

User manual SignMeeting CalDAV

June 2016

Version 004A_en



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1 Introduction

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

SignMeeting CalDAV:

- Is the SignMeeting app dedicated to interface with CalDAV servers
 - o Kerio Connect
 - o Sogo
- can be used as well with 2 kinds of screen layouts:
 - "Room screen"

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

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

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

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

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

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

Technical note: CalDAV is an extension of WebDAV. The principle is to find the property calendar-home-set and get the "collection principal" from the calendar-home-set and then get the reference (href) for each "collection calendar". This method has been validated with the Kerio system. For other CalDAV servers, this method can be different and SignMeeting may not work with other calendar systems.

1.1 Requirements

The following versions must be used:

Screen composer G3 V3.11.11 (or above)Gekkota V3.12.25 (or above)

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

1.2 RFU

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



2 Installation/Upgrade

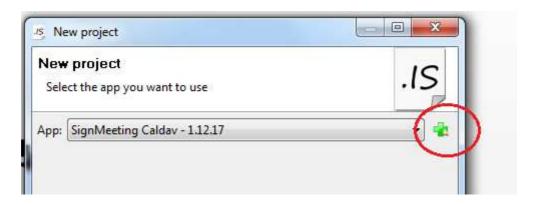
2.1 Installation with Screen Composer

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



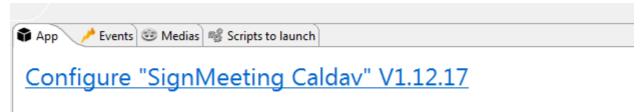
In the scrolling list, choose "SignMeeting Caldav – 1.XX.XX" (last installed version).

In case this App is not installed yet, install the file .appi first by loading it with button '+':



2.2 Configuration

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



2.3 Upgrade

To install a new version of .appi, select 'Import templates or apps'.

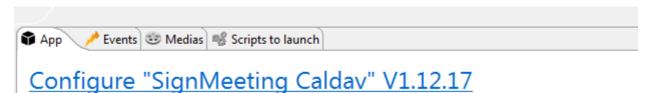
In order to generate the App in the new version:

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



3 "System" tab

In order to configure SignMeeting, open the project SignMeeting, click on <u>Configure "SignMeeting caldav"</u> then click on "system" tab:



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3.1 Datasource tab

The Datasource tab is permitting to:

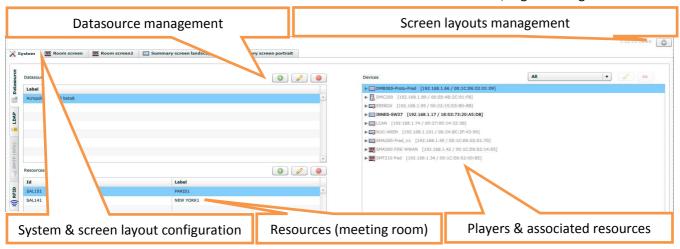
- Configure the interface with one (or several) CalDAV server(s) by defining
 - o Server URL, id & password
 - o Room id according to CalDAV system
- Configure the players by defining
 - o meeting room affectation
 - o screen layout mode
 - Room screen
 - Summary screen landscape
 - Summary screen portrait

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

- 1. Add and configure the datasource
 - o Ex: server CalDAV 1
 - o Ex: server CalDAV_2
- 2. For each datasource, add and configure the resource names (rooms)
 - o Ex: Meeting room 1
 - o Ex: Meeting room 2
- 3. Add one or several resource to some players (players can share same resource if required)
 - o Ex: PlayerA
 - Meeting room 1
 - o Ex; PlayerB
 - Ex: Meeting room 1
 - Ex: Meeting room 2

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





3.1.1 Datasource: definition

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



- The Label field is free text.
- The **URL** must contain the correct path to the CalDAV server.
- The Id and Password to connect to CalDAV service

3.1.2 Datasource: advanced options

The advanced options permit to configure:

Definition X	Advanced	
Refresh	3 → minutes	
Request Window	2 days	
Start day time	6 h:00 m	
End day time	21 h:00 m	
– Reservation title		



"Refresh":

- Defining the periodicity alarm information updates
 - o Ex: every 1 minute

"Request Window":

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

"Start/End day time":

• Defining the working time (start time, stop time) in the booking/consultation windows.

« Reservation title»:

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

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

Corresponding to this display rendering

```
Réunion de <mark>11 :00</mark> à <mark>12 :00</mark> - <mark>Salle380</mark>
```

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

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

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

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

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

 $\stackrel{\$0}{\longrightarrow}$. The available variables are:

Туре	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



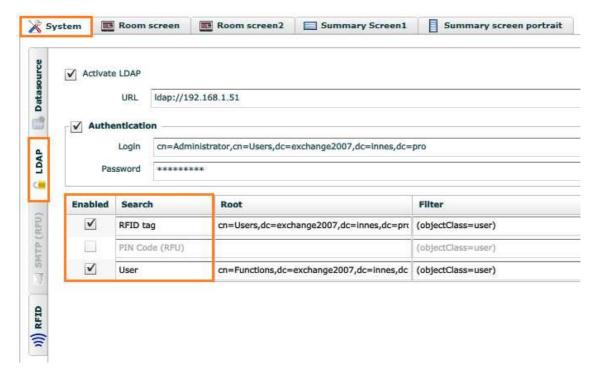
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		Ex: (serveur Briva LDAP V3.10.12): in case Attribute 1 = registration, the matricule of badge owner will be displayed
Pin Code (RFU)	ldap:pin-code:attribute1 ldap:pin-code:attribute2	NC (RFU)
User	ldap:user:attribute1 ldap:user:attribute2	Idem LDAP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

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

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

 ${\it Note: the types LDAP, Pin Code \ and \ User \ are \ making \ reference \ to \ LDAP \ panel}$



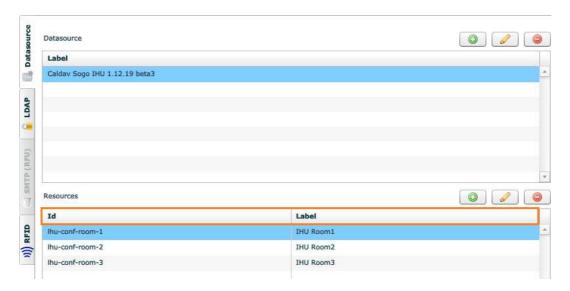
3.1.3 Datasource: resources

To edit datasource resources for a given datasource,

• Select the datasource (to activate the focus) then

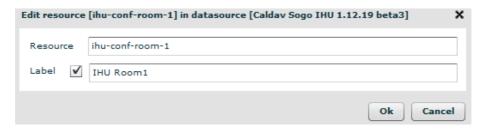


• Click on Add, Delete or Modify the resource



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

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



SignMeeting displays

- The label if it is defined else
- The resource Id if the label is not defined

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

3.1.4 Datasource: device configuration

3.1.4.1 Devices: toolbar

The device toolbar supports:

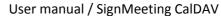
- Filter the devices by screen layout
- Edit/modify a device or resource parameters
- Delete a resource linked to a device



3.1.4.2 Register the devices in Screen Composer

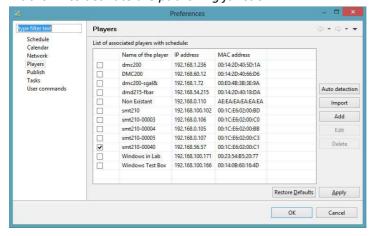
The devices need to be registered in SignMeeting project at Screen Composer level to be able to work with. Go to:

- Menu "Settings",
 - o Preferences,





- "Players": to import and register the players and
- "Publish": to activate the publishing function



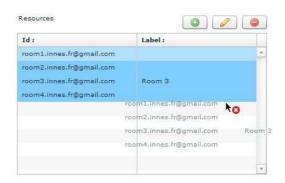
Important: take care to mention valid MAC addresses and valid IP addresses else SignMeeting will not work properly.



3.1.4.3 Resource affectation to a device

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

o Drag:



o Drop



There is only one datasource for a given resource

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

3.1.4.4 Resources configuration

The resource propriety can be modified.

Two options can be activated:

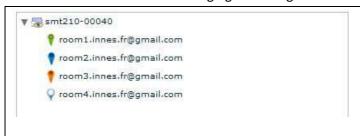
- Show events for this room on the main page
 - o In case this option is not activated, the meetings for this room are disappearing from the list displayed by SignMeeting on main screen
- Show this room in the reservation screen
 - In case this option is not activated, the meetings for this room are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





3.1.4.4.1 Color code for resource status

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

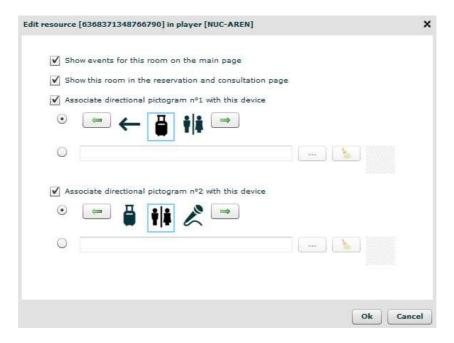


- Green : when the both options are activated
- Blue : when only the first options is checked (main page)
- **Orange**: when only the second option is activated (reservation page)
- White: when none the both option is activated

3.1.4.4.2 Pictograms

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

Click on a resource affected to a player and press button "edit"



Note it is possible to use:

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

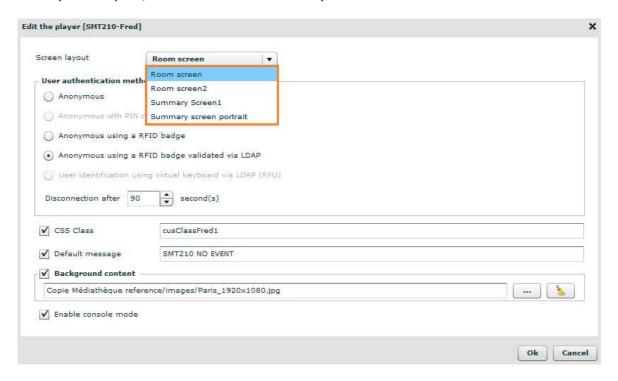


3.1.4.5 Datasource: device configuration with SignMeeting

3.1.4.5.1 Affect a new screen layout to a player

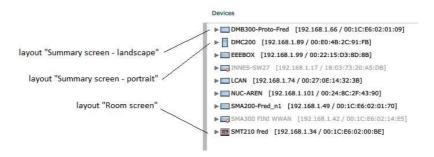
Select a player in the list and click on "edit" button.

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



The icons are showing the chosen screen layout

- o Room screen
- o Summary screen landscape
- Summary screen portrait



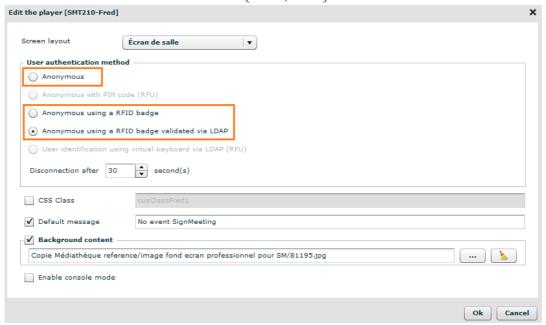
When a new SignMeeting project is created, only one screen layout instance "Room screen" is available. Then it is possible to create

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

The maximal number of screen layout is ten



3.1.4.5.2 Device edition and authentication mode (LDAP, RFID)



Edit a device permits to

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

Note: please refer to LDAP chapter for more information

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

Note2: When RFID mode is activated,

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

3.1.4.5.3 Automatic user disconnection timeout

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

3.1.4.5.4 Default message

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

3.1.4.5.5 CSS class

• CSS Class: class value of CSS configuration file



- Typical use case: when a meeting can be displayed (next meeting / current meeting), it permits to display for example a specific CSS background picture potentially different for each player
- o For example:
 - Player A (layout Room screen)
 - CSS class = <cusClass1>
 - Player B (layout Room screen)
 - CSS class = <cusClass2>
- o Require CSS configuration file version:
 - theme_css_generic-V1.10.12.css
 - Provided example
 - o .cusClass1
 - o .cusClass2

3.1.4.5.6 Background content

- Background image:
 - o In mode "Room screen",
 - The background image is displayed
 - when there is no meeting
 - when "return to the background if no meeting" is not activated (indeed in this case, Playzilla background is displayed instead)
 Note: if the Playzilla background is black screen, SignMeeting will display a black
 - $screen\ according\ to. \\ \circ \quad \mbox{In mode summary screen}$
 - The background content is always displayed

3.1.4.5.7 Diagnostic screen

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



3.2 "LDAP" tab

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

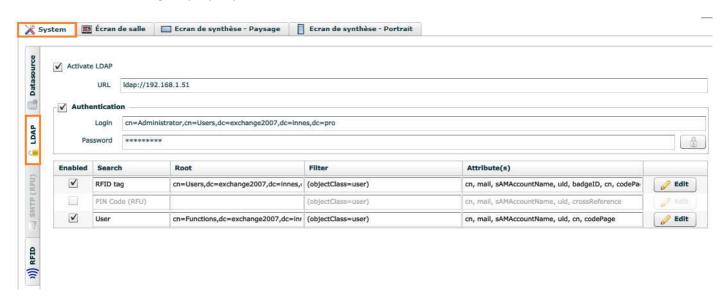
Anonymous using a badge RFID validated via LDAP

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

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

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

Fill the from below to configure properly the LDAP interface:



3.2.1 LDAP URL

Type LDAP server URL

For example:

ldap://192.168.1.10

3.2.2 Authentication

- Login
 - o enter Administrator DN (Distinguish Name)
 - o For example:
 - cn=Administrator,cn=Users,exchange2007,dc=innes,dc=pro
- Password

3.2.3 Search/Root/Filter

The table is composed of three way of search

- RFID tag
- PIN Code (RFU)



User

3.2.3.1 Enable & Search

"RFID Tag": is the first way of research in the LDAP

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

You can activate

- Reserch based on "RFID Tag" or
- Research based on "RFID Tag" + research based on "User"

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



3.2.3.2 Root / Filter / Attributes

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

3.2.3.3 "Edit" button

Edit LDAP search parameters					
Root					
Filter					
Cross reference attribute	badgeID				
Extra attribute(s) to retr	ieve ———				
✓ Attribute 1		cn			
✓ Attribute 2		codePage			
Attribute(s) for validation					
✓ Validity attribute		comment	1/0	▼]	
Validity start date attribute			d/m/yy	▼	
✓ Validity end date attribute		expirationTime	Active Directory generalized	▼	
		Ok Cancel			

3.2.3.3.1 Root

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

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



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

Supported filters:

- By Entity type
 - Ex: (objectClass=user)
- By group membership
 - o ex: (memberOf=CN=DoorAdmins,cn=Users,dc=exchange2007,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 are not working

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

Filtering by DN content

o For example:

(DN = *irectory *)

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

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

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

3.2.3.3.3 Cross reference attribute

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

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

Ex: badgeID

(badgeID is a real attribute of the LDAP)

3.2.3.3.4 Extra attributes to retrieve

Attribute 1 and attribute 2 are empty by default

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

Ex: Attribute 1 = codePage

(codePage is a real attribute of the LDAP)

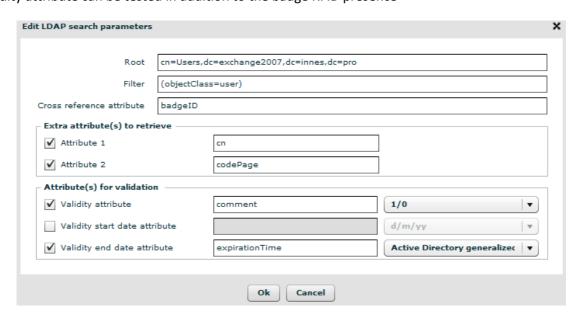


For Innes Briva LDAP (3.10.21 or above), the Attribute 1 (or 2) has to worth one of the dst<> variable value (in yellow):

```
"sheetName" : "Personnes",
"rowHeader" : 4,
"rowDataStart" : 5,
"dataMapping" :
      {"srcName" : "Matricule",
"dstName" : "registration",
          "mandatory" : true,
          "format": "string"
          },
     {"srcName" : "Nom",
      "dstName" : "Lastname",
          "mandatory" : true,
          "format": "string"
          },
     {"srcName" : "Prénom",
      "dstName": "Firstname",
    "mandatory": true,
          "format": "string"
      {"srcName" : "Badges",
"dstName" : "badgeID",
          "mandatory" : true,
          "format": "extractNumber"
],
"dataTransformation" :
  [
       "srcAttributes" : ["Firstname","Lastname"],
           "dstAttribute" : "cn",
"separator" : " "
       "srcAttributes" : ["Firstname","Lastname"],
           "dstAttribute" : "Displayname",
"separator" : " "
```

3.2.3.3.5 Badge validity

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





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

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

3.2.3.3.6 User association to a badge

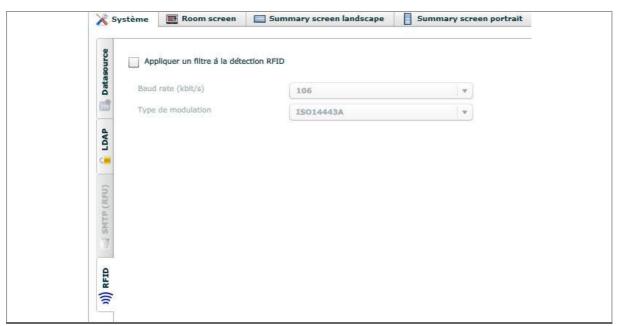
- Users: permits to indicate from which DN base the user associated to this RFID badge can be found out.
 - "Root": type DN base (or DN parent base) from where the user can be found out
 Note: if any a user is not associated to the RFID badge, SignMeeting will not prevent authentication to SignMeeting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

3.2.3.4 Internal research attributes cn, mail sAMAccountName, uId, badgeID, valid

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

- Cn:
- o RFU: no specific action when this attribute is not NULL
- Mail:
 - o SignMeeting is searching the email when this attribute is not NULL
- sAMAccountName:
 - o RFU: no specific action when this attribute is not NULL
- uld:
 - o RFU: no specific action when this attribute is not NULL
- crossReference (by default):
 - SignMeeting looks for a badge Id systematically when connection via RFID is required and when this attribute is not NULL
- valid:
 - o RFU: no specific action when this attribute is not NULL





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

Available modulations

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

Available baud rates

- 106
- 212
- 424
- 847

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

3.4 « SMTP » tab (RFU)

The SMTP is not yet supported (RFU)



4 Screen layout configuration

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

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

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

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

4.1 Room screen configuration

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

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

The screen room layout can display

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

Click on "room screen" tab to discover the different settings

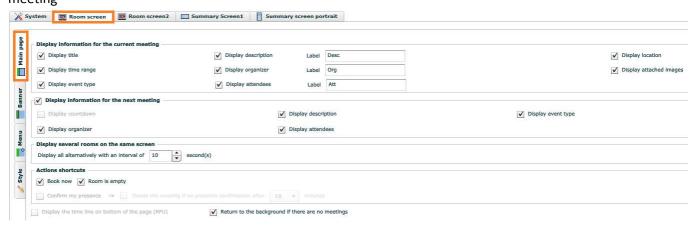
4.1.1 "Main Page" tab

The tab "Main page" permits to select the components to display

- > For the current meeting & next meeting
 - o Title
 - o Time slot
 - o Description
 - o Organizer
 - Attendees (with scrolling in the width does not permit to display all)
 - o Location
- > Configure display behavior
 - o the room location
 - o alternative display of the current meeting and next meeting for each room
- Activate dynamic command buttons



Activate option "Return to back ground" if there is no meeting



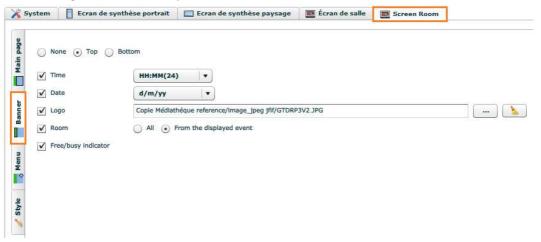
Note: SignMeeting supports the attachments display. In case several image are attached to a meeting, only the first one is displayed

Supported picture formats: PNG & JPG

4.1.2 "Banner" tab

The "banner" tab permits to define:

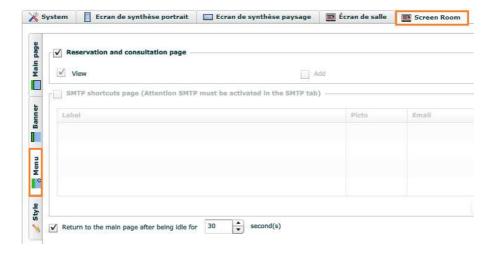
- Banner position
- Banner content
 - o Date with different format
 - d/m/yy (ex: 2/12/15)
 - d/m/yyyy (ex : 2/12/2015)
 - dd mmm yyyy (ex : 2 Dec 2015)
 - dd mmmm yyyy (ex : 2 December 2015)
 - o Time with different format
 - HH:MM (12)
 - HH:MM (24)
 - o Logo
 - o Display one room location or all at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





4.1.3 "Menu" tab

- The "Reservation and consultation page" defines whether access is allowed for some function and what
 options will be activated
 - o View event
 - Add event
 - o Edit event
 - Delete event



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

4.1.4 "Style" tab

The "style" tab permits to customize the display in term of color, background and fonts.

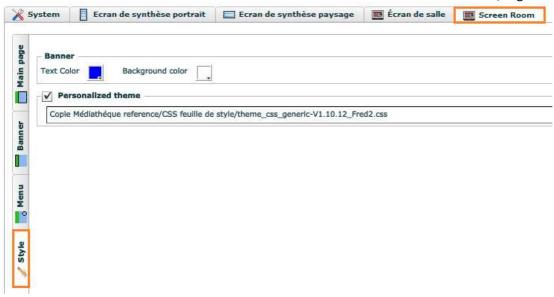
It is also possible to use a personalized theme (style sheet) permitting to configure

- color,
- background and
- fonts

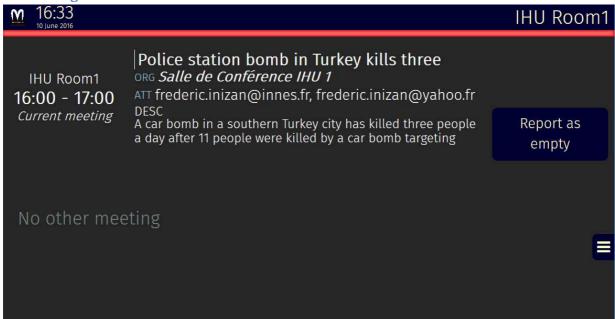
The CSS API is compliant with Mozilla & W3C

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





4.1.5 Rendering on SMT210



4.2 Screen layout

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

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

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

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

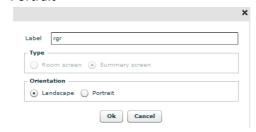
4.2.1 Create a new screen layout instance

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

Type a label for your new screen layout (will appear in the tab name)



- Type of screen layout
 - o Room screen
 - o Summary screen
 - For summary screen, specify
 - Landscape or
 - Portrait*



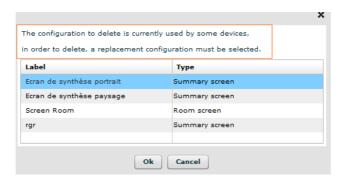
• For portrait, don't forget to apply rotation 90° (or 270°) in the player WebUI (output menu)

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

4.2.2 Edition and deletion

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

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



4.2.3 Move screen layout tab

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





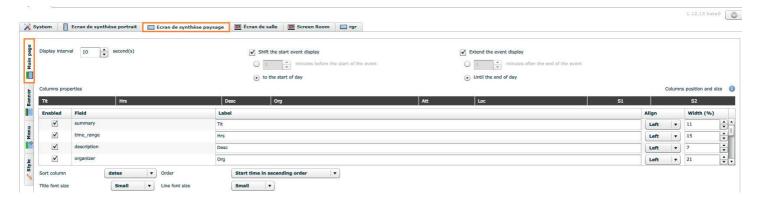
4.3 Summary screen "landscape" configuration

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

4.3.1 "Main page" tab

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

- · Selection of elements to display for each meeting
 - o Location
 - o Title
 - o Description
 - o Time Slot
 - o Attendees
 - o Pictograms
 - o Attachments
- Display of meeting in the past or in the future
- Define page duration display for each page when the list of meeting requires 2 pages (or more)
- Sort the meeting by
 - o Title, description, organizer
 - Alphabetic, ant-alphabetic
 - o Time
 - Increasing or decreasing
 - End time or start time
- Define the alarm
 - o Display all the meeting since the morning or any other time
 - o Display the meeting only few minutes before they start
 - o Display all the meeting until the evening or any other time
 - o Hide the meeting only few minutes after they finished



4.3.2 "Banner" tab

This screen permits to configure the banner:

- Banner at the top or at the bottom
- Additional logo
- Title

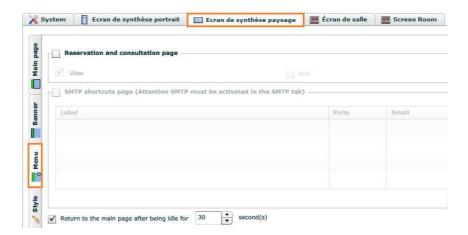


- Date with different formats
 - o d/m/yy (ex: 2/12/15)
 - o d/m/yyyy (ex: 2/12/2015)
 - o dd mmm yyyy (ex : 2 Dec 2015)
 - o dd mmmm yyyy (ex : 2 December 2015)
- Time with different formats
 - HH:MM (12)
 - HH:MM (24)



4.3.3 "Menu" tab

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



4.3.4 "Style" tab

The style tab permits to modify the below parameters:



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



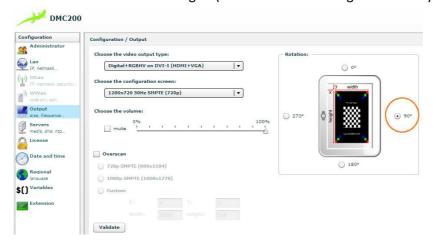
4.4 Summary screen portrait layout configuration

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

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

In order to publish SignMeeting in mode portrait,

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





4.5 Summary screen rendering





5 Publish

5.1 Screen composer: publish menu

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

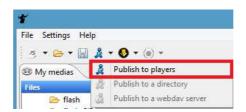


5.2 Screen composer: player (select one or several player)

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

5.3 Screen composer: publish

Click on the button "publish to player":





6 Using SignMeeting on SMT210 (Room Screen)

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

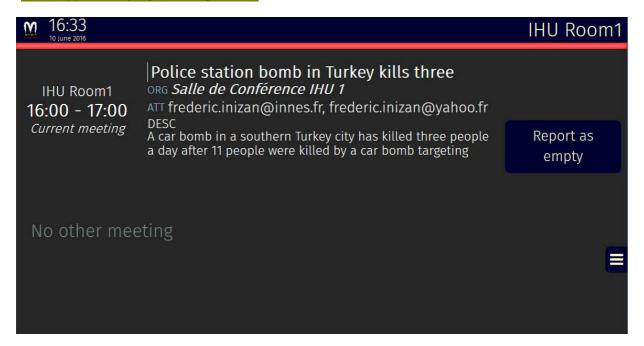
- The current meeting (if any)
- The next meeting (if any)

Several buttons are supported:

- Button "Menu"

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

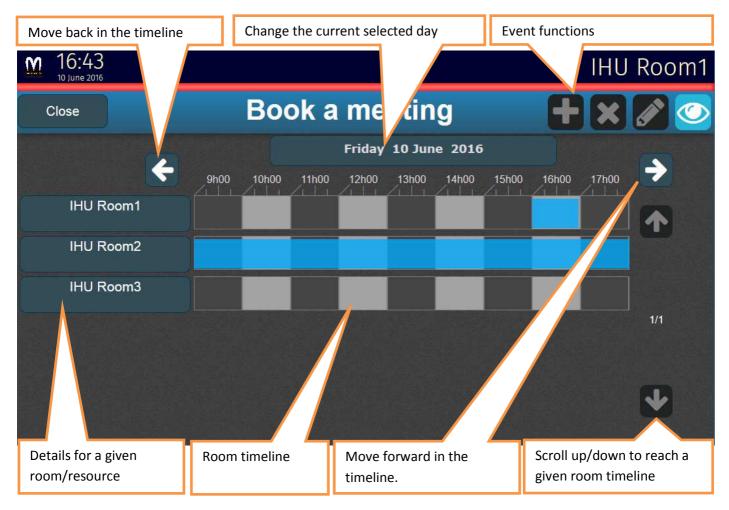
*Not supported by SignMeeting CalDAV





6.1 Button "Menu"

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



6.2 Button « Report as empty »*

This button appears when a meeting has just begun.

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

- In case shortening, the duration of the meeting is rounded to a multiple of 15 minutes
 - Ex: meeting event1 is 2h duration (15h 17h) and room is freed at 16h18.
 - Another user arrive at 16h25, and checking there is no one in the room, uses "Room is empty"
 - The event1 is shorten and kept in calendar with the slot:
 - o 15h-16h15
 - If wanted the user can book an new event2 in the slot 16h30-17h00



6.3 Button « Confirm my presence »

This button appears when a meeting has just begun.

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

6.4 Button « Close the door »*

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

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

See appendix "door management" for more information about the SMT210 configuration

*Not supported on SignMeeting CalDAV

6.5 Event functions

- "Add": permits to add a new event in the nearest available free space.

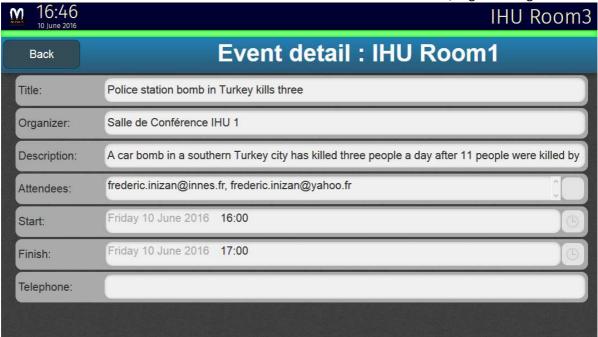
 Note: it is not possible to create meeting across several days in this version
- "Modify": permits to modify an event.
- "Delete": permit to delete an event.
- "View": permits to get more detail on the meeting.

6.5.1 Button "Meeting detail view"

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

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





6.5.2 Button "Add", "Modify"

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

- the "Start" time and
- the "finish" time



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



7 Appendix

7.1 Theme CSS

7.1.1 theme_css_generic-V1.10.12.css

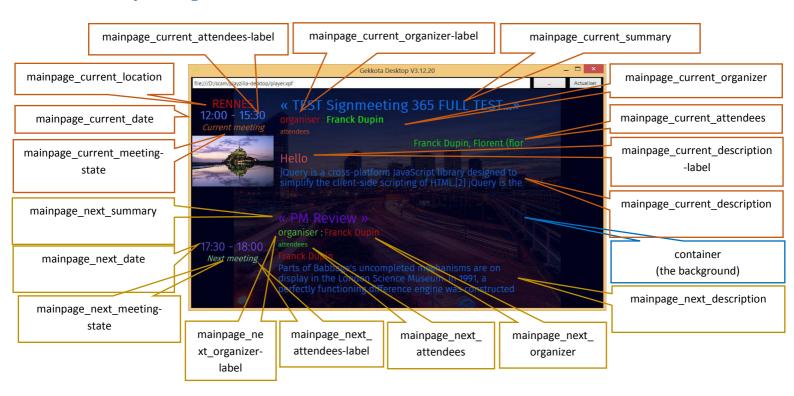
```
.container
      Define background as a color */
 background-color:rgba(255,128,0,0.8);
 /* url contains relative path from CSS to image
 NB for a background image, the image has to be added manually in the publication
 (see ScreenComposer MEDIA tab)
 Example 1
     CSS is in a sub-directory CSS
                                                   ./css/theme_sm.css
     Image is in a sub-directory images
                                                  ./images/diagonal3.png
     Path go up one level (../) and then define images directory (images/) and image file name
     background-image: url("../images/diagonal3.png");
 Example 2
     CSS and Image are in the same directory
       No path is require just image name
     background-image: url("RT-events-1.jpg");
}
Rather than setting the background on the container Class (above) can use customer select classes
Add customer classes (cusClass1, cusClass2) as follows with the required background
In SignMeeting configuration for each required player define the name of the CSS class. In this example
cusClass1 or cusClass2 (without the . in front)
Any players without a custom CSS class will use the default container class above.
.cusClass1
 /*background-color:rgba(0,255,128,0.8);*/
 background-image: url("RT-events-1.jpg");
 background-size: contain;
.cusClass2
 /*background-color:rgba(128,128,255,0.8);*/
background-image: url("ship.jpg");
 background-size: cover;
}
#mainpage_current_summary
 color:#0077FF;
 border-left: 1px solid white;
#mainpage_current_location
```



```
color: #FF0000;
#mainpage_current_organizer
color:#00FF00;
#mainpage_current_organizer-label
color: #FF0000;
#mainpage_current_attendees-label
 color: #FF5000;
#mainpage_current_attendees
 color:#00FF00;
#mainpage_current_description
color:#0077FF;
#mainpage_current_description-label
color: #FF5858;
#mainpage_current_date
color:#4477FF;
#mainpage_current_meeting-state
 color:#555555;
/* NEXT MEETING */
#mainpage_next_summary
color:#7700FF;
}
#mainpage_next_organizer-label
 color:#55FF00;
#mainpage_next_organizer
 color: #FF0000;
#mainpage_next_attendees-label
 color:#00FF00;
#mainpage_next_attendees
 color: #FF0000;
#mainpage_next_description
 color:#0077FF;
#mainpage_next_date
color:#7755FF;
#mainpage_next_meeting-state
color:#77FF99;
```



1.1.1 CSS style configuration for Room Screen



7.1.2 CSS Configuration

Change the colour:

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

• Change the background-colour:

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

• Change the background image:

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

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

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





```
Exemple 1:
                                                                        📦 App 🥕 Événements 🈇 Médias и Scripts à exécuter

▲ .medias (2.0 Mio)

                                                                           △ DOCurrent (5.9 Kio)
                                                                              theme_sm_test.css (1.1 Kio)
                                                                              Warning1.png (4.8 Kio)
 #container
                                                                           ▷ 🗁 images (2.0 Mio)
                                                                           ▷ 🗁 MeetingRoom (1.9 Kio)
 background-image: url("Warning1.png");
                                                                         ▲ 🗁 .models (2.4 Mio)
                                                                           ▷ 🗁 .medias (2.4 Mio)
Exemple 2:
                                                                       App / Événements  Médias  Scripts

▲ D .medias (428.6 Kio)

→ ② .generated (54.1 Kio)

                                                                          ▲ 2 00Current (1.5 Kio)
                                                                             theme_sm_test.css (1.5 Kio)

    images (372.8 Kio)

 #container
                                                                             waterfalls.jpg (372.8 Kio)
                                                                        background-image:
 url("../images/waterfalls.jpg");
 }
```



7.2 SignMeeting mapping

7.2.1 Mapping SignMeeting & CalDAV system

SignMeeting	ICS	server CalDAV
Id	UID	UID
Title	SUMMARY	SUMMARY
Location (resource label)	LOCATION	LOCATION
Description	DESCRIPTION	DESCRIPTION
Resource Id	RESOURCE, Id	RESOURCE, Id
Time range	DTSTART	DTSTART
Time range	DTEND	DTEND
Organizer	ORGANIZER, CN	ORGANIZER, CN

7.2.2 Mapping SignMeeting & CSS (style sheet)

SignMeeting	ICS	CSS current meeting	CSS next meeting
Title	SUMMARY	mainpage_current_summary	mainpage_next_summary
Description	DESCRIPTION	mainpage_current_description	mainpage_next_description
Description label	N/A	mainpage_current_description-label	N/A
Location	LOCATION	mainpage_current_location	N/A
Time range	DTSTART / DTEND	mainpage_current_date	mainpage_next_date
Organizer	ORGANIZER, CN	mainpage_current_organizer	mainpage_next_organizer
Organizer label	N/A	mainpage_current_organizer-label	mainpage_next_organizer-label
Event type	N/A	mainpage_current_meeting-state	mainpage_next_meeting-state
Attendees	ATTENDEE, CN	mainpage_current_attendees	mainpage_next_attendees
Attendees label	N/A	mainpage_current_attendees-label	mainpage_next_attendees-label



7.2.3 Mapping: SignMeeting & summary composition columns title

SignMeeting	ICS	SignMeeting sections
Title	SUMMARY	summary
Description	DESCRIPTION	description
Location	LOCATION	location
Time range	DTSTART / DTEND	time_range
organizer	ORGANIZER, CN	organizer
Attendees	ATTENDEE, CN	attendees

7.3 Add customized attribute in LDAP

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

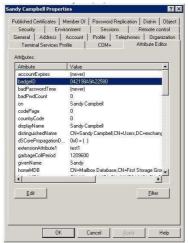
The type or syntax are simple strings (for example in Active Directory, defined as Unicode string):



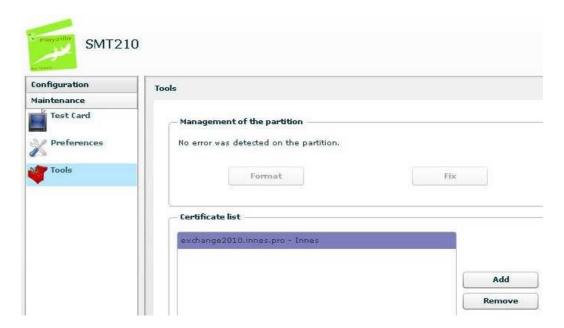
Follow these steps to add a new attribute.

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





7.4 Player WebUI & certificate list



If the type of authentication is changed then the player should be re-started so that changes can be taken into account.

7.4.1 HTTP Error Codes

Common error noticed:

Code	Explanation	Diagnostic
401	Unauthorized	Check username and password (see manually checking the Connection above)
403	Forbidden	This can occur if the server is expecting https and Signmeeting is set to http . This can be changed in the URL field for the datasource. Or this can be an access right problem.
500	Internal Error	An internal error occurred on the server while trying to answer the request. Check windows events in the windows event manager, normally this will give an explanation about why the error occurred.

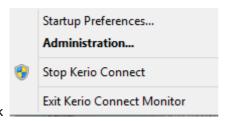


7.5 CalDAV server configuration

7.5.1 Kerio server

Once Kerio Connect 9.0 is installed, server can be managed since a menu Kerio Connect at the bottom right of Windows desktop.





Follow these steps to make work Kerio with SignMeeting CalDAV.

Type URL of your own Kerio server WebUI

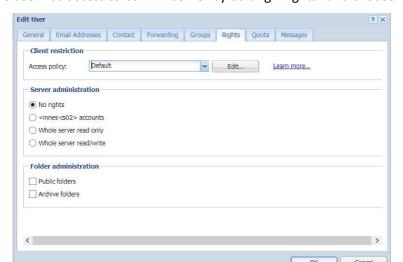
- o https://<your_Kerio_server_IP_addr>/admin/#users
 - ex: https://192.168.19.21:4040/admin/#users

7.5.1.1 Add a new user

Add a user* (ex: John Smith)

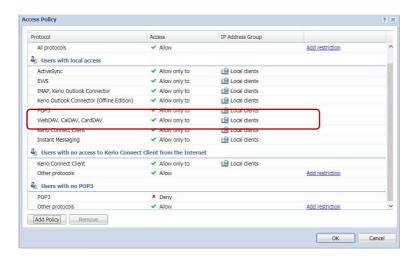


• Ensure the user has access to CalDAV server by editing "Rights" and choose "Whole server read/write":





• Double-Check that user permissions is OK for "WebDAV, CalDAV, CardDAV"

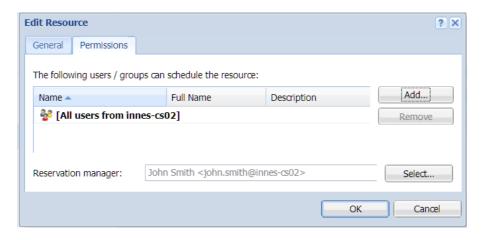


7.5.1.2 Add new resources



7.5.1.3 Select a user as reservation manager for the resource

Select "John Smith"





7.5.1.4 Configuration of "mailserver.cfg" (title modification configuration)

To ensure that the meeting attributes value (titles, description) are not modified or emptied, modify mailserver.cfgas described below:

- Stop the server Kerio (in case modification is required)
- Edit the configuration file "mailserver.cfg"*

*default directory C:\Program Files\Kerio\MailServer (ou C:\Programmes\Kerio\MailServer

• Find the section < list name="Resource" > and set this variable to 0 (instead 1):

```
<variable name="ClearEventSubject">0</variable>
```

In case you are facing issue to write mailserver.cfg,

Then apply this for all the resources.

Restart the Kerio server

All the meeting which have been created when ClearEventSubject is 0, will be not able to display their meeting description (and potentially others meeting attributes)

7.5.2 Sogo server (Ubuntu)

The CalDAV edition has been tested with

- Sogo 3.0.2 and
- Sogo 2.3.4

7.5.2.1 Add a new user

Open putty session on Sogo Ubuntu and create user by the command lines below:

- Sudo samba-tool user add username
- Sudo samba-tool user setexpiry username --noexpiry
- Sudo openchange_newuser --create username

Optional Sudo command could be required to have sufficient rights to create a user

7.5.2.2 Set a user as superadmin

Connected on Sogo Ubuntu server with putty, edit etc/sogo/sogo.conf and modify it by adding (fur user "sogo3") SOGoSuperUsernames = (sogo3);



```
bindPassword = "%10penChange";
      canAuthenticate = YES;
      displayName = "Shared Addresses";
      hostname = "ldap://127.0.0.1:389/";
      id = public;
      isAddressBook = YES;
      type = ldap;
);
SOGoAppointmentSendEMailNotifications = YES;
SOGoSuperUsernames = (sogo3);
SOGoProfileURL = mysql://sogo:sogo@127.0.0.1:3306/sogo/sogo_user_profile;
OCSFolderInfoURL = mysql://sogo:sogo@127.0.0.1:3306/sogo/sogo_folder_info;
OCSEMailAlarmsFolderURL = mysql://sogo:sogo@127.0.0.1:3306/sogo/sogo_alarms_folder;
OCSSessionsFolderURL = mysql://sogo:sogo@127.0.0.1:3306/sogo/sogo_sessions_info;
SOGoSieveScriptsEnabled = YES;
SOGoForwardEnabled = YES;
SOGoVacationEnabled = YES;
SOGoEnableEMailAlarms = YES;
SOGoTimeZone = Europe/Paris;
SOGoIMAPServer = 127.0.0.1:1143;
SOGoSieveServer = sieve://127.0.0.1:4190;
SOGoMailingMechanism = smtp;
SOGoSMTPServer = 127.0.0.1;
SOGoCalendarDefaultRoles = ("PublicDAndTViewer");
/* Debugging */
//LDAPDebugEnabled = YES;
//MySQL4DebugEnabled = YES;
//OCSFolderManagerSQLDebugEnabled = YES;
//PGDebugEnabled = YES;
//SOGoDebugRequests = YES;
//WODebugTakeValues = YES;
SOGoUIxDebugEnabled = YES;
//SaxDebugReaderFactory = YES;
//SaxObjectDecoderDebugEnabled = YES;
//SoDebugObjectTraversal = YES;
//SoSecurityManagerDebugEnabled = YES;
//VSSaxDriverDebugEnabled = YES;
//WODebugResourceLookup = YES;
//WEResourceManagerDebugEnabled = YES;
//WEResourceManagerComponentDebugEnabled = YES;
```

7.5.2.3 Open LDAP

In the version 3.0.2, the LDAP schema has to be changed in order to use correctly the resources

Note: it is assumed that the full CalDAV interface is available.

7.5.2.3.1 Apache Directory Studio

"Apache Directory Studio" permits to view Open LDAP directory of your Sogo Ubuntu server.

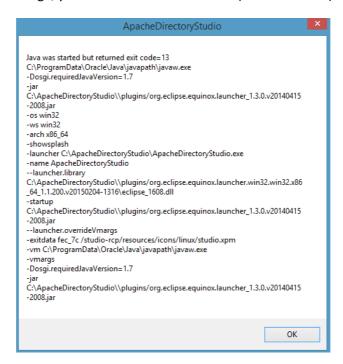
"Apache Directory Studio" requires Java 7 or Java 8 installed on your machine. Java 9 seems not supported.

https://directory.apache.org/studio/download/download-windows.html





In some case, if you're facing message, you can install 32 bits version (instead 64 bits)



Install "Apache Directory Studio" locally on your PC and configure it to point on your SOGO server

Example

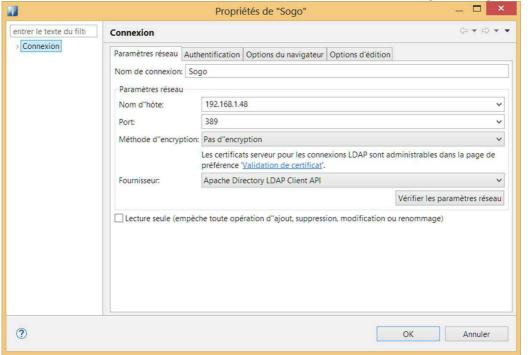
Network settings

Connection name : SogoHost 192.168.1.48

Port : 389



User manual / SignMeeting CalDAV



Authentification

Login/password: pour une nouvelle connexion, le login/password est situé sur la page configuration de votre serveur http://192.168.1.48/configuration.shtml

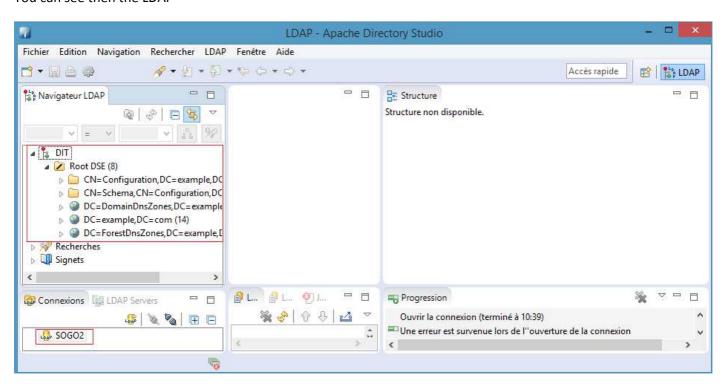
ex:







You can see then the LDAP



7.5.2.3.2 Configure Sogo server to be able to add resource afterwards

Execute with Apache Directory Studio the different LDIF file

- calentry-schema-1.ldif
- calentry-schema-2.ldif
- calresource-schema-1.ldif

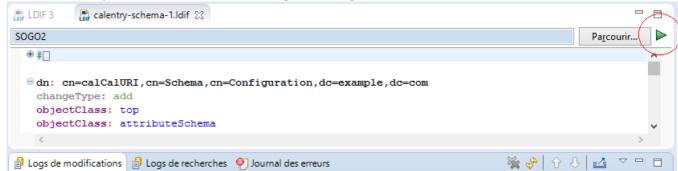


- calresource-schema-2.ldif
- calresource-schema-3.ldif

Note: http://wiki.sogo.nu/ResourceConfiguration, follow section Active directory / Samba

Click on menu « File » > « open file »

• Choose "calentry-schema-1.ldif" and Execute (green triangle)



• An error can occur if the LDIF has been already applied (see log file)

Execute all the other LDAF file provided in the delivery. These LDIF file are permitting to configure properly the field for each room (else the room can not be created afterwards with LDIF)

```
    objectClass: CalendarResource
    objectClass: calEntry
    cn: Room6
    sAMAccountName: room6
```

7.5.2.4 Add a resource (with LDAF file)

In order to add new resources, you have to create, rename and customize as much file "add-resourceroom6.ldif" as number of room to create

Note: Important: avoid "space" character in the field value which could cause some error

Here is an example for add-resourceroom6.ldif (provided in the SignMeeting delivery)

```
Dn: cn=Room6, cn=users, dc=example,dc=com
changetype: add
objectClass: inetOrgPerson
objectClass: organizationalPerson
objectClass: person
objectClass: top
objectClass: CalendarResource
objectClass: calEntry
cn: Room6
sn: room6
displayName: Room Six
givenName: Room Six
Kind: location
mail: room6@example.com
uid: room6
Multiplebookings: 1
sAMAccountName: room6
```



In case the room is not properly created (not done with LDIF), a message could be raised on SignMeeting

"Required Param Malformed: mailboxes must not be empty"

7.5.2.5 Room delegation

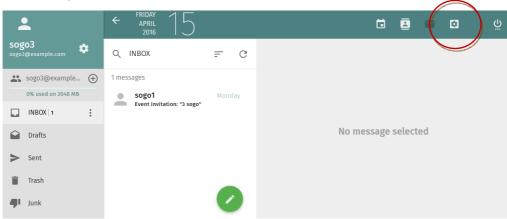
In case room delegation is not done, "(Public event)" is displayed at the place of real title.

In order to be able to reserve a resource, grant access rights for each resource to the user

- modify
- create,
- delete

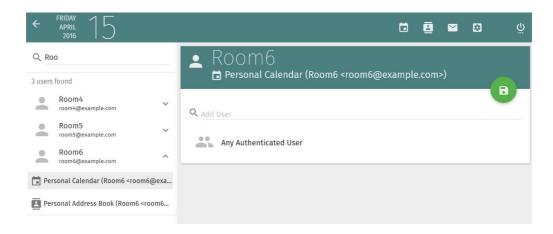
In order to change the access rights, log on to the server using an administrator account, then follow the steps:

Select the administration option



and then select the resource to grant rights, then select "Personal Calendar".

For example: Room6



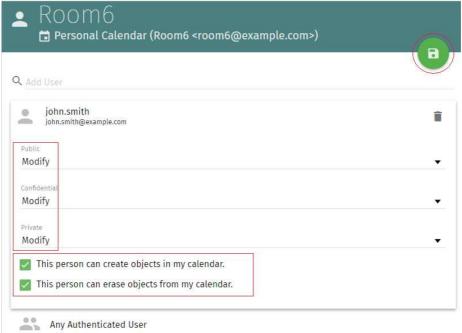
Add a user to be granted (ex: John Smith) and change right for this user

- "Public/confidential/Private": Modify
- "Create object": yes
- "Delete object" : yes

Once finished press save.







Then restart the server so that the modifications are taken into account.

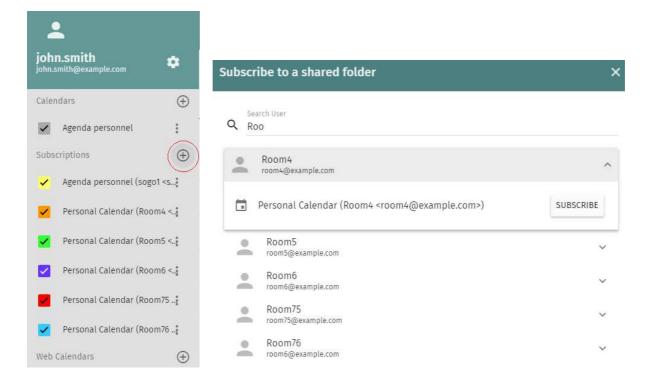
- sudo /etc/init.d/sogo stop
- sudo /etc/init.d/sogo start

7.5.2.6 Configuration free/busy for a resource

First you have to subscribe a calendar room

Connect as delegate (Ex: John.Smith) on http://192.168.1.48/SOGo/so/ and select calendar view

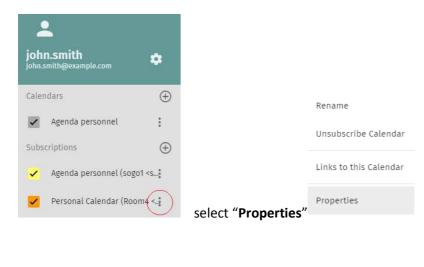
Click on "add" subscription and enter a Room name

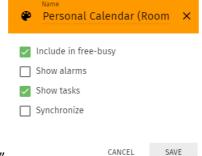




Calendar room attributes

Click on "edit" resource (ex: Room4)





Then include in "free/busy"

7.5.2.7 Check if a resource is properly configured

When the resource is properly configured, the path are

Click on "edit" resource (ex: Room4) then "links to this calendar"



The paths do not contain any unexpected ID replacing room name => OK

Example of resource not properly configured



Links to this Calendar Personal Calendar (Roo	om5 <room5@example.com>)</room5@example.com>	× CD ×
Authenticated User Acc	ess	
CalDAV URL http://192.168.1.48/SOGo/day	\$925269BA-9B493CDC254F3F3D/Calendar/personal/	
WebDAV ICS URL		
	//\$925269BA-9B493CDC254F3F3D/Calendar/personal.ics	

7.6 Test your CalDAV server with Web browser

It is possible to test your server CalDAV configuration with a Web browser

1- Install caldavzap on your PC

You can download CalDavZAP 0.13.1.zip (or above version) on

https://www.inf-it.com/open-source/clients/caldavzap/

Then copy the zip archive in a local directory of your PC

Ex: C:\

2- Edit "config.js" and enter your own configuration

C:\caldavzap\config.js

- Define "globalAccountSettings" variable properly
- Comment "globalNetworkCheckSettings" variable

7.6.1 Example for SOGO

An example of config.js is available with the SignMeeting caldav delivery (for SOGO: "config_SOGO.js").

This URL is given as example (typical SOGO discovery scheme). Please double check the URL with your informatics system administrator.

```
var globalAccountSettings=[
{
    // COMMENT: your URL
    href:
        'http://<server_IP>/SOGo/dav/<resource>/Calendar/personal/',

    // COMMENT: your login-password
    userAuth:
    {
        userName: '<user_login> ',
        userPassword: '<user_password>'
    },
    timeOut: 90000,
    lockTimeOut: 10000,
    checkContentType: true,
    settingsAccount: true,
    delegation: false,
    hrefLabel: null,
```



```
forceReadOnly: null,
    ignoreAlarms: false,
    backgroundCalendars: []
];
/* COMMENT INNES */
/*
var globalNetworkCheckSettings={
      href: location.protocol+'//'+location.hostname+
             (location.port ? ':'+location.port: '')+
             location.pathname.replace(RegExp('/+[^/]+/*(index\.html)?$'),'')+
             '/caldav.php/',
      timeOut: 90000,
      lockTimeOut: 10000,
      checkContentType: true,
      settingsAccount: true,
      delegation: true,
      additionalResources: [],
      hrefLabel: null,
      forceReadOnly: null,
      ignoreAlarms: false,
      backgroundCalendars: []
```

7.6.2 Example for KERIO

An example of config.js is available with the SignMeeting caldav delivery (for KERIO: "config_KERIO.js").

This URL is given as example (typical KERIO discovery scheme). Please double check the URL with your informatics system administrator.

```
var globalAccountSettings=[
    // COMMENT: your URL
    href:
    'http://<server_IP>/caldav/users/<kerio_domain>/Room1',
    // COMMENT: your login-password
    userAuth:
      userName: '<user_login> ',
      userPassword: '<user_password>'
    timeOut: 90000,
    lockTimeOut: 10000,
    checkContentType: true,
    settingsAccount: true,
    delegation: false,
    hrefLabel: null,
    forceReadOnly: null,
    ignoreAlarms: false,
    backgroundCalendars: []
1;
/* COMMENT INNES */
 var globalNetworkCheckSettings={
      href: location.protocol+'//'+location.hostname+
             (location.port ? ':'+location.port: '')+
             location.pathname.replace(RegExp('/+[^/]+/*(index\.html)?$'),'')+
             '/caldav.php/',
      timeOut: 90000,
      lockTimeOut: 10000,
      checkContentType: true,
      settingsAccount: true,
```

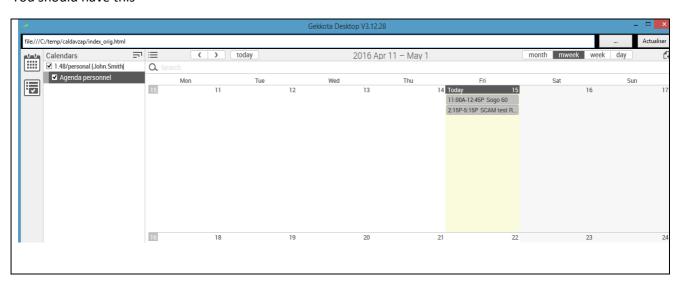


```
delegation: true,
   additionalResources: [],
   hrefLabel: null,
   forceReadOnly: null,
   ignoreAlarms: false,
   backgroundCalendars: []
}
*/
```

3- Then play "index.html" with Web browser

C:\caldavzap\index.html

You should have this



7.6.3 Config.js not properly configured

Having this popup (when index.html is played inside Gekkota_desktop) means that the config.js is not properly configured



To avoid any error, "config.js" already pre-formatted is available for download on http://www.innes.pro/fr/support (then App > SignMeeting CalDAV)

In case error in URL, resource name, or password, you should have this







7.7 Test your CalDAV server with Gekkota_desktop (supporting cross-domain)

Some Web browser may not support cross-domain (depending on your server configuration). To solve the issue you can install Gekkota_desktop V3.12.28 (or above) which is supporting cross-domain and play the index.html as well.

Gekkota_desktop for Windows is available for download on http://www.innes.pro/fr/support.