



# DISPLAY SETUP INSTRUCTIONS

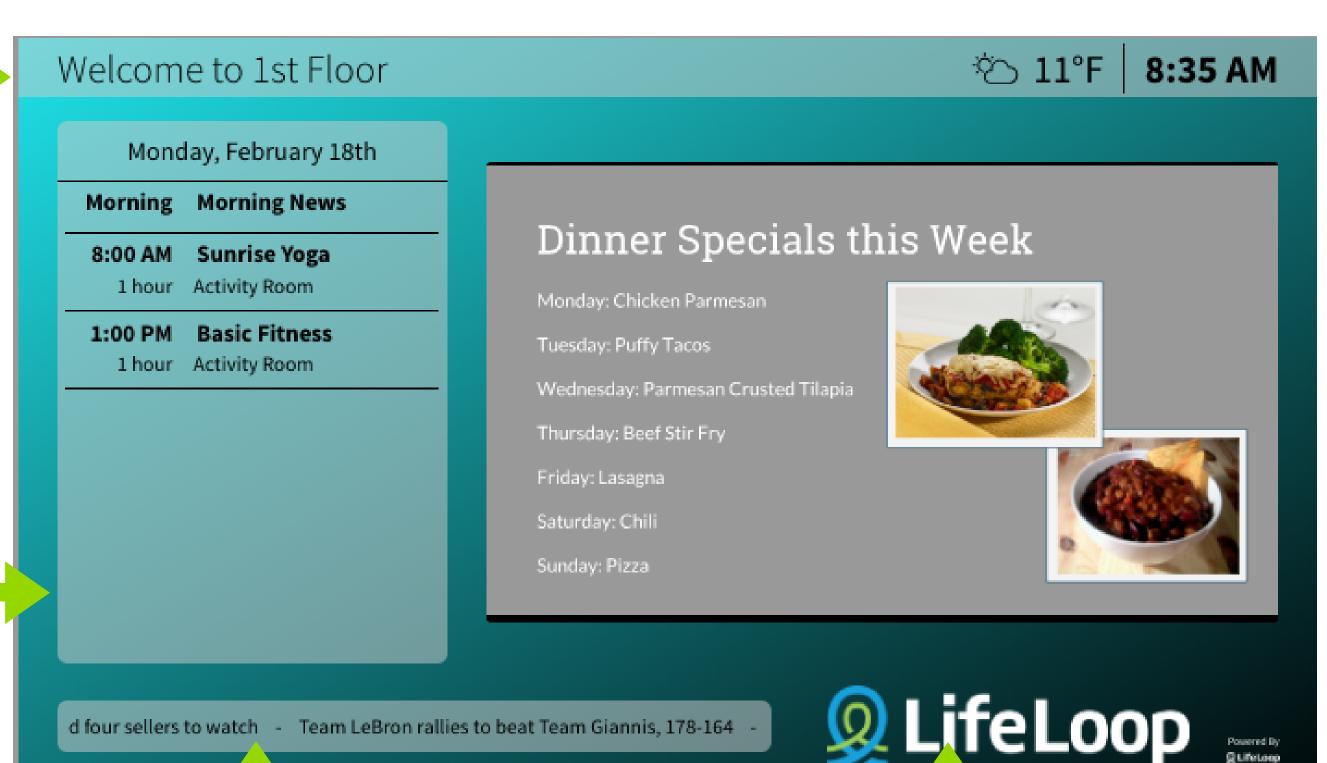
Amazon FireStick

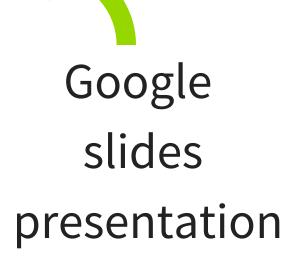


### FINALIZED DISPLAY PREVIEW

Header text

Calendar display (scrolling)







Your community logo



### STEP 1

Create a community gmail account for display purposes(e.g. LifeLoopdisplay@gmail.com). You will use this email to login to google slides and

create/import content for the right side of your display.

#### STEP 2

Go to Google slides (if you search 'google slides' in google search bar it will come up). Bookmark google slides for future use. Use your newly created community gmail to login.



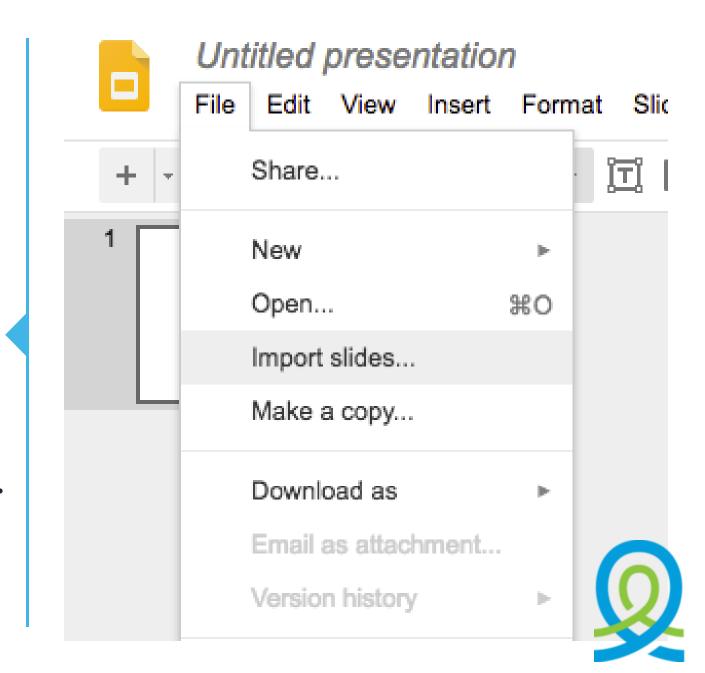
### STEP 3

Create your display content by starting a 'Blank' presentation. Then, you will either:

- A) Create a presentation in Google Slides from scratch -OR-
- B) Import an already created PowerPoint presentation

If **A**, you can add pictures saved to your computer to the presentation by clicking insert > image and then selecting image.

If **B**, in Google Slides go to File > import slides and select your saved PPT.



### STEP 4

Once the presentation is complete select File > Publish to the web > Choose the period of time you want each slide to be displayed and check both boxes. Hit Publish.

**Note:** We recommend auto-advancing the slides every 15 seconds.

#### Publish to the web

This document is not published to the web.

Make your content visible to anyone by publishing it to the web. You can link to or embed your document. Learn more

Link

Embed

#### Auto-advance slides:

every 15 seconds

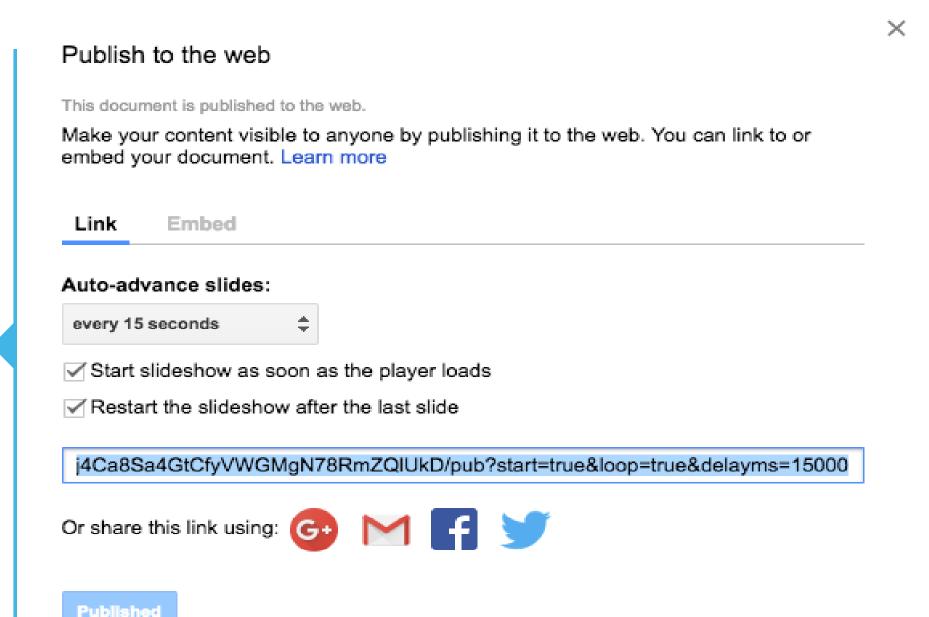
- Start slideshow as soon as the player loads
- Restart the slideshow after the last slide

Publish



#### STEP 5

Google slides will ask you to confirm that you are ready to publish the slides, please select '**OK**'. Copy the highlighted link, to be used later in step 9e.





# CREATING YOUR DISPLAY IN LIFELOOP

**STEP 6** Login to LifeLoop and go to the Display Tab (bottom left).

STEP 7

Select which facility you are creating a display for from the dropdown on the top left.

**Note:** if you have multiple facilities, (e.g. memory care and assisted living) that have separate calendars or content, you can create separate displays to be shown in their specific areas of the building.

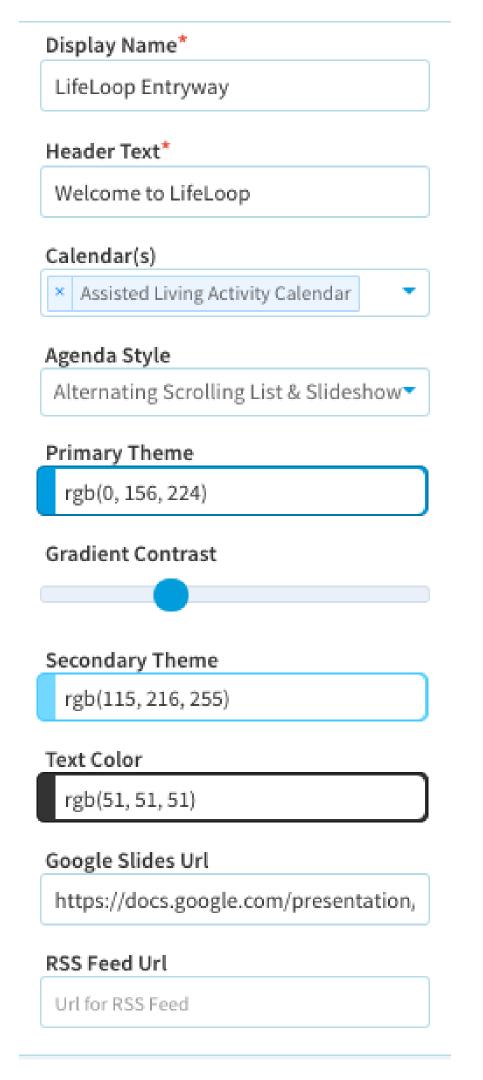
**STEP 8** Select 'New Display' on the top right.



#### **STEP 9** Fill in information:

- **A) Display Name:** is what this Display File will be saved as (e.g. Assisted Living Main Lobby).
- **B)** Header Text: This will be the text on the top left of your display (e.g. Welcome to LifeLoop).
- **C) Calendars**: Select which calendar's activities you would like to be displayed on the left-hand side of your display. You can select multiple and it will always show the activities for today for the selected calendars.
- **D)** Select how you would like your daily calendar to appear in the **agenda style** dropdown.
- **E)** Choose a **primary & secondary color theme:** search a color or a company branded color by its pantone or HSV. You can also select a **gradient** & **text color**.
- **F)** Paste your **google chrome link** that you copied in step 5.
- **G**) Paste your desired **RSS Feed URL** into the corresponding field. You can find suggested RSS feed URL's on the training site in the "**Displays**" section.

https://ourlifeloop.com/training Password: intheloop

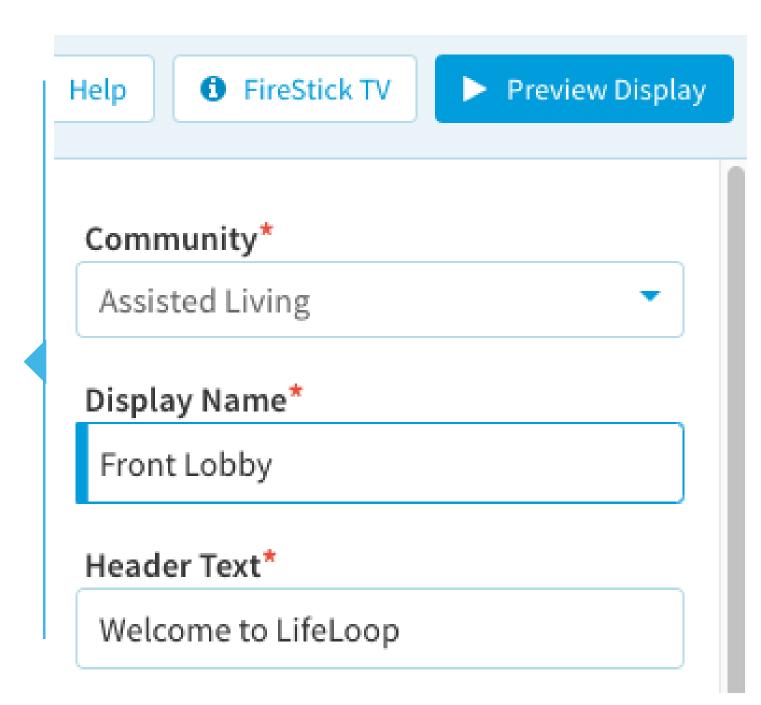


# CREATING YOUR DISPLAY IN LIFELOOP

### STEP 9 (continued)

- H) Hit "Create Display"
- I) If you would like to edit simply go back to the saved display, make edits and select 'save changes'

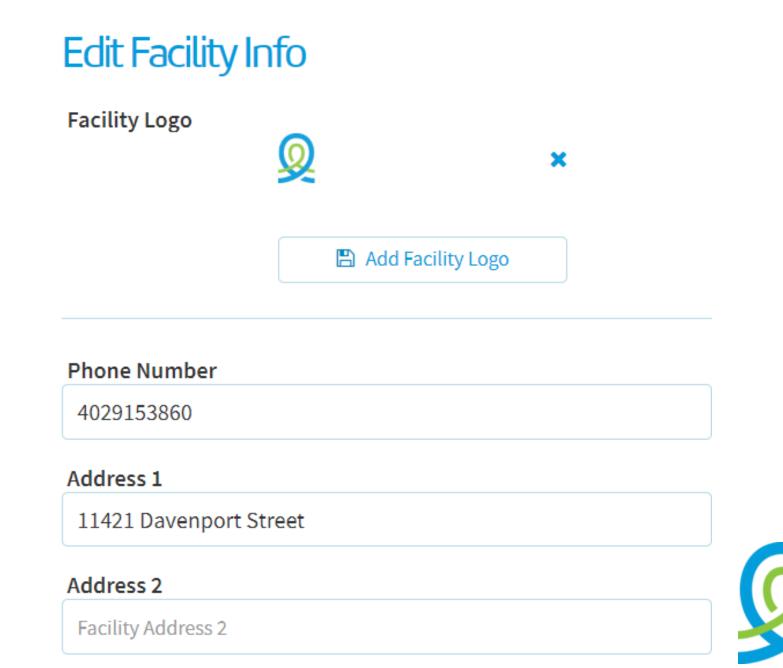
**Note:** If you make any changes to your Google Slides within your original presentation you do not need to save or hit publish, it automatically saves in google and will update on your display within **10 minutes.** If you create a new or different presentation altogether then you will need to repeat step 4-7, select the display name and paste the new URL into the Google Slides field, select save changes.



### ADDING YOUR LOGO TO YOUR DISPLAY

To add a logo to your display, go to STEP 10 the facility settings (gear icon on the top right of your screen next to your name 🔅 ). Select "Add Facility Logo" and choose the desired logo.

> **Note:** If you do not see the facility settings icon, you do not have the manage facility settings permission in LifeLoop.



### SETTING UP YOUR FIRESTICK WITH YOUR DISPLAY

STEP 11

Select 'FireStick TV' on the top right of your screen.

STEP 12

Write down the Community and Display Code, this will be used in step 17.

#### Amazon FireStick Guide



Community preview

Display Code 8apq40

The community and display code above can be used to access this display from the LifeLoop app on any Amazon Firestick device



### SETTING UP YOUR FIRESTICK WITH YOUR DISPLAY

**STEP 13** 

Bring the code you just wrote down and go to the TV you would like this display played on.

STEP 14

Make sure your FireStick is plugged into the TV's HDMI port and select that HDMI from your tv's source options.

STEP 15

Go to the Amazon Home Screen and Search 'LifeLoop'.



### SETTING UP YOUR FIRESTICK WITH YOUR DISPLAY

STEP 16 Click and download the LifeLoop app.

STEP 17 Open the app and input the 'Community Name' and 'Display Code' from step 12.

STEP 18 Your Display should now appear on your TV. This will automatically launch whenever this TV is turned on.

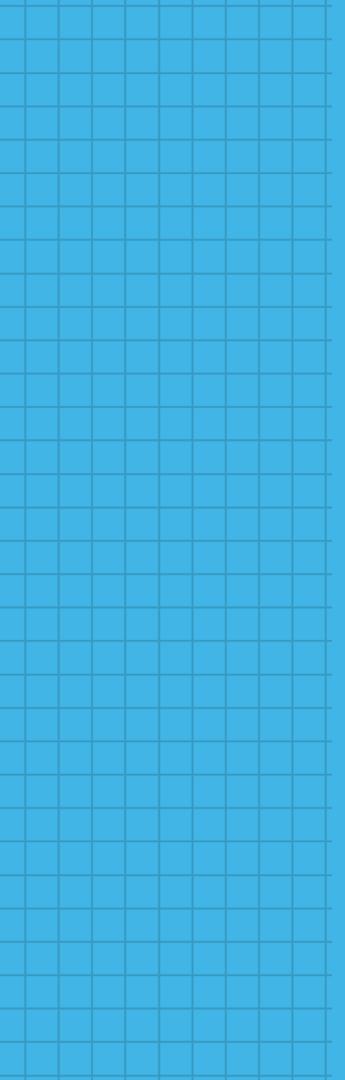
**Note:** The Firestick must stay plugged in to a power source if it is turned off it will restart and the app and code will need to be re-entered.



### BEST PRACTICES

- We recommend using **PowerPoint** to create your presentations and then uploading your finalized presentation into google slides if you are unfamiliar with google slides.
- Each month or whenever you have a lot of slide changes we recommend creating a new
  Google Slide presentation ahead of time and then when you want the content to be switched
  out on your display you can publish to web, copy the link and paste it into your saved display,
  click save changes and your display will be updated with this new presentation within 10
  minutes.







#### **CONTACT US:**

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