

EZPost

Digital Signage Edit Tool

USER MANUAL



Version: 1.0.0.9

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Preface

0.1 Introduction

EZpost is the Digital Signage Edit Tool. The edited media content can only play by Soundwin's Digital Signage Player, included LS100, DS100, DS200, DS400 series...

*Please note that the EZpost can only install on **Windows system** based computer.

0.2 About this manual

This manual is intended to help users to the proper use of EZPost Digital Signage Edit Tool. The manual will be different based on the different version, the latest content subject to the original notice, if any content in this document is supposed to change without notice.

0.3 Copyright

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0.4 Trademark

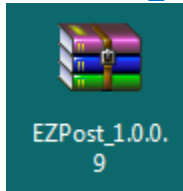
Appear in this manual product and company names may be related to the company's registered trademark that appears in this manual product and company names used only for identification or explanation.

0.5 Safety Instructions

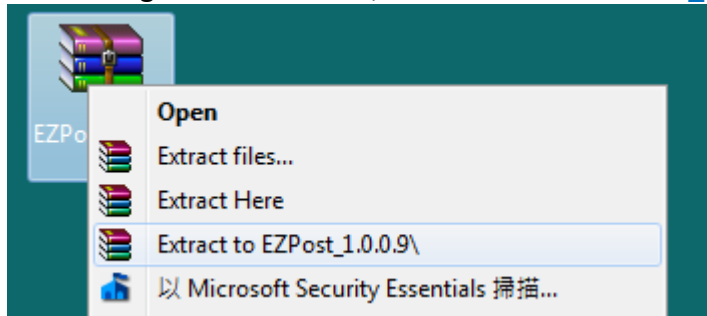
Use only the required Windows PC (Windows XP / Windows 7).

How to Install EZPost application on PC?

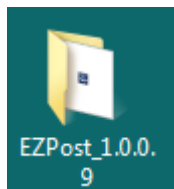
Save [EZPost_1.0.0.9.rar](#) to desktop.



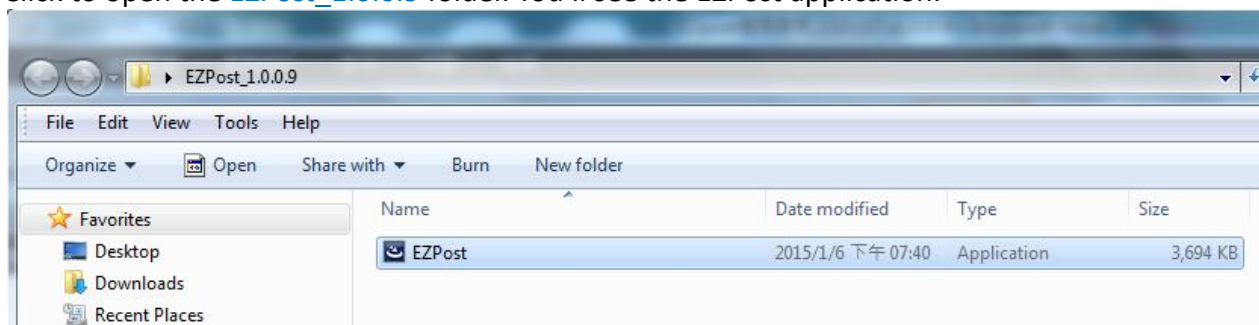
Click the right mouse button, select [Extract to EZPost_1.0.0.9\](#) and click.



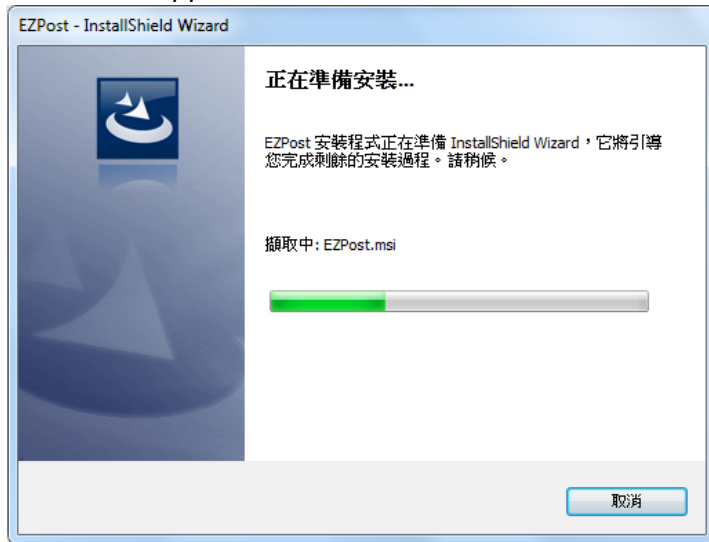
Extracted file [EZPost_1.0.0.9](#) display on the desktop.



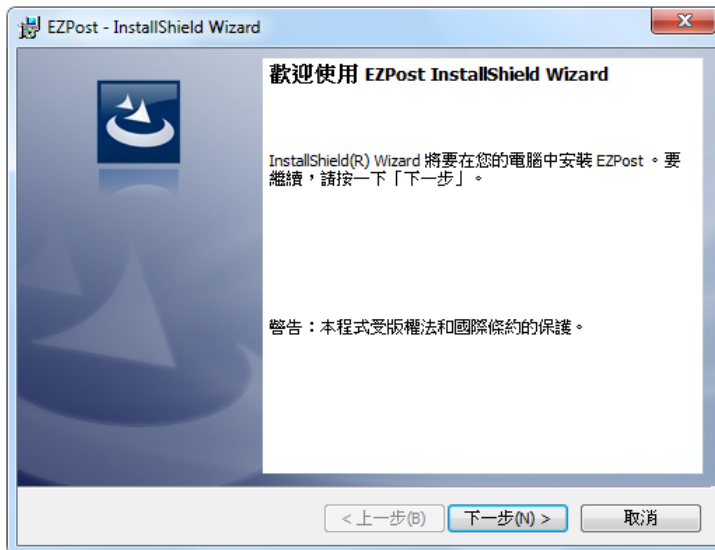
Click to open the [EZPost_1.0.0.9](#) folder. You'll see the EZPost application.



Click EZPost application to start the installation.



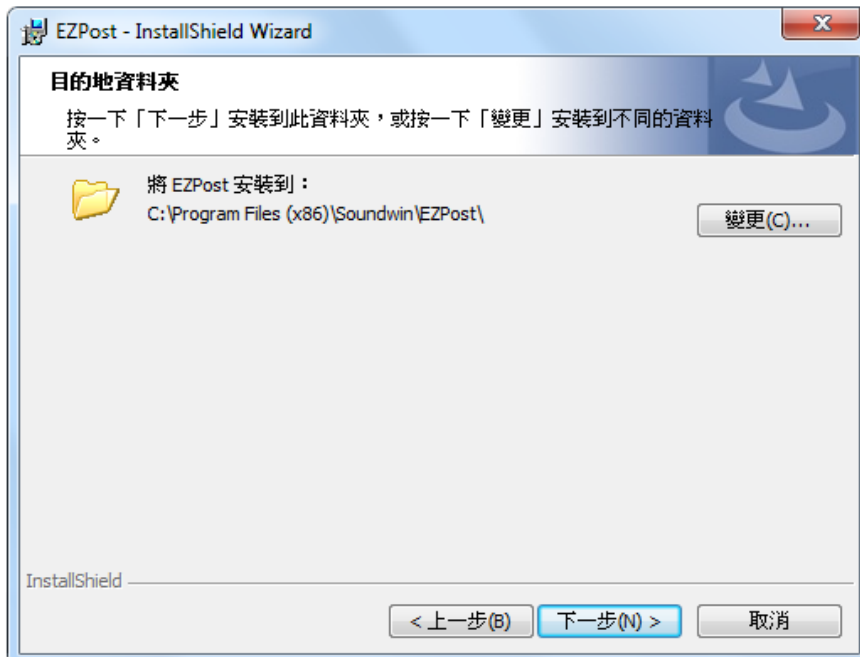
Click Next button.



Click Next button.



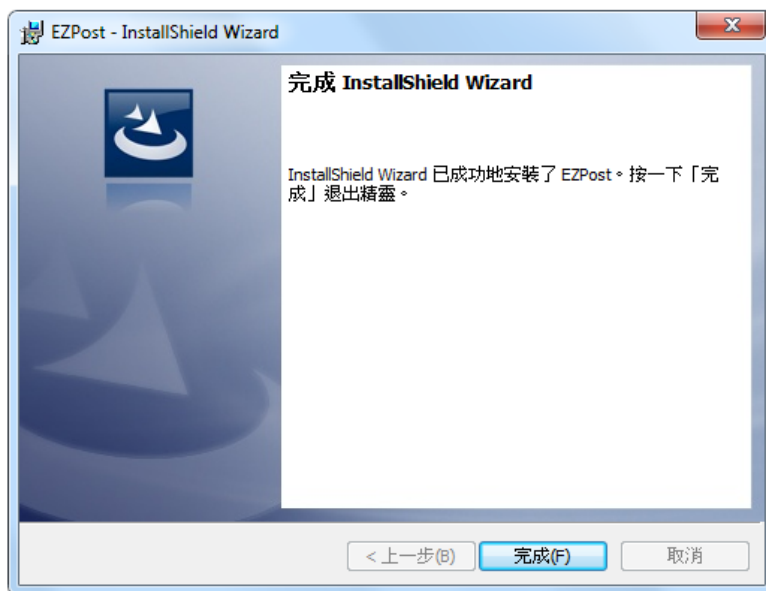
Click Next button.



Click Install button.



Click finish button.



After install EZPost successfully, the EZPost application as below screen display on desktop.

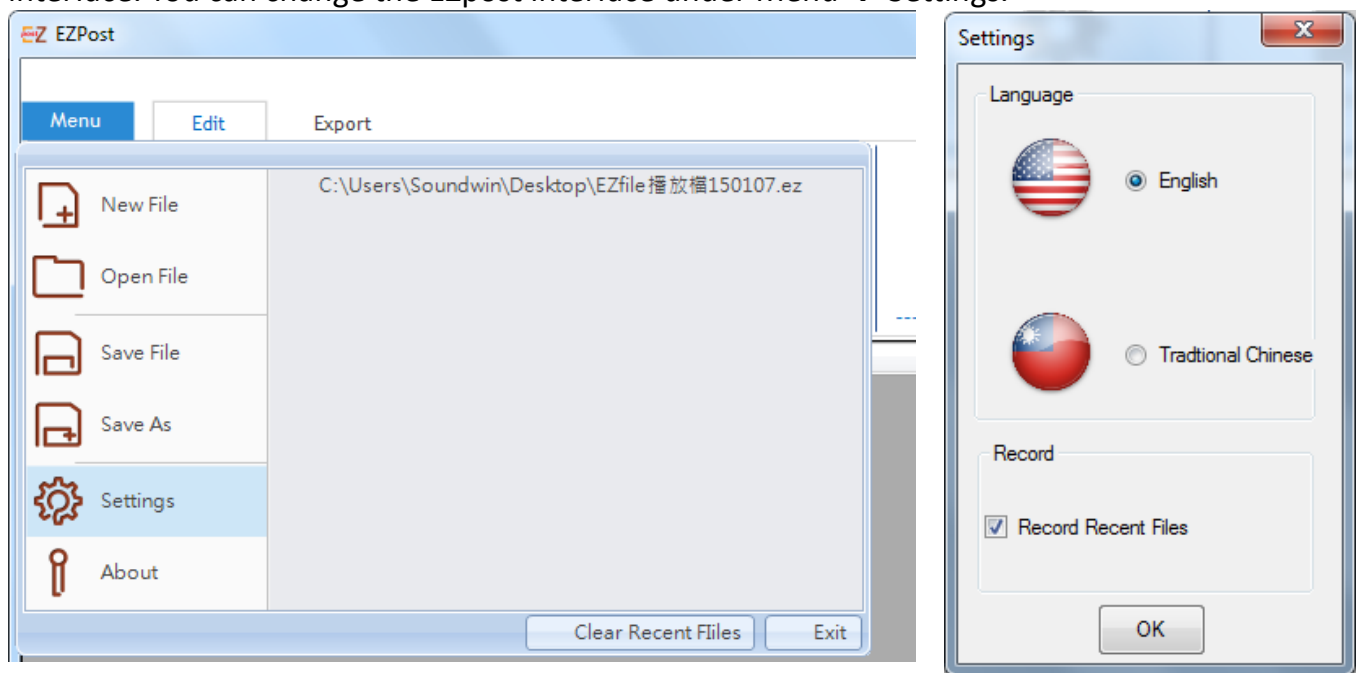


How to use the EZPost Edit Tool?

Click to open EZPost application on desktop.

2.1 Language Interface:

EZpost support both English and Traditional Chinese interface. When default language of PC Windows System is Traditional Chinese, EZpost is Traditional Chinese interface. When default language of PC Windows System is English or other language, EZpost is English interface. You can change the EZpost interface under Menu → Settings.

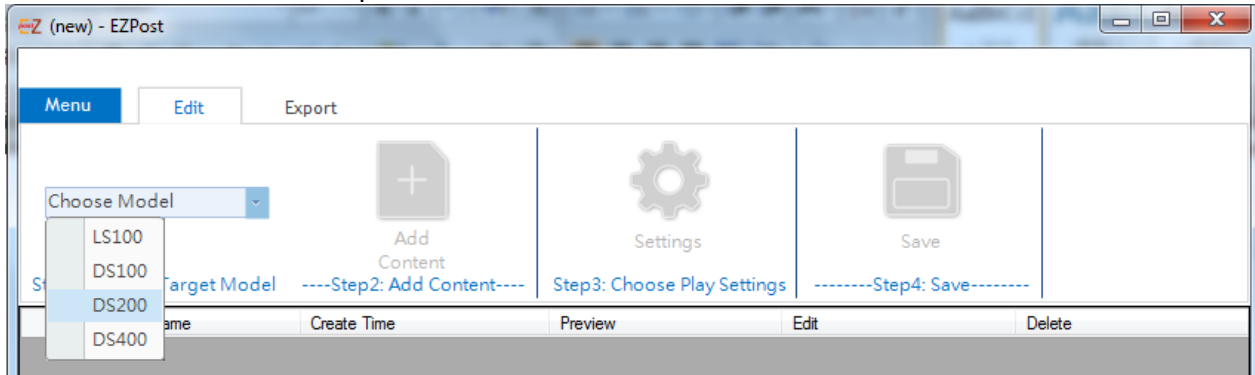


2.2 Edit

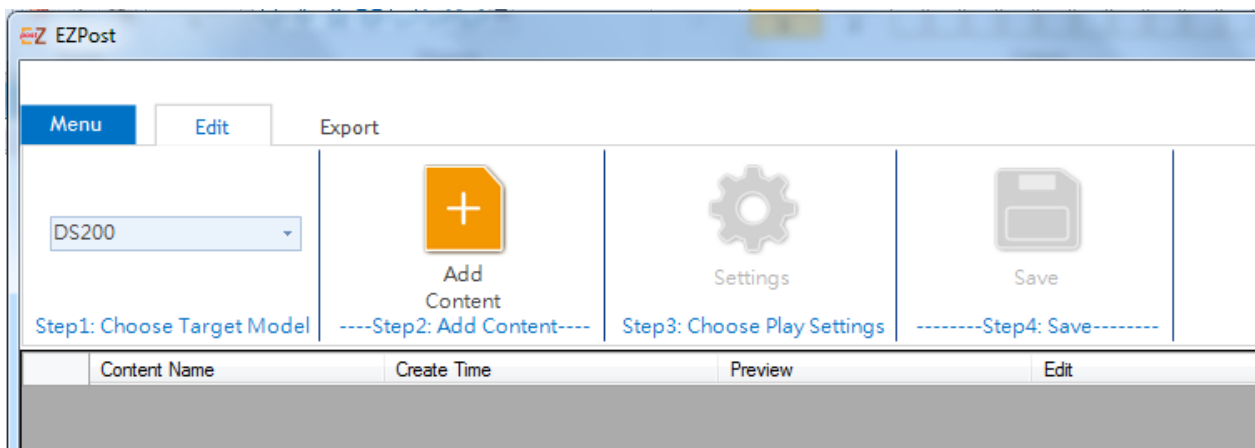
Click [Edit](#) button on the top to start.

2.2.1 Step 1: Select the target model of player device.

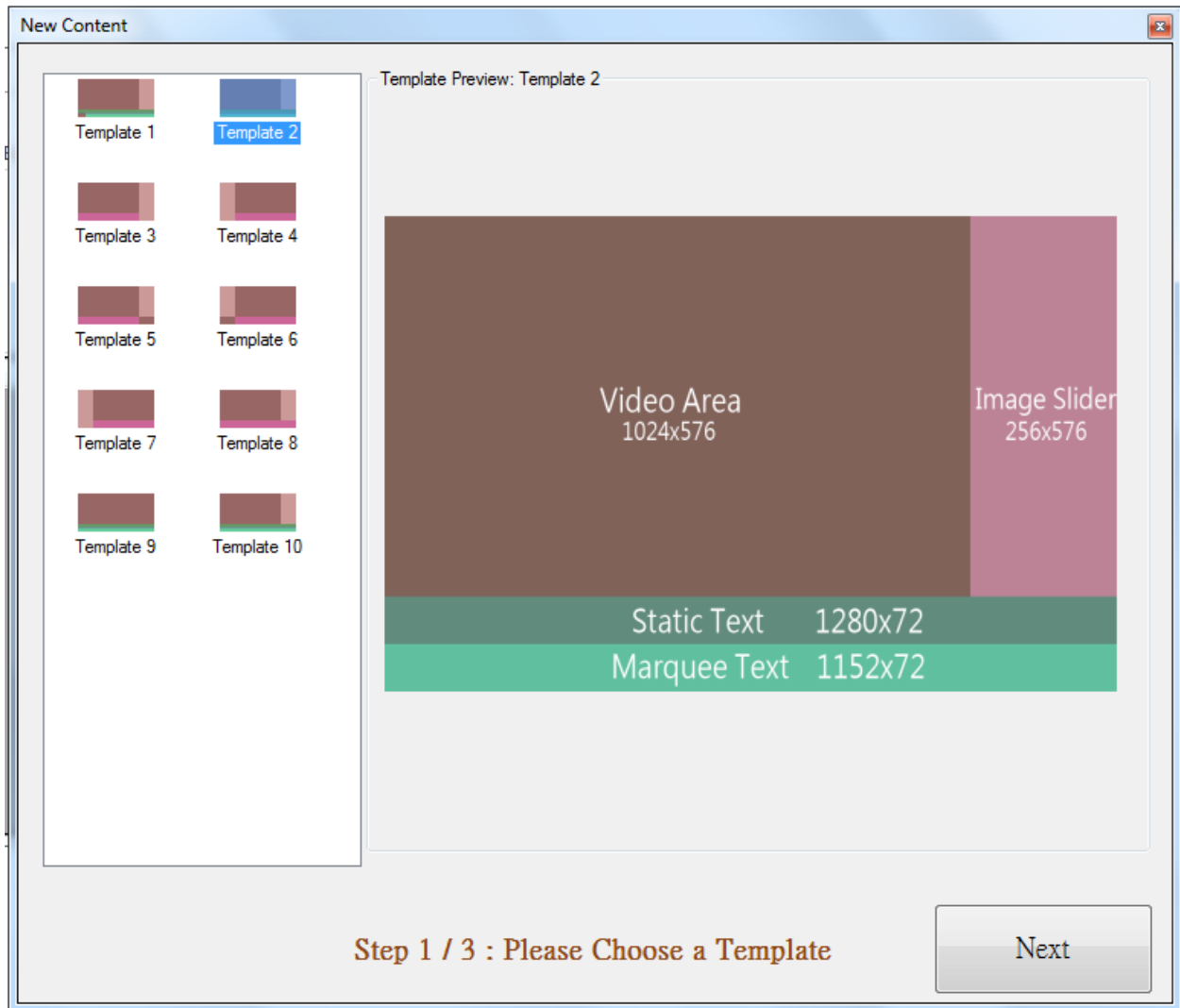
Here select DS200 for example.



2.2.2 Step 2: Click Add Content



Select a Template. Here use Template 2 for example. Then, click [Next](#) button.



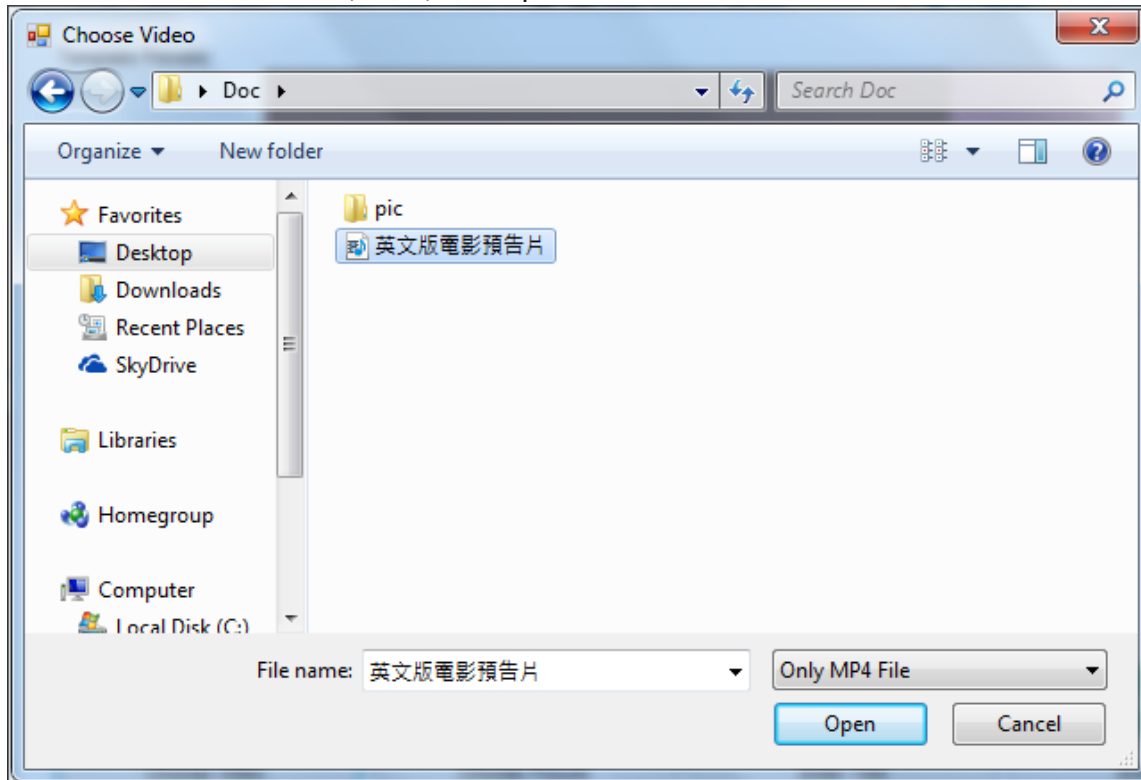
Fill each area.

The 'New Content' dialog box is titled 'New Content' and features a 'Template Preview' window. The preview shows a layout with four main sections: a large brown 'Video Area' (1024x576) on the left, a vertical pink 'Image Slider' (256x576) on the right, a dark green 'Static Text' bar (1280x72) at the bottom, and a light green 'Marquee Text' bar (1152x72) at the very bottom. Below the preview is the 'Template Settings' section, which is organized into four columns corresponding to the template elements. Each column has a header, a primary action button, a secondary action button, and an 'Undone' button. The 'Video' column has 'Choose Video' and 'Undone'. The 'Side Image Slider' column has 'Choose Picture', 'Set Slide Interval', and 'Undone'. The 'Static Text' column has 'Enter Text', 'Set Text Style', and 'Undone'. The 'Marquee' column has 'Enter Text', 'Set Text Style', and 'Undone'. At the bottom of the dialog, there are 'Back' and 'Next' buttons, and a central instruction: 'Step 2 / 3 : Please Fill the Template'.

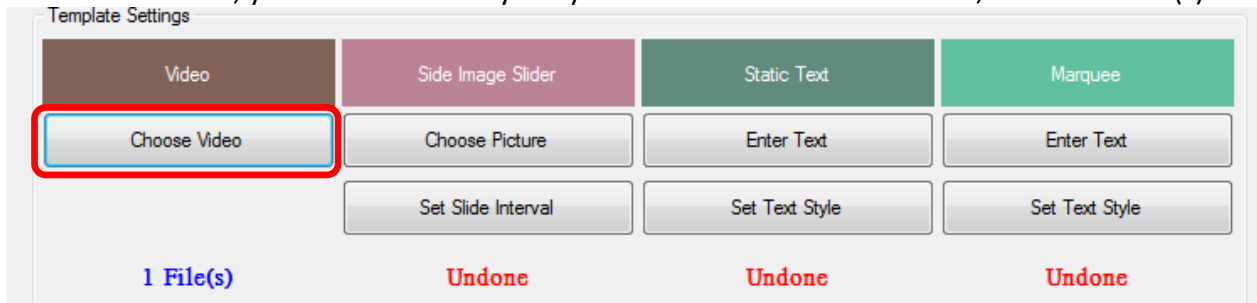
1. **Video Area:** Click **choose Video**.

This image shows a close-up of the 'Template Settings' section from the 'New Content' dialog. It consists of four columns, each with a header, a primary action button, a secondary action button, and an 'Undone' button. The 'Video' column has a brown header, a 'Choose Video' button, and a red 'Undone' button. The 'Side Image Slider' column has a pink header, a 'Choose Picture' button, a 'Set Slide Interval' button, and a red 'Undone' button. The 'Static Text' column has a dark green header, an 'Enter Text' button, a 'Set Text Style' button, and a red 'Undone' button. The 'Marquee' column has a light green header, an 'Enter Text' button, a 'Set Text Style' button, and a red 'Undone' button.

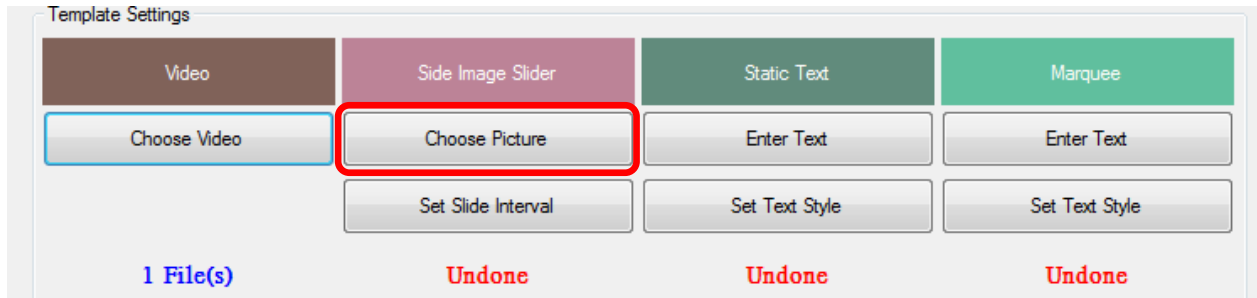
Browser and select a video, then, click open button.



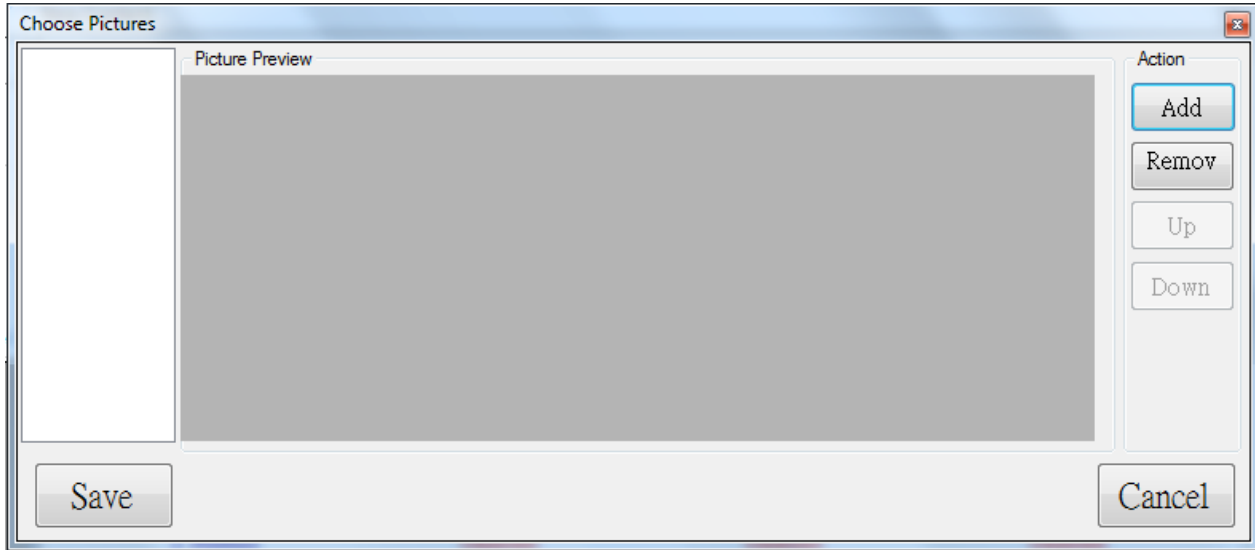
Under Video item, you'll see how many file you select. Here we select 1 file, so show 1 File(s).



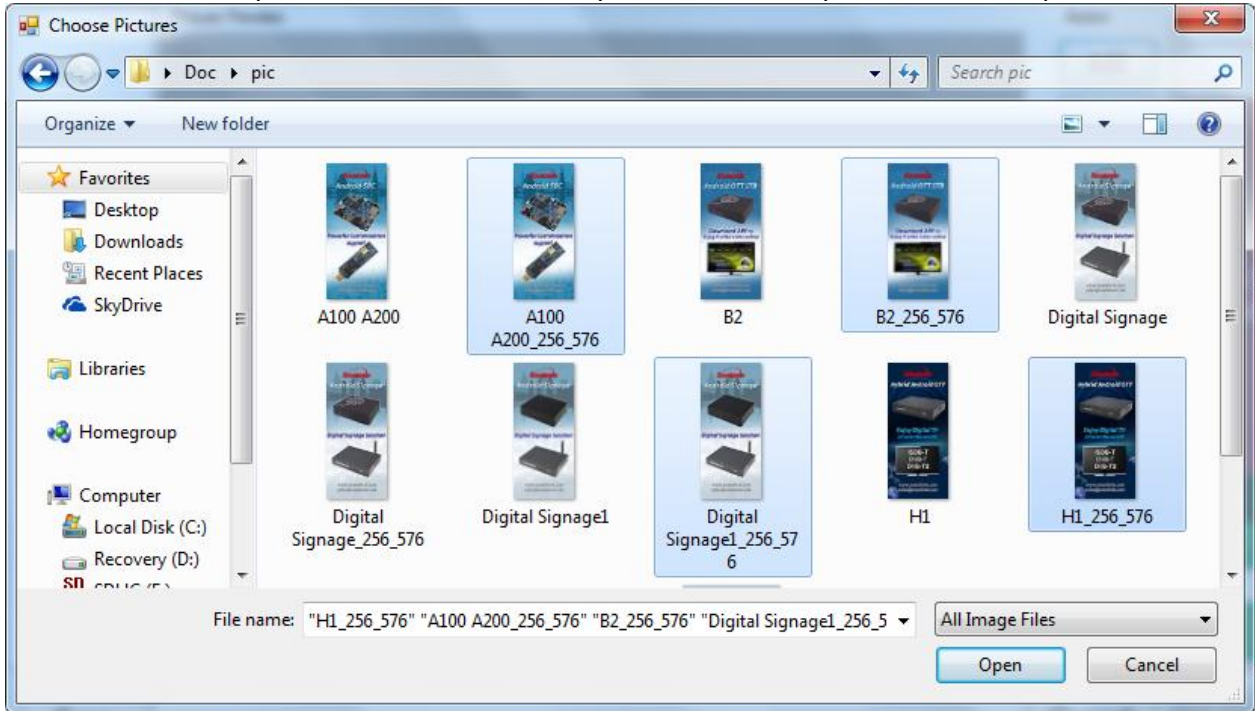
2. Pictures Slide: Click [choose Picture](#).



Click [Add](#) button.



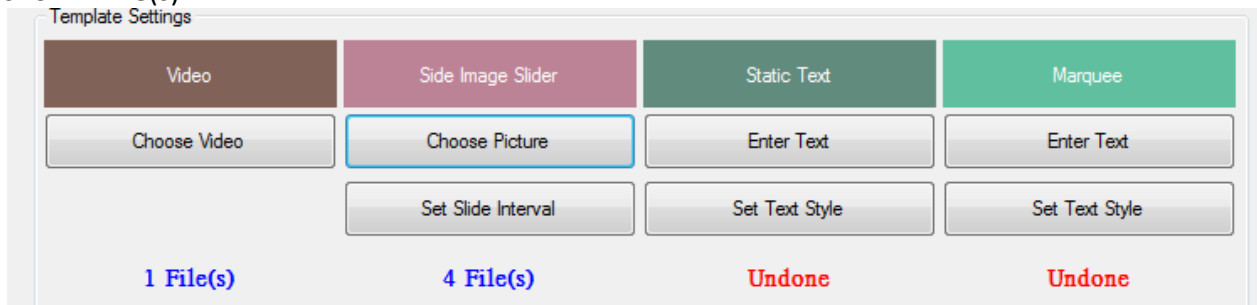
Browser and select pictures. Here we select 4 pictures for example. Then, click Open button.



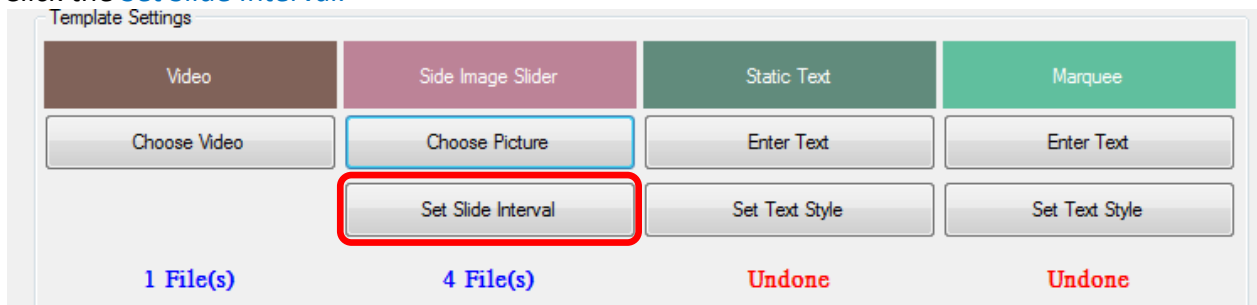
You'll see the selected 4 pictures on the left side. You can select the item name and use remove button on right side to delete, or change the order by Up/Down buttons. After finished, please click the Save button.



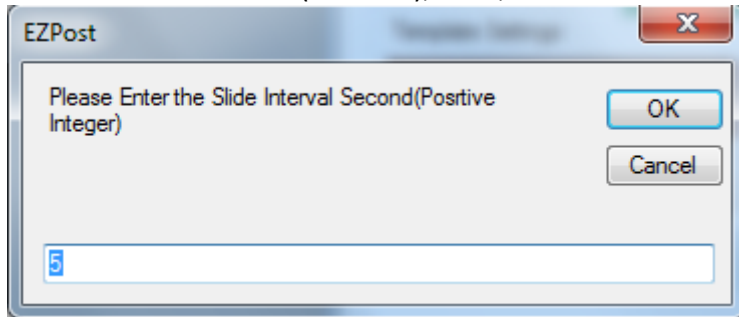
Under Pictures Slide item, you'll see how many file you select. Here we select 4 pictures, so show 4 File(s).



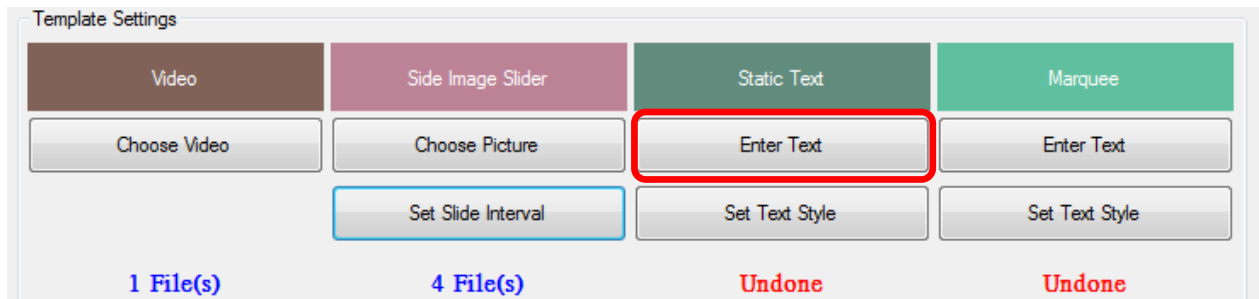
Click the [Set Slide Interval](#).



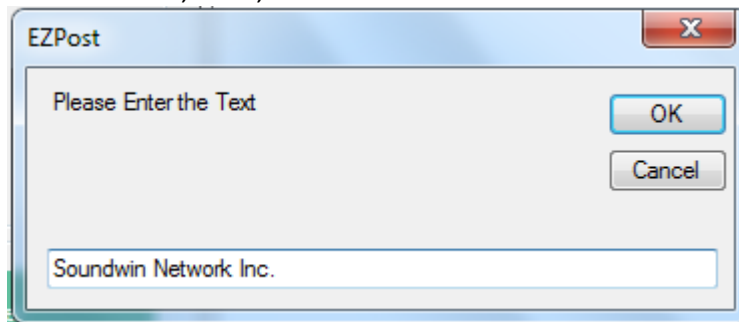
Enter the Slide Interval (seconds), then, click OK. Default is 5 seconds.



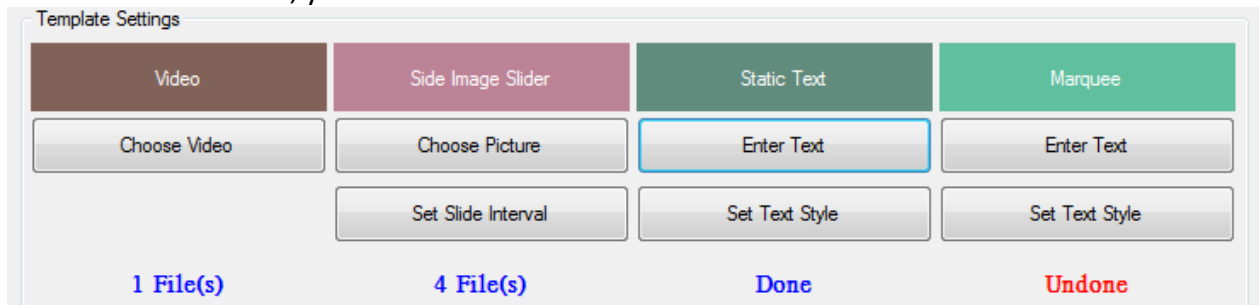
3. **Static Text:** Click **Enter Text**.



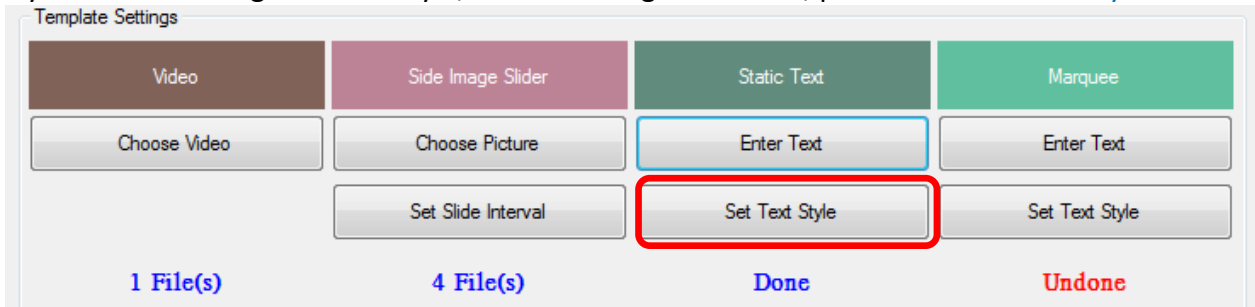
Enter the text, then, click OK.



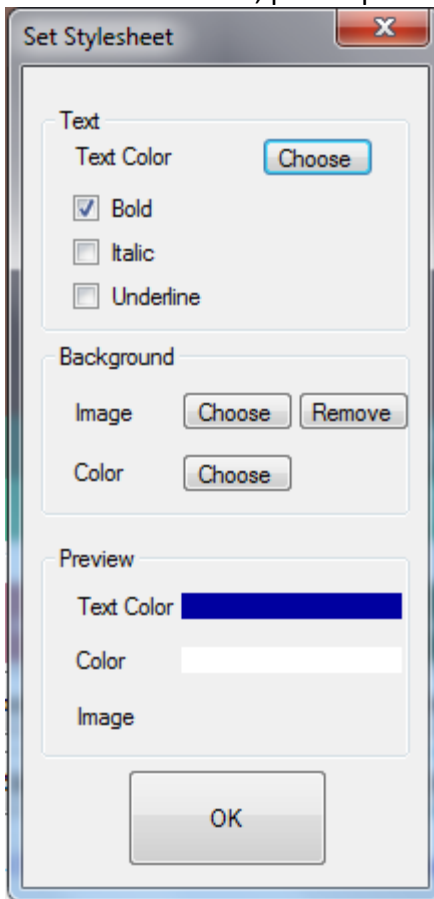
Under Static Text item, you'll see the status is Done.



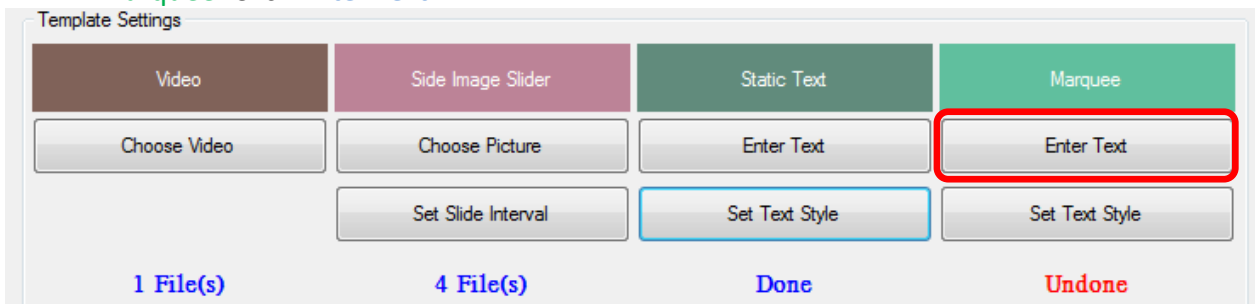
If you want to change the text style, color or background color, please click [Set Text Style](#).



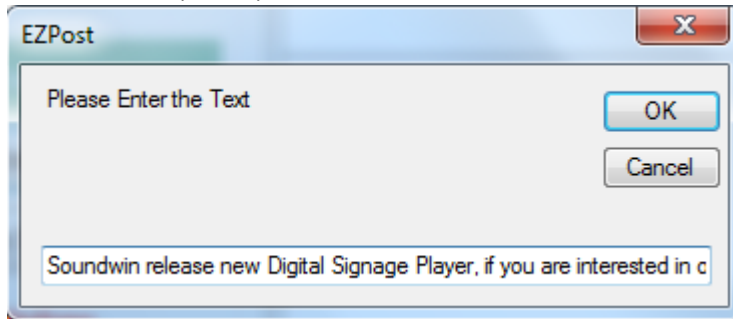
The order are: Text Color, text type(Bold/Italic/Underline), Back ground picture and Back ground color. After finished, please press OK.



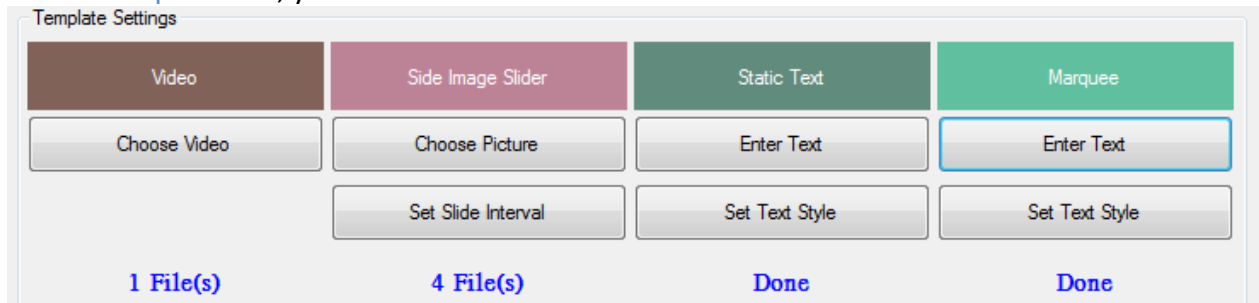
4. **Marquee:** Click [Enter Text](#).



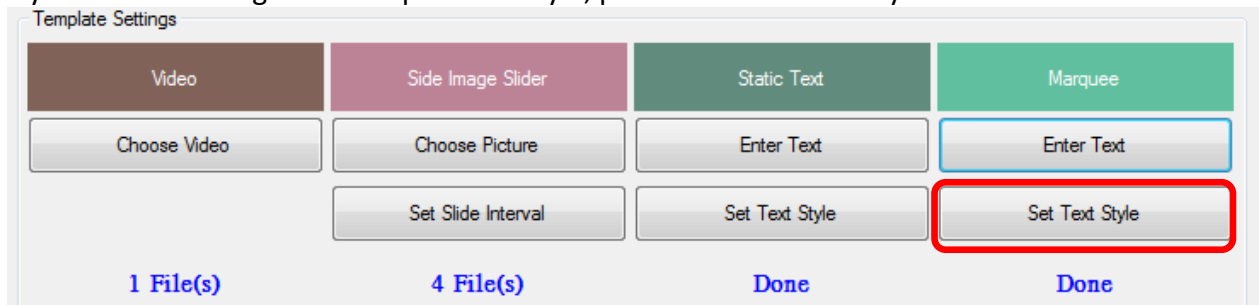
Enter the text, then, click OK.



Under **Marquee** item, you'll see the status is Done.



If you want to change the marquee text style, please click Set Text Style.



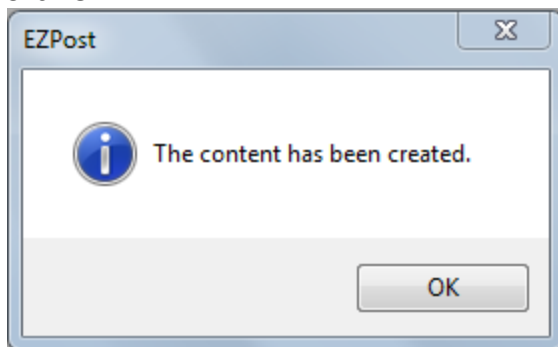
After finished all items, please click Next button.



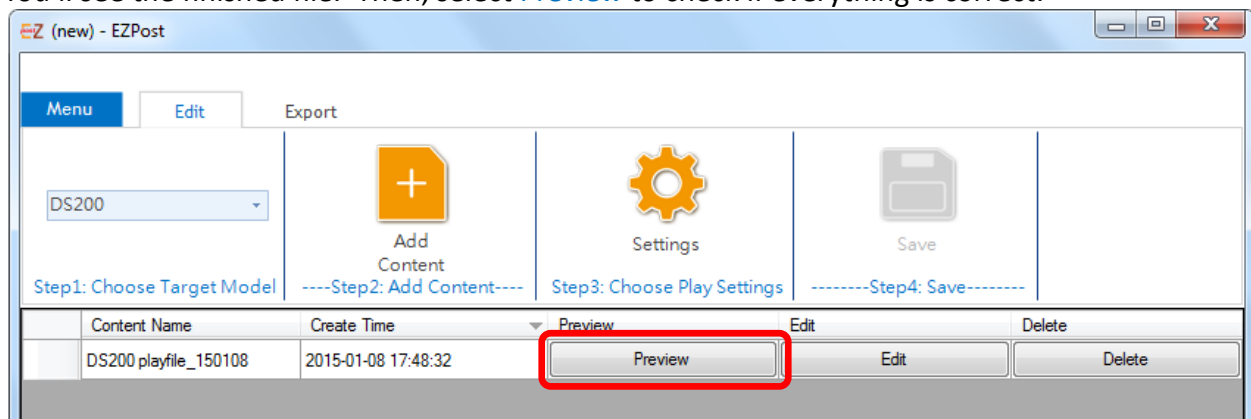
Enter the Content Name, then, click Save button.



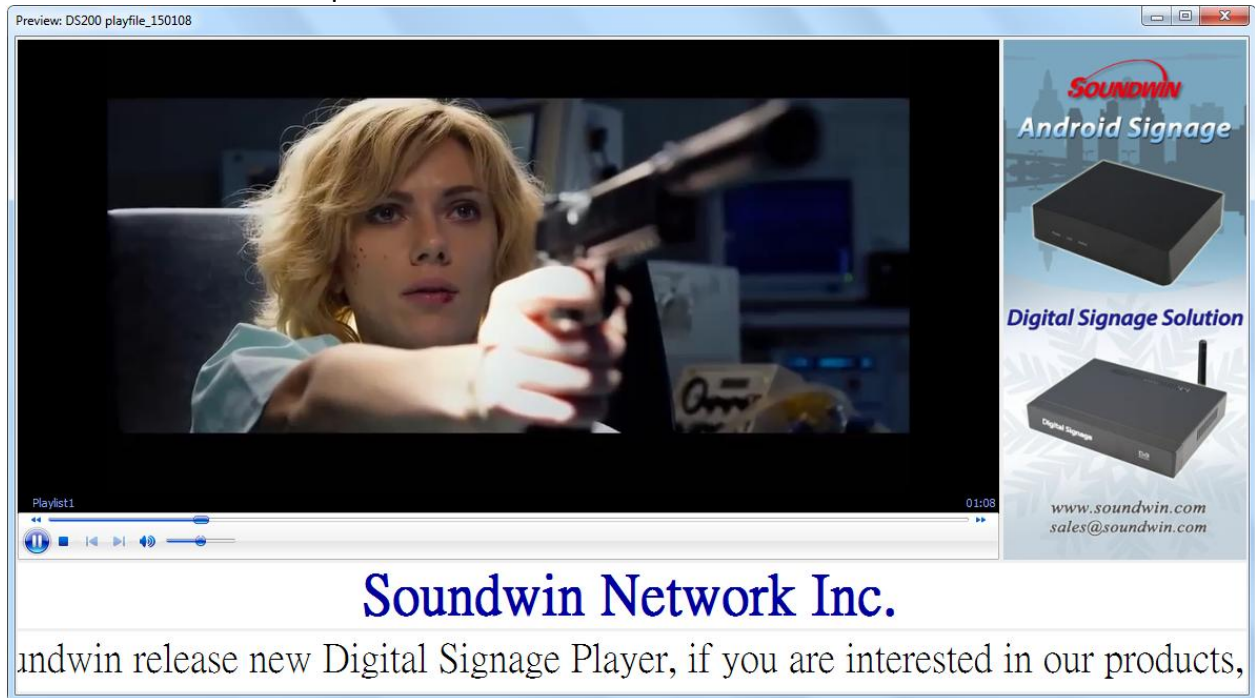
Click OK.



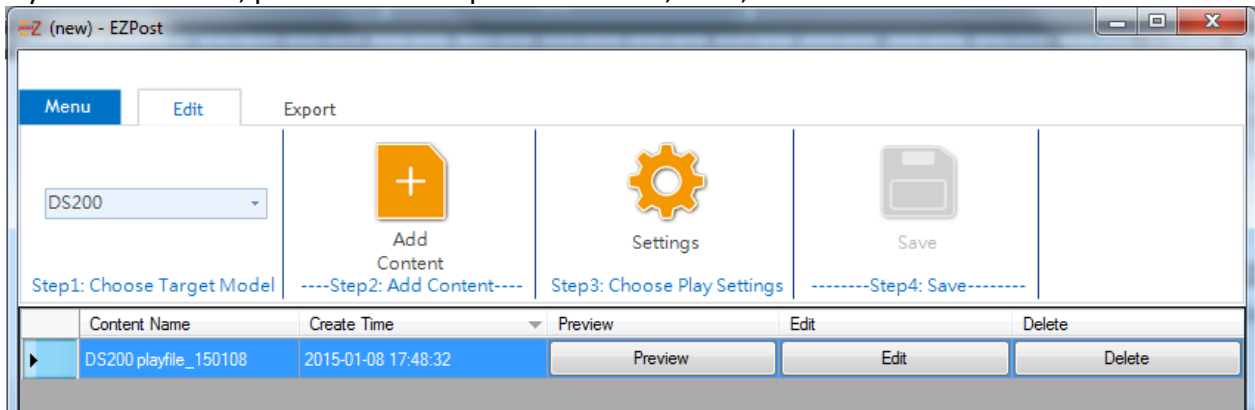
You'll see the finished file. Then, select [Preview](#) to check if everything is correct.



Here's the screen shot of preview.

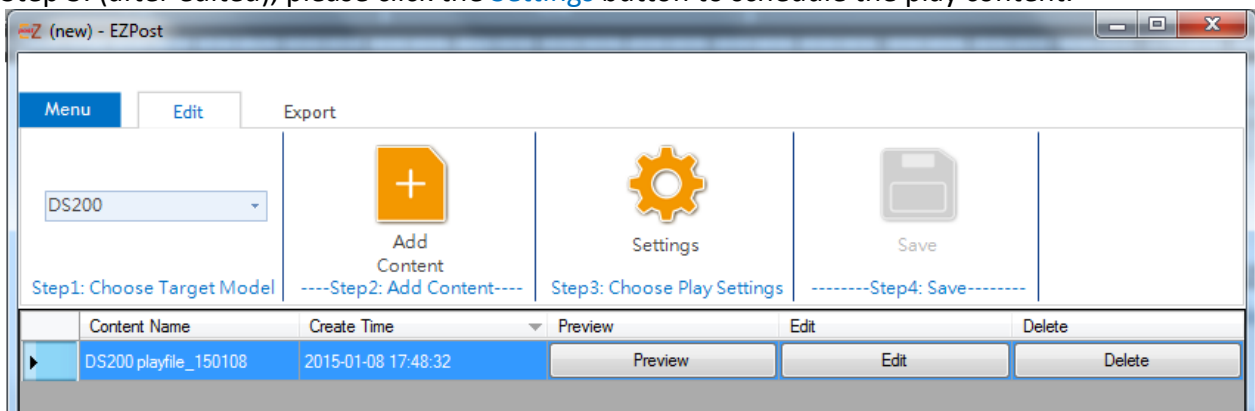


If you want to edit, please close the preview screen, then, click the Edit button.

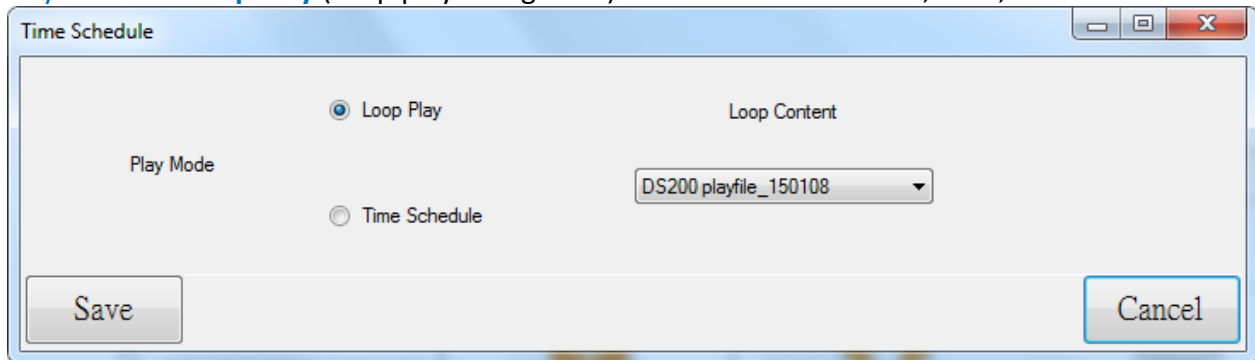


2.2.3 Step 3: Choose Play Settings

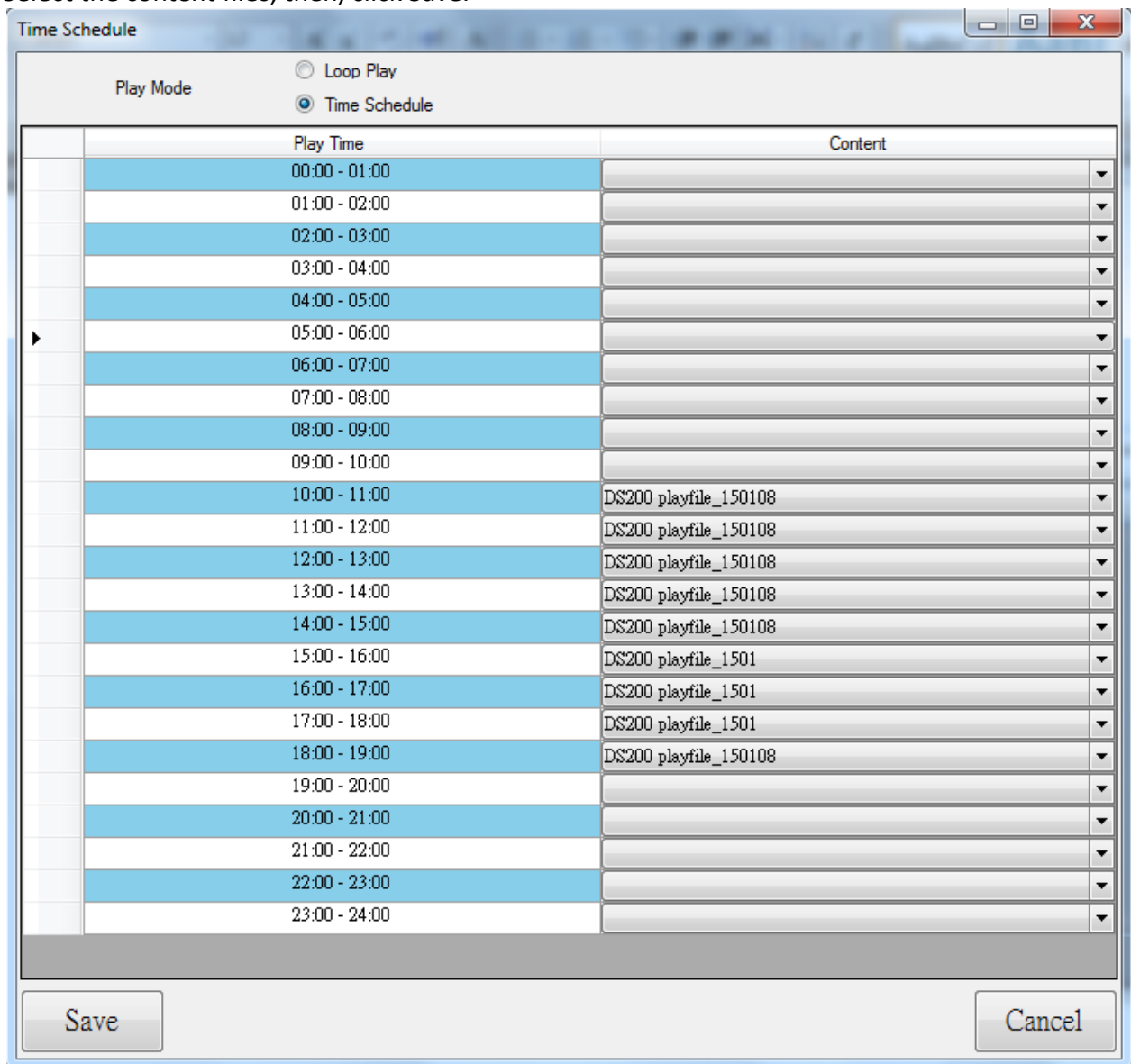
Step 3: (after edited), please click the [Settings](#) button to schedule the play content.



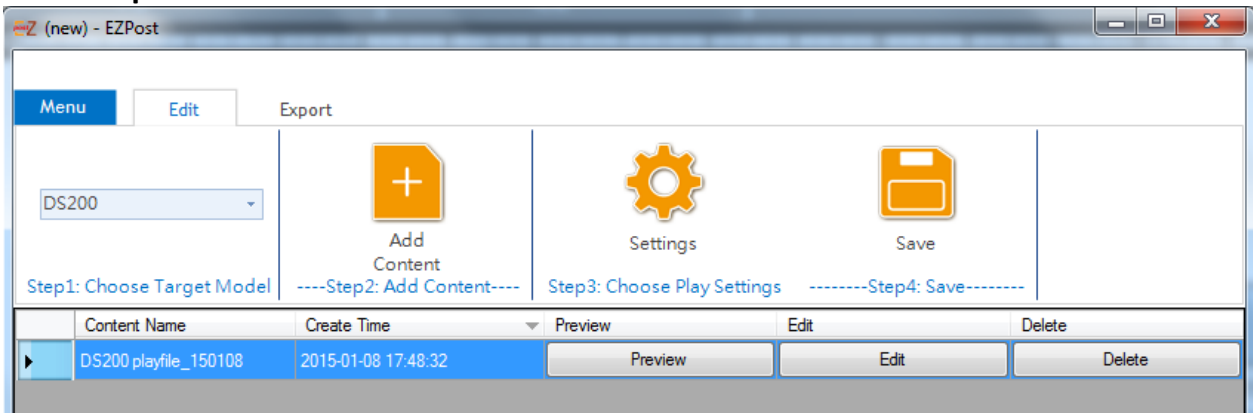
Play Mode 1: **Loop Play** (keep play a single file). Select the content file, then, click Save.



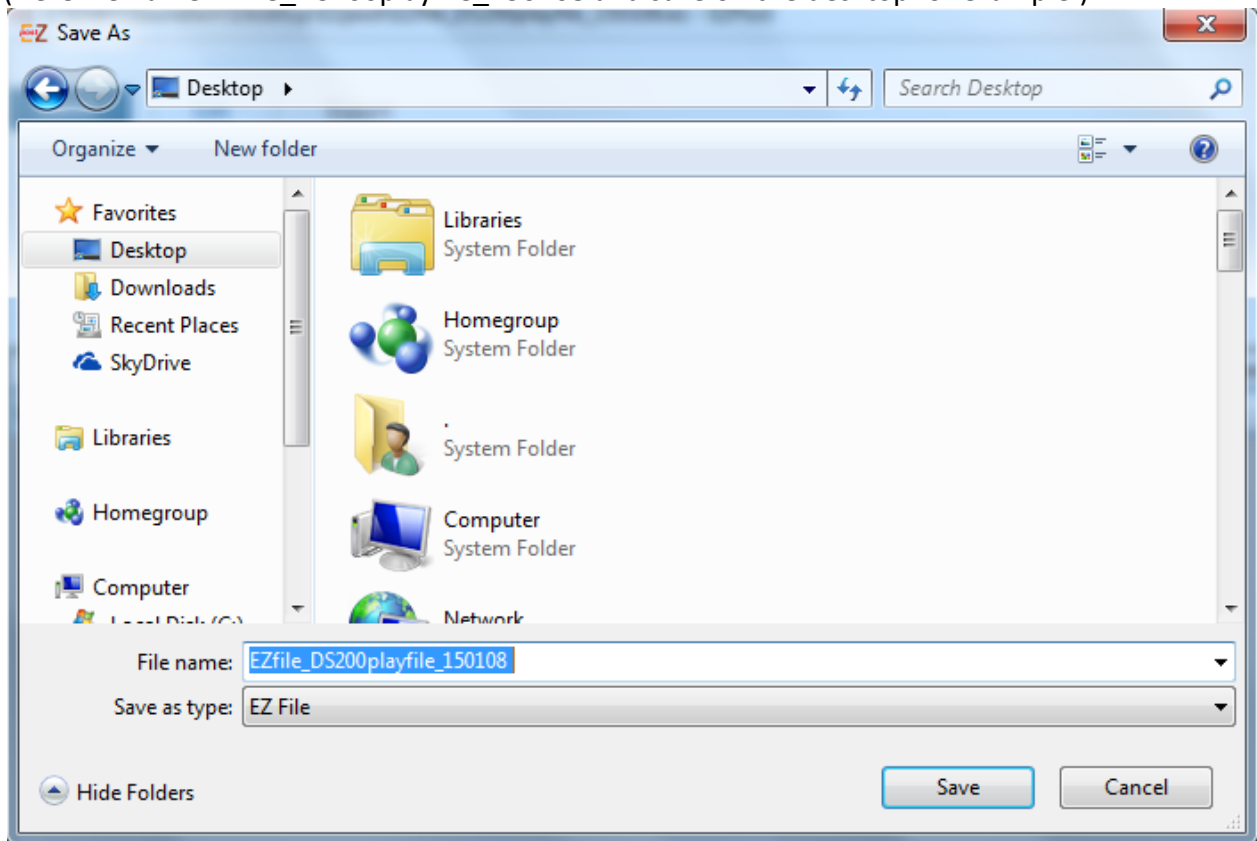
Or Play Mode 2: **Time Schedule** (per hour). Each hour can select different content file. Select the content files, then, click Save.



2.2.4 Step 4: Click Save button



Select the site to save and enter the EZ file name, then, click Save.
(Here we name EZfile_DS200playfile_150108 and save on the desktop for example.)



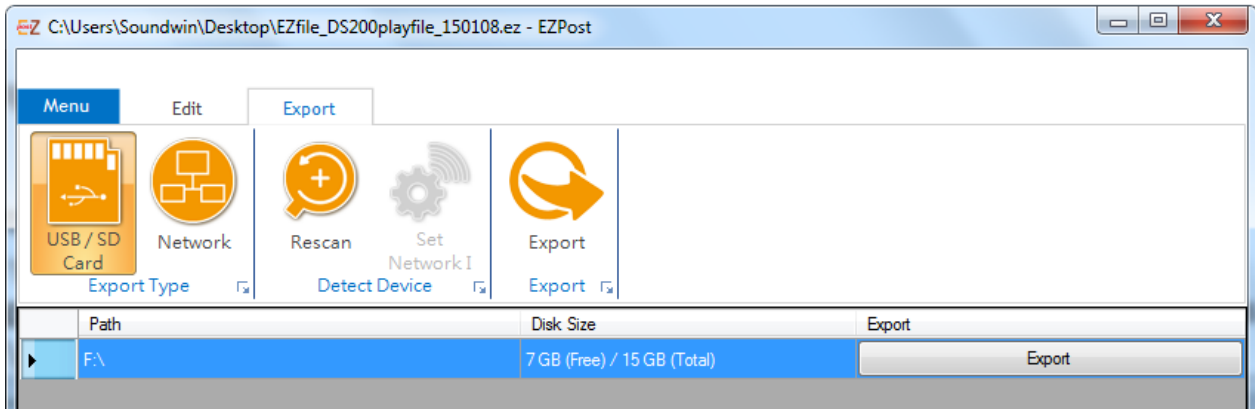
The named EZfile_DS200playfile_150108 display on desktop.



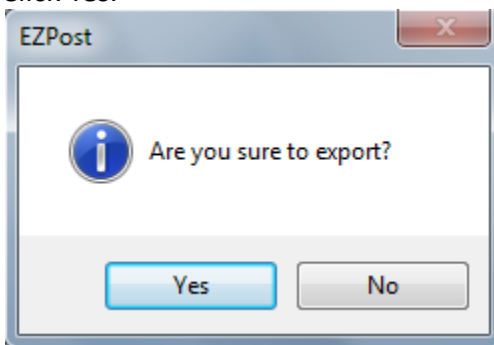
You can copy the EZfile to USB/SD card by PC directly or through EZpost.

2.4 Export

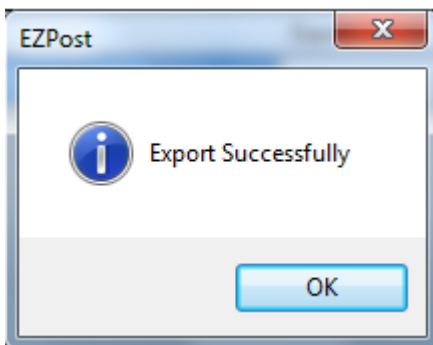
Here guide you how to export the EZfile on USB/SD card. Please click [Export](#) button on the top. EZPost program will detect the USB and SD card connect to PC automatically. (For example here F:\ is SD card). Select the Path F:\. Then, Click the Export on F:\ item.



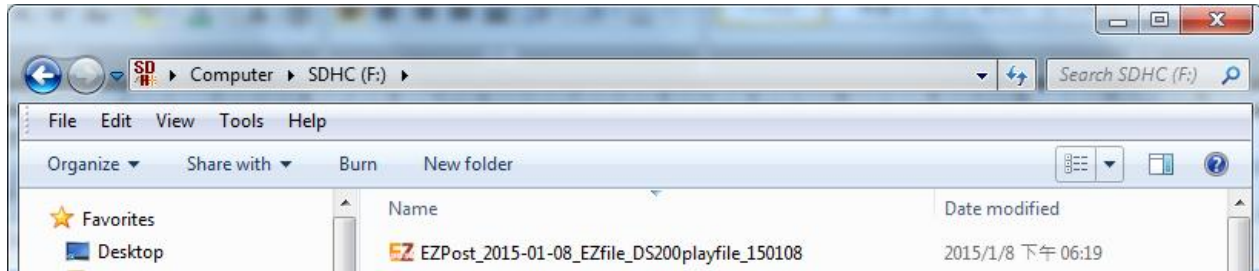
Click Yes.



Click OK.



Open F:/ SD card folder and see the EZfile.



Insert the USB/SD card to Digital Signage Player device DS200 and copy the EZfile_DS200playfile_150108 to DS200. The DS200 will play according to the play setting (Loop Play/ Time Schedule) you setup.

If there are many Digital Signage Player devices under the same network of PC, you can click [Network](#) and select the Digital Signage Player devices, then, export the EZPost content file to devices directly.

