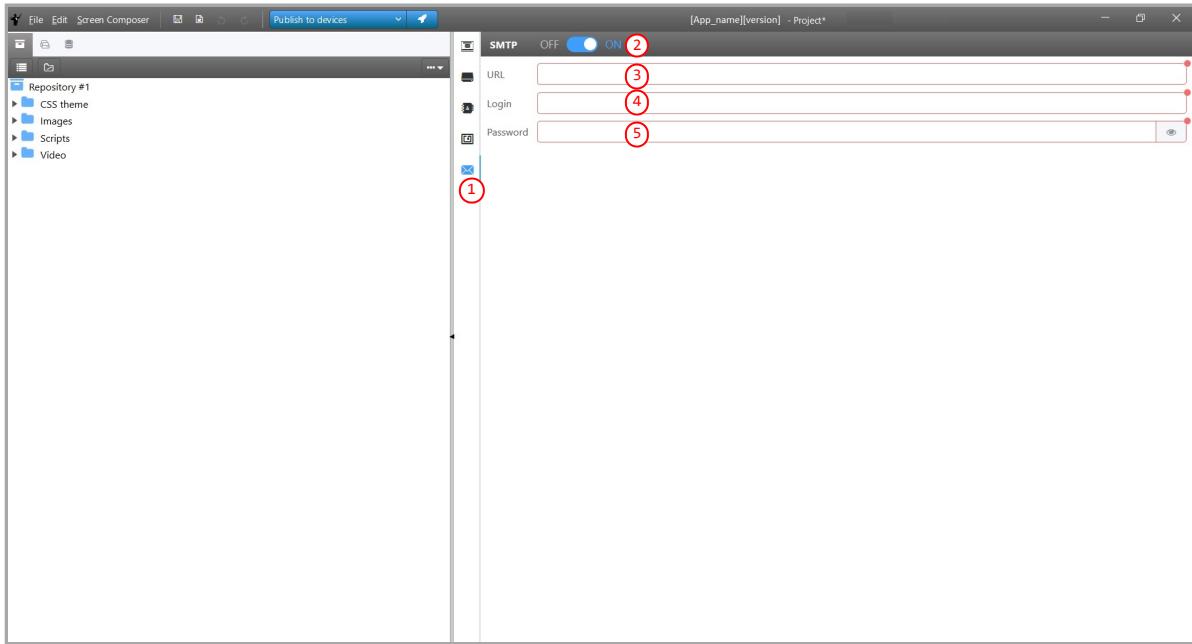
3.6 SMTP

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

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

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

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



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

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

Part IV

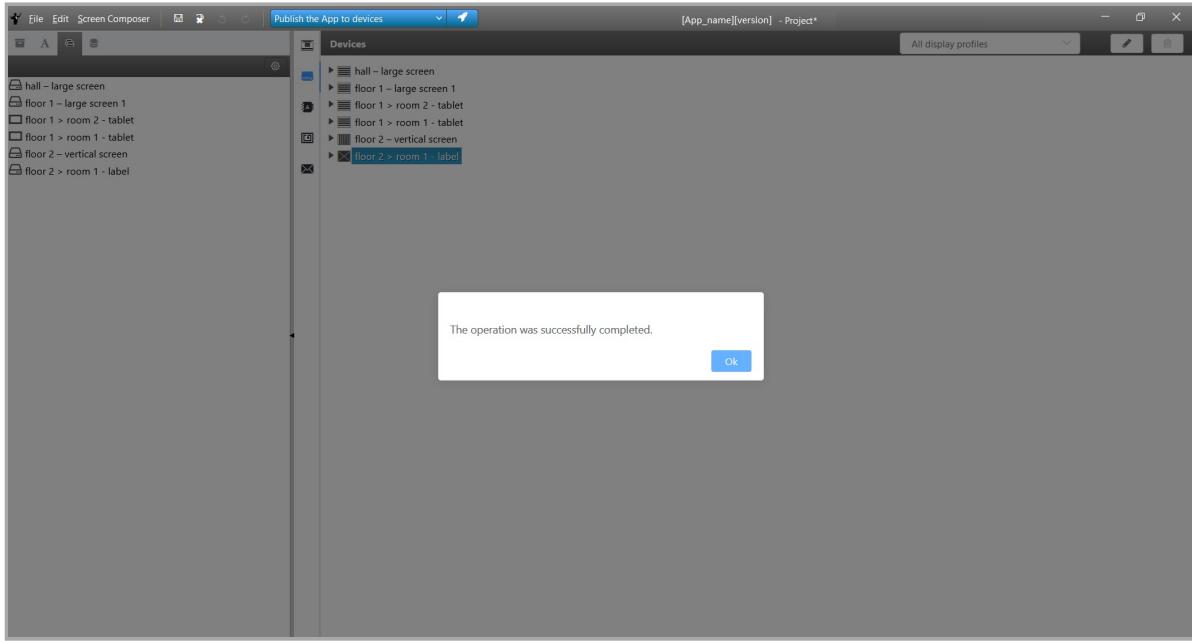
Publication

4.1 App publication

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

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

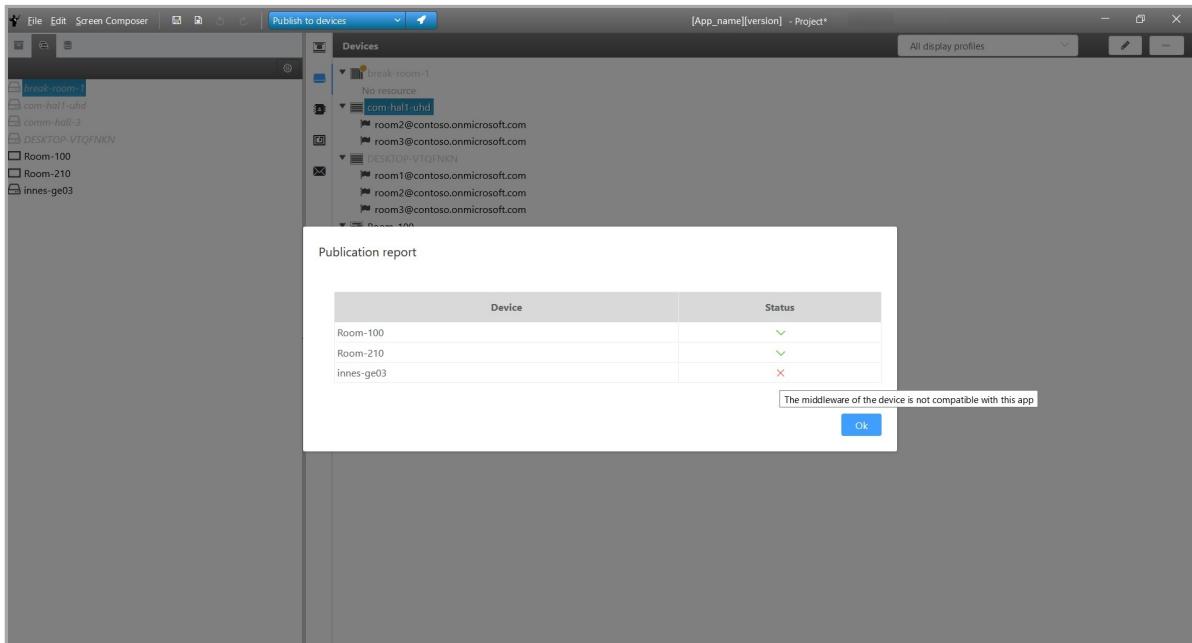
When the publication is successful for all the devices, applicant for publication, the `The operation was successfully completed` message appears.



App publication failure report

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

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



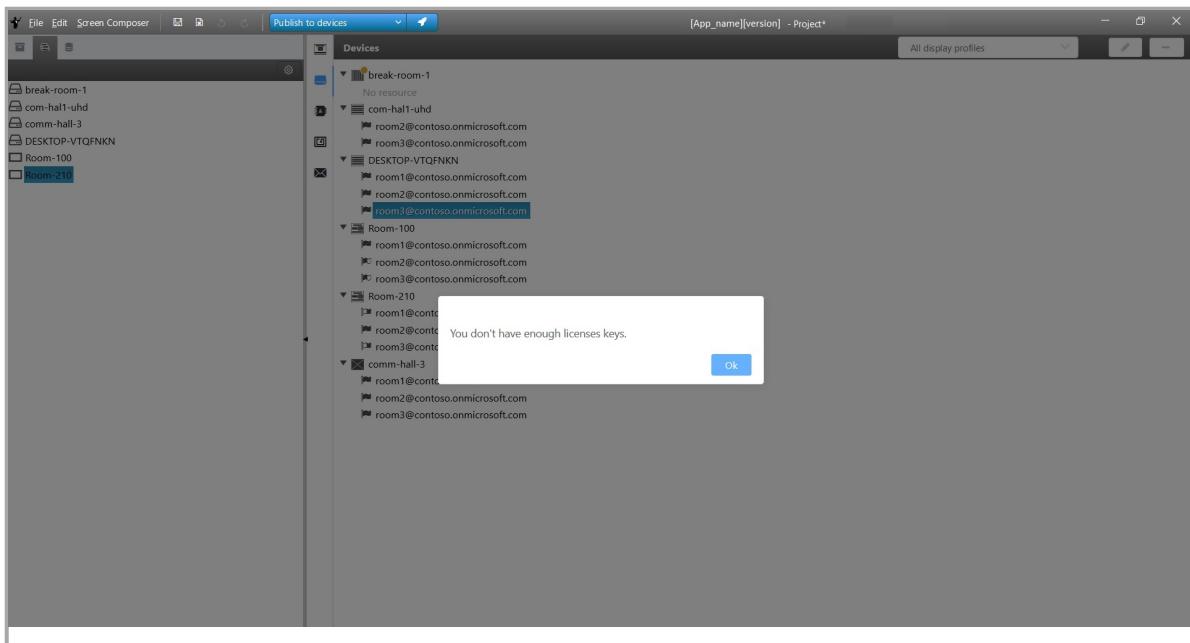
To get more information on the error in your project, fly the mouse pointer over the **✗** red cross to get more information about the publication report status for a device.

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

Publication report status error tooltip	Information
The middleware of the device is not compatible with this App	Check the compatibility of your SignMeeting Google Workspace App. Remove from devices applicant for the publication all the one that are not compatible with this SignMeeting Google Workspace App (for example, Gekkota 3 devices).
No profile defined.	No <i>display profile</i> has been associated to your device. Go in the <i>Devices</i> tab and associate a <i>display profile</i> instance to the device having a red stamp.
The operation has failed because the devices is not accessible	The device is no more available on the network (it is not supplied, the network cable is removed, the IP address or the port has changed). Check that the device is working properly and retry a device discovery .
The operation was not completed correctly because the login, password or port for one of the devices are not valid	The device has been added to your project with a wrong login credentials or wrong port to access the device WebDAV server
An internal error has occurred. Please try the operation later	One of the reasons could be this one: you are using a <i>https://</i> scheme which is not yet supported in INNES Screen Composer G4 .
An error has occurred during the publication, please check your form	You have checked an option in the SignMeeting Google Workspace App configuration tab without filling the associated input (e.g.: <i>Logo</i> option is checked but the associated path filename is empty).
No file found at this location ./medias/[...]	Upgrade your Screen Composer version to 4.10.10 beta16 (or above). Upgrade your SignMeeting Google Workspace App version to 1.10.10 (or above).

Publication error because insufficient App license keys

If you have not enough license keys installed, an error is raised at the publication. To work around, remove some devices from your project or install more SignMeeting Google Workspace App licenses keys. For further information, refer to the chapter § [Screen Composer > Preferences > Licenses and Apps](#)

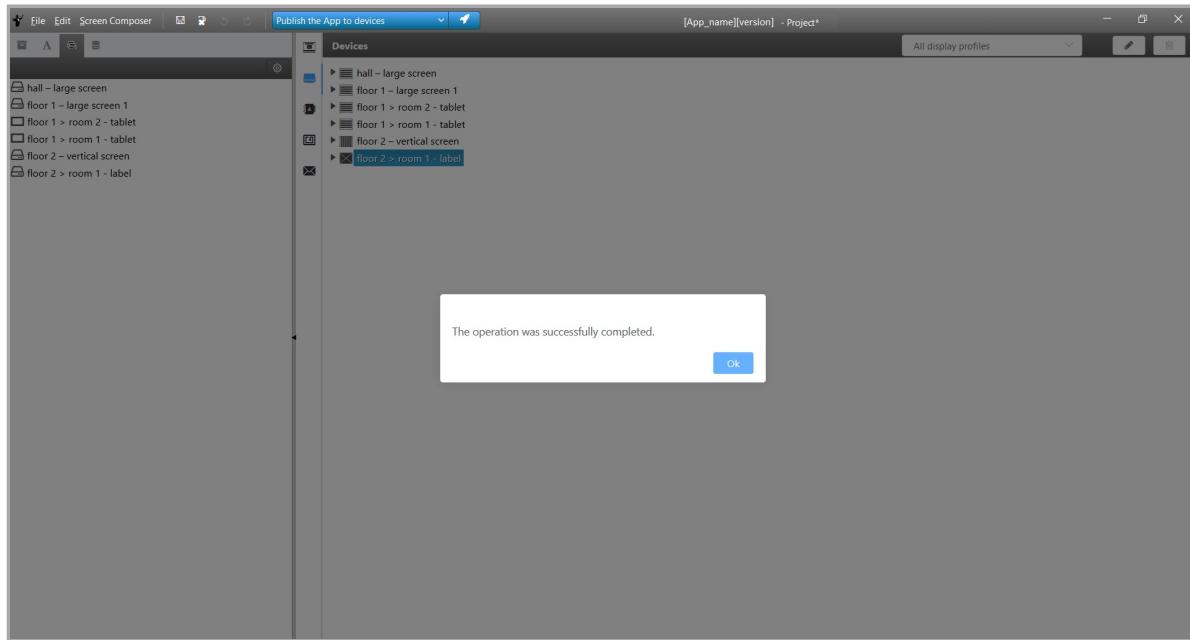


4.2 Middleware publication

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

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

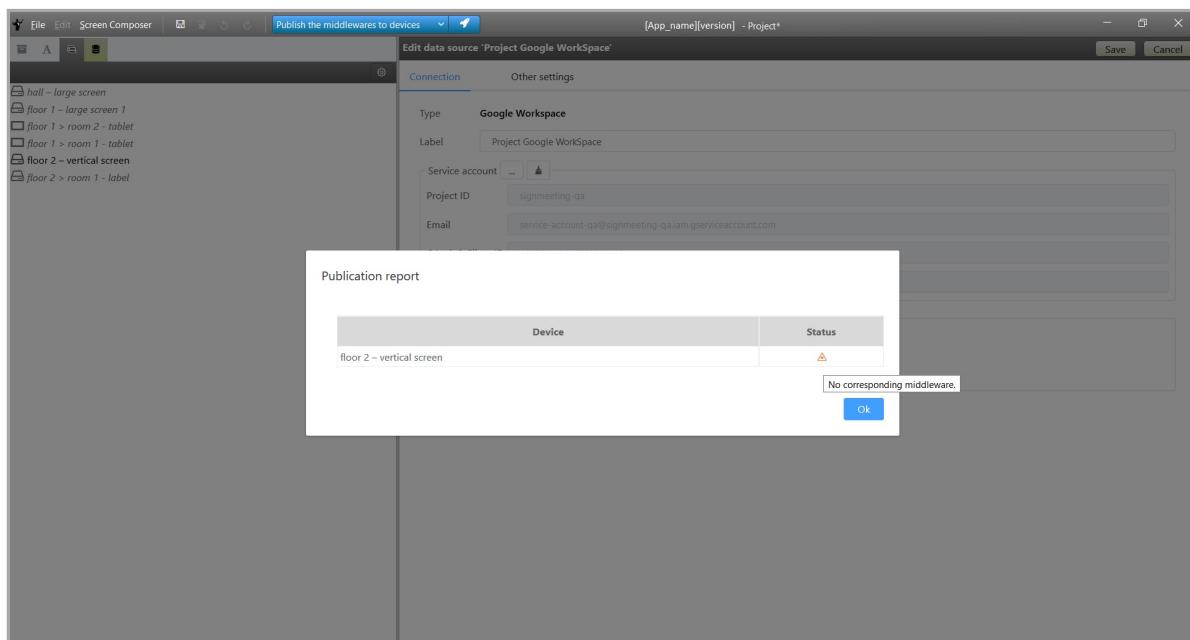
When the publication is successful for all the devices applicant for publication, the `The operation was successfully completed` message appears.



Middleware publication failure report

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

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



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

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

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

Part V

Contacts

5.1 Contacts

For further information, please contact us:

- **Technical support:** support@innes.en,
- **Sales department:** sales@innes.en.

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

Qeedji FRANCE
INNES SA
5A rue Pierre Joseph Colin
35700 RENNES

Tel: +33 (0)2 23 20 01 62
Fax: +33 (0)2 23 20 22 59

Qeedji GERMANY
INNES SA
Verbindungsbüro Deutschland
Lebacher Str. 4
66113 Saarbrücken

Tel: +49 (0)9386-979 39-14
Fax: +49 (0)9386-979 39-15
Mob: +49 (0)175 853 67 81

Part VI

Appendix

6.1 Appendix: CSS mapping

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

6.2 Appendix: Data mapping

Google GUI	Google JSON	ICS	SignMeeting
--	id	UID	id
Event title	Summary	SUMMARY	title
Description or Event Title if blank	description	DESC	description
N/A		LOCATION (SignMeeting configuration)	
--	status	STATUS	STATUS
From time	start.date or start.dateTime	START	startDate
Until time	end.date or end.dateTime	END	endDate
--	created	DTSTAMP	DTSTAMP
Calendar Name (this can be blank when create a Meeting in a shared calendar)	organizer.displayName	ORGANIZER	organizer
Guests	Attendees (email, displayName and optional)	ATTENDEE	attendee
N/A			Resource.id (SignMeeting configuration)

6.3 Appendix: Room screen CSS

CSS file example

This is an example of a `signmeeting_theme_room_screen_light-00XX.css` file.

```
/**  
 * Room Screen customizable CSS applying a light theme.  
 *  
 * Feel free to edit the proposed fields based on your needs.  
 *  
 * If you want to use an external media (image, video...),  
 please ensure that it has been added in the publication (see ScreenComposer MEDIA tab).  
 * Then specify the URL relatively to this file's location.  
 *  
 * Example 1: The CSS and the media are in the same directory.  
 *      ./assets/theme_room_screen.css  
 *      ./assets/my_image.png  
 *      => The style to apply is:  
 *          background-image: url("my_image.png");  
 *      The path requires just the image's file name.  
 *  
 * Example 2: The CSS and the media are in two different directories.  
 *      ./css/theme_room_screen.css  
 *      ./images/my_image.png  
 *      => The style to apply is:  
 *          background-image: url("../images/my_image.png");  
 *      The path goes up one level (..), then follows the "images" directory  
(images/) and ends up with the image's file name (my_image.png)  
*/  
  
/* Defines the default colors and font */  
body {  
    color: #333;  
}  
  
/* Banner */  
#banner {  
    background-color: white;  
}  
  
#banner #date_and_time,  
#banner #active_directory_connection_status,  
#banner #banner_title {  
    color: #333;  
    font-size: 1em;  
}  
  
/* Main Page container element */  
.container {  
    background-image: url('data:image/png;base64,iVBORw...5CYII=');  
    /* background-image: none; */  
    background-size: 100%;  
}  
  
/*  
CSS classes matching the deviceInfo variables specific to each device are set on the container.  
It allows you to apply specific CSS rules based on the device.  
A prefix is used for CSS compatibility and to match the deviceInfo Name.  
e.g.:  
    .MAC_00-1C-E6-02-38-63 #mainpage_current_summary {  
        color: red;  
    }  
The names of the classes is the concatenation of the device specific information:  
    - MAC_<mac_address_value> with <mac_address_value> being the current MAC address of your device.  
    - UUID_<uuid_device_value> with <uuid_device_value> being the Universal Unique identifier of  
    your device.  
    - HOSTNAME_<hostname_value> with <hostname_value> being the Hostname defined on your device,  
    - FIELD<field_number>_<field_value> with <field_number> being the index of the field variable  
    (from 1 to 5) and <field_value> its value on your device.  
*/  
.MAC_00-1C-E6-02-38-63 #mainpage_current_summary {  
    color: inherit;  
}
```

```

/* Current Meeting section */
#mainpage_current_summary,
#mainpage_current_location,
#mainpage_current_organizer,
#mainpage_current_organizer-label,
#mainpage_current_attendees,
#mainpage_current_attendees-label,
#mainpage_current_description,
#mainpage_current_description-label,
#mainpage_current_date,
#mainpage_current_meeting-state {
    color: #111;
}

/* Splitter line between the current and the next meeting sections */
#divEventTwo {
    border-top: 1px solid #333;
}

/* Next Meeting section */
#mainpage_next_summary,
#mainpage_next_location,
#mainpage_next_attendees,
#mainpage_next_attendees-label,
#mainpage_next_organizer,
#mainpage_next_organizer-label,
#mainpage_next_description,
#mainpage_next_description-label,
#mainpage_next_date,
#mainpage_next_meeting-state {
    color: #333;
}

/* Buttons for the current and next meeting */
.mainpage_current_buttons,
.mainpage_next_buttons {
    background-color: #344E59;
    color: white;
}

/* Buttons for the booking actions */
#booking_page_access_button {
    background-color: #344E59 !important;
    color: white !important;
}

/* Button to access the shortcut page */
#notification_page_access_button {
    background-color: #344E59 !important;
    color: white !important;
}

/* Shortcut page used for the notifications */
#shortcutPage.notification_page_background {
    background-image: url("../..../gui/css/images/tweed.png") !important;
}

```

CSS mapping for main page suffix labels and events values

- ① #mainpage_current_location
- ② #mainpage_current_date
- ③ #mainpage_current_meeting-state
- ④ #mainpage_current_summary
- ⑤ #mainpage_current_organizer-label
- ⑥ #mainpage_current_organizer
- ⑦ #mainpage_current_attendees-label
- ⑧ #mainpage_current_attendees
- ⑨ #mainpage_current_description-label
- ⑩ #mainpage_current_description
- ⑪ #mainpage_next_location
- ⑫ #mainpage_next_date
- ⑬ #mainpage_next_meeting-state
- ⑭ #mainpage_next_summary
- ⑮ #mainpage_next_organizer-label
- ⑯ #mainpage_next_organizer
- ⑰ #mainpage_next_attendees-label
- ⑱ #mainpage_next_attendees
- ⑲ #mainpage_next_description-label
- ⑳ #mainpage_next_description
- ㉑ .container

ROOM 1

Meeting 17:00 to 17:30 - ROOM 1

17:00 - 17:30

Current meeting

Att.

Innes Screen Manager

Desc.

Kick-off meeting

18:00 - 18:30

Next meeting

Att.

s.inizan@innes.fr, t.desdoit@innes.fr

Desc.

Planning, dependencies, samples delivery, chipset supply

Confirm my presence

Report as empty

Booking menu

Room service

CSS mapping for buttons and split line

- ㉒ #booking_page_access_button
- ㉓ #notification_page_access_button
- ㉔ #shortcutPage.notification_page_background
- ㉕ #divEventTwo

Current meeting

No current meeting

22

Book now

ROOM 1
15:15 - 16:30
Next meeting

Support & training session

Marc Dupont

25

**CSS mapping for notification page**

- ⑯ #shortcutPage.notification_page_background

Close



Drinkings



Cooling trouble



WIFI trouble

26

6.4 Appendix: Summarization by event CSS

CSS file example

This is an example of a `signmeeting_theme_summary_screen_by_event-00XX.css` file.

```
/**  
 * Summarization by event customizable CSS  
 *  
 * Feel free to edit the proposed fields based on your needs.  
 *  
 * If you want to use an external media (image, video...),  
 please ensure that it has been added in the publication (see ScreenComposer MEDIA tab).  
 * Then specify the URL relatively to this file's location.  
 *  
 * Example 1: The CSS and the media are in the same directory.  
 *      ./assets/theme_room_summarization.css  
 *      ./assets/my_image.png  
 *      => The style to apply is:  
 *          background-image: url("my_image.png");  
 *      The path requires just the image's file name.  
 *  
 * Example 2: The CSS and the media are in two different directories.  
 *      ./css/theme_room_summarization.css  
 *      ./images/my_image.png  
 *      => The style to apply is:  
 *          background-image: url("../images/my_image.png");  
 *      The path goes up one level (..), then follows the "images" directory (images/) and ends up with  
 the image's file name (my_image.png)  
 */  
  
/* Banner */  
.summaryByEvent #banner {  
    background-color: #3366FF;  
}  
.summaryByEvent #banner #date_and_time,  
.summaryByEvent #banner #active_directory_connection_status,  
.summaryByEvent #banner #banner_title {  
    color: #fff;  
    /* font-size: 1em represents 100% */  
    font-size: 1em;  
}  
.summaryByEvent.portrait #banner #date_and_time,  
.summaryByEvent.portrait #banner #active_directory_connection_status,  
.summaryByEvent.portrait #banner #banner_title {  
    color: #fff;  
    /* font-size: 0.8em represents 80% */  
    font-size: 0.8em;  
}  
  
/* Main Page container element */  
.container {  
    background-image: inherit;  
    /* background-image: url("my_image.png"); */  
    /* background-image: none; */  
    background-color: #3366FF;  

```

```

/*
CSS classes matching the deviceInfo variables specific to each device are set on the container.
It allows you to apply specific CSS rules based on the device.
A prefix is used for CSS compatibility and to match the deviceInfo Name.
e.g.:
.MAC_00-1C-E6-02-38-63 #mainpage_current_summary {
    color: red;
}
The names of the classes is the concatenation of the device specific information:
- MAC_<mac_address_value> with <mac_address_value> being the current MAC address of your device.
- UUID_<uuid_device_value> with <uuid_device_value> being the Universal Unique identifier of your device.
- HOSTNAME_<hostname_value> with <hostname_value> being the Hostname defined on your device,
- FIELD<field_number>_<field_value> with <field_number> being the index of
the field variable (from 1 to 5) and <field_value> its value on your device.
*/
.MAC_00-1C-E6-02-38-63 .eventSection .cell {
    color: orange;
}

/* Event section */
.eventSection {
    border-color: white;
    /* R, G, B, transparency => background-color: rgba(0, 0, 0, 0.5); */
    background-color: rgba(0, 0, 0, 0.5);
}
.eventSection .cell {
    color: white;
}

/* Table Header */
.headerBar {
    border-color: black;
    /* R, G, B, transparency => background-color: rgba(0, 0, 0, 0.7); */
    background-color: rgba(0, 0, 0, 0.7);
}
.headerBar .cell {
    color: white;
}

/* Buttons for the booking actions */
#booking_page_access_button {
    background-color: #344E59 !important;
    color: white !important;
}

```

CSS mapping for the summary screen by event - landscape display profile

- ① .summaryByEvent #banner ,
- ② .summaryByEvent #banner #date_and_time ,
- ③ .summaryByEvent #banner #active_directory_connection_status ,
- ④ .summaryByEvent #banner #banner_title ,
- ⑤ .container ,
- ⑥ .headerBar .cell ,
- ⑦ .headerBar ,
- ⑧ .eventSection .cell ,
- ⑨ .eventSection ,

Location	Event	⑦	⑥ Hours	
ROOM 3	Support & training session	⑨	⑧ 09:15 - 11:15	←
ROOM 1	Cloud Application training		10:00 - 11:15	/\
ROOM 2	Cloud Application training		11:15 - 12:15	↑→
ROOM 3	Support & training session		11:45 - 13:00	←

CSS mapping for the summary screen by event - portrait display profile

- ⑩ .summaryByEvent #banner ,
- ⑪ .summaryByEvent.portrait #banner #date_and_time ,
- ⑫ .summaryByEvent.portrait #banner #active_directory_connection_status ,
- ⑬ .summaryByEvent.portrait #banner #banner_title ,
- ⑭ .container.portrait ,
- ⑮ .headerBar .cell ,
- ⑯ .headerBar ,
- ⑰ .eventSection .cell ,
- ⑱ .eventSection ,

Location	Event	Hours
ROOM 2	Cloud Application training	15:15 - 16:45
ROOM 3	Support & training session	15:30 - 17:00
ROOM 1	Cloud Application training	15:30 - 17:00
ROOM 3	Cloud Application training	17:00 - 18:30
ROOM 2	Support & training session	17:30 - 18:30
ROOM 1	Cloud Application training	18:30 - 19:00
ROOM 2	Kick-off meeting	18:45 - 20:00
ROOM 1	Kick-off meeting	19:30 - 20:00
ROOM 3	Cloud Application training	19:45 - 20:00



6.5 Appendix: Summarization by resource CSS

CSS file example

This is an example of a `signmeeting_theme_summary_screen_by_resource-00xx.css` file.

```
/**  
 * Summary screen by resource customizable CSS  
 *  
 * Feel free to edit the proposed fields based on your needs.  
 *  
 * If you want to use an external media (image, video...), please ensure that it has been added in  
 the publication (see ScreenComposer MEDIA tab).  
 * Then specify the URL relatively to this file's location.  
 *  
 * Example 1: The CSS and the media are in the same directory.  
 *      ./assets/theme_room_summarization.css  
 *      ./assets/my_image.png  
 *      => The style to apply is:  
 *          background-image: url("my_image.png");  
 *      The path requires just the image's file name.  
 *  
 * Example 2: The CSS and the media are in two different directories.  
 *      ./css/theme_room_summarization.css  
 *      ./images/my_image.png  
 *      => The style to apply is:  
 *          background-image: url("../images/my_image.png");  
 *      The path goes up one level (..), then follows the "images" directory (images/) and ends up with  
 the image's file name (my_image.png)  
 */  
  
/* Banner */  
.summaryByResource #banner {  
    background-color: #A2A2A2;  
}  
  
.summaryByResource #banner #date_and_time,  
.summaryByResource #banner #active_directory_connection_status,  
.summaryByResource #banner #banner_title {  
    color: #fff;  
    /* font-size: 1em represents 100% */  
    font-size: 1em;  
}  
  
.summaryByResource.portrait #banner #date_and_time,  
.summaryByResource.portrait #banner #active_directory_connection_status,  
.summaryByResource.portrait #banner #banner_title {  
    color: #fff;  
    /* font-size: 0.8em represents 80% */  
    font-size: 0.8em;  
}  
  
/* Main Page container element */  
.container {  
    background-image: inherit;  
    /* background-image: url('data:image/png;base64,iVBORw0KG...ORK5CYII>'); */  
    /* background-image: none; */  
    background-size: 100%;  

```

```

/*
CSS classes matching the deviceInfo variables specific to each device are set on the container.
It allows you to apply specific CSS rules based on the device.
A prefix is used for CSS compatibility and to match the deviceInfo Name.
e.g.:
.MAC_00-1C-E6-02-38-63 .room_title {
  color: red;
}
The names of the classes is the concatenation of the device specific information:
- MAC_<mac_address_value> with <mac_address_value> being the current MAC address of your device.
- UUID_<uuid_device_value> with <uuid_device_value> being the Universal Unique identifier of your device.
- HOSTNAME_<hostname_value> with <hostname_value> being the Hostname defined on your device,
- FIELD<field_number>_<field_value> with <field_number> being the index of the field variable
(from 1 to 5) and <field_value> its value on your device.
*/
.MAC_00-1C-E6-02-38-63 .room_title {
  color: inherit;
}

/* Column header label for the rooms */
.room_title {
  color: #FFFFFF;
  background-color: #393939;
  border-color: #000000;
}

/* Row header label for the rooms */
.room_name {
  color: #FFFFFF;
  background-color: #393939;
  border-color: #000000;
}

/* Column header label for the time interval */
.title_time_interval {
  color: #FFFFFF;
  background-color: #393939;
  border-color: #000000;
}

/* Row background if there is no meeting */
.calendar_event_free {
  background-color: rgb(162, 162, 162);
  border-color: #000000;
}

/* Row background if there is a meeting */
.calendar_event_busy {
  border-color: #000000;
  background-color: rgb(214, 33, 75);
}

/* Cell label for the meeting's title */
.calendar_event_title {
  color: #000000;
}

/* Cell label for the meeting's organizer */
.calendar_event_organizer {
  color: #000000;
}

/* Buttons for the booking actions */
#booking_page_access_button {
  background-color: #344E59 !important;
  color: white !important;
}

```

CSS mapping for the summary screen by resource - landscape display profile

- ① .summaryByResource #banner
- ② .summaryByResource #banner #date_and_time ,
- ③ .summaryByResource #banner #active_directory_connection_status ,
- ④ .summaryByResource #banner #banner_title
- ⑤ .container
- ⑥ .room_title
- ⑦ .title_time_interval
- ⑧ .room_name
- ⑨ .calendar_event_free
- ⑩ .calendar_event_busy
- ⑪ .calendar_event_organizer
- ⑫ .calendar_event_title



CSS mapping for the summary screen by resource - portrait display profile

- ⑬ .summaryByResource #date_and_time
- ⑭ .summaryByResource #active_directory_connection_status
- ⑮ .summaryByResource #banner_title
- ⑯ .room_name
- ⑰ .title_time_interval
- ⑱ .calendar_event_free
- ⑲ .calendar_event_busy
- ⑳ .calendar_event_title
- ㉑ .calendar_event_organizer

15:21
6/17/21

Meetings of the day

Rooms	8H-9H	9H-10H
ROOM 1	(21) (22) Marc Dupon	(23) (24) Marc Dupont Kick-off meeting
ROOM 2		Marc Dupont Cloud Application training
ROOM 3		Marc Dupont Kick-off meeting

(13) (14) (15) (16) (17) (18) (19) (20) (21) (22) (23) (24)



6.6 Appendix: Room label CSS

CSS file example

This is an example of a `signmeeting_theme_room_label_001B.css` file.

```
/**  
 * Room label customizable CSS  
 *  
 * Feel free to edit the proposed fields based on your needs.  
 *  
 * For the color palette, it is recommended to use:  
 *     color: #000; // black  
 *     color: #474747; // dark gray  
 *     color: #696969; // gray  
 *     color: #B3B3B3; // light gray  
 *     color: #FFF;      // white  
 *  
 * If you want to use an external media (image, video...), please ensure that it has been added in the  
 publication (see ScreenComposer MEDIA tab).  
 * Then specify the URL relatively to this file's location.  
 *  
 * Example 1: The CSS and the media are in the same directory.  
 *     ./assets/theme_room_screen.css  
 *     ./assets/my_image.png  
 *     => The style to apply is:  
 *         background-image: url("my_image.png");  
 *     The path requires just the image's file name.  
 *  
 * Example 2: The CSS and the media are in two different directories.  
 *     ./css/theme_room_screen.css  
 *     ./images/my_image.png  
 *     => The style to apply is:  
 *         background-image: url("../images/my_image.png");  
 *     The path goes up one level (..), then follows the "images" directory (images/) and ends up with the  
 image's file name (my_image.png)  
 */  
  
/* Banner */  
.roomLabel #banner {  
    background-color: #FFF;  
}  
  
.roomLabel #banner #date_and_time,  
.roomLabel #banner #active_directory_connection_status,  
.roomLabel #banner #banner_title {  
    color: #000;  
}  
  
/* Main Page container element */  
.container {  
    background-image: url('data:image/png;base64,iVBOR...RK5CYII=');  
    background-size: 100%;  
}  
  

```

```

/* Current Meeting section */
#mainpage_current_summary,
#mainpage_current_location,
#mainpage_current_attendees,
#mainpage_current_meeting-state {
    color: #000000;
}

#mainpage_current_date,
#mainpage_current_description,
#mainpage_current_organizer {
    color: #474747;
}

#mainpage_current_description-label,
#mainpage_current_organizer-label,
#mainpage_current_attendees-label {
    color: #696969;
}

/* Next Meeting section */
#mainpage_next_summary {
    color: #000000;
}

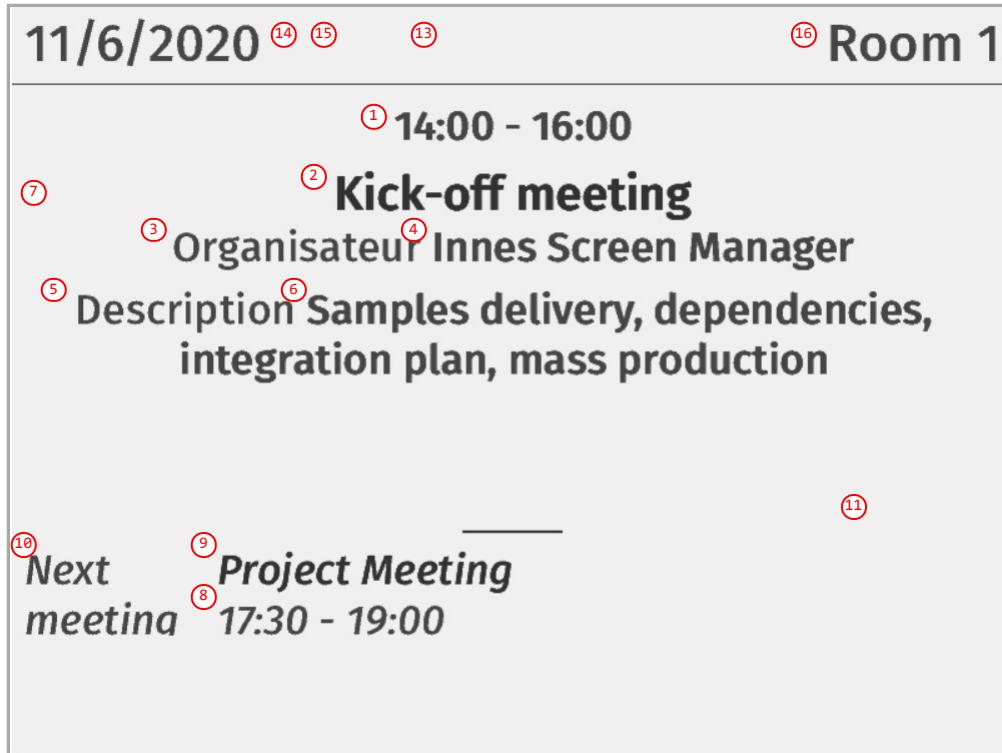
#mainpage_next_date {
    color: #474747;
}

#mainpage_next_meeting-state {
    color: #696969;
}

/* Buttons for the booking actions */
#buttonBar,
.labelButtonIcon {
    color: #474747;
}

```

CSS mapping for suffix labels and events values



- (1) #mainpage_current_date ,
- (2) #mainpage_current_summary ,
- (3) #mainpage_current_organizer-label ,
- (4) #mainpage_current_organizer ,
- (5) #mainpage_current_description-label ,
- (6) #mainpage_current_description ,
- (7) #mainpage_current_meeting-state ("Current meeting"),

- ⑧ #mainpage_next_date ,
- ⑨ #mainpage_next_summary ,
- ⑩ #mainpage_next_meeting-state ("Next meeting"),
- ⑪ .container (background),
- ⑫ .roomLabel #banner ,
- ⑬ .roomLabel #banner #date_and_time ,
- ⑭ .roomLabel #banner, #active_directory_connection_status ,
- ⑮ .roomLabel #banner #banner_title .

6.7 Appendix: How to customize CSS

To customize the CSS to set a color for a particular label,

- set the `#RRGGBB` color (from `#000000` to `FFFFFF` for each appropriate class according to your organisation theme.
- set the RGB color with integer values: `rgb(R_val, G_val, B_val)` or
- set the color with its name `white`, `black`, `red`, `green`, `pink`, `blue`, `yellow`, `brown`, ...

#RRGGBB	Description
RR	red value of the RGB color in hexadecimal (from 00 to FF)
GG	green value of the RGB color in hexadecimal (from 00 to FF)
BB	blue value of the RGB color in hexadecimal (from 00 to FF)

e.g. for the yellow color, use the `#FFFF00` color.

rgb (Rval, Gval, B_val)	Description
R_val	red value of the RGB color in decimal (from 0 to 255)
G_val	green value of the RGB color in decimal (from 0 to 255)
B_val	blue value of the RGB color in decimal (from 0 to 255)

e.g. for the yellow color, use the `rgb(255, 255, 0)` color.

For the background, you can use the `rgba(Rval, Gval, Bval0, Transp0_1)` function allowing to set a transparency value for the background color.

rgba (Rval, Gval, Bval, Transp0_1)	Description
R_val	red value of the RGB color in decimal (from 0 to 255)
G_val	green value of the RGB color in decimal (from 0 to 255)
B_val	blue value of the RGB color in decimal (from 0 to 255)
Transp01	decimal value from 0 to 1

e.g. for the yellow color with a 25% transparency, use `rgba(255, 255, 0, 0.25)`.

For the background, you can use also the `background-image: url("my_image.png");` function. In this case, you have to insert it also as linked file in the summary screen by event display profile. If the file is not located at the root of the CSS directory, fill the relative path filename `background-image: url("../images/my_image.png");`

It is possible also to create a custom class name to define the background image for a device. This custom class must be used in the SignMeeting Google Workspace configuration pane.

```
.customBackgroundImage {
    background-image: url("../images/crystal_blue.jpg");
}
```

You can set a particular CSS theme configuration for a specific device by using:

- its `MAC` identification method value,
- its `UUID` identification method value,
- its `hostname` identification method value,
- one of its device information `field1` to `field5` values.

```
MAC_00-1C-E6-02-38-63 .eventSection .cell {
    color: orange;
}
.container.FIELD1_paris {
    background-image: url("images/background-qrcode.jpg");
}
```

You can increase or decrease the font size of some labels by settings a decimal value before `em;`.

```
font-size: 0.8em;
```

The value `inherit` tell that the custom CSS will benefit of the default built-in value without changing it.

For the Room screen display profile, you can change the color and the thickness (in pixel) of the event splitter.

```
#divEventTwo {
    border-top: 1px solid #333;
}
```

When the presentation is like explained below, that means that the same style is applied to different classes. e.g. for `.mainpage_current_buttons` and `.mainpage_next_buttons`

```
.mainpage_current_buttons,
.mainpage_next_buttons {
    background-color: #344E59;
    color: white;
}
```

If you want to have a different style for each classes, split it in two like explained,

```
.mainpage_current_buttons
{
    background-color: #010203;
    color: white;
}
.mainpage_next_buttons {
    background-color: #111213;
    color: black;
}
```

If the `!important;` key word is put at the end of a line, that means this code part is required to apply the style properly, so don't remove it.

```
#booking_page_access_button {
    background-color: #344E59 !important;
    color: white !important;
}
```

For the summarization by resource display profile, you can modify the outline color of the square with the attribute `border-color: #000000;`.

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

It is possible set a font style by declaring a `@font-face` class in the CSS file like explained below and by using it for the banner style. In the example, the `broadw.ttf` font file is available in the `Files` view fo the project repository at the root folder of the CSS file and the `broadw.ttf` font file is added in the `Linked files` part of the configuration tab of the appropriate *display profile*.

```
.summaryByEvent #banner #banner_title {
    color: rgb(220,175,117);
    /* font-size: 1em represents 100% */
    font-size: 1em;
    font-family:"Broadway";
}

@font-face {
    font-family: "Broadway";
    src: url("./broadw.ttf");
}
```

In portrait mode, the size of the button to access to the reservation and consultation page may be too large. Its is possible to reduce it by using the percentage of the font-size like explained below:

```
/* Size/color of the access button for the reservation page */
#booking_page_access_button {
    background-color: #344E59 !important;
    color: white !important;
    font-size: 0.7em;
}
```

6.8 Appendix: Standby screen/background image/CSS hierarchy

Room screen layer hierarchy

Layer hierarchy	Information	Level
Screen saver (optional, displayed if there is no meeting)	<ul style="list-style-type: none"> - Default texture with trademark* (default) - Custom image - Custom video <p>*when a custom CSS is embedded, the trademark is not displayed</p>	4 (higher)
Background image	Custom background image	3
Custom CSS using variable MAC UUID, hostname	The CSS can support some styles based on the <MAC>, the <UUID>, the <hostname> or the <deviceinfo field1..5> device values. It can customize buttons colour, background colour or image and custom class. When the variable value is matching with a device, the CSS style based on the MAC, UUID or hostname is applied to the corresponding device. In case using some custom images based on styles using MAC, UUID, hostname variable values, ensure that the image is properly added in linked files	2
Custom CSS	Buttons color customization, background color or image, custom class <i>In case using custom images, ensure that the image is well present in your library</i>	1
Default built-in CSS	default colour	0 (lower)

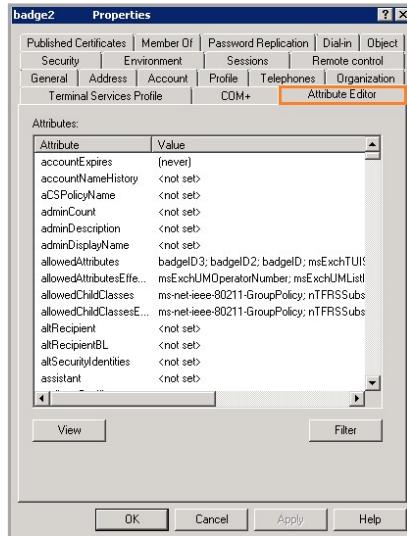
Appendix: Banner characteristics

Landscape screen resolution	Components height
800x600	Banner <i>status bar</i> height: px Banner <i>logo</i> height: px
1280x800	Banner <i>status bar</i> height: 16 px Banner <i>logo</i> height: 64 px
1024x600	Banner <i>status bar</i> height: 12 px Banner <i>logo</i> height: 48 px
1920x1080	Banner <i>status bar</i> height: 22px Banner <i>logo</i> height: 86px
3840x2160	Banner <i>status bar</i> height: 43px Banner <i>logo</i> height: 173px

Portrait screen resolution	Components height
1080x1920	Banner <i>logo</i> height: 96 px

6.10 Appendix: Microsoft LDAP attribute editor

In the properties of the LDAP directory resource, click on the Attribute editor tab to watch the list of available attributes.



6.11 Appendix: Briva LDAP attributes

INNES is selling a LDAP solution called `Briva LDAP`, gateway able to communicate with your access control system through a custom connector like for example the `uniflow` connector. The connector can be based on an Excel file or can use access control system Web services.

INNES can develop your own connector if required. For further information, contact sales@innes.pro. Some `Briva LDAP` connectors are already available on the INNES Web site <http://www.innes.pro/en/support/index.php?BrivaG3/Briva-Ldap/Briva-LdapServers>

Example of `config.js` server configuration script for Briva LDAP server.

The Attributes 1 or Attributes 2 inputs can worth:

- `registration`,
- `Lastname`,
- `Firstname`,
- `badgeID`,
- `cn`,
- `Displayname`.

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

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

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

6.12 Appendix: Logs INNES Screen Composer G4

For debug purpose, some logs can be activated in the `.xml` file below:

`C:\Program Files (x86)\INNES Screen Composer G4\res\log4xpcom\log4xpcom.xml`

The INNES Screen Composer G4 log are printed in `.log` file below:

`C:\Users<user>\AppData\Roaming\Innes Screen Composer G4\innes\logs\INNES Screen Composer G4.log`

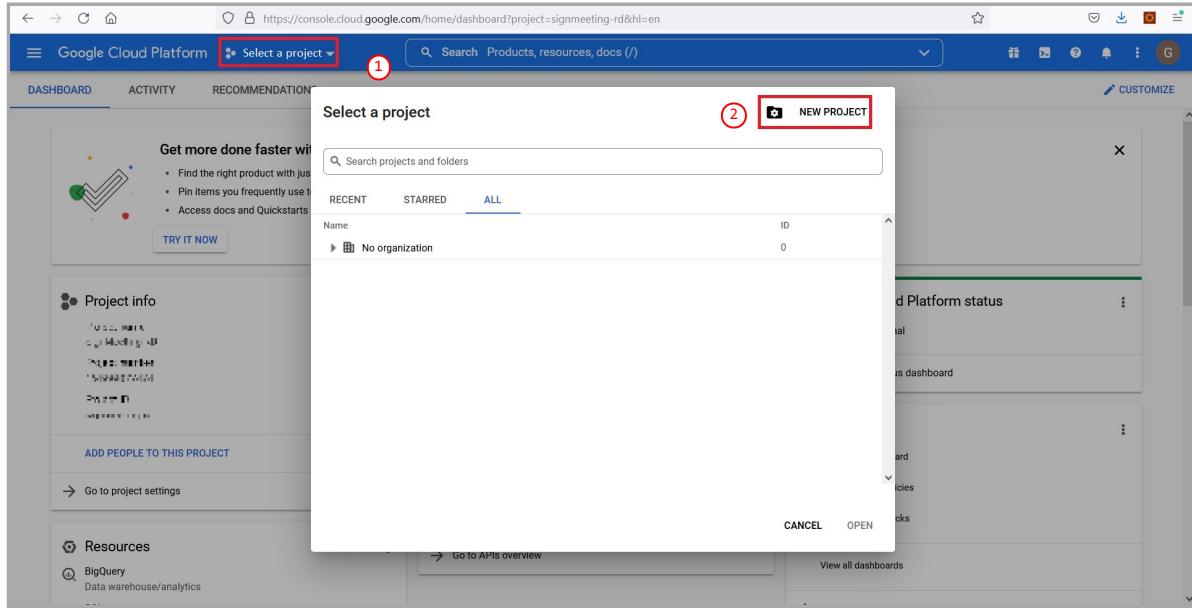
6.13 Appendix: Service account and JSON file creation in Google Cloud Console

Connect to the URL <https://console.cloud.google.com/> with your login credentials having a Google Workspace administrator profile.

Google Cloud console: Create a new project

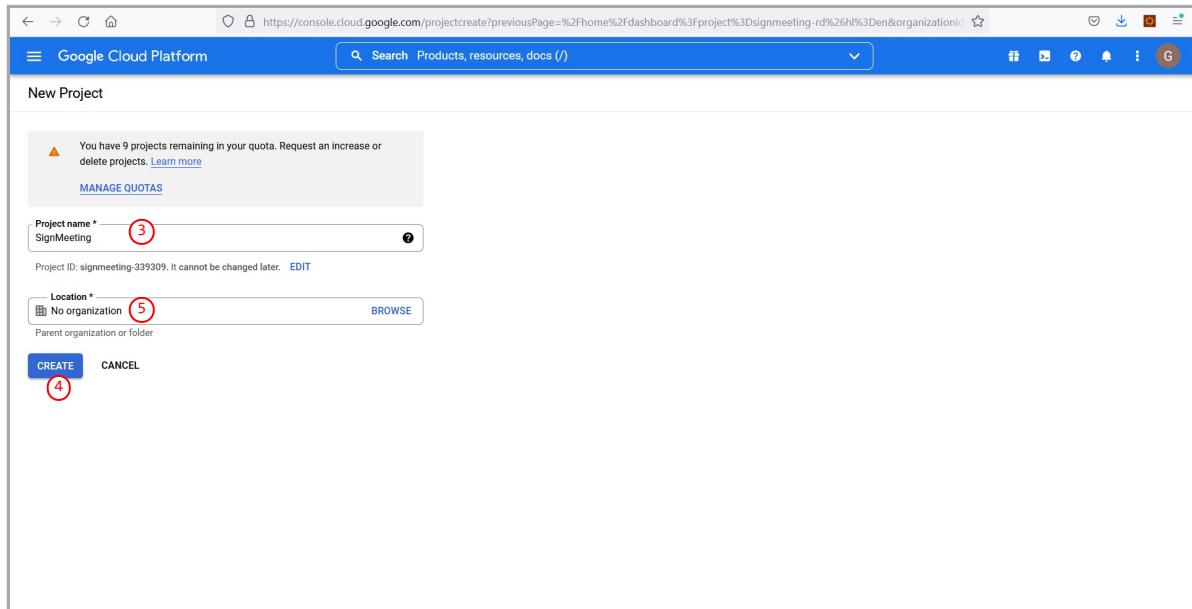
Create a new project by clicking on Select a project ①.

Select the New Project ② item.



If you have no organisation created:

- enter for example *SignMeeting* ③ for the project name,
- keep *No organization*,
- click on the *CREATE* ④ button.



If you have an organisation created:

- enter for example **SignMeeting** (3) for the project name,
- select your organisation (e.g. **innes.fr**, select your own organisation),
- click on the **CREATE** (4) button.

If you've just created a new organisation, you need to grant write access rights to the organisation directory to create a new projet. For further information, refer to the chapter § Google Cloud console: activate the project creator role for your organisation directory.



Select the project name (e.g. **SignMeeting** (6)) in the drop down list then click on the **Go to APIs overview** (7) button.

The screenshot shows the Google Cloud Platform dashboard for the 'SignMeeting' project. The top navigation bar shows the project name 'SignMeeting' (6). The main dashboard area includes sections for 'Project info', 'API APIs', and 'Monitoring'. The 'API APIs' section features a chart titled 'Requests (requests/sec)' with a note that 'No data is available for the selected time frame.' The 'Monitoring' section provides links to create a dashboard, set up alerting policies, and create uptime checks. A red circle highlights the 'Go to APIs overview' button (7) located in the bottom right corner of the dashboard area.

Google Cloud Console: Service account and JSON file creation

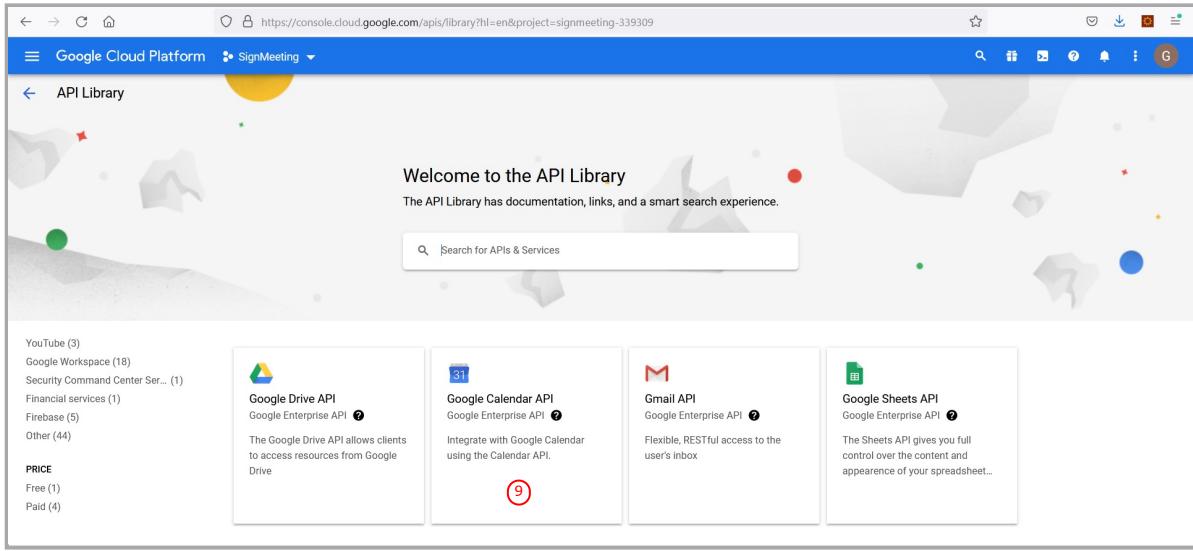
Browse the main menu and click on the APIs and Services item.

The screenshot shows the Google Cloud Platform dashboard for a project named "SignMeeting". The left sidebar has a "MORE PRODUCTS" section with links to Marketplace, Billing, and API & Services. Under API & Services, there are sub-links: Dashboard, Library, Credentials, OAuth consent screen, Domain verification, and Page usage agreements. A dropdown menu is open over the "Dashboard" link. The main content area displays a chart titled "API APIs Requests (requests/sec)" showing request rates over time. To the right, there are sections for "Google Cloud Platform status" (All services normal) and "Monitoring" (Create my dashboard, Set up alerting policies, Create uptime checks, View all dashboards).

Select the **ENABLE APIS AND SERVICES** (8) button.

The screenshot shows the "API & Services" dashboard for the same project. The left sidebar lists "Dashboard", "Library", "Credentials", "OAuth consent screen", "Domain verification", and "Page usage agreements". The main area features three charts: "Traffic" (No data available), "Errors" (No data available), and "Median latency" (No data available). Above the charts, a button labeled "+ ENABLE APIS AND SERVICES" is highlighted with a red circle containing the number 8. A time range selector at the top right shows "30 days" selected.

Drop to the bottom to see the Google Calendar API  button and select it.

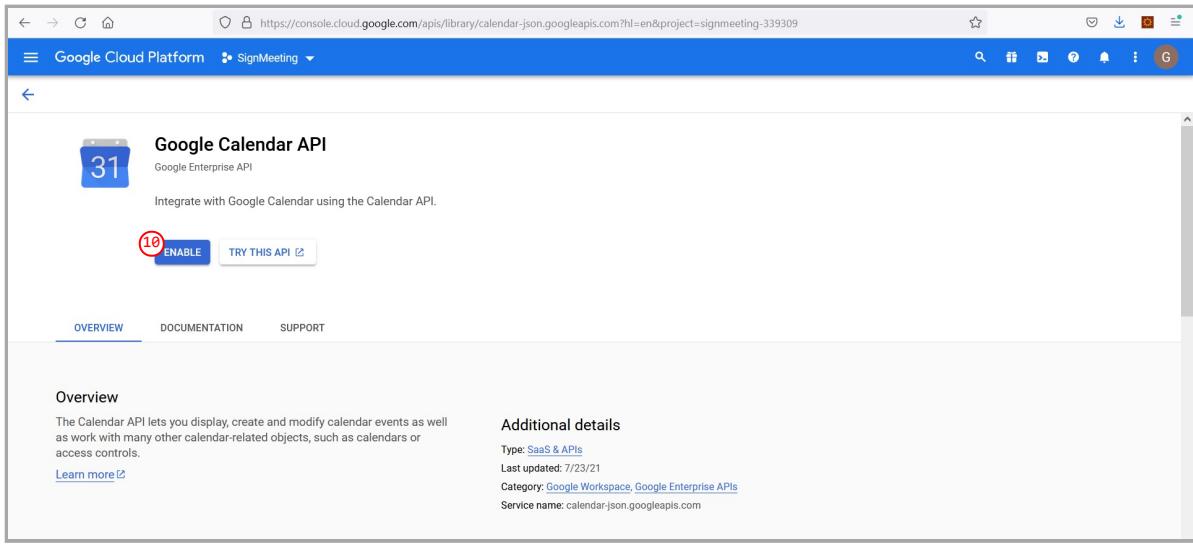


The screenshot shows the Google Cloud Platform API Library interface. On the left, there's a sidebar with filters for YouTube (3), Google Workspace (18), Security Command Center Ser... (1), Financial services (1), Firebase (5), and Other (44). Below that is a section for PRICE with Free (1) and Paid (4). The main area displays several API cards:

- Google Drive API**: Google Enterprise API 
- Google Calendar API**: Google Enterprise API 
- Gmail API**: Google Enterprise API 
- Google Sheets API**: Google Enterprise API 

A search bar at the top says "Search for APIs & Services".

Then click on the **ENABLE**  button.

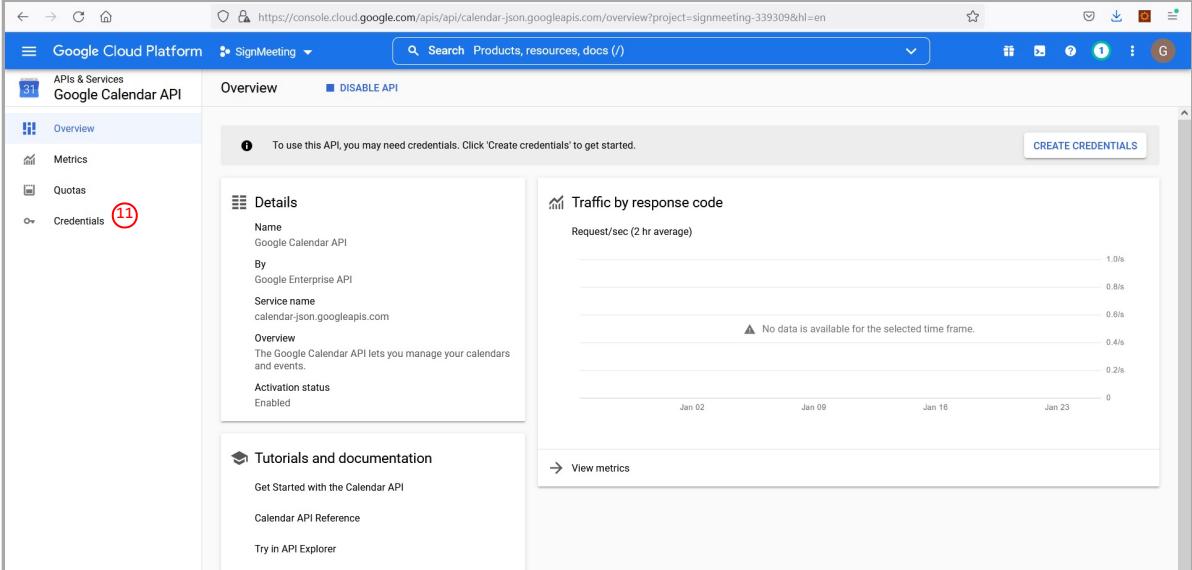


The screenshot shows the Google Cloud Platform API Library for the Google Calendar API. The API card has a blue icon with the number 31. Below it, the text "Integrate with Google Calendar using the Calendar API." is displayed. There are two buttons at the bottom: a blue "ENABLE" button with a red border and a white "TRY THIS API" button. Below the card, there are three tabs: OVERVIEW (which is selected and underlined in blue), DOCUMENTATION, and SUPPORT.

Overview
The Calendar API lets you display, create and modify calendar events as well as work with many other calendar-related objects, such as calendars or access controls.
[Learn more](#)

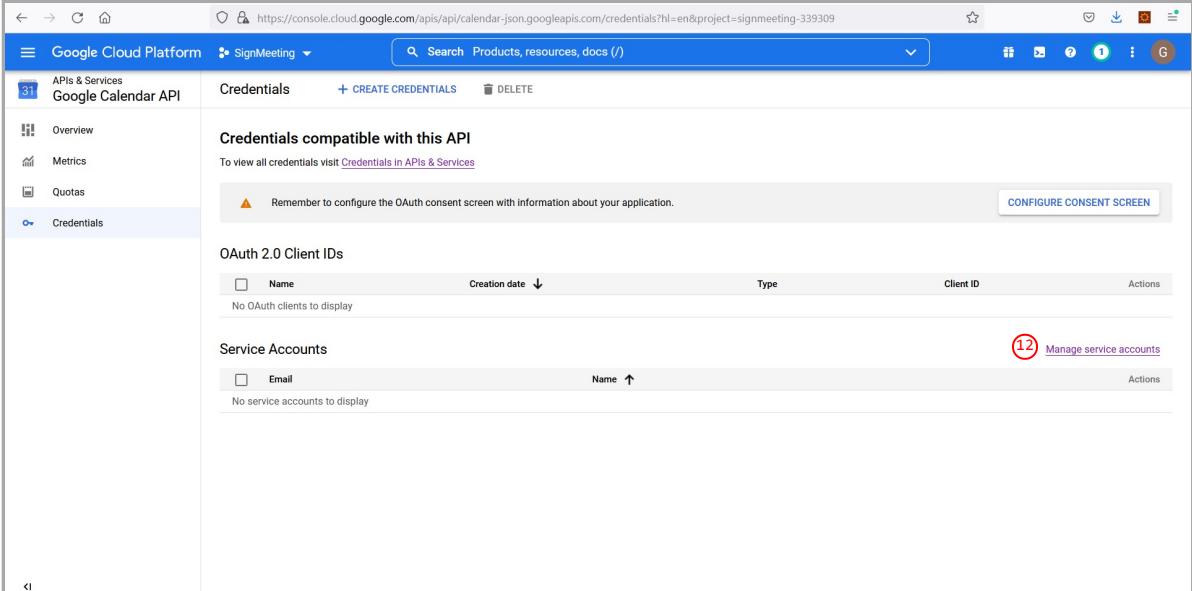
Additional details
Type: [SaaS & APIs](#)
Last updated: 7/23/21
Category: [Google Workspace](#), [Google Enterprise APIs](#)
Service name: [calendar.json.googleapis.com](#)

Once activated, select the **Credentials**  menu.



The screenshot shows the Google Cloud Platform API Overview page for the Google Calendar API. The left sidebar has 'Credentials' selected, indicated by a red circle with the number 11. The main content area displays details about the API, including its name (Google Calendar API), service name (calendar-json.googleapis.com), and activation status (Enabled). It also includes sections for 'Details', 'Traffic by response code', and 'Tutorials and documentation'. A 'CREATE CREDENTIALS' button is located in the top right corner.

Click on the **Manage service accounts**  button.



The screenshot shows the Google Cloud Platform Credentials page for the Google Calendar API. The 'Credentials' menu item is highlighted with a red circle containing the number 12. The page lists 'OAuth 2.0 Client IDs' and 'Service Accounts'. A 'CONFIGURE CONSENT SCREEN' button is visible in the top right. The 'Service Accounts' section shows a table with one row: 'No service accounts to display'.

Click on the + CREATE SERVICE ACCOUNT **(13)** button.

The screenshot shows the Google Cloud Platform IAM & Admin Service Accounts page. The sidebar on the left has 'Service Accounts' selected. The main area displays a table with no rows, with columns for Email, Status, Name, Description, Key ID, Key creation date, OAuth 2 Client ID, and Actions. A red circle labeled '13' is positioned over the '+ CREATE SERVICE ACCOUNT' button at the top of the table area.

Enter a Service account **(14)** name (e.g. service-account-sm), enter a service account description **(15)** and click on the DONE **(16)** button.

The screenshot shows the 'Create service account' dialog. Under 'Service account details', the 'Service account name' field contains 'service-account-sm' (14). The 'Service account description' field contains 'service-account for signmeeting project' (15). Below these fields are two sections: 'Grant this service account access to project (optional)' and 'Grant users access to this service account (optional)'. At the bottom are 'DONE' and 'CANCEL' buttons, with a red circle labeled '16' over the 'DONE' button.

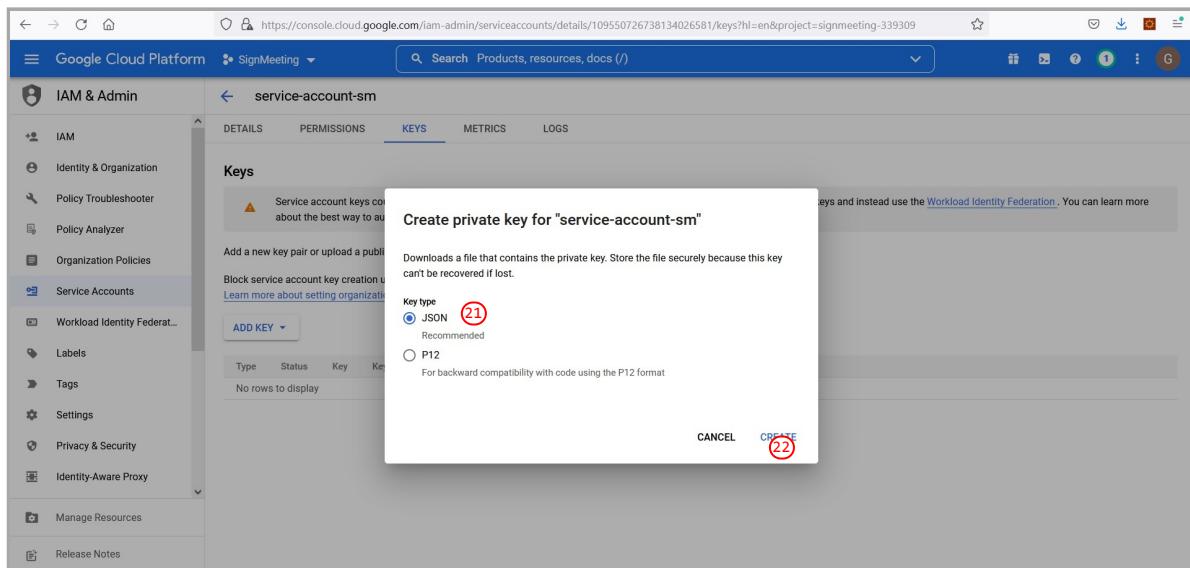
When the service account is created, click on the three dots button of the Actions **(17)** column, then select the Manage keys **(18)** item.

The screenshot shows the Google Cloud Platform IAM & Admin Service accounts page. A service account named "service-account-sm@signmeeting-339309.iam.serviceaccount.com" is listed. The "Actions" column for this account contains a three-dot menu icon with a red circle around it (labeled 17). A dropdown menu is open, showing options: "Manage details", "Manage permissions", "Manage keys" (with a red circle around it, labeled 18), "View metrics", "View logs", "Disable", and "Delete".

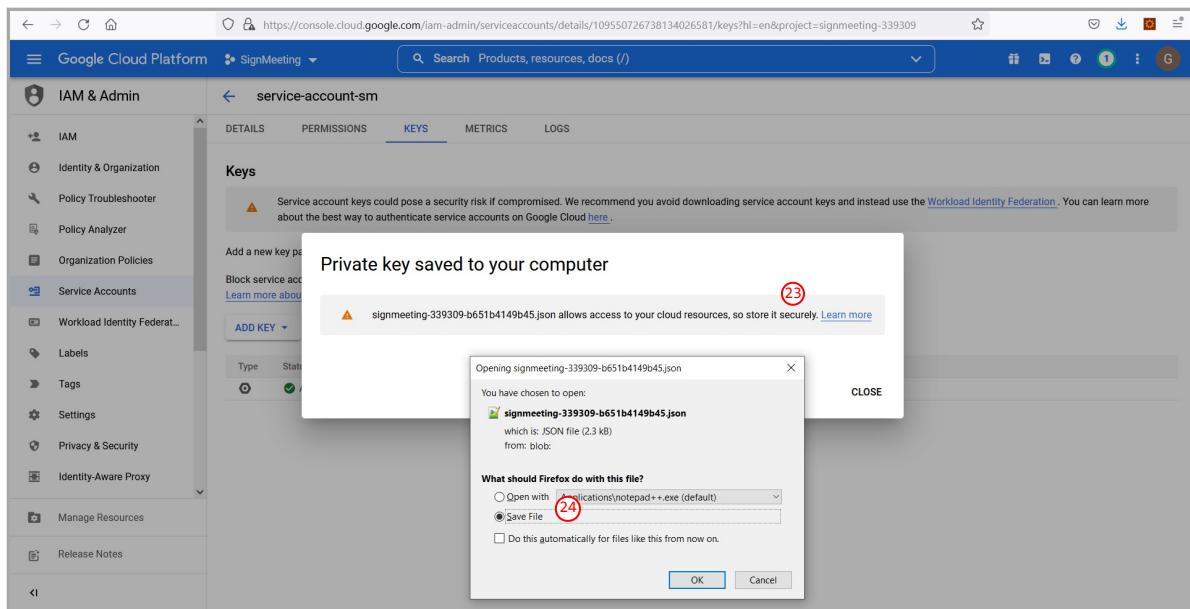
Click on the ADD KEY **(19)** button then select the Create new key **(20)** button.

The screenshot shows the Google Cloud Platform IAM & Admin Service account details page for "service-account-sm". The "KEYS" tab is selected. At the top left of the "Keys" section, there is an "ADD KEY" button with a red circle around it (labeled 19). Below it, there are two options: "Create new key" (with a red circle around it, labeled 20) and "Upload existing key".

Select the **JSON** **(21)** format and click on the **CREATE** **(22)** button.



⚠ When prompted automatically by the Web page, and like explained **(23)**, store absolutely the JSON key (.json file) on your computer **(24)** and store it preciously.

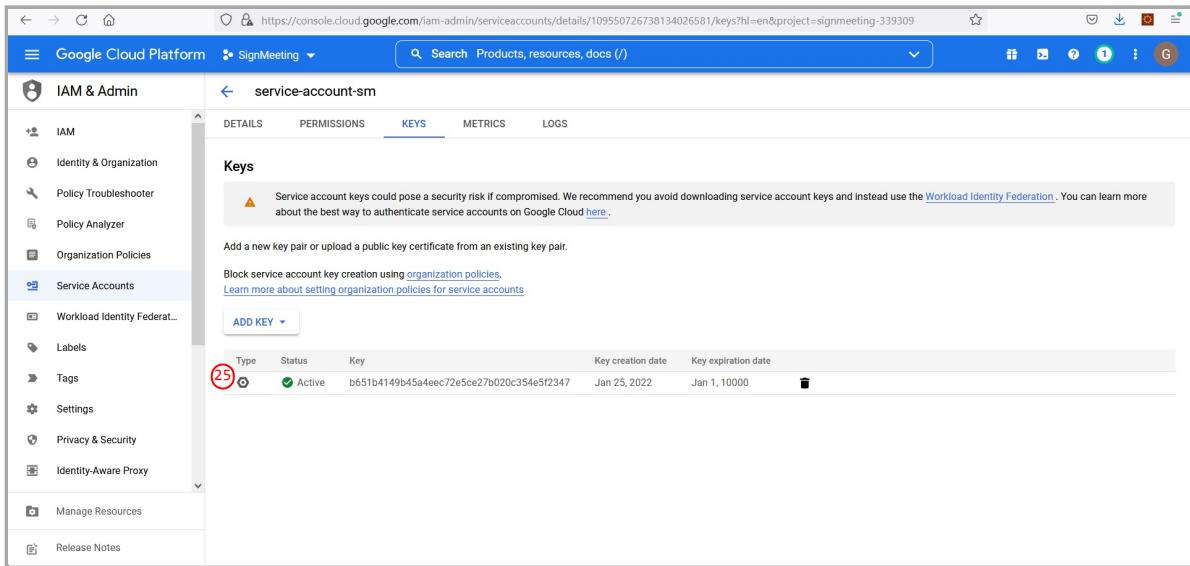


⚠ This .json file is required when filling the SignMeeting Google Workspace datasource form.

JSON Example:

```
"type": "serviceaccount", "projectid": "signmeeting-339309", "privatekeyid": "b651b4149b45a4eec72e5ce27020c354e5f2347", "privatekey": "-----BEGIN PRIVATE KEY-----\nMIIEvgIBABgkqh.....VX6AbOrK\n-----END PRIVATE KEY-----\n", "clientemail": "service-account-sm@signmeeting-339309.iam.gserviceaccount.com", "clientid": "10955072673834026981", "authuri": "https://accounts.google.com/o/oauth2/auth", "tokenuri": "https://oauth2.googleapis.com/token", "authproviderx509certurl": "https://www.googleapis.com/oauth2/v1/certs", "clientx509certurl": "https://www.googleapis.com/robot/v1/metadata/x509/service-account-sm%40signmeeting-339309.iam.gserviceaccount.com" }
```

Here, the key  is properly created.



The screenshot shows the Google Cloud Platform IAM & Admin Service Accounts Keys page. The left sidebar is titled 'IAM & Admin' and includes sections like IAM, Identity & Organization, Policy Troubleshooter, Policy Analyzer, Organization Policies, Service Accounts (which is selected), Workload Identity Federation, Labels, Tags, Settings, Privacy & Security, Identity-Aware Proxy, Manage Resources, and Release Notes. The main content area is titled 'service-account-sm' and shows the 'KEYS' tab selected. A table lists a single key entry:

Type	Status	Key	Key creation date	Key expiration date	Action
25	Active	b651b4149b45a4eec72e5ce27b020c354e5f2347	Jan 25, 2022	Jan 1, 10000	

A warning message at the top right states: 'Service account keys could pose a security risk if compromised. We recommend you avoid downloading service account keys and instead use the [Workload Identity Federation](#). You can learn more about the best way to authenticate service accounts on Google Cloud [here](#).'

Google Cloud Console: Retrieve the service account email (or client email)

You can retrieve the service account email by editing the JSON key. The `service_account_email` value is available in the case behind the `client_email` key.

You can also retrieve the service account email by connecting with the URL <https://console.cloud.google.com/> with your login credential having an Google Workspace administrator profile. Select your project (e.g. `SignMeeting`). Select APIs & Services (1), then select select the credentials (2) item.

The screenshot shows the Google Cloud Platform interface. The left sidebar has a red circle around the 'APIs & Services' link. A dropdown menu is open under 'Credentials', with a red circle around the 'Credentials' option. The main content area shows a table of keys, with one row visible:

Type	Status	Key	Key creation date	Key expiration date
Dashboard		b651b4149b45a46ec72e5ce27b020c354e5f2347	Jan 25, 2022	Jan 1, 10000

The service account (3) email is shown here.

The screenshot shows the Google Cloud Platform interface. The left sidebar has a red circle around the 'APIs & Services' link. Under 'Service Accounts', there is a table with one row:

Email	Name	Actions
service-account-sm@signmeeting-339309.iam.gserviceaccount.com	(3)	

Copy into clipboard the `service_account_email` value of the appropriate service account .

Google Cloud Console: Activate the project creator role for your organisation directory

If case you have created an organisation unit in your Google Workspace , you need to activate write access roles for your organisation unit directory.

Click on the Select a projet  button.

Then in the popup, click on the organisation hyperlink (e.g. [innes.fr](#)  in the example, select you own organisation).



Your organisation  is loaded in the Google Cloud Console banner (e.g. [innes.fr](#), in your case must be your organisation).



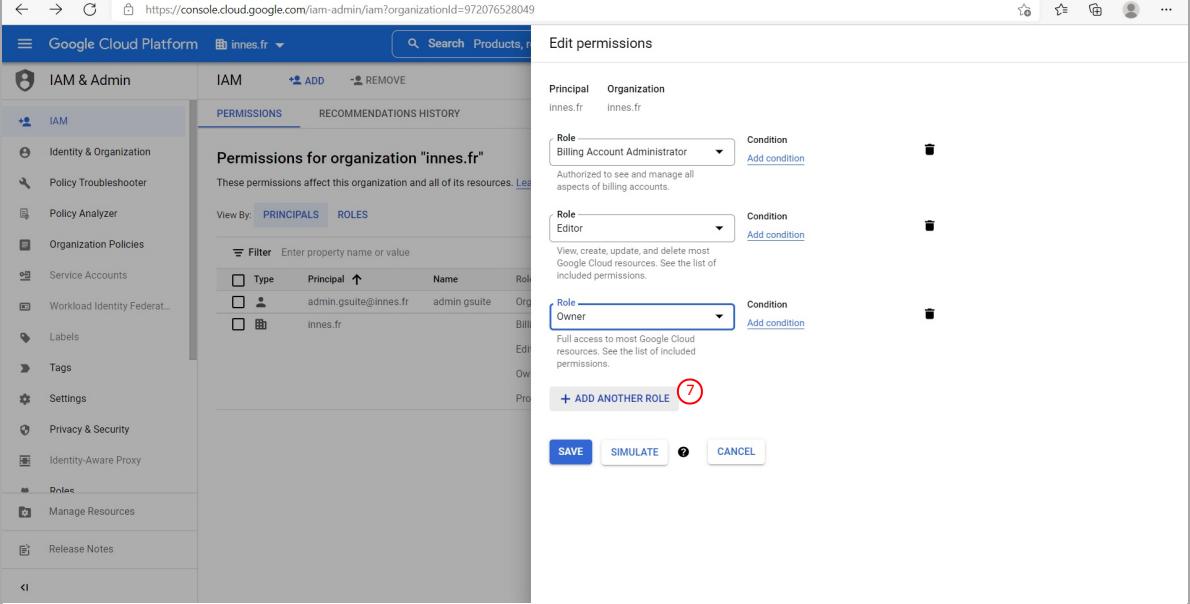
Browse the main menu, fly over the IAM & Admin **(4)** item then click on the IAM **(5)** item.

The screenshot shows the Google Cloud Platform main menu. The left sidebar has several sections: Home, View all products, PINNED, APIs & Services, MORE PRODUCTS, Marketplace, Billing, APIs & Services, Support, IAM & Admin (4), Getting started, Compliance, Security, and Anthos. The IAM & Admin section is highlighted with a red circle around the number 4. A dropdown menu for 'IAM' (5) is open, showing options like Identity & Organization, Policy Troubleshooter, Policy Analyzer, Organization Policies, Service Accounts, Workload Identity Federation, Labels, Tags, Settings, Privacy & Security, Identity-Aware Proxy, Roles, Audit Logs, Manage Resources, Create a Project, Asset Inventory, Essential Contacts, Groups, Early Access Center, and Quotas. The 'Identity & Organization' option is also highlighted with a red circle around the number 5.

Click on the **Edit principal** **(6)** button.

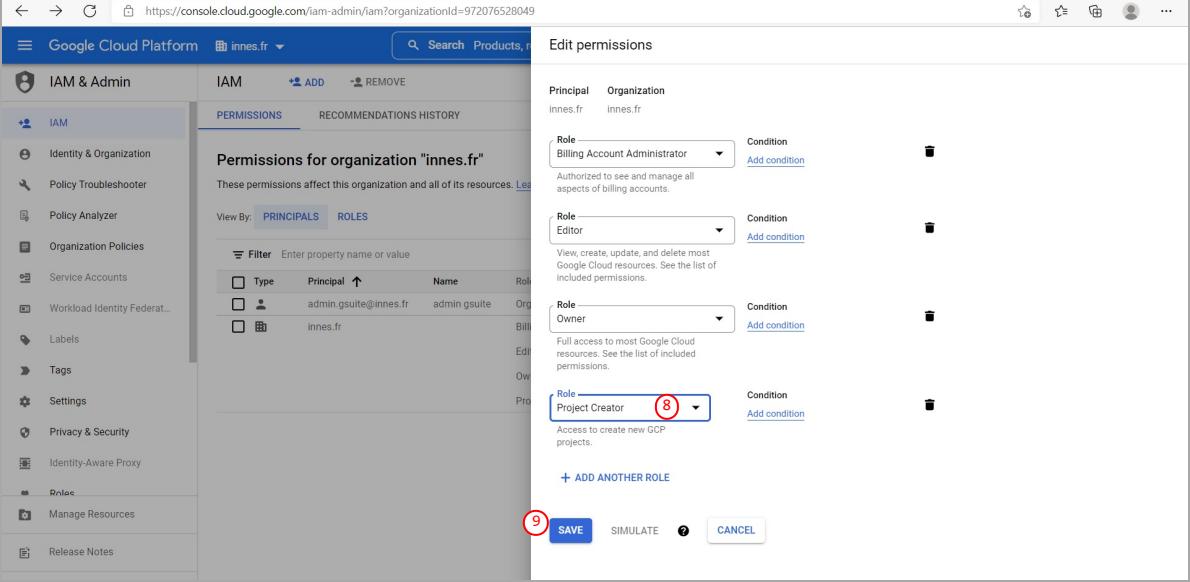
The screenshot shows the 'Permissions' tab of the IAM & Admin page. The left sidebar has the same structure as the previous screenshot. The main area shows 'Permissions for organization "innes.fr"'. It lists principals and their roles: 'innes.fr' (Billing Account Administrator, Editor, Owner, Project Creator). There are 'ADD' and 'REMOVE' buttons at the top, and tabs for 'PERMISSIONS' (selected) and 'RECOMMENDATIONS HISTORY'. A 'View By' dropdown shows 'PRINCIPALS' (selected) and 'ROLES'. A 'Filter' input field is present. An 'Edit principal' button (6) is located at the bottom right of the table row for 'innes.fr'.

Click on the ADD ANOTHER ROLE  button.



The screenshot shows the Google Cloud Platform IAM & Admin interface. The left sidebar is titled 'IAM & Admin' and includes sections like IAM, Identity & Organization, Policy Troubleshooter, Policy Analyzer, Organization Policies, Service Accounts, Workload Identity Federation, Labels, Tags, Settings, Privacy & Security, Identity-Aware Proxy, Roles, Manage Resources, and Release Notes. The main area is titled 'Edit permissions' for organization 'innes.fr'. It shows a table of permissions for 'innes.fr'. A dropdown menu for 'Role' is open, showing 'Billing Account Administrator', 'Editor', and 'Owner'. Below the dropdown is a blue button labeled '+ ADD ANOTHER ROLE' with a red circle containing the number 7.

Enter the Project creator  text value then click on the Save  button.



The screenshot shows the Google Cloud Platform IAM & Admin interface. The left sidebar is identical to the previous screenshot. The main area is titled 'Edit permissions' for organization 'innes.fr'. A dropdown menu for 'Role' is open, showing 'Billing Account Administrator', 'Editor', 'Owner', and 'Project Creator'. The 'Project Creator' option is highlighted with a red circle containing the number 8. Below the dropdown is a blue 'SAVE' button with a red circle containing the number 9.

Google Cloud Console: Remove a project

To remove an obsolete project, browse the main menu, fly over the IAM & Admin (1) item then click on the Manage resources (2) item.

The screenshot shows the Google Cloud Platform main menu. The left sidebar has several sections: Home, View all products, PINNED (APIs & Services), MORE PRODUCTS (Marketplace, Billing, APIs & Services, Support, IAM & Admin, Getting started, Compliance, Security, Anthos). The 'IAM & Admin' section is highlighted with a red circle labeled (1). A dropdown menu for 'Manage Resources' is open, with 'Delete' highlighted and a red circle labeled (2).

Select a project name (3), click on the three dots button then click on the Delete (4) item.

The screenshot shows the 'Manage resources' page for the 'SignMeeting-RD' project. The left pane lists resources: 'innes.fr' (selected with a red circle labeled (3)), 'SignMeeting-QA', and 'SignMeeting-RD'. The right pane shows the project details for 'SignMeeting-RD' with tabs for PERMISSIONS, LABELS, ACTIVITY, and TAGS. In the PERMISSIONS tab, a 'Delete' button is highlighted with a red circle labeled (4).

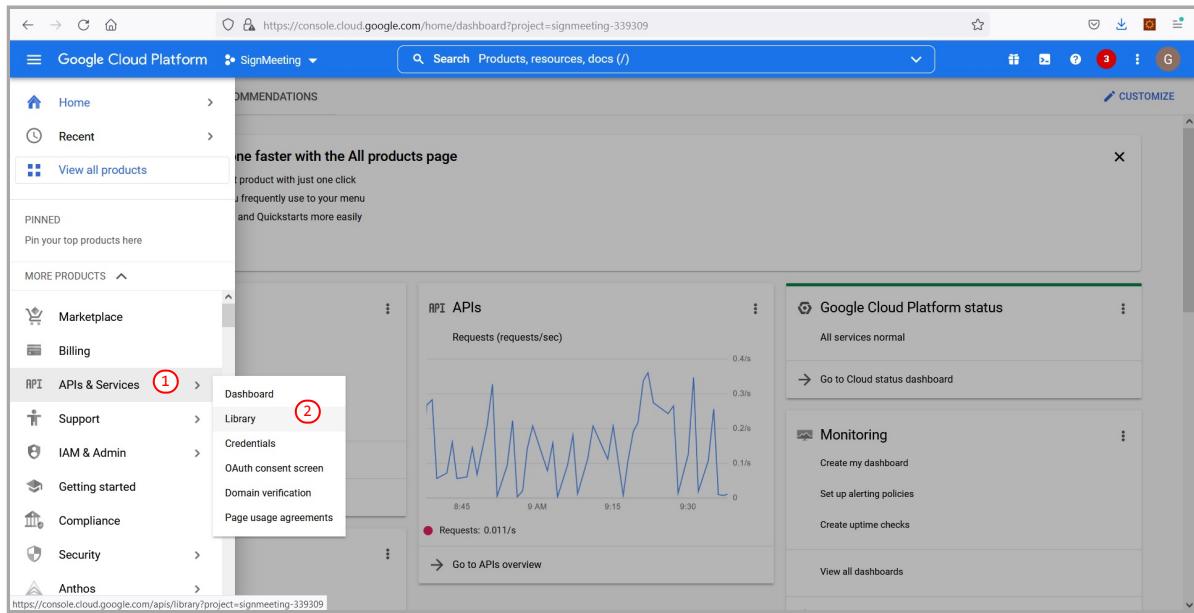
6.14 Appendix: Google API activation in Google Cloud console

Google Cloud console: support for the displaying of images coming from the organizer Google drive directory

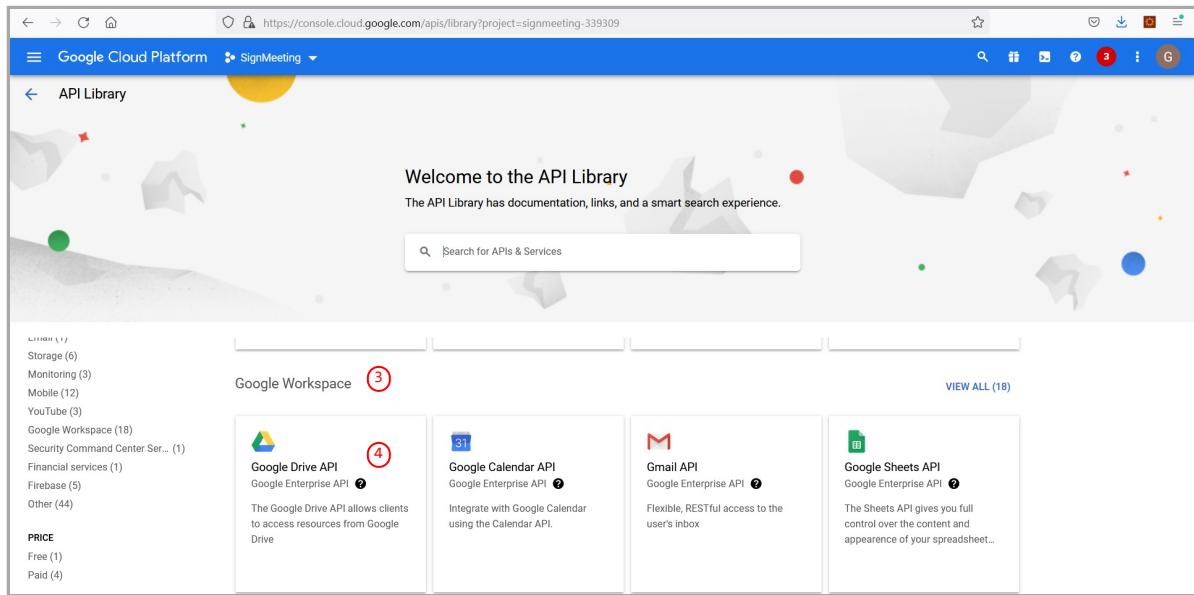
Displaying images, attached to the event, and coming from the Google Drive's directory of the organizer, implies to activate the Google Drive API.

Connect to URL <https://console.cloud.google.com/> with your login credentials having a Google Workspace administrator profile.

Browse the main menu, fly over the APIs and Services **①** item, then click on the Library **②** item.



Scroll to the bottom to find the Google Workspace **③** section. Select the Google Drive API **④** button.



Click on the **ENABLE** (5) button.

The screenshot shows the Google Cloud Platform API library interface. At the top, it displays the URL <https://console.cloud.google.com/apis/library/drive.googleapis.com?project=signmeeting-339309>. Below the URL is the title "Google Drive API" and its subtitle "Google Enterprise API". A description states: "The Google Drive API allows clients to access resources from Google Drive". There are two main buttons: "ENABLE" (which is highlighted with a red circle labeled "5") and "TRY THIS API". Below these buttons are two tabs: "OVERVIEW" (which is selected and highlighted with a blue underline) and "DOCUMENTATION". On the right side, there is a section titled "Additional details" with the following information: Type: SaaS & APIs, Last updated: 7/23/21, Category: Storage, Google Workspace, Google Enterprise APIs, and Service name: drive.googleapis.com.

The Google drive API is properly activated.

If finally the feature was not required, it is possible to disable the Google Drive API by clicking on the DISABLE API (6) button.

The screenshot shows the Google Cloud Platform API library interface, specifically the "Overview" page for the Google Drive API. At the top, it displays the URL <https://console.cloud.google.com/apis/api/drive.googleapis.com/overview?project=signmeeting-339309>. The left sidebar lists "APIs & Services" and "Google Drive API" under "Overview". The main content area has three sections: "Details" (Name: Google Drive API, By: Google Enterprise API, Service name: drive.googleapis.com), "Traffic by response code" (a line chart showing request rates over time), and "Tutorials and documentation" (links to "Learn more" and "Try in API Explorer"). The "DISABLE API" button is located at the top of the main content area, just below the "Overview" tab, and is highlighted with a red circle labeled "6".

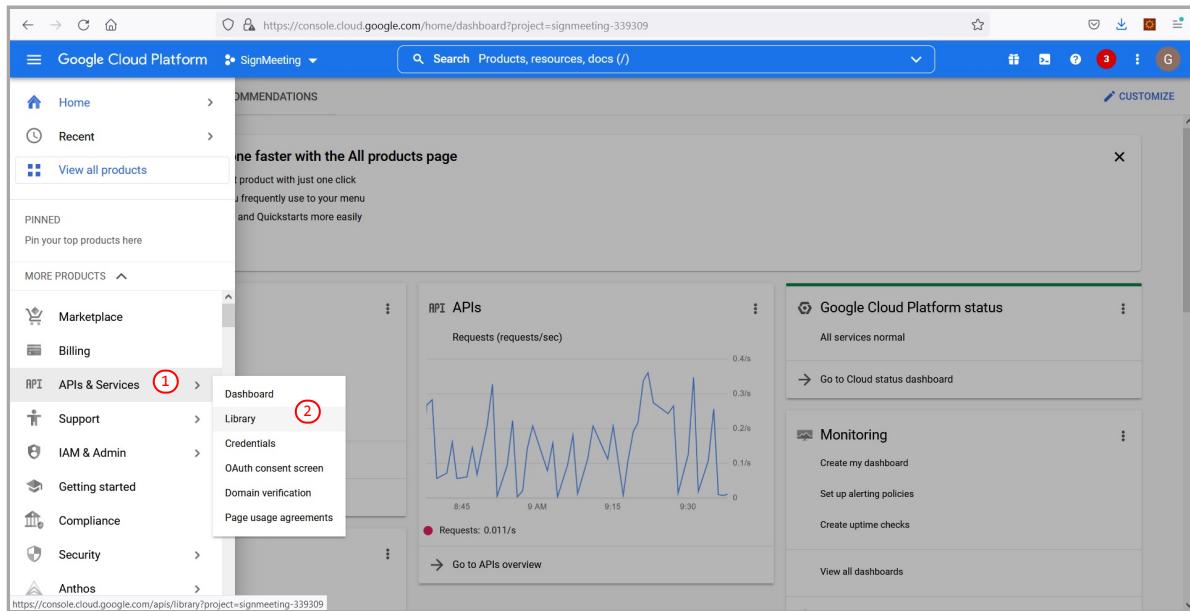
Google Cloud console: support for the displaying of the display names for attendees internal to the organization

Displaying the attendees *display name* instead of the attendees email address, for attendees belonging to the contacts directory internal to the organisation, implies to activate the Admin SDK API .

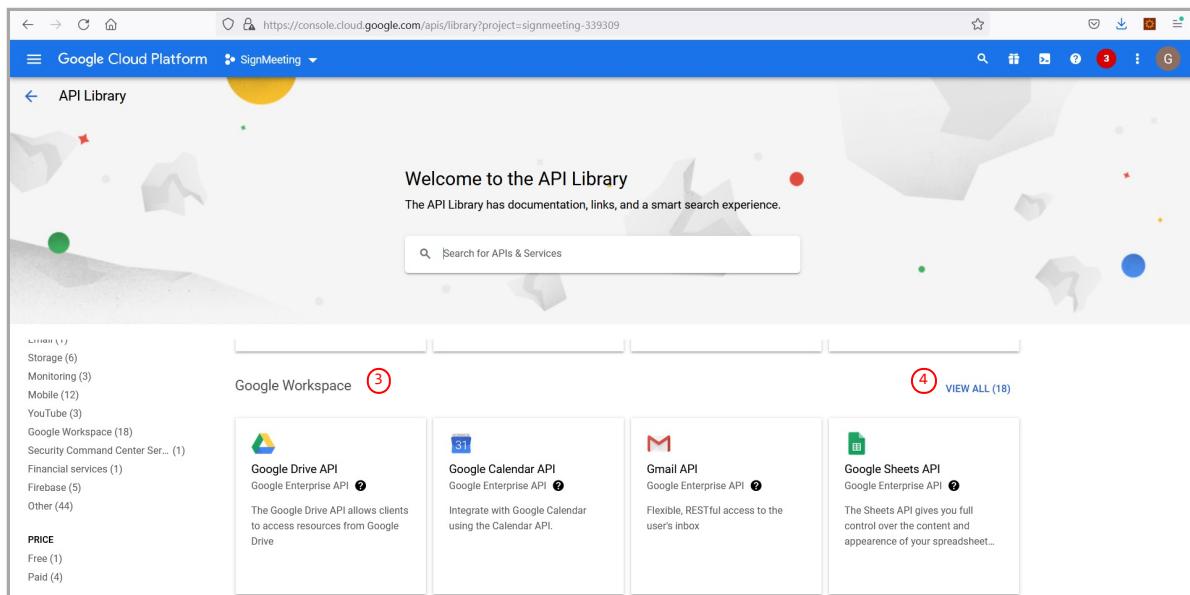
Wait for few minutes, the time for SignMeeting Google Workspace App to reflect the changes.

Connect to cloud google console <https://console.cloud.google.com/> with your account credentials having Google Workspace administrator profile.

Browse the main menu, fly over the APIs and Services **①** item, then click on the Library **②** item.



Scroll to the bottom to find the Google Workspace **③** section. Select the VIEW ALL **④** button.



Select the Admin SDK API **(5)** button.

The screenshot shows the Google Cloud Platform API Library interface. The search bar at the top contains the query "Search for APIs & Services". Below it, the "API Library" section is selected, and under "Google Workspace", there are 18 results. One result, "Admin SDK API", is highlighted with a red circle containing the number 5. Other visible APIs include Apps Script API, Audit API, CalDAV API, Enterprise License Manager API, G Suite Marketplace API, G Suite Vault API, and Gmail API.

Click on the **ENABLE API** button.

The screenshot shows the "Admin SDK API" detail page. The "ENABLE" button is highlighted with a red circle containing the number 6. Below the button, there are two tabs: "OVERVIEW" (which is selected) and "DOCUMENTATION". The "OVERVIEW" section includes a brief description and a "TRY THIS API" button. The "Additional details" section provides metadata: Type: SaaS & APIs, Last updated: 7/23/21, Category: Google Workspace, Google Enterprise APIs, and Service name: admin.googleapis.com.

If finally this feature was not required, it is possible to disable the Admin SDK API afterwards by clicking on the DISABLE API button.

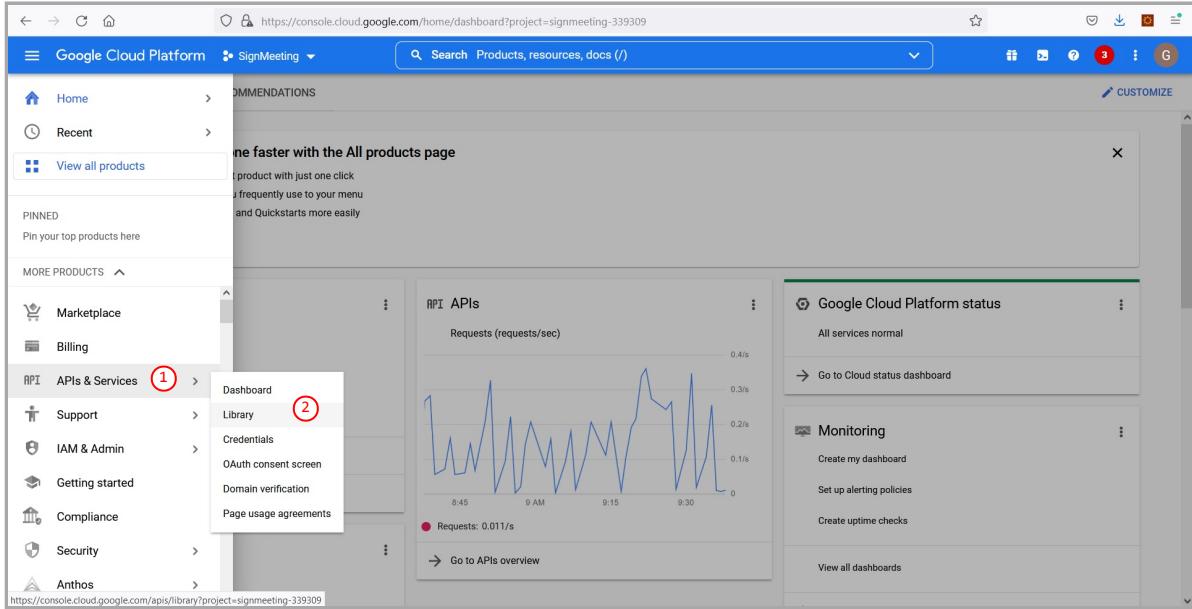
The screenshot shows the Google Cloud Platform API & Services Admin SDK API Overview page. The URL is https://console.cloud.google.com/apis/api/admin.googleapis.com/overview?project=signmeeting-qa&supportedpurview=project. The page has a blue header with the Google Cloud logo, a search bar, and navigation icons. On the left, there's a sidebar with 'Overview', 'Metrics', 'Quotas', and 'Credentials'. The main content area has two tabs: 'Overview' (selected) and 'DISABLE API' (with a red circle and question mark icon). The 'Overview' tab contains sections for 'Details' (Name: Admin SDK API, By: Google Enterprise API, Service name: admin.googleapis.com, Overview: Admin SDK lets administrators of enterprise domains to view and manage resources like user, groups etc. It also provides audit and usage reports of domain, Activation status: Enabled), 'Tutorials and documentation' (Learn more, Try in API Explorer), and 'Traffic by response code' (Request/sec (2 hr average) chart showing 1.0/s, 0.8/s, 0.6/s, 0.4/s, 0.2/s, and 0 for Jan 02, Jan 09, Jan 16, and Jan 23 respectively, with a note: 'No data is available for the selected time frame.' and a 'View metrics' link).

Google Cloud console: support for the displaying of the display names for external contact

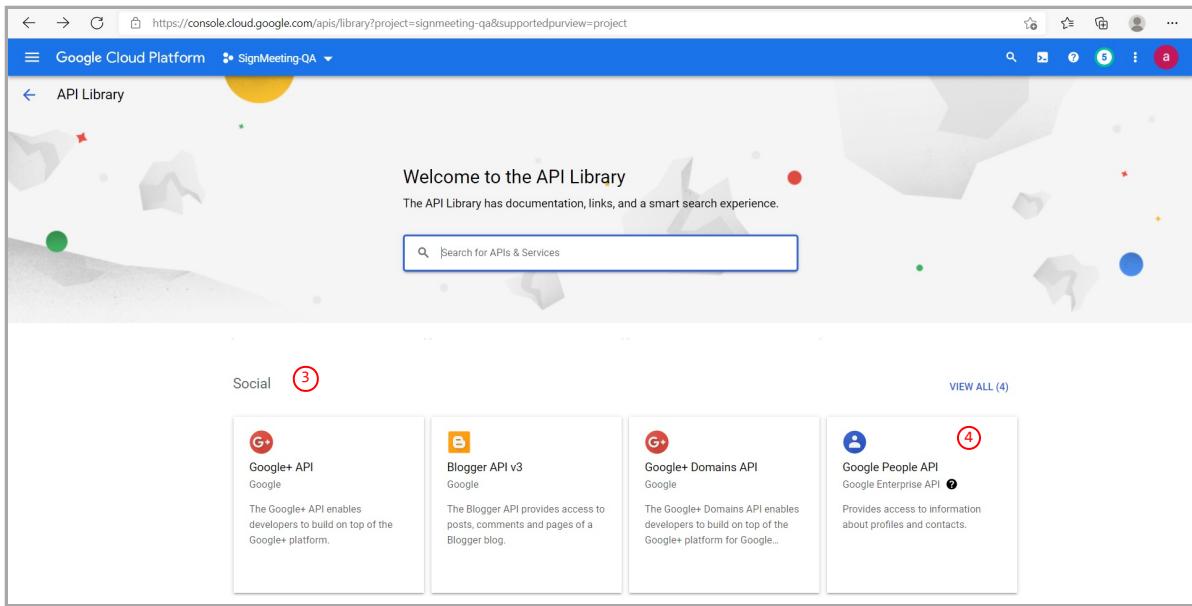
Displaying the attendees *display name* instead of the attendees email address, for attendees belonging to the external contact of the organizer, implies to activate the Google People API.

Connect to the URL <https://console.cloud.google.com/> with your account credentials having Google Workspace administrator profile.

Browse the main menu, fly over the APIs and Services **①** item, then click on the Library **②** item.



Scroll to the bottom to find the Social **③** section. Select the Google People API **④** button.



Click on the **ENABLE API** (5) button.

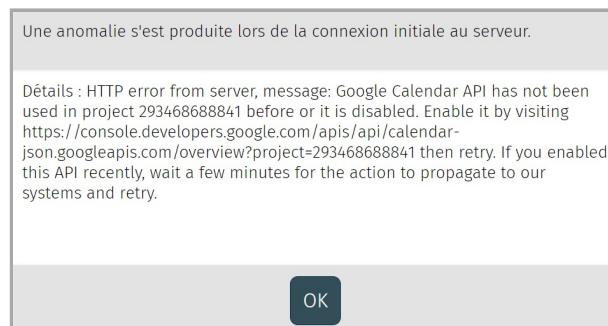
The screenshot shows the Google Cloud Platform API library interface. A blue sidebar on the left lists 'APIs & Services' and 'People API'. The main content area displays the 'Google People API' details. At the top, there's a blue header bar with the URL <https://console.cloud.google.com/apis/library/people.googleapis.com?project=signmeeting-qa&supportedpurview=project>. Below the header, the title 'Google People API' is shown with a blue profile icon. The description 'Provides access to information about profiles and contacts.' is present. Two buttons are at the top: 'ENABLE' (highlighted with a red circle containing the number 5) and 'TRY THIS API'. Below these are tabs for 'OVERVIEW' (selected) and 'DOCUMENTATION'. The 'Additional details' section includes: Type: SaaS & APIs, Last updated: 7/23/21, Category: Social, Google Enterprise APIs, and Service name: people.googleapis.com.

If finally this feature was not required, it is possible to disable the **Google People API** afterwards by clicking on the **DISABLE API** button.

This screenshot shows the same Google Cloud Platform API library interface as the previous one, but with a different state. The 'DISABLE API' button is now highlighted with a red circle containing the number 5. The rest of the interface remains the same, showing the 'Details' and 'Traffic by response code' sections.

Troubleshoot

If ever the mandatory `Google Calendar API` is not activated, this `SignMeeting Google Workspace App` message is displayed for a while after a publication.



6.15 Appendix: Create resources, users and manage delegation with service account in Google Admin

To work with room resources, three steps are required:

- create users (organizer, attendees),
- create room resources,
- share each resource with the `Google WorkSpace` service account.

Changes done in `Google WorkSpace` accounts can take up to 24 hours to take effect..

Google Admin: create resources

To create resource, enter this Google Workspace administration console URL into your Web browser <https://admin.google.com> and enter your login credentials having a `Google Workspace` administrator profile.

Click on

- Apps (1) then,
- Google WorkSpace (2) then,
- Calendar (3).

Click on the Resource (4) button.

The screenshot shows the Google Admin interface for managing the Google Workspace application. The left sidebar has a tree view with 'Home', 'Dashboard', 'Directory', 'Devices', 'Apps' (1), 'Google Workspace' (2), 'Calendar' (3), 'Currents', 'Drive and Docs', 'Gmail', 'Google Chat and classic Hangouts', 'Google Meet', 'Groups for Business', 'Jamboard', and 'Keen'. The 'Google Workspace' node is expanded. The main content area is titled 'Settings for Calendar'. It shows 'Sharing settings' with 'Status ON for everyone'. Below that are sections for 'External sharing options for primary calendars' and 'Internal sharing options for primary calendars'. Under 'Video conferencing', it says 'Turned on: Make Google Meet the default video conferencing provider when available'. The 'Resources' section (4) at the bottom is described as 'Define resources that are available for users to schedule on their calendars, such as meeting rooms, projectors, company cars, or other shared equipment.'

Or click on:

- Directory **(5)** then,
- Buildings and resources **(6)** then,
- Manage resources **(7)**.

And click on the + yellow **(8)** button.

The screenshot shows the Google Admin interface with the URL <https://admin.google.com/ac/calendarresources/resources>. The left sidebar is open, showing 'Directory' (5) as the selected category. Under 'Buildings and resources' (6), 'Manage resources' (7) is highlighted. In the main content area, the 'Buildings' tab is selected, showing a list of buildings like 'Build1' and 'RD Building'. To the right, the 'Resources' tab is selected, showing a list of rooms such as 'Room 01' through 'Room 06', each associated with a building and floor number. A large yellow circle highlights the '+ Add a filter' button at the top of the 'Resources' list. Below the lists, there are buttons for 'MANAGE BUILDINGS' and 'MANAGE RESOURCES'.

Choose the appropriate building and floor values among those available. Fill the resource name **(9)**. Fill the capacity **(11)** which is mandatory. Then click on the ADD RESOURCE **(10)** button.

The screenshot shows the 'Add resource' dialog box overlying the Google Admin interface. The dialog has a blue header 'Add resource'. It contains fields for 'Auto-generated resource name' (Build1-0-Room 02 (10)), 'Category' (Meeting space (room, phone booth,...)), 'Building' (Build1), 'Floor' (0), 'Floor section' (10), 'Resource name' (highlighted with a red circle, 9), 'Capacity' (highlighted with a red circle, 11), and 'User visible description' and 'Add description (internal)'. At the bottom are 'CANCEL' and 'ADD RESOURCE' buttons, with the latter highlighted by a red circle.

When a resource is created, Google WorkSpace assigns an email to the resource. That email value must be used in the SignMeeting Google WorkSpace form as resource ID.

To retrieve the resource email, double click on a resource (12) to see its resource email.

The screenshot shows the Google Admin interface under 'Buildings and resources > Resource management'. On the left, a sidebar lists 'Buildings and resources' with 'Manage resources' selected. The main area displays a table titled 'Resources' with columns: Resources, Building, Floor, Type, and Features. A yellow circle highlights the '+' button in the top-left corner of the table header. Another yellow circle highlights the number '(12)' next to the 'RD 04' resource row, which is a room in 'RD Building' on '01' floor.

The resource email (13) must be pasted in the resource definition of the SignMeeting Google Workspace form.

The screenshot shows the detailed view of 'Room 02' under 'Buildings and resources > Resource management > Resources > Room 02'. The left sidebar shows 'Manage resources' selected. The right panel displays 'Details' for Room 02, including Name (Room 02), Building (Build1), Floor (0), Category (Meeting space), Type (Resource type (phone booth, mother's room, bike etc.)), and Capacity (10). It also shows 'User visible description' (User visible description, additional information about resource) and 'Description (internal)' (Internal additional information, not visible by users). Below this, there are sections for 'Features' (Video conferencing, Telephony, Other) and a link to 'Show resource's calendar'. A yellow circle highlights the resource email '188594jhjhsheagoni3194gemn1kec@resource.calendar.google.com' listed under 'User visible description'.

Note the Auto-generated resource name (<room_capacity>) (14) which is generated automatically by Google calendar when the resource is created.

Google Admin: create buildings, floors

To create buildings or floor values, click on:

- Directory **(1)** then,
- Buildings and resources **(2)** then,
- Manage resources **(3)**.

And click on the `MANAGE BUILDINGS` button **(4)** button.

Resources	Building	Floor	Type	Features
Room 01	Build1	0	-	-
Room 03	Build1	0	-	-
RD 01	RD Building	01	-	-
RD 02	RD Building	01	-	-
RD 03	RD Building	01	-	-
RD 04	RD Building	01	-	-
RD 05	RD Building	01	-	-
RD 06	RD Building	01	-	-

Click on the + yellow **(5)** button to add a building. Click on the `Edit building` **(6)** button to add or modify the floor names in the building.

Id	Name	Floors	Address
Build1	Build1	0, 1	Address not set
RD-Building	RD Building	01, 02	Address not set

Google Admin: create organisation unit

To create resource, enter this Google Workspace administration console URL into your Web browser <https://admin.google.com> and enter your login credentials with administrator profile.

To create a organisation unit, click on:

- Directory **①** then,
- organisation units **②**.

Then click on the + yellow **③** button of the Manage organisation units (e.g.).



Google Admin: create user

The SignMeeting Google Workspace App allows to display attendees. The attendees must be part of the Google calendar organisation.

To create users in your Google calendar organisation, enter this Google Workspace administration console URL into your Web browser <https://admin.google.com> and enter your login credentials with administrator profile.

To create , click on:

- Directory (1) then,
- Users (2)

Then click on the Add new user (3) button.

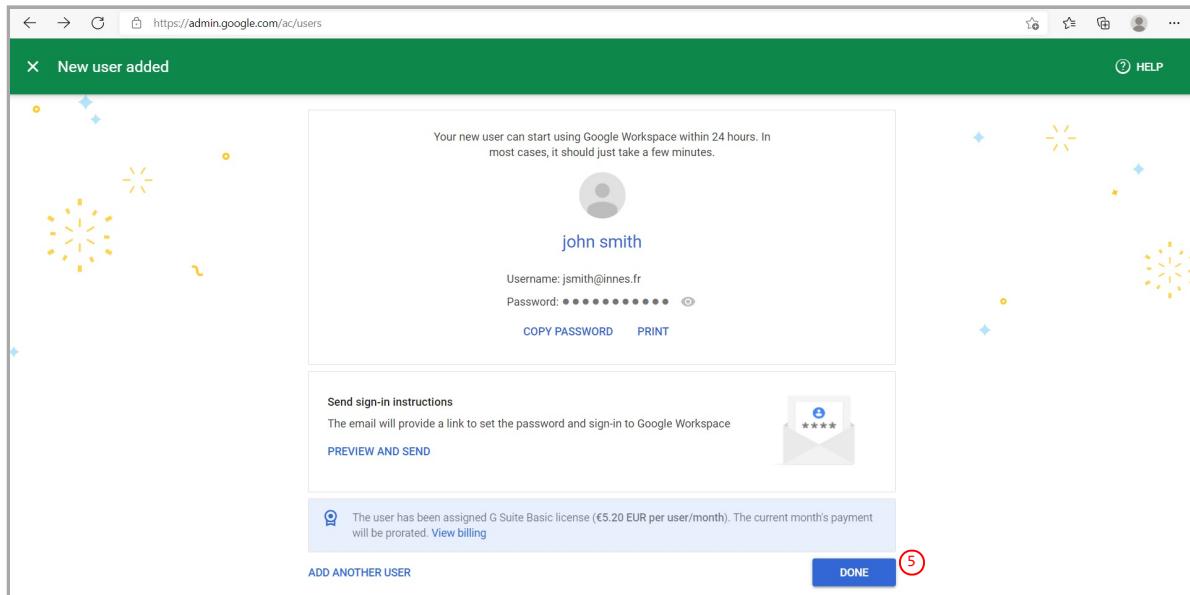
The screenshot shows the Google Admin interface at <https://admin.google.com/ac/users>. The left sidebar is open, showing the 'Directory' section with 'Users' selected (2). The main content area displays a list of users (3). The first user listed is 'jsmith' with the email 'jsmith@innes.fr'. The list includes columns for Name, Email, Status, Last sign in, Email usage, Drive usage, and 2-step.

Fill the user account information then press on ADD NEW USER (4) button (e.g. *jsmith@innes.fr*).

The screenshot shows the 'Add new user' dialog box. In the 'User Information' section, the 'First name' is 'john' and 'Last name' is 'smith'. The 'Primary email' is 'jsmith@innes.fr'. In the 'Password' section, 'Create password' is selected, and a password is entered. At the bottom right of the dialog is the 'ADD NEW USER' button (4), which is highlighted with a red circle.

The user account should be ready in Google Workspace system in less than 24 hours.

Press on the **DONE**  button.



 *The license for any new user creation may lead to a specific bill.*

Google Admin: grant delegation rights to the service account

The SignMeeting Google Workspace App may required to activate:

- some specific write accesss rights to access to the organizer's calendar
- some specific read access rights to access related to the organizer:
 - contacts,
 - Google Drive directory,
 - organisation.

To create a user, click on:

- Security (1) then,
- Access and data control (2) then,
- APIs control (3).

Scroll to the bottom and click on the **MANAGE DOMAIN WIDE DELEGATION** (4) button of the *domain wide delegation* section.

The screenshot shows the Google Admin interface under the 'Security' section. The left sidebar has 'API controls' selected (3). The main content area is titled 'API controls' and contains two sections: 'Block all third-party API access' (unchecked) and 'Trust internal, domain-owned apps' (checked). At the bottom is a 'Domain wide delegation' section with a note about developers registering web applications and a 'MANAGE DOMAIN WIDE DELEGATION' button (4). A red circle highlights the 'MANAGE DOMAIN WIDE DELEGATION' button.

Click on the Add new (5) button.

The screenshot shows the Google Admin interface under the 'Security' section. The left sidebar has 'Home' selected (5). The main content area is titled 'Domain-wide Delegation' and shows a table of 'API clients'. At the top of the table is an 'Add new' button (highlighted with a red circle). A red circle also highlights the 'Home' button in the sidebar.

⚠ This following authorization must be absolutely granted for your Google project so that the SignMeeting Google Workspace App can display the Google Calendar events.

Google API	Specific authorization type	Values for scope 1
Google Calendar API	Read/Write on the user's Google calendar	https://www.googleapis.com/auth/calendar

⚠ These four following authorizations must be granted for your Google project so that the SignMeeting Google Workspace App can display the display names instead the email addresses for the event attendees, internal to the organisation or belonging to the Organizer's external contacts.

Google API	Specific authorization type	Values for scope 2
Google Calendar API	Read/Write on the user's Google calendar	https://www.googleapis.com/auth/calendar
Google Admin SDK	Resolve display name for the organizer internal to the contacts added as attendees	https://www.googleapis.com/auth/directory.readonly https://www.googleapis.com/auth/admin.directory.user.readonly
Google People API	Resolve display name for the organizer's external contacts added as attendees	https://www.googleapis.com/auth/contacts.readonly
Google Drive API	Display image coming from the organizer's Google drive directory	https://www.googleapis.com/auth/drive.readonly

☞ This auth scope may requires to activate the *Google People API* and *Admin SDK API*. For further information, refer to the chapter § [Google API](#).

⚠ These five following authorizations must be granted for your Google project when the check box to display images (coming from the organizer's Google Drive) is checked in the SignMeeting Google Workspace App form.

Google API	Specific authorization type	Values for scope 3
Google Calendar API	Read/Write on the user's Google calendar	https://www.googleapis.com/auth/calendar
Google Drive API	Display image coming from the organizer's Google drive directory	https://www.googleapis.com/auth/drive.readonly
Google Admin SDK	Resolve display name for the organizer internal to the contacts added as attendees	https://www.googleapis.com/auth/directory.readonly https://www.googleapis.com/auth/admin.directory.user.readonly
Google People API	Resolve display name for the organizer's external contacts added as attendees	https://www.googleapis.com/auth/contacts.readonly
Google Drive API	Display image coming from the organizer's Google drive directory	https://www.googleapis.com/auth/drive.readonly

☞ This auth scope may requires to activate the *Google Drive API* as well. For further information, refer to the chapter § [Google API](#).

These are the additional authorizations that must be granted to the App for this feature: when attendees are external contacts, display the first name and last name of external contacts instead of their email address.

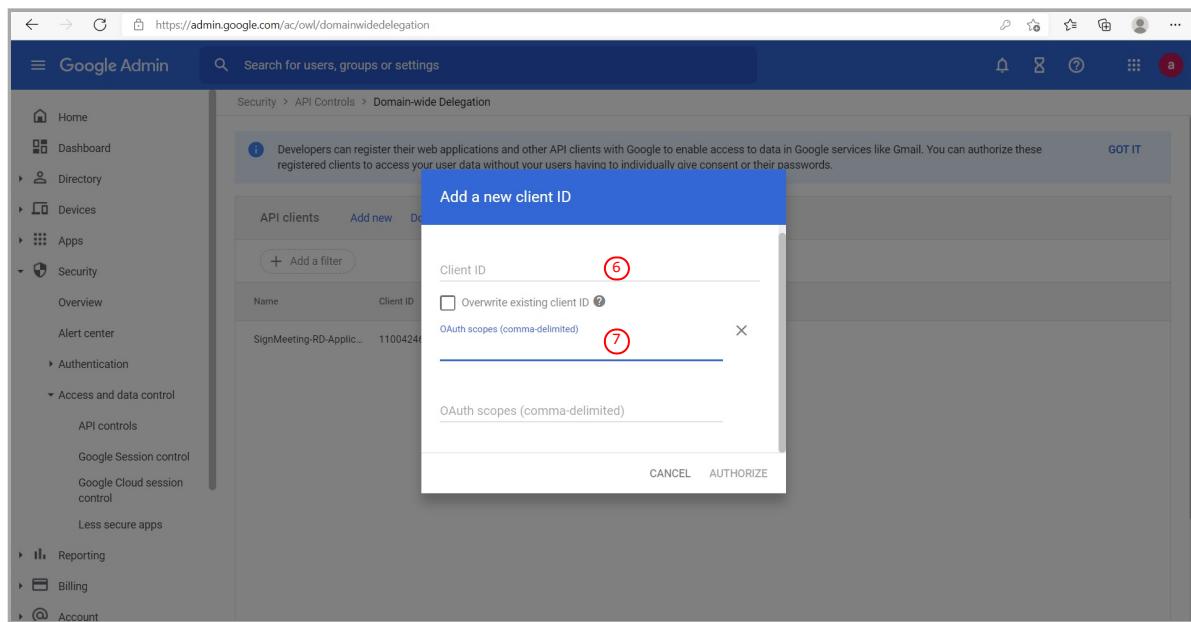
Pick the client id in the *.json* file of your application then paste it in the *Client ID* **(6)** input.

Enter the mandatory authorization scopes values in the *OAuth scopes (comma limited)* **(7)** input, separated with commas.

Depending on the feature you want to support, enter also the appropriate authorization scopes values in the *OAuth scopes (comma limited)* **(7)** input, separated with commas.

Do not check the *overwrite existing client ID* box.

☞ It is possible to enter these five authorizations in a raw, if separated with commas. In this case, copy the line
<https://www.googleapis.com/auth/calendar,https://www.googleapis.com/auth/drive.readonly,https://www.googleapis.com/auth/contacts.readonly,https://www.googleapis.com/auth/directory.readonly,https://www.googleapis.com/auth/admin.directory.user.readonly>



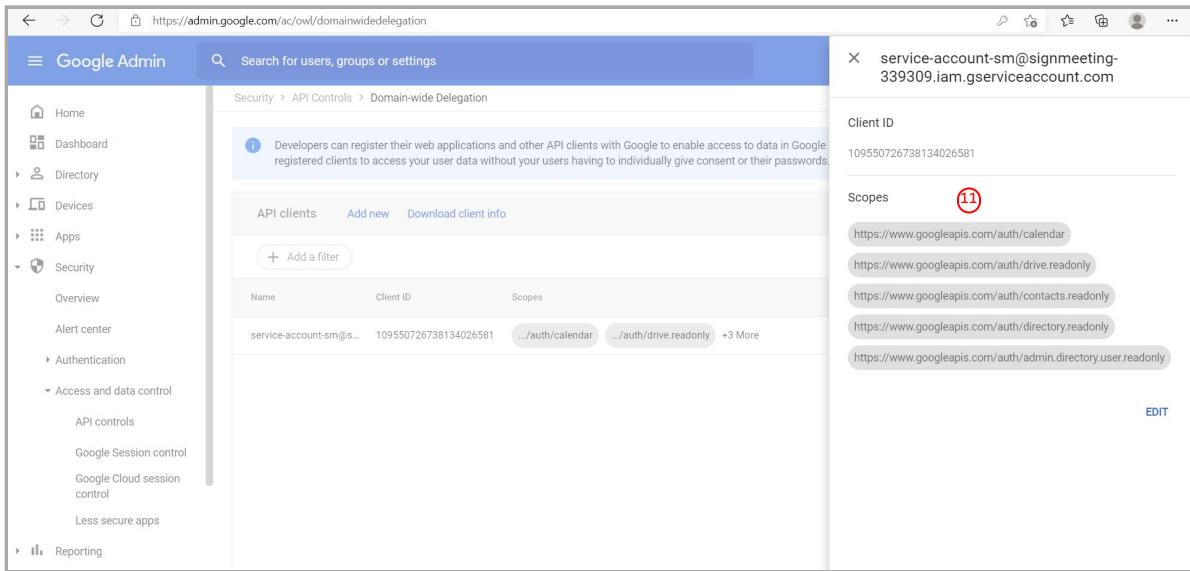
Click on the AUTHORIZE **8** button.

The screenshot shows the Google Admin interface under the Security section, specifically the API Controls > Domain-wide Delegation page. A modal window titled 'Add a new client ID' is open. In the 'Client ID' field, the value '109550726738134026581' is entered. Below it, there is a checkbox for 'Overwrite existing client ID'. The 'OAuth scopes (comma-delimited)' field contains the value 'https://www.googleapis.com/auth/calendar,https://...'. At the bottom right of the modal are 'CANCEL' and 'AUTHORIZE' buttons, with 'AUTHORIZE' being circled in red.

Your App name **9** is automatically recognized thanks to the provided `client ID`.

The screenshot shows the same Google Admin interface after the client ID has been added. The main list view shows a single entry for a service account: 'service-account-sm@...' with Client ID '109550726738134026581'. The 'Scopes' column lists several OAuth scopes, with '9' circled in red next to the first scope. On the far right of the row, there are 'View details', 'Edit', and 'Delete' buttons, with '10' circled in red next to the 'Edit' button.

Click on [View details](#)  to view all the authorizations scopes  for your App.

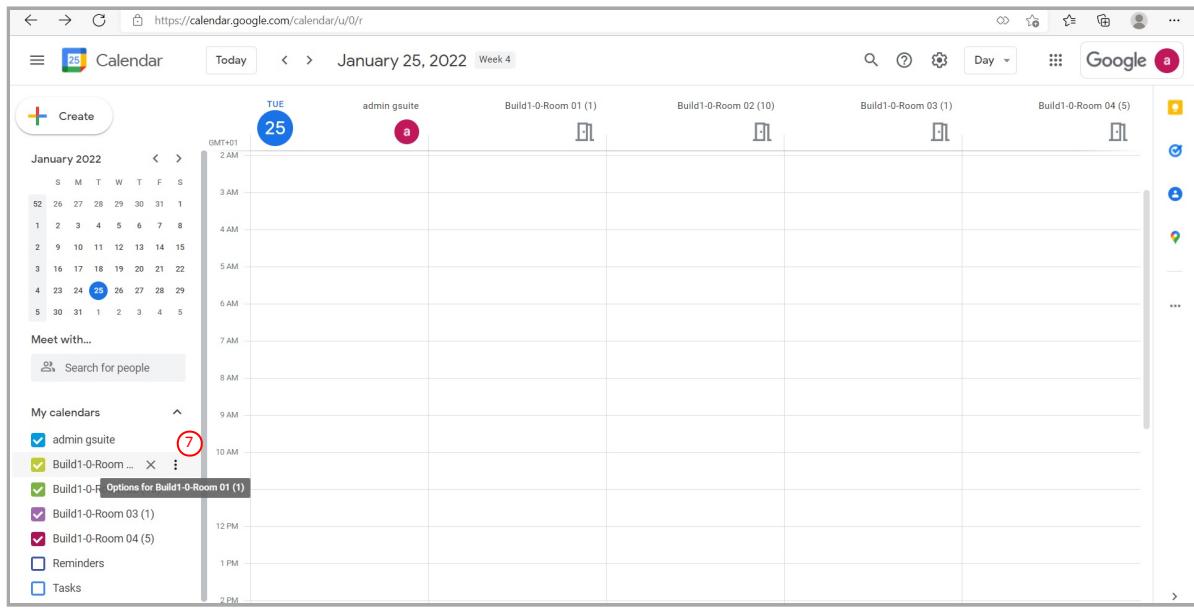


The screenshot shows the Google Admin interface under the Security section, specifically the API Controls > Domain-wide Delegation page. A service account named "service-account-sm@signmeeting-339309.iam.gserviceaccount.com" is selected. The Client ID is listed as 109550726738134026581. On the right side, the "Scopes" section is highlighted with a red box around the "Scopes" header. It lists several Google API URLs: https://www.googleapis.com/auth/calendar, https://www.googleapis.com/auth/drive.readonly, https://www.googleapis.com/auth/contacts.readonly, https://www.googleapis.com/auth/directory.readonly, and https://www.googleapis.com/auth/admin.directory.user.readonly. An "EDIT" link is visible at the bottom right of the scopes list.

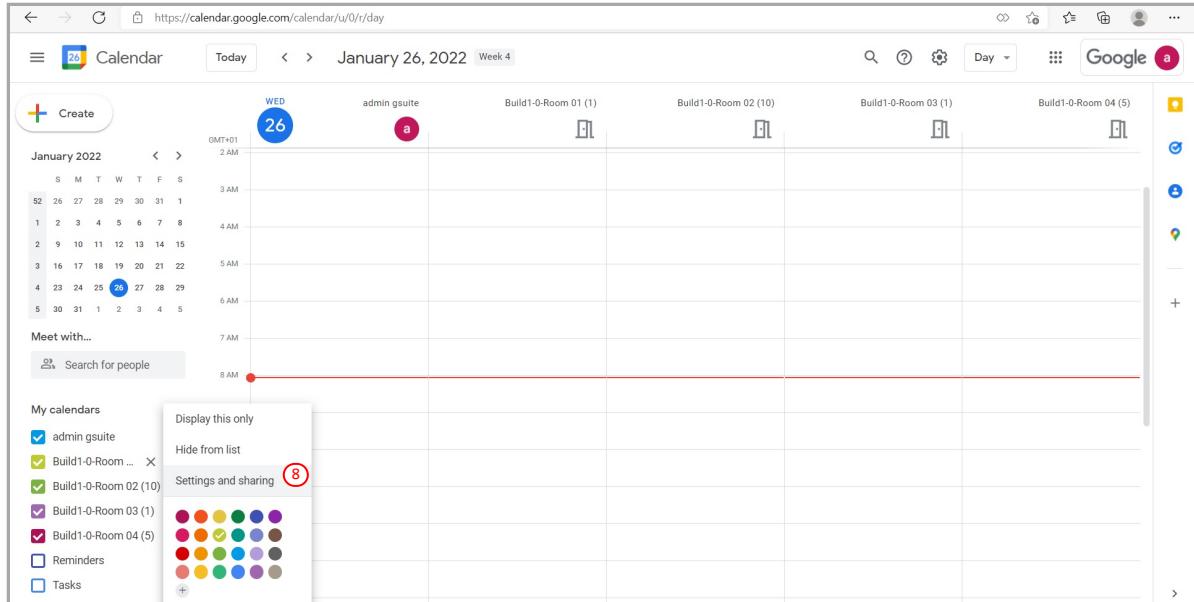
6.16 Appendix: Sharing resource with the service account in Google calendar

Open the Google Calendar URL <https://calendar.google.com> in a Web browser and connect with the login credentials having a Google Workspace administrator profile.

In the Calendar view, choose a calendar resource, and edit its configuration by clicking on the 3 dots button [...] **(7)** next to the newly added calendar.



Click on the Settings and sharing **(8)** item.



In the Auto-accept invitations section, set the value to Auto-accept invitations that do not conflict ⑨.

The screenshot shows the Google Calendar settings page for a resource calendar named "Build1-0-Room 01 (1)". The "Calendar settings" section is open, and the "Auto-accept invitations" dropdown is displayed. The option "Auto-accept invitations that do not conflict" is selected and highlighted with a red circle labeled ⑨. Other options in the dropdown include "All-day event notifications", "Other notifications", and "Integrate calendar".

Scroll to the bottom.

In the Access permissions for events section, select the checkbox Make available for <your_organisation> ⑩.

In the Share with specific people section, click on ADD PEOPLE ⑪.

The screenshot shows the Google Calendar settings page for the same resource calendar. The "Access permissions for events" section is visible, showing the "Make available to public" checkbox and a "Make available for" dropdown. The "Make available for" dropdown is open, showing the organization "innes.fr" selected and highlighted with a red circle labeled ⑨. The "Get shareable link" button is also visible. Below this, the "Share with specific people" section is shown, featuring a "Add people" button with a red circle labeled ⑩. The "Event notifications" section is also partially visible.

Enter the *email address* (11) value of your appropriate Service Account value (e.g.: `service-account-sm@signmeeting-339309.iam.gserviceaccount.com`) and change the permission to the *Make changes to events* (12) value.

The email address of the service account is written in the .JSON file.

A screenshot of the Google Calendar settings page for a calendar named "Build1-0-Room 01 (1)". The left sidebar shows various settings like General, Add calendar, Import & export, and Settings for my calendars. Under "Settings for my calendars", "Build1-0-Room 01 (1)" is selected. In the main area, under "Access permissions for events", the "Make available for Innes" checkbox is checked. A modal dialog box is open over the page, titled "Share with specific people". It shows the email address "service-account-sm@signmeeting-339309.iam.gserviceaccount.com" in the "Share with" field and the permission level "Make changes to events" selected in the dropdown menu. There are "Cancel" and "Send" buttons at the bottom right of the dialog.

The resource is now shared with a service account email with the *Make changes to events* right value.

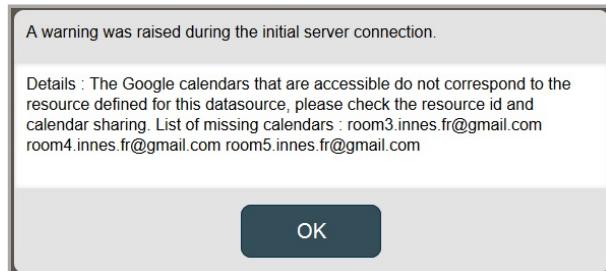
A screenshot of the Google Calendar settings page for the same calendar "Build1-0-Room 01 (1)". The left sidebar shows the same settings as before. In the main area, under "Access permissions for events", the "Make available for Innes" checkbox is still checked. The modal dialog box from the previous step is still open, showing the shared email address and permission level. The "Send" button has been clicked, and the dialog now displays a confirmation message: "Shared successfully! service-account-sm@signmeeting-339309.iam.gserviceaccount.com has been added with Make changes to events permission." The "Cancel" button is visible at the bottom left of the dialog.

Troubleshooting with resource definition

Below are described few troubleshooting examples when connecting to Google Calendar .

If you have a message like this, that means you have properly managed to connect to the Google Calendar API but unfortunately:

- either the resources defined in the SignMeeting Google Workspace App form do not correspond to the resources defined in Google calendar (misspelling error),
- or it is an issue with the Calendar sharing in Google calendar .



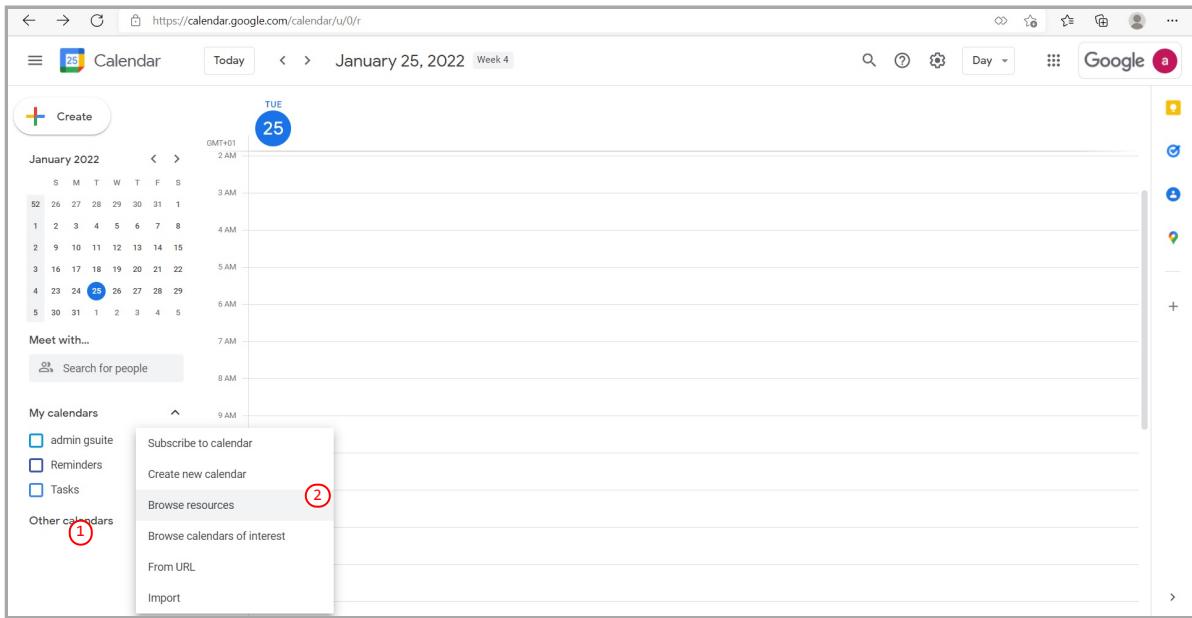
6.17 Appendix: How to book a meeting with the organizer account in Google Calendar

Open the Google Calendar URL <https://calendar.google.com> in a Web browser and connect this time with the user (organizer) login credentials.

Google Calendar: make your resource visible

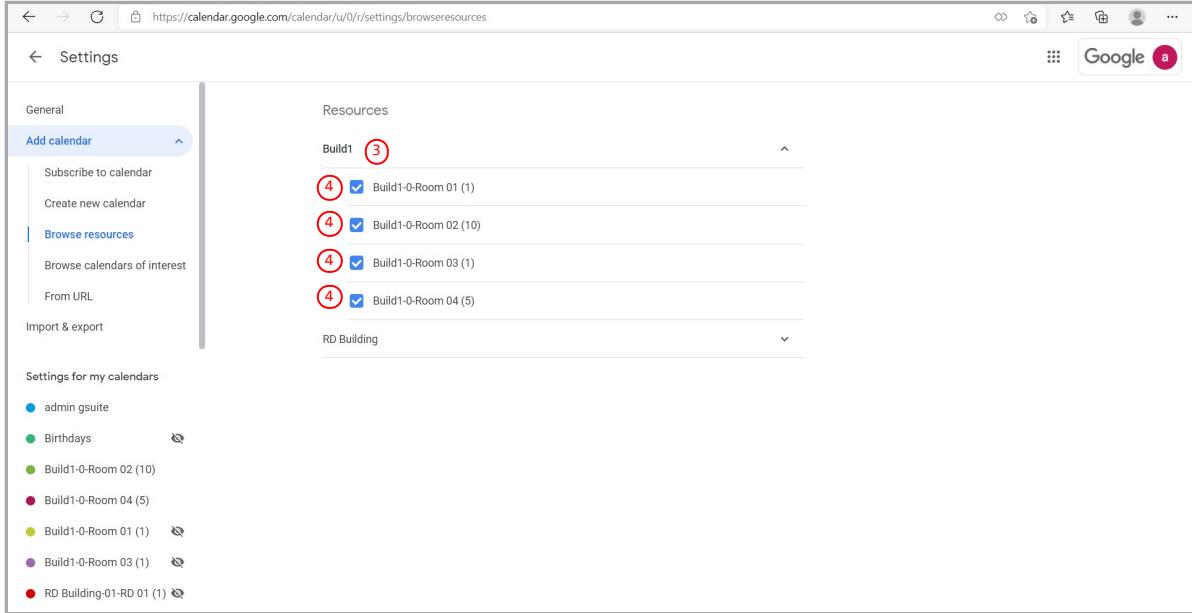
When your room resource, with its resource email, has been created in Google Calendar, it is not visible by default.

Click on Other calendars **(1)** at the bottom left of the page and select Browse resources **(2)**.

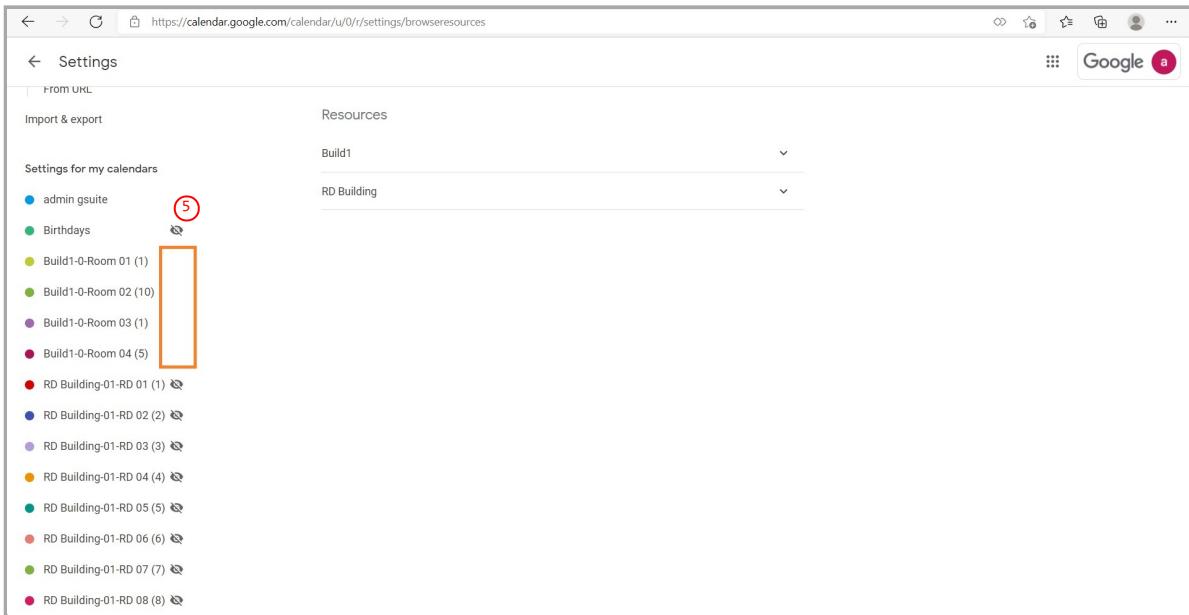


Select the appropriate resource calendar from the different Buildings **(3)** and check **(4)** them.

The autogenerated resource name (ressource capacity) if the room resource is displayed here.

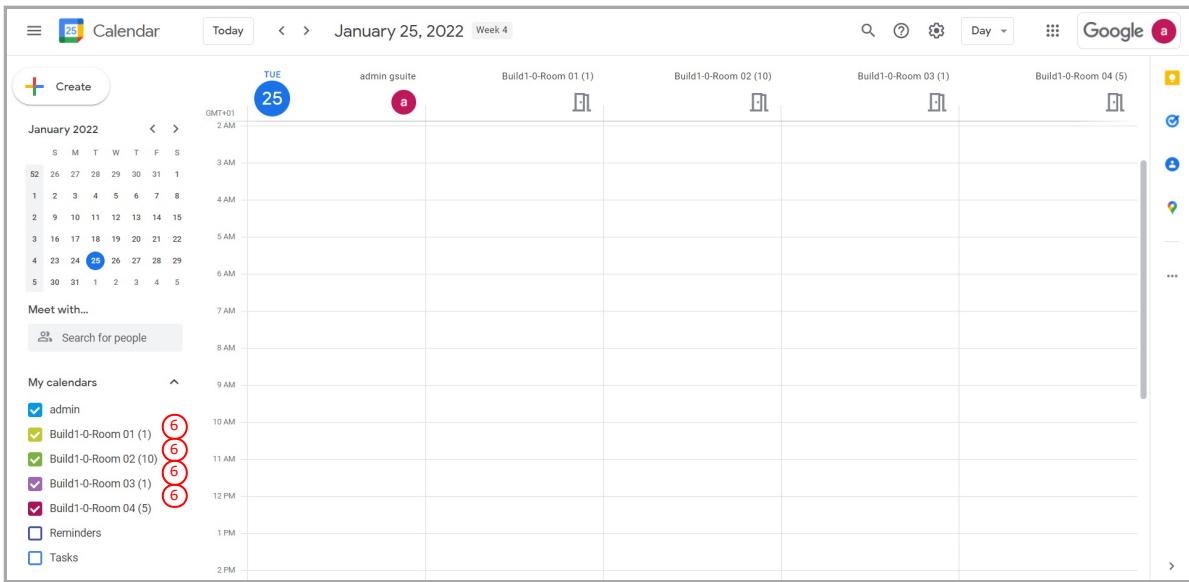


Click on the  for each room resource calendar to make it visible by the organizer.



The screenshot shows the 'Settings' page in Google Calendar. Under the 'Resources' section, there are two dropdown menus: 'Build1' and 'RD Building'. The 'Build1' menu is expanded, showing a list of resources: 'admin gsuite' (blue dot), 'Birthdays' (green dot), 'Build1-0-Room 01 (1)' (yellow dot), 'Build1-0-Room 02 (10)' (dark green dot), 'Build1-0-Room 03 (1)' (purple dot), 'Build1-0-Room 04 (5)' (maroon dot), 'RD Building-01-RD 01 (1)' (red dot), 'RD Building-01-RD 02 (2)' (dark blue dot), 'RD Building-01-RD 03 (3)' (light blue dot), 'RD Building-01-RD 04 (4)' (orange dot), 'RD Building-01-RD 05 (5)' (teal dot), 'RD Building-01-RD 06 (6)' (pink dot), 'RD Building-01-RD 07 (7)' (light green dot), and 'RD Building-01-RD 08 (8)' (dark pink dot). The 'Build1-0-Room 01 (1)' item has a red circle with the number 5 and a red rectangle highlighting it. The 'RD Building' menu is collapsed.

These room resource calendars  for the are now visible by the organizer.



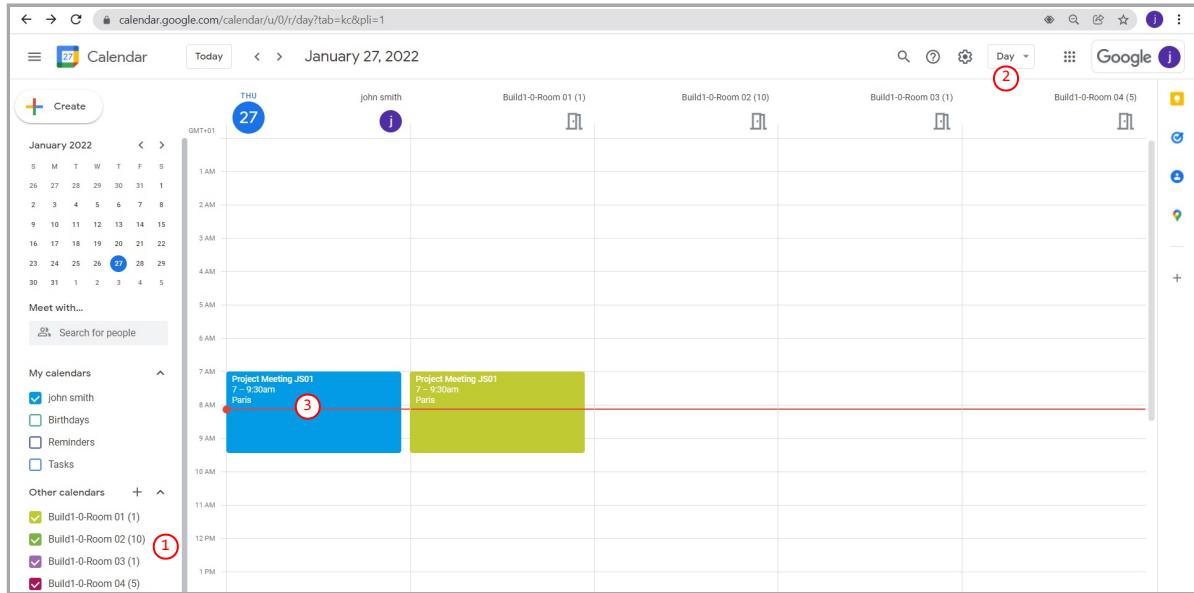
The screenshot shows the main Google Calendar interface for January 25, 2022. The left sidebar shows the 'Create' button, the month calendar (January 2022), and the 'My calendars' section. In the 'My calendars' section, several checkboxes are checked: 'admin' (blue), 'Build1-0-Room 01 (1)' (yellow), 'Build1-0-Room 02 (10)' (dark green), 'Build1-0-Room 03 (1)' (purple), and 'Build1-0-Room 04 (5)' (maroon). Each of these five checked items has a red circle with the number 6 next to it. The main calendar view shows the day from 2 AM to 2 PM with various events and resource blocks for 'admin gsuite', 'Build1-0-Room 01 (1)', 'Build1-0-Room 02 (10)', 'Build1-0-Room 03 (1)', and 'Build1-0-Room 04 (5)'. The 'Build1-0-Room 01 (1)' resource block is highlighted with a red rectangle.

Google Calendar: create a meeting

Ensure the organizer has the visibility **①** on the required room resources calendars.

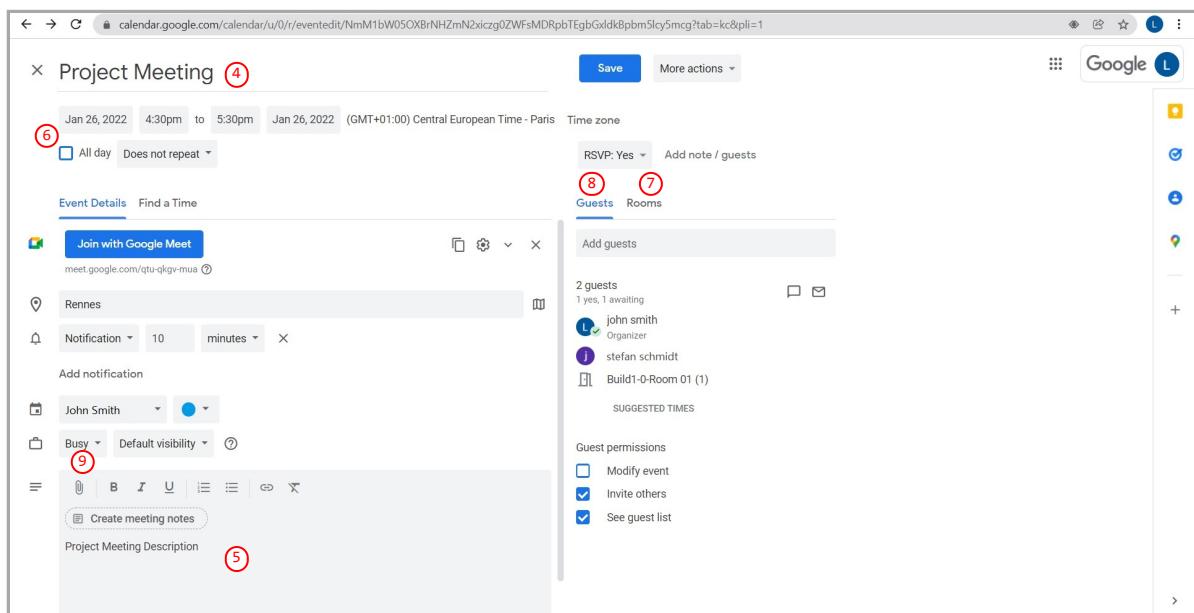
Set the view mode to one Day **②** per calendar.

Create a meeting in the organizer calendar **③**.



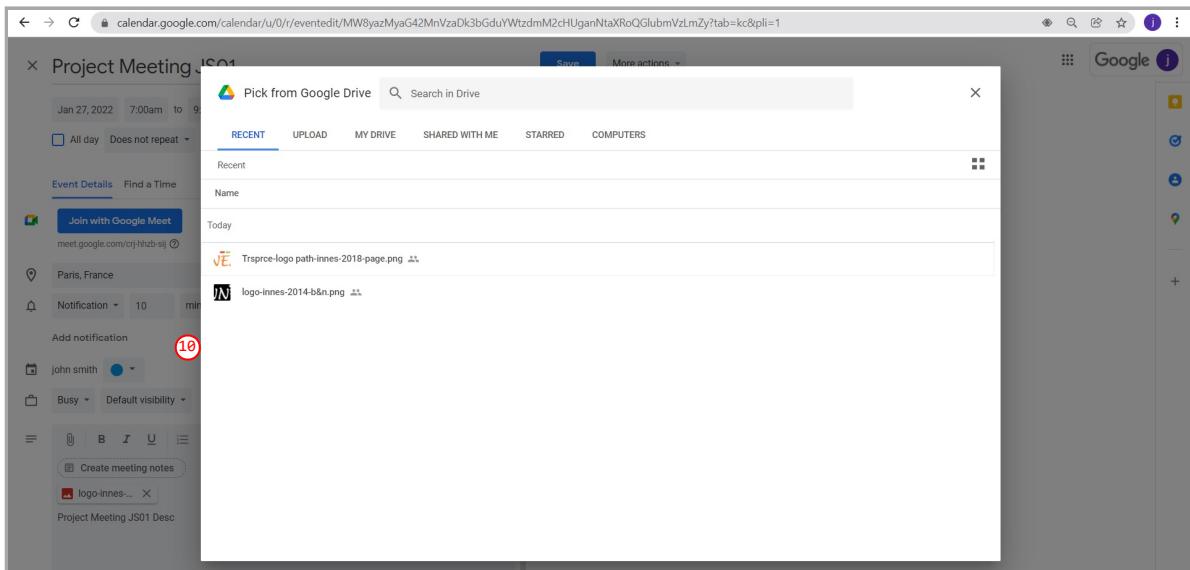
Fill the meeting attributes:

- title **④**,
- description **⑤**,
- time and duration **⑥**:
 - time start/time end,
 - across several days,
 - all day long,
 - recurrence,
- room resource: in the Rooms **⑦** tab, enter or select the required room resource name among those visible by the organizer,
- attendees: in the Guests **⑧** tab, enter the users of your Google Workspace organisation.



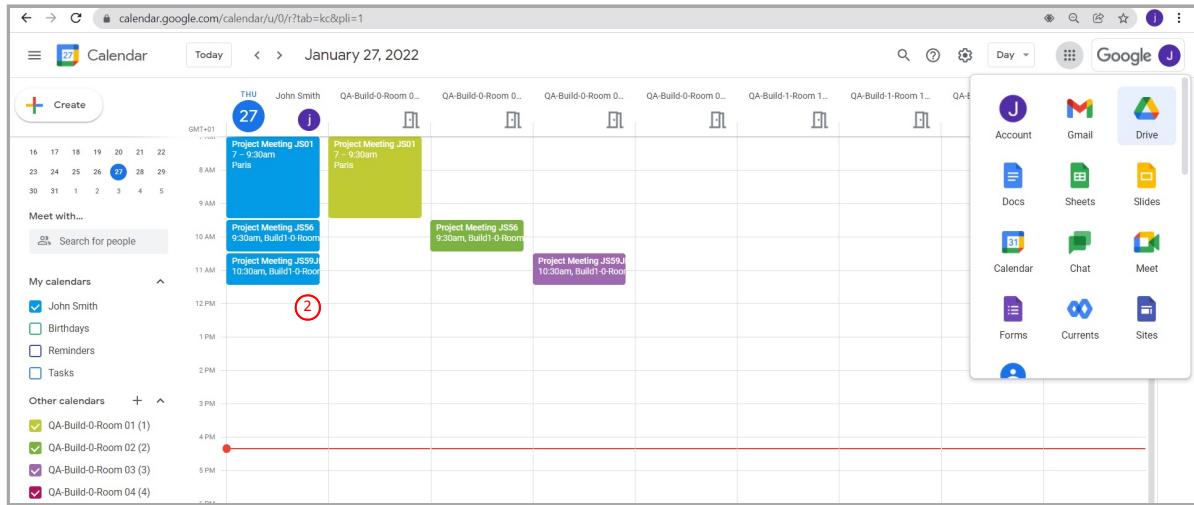
Press on the Add attachment **(9)** button to add an attachment file.

To add attachments, the Google drive directory **(10)** of the user organizing the meeting directory must be fed with images files.

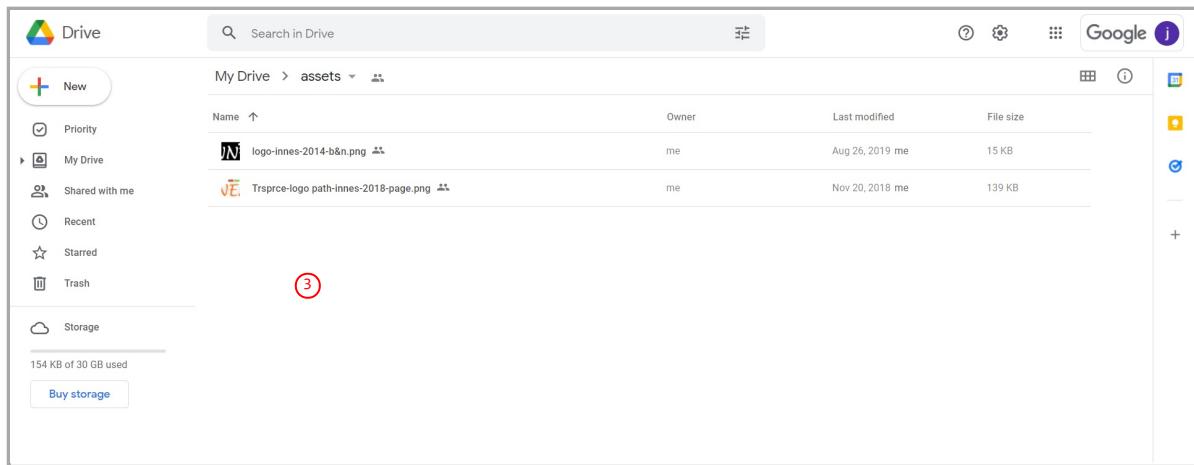


Access to the Google Drive directory

To access to the Google Drive directory, on the Google App menu **(1)**, click on the Drive **(2)** button.



To import file in your Google Drive directory, press on the New **(3)** button.



6.18 Appendix: Set temporarily SignMeeting in native mode to access to the AOSP settings

On the Qeedji system AOSP device, the SignMeeting Google Workspace App is launched in kiosk mode, meaning that the AOSP settings menu is not available. To access to the AOSP settings menu, press on the system button for half a second. The SignMeeting Google Workspace App is now executed in native mode.

After you have been able to access to the AOSP settings menu, to return back to the SignMeeting Google Workspace App executed in kiosk mode, press again on the system button for half a second.

For further information about the system button, refer to the user manual of Qeedji system AOSP devices.