

User manual
SignMeeting
Google Calendar V3
(for Google G Suite & Google Workspace)

Version 1.13.11 001F_en

January 2021

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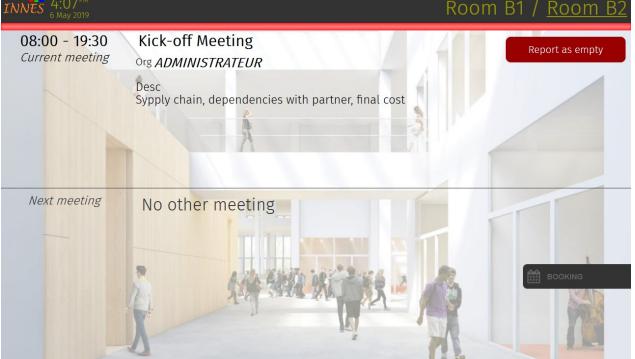
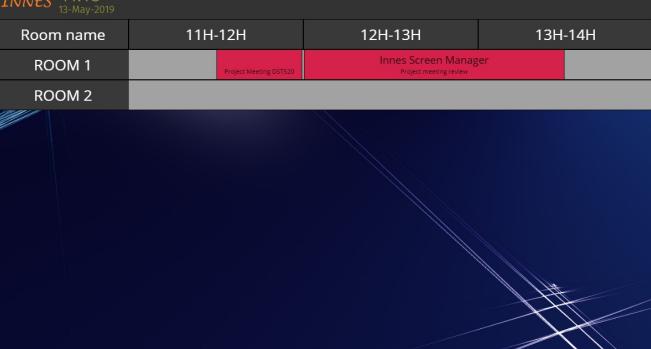
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1 Introduction

The goal of this document is to explain how to use and configure **SignMeeting Google Calendar V3** for **Google G Suite / Google Workspace**.

SignMeeting can be used with 4 ways of screen layouts:

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

1.1 Compatibility

The following versions must be used

- Supported Google Calendar API: V3
- SignMeeting V1.13.11
- Screen composer V3.20.15 (or above)
⚠ Screen composer 3.20.15 (or above) is required to support the SignMeeting project migration from 1.12.zz version to 1.13.zz version
- Device
 - Gekkota OS V4.13.10 (or above) for DMB400/SMA300/DME204
 - Gekkota OS V4.13.11 (or above) for SMT210
 - Gekkota OS V4.13.14 (or above) for SMH300
 - Gekkota OS V3.12.57 (or above)
 - Gekkota RT V3.12.59 (or above)
- CSS Script
 - Room label signmeting_theme_room_screen_V1.13.10.css
 - Room Screen signmeting_theme_room_screen_V1.13.11.css
 - Summary screen by resource signmeeting_theme_summarization_by_resource_1.13.10.css
⚠ Legacy CSS keep compatible with this SignMeeting version
- Custom script example
 - meetingControlDistech_1.13.10.js
 - meetingControlDoor_1.13.10.js
 - **⚠** *Legacy meetingControl V1.12.zz.js may be not compatible with Gekkota 4*

⚠ The configuration of SignMeeting could also require some system data only held by system administrator system.

1.2 RFU

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

2 Installation/Upgrade

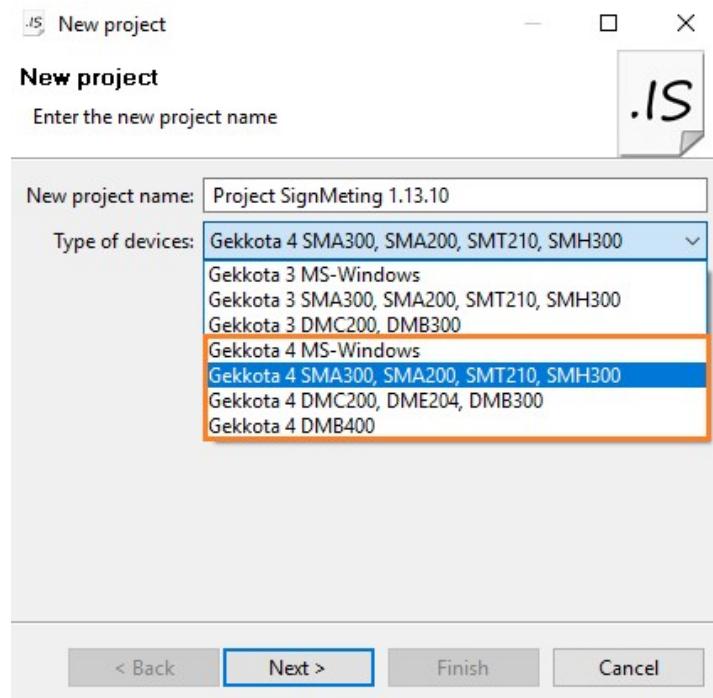
2.1 New project SignMeeting with Screen Composer

Ensure you are working with **Screen Composer V3.20.15**. If not, install it.

Open **Screen Composer** and create a new project:



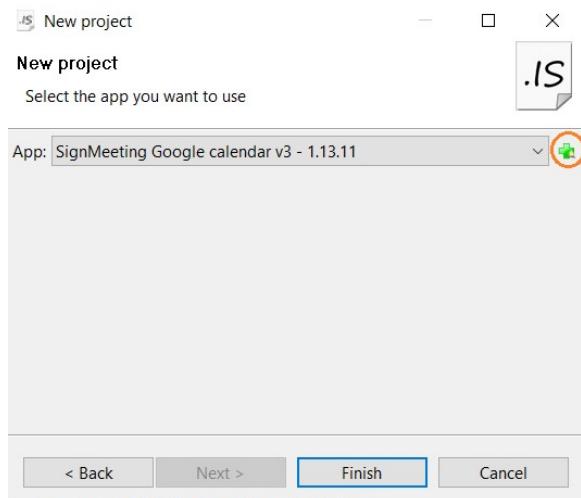
Whatever your device, select a **Gekkota 4** project type among the list:



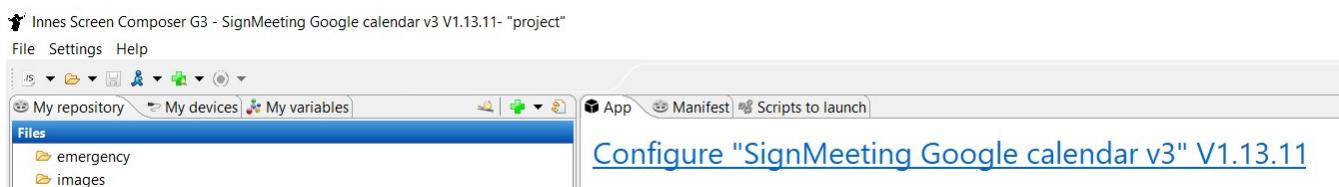
For example, select the **Gekkota 4 SMA300, SMA200, SMT210, SMH300** item then press **Next**.

In the scrolling list, choose **SignMeeting Google calendar V3 – 1.13.11**.

If this SignMeeting App version has never been installed, import it by loading the .appi file with the button. Check that is is the lastet available version by connecting to <https://www.innes.pro> > support > Screen Composer G3 > App.



To configure **SignMeeting** inside **Screen Composer**, click on the blue link:



2.2 Project SignMeeting: upgrade

Ensure you are working with **Screen Composer V3.20.15**. If not, install it.

Open **Screen Composer** and open an existing **SignMeeting** project. And select **Import templates or apps**:

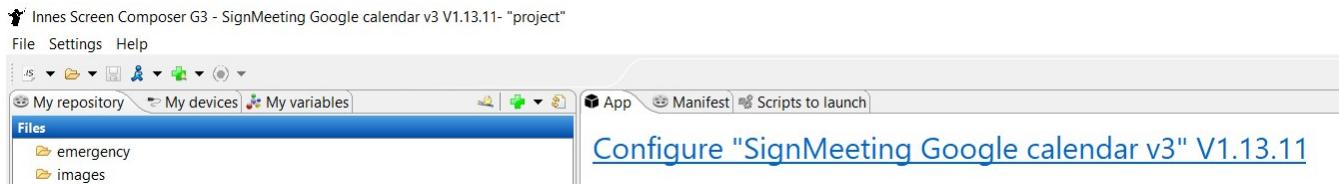


Then, press on the link [Configure "SignMeeting Google calendar v3"](#) to edit the form.

Do click on **Finish** button to complete the version upgrade.

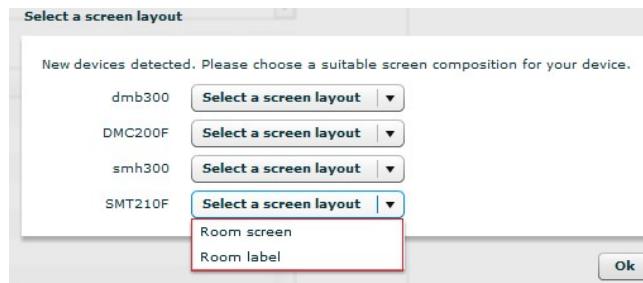
3 System tab

To configure **SignMeeting**, open the **SignMeeting** project, click on the [Configure "SignMeeting Google calendar v3"](#) link:



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

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



Example:



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

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

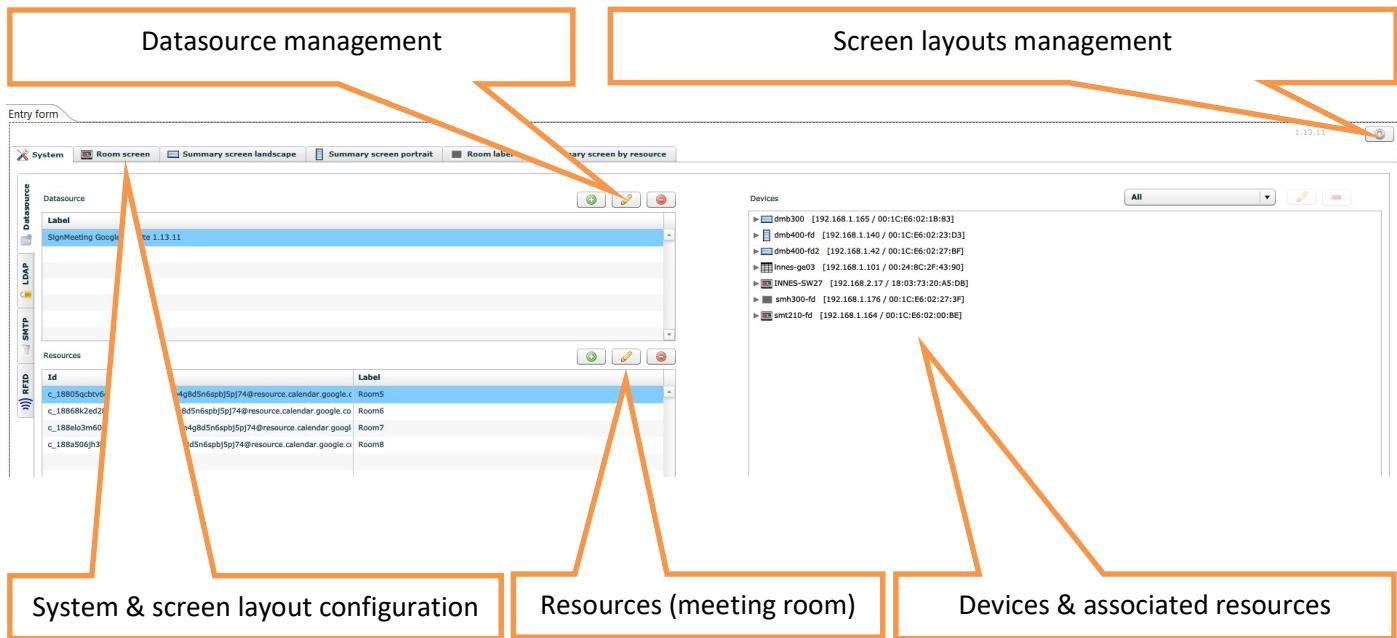
3.1 Datasource tab

Click on **System** tab. The **Datasource** tab allows to:

- Configure the interface with one or several **Google G Suite** calendar server(s) by defining
 - The JSON service account,
 - The Room id according to the resource email in the **Google G Suite** calendar system,
 - One **datasource** for each calendar system:
 - *Ex: datasource1 => Google G Suite / service account 1:*
 - Meeting room resource 1,
 - Meeting room resource 2,
 - Meeting room resource 3.
 - *Ex: datasource2 => Google G Suite / service account 1:*
 - Meeting room resource A,
 - Meeting room resource B,
 - Meeting room resource B.
- Configure the **Devices** by defining:
 - The meeting room resource affection,
 - The different screen layouts:
 - **Room screen**,
 - **Room label**,
 - **Summary screen by event** (landscape, portrait),
 - **Summary screen by resource** (landscape, portrait).

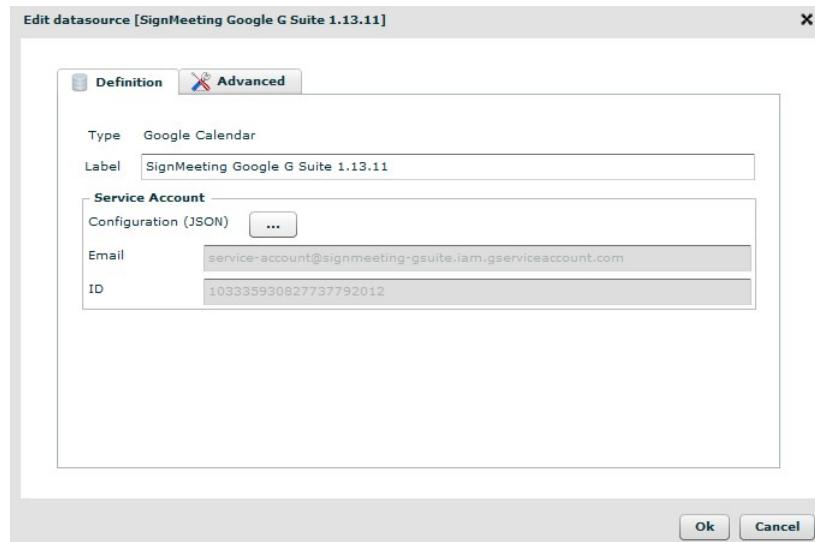
The configuration of the **datasource** can be done easily in 3 steps:

1. Add and configure the **datasource**:
 - For example:
Google G Suite server1,
Google G Suite server2.
2. For each **datasource**, add and configure the meeting room resource's names
 - For example:
Meeting room R01,
Meeting room R02.
3. Add one or several meeting rooms resources to some devices
 - For example:
PlayerA:
Meeting room R01.
PlayerB:
Meeting room R02,
Meeting room R03.



3.1.1 Datasource: definition

The **Datasource** tab allows to configure the interface to connect to **Google G Suite** calendar system.

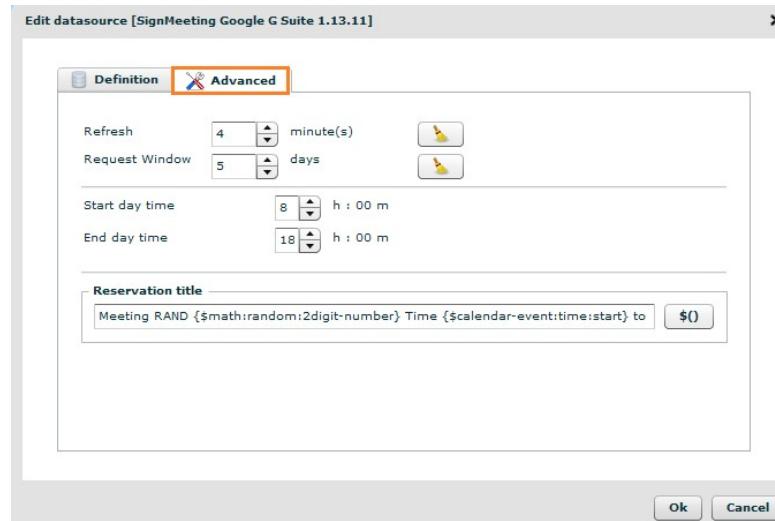


- The **Label** field is free text.
- click on the button and browse your computer directory to select JSON file, and press OK.

JSON file is obtained only when service account has been created. See the [service account and JSON file creation](#) appendix for more information.

3.1.2 Datasource: advanced options

The advanced options allow to configure these parameters:



The **Refresh** time:

- Defining the periodicity alarm information updates:
 - Ex: every 10 minutes

When using until 10 SLATE106 devices, setting the polling period below 5 minutes could prevent slate106 devices to be updated properly.

The **Request Window**:

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

The **Start/End day time**:

- Defining the working time (start time, stop time) in the booking screen.

The **Reservation title**:

- Defining the pattern used to generate an automatic title label when adding a new meeting with **Room Screen** layout. It accepts free text and/or predefined variables.
 - The default pattern (V1.12.19 or above) is:

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

Corresponding to this title label value rendering

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

It is possible to add or delete some variables.

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

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

And press on **DEL** key

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

To add a variable, set the focus where you want* in the input, then push on the button.

The available variables are:

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

When using variables in the title, in case the meeting is modified, **SignMeeting** does not upgrade variable value of meeting title according to, especially when using calendar-event time values.

Do not set the focus inside a variable else the button becomes not active.

The types LDAP, Pin Code and User are referring to LDAP panel.

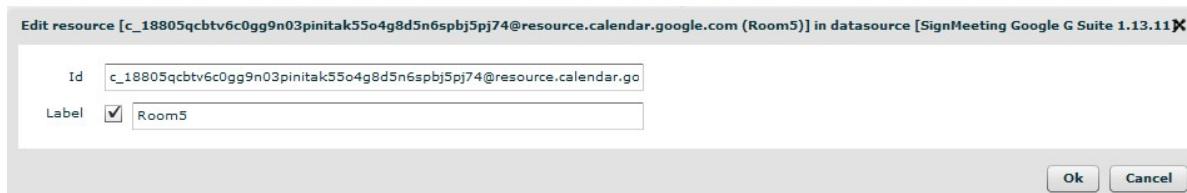
3.1.3 Datasource: resources

To edit the resources for a given **Datasource**:

- Select a **datasource** (to activate the focus) in the **Datasource** tab,
- Click on **Add, Delete or Modify** the resource.

A The resource ID **must match exactly** with the resource ID defined in the Google G Suite calendar system.

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



SignMeeting can display different sort of labels depending on your configuration:

- The meeting room resource's **label** if it is defined,
- The meeting room resource's **Id** (resource email).

ⓘ If the checkbox label is activated, label becomes mandatory.

3.1.4 Datasource: device configuration

3.1.4.1 Devices: toolbar

The device toolbar allows to:

- Filter the devices by layout type:
 - All,
 - Room screen only,
 - Room label only,
 - Summarization by event only,
 - Summarization by resource only.
- Edit a device configuration (to activate for example the LDAP authentication),

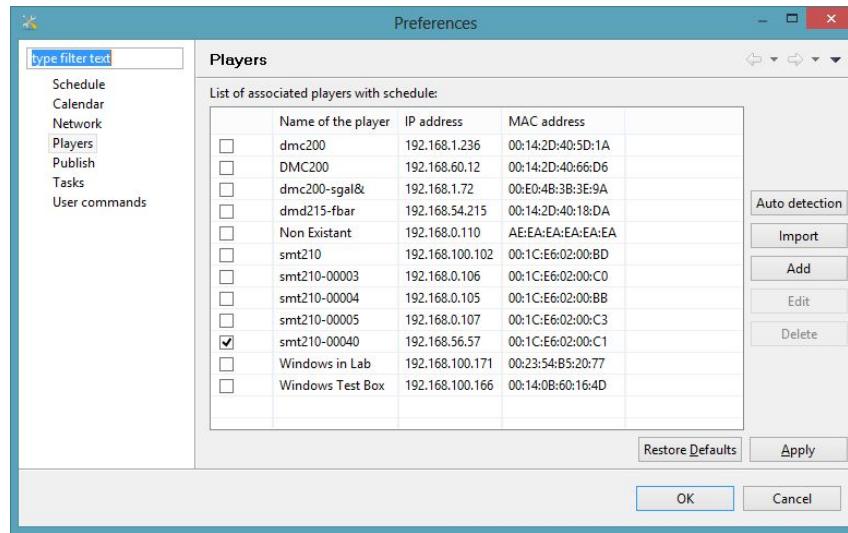
- Delete a resource linked to a device.



3.1.4.2 Register the devices in Screen Composer

To be used in **SignMeeting** project, the devices need to be registered first in **Screen Composer**:

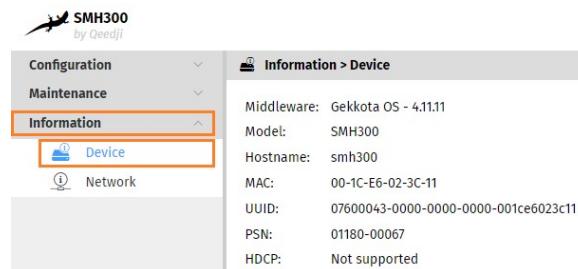
- **Menu Settings:**
 - **Preferences:**
 - **Devices:** to register the devices,
 - **Publish:** to activate the publishing function.



⚠ For each device, enter a valid IP address else **SignMeeting** could not work properly.

If **Upnp** is supported on your network, the more efficient way to register the device is to select it among a list of devices by using the auto-detection button.

The applicable MAC address value is the same whatever the used network interface (LAN or WLAN). The MAC address value to be used in any case is shown in the device Web UI in the menu **Information** then menu **Device**.

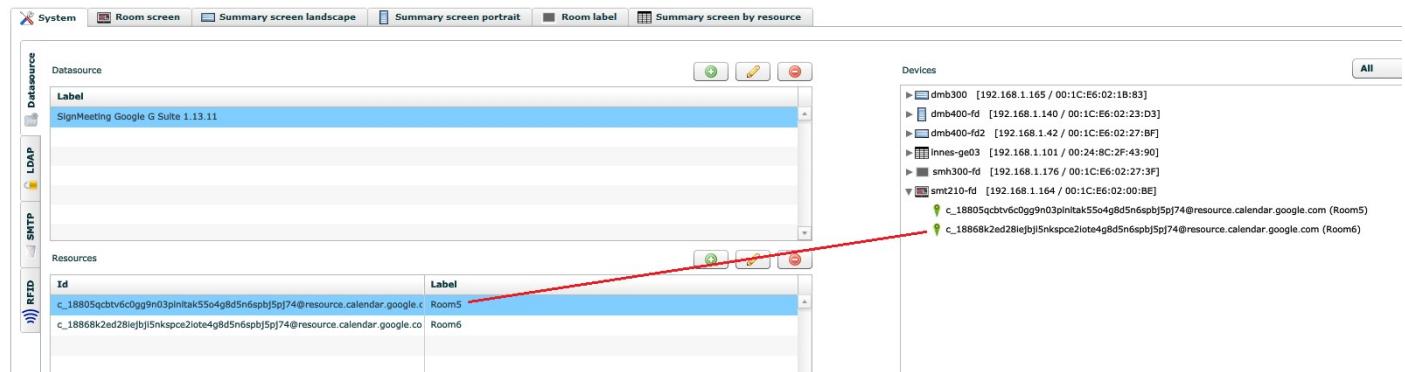


⚠ When the WLAN interface is used for a specific device, using an invalid MAC address or a wrong MAC address for the registered device, **SignMeeting** should display a black screen for this device.

3.1.4.3 Resource affectation to a device

Once devices are registered in Screen Composer, drag'n drop the required meeting room resources towards the device screen to affect them to a specific device.

Entry form



It is possible to affect a same meeting room resource to 2 or more devices.

Only one meeting room resource can be affected to only one **Datasource**.

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



There is only one datasource for a given resource.

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

The number of meeting room resources for SMH300 is limited to 10. For further information, refer to the SMH300 user manual.

Entry form

Label	Id	Label
SignMeeting Google G Suite 1.13.11	c_18805qcbtv6c0gg9n03pinitak55o4g8d5n6spbj5pj74@resource.calendar.google.com	Room5
	c_18868k2ed28iebjl5nkspce2ite4g8d5n6spbj5pj74@resource.calendar.google.com	Room6

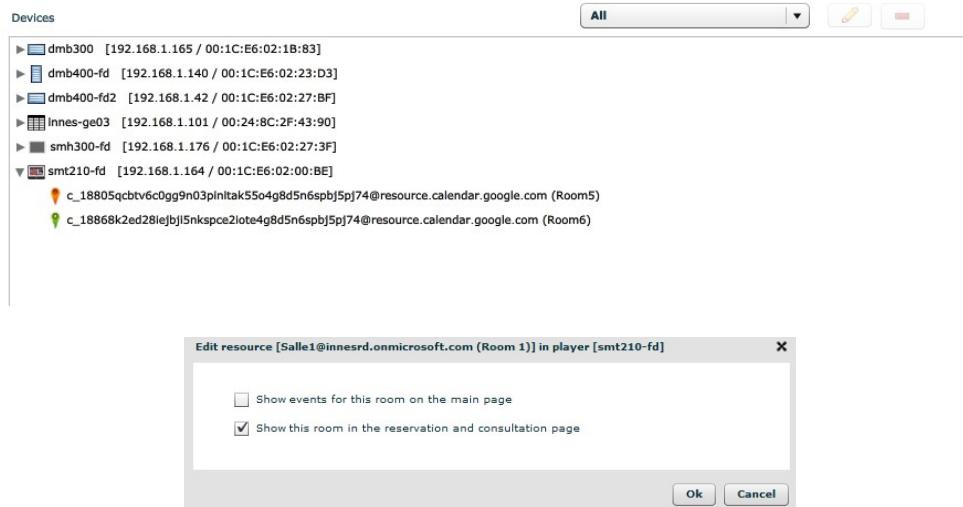
Label
dmh300 [192.168.1.165 / 00:1C:E6:02:1B:83]
dmh400-fd [192.168.1.140 / 00:1C:E6:02:23:D3]
dmh400-fd2 [192.168.1.42 / 00:1C:E6:02:27:BF]
Innes-geo3 [192.168.1.101 / 00:24:8C:2F:43:90]
smh300-fd [192.168.1.176 / 00:1C:E6:02:27:3F]
[1] - c_18805qcbtv6c0gg9n03pinitak55o4g8d5n6spbj5pj74@resource.calendar.google.com (Room5)
[2] - c_18868k2ed28iebjl5nkspce2ite4g8d5n6spbj5pj74@resource.calendar.google.com (Room6)
[3]
[4]
[5]
[6]
[7]
[8]
[9]

3.1.4.4 Resources configuration

The resource display property can be modified for:

- Media-players (SMA300, DMB400),
- Tablets (SMT210, ...).

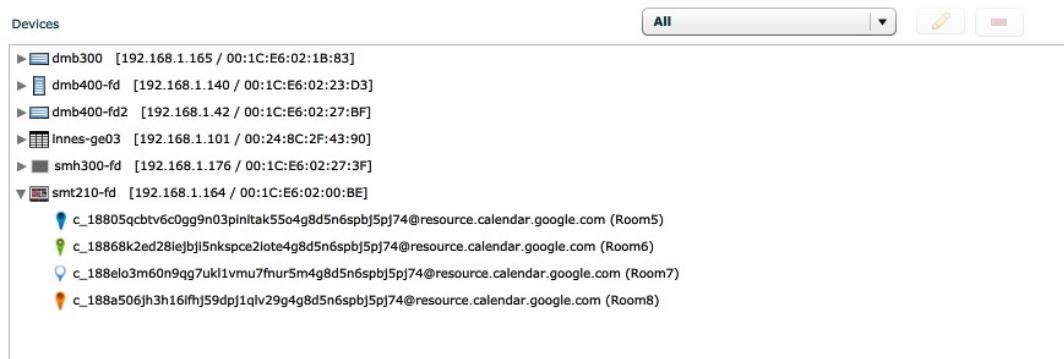
Click on a resource (ex: **Room1**) and select **Edit** button:



Two options can be activated:

- **Show events for this room on the main page:**
 - In case this option is not activated, the meetings for this room are disappearing from the list displayed on the monitor.
- **Show this room in the reservation screen (available only for SMT210):**
 - In case this option is not activated, the meetings for this room are disappearing from the list of book-able rooms.

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



- **Green** : when both options are activated,
- **Blue** : when only the first option is checked (main page),
- **Orange**: when only the second option is activated (reservation page),
- **White** : when none of both options is activated.

3.1.4.4.1 Tablet

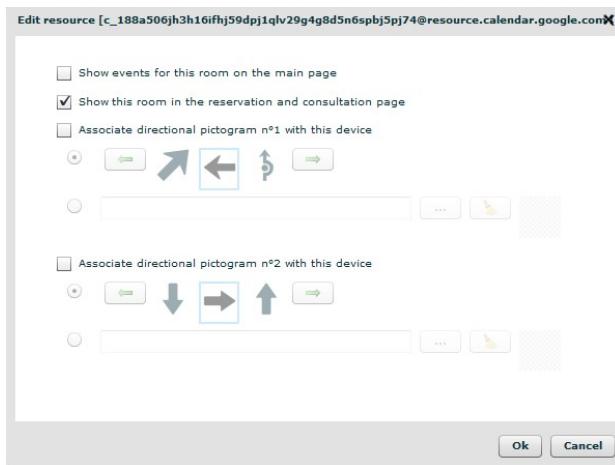
Click on a resource affected to a device and press on the **Edit** button.



3.1.4.4.2 Media-players

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

Click on a resource affected to a device and press on the **Edit** button.



Note it is possible to use:

- Predefined pictograms (library of 72 pictograms),
- Any other pictograms (generally custom .png files with transparency).

3.1.4.4.3 SMH300 hub

The meeting room resources cannot be edited for SMH300 devices.

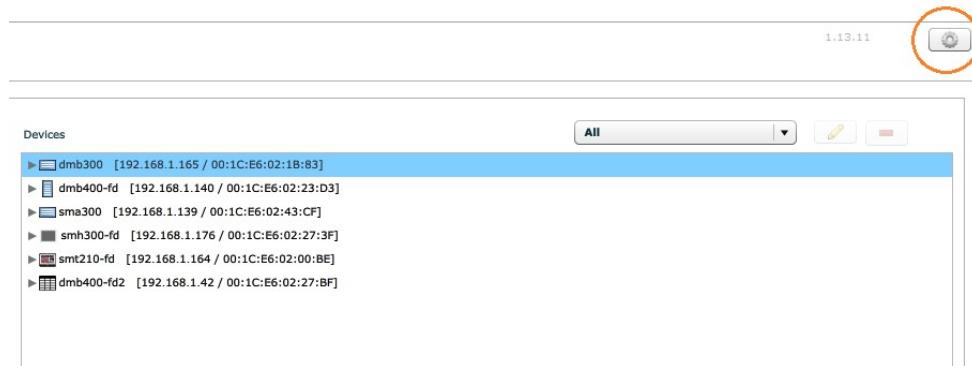
3.1.4.5 Datasource: device configuration with SignMeeting

3.1.4.5.1 Affect a new screen layout to a player

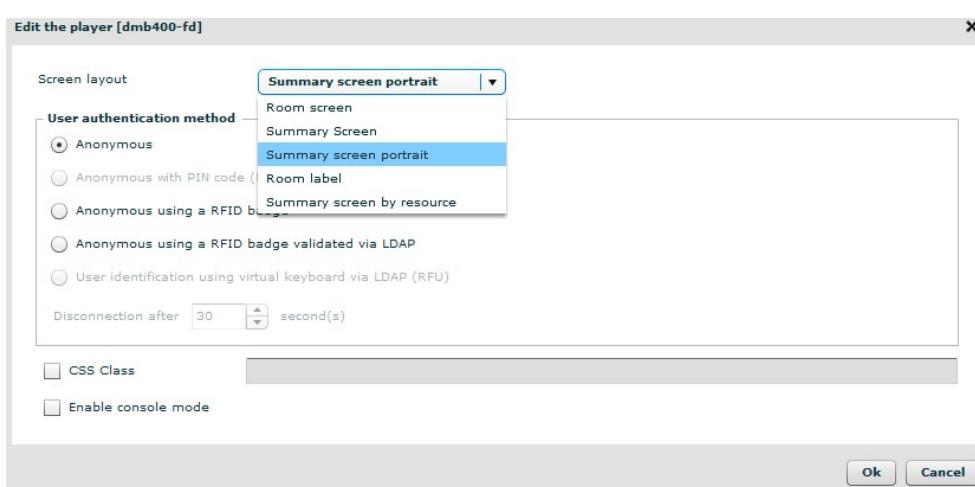
The icons are showing the chosen screen layouts affected to your devices:

Icon	Layout type	Suitable for devices
	Room screen	Tablet (SMT210, ...)
	Room label	BLE access point (SMH300, ...)
	Summary screen by event – landscape	Media player in portrait mode
	Summary screen by event – portrait	Media player in landscape mode
	Summary screen by resource	Media player in landscape mode

Select a device in the list and click on **Edit** button.



In the **Screen layout** drop list, select one of the available layouts:



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

- **Room screen**,
- **Room label**.

When no other layouts are available, it is asked to choose for each device one of these 2 only layouts.

Then it is possible to create other layouts:

- several other instances of **Room screen** layouts,
- several instances of **Room label** layouts,
- several instances of **Summary screen by event** layouts,
- several instances of **Summary screen by resource** layouts.

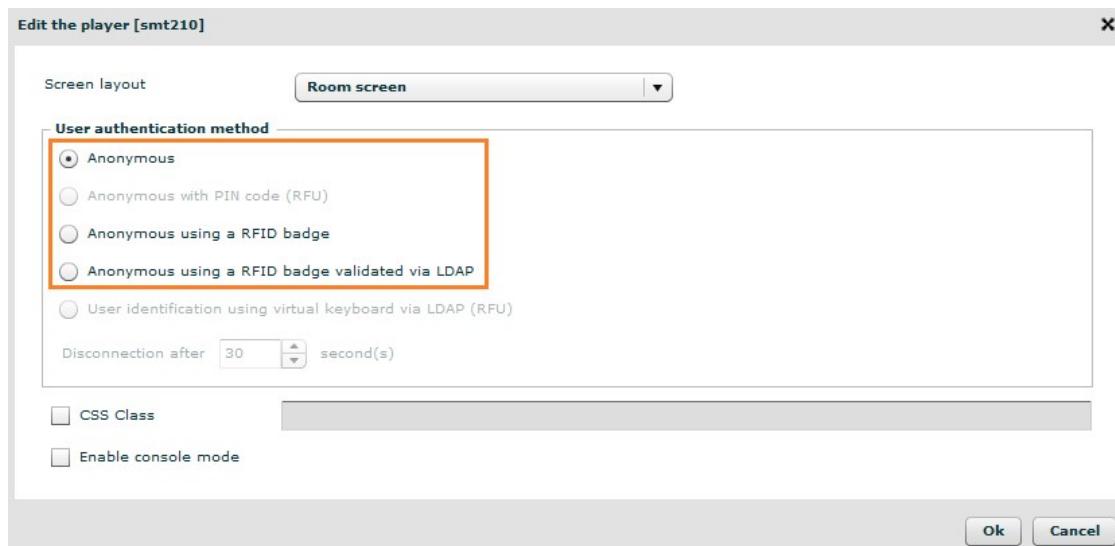
The maximal number of screen layouts is 10.

Then affect them to your device afterwards.

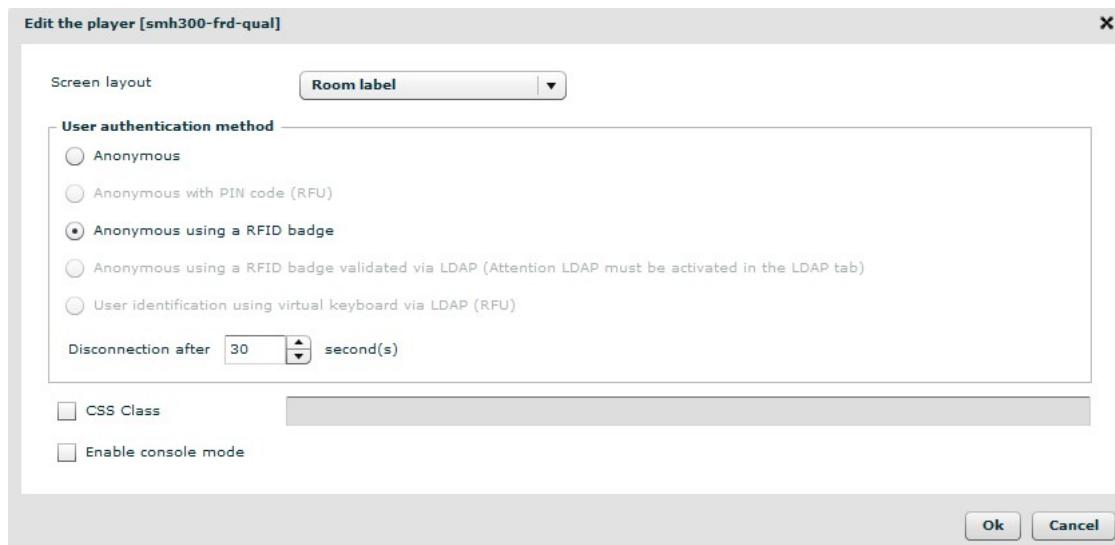
3.1.4.5.2 Devices edition and authentication mode (LDAP, RFID)

When the device is supporting the RFID badging like SMT210 and SLATE106, the authentication with RFID badge can be realized.

- **Room screen** layout for SMT210 device:



- Room label layout for SMH300/SLATE106



Edit a device allows to:

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

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

*In case authentication anonymous (empty dn, empty password), the option *connection as anonymous allowed* needs to be activated inside LDAP system as well.*

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

When RFID mode is activated:

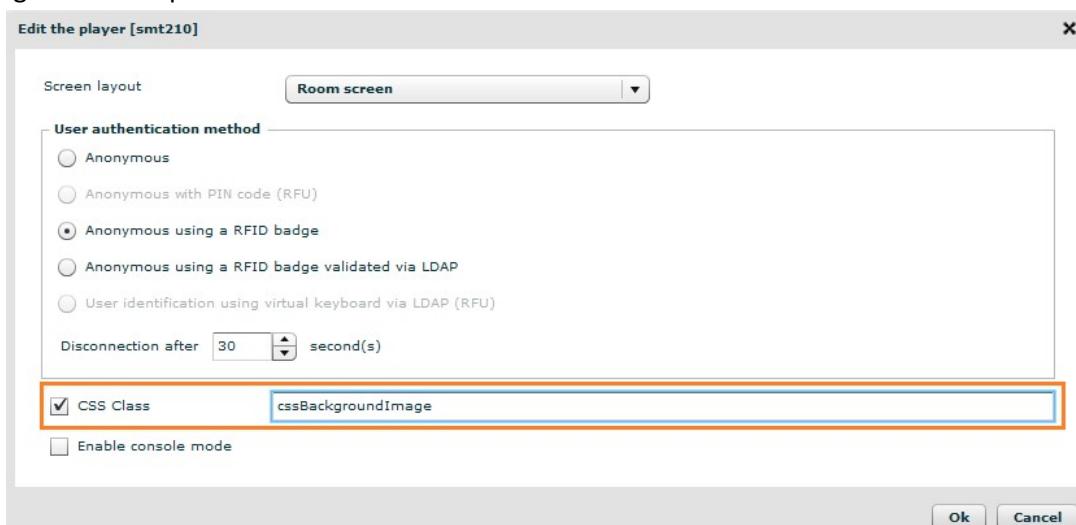
- *Presenting a badge, a first time, is allowing to authenticate and use SignMeeting,*
- *Presenting a badge afterwards is allowing to disconnect from SignMeeting.*

3.1.4.5.3 Automatic user disconnection timeout

- **Disconnection after** (60 seconds by default): allows to program user inactivity timeout. When this timeout expires, the user is automatically disconnected. A new authentication is required to use SignMeeting.

3.1.4.5.4 CSS class

- **CSS Class:** class value of CSS configuration file
 - When a meeting is displayed (next meeting / current meeting), it allows to change the generally the background of a specific device.



If the css contains the custom CSS class `.cssBackgroundImage`, use `cssBackgroundImage` value in the form.

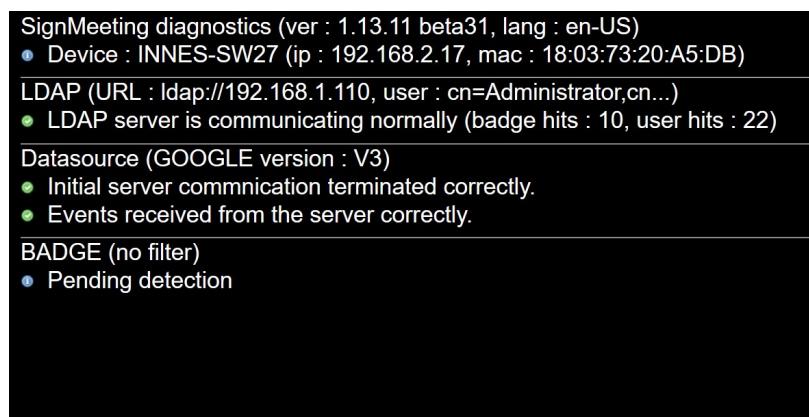
For further information about how to use, read the CSS appendix.

The CSS example are suitable only for the screen layout:

- **Room Screen,**
- **Room label,**
- **Summary screen by resource.**

3.1.4.5.5 Enable console mode

Enable console mode allows to activate the diagnostic mode in runtime and display some status information on the **SignMeeting** inter-connections (Google G Suite server access, LDAP server access, RFID badge detection) and validity of the variable value.



3.2 LDAP tab

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

- *Anonymous using a badge RFID validated via LDAP*

Please refer to chapter § [Devices edition and authentication mode \(LDAP, RFID\)](#)

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

The badge detection is realized generally on a **Room screen** device (SMT210) supporting an internal NFC sensor.

It can be also done by another Qeedji media player having an external NFC sensor and external Touch screen monitor.

Fill the form below to configure properly the LDAP interface:

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

*In case **authentication anonymous** (empty dn, empty password), the option *connection as anonymous allowed* needs to be activated inside LDAP system as well.*

3.2.1 LDAP URL

Type LDAP server URL

For example:

ldap://192.168.1.51

3.2.2 Authentication

- Login: enter Administrator **DN** (Distinguish Name). For example, for LDAP hosted on MS-Exchange 2013:
cn=Administrator, cn=Users, dc=exchange2013, dc=innes, dc=pro
- Password

3.2.3 Filtering

The LDAP filter configuration table allows to make some badge validity filtering query and many other parameters filtering query depending on your needs. It is composed of three ways of search:

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

Each line has several columns:

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

3.2.3.1 Enable & Search

You can activate the badge research with LDAP **dn** filtering:

- Research based on **RFID Tag**,
- Research based on **RFID Tag + research based on User**,
- Pin code (RFU).

3.2.3.1.1 RFID tag

The **RFID tag** table line allows to indicate the **dn** from which the RFID badge must be researched, identify their validity, and their owner (user).

3.2.3.1.2 User

The **User** table line allows to indicate the **dn** from which some additional information need to be researched on user identified in the request **RFID tag**.

3.2.3.2 Root / Filter / Attribute(s)

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

3.2.3.3 Edit button

To modify the filtering criteria, click on the **Edit** button.

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

Edit LDAP search parameters

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

Ok **Cancel**

3.2.3.3.1 Root

The **Root** table column allows to define the **dn** of the directory (or parent directory) from where the badge need to be researched (in order to avoid to parse entirely the LDAP server and spend much time in the LDAP request).

 The research is considered valid as soon as a first resource containing this badge is found.

The **Filter** table column allows to target a LDAP users & resources subset thanks to the filtering configuration allowing to find out the RFID badge with best efficiency.

Supported filters:

- By Entity type:
 - Ex: **(objectClass=user)**,
- By group membership :
 - ex : **(memberOf=CN=DoorAdmins,cn=Users,dc=exchange2013,dc=innes,dc=pro)**,
- By attributes & optional validity conditions:
 - Binary operator: AND (&), OR (|):
 - For example : **(&(badgeID=*)(|(ou=directory1)(ou=SecondFuncs))**
 - With **ou** = organisation unit

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

More information on the case: <https://msdn.microsoft.com/en-us/library/cc223241.aspx>.

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

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

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.

3.2.3.3.3 Cross reference attribute

The **cross reference attribute** allows to define the attribute name in which the RFID badge is located.

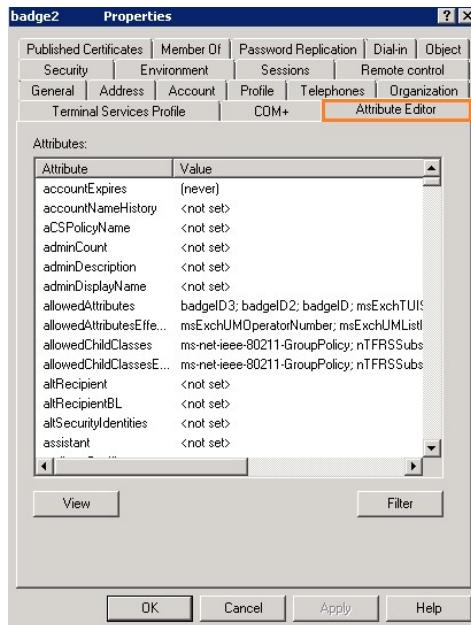
The default value for the RFID badge is **Badge ID**. This value needs to worth the user RFID tag.

3.2.3.3.4 Extra attributes to retrieve

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

Attribute1 and **Attribute2** can be used in the automatic label generator when a new meeting is created by **SignMeeting** with the **Book now** button. They can worth any attribute name of the LDAP.

This is an example of interface **Attribute Editor** of an ActiveDirectory user & computers on Exchange 2007 for MS-Windows 2008:



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

Ex: Attribute 1 = codePage

☛ CodePage is a real attribute of the LDAP

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

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

Briva LDAP / Config.js

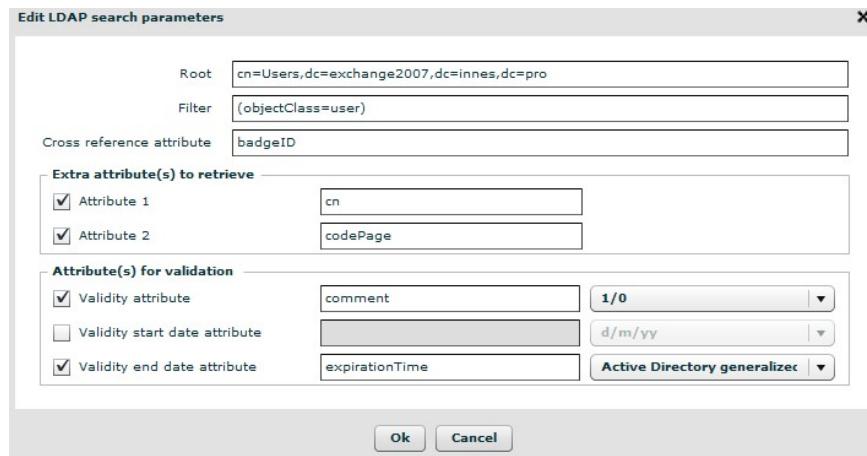
```
{
  "sheetName" : "Personnes",
  "rowHeader" : 4,
  "rowDataStart" : 5,

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

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

3.2.3.3.5 Attribute(s) for validation

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



- Validity attributes supported formats:
 - **yes/no**,
 - **1/0**,
 - **true/false**,
 - **On/off**,
- Date validity attributes supported formats:
 - **d/m/yy**,
 - ex : 2/12/15,
 - **d/m/yyyy**,
 - ex : 2/12/2015,
 - **account expires timestamp**,
 - number of nanoseconds since 1st Jan 1601,
 - **Active directory generalized time**,
 - ex : 20151009225600.0Z,

Once RFID badge is found in the LDAP and validity condition are filled, the badge is considered as valid. So the connection to SignMeeting is established and the user can access to some specific buttons (Book now, Empty the room, Free the room).

3.2.3.3.6 User association to a badge

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

Once 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.

- **Filter:** allows to target only a LDAP user subset thanks to the configuration of this filter (to not parse entirely the LDAP server and improve LDAP request efficiency).



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

☞ Do prefer use **string** type or **integer** type attributes. The other types may not be displayed properly (hexadecimal, date, UID).

Note EWS for attributes:

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

- CN,
- Mail,
- sAMAccountName,
- uld,
- badgeID,
- valid.

When the user is authenticated, the user's email (CN) becomes the organizer of all the meeting creation through SignMeeting (Book now button).

3.3 RFID tab

Entry form

This screen allows to filter the wanted modulations to speed-up the RFID detection.

Available modulations:

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

Available baud rates:

- 106

- 212
- 424
- 847

Do not activate the RFID modulation filtering before having made some successful tests with your badge before.

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

3.4 SMTP tab

The **SMTP** tab allows to configure source email account.

- **Activate SMTP**

- **URL**
- **Login**
- **Password**

Entry form

For **Office 365**, please enter always a smtp URL with the scheme **smtp://**.

A The scheme **stamps://** may not work because the SMTP authentication is done later in the process.

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**.

4 Screen layout configuration

The **Room screen** and **Room label** tabs are present by default when creating a new **SignMeeting** project and are suggested as layout values for any new device.

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

- Other **Room screen** layout:
 - *Room screen 2*
 - *Room screen 3, ...*
- Other **Room label** layout:
 - *SMH300 1,*
 - *SMH300 2, ...*
- **Summary screen by event – Landscape:**
 - *Summary screen by event – landscape 1,*
 - *Summary screen by event – landscape 2, ...*
- **Summary screen by event – Portrait:**
 - *Summary screen by event – portrait 1,*
 - *Summary screen by event – portrait 2, ...*
- **Summary screen by resource – Landscape:**
 - *Summary screen by resource 1,*
 - *Summary screen by resource 2, ...*

4.1 Room screen configuration

The **Room screen** layout is generally suitable for a screen layout for a SMT210 device located close the meeting room's door.

It could be also suitable for a Qeedji media player connected to a touch screen monitor and to badge reader.

Once this **Room screen** layout is configured, it is possible to affect the layout for example to one to your device (for example a SMT210 device supporting touch screen allowing to have interactivity with SignMeeting).

The **Room screen** layout can display:

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

Click on **Room screen** tab to discover the different settings.

The screenshot shows the 'Main page' configuration interface. It includes sections for 'Display information for the current meeting' and 'Display information for the next meeting', each with checkboxes for 'Display title', 'Display event label', 'Display description', 'Display organizer', 'Display attendees', 'Display location', and 'Display time range'. There are also sections for 'Text when there is no current meeting' and 'Text when there is no next meeting'. Other settings include 'Display several rooms on the same screen' (with an interval of 10 seconds), 'Reservation process actions' (with options for 'Button book now', 'Button confirm my presence', 'Button report as empty', and 'Custom script'), and 'Background content when there is no current or near future meeting' (with options for 'Show the screen saver after' and 'Image or video media to display').

The **Main page** tab allows to select the components to display:

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

- **Display title:** meeting summary,
- **Display event label:** free text - [current meeting](#) (default value),
- **Display description:** meeting description,
- **Display organizer:** meeting organizer (delegate account or the user who has authenticated),
- **Display attendees:** (the attendee's values are scrolled automatically inside the column),
- **Display location:** meeting room label entered in **SignMeeting** for the meeting room resource,
- **Display Time range:** Meeting start time and end time (for example: 8.00 to 10.00),
- **Text when there is no meeting:** free text – for example: [no meeting programmed](#).

➤ **For the next meeting:**

- **Display title:** meeting summary,
- **Display event label:** free text - [current meeting](#) (default value),
- **Display description:** meeting description,
- **Display organizer:** meeting organizer (delegate account or the user who has authenticated),
- **Display attendees:** (the attendee's values are scrolled automatically inside the column),
- **Display location:** meeting room label entered in **SignMeeting** for the meeting room resource,
- **Display Time range:** Meeting start time and end time (for example: 8.00 to 10.00),
- **Text when there is no meeting:** free text – for example: [no meeting programmed](#),
- **Display countdown** (RFU).

- **Display several rooms on the same screen:** If more than one meeting room is affected to a same SMT210, SignMeeting displays alternatively (default: 10 sec per page) for each meeting room:

- The Current Meeting and
- The Next Meeting

and supports for each page the access to the activated buttons Book now,

- **Reservation process action:**

Allows to activate the buttons because some of them may be not activated by default:

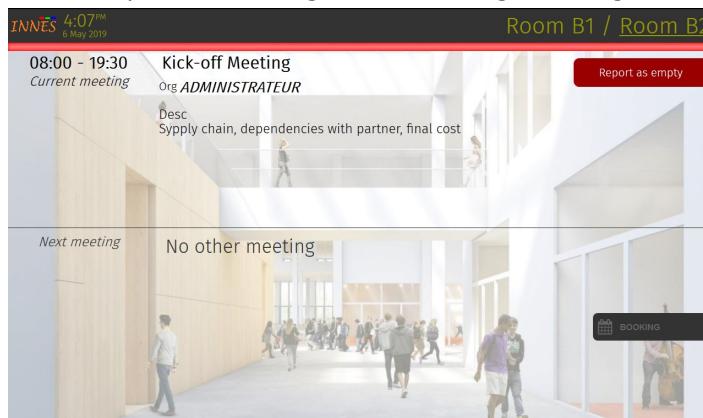
- **Book now,**
- **Confirm my presence** (also called check in in some company),
 - **Show this action <n> minutes before the start of the meeting** (15 minutes by default),
 - **Shorten the meeting if no confirmation after <n> minutes** (15 minutes by default),
- **Report as empty (shorten the meeting)** (also called check out in some company):
 - **Show this action <n> minutes before the end of the meeting** (15 minutes by default).

In this version of SignMeeting Google calendar V3, it is not possible to shorten a meeting scheduled by the delegate. The Check out will work only when the meeting has been done with the Book Now button.

- **Custom script:** allows to load a custom script to customize the **SignMeeting** behaviour, for example, to control external peripherals embedding in electric doors, start to play webcam camera, or to manage presence sensor:
- **Allow custom script to display extra buttons if required:** it is possible to customize the SignMeeting interface by adding some custom button: **Open the door, Maintain, Resume, ...**

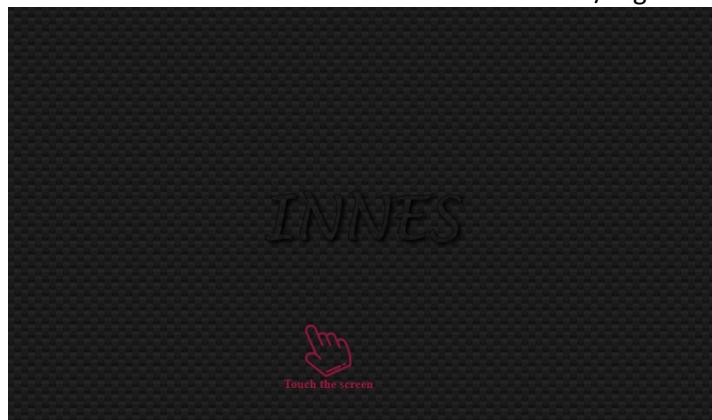
For further information about a custom script, contact sales@innes.pro.

- **Background image:** allows to set a picture as background of the SignMeeting.



- **Background content when there is no current nor near future meeting:**

- **Image or video media to display:** when the screen saver is launched, the user can also display a specific picture (.mp4) or a specific image (.jpg, .gif, .png):
- **Use an interactive marker:**
 - **With the label:** free text ([Touch the screen](#) by default).



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 <i>INNES</i> trademark* (default) Custom image Custom video (when a custom CSS is embedded, the <i>INNES</i> trademark is not displayed) 	4 (higher)
Background image	Custom background image	3
Custom CSS using variable MAC UUID, hostname	<p>The CSS can support some styles based on the MAC, UUID or hostname variable values.</p> <p>It can customize buttons colour, background colour or image and custom class...</p> <p>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</p> <p><i>In case using some custom images based on styles using MAC, UUID, hostname variable values, ensure that the image is well present in your library</i></p>	2
Custom CSS	Buttons colour customization, background colour or image, custom class <i>In case using custom images, ensure that the image is well present in your library</i>	1
Default CSS	default colour <i>(+ display text when there is no meeting)</i>	0 (lower)

4.1.2 Banner tab

The **Banner** tab allows to define:

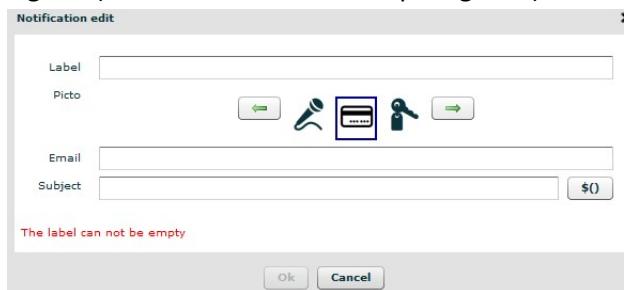


- The banner activation & position:
 - **None**,
 - **Top**,
 - **Bottom**.
- The banner content:
 - Date with different format:
 - **d/m/yy** (ex : [2/12/19](#)),
 - **d/m/yyyy** (ex : [23/12/2019](#)),
 - **dd mmm yyyy** (ex : [23 Dec 2019](#)),
 - **dd mmmm yyyy** (ex : [23 December 2019](#)),
 - **ddd d mm yyyy** (ex : [Thu 23/12/2019](#)),
 - **dddd d mmmm yyyy** (ex : [Thursday, December 23, 2019](#)),
 - **dd mmmm yy** (ex : [December 23, 19](#)).

☞ In german regionality language, the slash (/) are replaced by dots (.)
 - Time with different format:
 - **HH:MM (12)** (ex: 7.00),
 - **HH:MM (24)** (ex: 19:00).
 - **Logo**: custom company logo (.jpg, .gif, .png):
 - Do use .png picture when it is possible to support the transparency (if any).
 - **Room**: Display the room name. In case several meeting rooms to manage, display in the banner:
 - either all the room names,
 - only one room name.
 - **Free/busy indicator**: display a red/orange/green status:
 - Free (green),
 - Check in required (orange),
 - Busy (red).

☞ The busy colours are the same for the banner and for left/right side of the tablet.

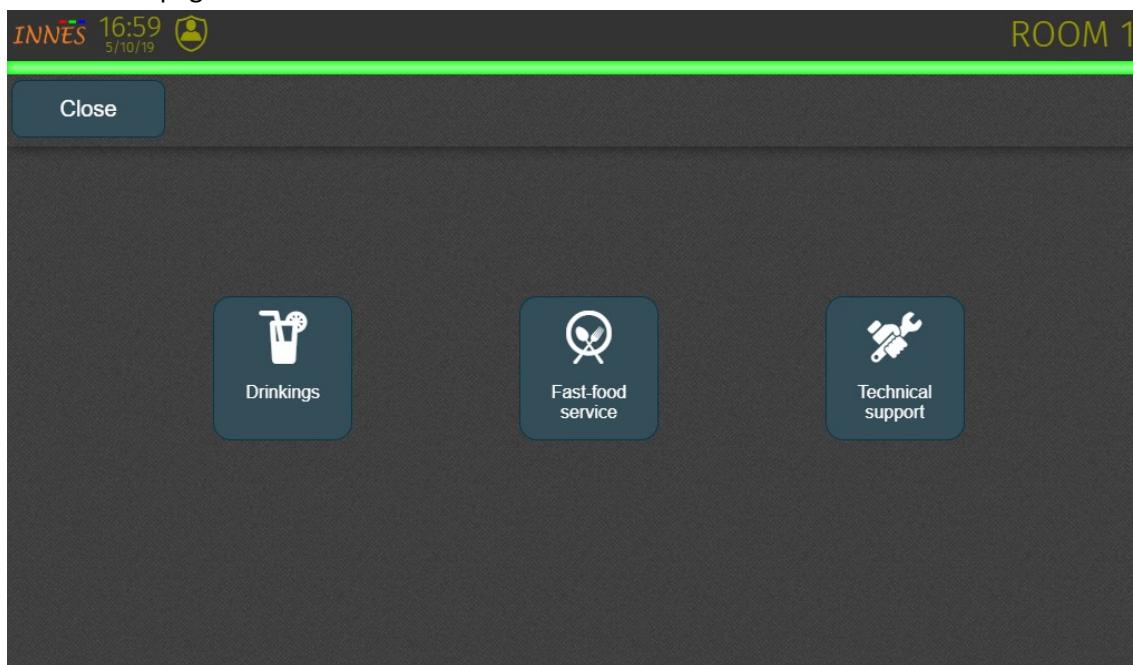
- The **Reservation and consultation page** allows to activate specific buttons in the booking screen:
 - **View** button,
 - **Add** button,
 - **Edit** button,
 - **Delete** button.
- The **Notification page** allows to add some custom notification button for room services (technical support, drinkings, sandwiches, coffee, cooling, ...). You need to enter:
 - a label for the button (ex: *fast food, drinkings, cooling issue*, ...),
 - a recipient address name for each button,
 - a subject (ex: *fast food, drinkings, cooling issue*, ...),
 - a associated pictogram (more than 100 available pictograms).



A new button is created in the interface for each new item. Then pressing on the button allows to send an email to the appropriate people. The notification menu in the main page appears when at least one item has been added in the notification page list.

To support the notification button, the **SMTP** tab must be fully filled.

Example of notification page:



The option **Return to the main page after being idle** allows to return to main page after being stayed on the booking screen for a couple of time without user activity. The default timeout is 60 seconds.

4.1.4 Style tab

The **Style** tab allows to customize the display regarding the text colour and background colour.



For an enhanced customization, it is possible to use the provided custom CSS:

[signmeting_theme_room_screen_V1.13.11.css](#)

The CSS API is compliant with Mozilla & W3C: <https://developer.mozilla.org/en-US/docs/Web/CSS/background>.

INNES 16:20 5/10/19

ROOM 1

Current meeting No current meeting **Book now**

Next meeting No other meeting 

INNES 17:07 5/10/19

ROOM 1

ROOM 1 17:00 - 17:30 <i>Current meeting</i>	Meeting 17:00 to 17:30 - ROOM 1 Org. <i>Innes Screen Manager</i> Att. Innes Screen Manager	Confirm my presence
	Desc.	Report as empty

ROOM 1 18:00 - 18:30 <i>Next meeting</i>	Kick-off meeting Org. <i>Innes Screen Manager</i> Att. s.inizan@innes.fr, t.desdoit@innes.fr	 Booking menu
	Desc. Planning, dependencies, samples delivery, chipset supply	 Room service

4.2 Room label configuration

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

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

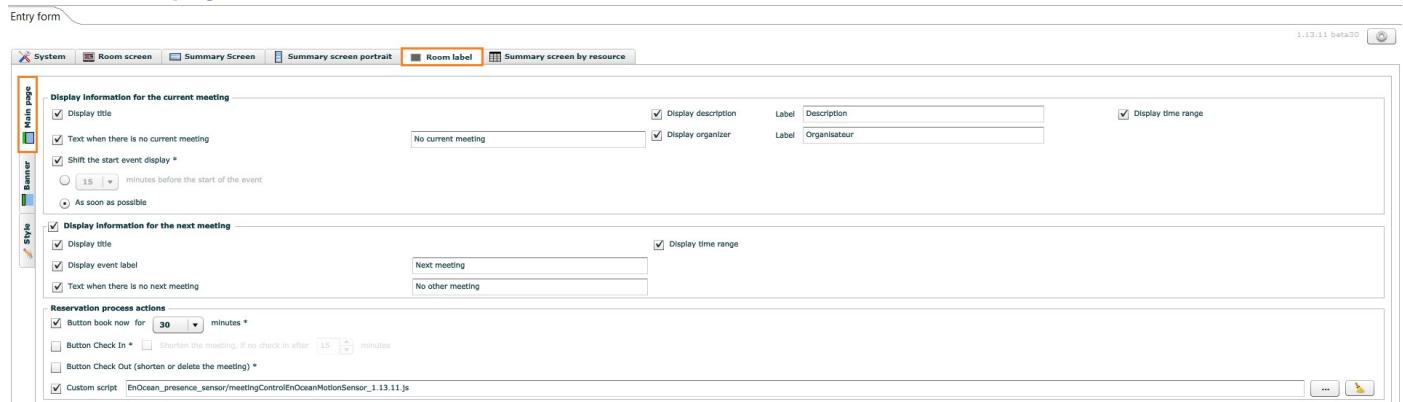
 The pairing operation between the SMH300 hub and your SLATE106 devices must be finalized before publishing SignMeeting App.

The **Room label** layout allows to display:

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

Click on **Room label** tab to discover the different settings:

4.2.1 Main page tab



The screenshot shows the 'Room label' tab selected in the top navigation bar. The configuration form includes sections for 'Display information for the current meeting' and 'Display information for the next meeting'. It features checkboxes for displaying titles, descriptions, and organizers, as well as options for displaying time ranges and text when there is no meeting. There are also sections for 'Reservation process actions' and a 'Custom script' field.

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

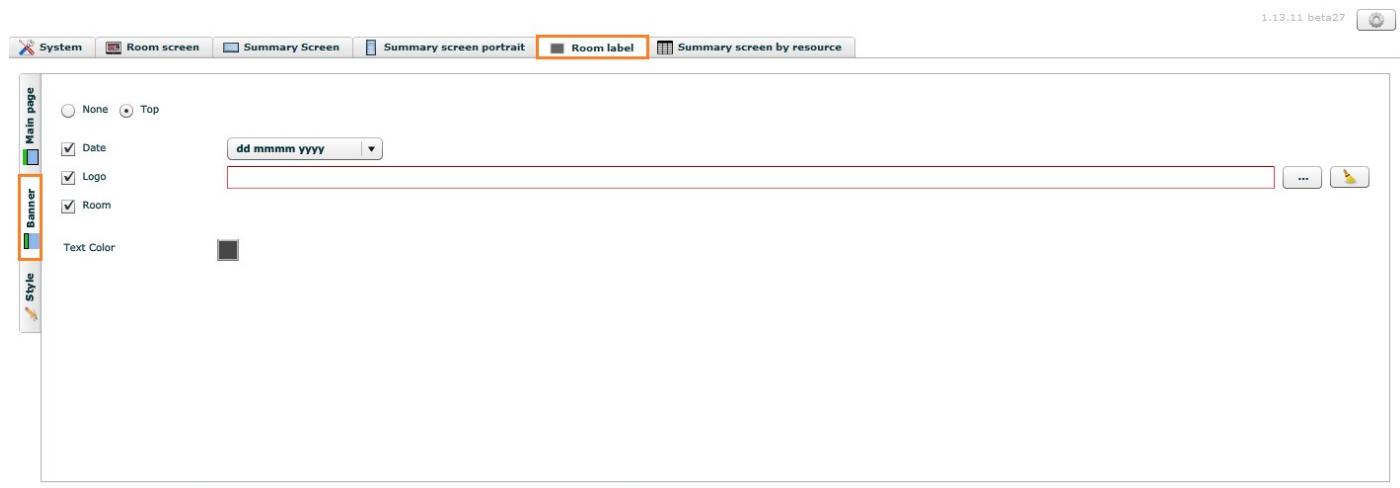
- **Display title:** allows to display or not the meeting title,
- **Text when there is no meeting:** allows to display or not a message when there is no meeting
 - Default text value: *No current meeting*,
- **Shift the start event display:** allow to anticipate the meeting display taking account of the content update delay for the SLATE106 (max. 15 minutes):
 - **<n> minutes before the start of the event:**
 - **15 minutes (default):** the meeting is displayed 15 minutes before it starts,
 - **30 minutes:** the meeting is displayed 30 minutes before it starts.
 - **As soon as possible:** the meeting is displayed in the current meeting screen part as soon as possible.
- **Display description:** allows to display or not the meeting description:
 - Free text,
 - Default: inactivated.
- **Display organizer:** allows to display or not the meeting organizer defined in the calendar:
 - For example: *Signage manager*,
 - In option, it is possible to display a specific organizer alias.
- **Display time range:** allows to display or not the meeting start time and end time.
 - For example: 10:30 – 12:30.

- **Display information for the next meeting:**
 - **Display title:** allows to display or not the meeting title,
 - **Display event label:** prefix indicating the next meeting
 - *Free text*
 - **Display time range:** allows to display or not the meeting start time and end time:
 - For example: 10:30 – 12:30.
 - **Text when there is no next meeting:** allows to display or not a message when there is no meeting:
 - Default: no other meeting.
- **Reservation process actions:**
 - **Book now for <n> minutes** button:
 - 30/60/120 minutes (default: 60 minutes),
 - **Check In** button*: allow to display or not the **Check In** button allowing to validate the occurrence of the meeting in a room resource:
 - **Shorten the meeting if no Check In after <n> minutes:** allow 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,
 - **Check out (shorten or delete the meeting)** button*: allow to display or not the **Check Out** button allowing to shorten a meeting when it has ended to free up the room resource,
 - **Custom script:** allow to load a custom script to customize the SignMeeting behaviour. For more information, contact sales@innes.pro.

A With the room label layout, *Check in button and Check out buttons are deprecated for any new SMH300/SLATE106 installation. So, when the Book now button is activated, the Check in button and Check out button shall be maintained deactivated. In return, to support Check in and Check Out feature, do use a EnOcean presence detector device and a custom meetingControlEnOceanMotionSensor_1.13.11.js script to automatically validate the meeting room resource when some people are detected in the room or free up the meeting room resource when no people are detected in the room.

A In this version of SignMeeting Google calendar V3, it is not possible to shorten or cancel a meeting scheduled by the delegate account. The Check out (with button or personalisation script) will work only when the meeting has been done with the **Book Now** button.

4.2.2 Banner tab



- **None / Top:** allow to activate or not a banner,
- **Date:**
 - **d/m/yy** (ex : 2/12/19),
 - **d/m/yyyy** (ex : 2/12/2019),
 - **dd mmm yyyy** (ex : 2 Dec 2019),
 - **dd mmmm yyyy** (ex : 2 December 2019),
 - **ddd d mm yyyy** (ex : Mon 2 12 2019),
 - **ddd d mmmm yyyy** (ex : Monday 2 December 2019),
 - **dd mmmm yy** (ex: May 23, 19).
- **Logo:** file picker,
- **Room:** allow to display the Room resource name,
- **Text color:** color picker allowing to set the color in grey levels.

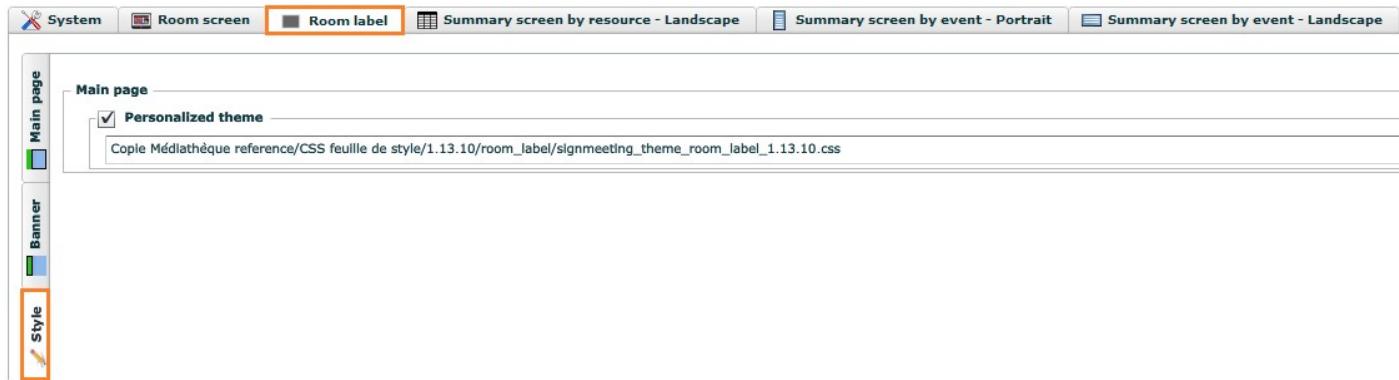
4.2.3 Style tab

The **Style** tab allows to customize the display in term of colour.

Main page / Personalized theme: allows to load a custom CSS to change the SLATE106 style rendering.

The CSS API is compliant with Mozilla & W3C

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



4.2.4.1 Without CSS

11/6/2020 Room 1

14:00 - 16:00

Kick-off meeting

Organisateur Innes Screen Manager

Description Samples delivery, dependencies, integration plan, mass production

Next meeting **Project Meeting** 17:30 - 19:00

[Book now](#)

4.2.4.2 With a CSS file example

4.2.5 Customization

It is possible to customize the **SignMeeting** rendering with a custom **CSS file**.

A **signmeeting_theme_room_label_1.13.11.css** file example is provided with the delivery.

This is a **SignMeeting** rendering examples:

11/6/2020 Room 1

16:00 - 18:00

Kick-off meeting

Organisateur Innes Screen Manager

Description Samples delivery, dependencies, integration plan, mass production

Next meeting **No other meeting**

[Book now](#)

4.3 Screen layout composition

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

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

- **Room screen,**
- **Room label.**

But this layout is generally not suitable for monitors connected to media-players wishing to display meeting in the summary screen layout. Consequently, a specific layout instance of summary screen needs to be created.

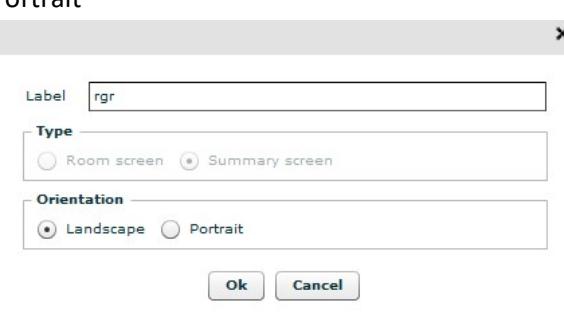
 it is possible to create several instances of each (until 10 max. at all).

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

4.3.1 Create a new screen layout instance

To access to screen layout management, click on  button at the right top corner and click on **Add** button to add your new layout type:

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



 For portrait mode, think to also apply a rotation of 90° (or 270°) to the device (Web UI > output menu).

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

4.3.2 Edition and deletion

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

When the screen layout has been created you can affect it to an device. For further information refer to the appropriate [chapter](#).

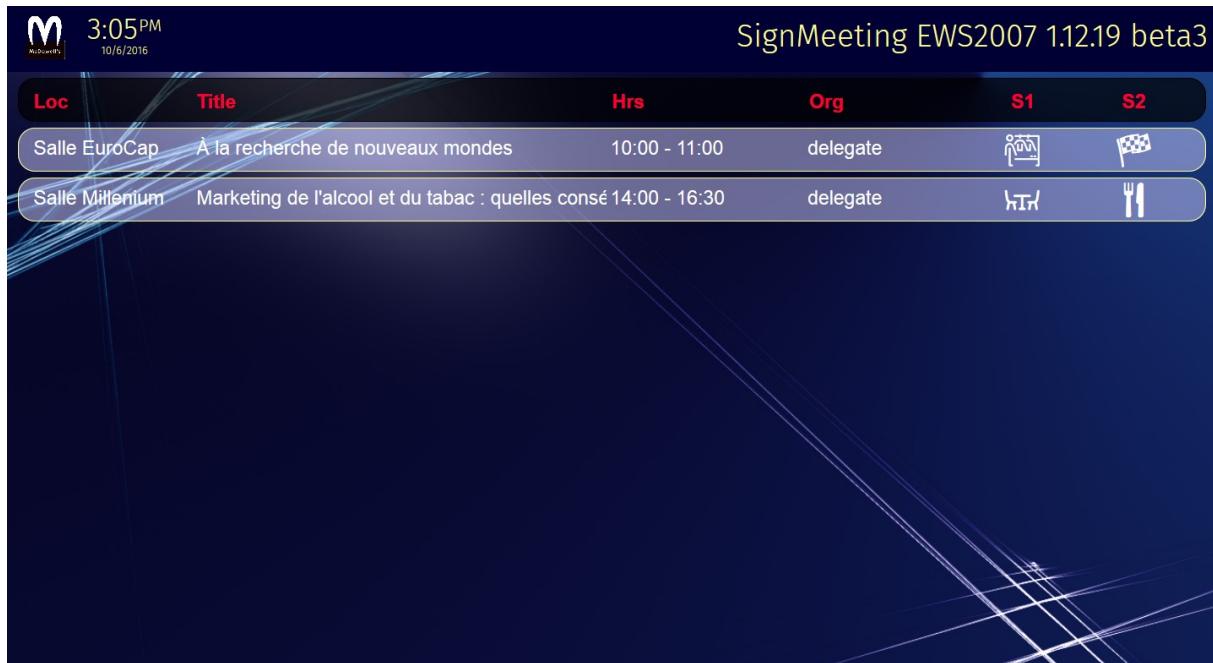
Screen layout tab can be switched. Use the up/down arrow according to.



4.4 Summary screen by event layout

4.4.1 Landscape

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



4.4.1.1 Main page tab

The **Main page** tab allows to modify the meeting list display configuration.

- Selection of elements to display for each meeting:
 - Location,
 - Title,
 - Description,
 - Time Slot,
 - Attendees,
 - Pictograms.
- Define **Display interval** for each page when the list of meeting requires 2 pages (or more),
- Sort the meeting by:

- Title, description, organizer:
 - Alphabetic, ant-alphabetic,
- Time:
 - Increasing or decreasing,
 - End time or start time.
- Display of meetings in the past or in the future by defining the alarm:
 - **Shift the start event display:**
 - Display all the meeting since the morning or any other time,
 - Display the meeting only few minutes before they start,
 - **Extend the event display:**
 - Display all the meeting until the evening or any other time,
 - Hide the meeting only few minutes after they finished.
- Define the background image,
- Define a background content if there is no current or future meeting.

Do activate the screen saver (image or video) only if you have a way to wake up the media player like a mouse or a touch screen.

4.4.1.2 Banner tab

This screen allows to configure the banner:

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

Entry form

1.13.11

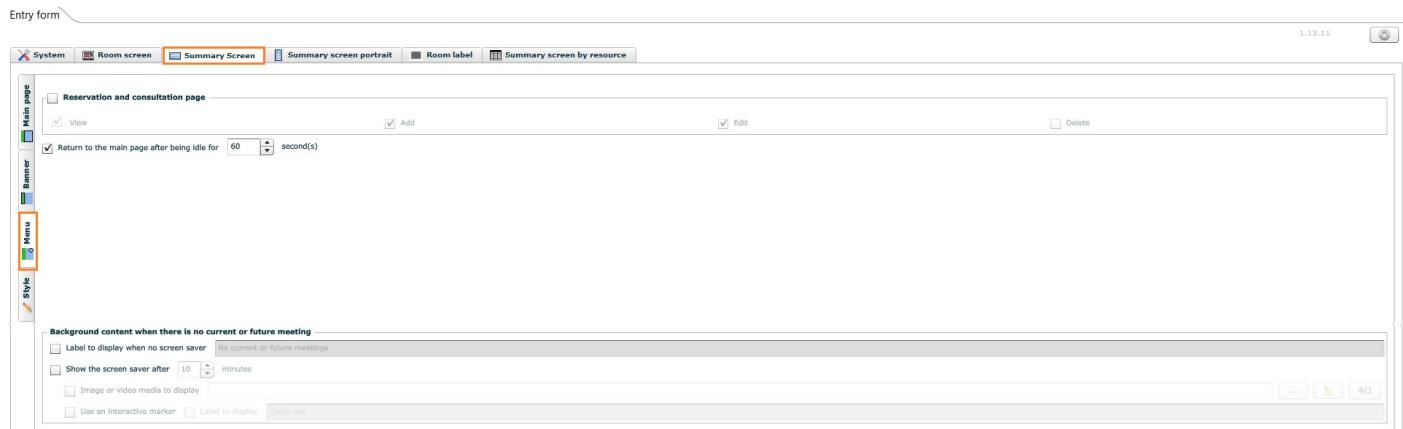
The screenshot shows the 'Summary Screen' configuration interface. The 'Summary Screen' tab is active. On the left, there's a sidebar with tabs: Main page, Banner (selected), Menu, and Style. Under 'Banner', there are settings for position (Top), logo (Logo path: logo/innes/logo path-Innes-2018.png), title, time (HH:MM(24)), date (dd mmmm yyyy), text color, and background color. Other tabs include System, Room screen, Summary screen portrait, Room label, and Summary screen by resource.

4.4.1.3 Menu tab

-  The **Reservation and consultation page** (conditioned by an optional button allowing to access to it) offers the support of the buttons:
 - **View** event,
 - **Add** event,
 - **Edit** event,
 - **Delete** event.

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

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



4.4.1.4 Style tab

The **Style** tab allows to modify the below parameters:

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

Entry form 1.13.11

System Room screen Summary Screen Summary screen portrait Room label Summary screen by resource

Main page Main page Theme 8 lines maximum Display only line(s) per page Display column titles header with the font color

Theme Plain Colour Color Field Color

Background content when there is no current or future meeting Label to display when no screen saver No current or future meetings Show the screen saver after 10 minutes Image or video media to display Use an interactive marker Label to display Touch me

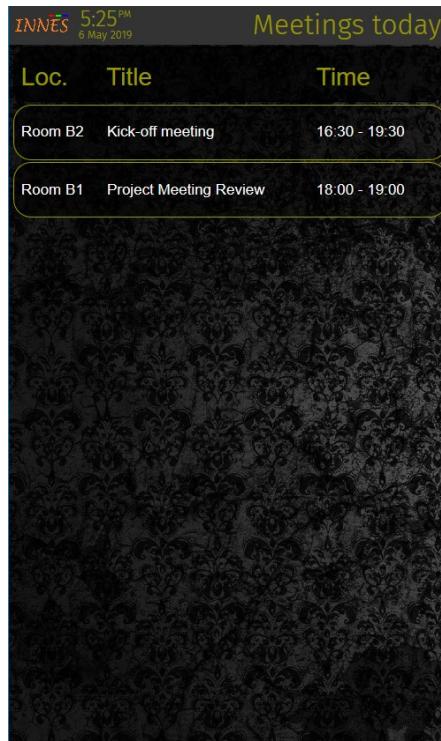
4.4.2 Landscape rendering



4.4.3 Portrait

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

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



To publish SignMeeting in mode portrait, think to apply a rotation to the device viewport.

Device Web UI example:

- change the output **rotation** to 90° (or 270°),
- select the appropriate **screen resolution** according to
- adjust the **overscan** configuration if any.

The screenshot shows the DMB400 Device Web UI. On the left, there's a sidebar with 'Administrator', 'LAN', 'WLAN', and 'Output' selected. The main panel is titled 'Configuration > Output'. It shows 'Video output: HDMI1 OUT' and 'Screen resolution: 3840x2160 60Hz CEA-861'. Under 'Output', there's an 'Overscan' section with radio buttons for 720p SMPTE, 1080p SMPTE, 2160p SMPTE, and 'Custom'. The 'Custom' option is selected, with fields for X: 0, Y: 0, Width: 1280, and Height: 720. Below that is 'VESA DPMS: deactivated' with a toggle switch set to 'activated'. In the 'Rotation' section, there are four radio buttons: '0°' (selected), '270°', '90°' (circled in orange), and '180°'. A preview window shows a 90-degree rotated grid pattern. At the top right, there are buttons for 'Reboot the device' and 'English'.

4.5 Summary screen by resource layout

4.5.1 Landscape

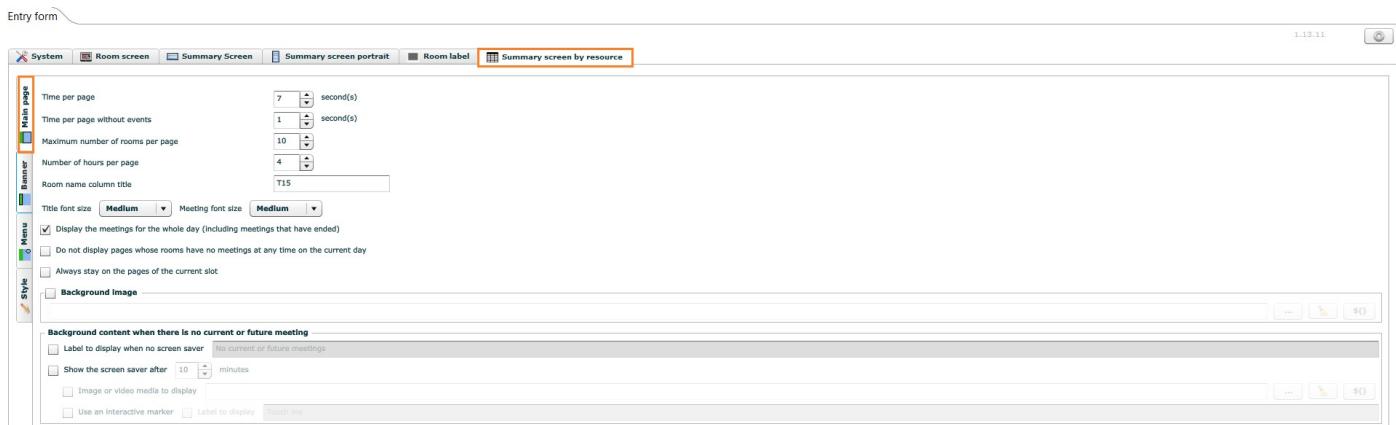
The screen layout type **Summary screen by resource** allows to display the list of meetings of several room for part of the day or an entire day in a calendar view on a monitor.

 With this layout, the **meeting title font size** and **meeting organizer font size** are computed according the number of meeting rooms per page. Indeed, when the number of lines is decreasing, the font size is increasing.

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

4.5.1.1 Main page tab

The **Main page** tab allows to modify the meeting list display configuration:



- **Time per page,**
- **Time per page without event,**
- **Max number of rooms per page,**
- **Number of hours per page,**
- **Room name column title,**
- **Title font size,**
- **Meeting font size**
- Options
 - **Display the meetings for the whole day** (including meetings that have ended)
 - **Do not display pages whose room have no meeting at any time on the current day**
 - **Always stay on the pages of the current slot:** prevents to display the other pages of the day,
 - example: if there are some meetings every hour from 8am to 6pm, spread on 2 pages, from 8am to 1pm and from 2pm to 6pm. If current time is 10am, we display only the first page. If current time is 4pm, we display only the second page. Do not use this option with the 1st one (Display the meetings for the whole day).
- Define the **background image**,
- Define a **background content if there is no current or future meeting**.

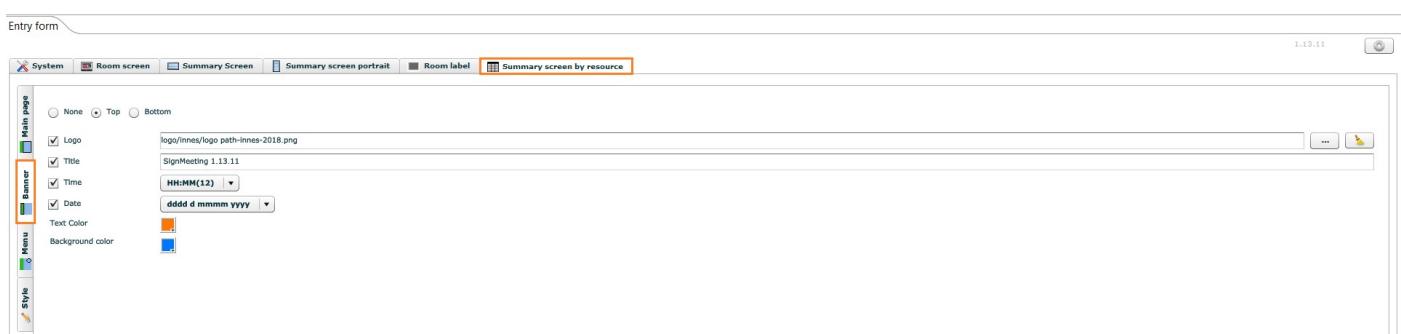
 Do activate the screen saver (image or video) only if you have a way to wake up the media player like a mouse or a touch screen.

4.5.1.2 Banner tab

This screen allows to configure the banner:

- Banner at the top or at the bottom,

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



4.5.1.3 Menu tab

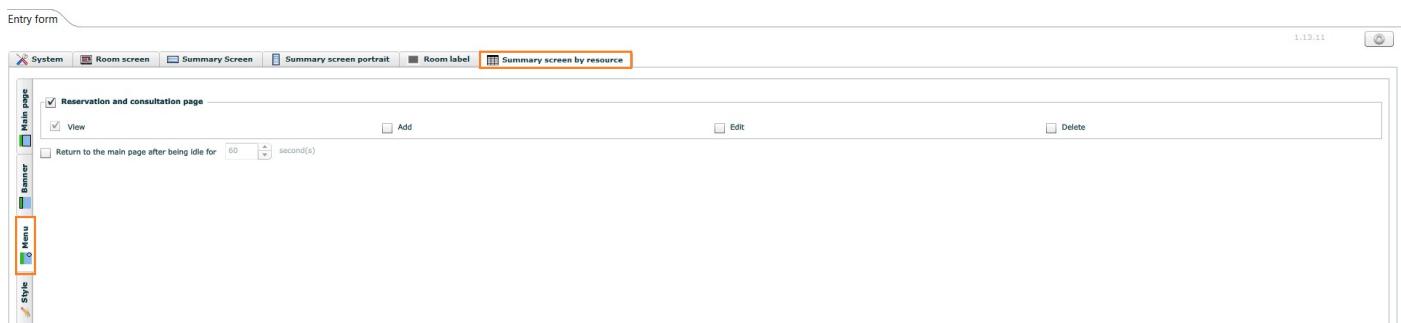


The **Reservation and consultation page** (conditioned by the activation of an optional button) offers the support of the buttons:

- **View** event
- **Add** event
- **Edit** event
- **Delete** event

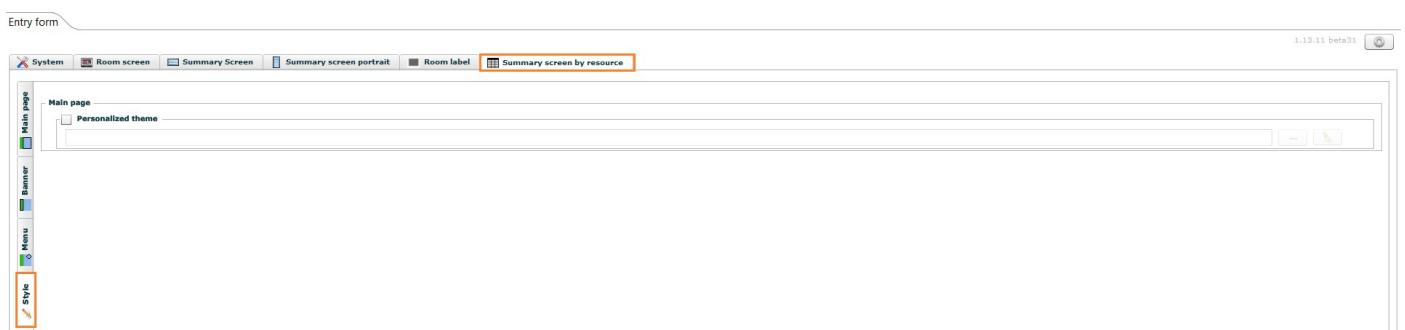
This function is interesting when the App is used on a SMT210 (touch screen) or with a device equipped with a mouse. Contact support@innes.fr for more information

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



The **Style** tab allows to modify the below parameters:

- **Banner:**
 - Background colour,
 - Text colour.
- **Main page:**
 - Background colour,
 - Text colour,
 - Configuration of number of meeting to display per page,
 - Display column header,
 - Background theme (plain colour, circles) (present only when no background content has been defined)

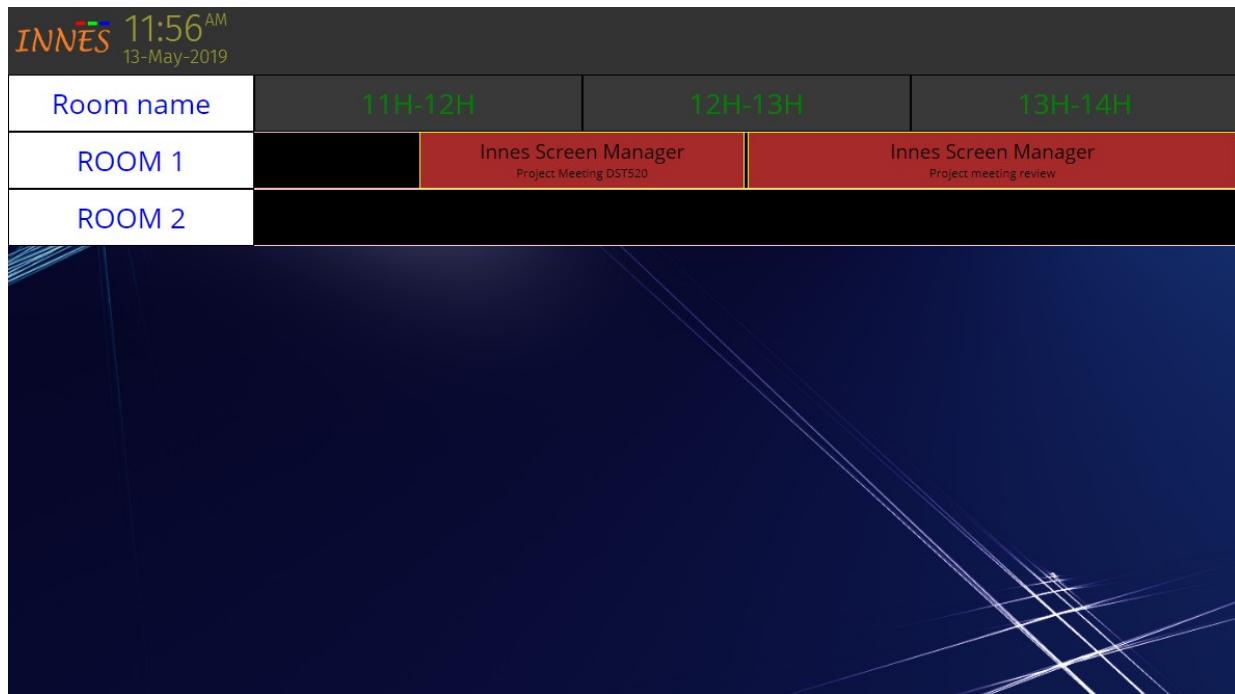


4.5.2 Landscape rendering

4.5.2.1 Without CSS



4.5.2.2 With a customized CSS file



4.5.3 Portrait

Like **Summary screen by resource - Landscape** layout configuration but for portrait view

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

To publish **SignMeeting** in mode portrait, set the device viewport in portrait

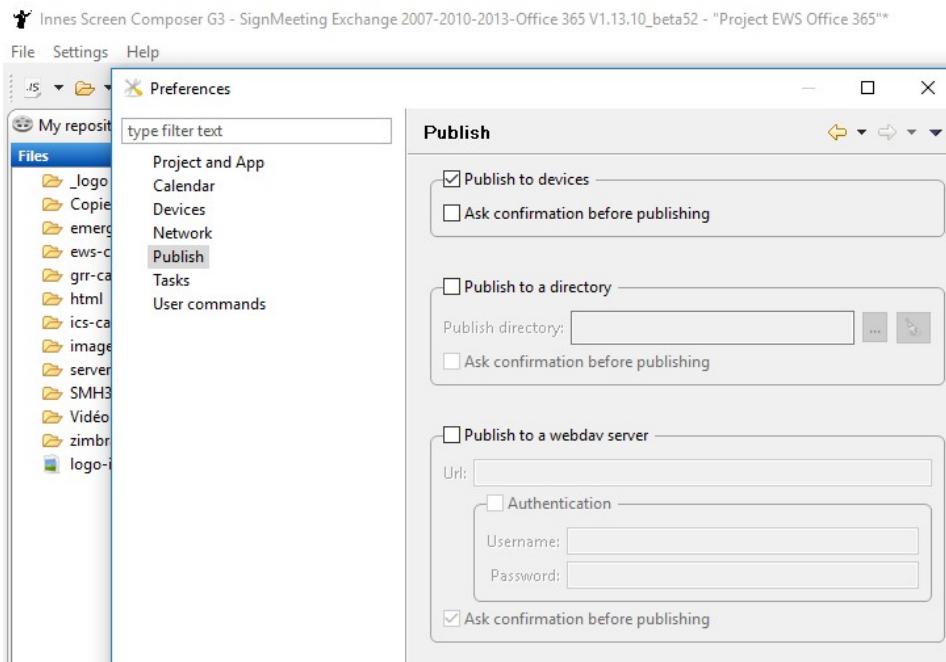
Device Web UI:

- change the output rotation to 90° (or 270°),
- select the screen resolution according to,
- adjust the overscan.

5 Screen Composer : publication

5.1 Publication activation

Open Screen Composer G3 and check that **Publish to devices** is selected (menu **Preferences** then menu **Publish**).

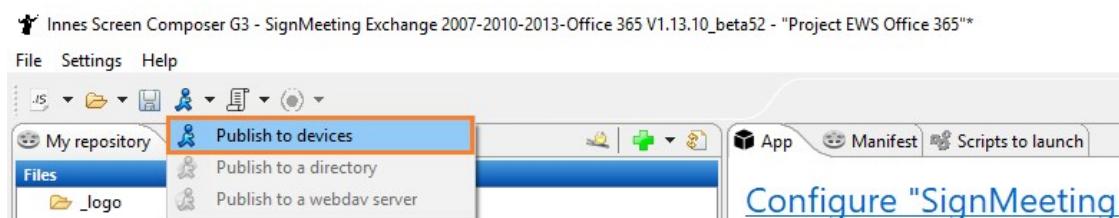


5.2 Device (select one or several devices)

In the Device's section, select the devices that you want to publish to.

5.3 Publish

Click on the **Publish to devices** button:



6 Using SignMeeting on SMT210 (Room Screen)

SignMeeting in the **Room screen** layout can display two meetings on the main screen:

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

Several buttons are supported:

- The  **Booking menu** button allowing to:
 - view the planning of the meetings taking place today or the days after,
 - book a meeting today or the days after.
- The **Book Now** button allowing to program an instant meeting:
 - The **Report as empty** button allowing to shorten a meeting when it is finished,
 - The **Confirm my presence** button allowing to confirm that someone in the room is attending the meeting and confirm the meeting.

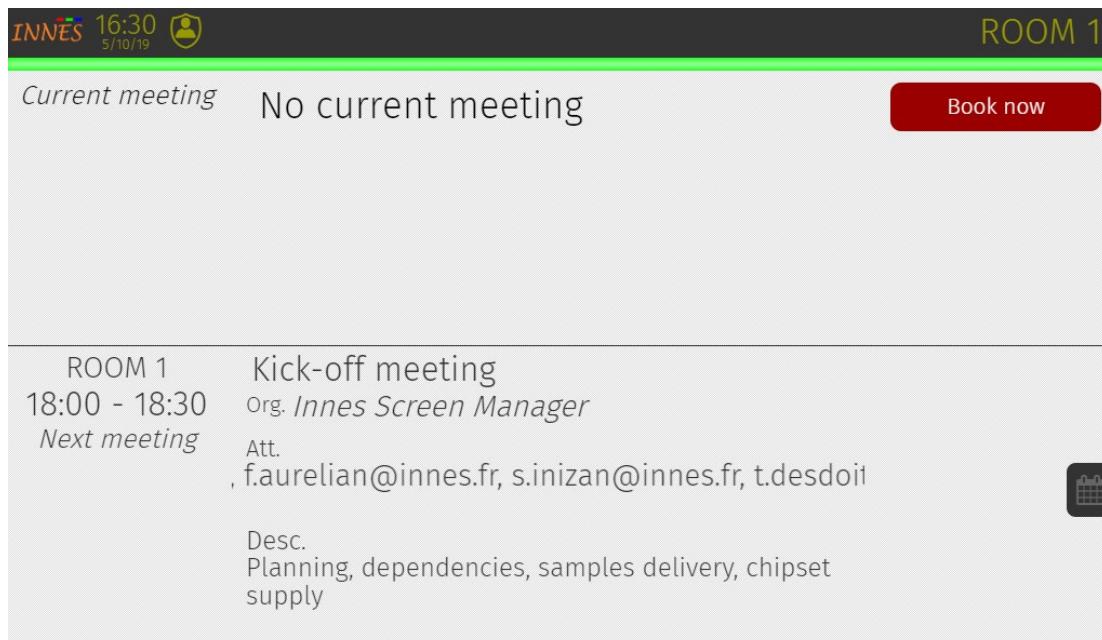
 *The access to these buttons may require that the user be authenticated by an NFC badging.*

Depending on when **Room is emptied** button is pressed, the meeting is either:

- shortened in calendar system if the spent duration of the meeting is more than 30 minutes,
- deleted from calendar system if the spent duration of the meeting is less than 30 minutes.

6.1 Main page

This is a SignMeeting rendering examples:



6.1.1 Current meeting / next meeting

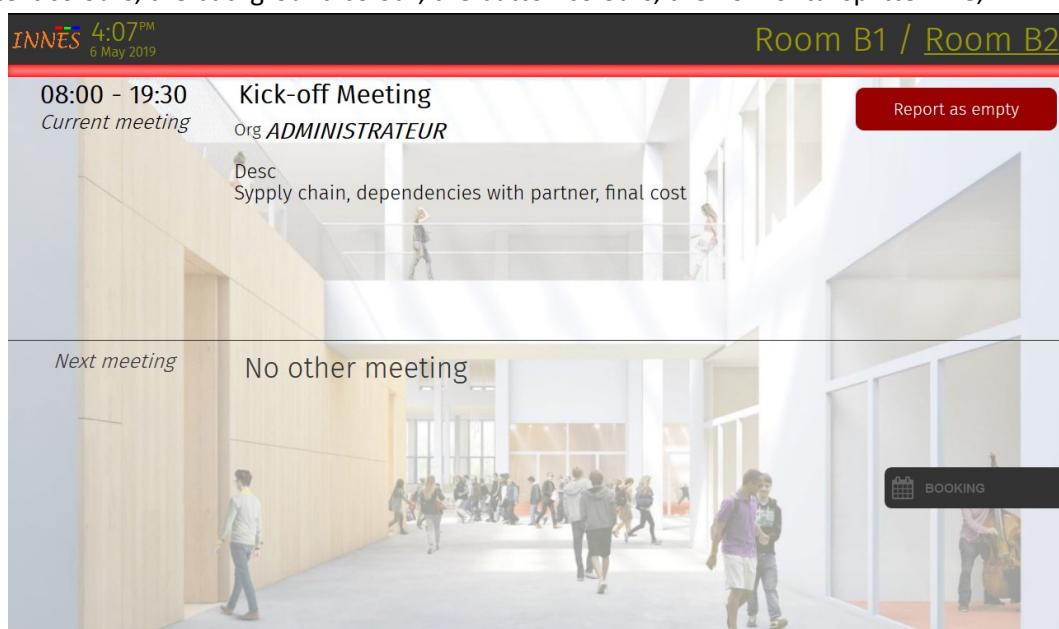
The SignMeeting application displays

- The **Current meeting**
 - If any
 - Else the default value *no current meeting* is displayed
- The **Next meeting**
 - if any
 - Else the default value *no next meeting* is displayed

6.1.2 Customization

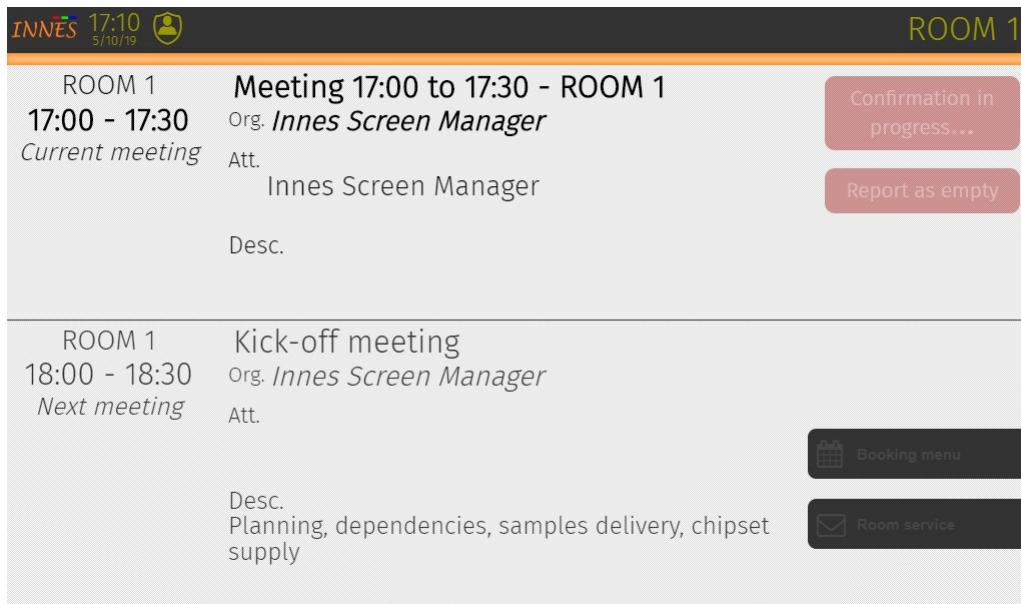
The banner's background colour and the banner's font can be changed in the form.

It is possible to completely configure the **SignMeeting** rendering with a **CSS file (.css)**. It allows to customize for example the text colours, the background colour, the button colours, the horizontal splitter line, ...



6.1.3 Buttons

Several buttons are then supported:

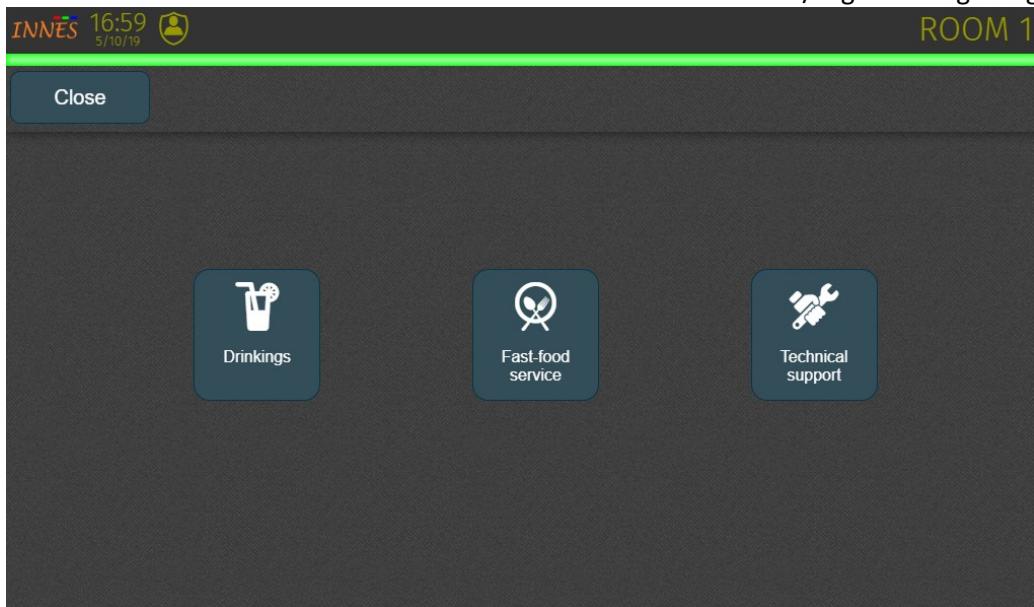


- **Booking menu**
 - allowing to access to a screen showing the planning of the meetings in the day (time range defined in **SignMeeting**) and modify the planning (add*, modify*, delete*)

- **Notification button** (in the example: *Room service* label)
 - allowing access to a screen to send a notification by email to a predefined email details defined in **SignMeeting** form (recipient address, subject and body) when pressing on the appropriate button.
 - a new button is created each time a new item [recipient, subject, body] is created in the list of the notification page.
 - the **notification** button is not present when there is no item created in the notification page.
 - in case RFID authentication configuration, badging is required to access to the notification button.

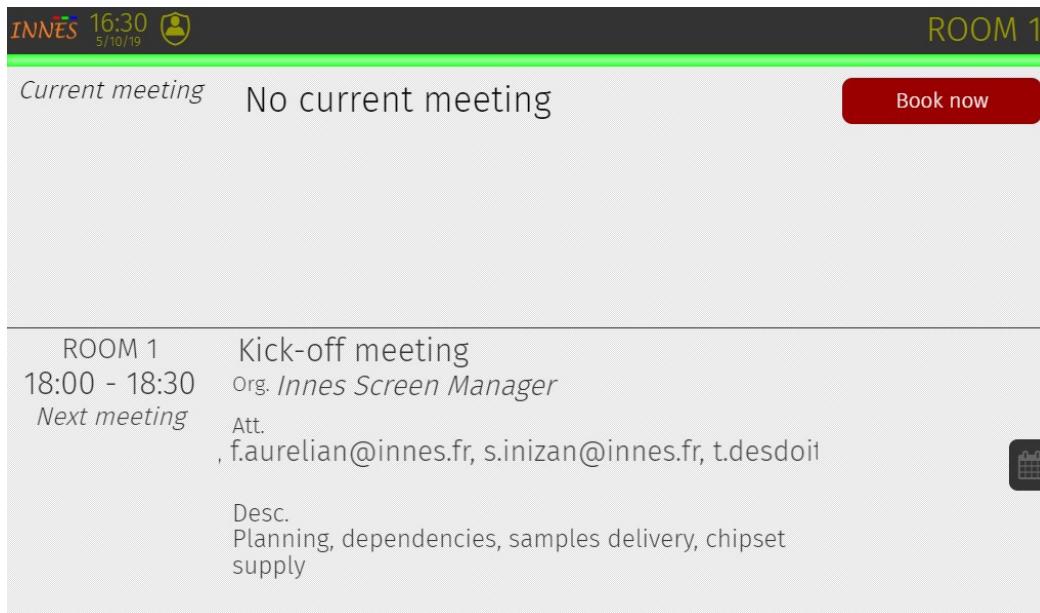
In this example, the **notification** button has been called *Room service*. Then 3 buttons have been created:

- *Drinkings*
- *Fast-food service*
- *Technical support*



It is required to use a pictogram for each button (more than 100 pictograms available in this version).

The **Book Now** button allows to program an instant meeting.



The **Report as empty** button allowing to shorten a meeting when the meeting is terminated. This button can be displayed when a meeting has started, <n> minutes before the end of the meeting (default <n> value: 15 minutes).

The **Confirm my presence** button allowing to confirm that the organizer in the room is attending the meeting and that the meeting really stands. This button can be displayed when a meeting has started, or <n> minutes before the begin of the meeting (default <n> value: 15 minutes).

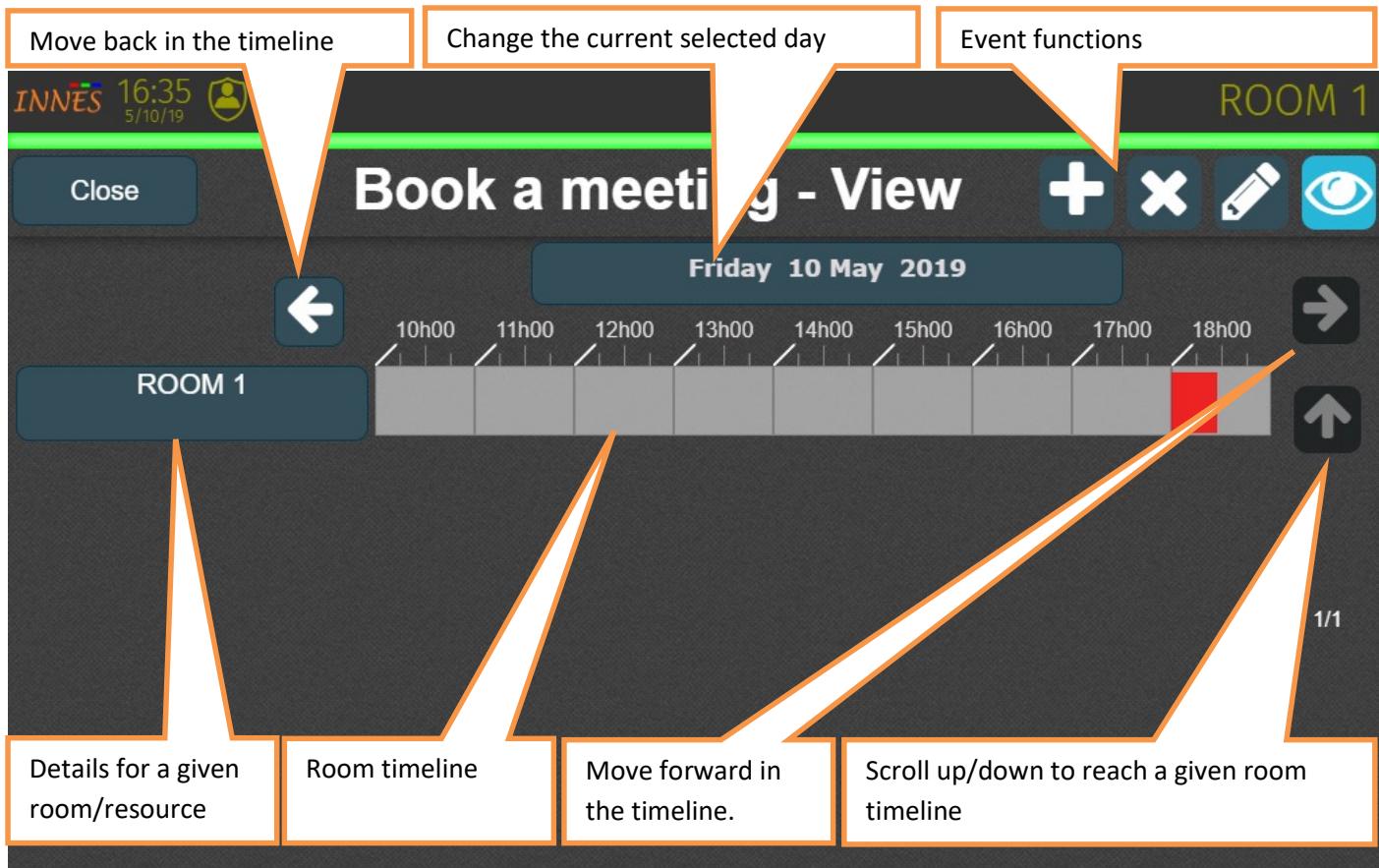
The **Close the door** button is not supported by SignMeeting Google G Suite.

6.2 Booking interface

The **Booking menu** button allows to show all the current meetings for a selected day: the current one or any other day of the calendar.

To book a meeting, it is advised to have an appropriate view of all the meetings taking place on the selected day.

The time windows can be increased in the SignMeting's form (Datasource tab).



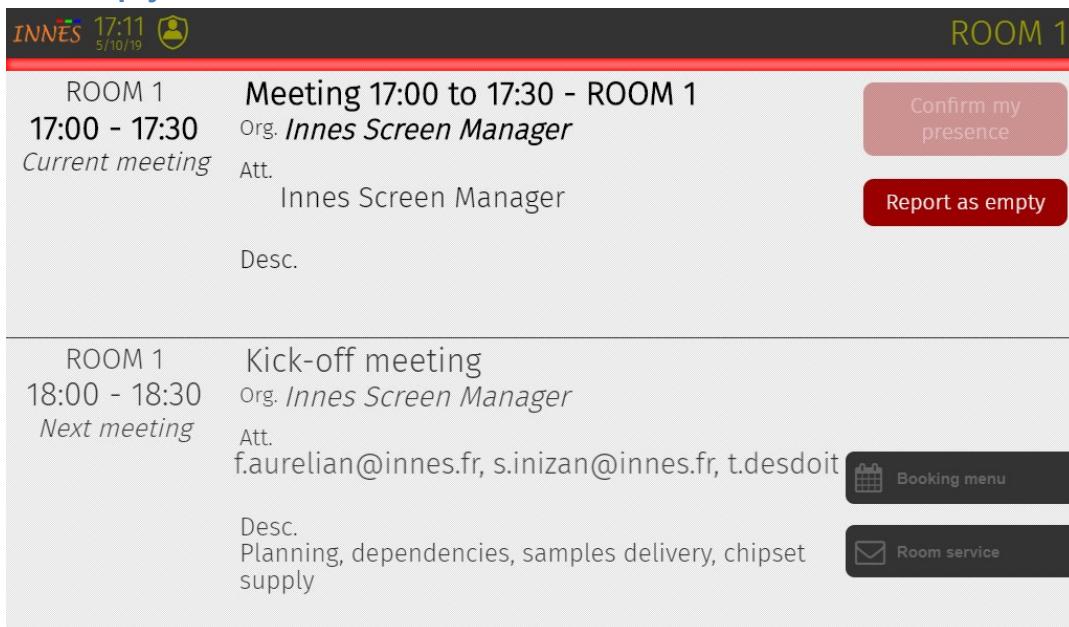
The booked meetings are shown in the red colour.

In this example, a meeting is taking place in the ROOM1 resource from 18h to 18h30, on Friday 10 May 2019.

6.3 Confirm my presence button

Not supported in Google G Suite.

6.4 Report as empty button



The **Report as empty** button appears when a meeting has just begun. It is possible to configure the display duration for this button.

When the room is booked but there is no one in the room, it is possible to automatically shorten the current meeting by using the **Report as empty** button and free the resource for another use.

6.5 Event functions

- **Add:** allows to add a new event in the nearest resource availability.
☞ *It is not possible to create meeting across several days in this version.*
- **Modify:** allows to modify an event
- **Delete:** allows to delete an event
- **View:** allows to get more detail on the meeting

6.5.1 Meeting detail view button

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

- *Description,*
- *Capacity,*
- *Resource,*
- *Location.*

Back

Meeting Room detail : ROOM 1

Description:

Capacity (people):

Resource:

Location:

6.5.2 Add & Modify buttons

For **Add** and **Modify** functions, it is possible to press on the **clock** button to change:

- the **Start** time,
- the **Finish** time.

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

- Click on the required time to change,
- Click outside to **cancel**.

☞ When a meeting has been booked with the **Book now** button, the label automatically generated can contain the meeting start time and meeting end time. In this case, when the user is changing the meeting start time or end time with the screen shown above, the label cannot be modified.

7 Using SignMeeting on SLATE (Room Label)

SignMeeting with Room label layout allows to display two meetings in the main screen:

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

7.1 Main page

This is a SignMeeting rendering examples with the optional **Book now** button



Several optional buttons are supported in the form:

- The **Book now** allows to book the room resource from now for the next 30/60/120 minutes,
- The **Check In** button* allows to confirm your presence to the meeting by a key press,
- The **Check Out (shorten or delete the meeting)** button* allows to free the room resource and shorten the meeting by a key press.

A With the room label layout, *Check in button and Check out (shorten or delete the meeting) buttons are deprecated for any new SMH300/SLATE106 installation. So, when the Book now button is activated, the Check in button and Check out (shorten or delete the meeting) button shall be maintained deactivated. In return, to support Check in and Check Out feature, do use a EnOcean presence detector device and a custom meetingControlEnOceanMotionSensor_1.13.11.js script to automatically validate the meeting room resource when some people are detected in the room or free up the meeting room resource when no people are detected in the room.

To support the **Book Now** button, activate them in the **Reservation process actions** part of the **Main page** tab shown below.

Entry form

1.13.11 beta20

Main page	Room screen	Summary Screen	Summary screen portrait	Room label	Summary screen by resource
Display Information for the current meeting <input checked="" type="checkbox"/> Display title <input checked="" type="checkbox"/> Text when there is no current meeting <input checked="" type="checkbox"/> Shift the start event display *					
<input type="radio"/> 15 minutes before the start of the event <input checked="" type="radio"/> As soon as possible					
<input checked="" type="checkbox"/> Display description <input checked="" type="checkbox"/> Display organizer					
<input checked="" type="checkbox"/> Display time range					
Display Information for the next meeting <input checked="" type="checkbox"/> Display title <input checked="" type="checkbox"/> Display event label <input checked="" type="checkbox"/> Text when there is no next meeting					
<input checked="" type="checkbox"/> Display time range					
Reservation process actions <input checked="" type="checkbox"/> Button book now for <input type="text" value="30"/> minutes *					
<input type="checkbox"/> Button Check In * <input type="checkbox"/> Action when missing, if no check in after <input type="text" value="15"/> minutes					
<input type="checkbox"/> Button Check Out (shorten or delete the meeting) *					
<input checked="" type="checkbox"/> Custom script <input type="text" value="EnOcean_presence_sensor/meetingControlEnOceanMotionSensor_1.13.11.js"/>					

* Warning, the activation of this parameter will decrease the autonomy of the device

 The Book Now can work only when the SLATE content is up to date with the SMH300 hub content. If it is not yet synchronized, proceeding to a Book Now action will only trig a SLATE content update. Once this content has been updated, try to Book Now again. Now it should work.

 If the Book Now button is not displayed, that means that the Book Now with the specified duration (30m, 1h, 2h) is not possible. For example, there is not sufficient free time from now to the next meeting. The default meeting duration for a Book Now can be configured in the SignMeeting form.

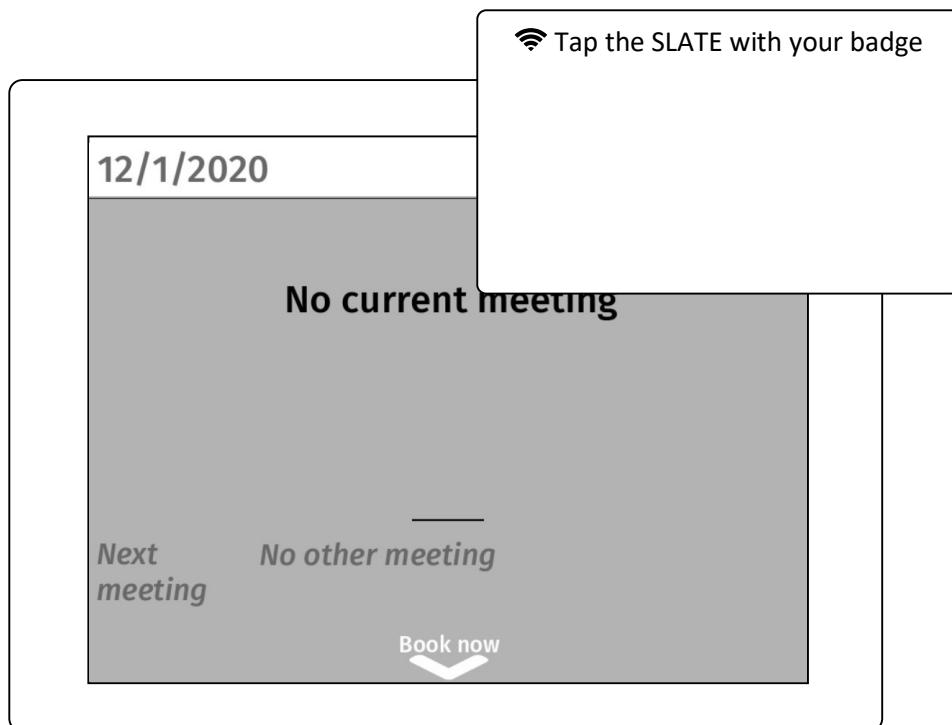
7.2 Book Now with NFC badging

In case NFC badging is required before being able to process to a Book Now, two user actions are required:

- Stand the Badging,
- Pressing on the Book Now button.

 The support for NFC sensor protocol needs to be activated in the SLATEs through the SMH300 hub. The support for NFC badging and LDAP authentication is activated in the SignMeeting form. Ensure that the SLATE is properly configured to support your badge protocol. In case LDAP authentication, ensure that your badge is properly registered in your LDAP server. The authentication timeout is 30 seconds in the default configuration. Badging twice within the 30 seconds will prevent the user to make an instant booking.

Action	Wait
1 – With the same movement, put the badge upon the NFC sensor by taping the SLATE to create a vibration.	Wait for 1 seconds, the time for the red LED is blinking twice.
2 - Press on the SLATE Middle key with your finder.	The LED should blink at least 5 time then display the new meeting.



If the new meeting does not appear:

- If the content has been updated, try the Book Now again.
- If not,
 - either the tag protocol of the badge is not recognized, or the badge owner cannot be authenticated,
 - or the LDAP authentication session has expired (or the user has generated a disconnection),
 - or there is not sufficient time range until the next meeting to make an instant booking.

8.1 Theme CSS

CSS type	SignMeeting 1.12.35	SignMeeting 1.13.11
CSS theme for Room Label	label_default_sm_1.13.10.css	signmeting_theme_room_screen_1.13.11.css
CSS theme for Room Screen	theme_css_generic_1.12.20.css	signmeting_theme_room_screen_1.13.11.css
CSS theme for Summarization by resource	theme_roomgrid_sm_1.12.22.css	signmeeting_theme_summarization_by_resource_1.13.11.css

8.1.1 For Summary screen by resource layout

8.1.1.1 Signmeeting_theme_summarization_by_resource_1.13.11.css

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

- background colour
- border colour
- font colour

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

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

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

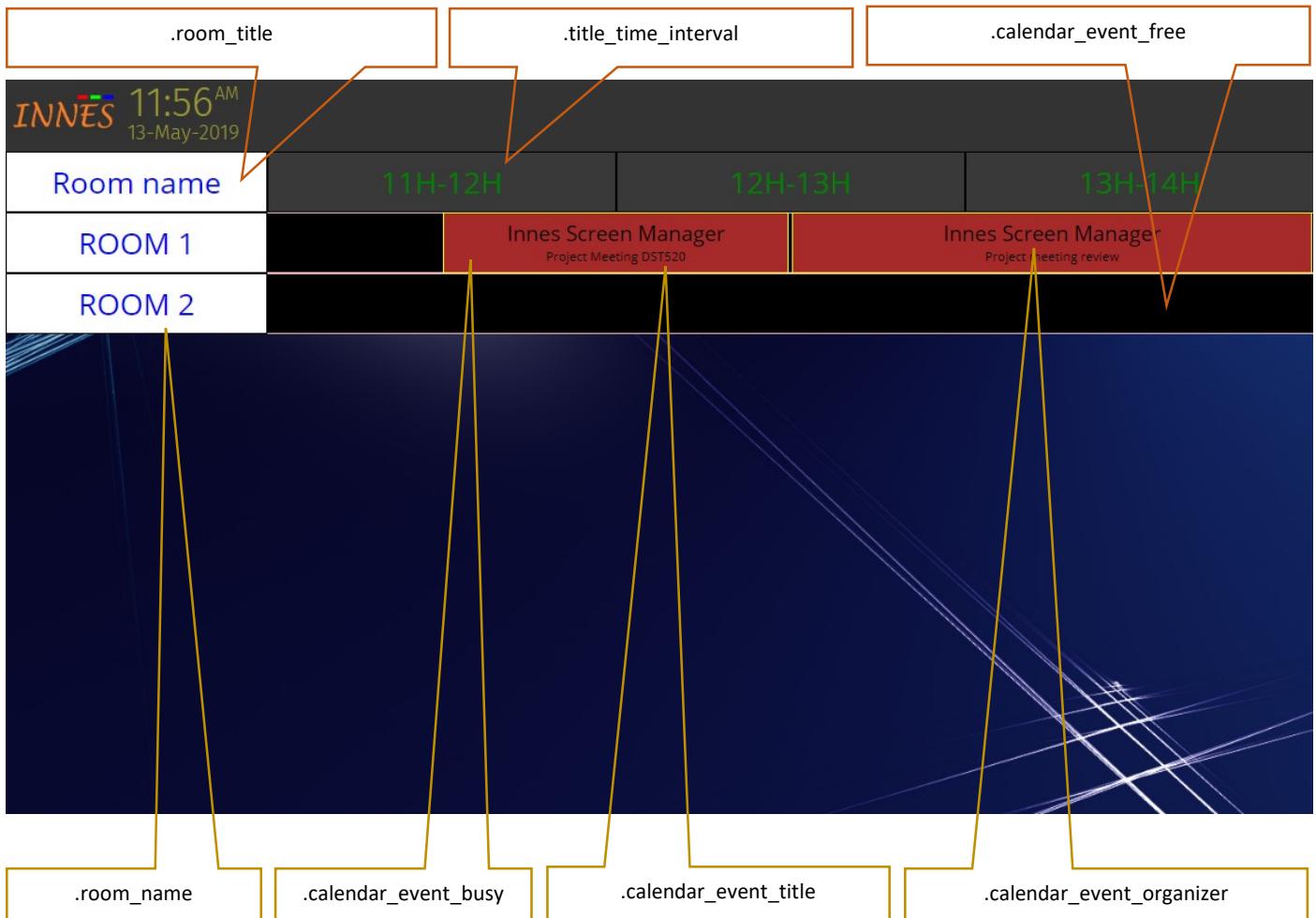
.calendar_event_free
{
/*background-colour:#00FF00;*/
background-colour:rgb(162, 162, 162);
border-colour : #000000;
}

.calendar_event_busy
{
/*background-colour:rgb(127, 16, 6);*/
/* background-colour:#FF0000;*/
border-colour : #000000;
background-colour:rgb(214, 33, 75);
}

.calendar_event_title
```

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

8.1.1.2 CSS style configuration for Summary screen by resource layout



8.1.2 For Room Screen layout

8.1.2.1 signmeting_theme_room_screen_1.13.11.css

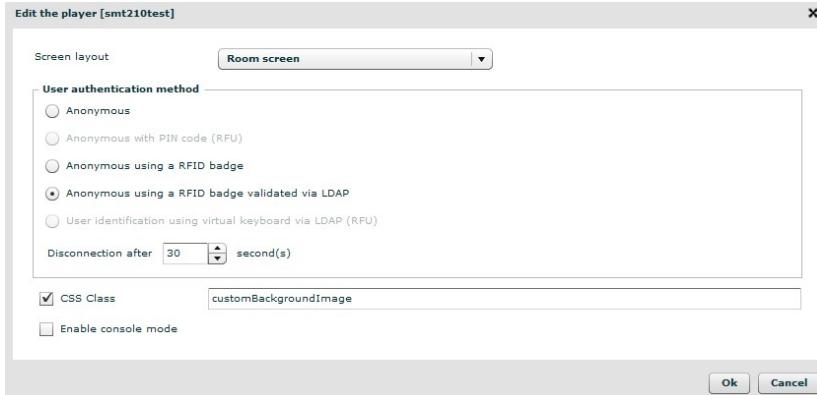
Generalities on the background image and default font definition

```
/**  
 * Room Screen 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_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 colours and font */  
body {  
    colour: #333;  
    font-weight: bold;  
}
```

Background image (or back ground colour)

- 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 form

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



Customization part specific to a specific device (identifiable with its variable value: MAC, UUID, HOSTNAME, FIELD1 .. 5)

```
/*
CSS classes matching the deviceInfo variables specific to each device are set on the container.
It allows you to apply specific CSS rules based on the device.
A prefix is used for CSS compatibility and to match the deviceInfo Name.
For example:
.MAC_00-1C-E6-02-38-63 #mainpage_current_summary {
    colour: 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_<uid_device_value> with <uid_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 {
    colour: inherit;
}
```

- For example: the device which can resolve these variable values will apply the style of the according CSS class value

```
.UUID_02b403c0-0000-0000-0000-001ce6023863 {
    background-image: url("../images/MAC1.jpg");
}
.MAC_00-1C-E6-02-00-BE {
    background-image: url("../images/UUID1.jpg");
}
.FIELD1_F1_val {
    background-image: url("../images/F1_val1.jpg");
}
.HOSTNAME_hostname1 {
    background-image: url("../images/HOSTNAME1.jpg");
}

.MAC_00-1C-E6-02-00-BE #mainpage_current_attendees {
    colour: blue;
}

.MAC_00-1C-E6-02-00-BE #mainpage_current_description {
    colour: green;
}

.MAC_00-1C-E6-02-00-BE #mainpage_current_location,
.MAC_00-1C-E6-02-00-BE #mainpage_current_summary {
    colour: red;
}
```

When several variables values can be resolved for a same device, the last one is applied.

Customization of the current meeting. Here all the fields of the current meeting have the same colour #000

```
#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 {
    colour: #000;
}
```

- For example: the 7 first fields of the current meeting have the colour #000, the 3 last fields of the current meeting have the colour green

```
#mainpage_current_summary,
#mainpage_current_organizer,
#mainpage_current_organizer-label,
#mainpage_current_attendees,
#mainpage_current_attendees-label,
#mainpage_current_date,
#mainpage_current_meeting-state {
    colour: black;
}

#mainpage_current_description,
#mainpage_current_description-label,
#mainpage_current_location {
    colour: green;
}
```

Size of the splitter

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

Customization of the next meeting. Here all the fields of the current meeting have the same colour #000

```
/* NEXT MEETING */

#mainpage_next_summary,
#mainpage_next_attendees,
#mainpage_next_attendees-label,
#mainpage_next_organizer,
#mainpage_next_organizer-label,
#mainpage_next_description,
#mainpage_next_date,
#mainpage_next_meeting-state {
    colour: #333;
```

Customize the Book Now / Confirm my presence / Report as empty buttons for current and next meeting :

```
/* Buttons for the current and next meeting */
.mainpage_current_buttons,
.mainpage_next_buttons {
    colour: #FFFFFF;
    background-colour: #990000;
}
.mainpage_current_buttons_inactive,
.mainpage_next_buttons_inactive {
    colour: rgba(255, 255, 255, 0.38);
    background-colour: rgba(153, 0, 0, 0.38);
    pointer-events: none;
}
```

Customize the booking menu button:

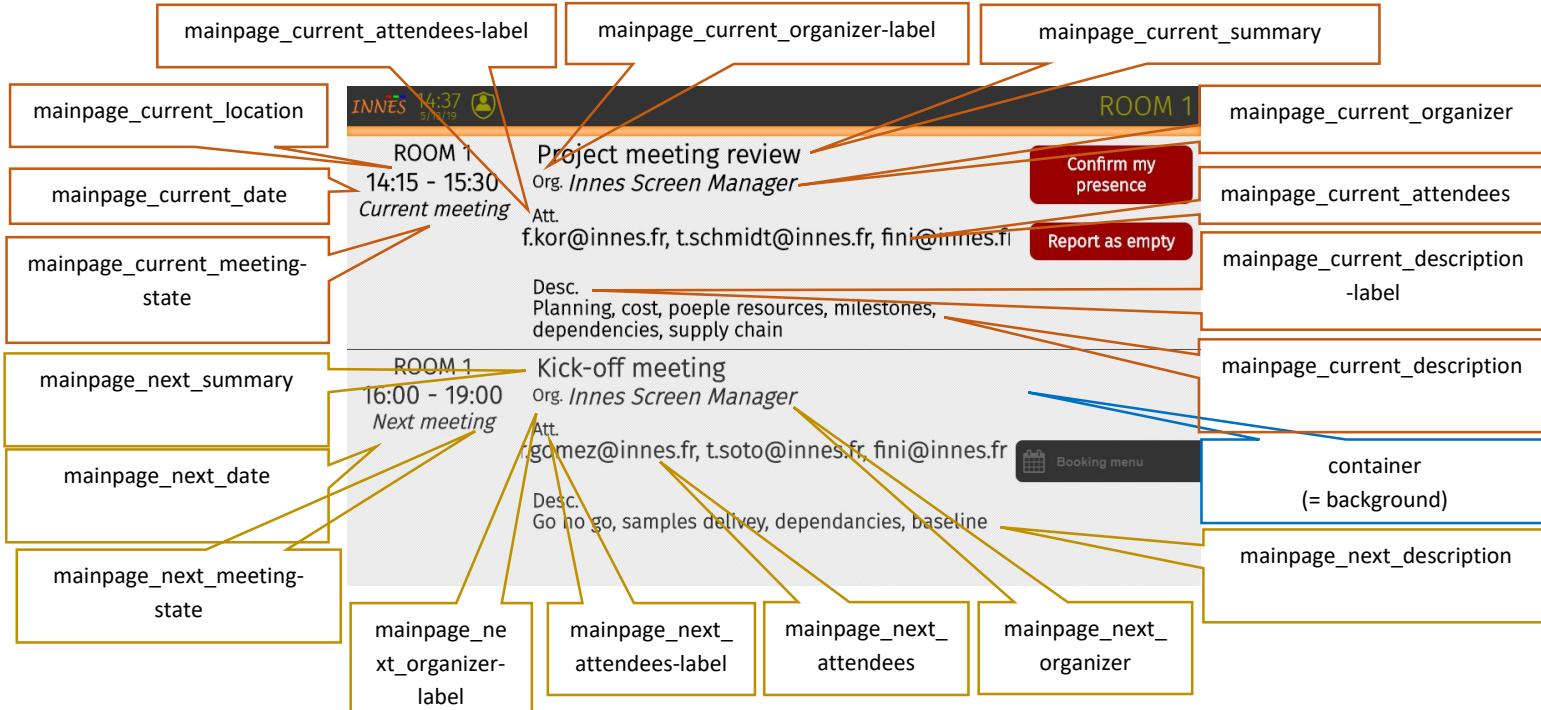
```
/* Buttons for the booking actions */
.menuinneraccess {
    background-colour: rgb(255, 255, 255);
    colour: #666666 !important;
}
```

Customize the button to access to the notification page (room service):

```
/* Button to access the shortcut page */
#shortcutinneraccess {
    colour: rgb(102, 102, 102) !important;
}
#shortcutinneraccess.disabled {
    colour: rgba(102, 102, 102, 0.38) !important;
    pointer-events: none;
}
```

Customization of the notification page background image

8.1.2.2 CSS style configuration for Room Screen



Current meeting No current meeting

ROOM 1
16:00 - 19:00
Next meeting
Att.
ger, r.gomez@innes.fr, t.soto@innes.fr, fini@inn
Desc.
Go no go, samples delivery, dependencies, baseline

Close

ROOM 1

Book now

.mainpage_current_buttons
.mainpage_current_buttons_inactive

#divEventTwo

Confirm my presence

.mainpage_next_buttons
.mainpage_next_buttons_inactive

Booking menu

.menuinneraccess

Room service

.shortcutinneraccess
.shortcutinneraccess.disabled

ROOM 1

shortcutPage.notificationpage_background



Drinkings



Fast-food service



Technical support

8.1.3 For Room label layout

8.1.3.1 signmeting_theme_room_label_1.13.11.css

Background

Current meeting

```
/* CURRENT MEETING */
#mainpage_current_summary,
#mainpage_current_location,
#mainpage_current_attendees,
#mainpage_current_meeting-state {
    colour: #000000; /* dark grey */
}

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

#mainpage_current_description-label,
#mainpage_current_organizer-label,
```

```
#mainpage_current_attendees-label {  
    colour: #696969;  
}
```

Next meeting:

```
/* NEXT MEETING */
#mainpage_next_summary {
    colour: #000000;
}

#mainpage_next_date {
    colour: #474747;
}

#mainpage_next_meeting-state {
    colour: #696969;
}
```

button label color (Book Now):

```
/* BUTTONS */
#buttonBar,
.labelButtonIcon {
  color: #474747;
}
```

8.1.3.2 CSS style configuration for Room label



8.1.3.3 CSS Configuration

- Change the colour:

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

- Change the background-colour:

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

- Change the background image:

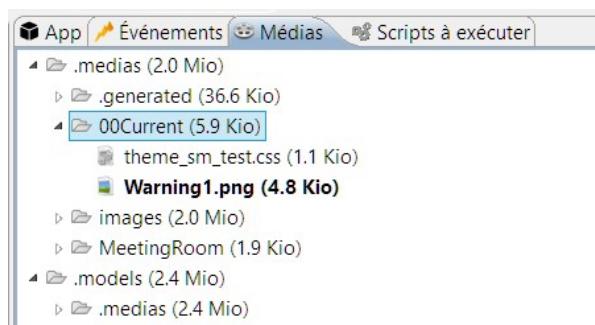
```
#container
{
background-image: url("./background.png");
```

 The background image needs to be added as external resource in the project manifest in Screen Composer thanks to a file drag'n drop from the library.

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

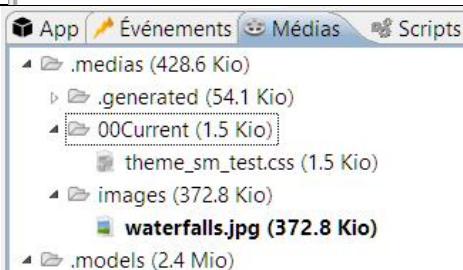
Example 1:

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



Example 2:

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



8.2 SignMeeting mapping

8.2.1 Mapping SignMeeting & Google Calendar

Google GUI	Google JSON	ICS	SignMeeting
--	id	UID	id
Event title	Summary	SUMMARY	title
Description	description	DESC	description
Or Event Title if blank			
N/A		LOCATION	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)

8.2.2 Mapping SignMeeting & CSS (style sheet)

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

8.2.3 Mapping SignMeeting & summary composition columns title

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

8.3 Add customized attribute in LDAP

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

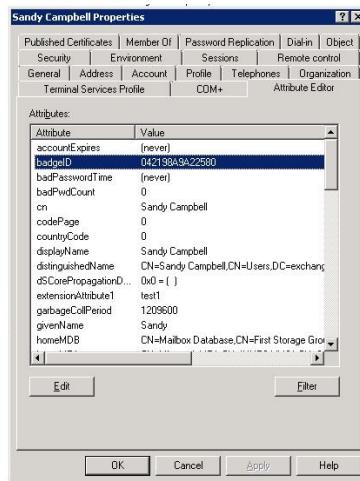
The type or syntax are simple string (for example in Active Directory, defined as Unicode string):



Follow these steps to add a new attribute.

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

For example: for a new attribute **badgID**:



8.4 Device & calendar system certificate

Working with the calendar system may require adding a certificate in the device. Connect to the device Web UI and add the appropriate certificate.

8.5 Google G Suite calendar

8.5.1 Google Cloud platform

Connect to cloud google console <https://cloud.google.com/console> with **admin** account.

8.5.1.1 Google Cloud platform: create a new project

- Create a new project by clicking on **Select a project**, then **New Project**.

The screenshot shows the Google Cloud Platform dashboard. At the top, there's a blue header bar with the text "Google Cloud Platform" and "Select a project". A dropdown menu is open, titled "Select from" with "NO ORGANIZATION" selected. Below this, there's a search bar and two tabs: "RECENT" (selected) and "ALL". Under "RECENT", there's a single entry: "No organization" with an ID of 0. The main dashboard area shows various services like Home, Cloud Launcher, Billing, APIs & Services, Support, IAM & admin, Getting started, Security, Compute Engine, App Engine, and Compute Engine. To the right, there are cards for Google, Data unava, Billing, Data unava, Error Re, Data unava, News, and Data unava.

New Project

Project Name *
SignmeetingGSuiteBuilding1

Project ID *
signmeetinggsuite
Project ID can have lowercase letters, digits, or hyphens. It must start with a lowercase letter and end with a letter or number.

Organization
innes.fr
This project will be attached to innes.fr.

Location *
innes.fr BR

8.5.1.2 Google Cloud platform: service account and JSON file creation

- Click on **APIs & Services** then
- Select **Enable APIs and Services**

The screenshot shows the Google Cloud Platform API & Services dashboard. On the left, there's a sidebar with 'API' selected, showing 'Dashboard', 'Library', and 'Credentials'. The main area has a heading 'Enabled APIs and services' with the subtext 'Some APIs and services are enabled automatically'. Below this are three cards: 'Traffic' (Requests/sec), 'Errors' (Percent of requests), and 'Median latency' (Milliseconds). At the top right of the main area is a blue button labeled '+ ENABLE APIs AND SERVICES', which is circled in red.

- Select **Google Calendar API**

The screenshot shows the G Suite API library. It lists several APIs: Google Drive API, Google Calendar API, Gmail API, and Google Sheets API. The 'Google Calendar API' card is highlighted with a red circle. It features a blue icon with the number '31', the text 'Google Calendar API' and 'Google', and the description 'Integrate with Google Calendar using the Calendar API.' Below the cards, there's a section for 'YouTube'.

- Click on **Enable**

The screenshot shows the Google Cloud Platform API Library page for the Google Calendar API. It has a large circular icon with a blue calendar icon and the number '31'. To its right, the text 'Google Calendar API' and 'Google' is displayed, along with the description 'Integrate with Google Calendar using the Calendar API.'. Below this are two buttons: a blue 'ENABLE' button and a white 'TRY THIS API' button with a link icon. The 'ENABLE' button is circled in red.

Type
APIs & services

Last updated
9/1/17, 7:29 PM

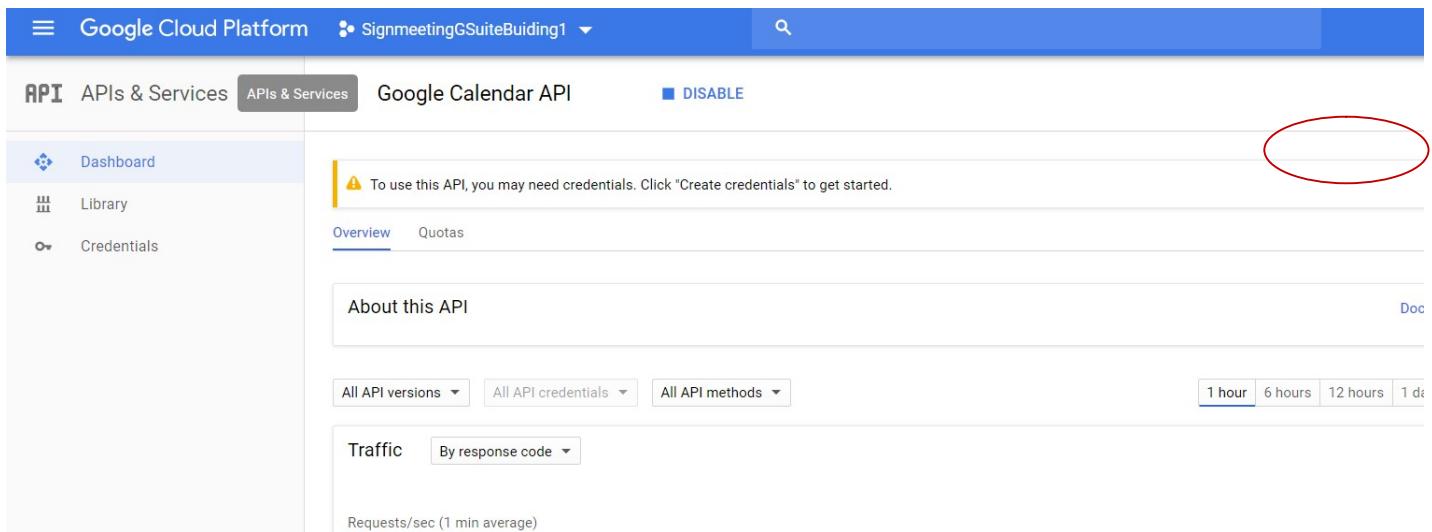
Category

Overview

The Calendar API lets you display, create and modify calendar events as well as work with related objects, such as calendars or access controls.

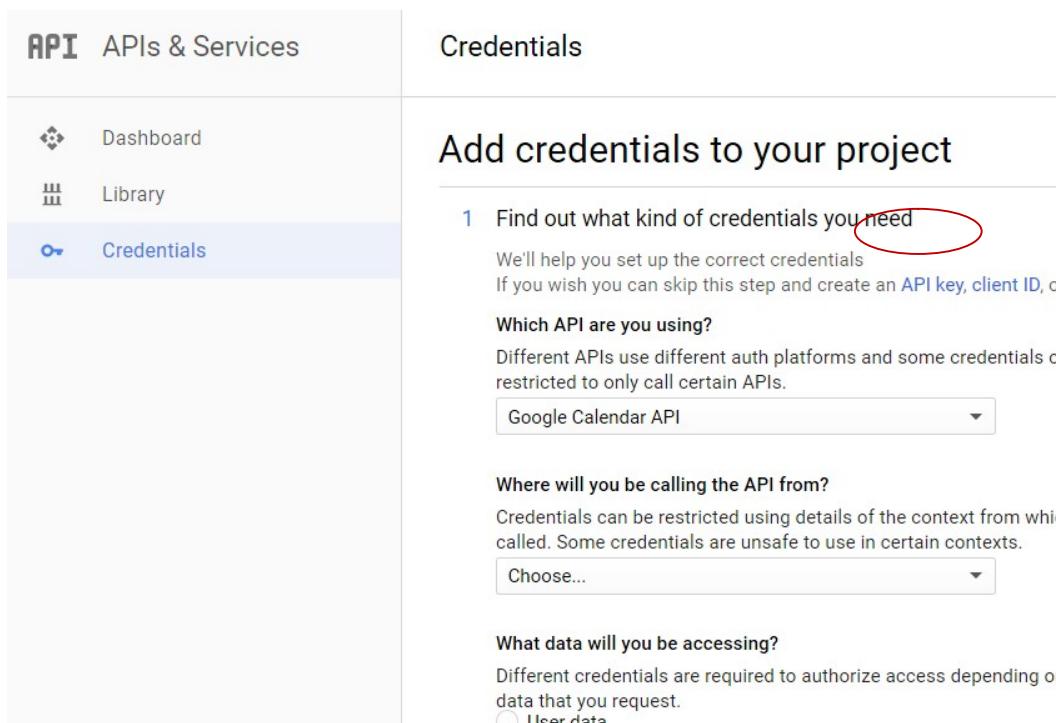
[Learn more ↗](#)

- Once activated, click on **Create credentials**



The screenshot shows the Google Cloud Platform interface. In the top navigation bar, 'Google Cloud Platform' and 'SignmeetingGSuiteBuilding1' are visible. Below the navigation bar, the 'APIs & Services' section is selected. Under 'APIs & Services', 'Google Calendar API' is chosen. A 'DISABLE' button is present. On the left sidebar, 'Dashboard', 'Library', and 'Credentials' are listed. The main content area displays the 'About this API' page for the Google Calendar API, which includes sections for Overview, Quotas, and Traffic. At the top of this page, there is a message: '⚠ To use this API, you may need credentials. Click "Create credentials" to get started.' A red oval highlights the 'Create credentials' link.

- Click on **service account**



The screenshot shows the 'Credentials' page for the Google Calendar API. The left sidebar shows 'APIs & Services' with 'Credentials' selected. The main content area has a heading 'Add credentials to your project'. It contains several sections: '1 Find out what kind of credentials you need' (with a red oval highlighting the first step), 'Which API are you using?' (set to 'Google Calendar API'), 'Where will you be calling the API from?' (with a dropdown menu 'Choose...'), and 'What data will you be accessing?' (with a radio button for 'User data').

- Click on the **Create Service Account** button

The screenshot shows the Google Cloud Platform interface with the 'IAM & admin' menu selected. On the left, a sidebar lists various services: IAM, Quotas, Service accounts (which is highlighted), Labels, GCP Privacy & Security, Settings, and Cryptographic keys. On the right, a panel titled 'Permissions' shows 'Service account manager' with a note about service accounts. A red oval highlights the 'Create service account' button at the bottom right of the panel.

- Enter a **Service account name** and check the « **Furnish a private key** » checkbox.

The screenshot shows the 'Create service account' dialog. It has fields for 'Service account name' (set to 'serviceaccountbuilding1') and 'Role' (with a 'Select a role' button). Below these is a 'Service account ID' field containing 'serviceaccountbuilding1 @signmeetinggsuitebuiding1.iam.gserviceaccount.com'. A red oval highlights the 'Service account ID' field. Underneath are two checkboxes: 'Furnish a new private key' (checked) and 'Enable G Suite Domain-wide Delegation' (unchecked). The 'Furnish a new private key' checkbox has a descriptive note below it. The 'Key type' section shows 'JSON' (selected) and 'P12' as options. The 'JSON' option is described as 'Recommended'.

- Store the **JSON** key on your computer when prompted and store it preciously.

⚠ This JSON is required when filling the *SignMeeting* datasource form.

JSON Example:

```
{
  "type": "service_account",
  "project_id": "signmeeting-gsuite",
  "private_key_id": "6f7b55aabf21a82dc7f22aedab9f2d9f0db7ebb6",
  "private_key": "-----BEGIN PRIVATE KEY-----
\nMIIEvAIBADANBgkqhkiG9w0BAQEFAASCBKYwggSiAgEAAoIBAQDOcao2h7swdBg\nsS5nwjSmrdm8Xs2xeFjwFd7bIzU
kSQwG0KiL17PFJhIzyQBsdCh8Tyskk//xYyThTvNCQEHPOKFkg/Z0FD2WySe651td+z61f1kAgTk/oZVmoajNUMGLN7DHT
qU1sGwE9d8\nwCv2nD80VjRjzDmuXyYmgQpP16Qm3LWNY13fuAUuV9CtSmxwqpgSOpTlBrsUw/5\npo1S1FYdDoQer1WL
cJb5Kz4TEweupT8mlAB4/+UhZF9G/AxaJuVU+35DvdQ3Xpif\nnU0JK/BKDYXaA3/gf56NuGuAJ2qZhA2Ag2nBtv3DIOyTJ
Oerm2T5rRrtVCt1v9DSk\nnLutSxtJbAgMBAAECggEABF6SEBF8SOEO9Zb/lwGj7AkSMoeuo9SeLox2LKBHfTGg\nnKhKVJe
VltSKvJBoEwfki9rr5Sij709zjGUxF/+/V8sswtJHWPtEI8p1lyXrhTk58A\nnnWaOirFpcNMXNHdDSYzzJhx97UVUDD4vP/
zCgCxSEJ2ANJvtne0wKZ3TJzykrO4\nuOYEfgAhrWWA/K+cA083AWE0ChjCxA98eiZqTbkxr4dwkwgBNco48NfJwbS3EB
iWhndSneBw0PE846w47KHEb7VCQykA+r4/zSXjHB8itRPEBe4kwcCYVTFOp8S08BitGN\nne+1aqnOVrdGUMSRcYeVAbEeB
Ojk8DnIcmW28yR/PeQKBgQD8fr18JzBq9ZaIyQbv\nc6dSalaedwvRjdQEZhzfTQkBzeZ/qqmZ53aGwAa0maSicvr/hWtY
fdVCb4trAQoi\n9vVCTcha6NMhVtfXQiqhQ7UqkC/8tgAv/cVVo2RrN0LhkUZTnYGSF3WGk7dbvdPb\nnYhXcoM1c211Re
+nK+QUoXHTCQKBgQDRT0dh4vTNAzs1CyIND72bmf3j1PaEteQt\nnaftJ8n9scV+04CPRCjw3DD41f9M2ydbvhDNn8+9wnq
Gy/TQaya813z+5irtjPiIJ\nnX7mIB50egl+xw7D4hL9N1WJFOS2wBPCk3zJNXF31sXpKOkKGOfdaCJM1gn/+X2hX\nnYVUn
qRqfQwKBgBPcWEVCw+E17iBWR7BqFYI7ERMn5AsYr9ukuJkr7JxbkRTrtKmB\nndmZFB0IAL94DU1D0CqyMQVEXewzwqP51
FHep2tejxq+xqAqrjrTeoYp2iv/CxSMB\nQBtrXc09NgqOJcz/76o8sibiyaJyvQ5dmccF+WdbbevxnPpWTnt883oZAoGA
eyhs\nn1hoW9PG2+ir81Dao2H/Ztk8+5oOoSviJmf8kHwjuyZ0BNiURnUpk3ufBvgExqSle\nnnhIY12mft5PpLshxfvxHh8
Mr049hs6ZRosrofMwclRr6bKCfeArQke69BU9CoABL\nnFt38o27UiAyTzCsbciyNgfTRieHW7L3yihkc8UCgYAKRQhtk9
rg51NIhA5gPBQ\nnTEod4Agv82ATAidH2DPJ8P7ri9K52qgM7CpfJJUzs3y7KHj8UEH19GGbcpjD4RW\nneTSCCmNW6wX+
P8880Vm8zwhU7NO7i/J4i2e+ebxJOyDp24BQqHwTnzPPoacWb7\nncl7zmYE2a4SxCgqSRn0P6A==\n-----END PRIVATE
KEY-----\n",
  "client_email": "service-account@signmeeting-gsuite.iam.gserviceaccount.com",
  "client_id": "103335930827737792012",
  "auth_uri": "https://accounts.google.com/o/oauth2/auth",
  "token_uri": "https://oauth2.googleapis.com/token",
  "auth_provider_x509_cert_url": "https://www.googleapis.com/oauth2/v1/certs",
  "client_x509_cert_url": "https://www.googleapis.com/robot/v1/metadata/x509/service-account-
frd%40signmeeting-gsuite.iam.gserviceaccount.com"
}
```

8.5.1.3 Google Cloud platform: retrieve the service account email (or client_email)

- By editing the JSON key, the service account email is available in front of client_email.
- Or by connecting on **Google Cloud platform**

Connect to <https://cloud.google.com/console> with your admin account

Select your project (for example : « *SignMeeting-Gsuite* »).

Select **APIs & Services** then select **Credentials**

The screenshot shows the Google Cloud Platform API & Services dashboard for the project "SignMeeting-Gsuite". The left sidebar has "APIs & Services" selected. A dropdown menu is open under "Credentials", showing options: "Dashboard", "Library", and "Credentials". The "Credentials" option is highlighted.

Then **Manage service accounts**

The screenshot shows the Google Cloud Platform Credentials page for the "SignMeeting-Gsuite" project. The left sidebar shows "APIs & Services" selected. The main area displays sections for "API keys", "OAuth 2.0 client IDs", and "Service account keys". At the bottom right of the "Service account keys" section, there is a red oval highlighting a blue "Manage service accounts" button.

Copy paste the email address of the appropriate service account.

The screenshot shows the Google Cloud Platform interface for managing service accounts under the project "SignMeeting-Gsuite". The left sidebar is titled "IAM & admin" and includes options like IAM, Identity & Organization, Organization policies, Quotas, Service accounts (which is selected), Labels, and Privacy & Security. The main content area is titled "Service accounts" and features a "CREATE SERVICE ACCOUNT" button and a "DELETE" button. Below this is a section titled "Service accounts for project 'SignMeeting-Gsuite'" with a descriptive note about what service accounts represent. A table lists one service account entry:

	Email	Name ↑	Description	Key ID
<input type="checkbox"/>	service-account-frd@signmeeting-gsuite.iam.gserviceaccount.com	service account FRD		6f7b55aafb21a82dc7f22aedab9f2d9fdb

In Google G Suite, each room owns an email managed using an **Administration account**.

⚠ Changes done in "Google G Suite" accounts can take up to 24 hours to take effect.

To work with resources three steps are required:

- **Create** the required resources,
- **Make the resources available** for meeting reservation and
- **Share** each resource with the Google G Suite service account created above

8.5.2.1 Google Admin: create resources

In the administration console <https://admin.google.com>, click on **Apps**,

The screenshot shows the Google Admin console interface. At the top, there's a blue header bar with the title 'Google Admin' and a search bar. Below the header, a message says 'You're ready to get started with G Suite'. There are several icons and links: 'Users' (blue person icon), 'Company profile' (yellow and green grid icon), 'Billing' (credit card icon), 'Reports' (bar chart icon, circled in red), and 'Apps' (colorful square icon). Below these are four smaller icons: a grey square with a white cross, a green question mark, a brown folder with a yellow arrow, and a blue square with a white grid.

Then click on **GSuite**,

The screenshot shows the 'Apps' section of the Google Admin console. At the top, there's a blue header bar with the title 'Google Admin' and a search bar. Below the header, a section titled 'APPS SETTINGS' shows 'Marketplace settings'. There are three main cards: 1. 'G Suite' (blue background, circled in red) with a '11' icon, 'Gmail, Calendar, Drive & more', and a note about being governed by G Suite agreement. 2. 'Additional Google services' (white background) with a '46' icon, 'Blogging, photos, video, social tools and more', and a note about not being governed by G Suite agreement. 3. 'Marketplace apps' (white background) with a '0' icon and a link to 'More about Marketplace apps'.

Then click on **Calendar**,

Google Admin

Search for users, groups, and settings (e.g. create users)

Apps > G Suite

G Suite

Showing status for apps in all organizational units

	Services ↑	Service Status
<input type="checkbox"/>	31 Calendar	On for everyone
<input type="checkbox"/>	Directory	Always on
<input type="checkbox"/>	Drive and Docs	On for everyone
<input type="checkbox"/>	Gmail	On for everyone

Organizational Unit

Settings for all organizational units

Settings for specific organizational units

Search for organizational units

Click on **Resources**,

Google Admin

Search for users, groups, and settings (e.g. manage user data)

Apps > G Suite > Settings for Calendar

Calendar

ON for everyone
https://www.google.com/calendar/hosted/innes.fr

0 Active users in last 7 days 0% Percent of users using this application

Sharing settings
Set global sharing policies for user's primary calendars.

Resources

Add a resource by clicking on the + button

Google Admin

Search for users, groups, and settings (e.g. create users)

Buildings

No buildings found.
[ADD BUILDING](#)

Resources | Showing resources from all buildings

Resources ↑

Resources ↑	Building	Floor	Type
Room 2	-	-	room
Room 3	-	-	room
Room 500	-	-	room
Room1	-	-	room
Room4	-	-	room

+ Add a filter

Add resource

Auto-generated resource name
MeetingRoom1

Category* ⓘ
Category unknown

Type
e.g. phone booth, mother's room, t

Building
No buildings defined

Resource name *
MeetingRoom1

Capacity

Features
Define features first to add them.

User visible description

Add description (internal)

☞ When a resource is created, Google G Suite assigns an email to the resource, this is the email that should be defined in SignMeeting as the resource ID.

8.5.2.1.1 Google Admin: retrieve the resource email

If we click on the Edit button of MeetingRoom1 the following screen is shown and allows to copy the **Resource email** to be pasted in resource definition of SignMeeting

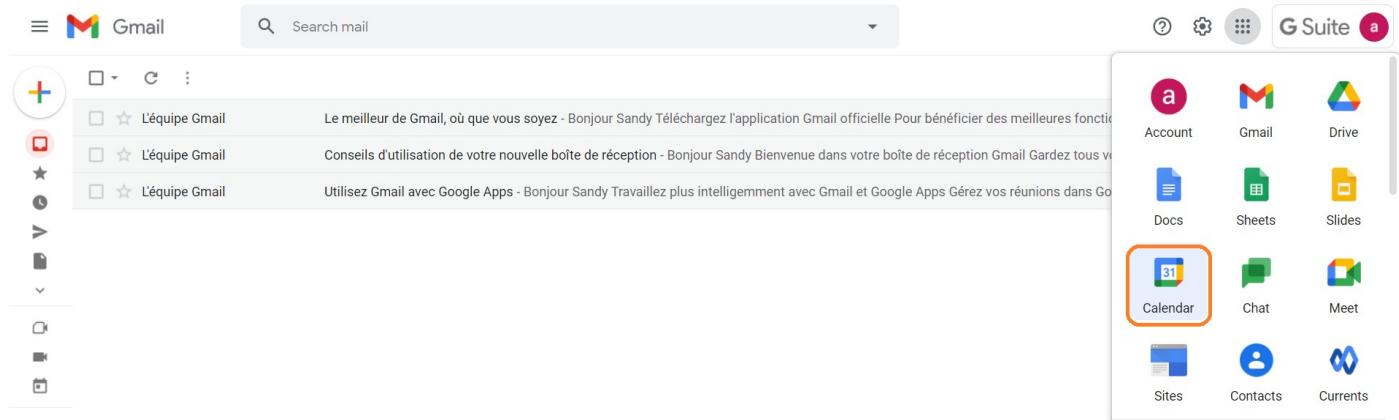
The screenshot shows the Google Admin interface under the 'Resources' section. A yellow circle highlights the '+' button in the top-left corner of the main content area. Below it, the heading 'Resources | Showing resources from all buildings' is displayed. A search bar at the top right contains the placeholder 'Search for users, groups, and settings (e.g. create users)'. On the left, there's a sidebar with 'Buildings' and a message 'No buildings found.' followed by a blue link 'ADD BUILDING'. The main table lists two resources: 'MeetingRoom1' and 'Room 2'. The columns are labeled 'Resources ↑', 'Building', 'Floor', 'Type', and 'F'. The 'MeetingRoom1' row shows a building icon, a floor icon, and a room icon.

The screenshot shows the 'Edit resource' dialog for 'MeetingRoom1'. The title bar says 'Edit resource'. The form fields include:

- Auto-generated resource name: MeetingRoom1
- Resource email: innes.fr_3134383536353036343932@resource.calendar.google.com (This field is circled in red)
- Category * (dropdown): Category unknown (with a note: e.g. phone booth, mother's room, ...)
- Type (dropdown): Building (with a note: No buildings defined)
- Resource name *: MeetingRoom1
- Capacity (dropdown): Capac
- Features: Define features first to add them.
- User visible description: (empty input field)

8.5.3 Google Calendar

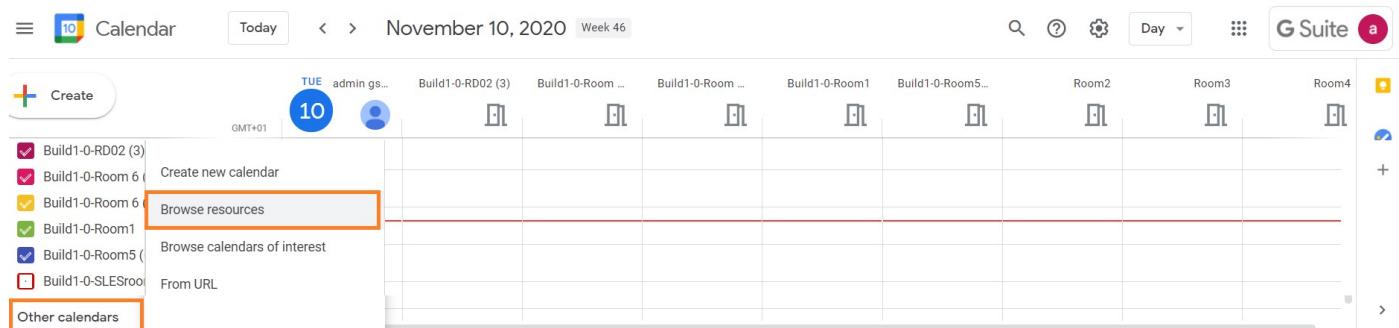
Login as an **administrator** and open the **Google Calendar**: <https://calendar.google.com>.



8.5.3.1 Google Calendar: make your resource visible

When your resource has been created, it is not yet visible in the resource list.

Click on **Other calendars** at the bottom left of the page and select **Browse resources**.



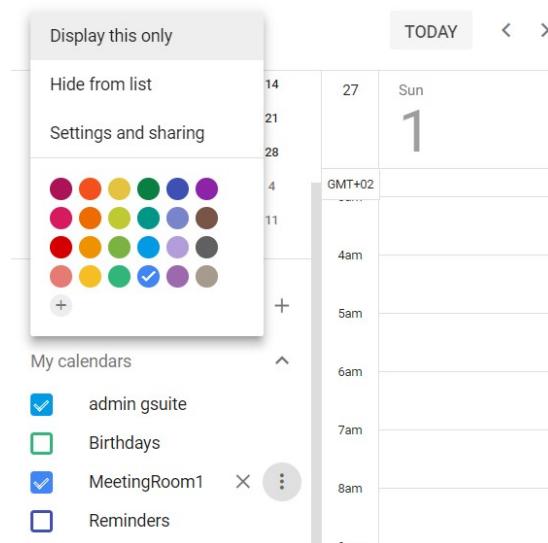
Select the appropriate **Building** where your resource has been created and check the resource as visible.

The screenshot shows the 'Settings' page under 'Add calendar'. The 'Add calendar' section is expanded, showing options like 'Subscribe to calendar', 'Create new calendar', 'Browse resources', 'Browse calendars of interest', 'From URL', 'Import & export', 'Settings for my calendars', and 'admin gsuite'. The 'Visible' checkbox in the 'Browse resources' section is checked and highlighted with a red circle.

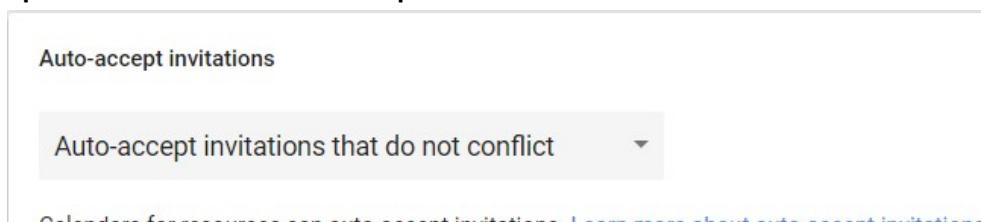
8.5.3.2 Google Calendar: sharing resources with the service account email (json email)

Go back to the Calendar view, choose a calendar resource, and edit it (by clicking on the 3 dots next to the newly added Calendar).

Click on **Settings and sharing**.

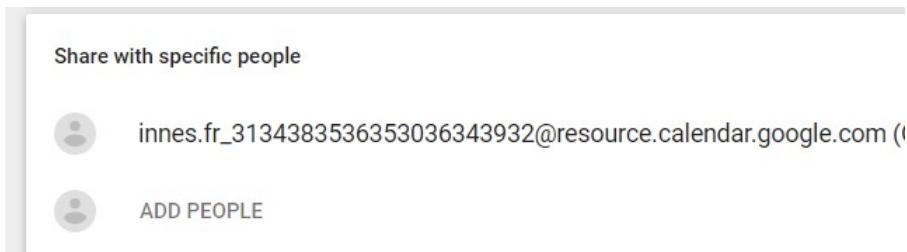


Scroll to **Auto-accept invitations**. Set to **Auto-accept invitations that do not conflict**

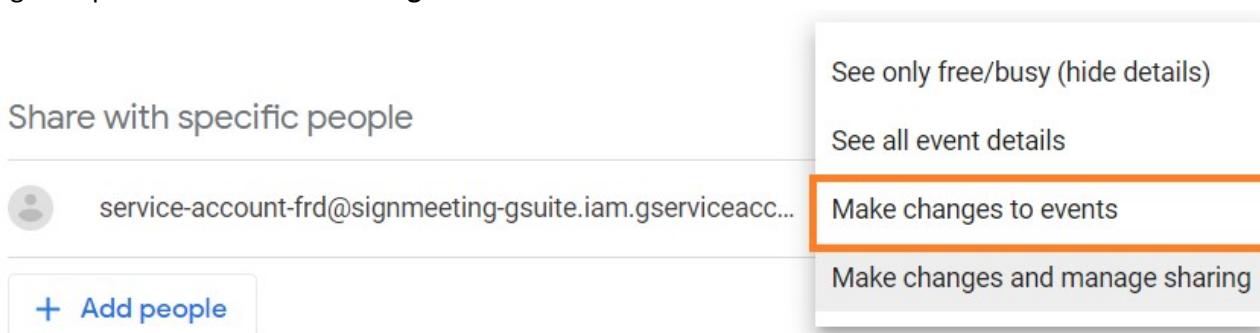


In the **Share with specific people** section, click on **ADD PEOPLE** and enter the email address of the **Service Account**.

A The email address of the service account is written in the .JSON file.



Change the permission to “**Make changes to events**”.

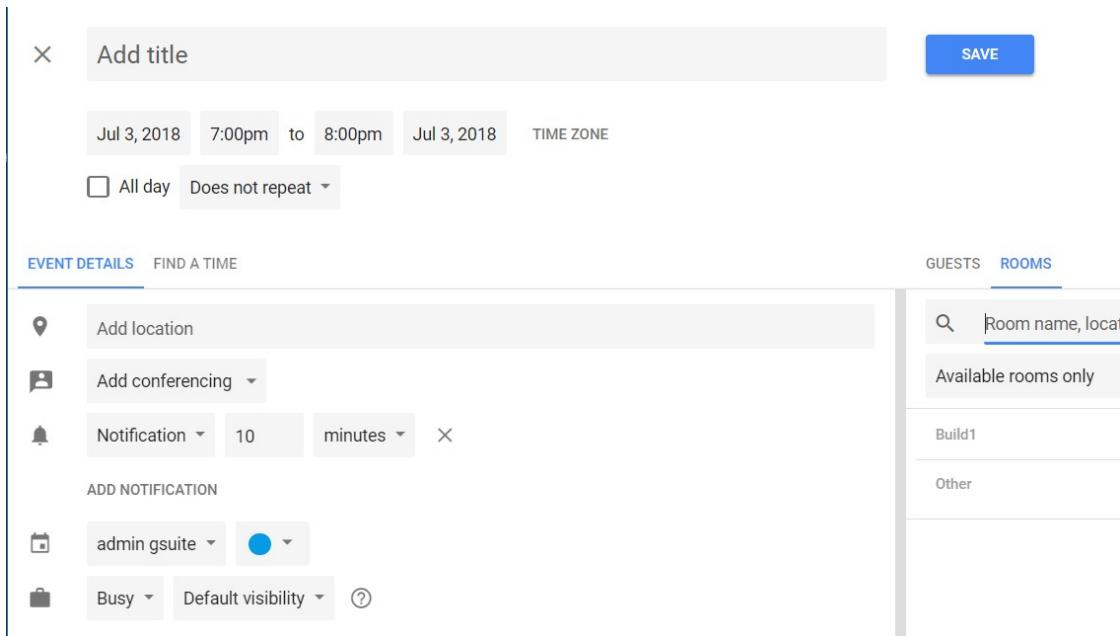


[Learn more about sharing your calendar with someone](#)

8.5.3.3 Google Calendar: create a meeting

Create a meeting, and on the right end,

- Click on **ROOMS** tab to add a new resource.
- Click on **GUESTS** to add attendee.



8.6 Google Calendar: attachments

To add attachments to a meeting, Google drive needs to be fed with new images.

Then this media needs to be shared with meeting room account so that they can be read in their Google drive as well.

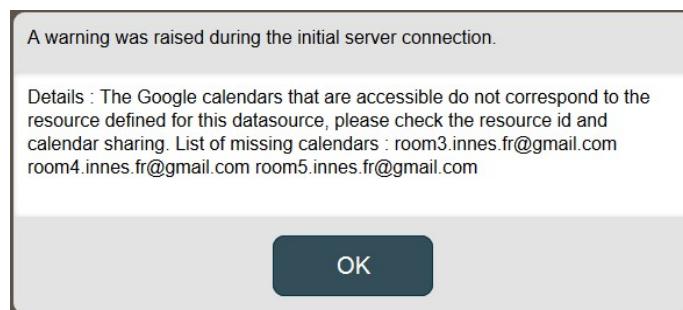
 *SignMeeting does not support Google drive API and attachment for now.*

8.7 Troubleshooting

Below are described few troubleshooting examples when connecting to **Google Calendar**.

8.7.1 Resource definition

If you have a message like this



That means that you have managed to connect to **Google Calendar API** but unfortunately:

- Either the resources defined in screen composer do not correspond to the resources defined in Google (misspelling error),
- Or it is an issue with the Calendar sharing in Google.

To check that, use the **Google APIs Explorer** and navigate to the **Calendar** then **Calendar list.list**

<https://developers.google.com/apis-explorer/#p/calendar/v3/calendar.calendarList.list>

To use this function, you will have to identify using your google cloud console and click on button 'Authorize requests using OAuth 2.0:'.

After executing this function, if full list of target calendar IDs is not shown there is an issue with the Calendar sharing.

8.7.2 Calendar sharing and view all meeting information

The screenshot shows the Google Admin console interface. On the left, there's a sidebar with 'Admin Console' at the top, followed by 'Dashboard' (with a blue square icon), 'Reports' (with a yellow and orange chart icon), and 'Manage' (with a gear icon). A search bar at the top right contains the text 'calendar sharing'. Below the search bar is a list of search results. The results include:

- Calendar Security
- Calendar Apps > G Suite
- External sharing options for secondary calendars Apps > G Suite > Calendar
- External sharing options for primary calendars Apps > G Suite > Calendar
- Internal sharing options for secondary calendars Apps > G Suite > Calendar
- Internal sharing options for primary calendars Apps > G Suite > Calendar
- New Calendar Apps > G Suite > Calendar
- Calendar migration Migrations
- New Calendar default - Users get the new Calendar as default, but can switch back to Classic Calendar Apps > G Suite > Calendar
- Search help Topics Help

At the bottom of the search results, there's a link: 'Can't find what you're searching for? Report it here'.

8.7.2.1 Calendar Sharing Issue

In some cases, the calendar sharing is not correctly registered. This can cause typically the message where the resources do not correspond (or are not present).

To resolve this issue:

- delete the current sharing with the service account,
- save and then repeat the process as defined in section 0.

8.8 Downgrade SignMeeting from 1.13.11 to 1.12.XX

To downgrade **SignMeeting** from 1.13.11 to 1.12.XX,

- Erase the App SignMeeting 1.13.11 model file:
 - C:\Users\...\Innes Screen Composer G3\Workspace\.models\.apps\urn%3Ans.innes.app.signmeeting%23ews.1.appi
- Create a new project and import the app **signmeeting_ews-screen_composer-setup-1.12.27.appi**. And close the project.
- Open the existing project **SignMeeting** as it was already configured.