NETPRESENTER 3.1
USER GUIDE

Table of Contents

Chapter 1, Introduction..... 6
What is Netpresenter?..... 6
Important Features 7
Typical Uses 9
Installation 9
Technical Support 10

Chapter 2, Creating Presentations..... 11
Overview of the Editor 11
Menus, Tool Bars, and Accelerators..... 13
File Menu 14
Edit Menu 16
View Menu 17
Slide Menu 18
Text Menu 19
Object Menu 20
Tool Menu 21
Window Menu 22
Help Menu 22
Presentation Tools 23
Object Tools 24
Font Tools 25
Help Tools 25
Accelerators 25
Object and Slide Properties 26
Branch Properties 27
Channel Properties 29
Color Properties 30
File Properties 33
FX (Effect) Properties 34
Image Properties 36
Master Properties 37
Media Properties 38
Object Properties 40
Pref(erence)s Properties 42
Publish Properties 43
Schedule properties 44
Slide Properties 45
Subchannel Properties 47
Text Properties 48
URL-Editor 50

Adding Objects to a Slide 51
Creating an Object 51
Selecting an Object 51
Changing Object Properties 52
Moving and Sizing Objects 52
How To 52
Creating a New Channel 53
Saving a Channel 53
Saving a Channel with a New Name 53
Previewing a Channel 53
Copying a Channel to a Shared Network Location 53
Setting the Elapse Time for a Slide 53
Adding a Slide to a Channel 54
Deleting a Slide from a Channel 54
Duplicating a Slide 54
Selecting Multiple Objects 54
Selecting a Slide 55
Moving an Object 55
Nudging an Object in the Desired Direction 55
Changing the Size of an Object 55
Changing the Depth Order of Objects 56
Copying One or More Objects to the Clipboard 56
Pasting Objects from the Clipboard to the Current Slide 56
Changing the Color of a Slide or Selected Object 57
Creating a Background Gradient for a Slide or Selected Object 57
Adding Text to a Slide or Selected Object 57
Customizing the Text of a Slide or Selected Object 58
Changing the Text Color on a Slide or Selected Object 58
Adding Symbols or Foreign-Language Characters to a Slide 58
Displaying an Image on a Slide or Object 59
Choosing a Visual Effect 59
Overlaying Text on a Slide 59
Creating an Object Effect 60
Adding Sound or Music to a Slide 60
Adding a Video to a Slide or Object 61
Rearranging the Order of the Slides in a Channel 61
Inserting a Subchannel 61
Scheduling a Slide or Subchannel 62
Previewing a Channel with the Scheduler 62
Changing the Page Setup 62
Printing One or More Slides from a Channel 63
Pulling Files from a Central Server 63
Publishing Channel Files to a Central Server 64
Branching to Another Slide or HTML Page or Word Document 65

Changing the Preferences 66
Creating a Master Slide 66
Choosing a Master for a Slide 67
Displaying Random Blocks of Text 67
Extracting blocks of text 68
Making Interactive Slides 68
Closing a Channel after Branching off to Another Destination 69
Design Tips 69

Chapter 3, Distributing Presentations 71
Creating an Information System 71
Network Issues 73

Chapter 4, Playing Presentations 75
Screen Saver 75
Desktop Player 76
Player Tool Bar 76
Actions 78
Configuring the Player 79
Selecting a Channel 80
Setting Update Options 81
Format 83
Options 84
Players 85
Establishing Your Identity 87

Appendix 88
Netpres.ini 88
Content 88
Administrator Options 88

Index 90

CHAPTER 1, INTRODUCTION

Welcome to Netpresenter.

This chapter describes:

What is Netpresenter?
Installation
Technical Support

What is Netpresenter?

Netpresenter is an automated system for distributing information on a corporate network. It consists of two basic parts: the Netpresenter Editor for creating presentations and the Netpresenter Player for displaying the presentations.

The **Editor** is used to create slide-show presentations that can include text, graphics, multicolor gradients, transitions, multimedia files, and links to addresses on the World Wide Web (WWW). The administrator of these presentations will typically place a presentation on a shared network drive so it is available to other computers on the network. Alternatively, files can be pushed (published) to or pulled by the Player using Internet/Intranet technology.

The **Netpresenter Player** automatically downloads the presentation from the network to the local hard drive and plays the slide-show.
As changes are made to the presentation, the Player will download the updated

files to the local machine. It will delete the local hard drive files that are no longer needed. There are two different players. The **Netpresenter Screen Saver** is a standard Windows screen saver module. It starts playing a presentation when the user does not interact with the system for a predetermined amount of time. The Netpresenter desktop player displays a presentation in a window that the user can move and size. It can run at the same time the user is running other applications.

Important Features

Uses Existing Equipment

Netpresenter works on any computer that uses Windows 95/98/NT 4.0/2000. This means that you do not have to buy additional hardware to create a complete system for distributing information slide-shows. You just install the player on each computer.

Does Not Require Input from the User

Once Netpresenter is correctly configured and a valid presentation file is selected, the system does not require additional attention from the user. It automatically keeps track of revisions to a presentation and downloads new files when necessary. The user does not even have to click on an icon because the presentations can appear as a screen saver.

Minimum Demands on the Network

Netpresenter is designed to minimize demands on network bandwidth. By downloading the entire presentation to the local hard drive, displaying a presentation does not require constant access to files on the server. New information is downloaded only when it is updated. The user can optimize network activity even further by adjusting how often the player checks the server for new information. Also, presentations can include background gradients that are generated within Netpresenter itself. A background is stored as a single line within the channel script and does not require the transfer and storage of potentially large bitmap files.

Dynamic Extension of Intranets / Extranets

Netpresenter combines shared network resources, FTP and web technology to track and update content automatically. It does not have a server process, so is server and network independent. All that is needed are Windows

clients. Netpresenter's low bandwidth requirements and lightweight player (250 Kb) not only make it highly scalable, but also make it a dynamic extension of intranets/ extranets while continuing to work on traditional client/server networks.

Universal Publishing

Netpresenter allows organizations to built distribution lists for their channels, independently of the means of delivery. Destinations may include any combination of HTTP, FTP, or LAN/WAN network drives. This offers a single point of definition for distributing Netpresenter channels plus associated multimedia files, but can also be used for file distribution purposes. Any file can be attached to a channel, and distributed with it.
System Administrators can set up a default distribution list that is automatically loaded when new channels are created.

Nesting and Scheduling of Presentations

Presentations can be nested, i.e. one presentation can be "included" as a subchannel in another presentation. This allows organizations to build presentations from several smaller ones. For example, an overall corporate presentation plus a separate presentation per division or business unit. By having these presentations use the same template (called "master" slide), a common look-and-feel is easily established. Both entire presentations and individual slides can be scheduled to appear at selected intervals. This can be used, for example, to air commercials on corporate television

Visual Impact

Information is presented in an eye-catching and attractive manner. It is more likely to be noticed than information that is buried in a memo, newsletter, or a paper posted on a bulletin board. Also, displaying visually attractive presentations throughout an organization's offices can help create an atmosphere of prestige and distinction.

Easy to Use

The Netpresenter editor has an easy-to-use interface for designing slides and organizing presentations. Unlike many presentation programs, the user does not have to open and close numerous dialogs in order to change a few settings. The user enters information into property sheets on the left half of the editor window and Netpresenter instantly updates the slide. Even novices can create attractive presentations within minutes.

Typical Uses

Netpresenter is suitable for many types of information and many types of organizations. For example, a corporation can use Netpresenter to distribute important information to its employees. This information will automatically appear on the employees' computers whenever the screen saver is triggered. Here are some examples of things you might find in a corporate slide-show:

- Important notices
- Employee guidelines
- Morale boosters
- Employee promotions, birthdays, retirements, etc.
- Classified advertising
- Product information
- Schedules and calendars

Installation

Use the Cd to install the Editor or one of the Players on the system. In most cases, you will only install the Editor on a single system. You will install the screen saver or desktop players on multiple units depending on the size of your license.

To install all or part of the Netpresenter system:

1. Insert the CD into the CD-Rom player.
3. Choose run from the Start menu.
2. Type "d:\netpresenter\setup.exe", and then click OK. (Replace d: by the driveletter of your CD-Rom player, if required)
4. Follow the instructions provided by the Setup wizard.

Technical Support

If you have questions about Netpresenter and you cannot find the solution in the help, you can contact us directly:

NETHERLANDS (HEADQUARTERS)
Phone: + 31(0) 46 - 437 08 86
Fax: + 31(0) 46 - 436 01 88

USA
Phone: +1 (917) 210 - 8050
Fax: +1 (917) 210 - 8051

GERMANY
Phone: +49 (0) 241 - 401 7341
Fax: +49 (0) 241 - 401 7342

support@netpresenter.com
www.netpresenter.com

What we need to know

When you call or write, please have your serial number ready. If possible, it is sometimes helpful if you have Netpresenter running. Also, you should be able to answer the following questions:

- What computer are you using?
- What version of Netpresenter are you using? This information is available in the About dialog of the editor or player configuration dialog.
- How much memory does your computer have?
- What operating systems are you running (i.e. Windows 95/98/ NT 4.0/2000)?
- Are you running any other programs while using Netpresenter?
- What video display device your computer has?
- What display resolution and number of colors are you using?
- What network operating system are you using?
- Can you duplicate the problem? If so, please state all steps required reproducing the problem.

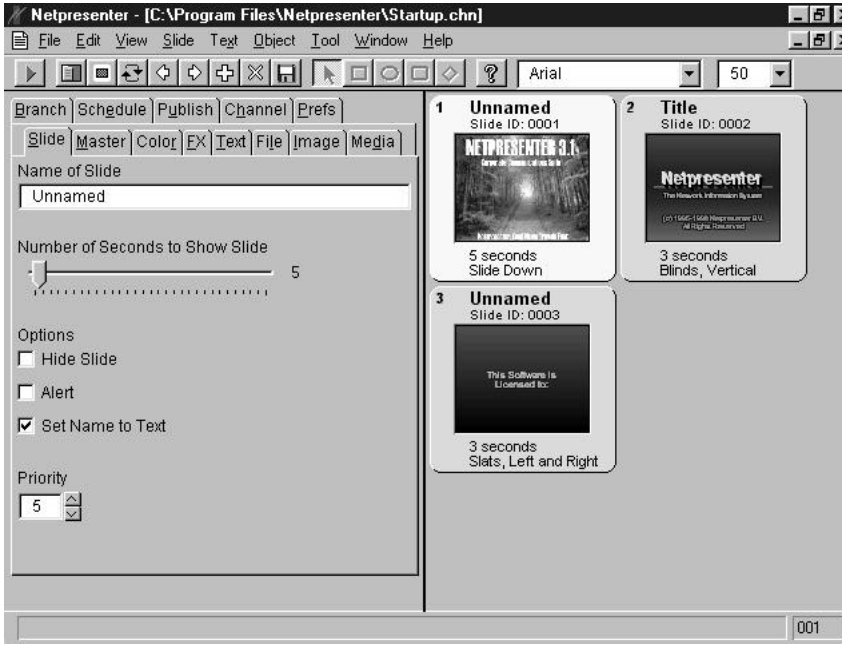
CHAPTER 2, CREATING PRESENTATIONS

The Netpresenter Editor enables you to create presentations (or information channels) for use on your computer network. This chapter describes:

Overview of the Editor
Menus, Tool Bars, and Accelerators
Object and Slide Properties
Adding Objects to a Slide
How To
Design Tips

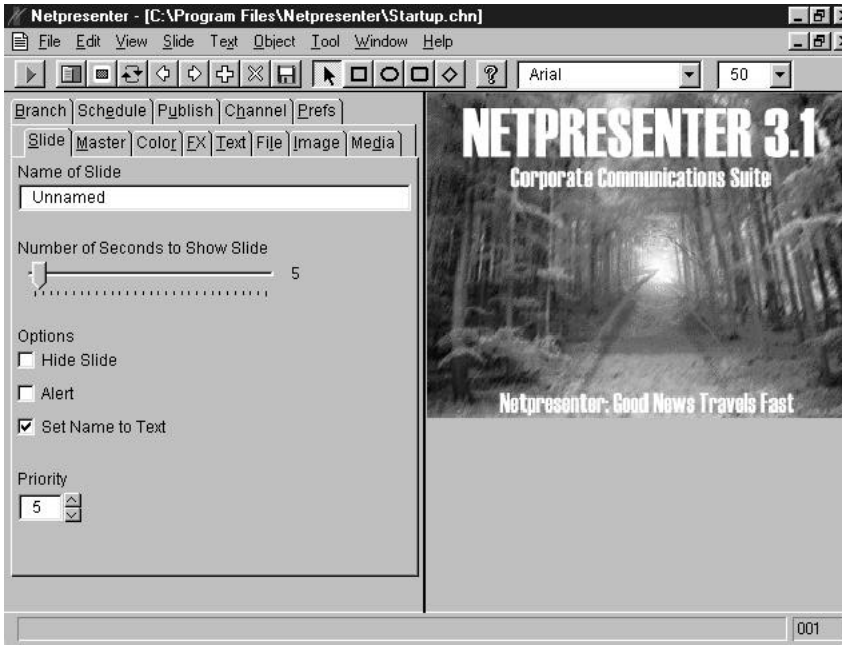
Overview of the Editor

A Netpresenter channel consists of one or more slides. The slides can contain text, graphics, and multicolor gradients. You can control how long the slide is displayed, choose a visual effect to display the slide, and choose a sound or a media file that is played when the slide appears during the presentation.



The Editor consists of two views: Slide Editor and Organizer. In Slide Editor view, the Editor displays the slide and updates its appearance as you change its attributes. In the Organizer view, you can rearrange the order of the slides and choose the current slide.

The picture of the Editor shows a presentation with three slides. The first slide is highlighted in yellow and is the current slide. To choose another slide for editing, click the border of the slide and it will turn yellow. If you want to change the order of the slides, pick up a slide and move it to another position. Netpresenter will instantly update the order of the slides.



This is a picture of the Slide Editor view of the Editor. In this view, you can edit a slide. When you make a change to one of the slide properties, the Editor instantly updates the representation of the slide. You can also use the drawing tools to draw objects on the slide. Although you can edit the properties of a slide in the Organizer view, it is best to use the Slide Editor view so you can see the results of your changes as you make them. Most of the rest of this section of the help assumes you are working in this view of the Editor.

Menus, Tool Bars, and Accelerators

Menus
File Menu
Edit Menu
View Menu
Slide Menu
Text Menu
Object Menu
Tool Menu
Window Menu
Help Menu

Tool Bars
Presentation Tools
Object Tools
Font Tools
Help Tools

Accelerators
Accelerators

File Menu

New
Creates a new window and channel document.

Open...
Opens an existing channel file. If the active window is not yet associated with a document, the Editor will use the window for the channel. Otherwise, the Editor will create a new window for the channel. This window will appear in the design area on the right.

Close
Closes the active channel.

Save
Saves the active channel.

Save As...
Saves the active channel using the name that you choose in the standard Save As dialog.

Save All
Saves changes to any of the channel files that are currently open.

Preview...
Previews all slides from the current channel. The presentation will appear in a full-screen window just as it will appear on remote computers on the network.

Preview with Scheduler...
Previews all slides from the current channel, EXCEPT those slides that have been scheduled to be displayed at other days/times only.

Copy...
Copies the active channel and/or subchannels and any associated files to the destination selected in the standard Save As dialog. This is useful for moving an entire presentation to a network server so that it is available to other computers on the network. (It's better to use the Publish function, see Chapter 2, Object and Slide Properties .)

Player Options...
Opens the Netpresenter Properties dialog for the Player. The settings only apply to YOUR computer. They do not apply to other computers in the network.

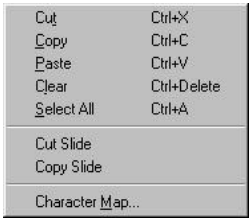
Page Setup...
Opens the Page Setup dialog. The settings will be used when you print one or more slides from your channel.

Print...
Opens the standard Print dialog. This lets you choose a printer, which slides to print (all or some), and what number of copies to print.

Recent Channels
Opens a submenu that lists the most recent channels that you opened.

Exit
Exits the Editor. The program will ask you whether you want to save changes to any of the open channels.

Edit Menu



Cut
Cuts the selected object or text and copies it to the clipboard.

Copy
Copies the selected object or text to the clipboard.

Paste
Pastes the contents of the clipboard to the current channel. If the clipboard contains an object or text, the Editor will paste the object or text onto the current slide. If the clipboard contains a slide, the Editor will insert the slide after the selected slide in the channel.

Clear
Deletes the selected object without copying it to the clipboard.

Select All
Selects all the objects on the current slide.

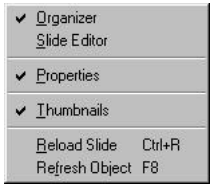
Cut Slide
Copies the current slide to the clipboard and removes it from the channel after asking for confirmation. The Editor will not permit you to remove a slide if it is the only slide in the channel.

Copy Slide
Copies the current slide to the clipboard. This is useful for copying slides from one channel to another. Use the Paste option to paste the slide into other channels.

Character Map...

Opens the Windows Character Map application for creating text strings using any character in a font. The string is copied to the clipboard and you can use the Editor's Paste option to insert the text into the field for entering slide or object text. This is useful for entering foreign-language characters or symbols that are difficult to enter from the keyboard. (select the active font for inserting symbols)

View Menu



Organizer

Selects the Organizer view of the channel. This view allows you to choose the current slide and arrange the order of the slides within the channel.

Slide Editor

Selects the Slide Editor view of the channel. This view allows you to edit the current slide.

Properties

Toggles the visibility of the property sheets. These sheets are used for changing the attributes of slides and objects. You can hide the property sheets if you want more area to edit a slide.

Thumbnails

Displays a thumbnail (i.e. a small copy of the actual slide) for each slide in the presentation. This allows you to choose the current slide and to arrange the order of the slides within the channel. This option only works if the Editor is already in Organizer view, not in Slide Editor view.

Reload Slide

Select this option if you want to reload the whole slide and reload the pictures of that slide. This is useful when the pictures are located on ftp or http sites.

Refresh Object
Select this option if you only want to refresh the object that contains a picture or multimedia file on ftp or http sites.

Slide Menu

Next
Goes to the next slide in the channel.

Previous
Goes to the previous slide in the channel.

First
Goes to the first slide in the channel.

Last
Goes to the last slide in the channel.

Add Slide
Adds a new slide to the channel.

Add Master
Adds a master slide to the channel. You can edit this master slide like any other slide (except that it cannot have a master itself). Once you are satisfied with the master, you can attach it to other slides. These slides will then display the master's objects, images, text etc. at the background.

This feature is useful if you want all or some of your slides to look similar without having to edit each of these slides separately. A channel can have as many master slides as you like. But master slides are not displayed while playing a presentation in the Editor, NetPlay or the Screensaver.

Add Subchannel

Displays the Channel property sheet, allowing you to insert a link to another channel. This subchannel will be played as if it were part of the current channel. This enables you to break up presentations into smaller modules. For example, you can have a general-purpose corporate presentation, with subchannels for each of the departments or business units.The contents of the subchannel will be read in at runtime.

Delete Slide

Deletes the current slide from the channel. The Editor will not permit you to delete a slide if it is the only slide in the channel.

Text Menu

Bold, Italics, Underline

Toggles the style attributes of the text that is rendered on an object or on the slide background. You can choose any combination of text attributes.

Left Justify, Center, Right Justify

Sets the horizontal justification of the text that is rendered on an object or on the slide background.

Top, Center, Bottom

Sets the vertical justification of the text that is rendered on an object or on the slide background.

Object Menu

Bring to Front
Moves the selected object to the top of the object order. If you choose this option, the selected object will appear on top of all other objects.

Send to Back
Moves the selected object to the bottom of the object order. If you choose this option, the selected object will appear beneath all other objects.

Bring Closer
Moves the selected object closer to the top of the object order.

Send Farther
Moves the selected object closer to the bottom of the object order.

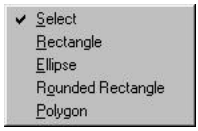
Align Left, Align Right, Align Top, Align Bottom
Aligns the selected objects. Use these options to position objects with precision, without having to nudge them in the desired direction yourself. (See also Nudging an Object in the Desired Direction.)

Show Grid
Displays a grid (i.e. combination of horizontal and vertical rules) that allows you to position the selected objects with precision. Alternatively, you can make the objects "snap to" the grid automatically.

Snap to Grid
Positions the selected objects on the nearest intersection in the grid. This allows you to position the selected objects with precision, without having to nudge

objects in the required direction yourself. (See also Nudging an Object in the Desired Direction.)

Tool Menu



Select
Chooses the Selection tool. Use this tool to select, move, and size objects.

Rectangle
Chooses the Rectangle tool. Use this tool to create new rectangles.

Ellipse
Chooses the Ellipse tool. Use this tool to create new ellipses.

Rounded Rectangle
Chooses the Rounded Rectangle tool. Use this tool to create new rounded rectangles.

Polygon
Chooses the Polygon tool. Use this tool to create new polygons. To create a polygon, move the mouse to the first point in the polygon and press the left mouse button. Hold down the mouse button and move the mouse to the second point in the polygon and release the button. Continue to add sides to the polygon by moving the mouse to new points and clicking the left mouse button. To close the polygon move the mouse to the location of the first point in the polygon and press the left mouse button.

Window Menu

Cascade
Positions the channel windows into a cascade format of overlapped windows.

Tile Horizontal
Sizes and positions the channel windows in the design area. The windows are tiled so that they are wide rather than tall.

Tile Vertical
Sizes and positions the channel windows in the design area. The windows are tiled so that they are tall rather than wide.

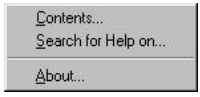
Arrange
Rearranges the positions of minimized windows.

Close All
Closes all channels.

Restore All
Restores all channel windows to their previous size and location.

Minimize All
Minimizes all channel windows.

Help Menu



Contents...
Displays the Contents tab of Netpresenter's Editor help file.

Search for Help on...
Opens the Index tab of Netpresenter's help system, allowing you to search for a term.

About...
Displays the About dialog that includes copyright information about the program and the version and the build from the program.

Presentation Tools

Previews the presentation. The presentation will appear as it does when played by the Netpresenter screen saver.

Toggles the property sheets on and off. These sheets are used to set the appearance and behavior of individual slides and objects.

Toggles between the Slide Editor and Organizer views.

Reloads the current selected slide.

Moves to the previous slide. If the current slide is the first slide in the channel, move to the last slide in the channel.

Moves to the next slide. If the current slide is the last slide in the channel, move to the first slide in the channel.

Adds a new slide to the channel.

Deletes the current slide from the channel. Netpresenter will not allow you to delete the slide if it is the only slide in the channel.

Saves the channel to disk.

Object Tools

Selection Tool. Use this tool to select, move, and size objects.

Rectangle Tool. Use this tool to create rectangles on the slide.

Ellipse Tool. Use this tool to create ellipses on the slide.

Rounded Rectangle Tool. Use this tool to create rounded rectangles on the slide.

Polygon Tool. Use this tool to create polygons on the slide.

Font Tools

Dropdown list for selecting the typeface of the slide or selected object.

Dropdown list for selecting the size of the font that Netpresenter uses to render text on a slide or object.

Help Tools

Displays the Contents tab of the Netpresenter Editor help file.

Accelerators

Accelerators are (combinations of) keys that you can use to perform certain functions.

Accelerator	Description
CTRL+C	Copy to clipboard
CTRL+N	Create a new channel
CTRL+O	Open a channel
CTRL+R	Refresh
CTRL+S	Save a channel
CTRL+V	Paste from clipboard
CTRL+X	Cut to clipboard
CTRL+Delete	Delete
DELETE	Clear selected items
F1	Display Help
F2	Toggle properties on and off
F3	Open file
F4	Show Organizer View
F5	Show Slide Editor view

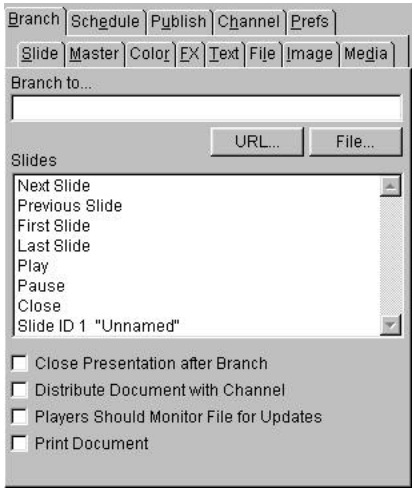
Accelerator	Description
PAGE UP / DOWN	Go to the previous / next page
HOME / END	Go to the first / last page
F6	Activate next window
SHIFT + F6	Activate previous window
F7	Select next object
SHIFT + F7	Select previous object
F8	Refresh the display
UP / DOWN	Nudge selected objects up / down one unit
LEFT / RIGHT	Nudge selected objects left / right one unit

Object and Slide Properties

The appearance and attributes of slides and objects are controlled by property sheets. You can toggle the property sheets on and off by clicking on the Property button (second button from the left on the tool bar).

Properties
Branch Properties
Channel Properties
Color Properties
File Properties
FX (effect) Properties
Image Properties
Master Properties
Media Properties
Pref(erence)s Properties
Publish Properties
Schedule Properties
Slide Properties
Subchannel Properties
Text Properties
URL - Editor

Branch Properties



Branching enables you to make different "routes" through presentations. You can either branch to a slide in the same presentation, or to a subchannel. Another possibility is to branch off to an HTML file somewhere on the Internet/ Intranet. This will launch the default web browser.

It's also possible to branch to an external file like a word document. This means that when the user clicks the object with the branch, Microsoft Word is opened automatically.

Branch to...
When you want that the user can click a button to access an Internet page, you must first make an object. After this select the branch tab and select the destination of the branch. Type a path/filename (i.e. http://www.netpresenter.com), or click the File… button to display the File Open dialog when the branch is pointing to a file on the local drive or at the network/intranet. If the file is located on an FTP or HTTP site, type the site's address plus the full path/filename. Or click the URL… button to display the URL-Editor.

It's also possible to branch to email like (mailto:info@netpresenter.com) or branch to a text file or start an executable program.

Slides

This lists the slides or actions to which you can branch:

- Next Slide, select this to branch to the next slide.
- Previous Slide, Select this to branch to the previous slide.
- First Slide, select this to branch to the first slide.
- Last Slide, select this to branch to the last slide.
- Play, select this if you want to resume the presentation. (If it was paused.)
- Pause, select this if you want to pause the presentation.
- Close, select this if you want to minimize the player or close the screen saver after this branch.

It's also possible to branch to a random slide in the channel or to a subchannel.

Close Presentation after Branch

When opening an HTML page in a browser (or performing some other action outside the current channel), you may want to minimize the player. This is where you make that choice.

Distribute Document with Channel

Select this if you branch to a text file and want to publish this text file to all client computers

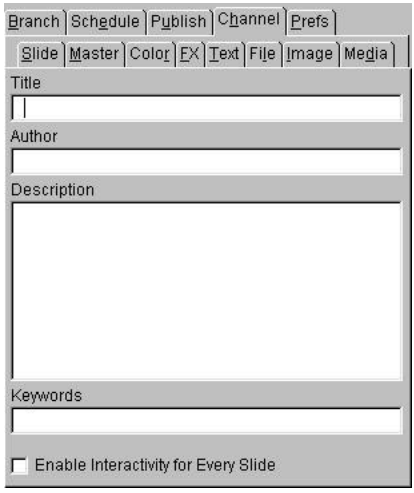
Monitor For Updates

Select this if the players must monitor a file for updates. By default Netpresenter monitors the script to notify changes. Using this option a second file can be monitored to detect an update.

Print Document

The document is printed rather than opened.

Channel Properties



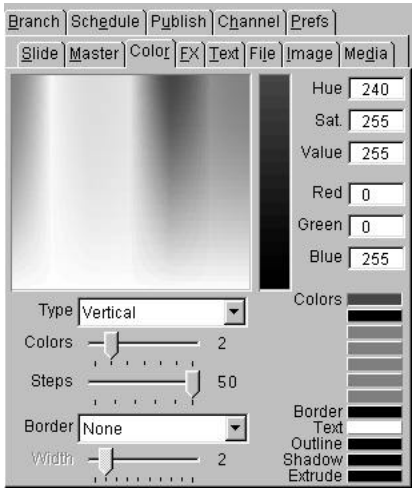
Author, Title, Description, Keywords

This is where you can describe the contents/purpose of the channel. This will help you (or others) manage the channel in the future, especially if your organization creates many different channels, or has many different people/departments creating (sub)channels.

Enable Interactivity for Every Slide

The individual slides in a channel can have interactive elements such as buttons that your readers can click on. This is where you decide whether your channel allows interaction for every slide despite the fact there is no clickable object there.

Color Properties



Use this property sheet to modify the colors of a slide or selected object. You can also use it to create a background gradient for the slide. As you modify the color, the current color is updated in the Color Pot. If the Slide Editor view is currently selected, the appearance of the slide will also be updated.

Color Pots

Use the row of buttons that are located at the lower right-hand corner of the sheet to choose the current color pot. The first seven pots are used to render the slide or object. The 8the color pot controls the color of the border. The last four color pots control the text color and optional outline, shadow and extrusion colors. Outline, shadow and extrusion can be selected in the text properties.

Hue, Saturation and Value

You can change a color by clicking down the mouse and dragging it within the Hue-Saturation rectangle. Move the mouse left and right to adjust the hue and move it up and down to change the saturation of the color. You can change the value (brightness) of a color by clicking within the Value rectangle and moving the mouse up and down. You can also enter new values for a color in the fields labeled Hue, Sat., Value, Red, Green and Blue.

Type
A slide or object does not have to be a solid color. By changing the color type, you can quickly create multicolor gradients.

- Solid
  The entire slide or object is rendered with a single solid color.

- Vertical
  A multicolor gradient that starts at the top of the object and changes colors as it reaches the bottom of the object.

- Horizontal
  A multicolor gradient that starts at the left side of the object and changes colors as it reaches the right side of the object.

- Box
  A multicolor gradient consisting of progressively larger rectangles.

- Concentric
  A multicolor gradient consisting of progressively larger ellipses.

- Diagonal Right
  A multicolor gradient that starts at the top left of the object and changes colors as it reaches the bottom right of the object.

- Diagonal Left
  A multicolor gradient that starts at the top right of the object and changes colors as it reaches the bottom left of the object.

- Radial
  A multicolor gradient that spins the colors around the center of the object and returns to the original color.

- Transparent
  The object is not drawn at all. This is useful for creating transparent objects with text that you can overlay over the slide background or other objects.

- Test Pattern
  A video test pattern that is probably not that useful but might be fun for some presentations.

- Shaded
  The selected color is half-toned so the area beneath the object shows through the object. This is particularly effective for creating an area to render text when there is not enough contrast between the background and the text.

Colors
This value controls the number of base colors used to render an object. A value of one is a solid color. A value of two creates a gradient that begins with the color in the first pot and ends with the color in the second pot. Netpresenter creates intermediate colors between these two colors. As you increase the number of colors, you will need to adjust the colors in the corresponding color pots. This because they have a default color of gray.

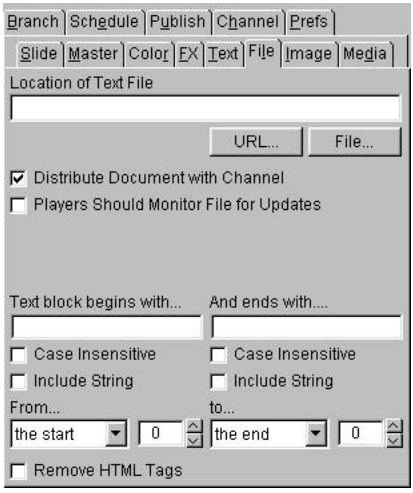
Steps
This value controls the coarseness of a gradient. For example, a two-color gradient will consist of the colors contained in the first two color pots plus enough intermediate colors to equal the number of steps. The greater the number of steps, the smoother the gradient will appear.

Border
With this option it is possible to create a 3d look for a click button.

- None
  No border is drawn.
- Solid
  A border in a solid color is drawn. (The default color is black.)
- Bevel Out
  With this option it is possible to create a 3d look of button, it looks as if this button is on top of the slide.
- Bevel In
  With this option it is possible to create a 3d look of button, it looks as if this button is on behind the slide.

Width
Use the width slide bar to select the desired border width.

File Properties



Location of Text File
The text on a slide or object can be pulled in (from a file) dynamically at run-time. Type a path/filename, or click the File… button to display the File Open dialog for choosing a text file. Choose this if the text file is located on the local drive or at the network/intranet. If the file is located on an FTP or HTTP site, type the site's address plus the full path/filename. Or click the URL… button to display the URL-Editor.

Distribute Document with Channel
This will control whether files are published with a channel.

Players should monitor file for updates.
Check this box if you want the Player or Screensaver to monitor whether the text file on the server is newer than the one last downloaded.

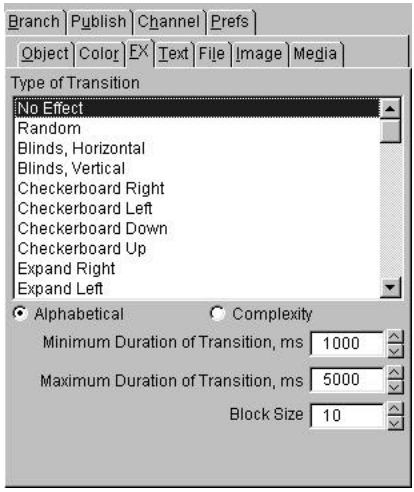
Text block begins with… / And ends with …
Netpresenter can extract a block of text out of the text file. The block of text is marked by a 'Begin' and 'End' string. When you check the "Case Insensitive"

option, Netpresenter makes no distinction between a string like “aaa” or “Aaa”. If you want to include the string, check the “Include String” box.

From ... to ...
The extracted block of text can be further extracted by using this option. Default Netpresenter extracts the block of text from the beginning to the end.
It’s also possible to select characters, words or lines.

Remove HTML tags
Check this option if you are using a html file and want to get rid of those superfluous and confusing html tags.

FX (Effect) Properties



Type of Transition (Alphabetical, Complexity)
You can choose a visual effect that Netpresenter uses to display a slide or object. The choice of effects includes wipes, reveals, and flows. If the effect is None, Netpresenter displays the slide or object, without a visual effect. If the effect is Random, Netpresenter randomly chooses an effect from the list before displaying the slide or object.

To help you choose an effect, the list of transitions can be sorted in alphabetical order, or in order of complexity. (Complex effects create heavier CPU load.)

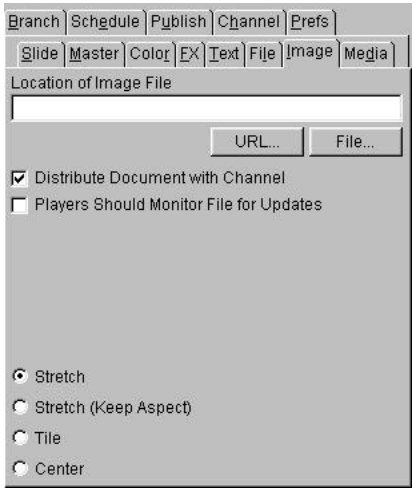
Minimum Duration of Transition, Maximum Duration of Transition

You can set the minimum and maximum length of time Netpresenter uses to render a transition. The purpose of using a range of time is to allow for speed differences in computers on a network. Because the transition will not go faster than the minimum duration, faster machines will not create blindingly fast effects that you cannot see. Slower machines might take longer than the minimum duration but will do the best they can unless Netpresenter calculates that the visual effect will take longer than the maximum duration. In this case, the screen saver will not use a visual effect at all rather than try to display an effect that looks too slow on a particular computer. Think of the minimum duration as the preferred speed of the transition and think of the maximum duration as a limit to how slow a visual effect can appear. These values are in milliseconds: a one second transition equals 1000 milliseconds.

Block Size

Many visual effects move around blocks of the slide in chunks. You can adjust the size of these chunks by changing the block size. For example, you can use this value to change the size of the square used by the checkerboard transition. Block size is related to the grid setting on the Pref(erence)s Properties.

Image Properties



Location of Image File
The text on a slide or object can be pulled in (from a file) dynamically at run-time. Type a path/filename, or click the File… button to display the File Open dialog for choosing a image file. Choose this if the image file is located on the local drive or at the network/intranet. If the file is located on an FTP or HTTP site, type the site's address plus the full path/filename. Or click the URL… button to display the URL-Editor.

Distribute Document with Channel
This will control whether the images are published with a channel.

Players should monitor file for updates.
Check this box if you want the Player or Screensaver to monitor whether the image file on the server is newer than the one last downloaded.

Stretch, Stretch (Keep Aspect), Tile, Center
You can also choose how the image is positioned on the slide or object:

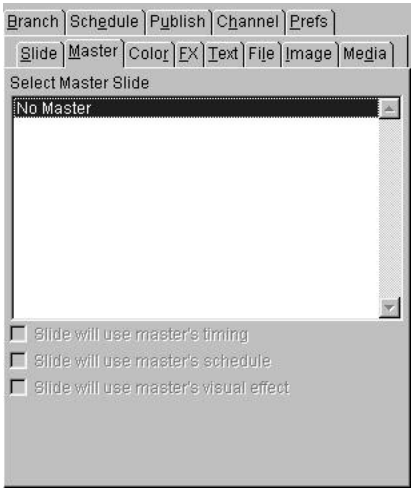
- Stretch
  Stretch the image to fill the entire slide.

- Stretch (Keep Aspect)
  Stretch the image to fill as much of the slide as possible and still maintain the aspect ratio of the image.

- Tile
  Netpresenter replicates the image across the entire slide. This is particularly useful with small seamless tiles and allows you create nice looking backgrounds with a minimum of network bandwidth and storage space.

- Center
  Centers the image in the middle of the slide. Netpresenter does not scale the size of the image at all.

Master Properties



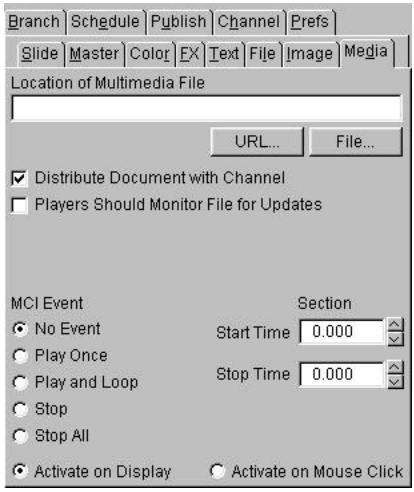
Select Master Slide
Each slide in a presentation can be based on a master. The color, objects, text and transitions of the master will be used as the background of the slides based on it. This is where you indicate which master the selected slide must be based on.

Slide will use master's timing
The slide which is referring to the master slide uses now the master's timing rather then its own timing.

Slide will use master's schedule
The slide which is referring to the master slide uses now the master's schedule rather then its own schedule.

Slide will use master's visual effect
If this box is checked, the slide will be displayed with the master's visual effect rather than its own.

Media Properties



Netpresenter can play multimedia files using Windows' Media Control Interface (MCI). This allows you to play wave files, MIDI music files, MPEG video streams, AVI digital video files, and animations.

Location of Multimedia File
The multimedia file on an object can be pulled in (from a file) dynamically at runtime. Type a path/filename, or click the File… button to display the File Open dialog for choosing a multimedia file. Choose this if the image file is

located on the local drive or at the network/intranet. If the file is located on an FTP or HTTP site, type the site's address plus the full path/filename. Or click the URL... button to display the URL-Editor

Distribute Document with Channel
This will control whether the multimedia files are published with a channel.

Players should monitor file for updates.
Check this box if you want the Player or Screensaver to monitor whether the multimedia file on the server is newer than the one last downloaded.

MCI Event

- No Event
  When the slide or object appears, there is no change to the status of sound or video. If the Player is playing a multimedia file, it continues to play it if this event is selected.

- Play Once
  Plays a multimedia file just once when the slide or object appears.

- Play and Loop
  Starts the multimedia file when the slide or object appears and continues to play it until it is stopped or replaced.

- Stop
  Stops playing the designated multimedia file when the slide or object appears.

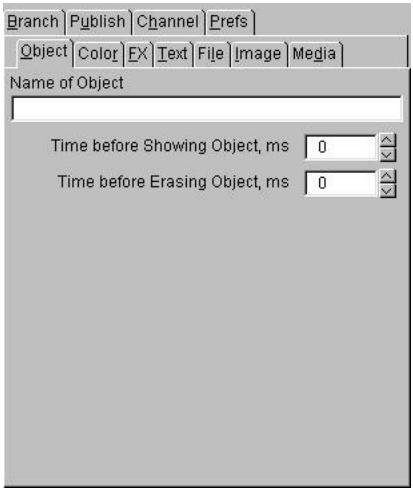
- Stop All
  Stops all multimedia that is currently playing.

Start Time, Stop Time
For MCI events you can indicate when you want the event to start and stop, thereby controlling the duration of the event (in seconds).

Activate on Display, Activate on Mouse Click
Actions, such as branching, playing a multimedia file, or opening an HTML file in a browser, are triggered when the selected object appears on the screen, or

when the reader clicks on it with the mouse. This is where you make your choice.

Object Properties



NOTE This property sheet only appears if you have selected or created an object.

Name of Object

Use this field to name the object. It is not necessary to name an object and in the current version of Netpresenter, the object name is not used for any purpose.

Time before Showing Object, ms

Use this setting to control the number of milliseconds that elapse between the appearance of the slide and the appearance of the object. If the value is zero, the object appears when the slide appears. If the value is greater than zero, the Player renders the object separately using the visual effect that you can choose in the Effect (FX) property sheet.

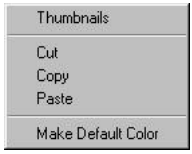
You can use this setting to create more interesting presentations. A common design technique is to render the slide background first and then overlay the text a moment later. To do this, create an object, enter some text, and set the color

type to transparent. The text of the object will overlay the slide background. Set the delay to 500 ms (one half of a second) and choose a visual transition. When you preview the slide, the background will appear and a half second later, the Player will render the text on the slide.

Time before Erasing Object, ms

Use this setting to control the number of milliseconds that elapse between the appearance of the slide and the disappearance of the object. If the object is zero, the object never disappears.

When you right click on an object the following menu pops up.



Thumbnails

Displays a thumbnail for each slide in the presentation.This allows you to choose the current slide and to arrange the order of the slides within the channel.

Cut

Cuts the selected object or text to the clipboard.

Copy

Copies the selected object or text to the clipboard.

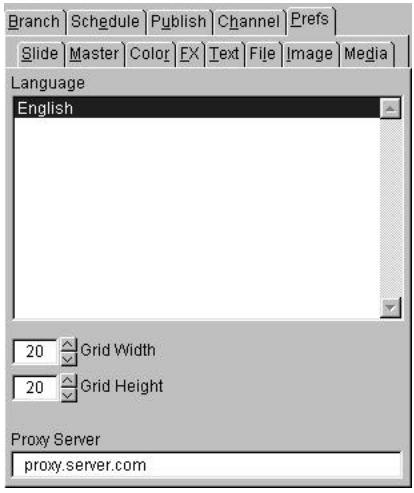
Paste

Pastes the contents of the clipboard to the current channel. If the clipboard contains an object or text, the Editor will paste the object or text onto the current slide.

Make Default Color

This takes the current color, color type and border type from the selected or created object. With this option it is possible to create multiple object with the same color, color style and border style.

Pref(erence)s Properties



Language

Here you choose the language in which you want to run the Editor. (For the time being, this is English only.)

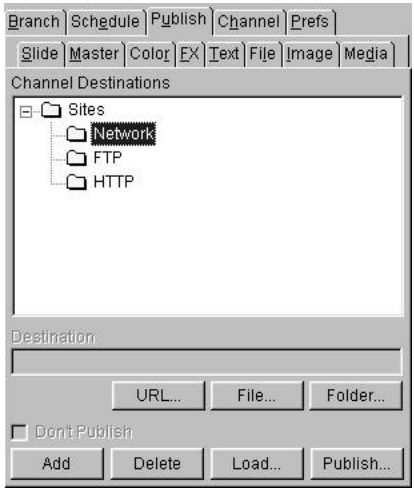
Grid Width, Grid Height

By default, the objects that you insert are placed on a 20 by 20 pixels grid. To increase the accuracy with which you can position objects, make the grid smaller (e.g. 10 by 10).

Proxy Server

If your organization uses a so-called proxy server to access the Internet (an HTTP server), specify its name here. These settings only apply to the editor, not the player settings.

Publish Properties



The Editor can publish files to central server(s), from which the various Players can pull them. The central servers can be located either within or outside your local network. The files can be specified using filenames, paths, or UNC (Uniform Naming Convention, e.g. "\\myserver\\publishfiles\ file1.txt").

Destination

Type here the destination of the channel. It is possible to enter an URL or a drive destination with or without the channel name. If the channel name is omitted, Netpresenter uses the default name of the current channel.

URL..., File... and Folder...

Press the URL... button to open the URL-Editor for creating easily an URL. Press the File... button if you want to publish the whole presentation to a local or network drive and want to specify another name for the channel. If you only want to indicate the destination folder, use the Folder... button.

Don't Publish

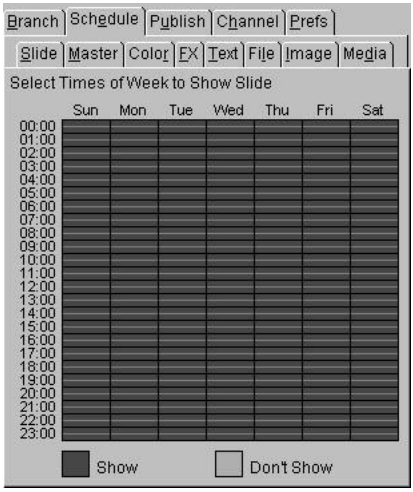
If you have created a list of destinations but do not want your channel to be published to all of them (yet), check this box for the destinations you do not want to publish to.

Add, Delete
Use these buttons to add destinations to, or delete destinations from, the list of destinations to be published to. To add a file, select a server type (i.e. network drive, FTP, HTTP), and click Add. To delete a destination, select it and then click Delete.

Load
Press this button if you want to load a publish list.

Publish
Once you have specified which files must be published, click this button to start the publish process.

Schedule properties

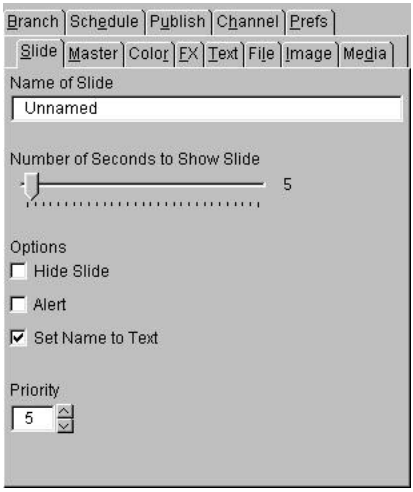


For each slide in a presentation, you can indicate on which days of the week, and at which time, you want it to appear. This is useful, for example, if you want to schedule advertisements that must appear periodically instead of all of the time.

The minimum interval is 30 minutes.

NOTE By default, slides will always be displayed. So, if you do not specify any scheduling, all your slides will be displayed. You need only schedule those slides that are exceptions to this rule (e.g. ones that must only appear on Friday from 12.00 till 12.30).

Slide Properties



Name of Slide

You can name each slide in the presentation. The name will appear in the Organizer view so you can reposition individual slides within the presentation.

Seconds

You can control the number of seconds that the slide is displayed. The default is five seconds. Use longer times when there is more information on the slide.

Options

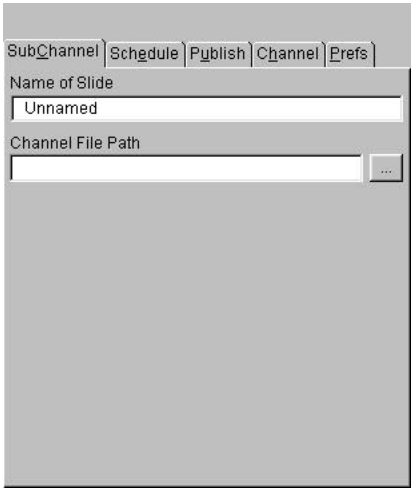
- Hide Slide
  If this check box is selected, the slide will not be displayed by the Player. This is useful for slides that are only used occasionally. You can keep them in the presentation and turn them on when necessary.

- Alert
  If this check box is selected, Netpresenter will blink a red box around the slide when it is displayed. This is useful for calling attention to important information. For this feature to be effective, you should use it sparingly. Otherwise, people might ignore it when you really need them to see the slide.

- Set Name to Text
  If this check box is selected, Netpresenter will automatically change the name of the slide to the slide's text (up to 24 characters). This may make it easier to keep track of a slide because the name is related to the contents of the slide.

- Priority
  Here you can indicate the relative importance of the slide (1 is lowest priority, 10 is highest priority). Using the Netpresenter Properties dialog, the viewers of your channel can specify which (priority) level of slides they are interested in. For this feature to be effective, you should not give all your slides the highest priority.

Subchannel Properties



One presentation/channel may serve as a subchannel in another presentation. The content of the subchannel is linked in dynamically at runtime. For example, a corporation may have a single general purpose channel for the entire organization. An individual department might have its own channel that periodically inserts the corporate channel into its presentation.

NOTE This property sheet only appears after you have chosen Slide, Add Subchannel from the menu bar, or when you click a slide that acts as placeholder for an inserted channel in Organizer view.

Name of Slide

You can name the subchannel. The name will appear in the Organizer view so you can reposition individual slides within the presentation.

Channel file path

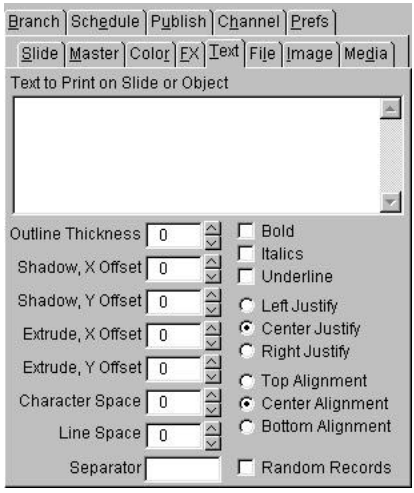
Type the name of the channel that you want to insert as a subchannel, or use the Browse button to look for the appropriate file.

Schedule
For subchannel in a presentation, you can indicate on which days of the week, and at which time, you want it to appear. This is useful, for example, if you want to schedule advertisements that must appear periodically instead of all of the time.

Channel
When you click this, the channel properties sheet appears. It is now possible to enter extra information about the subchannel here.

Prefs
When you click this, the channel preferences sheet appears. It is now possible to configure the subchannel just like a normal channel.

Text Properties



Text to Print on Slide or Object
You can add text to a slide or selected object by typing a text here. The text will be centered on the slide or object using the current font, text color, and text attributes. Alternatively, you can have a slide or object pull text in at runtime by specifying a text file on the File properties sheet.

Outline
You can change the thickness of the outline that Netpresenter can draw around characters. If the outline is set to zero, Netpresenter will not draw an outline.

Shadow
To create a shadow beneath the text, change the shadow numbers. If the "x" shadow is negative, the program will draw the shadow to the left of the character. If the "x" shadow is positive, the program will draw the shadow to the right of the character. If the "y" shadow is negative, the shadow will appear above the character and if "y" is positive, the shadow will appear beneath the character. Netpresenter will not draw a shadow if both values are zero.

Extrude
To create extruded text, set the "x" and "y" extrude values to a position relative to the normal position of the text. Netpresenter will extrude the text from this position. If both values are zero, Netpresenter will not extrude the text.

Character Space
This value controls the amount of space between characters. Increase this value to spread the letters apart. Decrease this value to move the letters closer together.

Line Space
This value controls the amount of space between lines. Increase this value to add space between the lines. Decrease this value to move the lines closer together.

Separator
Rather than displaying a "fixed" text, slides/objects can display blocks of text. These blocks must be separated by the (string of) characters you enter here. This is useful when the text, which has to be displayed, is too big to fit on the object or slide.

Random records
It is possible to display text on slides or objects in a random way. With this option and the separator option, it is possible to display random blocks of text.

URL-Editor

NOTE This dialog ONLY shows up when you pressed the URL ... button in the File Properties, Image Properties, Media Properties, Branch Properties or Publish.

Scheme
Press the FTP or HTTP button to select the desired scheme.

Host
Type here the host name of the ftp/http location.

Path
Type here the full path including the filename of the (text) file.

Username (for FTP and HTTP access)
If the text file is located on an FTP or HTTP server, specify the username that the Player or Screensaver is to use when accessing the file. If the location is public; do not specify a name.

Password (for FTP and HTTP access)
If the text file is located on an FTP or HTTP server, specify the password that the Player or Screensaver is to use when accessing the file.

Extra information
It is possible to enter here more additional information. The extra information can be anything but usually it is information for CGI scripts to use for any number of purposes.

Port
FTP and HTTP servers use a particular "port" for providing a particular service. Usually this is port 21 for FTP, and port 80 for HTTP. If the servers in your organization use different ports, specify the port numbers here. Contact your Systems Management department for details if necessary.

Adding Objects to a Slide

It is easy to create a presentation by just adding slides and entering information into the property sheets. However, you may wish to create more complicated slides by adding objects to the slide. Netpresenter has some object-oriented drawing tools for creating and modifying these objects. Objects are very efficient in terms of network bandwidth and storage space because they are stored in the channel file as single lines of text. They also allow you to position text anywhere on the screen because objects can have text just like the slide itself.

Creating an Object

The drawing tools are enabled when you are in the Slide Editor view of the Editor.

To create an object:
1. Click one of the drawing tool buttons in the tool bar:

2. Position the mouse over the slide and click down.
3. Drag the mouse to another position and release the mouse. Netpresenter will create a new object on the slide.

Selecting an Object

To edit an object, it has to be selected. When you first create an object, Netpresenter selects the object for you. You can also choose an existing object

by clicking on it with the Selection tool which you activate by pressing this button on the tool bar:

To select an object:

1. If the Selection tool is not already highlighted, click on it.
2. Move the mouse cursor over the object you want to select.
3. Click the left mouse button.

Changing Object Properties

When you select an object, Netpresenter will update the property sheets. You can change the appearance of an object by changing the data in these sheets just as you would change the properties of a slide.

Moving and Sizing Objects

To move an object, click on it with the mouse and drag the object to a new position as you hold down the mouse button. Release the button and the Editor draws the object at the new position.

When you select an object, Netpresenter draws rectangular handles on the four corners of the object. To size the object, click on one of these handles and drag it to a new position. Netpresenter will size the object and redraw it on the slide. It's also possible to move an object while using the cursor keys.

How To

This section describes common operations within the Editor. You can create most presentations by consulting the procedures described below. Most of them assume that you have selected the Slide Editor view. If you are in the Organizer view, you can switch to the Slide Editor view by choosing View, Slide from the menu bar.

Creating a New Channel

To create a new channel:

1. Choose File, New from the menu bar.

Saving a Channel

To save a channel:

1. Choose File, Save from the menu bar.

Saving a Channel with a New Name

To save a channel with a new name:

1. Choose File, Save As from the menu bar.
2. In the File dialog, enter a filename and click OK.

Previewing a Channel

To preview a channel:

1. Choose File, Preview from the menu bar.
   The Editor will start playing the current channel.
2. To end the preview, click the mouse, or press any key.
   You will return to the Editor.

Copying a Channel to a Shared Network Location

To copy a channel to new location:

1. Choose File, Copy from the menu bar.
2. In the File Save dialog, enter a path and filename and click OK.
   The Editor will copy the channel and all related files to the selected location.

Setting the Elapse Time for a Slide

The elapse time is the length of time that elapses before the next slide appears in the presentation.

To set the elapse time:

1. Click the Slide tab.
   The Slide properties sheet appears.
2. Reposition the Number Of Second To Show Slide slider to choose the number of seconds the slide will be displayed before moving to the next slide in the channel.

Adding a Slide to a Channel

To add a slide to a channel:

1. Choose Slide, Add Slide from the menu bar.
   The Editor will create a new slide just after the current slide in the order. It will have the same background color as the current slide.

Deleting a Slide from a Channel

To delete a slide from a channel:

1. Choose Slide, Delete Slide from the menu bar.
   The Editor will display a dialog asking for confirmation.
2. Click OK to delete the slide.

Duplicating a Slide

To duplicate a slide:

1. Choose Edit, Copy Slide from menu bar.
   The Editor will copy the current slide to the clipboard.
2. Choose Edit, Paste from the menu bar.
   The Editor will create a new slide that is a copy of the current slide.

Selecting Multiple Objects

To select multiple objects:

1. If the selection tool is not already highlighted, click on it.
   It is the button with an arrow drawn on it.
2. Move the mouse cursor over the first object you want to select.
3. Click the left mouse button.
4. Hold down the SHIFT key on the keyboard and select another object.
   The Editor will highlight the object without deselecting the first object.

5. Select additional objects by continuing to hold down the SHIFT key. Alternatively, you can select multiple objects by dragging a rectangle around them, keeping the left mouse button pressed down.

Selecting a Slide

To select a slide:

1. Click on the slide background without clicking on an object.
   The Editor will change the property sheets to reflect the attributes of the slide.

Moving an Object

To move an object:

1. If the selection tool is not already highlighted, click on it.
   It is the button with an arrow on it.
2. Move the cursor over the object you want to select.
3. Press down the left mouse button.
4. As you continue to hold down the mouse button, drag the object to a new position.
5. Release the button to finalize the new position of the object.

Nudging an Object in the Desired Direction

To align or position objects with precision, you can "nudge" them into the desired direction.

To nudge an object:

1. Select the object.
2. Press one of the ARROW keys on your keyboard.
   The Editor will move the object one unit in the designated direction.

Changing the Size of an Object

To change the size of an object:

1. Select the object.
   The Editor draws boxes around the points of a selected object.
2. Position the mouse cursor over one of these boxes.

3. Press down the left mouse button.
4. As you continue to hold down the mouse button, drag the point to a new position.
5. Release the mouse button to finalize the new size and shape of the object.

Changing the Depth Order of Objects

You can change the order in which the Editor draws objects on the slide by changing the object depth from the Object menu:

To change the depth order of objects:

1. Select an object.
2. From the Object menu, choose one of the options.
   Choose Bring To Front if you want the object to appear on top of all other objects.
   Choose Send To Back if you want the object to appear beneath all other objects.
   Choose Bring Closer to move the object closer to the top of the object order.
   Choose Send Farther to move the object closer to the bottom of the object order.

Copying One or More Objects to the Clipboard

To copy one or more objects to the Clipboard:

1. Select the object(s).
2. Choose the Edit, Copy from the menu bar.
   The Editor will copy the objects to the Clipboard.

Pasting Objects from the Clipboard to the Current Slide

To paste objects from the Clipboard to the current slide:

1. Choose Edit, Paste from the menu bar.
   If there are objects in the clipboard, the Editor will copy them to the current slide.

Changing the Color of a Slide or Selected Object

To change the color of a slide or selected object:

1. Click the Color tab.
   The Color properties sheet appears.
2. Choose a hue and saturation by pressing down the left mouse button and moving the cursor within the large box of colors.
3. Choose the brightness of the color by pressing down the left mouse button in the smaller box to the right and moving the mouse up and down.

Creating a Background Gradient for a Slide or Selected Object

A gradient consist of a series of colors. You can control how many colors are in the series by changing the Colors slider that is near the bottom of the sheet. By

default, the number of colors in a multicolor gradient is two.

To edit one of the colors in the series, click on one of the color pots that are at the bottom right of the sheet. The pot at the top of the column is the first color in the series.

To change the gradient for a slide or selected object:

1. Click the Color tab.The Color properties sheet appears.
2. Click the Type dropdown list.
   A list of color types appears.
3. Choose one of the types from the list.
   The Editor will update the current slide to reflect the selection.

Adding Text to a Slide or Selected Object

To add text to a slide or selected object:

1. Click the Text tab.
   The Text properties sheet appears.
2. Click on the large field that is labeled Text.

3. Enter some text into the field.
   For purposes of speed, the Editor will not instantly update the slide as you enter the text.
4. Click the Update Slide button to force the Editor to update the slide.

Customizing the Text of a Slide or Selected Object

To change the text to boldface, italics, or underlined:

1. Choose the corresponding option from the Text menu.
   You can toggle each attribute on and off.

To change the typeface and font size of the text:

1. Choose new values from the two dropdown lists that are located in the tool bar.

To change the outline size, shadow length, extrusion size, character spacing, and line spacing of the text:

1. Enter new values into the number fields in the lower portion of the Text property sheet.

Changing the Text Color on a Slide or Selected Object

To change the text color of a slide or selected object:

1. Click the Color tab.
   The Color properties sheet appears. At the bottom right of the sheet is a column of color pots.
2. Click the Text color pot.This will allow you to edit the color of the text.
3. Choose a hue and saturation by pressing down the left mouse button and moving the cursor within the large box of colors.
4. Choose the brightness of the color by pressing down the left mouse button in the smaller box to the right and moving the mouse up and down.

Adding Symbols or Foreign-Language Characters to a Slide

To add symbols or foreign-language characters:

1. Choose Edit, Character Map from the menu bar.
   This will open Windows' Character Map application for creating text strings using any character in a font.

2. Use this application to create a string.
3. Click Select to copy the string to the clipboard.
4. Go back to the Editor and click the Text tab.
5. Click the Text field.
6. Choose Edit, Paste from the menu bar.
   The Editor will paste the string on the slide.

Displaying an Image on a Slide or Object

To display an image on a slide or object:

1. Select the slide or object that is to display the image.
2. Click the Image tab.
   The Image properties sheet appears.
3. Specify the name and location of the file (see Pulling Files from a Central Server).
4. Indicate whether you want the image to stretch, stretch while keeping its aspect ratio, tile, or center.

Choosing a Visual Effect

To choose a visual effect:

1. Select the slide or object that is to have a visual effect.
2. Click the FX (effect) tab.
   The FX (effect) properties sheet appears.
3. Choose one of the transitions from the list.
4. If you wish, you can enter new values into the fields for the minimum duration, maximum duration, and block size of the effect.
5. To speed up an effect, reduce the value in the Minimum Duration field. To slow it down, increase the minimum duration.
6. To create a smoother effect, decrease the block size at the risk of making the effect run slower.

Overlaying Text on a Slide

To overlay text on a slide:

1. Create or select an object.
2. Click the Text tab.
   The Text properties sheet appears.

3. Enter text into the Text field.
4. Click the Color tab.
   The Color properties sheet appears.
5. Click the Type dropdown list.
   A list of color types appears.
6. Choose Transparent from the list.
   The Editor will update the current slide. The object disappears and only the text is rendered on the slide.

Creating an Object Effect

To create an object effect:

1. Select an object.
2. Click the Object tab.
   The Object properties sheet appears.
3. Enter a non-zero value into the Time Before Showing Object field.
   This value controls how much time elapses between the appearance of the slide and the appearance of the object.
4. Click the FX (effect) tab.
   The FX (effect) properties sheet appears.
5. From the list, choose an effect.
   When the object appears, it will use the designated effect.

Adding Sound to a Slide

To add sound or music to a slide:

1. Click the Media tab.
   The Media properties sheet appears.
2. Specify the name and location of the file (see Pulling Files from a Central Server).
3. By default, the Editor will select the Play Once option. To loop the file, click the Play And Loop button. (The file will then continue to play until it is stopped.)

Adding a Video to a Slide or Object

To add video to a slide:

1. Create or select an object.
   The video will play within a rectangle defined by the position and size of the object.
2. Click the Media tab.
   The Media properties sheet appears.
3. Specify the name and location of the file (see Pulling Files from a Central Server).
4. By default, the Editor will select the Play Once option. To loop the file, click the Play And Loop button. (The video will then continue to play until the next slide is displayed.)

Rearranging the Order of the Slides in a Channel

To rearrange the order of the slides in a channel:

1. Choose View, Organizer from the menu bar.
   The Editor displays an entry for each slide in the channel.
2. Position the mouse cursor over one of the entries.
3. Press down the left mouse button.
4. As you continue to hold down the mouse button, drag the entry to a new position.
5. Release the mouse button.
   The Editor will rearrange the entries to reflect the new order.

Inserting a Subchannel

To insert a subchannel:

1. Choose View, Organizer from the menu bar.
   The Editor displays an entry for each slide in the current channel.
2. Select the slide AFTER which you want to insert a subchannel.
   The Subchannel properties sheet appears.
3. Type the name of the channel you want to insert, or use the Browse button to select one.

The place where you inserted the channel is marked by means of a "place holder" (i.e. a virtual slide for which you can set the subchannel properties, or scheduling properties).

If required, you can later add slides before/after the inserted channel, or rearrange the order of the slides.

Scheduling a Slide or Subchannel

By default, slides will always be displayed. So, if you do not specify any scheduling, all your slides will be displayed. You need only schedule those slides that are exceptions to this rule (e.g. ones that must appear only on Friday from 12.00 till 12.30).

It is also possible to schedule a subchannel. This allows you, for example, to put all advertisements in a separate channel, which you can then include as a scheduled subchannel in various presentations.

To schedule a slide or subchannel:

1. Choose View, Organizer from the menu bar.
   The Editor displays an entry for each slide in the current channel.
2. Select the slide or subchannel that you want to schedule.
3. Click the Time tab.
   The Schedule properties sheet appears.
4. For each of the days on which you want the slide/subchannel to be displayed, click the appropriate time slots.

Previewing a Channel with the Scheduler

To preview a channel with the Scheduler:

1. Choose File, Preview With Scheduler from the menu bar.
   Your channel is now displayed, as it would appear in the Player.
2. Click any mouse button, or press any key, to return to the Editor.

Changing the Page Setup

Before you print the slides from a presentation, you may want to check or change the paper size, orientation and margins to be used.

To check/change the page setup:

1. Choose File, Page Setup from the menu bar.
   The Page Setup dialog appears.
2. Check/change the paper size (A4, US Legal, US Letter, etc) and source (AutoSelect Tray, Cassette, Manual Feed).
3. Check/change the orientation (portrait or landscape).
4. Check/change the left, right, top and bottom margins (indicated in inches).
5. Click the Printer button if you want to choose a different printer, and/or change its properties.
6. Click OK.

Printing One or More Slides from a Channel

The slides from a channel can be printed.

If required, use the File, Page Setup option to change the paper size, orientation and margins.

To print one or more slides from a channel:

1. Choose File, Print from the menu bar.
   The standard Print dialog appears.
2. If required, you can choose another printer, or print to file.
3. Indicate which slides your want to print (All, From...To..., or Selection).
4. Indicate the number of copies per slide you want to print (default is 1).
5. Click OK.

Pulling Files from a Central Server

Rather than displaying predefined text as specified on the Text tab, the slides or objects in a presentation can also pull text files, image files, or multimedia files from a central server at runtime.

To have slides or objects pull files from a central server:

1. Select the slide or object that is to pull a file from a central server.
2. Click the File, Image, or Media tab.
3. Indicate what type of server (network drive, FTP, or HTTP) the file is located on.

4. Specify the location of the file (e.g. \\myserver\myfiles\file1.txt, or ftp.netpresenter.com/files/file1.bmp, or www.netpresenter.com/files /file1.wav). It's also possible to use the File.. or URL.... Button.
5. In the case of an FTP or HTTP server, specify the username, the password, and (optionally) the port number to use when the Player accesses the file.

   The port numbers are only necessary if the servers use non-default ports. The defaults are port 21 for FTP, and port 80 for HTTP.
6. Check the Monitor For Updates box if you want the Player to regularly com pare the timestamp of the downloaded file with that of the file currently in the store folder.

   If you do not check this box, the timestamps will be compared only when the audience starts the Player, or when the screen saver kicks in.

Publishing Channel Files to a Central Server

The Editor can publish complete channels to one or more central servers. This includes the channel file itself plus ALL files used in the presentation.

To publish a channel to a central server:

1. Click the Publish tab.
   The Publish properties sheet appears.
2. Depending on the distribution medium that you want to use, add/remove destinations from the folders in the list. (see below).
3. Click Publish.

To add a destination to the Publish tab:

1. Click the folder that represents the medium via which you want to publish a channel.
2. Click Add.
   An item "Unnamed" will be added.
3. Select the item by clicking on it once, then click on it once again, and then type a name for the item.
4. If the destination is a **network or local drive**, type the path plus filename in the Destination field, or use the Browse button.
5. If the destination is an **FTP site**, type the full address (e.g. "ftp://ftp.netpresenter.com/channels") in the Destination field or click the URL... button.

When the URL–Editor shows up, choose the scheme with the FTP button. Now type the address (e.g. "ftp.netpresenter.com") in the Host field and specify the pathname in the Path field (e.g. /channels). Next, specify the username and password that the publish process needs to access this site. Optionally, if the service is provided at a non-default port, specify the port number. The default port number is 21 for FTP.

6. If the destination is an **HTTP site (i.e. web site)**, type the full address (e.g. "http://www.netpresenter.com/channels") in the Destination field or click the URL... button. When the URL–Editor shows up, choose the scheme with the HTTP button. Now type the address (e.g. "www.netpresenter.com") in the Host field and specify the pathname in the Path field (e.g. /channels). Next, specify the username and password that the publish process needs to access this site. Optionally, if the service is provided at a non-default port, specify the port number. The default port number is 80 for HTTP.

To delete a destination from the Publish tab:

1. Expand the tree by clicking on the + icon until you have found the destination you want to delete.
2. Select the item.
3. Click the Delete button.

To omit destinations from the publish process:

Instead of deleting destinations from the Publish tab, you can also omit them from the publish process by checking the Don't Publish box:

1. Select the destination from the list, and then check the Don't Publish box.
2. Repeat step 1 for all the destinations you want to omit from the publish process.

Branching to Another Slide or HTML Page or Word Document

To branch to another slide in the same channel:

1. Select the slide where you want to branch the current channel.
2. Click the Branch tab.
   The Branch properties sheet appears.

3. Choose the "target" slide in the Slides list. (Note that you can either choose a fixed slide, e.g. slide 10, or a relative slide, e.g. Previous Slide, Next Slide, First Slide, Last Slide.

To branch to an HTML page:

1. Select the slide where you want to branch the current channel.
2. Click the Branch tab.
   The Branch properties sheet appears.
3. In the Destination field, type the URL (web address) of the HTML page that you want to jump to.
   For example: http://www.netpresenter.com, or file://file1.html.
4. Optionally, check the Close Presentation After Branch box if you want the current channel to close when your audience branches off to the HTML page.

Changing the Preferences

The Preference tab lets you use the language, and grid size.

To change the preferences:

1. Click the Preferences tab.
   The Pref(erence)s properties sheet appears.
2. Change the language in which you want to run the Editor, and/or the grid size, and/or the name of the proxy server used for Internet access. (Check with your Systems Management department if your organization uses a proxy server.)

Creating a Master Slide

Each slide in a presentation can be based on a master. The color, objects, text etc. of the master will be used as the background of the slides based on it.
A presentation can have as many master slides as required.

To create a master slide:

1. Choose Slide, Add Master from the menu bar.
   A master slide will be added to the list of slides displayed in Organizer view.
2. Edit the master slide to give it the desired color, objects, text etc.

3. When you are satisfied with the master slide, attach it to the slides that must use its color, objects, text etc as their background.

Choosing a Master for a Slide

Each slide in a presentation can be based on a master. The color, objects, text etc. of the master will be used as the background of the slides based on it.

NOTE You cannot base one master on another master, nor is this possible for subchannels.

To choose a master for slide:

1. Select a slide that you want to base on a master.
2. Click the Master tab.
   The Master properties sheet appears.
3. In the Select Master Slide list, click the master slide you want to use.
4. Repeat steps 1 to 3 for all slides that should be based on master slides.

Displaying Random Blocks of Text

Rather than displaying a "fixed" text, slides/objects can display random blocks of text. These blocks of text must be separated by a string of characters (e.g.---).

To display random blocks of text:

1. Select the slide or object that must display these blocks of text at random.
2. Click the Text tab.
   The Text properties sheet appears.
3. In the Text field, type a text in which the blocks of text are clearly separated by a string of characters.
4. In the Separator field, type the string of characters that separates the text blocks.
5. Check the "Random records" box.

To display random blocks of text from a file:

1. Make a text file in which the blocks of text are clearly separated by a string of characters.
2. Select the slide or object that must display these blocks of text at random.

3. Click the File… or URL… button, and then specify the filename/location (see Pulling Files from a Central Server).
4. Click the Text tab.
   The Text properties sheet appears.
5. In the Separator field, type the string of characters that separates the text blocks.

Extracting blocks of text

To extract a block of text from a file:

1. Make a text file from which you want to extract the block of text.
2. Select the slide or object that must display these blocks of text at random.
3. Click the File… or URL… button, and then specify the filename/location (see Pulling Files from a Central Server).
4. Mark the to be extracted block of text with the 'Begin' and 'End' string.
5. If you want to further extract the block of text use the 'From…' 'to …' option.
6. If the file you are extracting a html file, check this option to get rid of those superfluous and confusing html tags

NOTE Point 4 , 5 and 6 are further described in File Properties.

Making Interactive Slides

The Editor enables you to make slides interactive. That is, you can make objects (e.g. in the form of buttons) that your audience can click on. For example, you can:

- Make buttons that launch the (default) browser on an HTML page.
- Make buttons that branch to a different slide or channel.
- Make Back buttons that return the audience to a "previous" slide (e.g. the one from which branching was started).
- Make an image (picture) that will start a video or sound clip when clicked.

To make interactive slides:

1. Select the slide where you want interaction.
2. Create or select an object that you want the audience to be able to click on.

3. Click the Branch tab and then specify a destination (slide or URL), or click the Media tab and then specify a multimedia event (e.g. a sound or video clip).
4. On the Media tab, choose the Activate On Mouse Click option.

Closing a Channel after Branching off to Another Destination

If your channel has slides where the audience can branch off to some other destination (e.g. a different channel, or an HTML page), you may want to close the current channel.

To close a channel after branching off to another destination:

1. Select the slide when the channel will branch off to another destination.
2. Click the Branch tab.
   The Branch properties sheet appears.
3. Check the Close Presentation box.

Design Tips

Below is a list of things to keep in mind when creating your presentations.

Use background gradients when possible

You can minimize the bandwidth and storage demands on your network by using the built-in color gradients instead of bitmaps. These gradients only require one line in the channel script and will take up much less space than equivalent backgrounds which have to be downloaded over the network and stored on each machine that uses the channel.

Use small bitmap tiles when possible

You can instruct the program to tile small bitmaps to create a background. This can mean smaller network bandwidth and storage requirements. You can create a tiled background by entering a file path to a tile on the Image properties sheet and choosing the Tile option.

What if the Player takes a long time to show a slide that includes a 24-bit image?

You are probably trying to display the 24-bit image in a 256-color display mode. To display the slide, Windows must first convert the 24-bit image to a

bitmap that uses a 256 color palette. This conversion is often time-consuming. You can eliminate this process by converting the image to 256 colors. It will not look any different but the computer will be able to display the slide much faster. To convert an image, you can load the image into Paintbrush and save out a copy of the image as a 256-color bitmap.

Use Microsoft Plus! for better looking text

Microsoft Plus! is an inexpensive companion product to the Windows 95 operating system and is integrated in Windows 98/NT 4.0/2000. It includes a Font Smoothing option that can improve the appearance of text on a slide. After installing Plus! in Windows 95 you can activate the font smoothing by opening the Control Panel and then choosing Display. When the Display Properties window appears, click the Plus! tab. Check the Smooth Edges Of Screen Fonts box. When you click OK, all large screen fonts on your system are smoothed including the fonts you use in this program.

CHAPTER 3, DISTRIBUTING PRESENTATIONS

This section discusses the distribution of presentations on networks. This includes descriptions of the two Players that are capable of downloading and displaying channels and the Configuration dialog used to change the channel path and attributes of the Player. This chapter describes:

Creating an Information System
Network Issues

Creating an Information System

Below is a list of things to keep in mind when turning your presentations into an information (television) system.

How Netpresenter Distributes Presentations

In Netpresenter, presentations are called channels. A Netpresenter system involves the creation and distribution of channel files. The system consists of two major parts. There is an Editor for creating channels and there is a Player for downloading and displaying channels. Unlike a classic client-server architecture, there is no server application that receives requests from the clients and responds with the appropriate information. Only the channel and its related graphics and multimedia files are on the server. A Player will periodically check the timestamp of the channel file on the server. If the timestamp is more recent than the timestamp last recorded by the Player, the Player downloads the channel file and whatever other files it needs to display the presentation. The Player downloads the information by using a simple file copy over the network. This means Netpresenter does not require a specific network operating system or hardware.

Setting Up an Information System

To distribute a channel, you should move it to a server that is accessible by other computers on your network. You can edit the channel on the server itself. However, it is usually better to edit the channel at another location and copy it to the server when it is ready. This means users on the network will not see intermediate versions of the presentation and you will not lock out access to the channel during the moments when you save the channel.

To complete the system, you install the Player on other computers on the network. From the Netpresenter Properties dialog, you select the appropriate path to the channel on the server. The Player will automatically download the information from the server. From this point, you only have to update periodically the information on the server to have a working information system.

Choosing a Player

There are currently two different Players that are capable of downloading and displaying Netpresenter channels. The screen saver Player is a standard Windows screen saver. The channel is displayed on a computer when there is no user activity for a period of time. This a good Player for a corporate information system because it does require any activation by the user. Information appears routinely and does not interfere with the user's work product.

The other Player is a desktop application. The channel appears in a window that the user can size and move. This Player is most appropriate for information that is updated several times during the day and when it is important that the user receive this information as quickly as possible. The information can appear at the same time the user is working on another application.

Effects on the Network

Netpresenter is designed to minimize network bandwidth as much as possible. The primary factor in this efficiency is the fact that a channel or an associated file is only downloaded when there is an update or the user selects a new channel. For example, assume there is a channel that uses three image files. If the channel is updated but uses the same three image files, only the channel file is downloaded. If there is a change to one of the image files, only the channel and the updated image file is downloaded. The Netpresenter Player notices that it already has the other two image files on the system and does not download replacements.

The user has the ability to change how often the Player checks the server for new information. This check for a new time-stamp requires only a tiny amount of network activity. However, the user can reduce even this small amount of activity by stretching out the length of time a Player waits before it checks the timestamp of the channel file again.

The script language that describes a channel has a number of features that help make the system as efficient as possible. First, you can create more complex

slides with the use of object-oriented shapes. These shapes only require several lines of script. Second, the language has a number of built-in multicolor gradients that you can use as backgrounds. The language can specify one of these gradients with a single line in the channel. Third, the language supports image tiling so you can tile a small bitmap over the entire background. Sending a small bitmap over the network requires less network activity than sending a large bitmap to cover the entire slide background.

Network Issues

This is a list of notes concerning the implementation of information systems using Netpresenter. You should read this list to avoid common problems and help make the most efficient system possible.

Take slow machines on your network into account

If your network includes slower machines, try not to use computationally demanding visual effects. If the Netpresenter screen saver decides an effect will take too long, it will display the slide without an effect. For example, reveal and flow effects require much rendering and should be omitted on slower machines. It is also possible to disable Preview in control panel monitor. When this option is checked, Netpresenter will not play a channel in the little monitor that is displayed in the system control panel under “Screen Saver”.

Do not edit a presentation that you are downloading to your computer

If you are downloading a channel from a remote drive, do not try to edit the channel on your machine. You can do so, but your Netpresenter Player will probably replace it the next time the original channel is updated on the remote drive.

Do not use the screen saver on a computer that acts as a server for other computers

A screen saver can consume significant processor time. If other computers are frequently accessing a particular computer, you can degrade network performance by running a screen saver on this computer.

Make sure that the multimedia files are located on the same drive as the channel

A Player can locate files that are on the same drive as the channel. However, if your channel uses files located on another drive, the Player will not be able to

locate them. You can use the Copy command or use the Publish function to copy the channel and associated files to the network server. This will mean that all files are in a location that the Player can find.

Do not use fonts that are not available on some of the computers on your network

Netpresenter does not currently transfer fonts between computers on a network. A presentation might appear different on a computer that does not possess a font used within the presentation.

Use caution when granting access to network presentations

Netpresenter is designed to distribute information automatically to many users. Someone could abuse this capability by modifying a network presentation to contain information that you do not want distributed. For example, a disgruntled employee could take revenge on a company by creating a presentation with malicious or embarrassing information. Depending on your requirements, you may want to consider restricting access to the channel file so only authorized users can modify it.

Use Netpresenter to create information stations

You may want to have Netpresenter presentation running continuously on a few computers within your organization. This will allow you to distribute information to employees and customers who do not routinely use a computer. Computers used for this purpose will not require attention after you set them up because the screen saver can download fresh information as it continues to play a presentation. Also, you will probably want to remove the keyboard and mouse to prevent someone from inadvertently turning off the screen saver.

CHAPTER 4, PLAYING PRESENTATIONS

Netpresenter offers two possibilities for playing presentations:

- Screen Saver
- Desktop Player

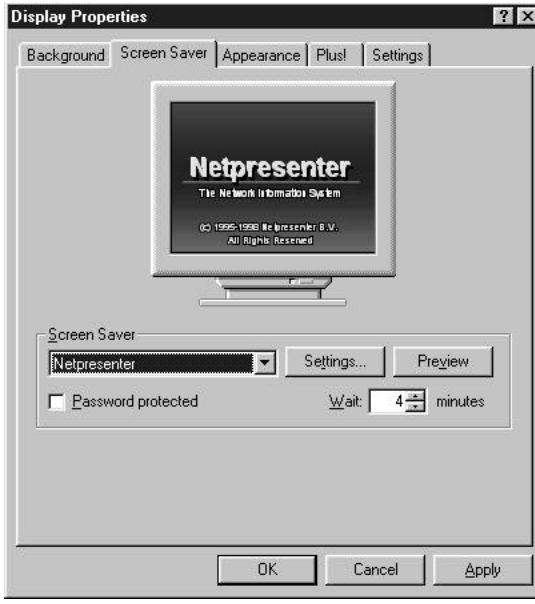
Screen Saver

The Netpresenter screen saver is a standard Windows screen saver module. Like all other screen savers, it is located in your system's Windows directory. The file-name is Netpresenter.scr on Windows 95/98/NT 4.0/2000.

To designate Netpresenter as your screen saver, you choose it like any other Windows screen saver.

Windows 95/98/NT 4.0/2000

1. From the Start menu, choose Settings, Control Panel.
2. In the Control Panel, click on the Display icon.
   The Display Properties dialog appears.



3. Click on the Screen Saver tab.
4. Choose Netpresenter from the dropdown list to select it as the current screen saver.
5. Click on the Settings button to open the Netpresenter Properties dialog.

Setting Passwords
You can use the Password option in the screen saver settings tab. When the Password option is selected Windows automatically uses the standard logon/ network password. It is sometimes necessary to reboot the machine after selecting this option. It does not always work until after you reboot.

Desktop Player

The Netpresenter Player is a standalone Windows program that can continuously play a Netpresenter channel. Like the Netpresenter screen saver, the Netpresenter Player can check a server for updates and download new information when necessary. You can move and size the Player window like any other window on the desktop. This Player is appropriate if you want to monitor information at the same time you are working on other applications.

Player Tool Bar

Along the top of the Player window is a row of buttons, called Tool Bar. These buttons control various aspects of the Player:

Play presentation. Press this button to restart a presentation. When the Player first opens, it starts the presentation automatically. If you use the Pause button to stop the display of a presentation, you can use the play button to restart it.

Pause presentation. Press this button to pause a presentation. This is useful if you are doing something with another application that is computation-intensive and you want to temporarily suspend the Player. Use the Play button to restart a presentation.

Previous slide. Go to the previous slide in the presentation.

Next slide. Go to the next slide in the presentation.

Toggles sound, music, and video files on and off. You will probably want to run the Player simultaneously with other applications. In this case, you may want to turn off the sound portions of a presentation. To turn the sound on and off, click on this button.

Toggles the use of transitions on and off. Transitions are computation-intensive. You can reduce the load on your processor by displaying presentations without using transitions. To turn transitions on and off, click this button.

Opens the Netpresenter Properties dialog. Use this dialog to choose the channel, local storage path, update intervals and display options.

Opens the Help document. Click on this button to open the document you are now reading.

Actions

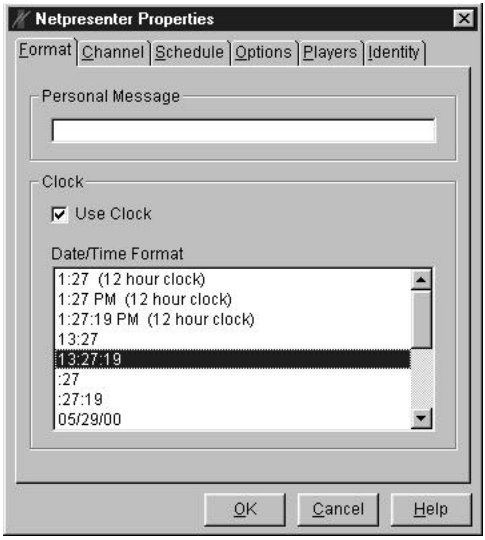
When you right-click on the player's window, several options are available.

- Play, continues the presentation.
- Pause, pauses the presentation.
  Previous Slide, goes to the previous slide.

- Next Slide, goes to the next slide.
  Floating Window, when this option is checked you can move the Player's
- window just like any other windows.
  Fixed Window, when this option is checked the Player's window stays on a
- fixed place on the screen
  Toolbar, select this to show the toolbar(default), or un select this to hide the
- toolbar.
- Hide Netplay, Netplay is minimized to the taskbar.
- Update, Netplay immediately looks for updates.
- Properties, Opens the Netpresenter Properties dialog.
  Exit, close the player.

Configuring the Player

The Netpresenter Properties dialog has several options for customizing the Player for an individual machine. These options are independent of the presentation and are entirely controlled from the Netpresenter Properties dialog, using the Format, Channel, Schedule, Options, and Players and Identity tabs.



You can access this dialog in different ways:

- From the Windows 95/98/NT 4.0/2000 Control Panel, by double-clicking on Display, then clicking on the Screen Savers tab, and then on the Settings button. (This option applies if Netpresenter is configured to be your screen saver).
- From the desktop Player, by clicking on the Properties button in the Player's tool bar.
- From the Netpresenter Editor, by choosing File, Screen Saver Options from the menu bar.
- From the Windows 95/98/NT 4.0/2000 Start menu, by choosing Start, Programs, Netpresenter, Netprop.
- From the Windows 95/98/NT 4.0/2000 Task Bar, by clicking your right mouse button on the Netpresenter logo, and then choosing Properties.

Selecting a Channel

A Netpresenter Player reads channel files. These files have a .CHN extension and contain a script that defines the presentation. When first you install Netpresenter, it is configured to play an introductory presentation (First.chn) that is installed on your hard drive. You will want to select another channel that was created with the Netpresenter Editor.

Using the Netpresenter Properties dialog, you can specify the channel that you want the Player to use, and a local storage folder (directory) where Netpresenter will copy the channel file and the accompanying graphics and sound files

Channel

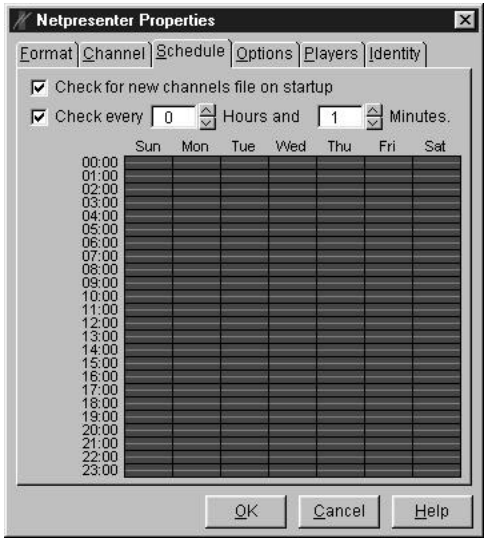
Type here the location of the channel. If the channel id located on a local or network drive, press the File.. button, a open file dialog will show up for selecting the desired channel. If the channel is located on FTP or HTTP, press the URL… button, the URL-Editor will show up. (See URL-Editor for more information)

Path
Here you can select the Local Storage Folder.
The Path field contains a path to a location that is usually on your hard drive. When a Netpresenter Player discovers new information, it will download the necessary files and store them at this location. You can type the path directly into the field or you can click on the Browse button to display a dialog for selecting a drive and folder.

If the local path is on the same drive as the channel path, Netpresenter will not move the files but will play the channel file from its original location. This means you can create and play scripts on a single machine without Netpresenter unnecessarily moving files around on your hard drive. It also means that if the channel file is on a network drive and if the local storage path is set to the same drive, Netpresenter will play the presentation directly from the network drive. This is not advised because it will increase network activity but it might be useful in some unusual cases.

Setting Update Options

A Netpresenter Player periodically checks to see if a channel has been recently updated. If there is new information, the Player will download the new files and begin playing the updated presentation.



Check for new channel files on startup
If this check box is selected, Netpresenter will check the server for new information each time the Player starts running. Use this option with care with the screen saver. If there are lots of computers on your network, each computer that is using Netpresenter will check the channel file for new information each time the screen saver runs. It takes very little network time to check the server for new information but it should be avoided if the presentation is rarely updated.

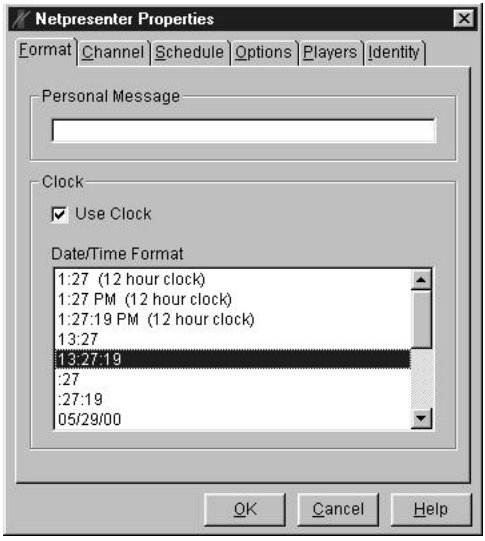
Check every ... hours and ... minutes
If this check box is selected, the Player will check the server after a set amount of time has elapsed since the player has been started. You can set the time interval by selecting the number of hours and minutes. Select a long interval if the information is updated infrequently; select a short interval if the channel is updated more frequently. For example, you might want to select 24 hours for an employee information channel that is updated once a day.

When the Player starts, Netpresenter will first check the current time and see how much time has elapsed since the last time it checked the channel for new information. If enough time has elapsed, it will check the channel for new information on startup even if the Check For New Channel Files On Startup option is not selected. As the presentation continues to play, Netpresenter will keep track of the time and will periodically check the server for new information according to the time setting. This means the Player can play continuously and download new information unattended. This makes it suitable for use as simple networked kiosk.

Schedule
For a presentation, you can indicate on which days of the week, and at which time, you want the players to check for updates.
The minimum interval is 30 minutes.

NOTE By default, the players will be checking for updates every whole day.

Format



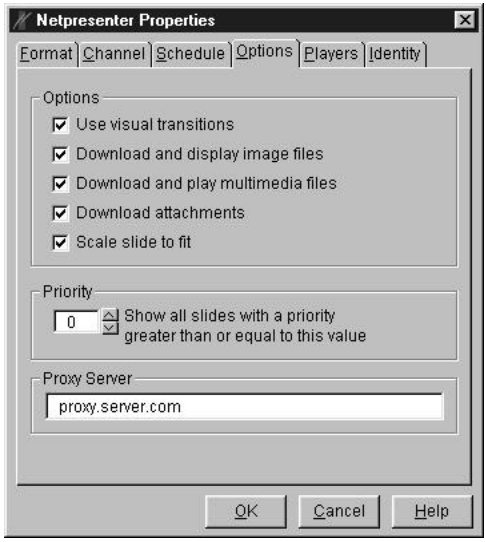
Personal message

If you enter text in this field, Netpresenter will display the text beneath the slide-show. Use this option to personalize your computer or to leave messages and notices to other people. You should note that this option is not really consistent with the original (but almost forgotten) purpose of screen savers of preventing burn-in to your monitor. If you never change the message, the same text will appear at the bottom of the screen for long periods of time. (The length of the text is limited to 40 characters.)

Use clock

If you check this option, Netpresenter will display a clock at the bottom right corner of the screen. You can choose the time format from the Date/Time Format list.

Options



Use visual transitions

Clear this option if you prefer not to have any visual transitions between slides.

Download and display image files

There are only rare occasions when this option should be cleared. If a computer is very slow or if it has very little storage space, you might want to omit bitmap graphics from a presentation.

Download and play multimedia files

If your system does not include a sound card, it is not necessary to download sound files (= multimedia files) to your system. If this is the case, clear this option to save network bandwidth and reduce the amount of storage the presentation consumes on your hard drive.

Download attachments

If your system does not have much free disk space, you may not want to download "attachments" (i.e. files that are not really part of the channel, but are just distributed with it — e.g. a news item can have the text of the original press

release attached to it). Clear this option if you want to reduce the amount of storage the presentation consumes on your hard drive, or save network bandwidth.

Scale slide to fit

On machines with extremely large resolutions and slow CPUs, it might increase the speed of the presentation to turn off display scaling. If this check box is cleared, the Player will render the 640 x 480 slide in the middle of the screen. It will be the same presentation but the Player will not have to draw as many pixels and will consequently take less time to render the slide.

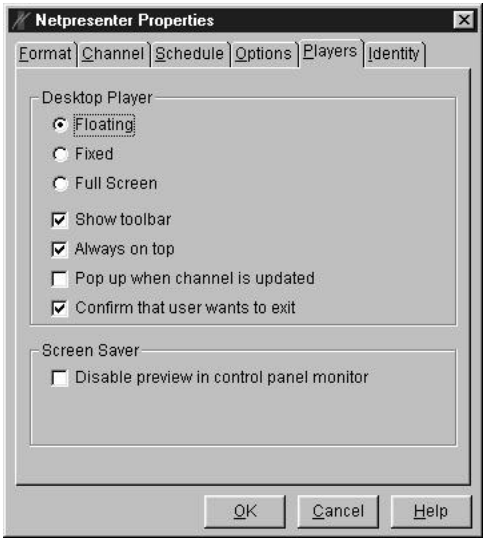
Priority

Using this option, you can make the number of slides presented depend upon their priority (as indicated by the author of the channel). The higher you set the priority of the slides you want to see, the fewer slides will probably be presented (1 is lowest priority, 10 is highest priority).

Proxy server

If your organization uses a so-called proxy server to access the Internet (an HTTP server), specify its name here

Players



Floating, Fixed, Full screen
These options determine whether the Player will launch in a floating window (in the last size it was ran), in a fixed-size window, or full screen (maximized).

Show toolbar
If you have a small screen (e.g. a laptop), you may wish to increase the available screen space by hiding the toolbar. Or, you may wish to hide the toolbar if you have a presentation running in a public area, and do not want just everybody to be able to switch it off.

Always on top
This option determines whether the Player window will always be displayed on top of other windows that may be open.

Pop up when channel is updated
The Player can automatically pop up when the current channel has been updated. This way you will always be informed of the latest news updates. Clear this check box if you do not want to be interrupted.
When the check box is cleared, the lighting of the Netpresenter logo in the taskbar will turn yellow when there has been detected an update. The user can now decide to show or not to show the player.

Default.

An update has been detected.

Player is checking for updates or downloading new files.

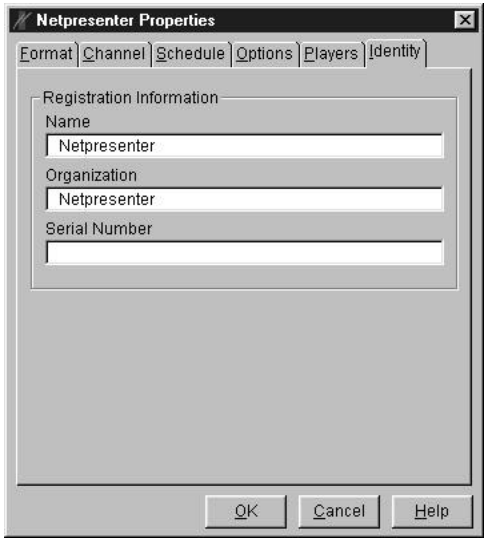
Confirm that user wants to exit
If the box is checked, the player displays the confirmation dialog for exiting the program.

Disable Preview in control panel monitor
If this option is checked, Netpresenter will not play a channel in the little monitor that is displayed in the system control panel under "Screen Saver". This is intended to help performance on slower machines.

Establishing Your Identity

When you install the Netpresenter Player on your machine, you will be asked to enter your name, your organization's name, and a serial number.

If the serial number is incorrect, or if you do not specify any, you will be assumed to have a trial version. After 30 days, Netpresenter will disable the Save option, and Publish button of the Editor along with the ability to change the selected channel in the Netpresenter Properties dialog.



APPENDIX

Netpres.ini

Content

The configuration file from Netpresenter is located in the windows folder (This is normally C:\Windows). The Editor, Player and the Screensaver use this file.
In this file there are several sections:

[Screen Saver]
This section contains information about the channel in the player and screen saver and the location of the store folder. It also contains information about the update and download options which are used by the Player and the Screensaver.

[General]
This section contains information about the path where Netpresenter is installed and contains information about your identity.

[Player]
This section contains information about the position and the height and width from the Player.

[Source]
This section contains information about the proxy server that is used by the Player and Screensaver.

[Editor]
This section contains information about the last recently used channels and information about the grid size. This section also contains information about the proxy server that is used by the Editor.

Administrator Options

System administrators can adjust the behavior from the Editor, Player and Screensaver by adding extra information in the netpres.ini file.
These extra options are:

AdAutoPublish
Administrators can now set a default publication list for new channels. When a new channel is created, Netpresenter will automatically load the default list into the channel. To do this, add a "AdAutoPublish" key to the **[Editor]** section of netpres.ini in this following form: "AdAutoPublish =<path to new .psh file>"

AdDeveloper
It is now possible to create custom effect programs. To do this, add the following key "AdDeveloper = 1" In the **[General]** section of the netpres.ini. The next time the editor opens, there will be a new text field at the bottom of the F/X property sheet labeled "Effect Program". In the transition list, an item labeled "Custom" will also appear. If "Custom" is selected, the user can enter a custom transition into the field. This isn't much use to normal users because the language is cryptic and hard to hard to understand.

AdPropTabs
An administrator can now set the tabs available to the user in the properties dialog (NetProp). In the **[General]** section of the netpres.ini file, add a key of this form: "AdPropTabs = Format Channel Schedule Options Player Identity" You can remove a tab from the dialog by excluding it from this list. For example: "AdPropTabs = Format Options Player", will tell the dialog to show only these three tabs and exclude the Channel, Schedule, and Identity tabs. If the key is set to None: "AdPropTabs = None", Netpresenter will not display the dialog at all. It will display a message box telling the user the properties dialog is not available on your system. If the key is empty or not in the file, all of the tabs are shown by default.

AdRun
For security reasons, the players no longer launch files or branching to files with the following file extensions:.exe, .com, and .bat. An administrator can restore this capability by placing the following key into the netpres.ini file under the **[General]** section: "AdRun = 1"

NOTE In the above examples, the key is always between " ". This is only for making it more readable. When adding the key to netpres.ini, do NOT enter these " ".

INDEX

Accelerators, 25
Adding
    Destinations, 64
    Objects to a Slide, 51
    Slides, 54
    Sound or Music to a Slide, 60
    Subchannels, 61
    Symbols or Foreign-Language Characters, 58
    Text to a Slide or Object, 57
    Video to a Slide or Object, 61
Background
    Gradient Creating, 57
    Using an Image, 59
Borders, 32
Branching
    Properties, 27
    To a HTML Page, 65
    To Another Slide, 65
Changing
    Color of a Slide or Selected Object, 57
    Object Depth Order, 56
    Object Properties, 52
    Page
        Margins, 62
        Orientation, 62
        Paper Size, 62
    Peferences, 66
    Text Color
        on a slide or object, 58
    the Size of Objects, 55
Channel
    Adding
        slides, 54
        subchannels, 61
    Closing, 69
    Copying, 53
    Creating, 53
    Deleting a slide, 54
    Previewing, 53
    Previewing with the Scheduler, 62
    Printing slides, 63
    Properties, 29
    Publishing, 64
    Saving, 53
    Subchannel, 47
Choosing
    Master Slides, 67
    Visual Effect, 59
Clipboard
    Pasting Objects From, 56
    Pasting Objects To, 56
Closing
    Channels, 69
Colors
    Changing, 57
    Gradients, 31
    Properties, 30
Configuring
    netpres.ini, 88
    Player and Screensaver, 79
Copying
    Channels, 53
Creating
    An Effect, 60
    Channels, 53
    Information Systems, 71
    Master slides, 66
    Objects, 51
    Presentations, 11
Deleting
    Slides, 54
Depth Order
    Changing, 56
Design Tips, 69
Desktop Player. See Player
Displaying
    Random Blocks of Text, 67
Distributing Presentations, 71
Duplicating Slides, 54
Edit Menu, 16
Editor, 11
    Organizer View, 12
    Slide Editor, 12
Effect
    Choosing a Visual Effect, 59
    Creating, 60
    Properties, 34
Establishing Your Identity, 87
Extracting Blocks of Text, 68
Features, 7
File Menu, 14
Files
    netpres.ini, 88
    Netpresenter.scr, 75
    Properties, 33
    Pulling, 63
Foreign-Language Characters, 58
FTP
    Password, 50
    Ports, 51
    Publishing to, 64
    Publising, 43

Username, 50
Function Keys, 25
Gradient
Creating, 57
Help Menu, 22
How to, 52
HTTP
Password, 50
Ports, 51
publishing, 43
Publishing to, 64
Username, 50
Identity, 87
Image
Displaying, 59
Properties, 36
Installation, 9
Interactive Slides, 68
Introduction, 6
Master. See Master Slide
Master Slide, 37
Choosing, 67
Creating, 66
MCI, 38
MCI Events, 39
Media
Properties, 38
Menus, 13
Edit, 16
File, 14
Help, 22
Object, 20
Slide, 18
Text, 19
Tools, 21
View, 17
Window, 22
Moving
Objects, 52; 55
Multimedia
avi, 38
midi, 38
mpeg, 38
Properties, 38
wav, 38
MultiMedia
Adding, 60
Multiple Selection, 54
Neted. See Editor
Netplay, 76
Actions, 78
netpres.ini, 88
Netpresenter
what is?, 6
Netpresenter Properties, 79
Establishing Your Identity, 87
Format, 83
Options, 84
Players Setup, 85
Schedule, 81
Selecting Channels, 80
NetProp. See Netpresenter Properties
Network
Issues, 73
Publishing, 43
Tips, 73
Nudging
Objects, 55
Object
Adding, 51
Adding text, 57
Borders, 32
Changing
colors, 57
depth order, 56
size, 55
text color, 58
Changing Properties, 52
Copying to Clipboard, 56
Creating, 51
an effect, 60
background gradient, 57
Customizing text, 58
Displaying
an image, 59
Moving, 52; 55
Nudging, 55
Pasting from clipboard, 56
Properties, 40
Selecting, 51
Selecting multiple objects, 54
Sizing, 52
Object Menu, 20
Options
Administrator, 88
Order
Rearranging, 61
Organizer View, 12
Overlaying Text on a Slide, 59
Page
Changing, 62
Passwords
Setting up, 76
Player, 76
Actions, 78
Configuring, 79
Toolbar, 76
Playing Presentations, 77

Ports
- **FTP, HTTP, 51**

Preferences, 42
- **Changing, 66**
- **Proxy Server, 42**

Presentations
- **Branching, 65**
- **Distributing, 71**
- **Playing, 77**
- **Previewing with Scheduler, 62**
- **Printing, 63**
- **Publishing, 64**

Previewing
- **Channels, 53**
- **With Scheduler, 62**

Printing
- **Channels, 63**
- **Presentations, 63**
- **Slides, 63**

Properties
- **(Multi)Media, 38**
- **Branch, 27**
- **Channel, 29**
- **Colors, 30**
- **Effect, 34**
- **File, 33**
- **Image, 36**
- **Masters, 37**
- **Object, 40**
- **Object and Slide, 26**
- **Preferences, 42**
- **Publish, 43**
- **Scheduling, 44**
- **Slides, 45**
- **Subchannel, 47**
- **Text, 48**

Publish
- **FTP, 43**
- **HTTP, 43**
- **Network, 43**
- **Properties, 43**

Publishing
- **FTP, 63**
- **HTTP, 63**

Pulling
- **Files, 63**

Saver. See Screensaver

Saving
- **Channel, 53**

Schedule
- **Days, Hours, 44**

Scheduling
- **Properties, 44**
- **Slides, 62**
- **Subchannel, 62**

Screensaver
- **Netpresenter.scr, 75**
- **Windows 95/98/NT 4.0/2000, 75**

Selecting
- **Multiple Objects, 54**
- **Objects, 51**
- **Slides, 55**

Setting
- **The Elapse Time, 53**
- **Update Options, 81**

Sizing Objects, 55

Slide
- **Adding, 54**
  - **objects, 51**
  - **sound, 60**
  - **Text, 57**
  - **video, 61**
- **Changing**
  - **colors, 57**
  - **text color, 58**
- **Creating**
  - **background gradient, 57**
- **Creating**
  - **master slides, 66**
- **Customizing text, 58**
- **Deleting, 54**
- **Displaying an image, 59**
- **Duplicating, 54**
- **Interactive Slides, 68**
- **Overlaying Text, 59**
- **Previewing with the Scheduler, 62**
- **Printing, 63**
- **Priority, 46**
- **Properties, 45**
- **Rearranging the Order, 61**
- **Scheduling, 62**
- **Selecting, 55**
- **Setting Elapse Time, 53**
- **Text Overlaying, 59**

Slide Editor, 12

Slide Menu, 18

Sound, 60

Sreensaver
- **Setting Up, 75**

Subchannel
- **Adding, 61**
- **Properties, 47**
- **Scheduling, 62**

Symbols
- **Adding, 58**

Technical Support, 10

Text
- **Adding, 57**
- **Changing Color, 58**

Customizing, 58
Displaying Random Blocks, 67
Extracting Blocks, 68
Overlaying, 59
Properties, 48
Text Files
Text Block, 33
Text Menu, 19
Tips, 69
Network, 73
Tool Menu, 21
Toolbar, 13
Buttons, 23
Fonts, 25
Player, 76
Transitions, 35
Duration, 35
Typical Uses, 9
UNC, 43
Update Options, 81
URL-Editor, 50
Video, 61
View Menu, 17
Visual Effects, 59
Window Menu, 22