USER MANUAL
PART 3 - BROWSING

Version 6.0 - November 2012

IP.Director

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Your comments will help us improve the quality of the user documentation. Do not hesitate to send improvement requests, or report any error or inaccuracy on this user manual by e-mail to doc@evs.com.

Regional Contacts

The address and phone number of the EVS headquarters are usually mentioned in the Help > About menu in the user interface.

You will find the full list of addresses and phone numbers of local offices either at the end of this user manual (for manuals on hardware products) or at the following page on the EVS website: http://www.evs.com/contacts.

User Manuals on EVS Website

The latest version of the user manual, if any, and other user manuals on EVS products can be found on the EVS download center, on the following webpage: http://www.evs.com/downloadcenter.

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What's New?

The following table describes the sections updated to reflect the new and modified features on IPDirector from version 6.0 (compared to version 5.9).

In the user manual, the icon 

has been added on left margin to highlight information on new and updated features.

Click the section number (or the description) in the table to jump directly to the corresponding section.

Section	Description
Database Explorer Content	
1.1 - 2.1 - 8	Edits are available from the Database Explorer
1.1 - 9.2.2 - 9.2.1 - 9.2 - 9.3	Edits can be put in bins.
2.3.2 - 3.2.2	Clips can be A/V files, audio files, stills, logos and CG templates for use with the Xedio Character Generator tool.
3.2.4 - 4.1 - 5.3	New concept of light clip for clips not stored on an EVS video server. Light clips are displayed in the Clips view and Clip Elements view.
9.2	A bin directory containing a bin is automatically created for each IPDirector user. It is available from the Bins Tree view.
User Interface	
2.1 - 12.7	The Saved Filters pane can be accessed by clicking the Saved Filters button.
4.6.2 - 4.6.4	Icons for destinations targets may have been customized from the Remote Installer.
New Functions	
6.4	New options are available from the playlist contextual menu or from the playlist grid contextual menu: • to convert a playlist to an edit. • to delete a playlist and the clips corresponding to the playlist elements.
12.4.1 - 12.4.6 - 12.5.3	An Autocomplete function is available as a help for the capture of search strings. It is available from the Quick Text Search field and from free text fields of the grid filters.
12.4.3	Possibility to search for synonyms.
12.5.2	Advanced search on keywords can be performed either from a Select Filter Condition window or from free text fields, with the Autocomplete function.

Section	Description
9.6.7	New icons exist for bin rules.
12.4.5 - 12.5.3	Quick Text Search Syntax rules, Free Text Search Syntax rules: a new operator, corresponding to NOT, is available for search in Quick Text Search field and in free-text search fields.
12.5.3	Free Text Search Syntax rules: The ? operator can be used for search in the LSM ID column.
12.5.4	Search in Non Free Text fields: New operators, such as NOT or AND are available in some Select Filter Condition windows.
13.2	Depending on the EVS server configurations, up to 6 player channels per server are available for assignment to the Database Explorer.

1. Introduction

1.1. Product Overview

The Database Explorer is a central point in the IPDirector application to perform search on all the media available on the network and to load media by a simple operation such as drag-and-drop or double-click.

New!

The Database Explorer gives a view on the media in terms of clips, clip elements, playlists, edits, timelines, logs or media files. Even the files backed up on removable drives which have been removed (off-line nearline files) are still listed in the Database Explorer to allows easily retrieving the drive.

In the Database Explorer, you can access the media and data, either by using your knowledge of the "clip hierarchy" methods used in EVS video servers or by using quick or advanced search techniques.

New!

Bins can be created to organize clips, playlists, edits and timelines and bin rules can be defined to automatically copy these items within a bin corresponding to a specific applied filter.

Many operations are possible from the Database Explorer. It must be noted that some of the operations are directly described in the chapters dedicated to the other modules of IPDirector.

1.2. Opening Database Explorer

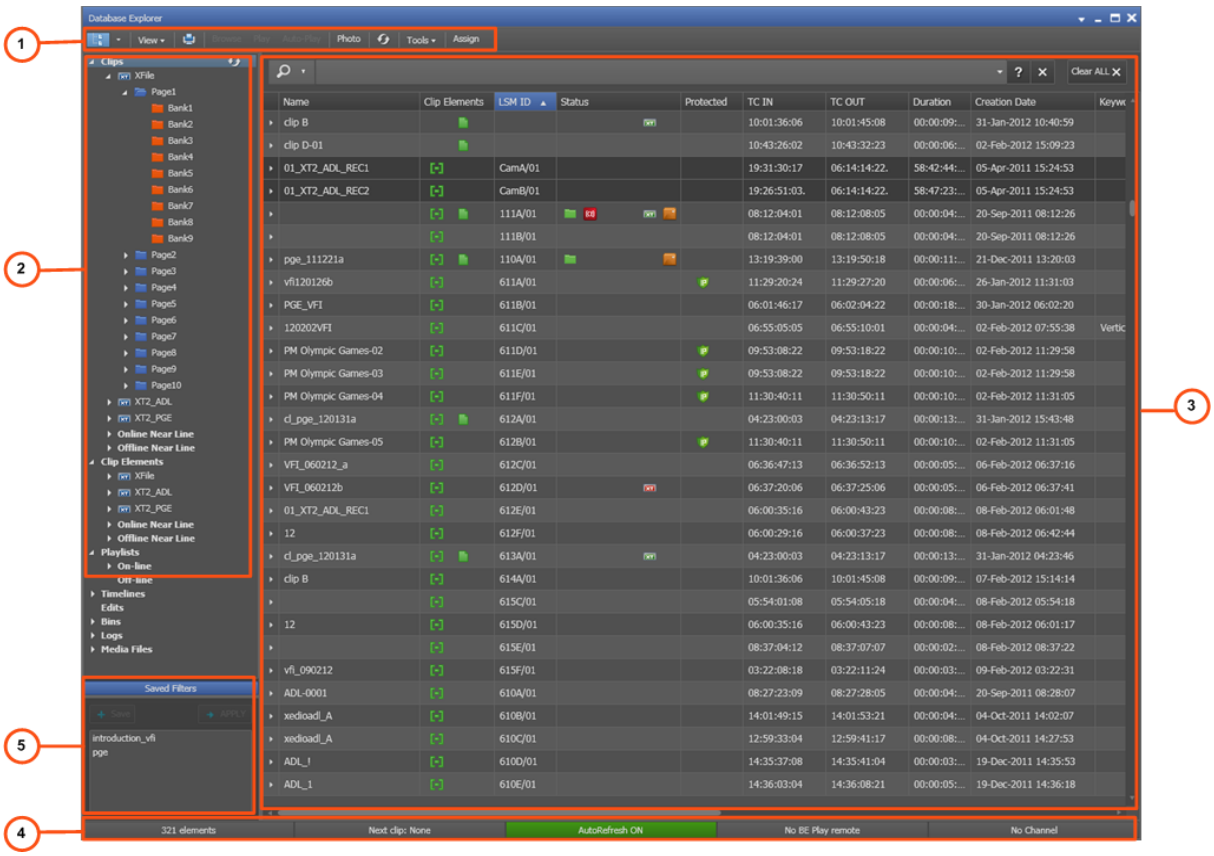
To open the Database Explorer, select the corresponding icon 

on the IPDirector Application bar. An instance of a Database Explorer window will open. It is possible to open multiple DB Explorer windows at one time.

2. User Interface

2.1. Overview of the Database Explorer

The Database Explorer window contains the main areas highlighted on the following screenshot and shortly described in the table below:



The Database Explorer window presents a familiar "Explorer" layout:

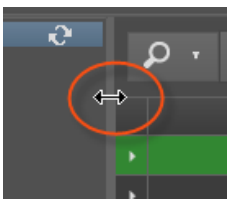
- The tree view in the left pane displays various branches with items.
- The element grid in the right pane displays the items included in the selected tree branch or the results of a search in the Database Explorer.

Area		Description
1.	Toolbar	The toolbar on the top of the Elements grid provides a series of buttons mainly for viewing, browsing and playing options, as well as a Tools menu to define options for the Elements grid display. See section "Toolbar" on page 4.
2.	Tree View	The Tree view shows the different branches of all the items from the database content. It can be used to filter items in the Elements grid: clips, clip elements, playlists, timelines, edits, bins, logs, media files. Depending on the user rights, the user may see different parts of the tree. Note For most of the users, the Clips, Playlists, Timelines, Edits, Bins and Logs branches in the Database Explorer tree are the only ones they may access. Administrators and users with the necessary permissions can manipulate clip elements or media files. See section "Tree View" on page 8 for details on the interface.
3.	Elements Grid	The Elements grid displays all the items included in the selected tree branch or resulting from a search. See section "Elements Grid and Search Options" on page 10. Above the grid, functions to perform quick text or timecode searches, or advanced searches on metadata are available.
4.	Status Bar	This area provides information regarding the Database Explorer. These include: the number of elements (in the currently displayed grid, based on filters and searches applied), the next clip to be played out (applicable for playout modes), the Auto-Refresh mode, the association status with a BEPlay Remote and the DB explorer's associated player channel. See section "Status Bar" on page 15.
5.	Saved Filters Pane	This area provides functions to save applied filters or recall and apply saved filters to the current search. See section "Saved Filters Pane" on page 16.

New!

The layout of the Database Explorer can be adapted to users' needs:

- the Saved Filters Pane can be shown by clicking the Saved Filters button or hidden by clicking the Saved Filters button.
- most of the panes can be enlarged or reduced by moving the intersection line between them.

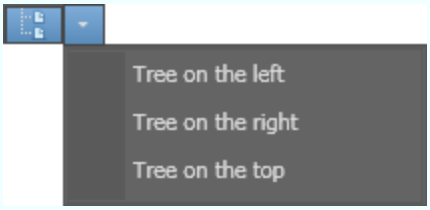
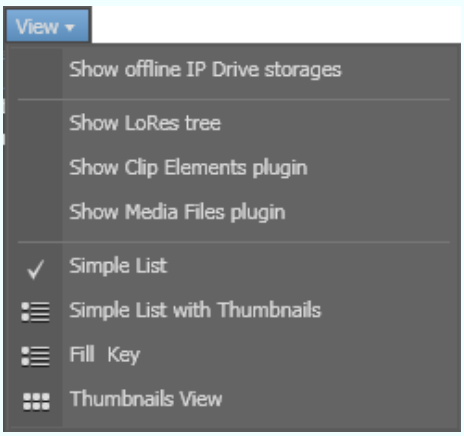


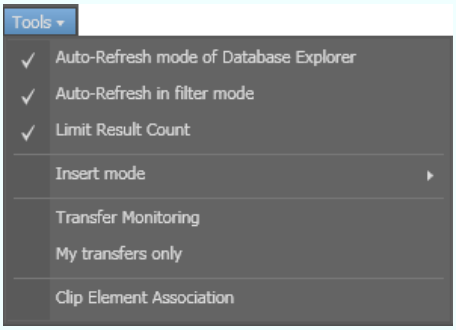
2.2. Toolbar

2.2.1. Toolbar Options

The toolbar is located on the top of the Elements grid.

The following table gives a description of the options and buttons located on the toolbar.

Interface Element	Description
	**Tree** button: Shows or hides the tree structure area.
	Clicking the arrow to the right of the **Tree** button displays a menu allowing the user to select the tree location in the Database Explorer window.
	**View** option: displays a menu listing • additional media types which can be made visible in the tree view. See section "View Menu" on page 6. • the display options for the elements within the grid.
	**Print** button: used to print the Elements grid currently displayed.
	**Browse** button. When the Browse mode is enabled, selecting an element will automatically load it on the associated player channel, ready to play. The button can only be used when a channel is assigned to the Database Explorer. It becomes colored when selected. See section "Loading and Playing Media" on page 108.

Interface Element	Description
	**Play** button. When the Play mode is enabled, selecting an element will automatically play it on the associated player channel. The button can only be used when a channel is assigned to the Database Explorer. It becomes colored when selected. See section "Loading and Playing Media" on page 108.
	**Auto-Play** button. The Auto-Play mode makes it possible to play a list of elements one after the other on the associated player channel, as they are displayed in the Database Explorer window. The elements are played without transition effects. The button can only be used when a channel is assigned to the Database Explorer. It becomes colored when selected. See section "Loading and Playing Media" on page 108.
	**Photo** button: used to grab a thumbnail of the clip or playlist loaded on the player channel which is associated to the Database Explorer. See section "Photo Button" on page 6.
	**Refresh** button: performs a manual refresh of the Elements grid.
	**Tools** option: displays a contextual menu with various options for the management of the Database Explorer operations. These options are described in "Tools Menu" on page 7.
	**Assign** button: used to assign keywords to one or several clips. It can be activated in Clip, Clip element or bins/clips branches of the Database Explorer. See section "How to Assign Keywords to One or Several Clips" on page 46.

2.2.2. View Menu

Depending on your user rights, you will be allowed to view different parts of the tree and some menu items could be dimmed.

Clicking the **View** button displays a menu from which the first options allow to make some additional media types visible in the tree view. These options are explained in the following table:

Options related to the tree view	Description
Show off-line IP Drive storages	Shows all the off-line files in the interface. Shows the IP drives storage units where media have been backed up, even if the drives have been removed. This allows the user to easily search for archived media information. All off-line files are displayed in italic gray text in the grid, and will have a modified **File** icon with a red border. See section "Clip Element Types" on page 17 for the list of icons.
Show LoRes tree	Available for Administrators/Media Managers or high resolution/low resolution browsers according to assigned user rights. When selected, a low resolution branch appears in the Clips and Clip Elements branches. Enables the Media Manager to re-organize XT clips.
Show Clip Elements plug-in	Available for Administrators/Media Managers or high resolution/low resolution browsers according to assigned user rights. Shows the Clip Elements branch in the tree with sub-branches for XT clips, on-line and off-line nearline files. The Elements grid corresponding to the Clip Elements tree branch is intended to show the clip elements individually.
Show Media Files plug-in	Available for Administrators/Media Managers or high resolution/low resolution browsers according to assigned user rights. Shows the Media Files branch of the tree with sub-branches for on-line and off-line nearline files. Enables the Media Manager to perform actions on files, such as delete, move, and analysis of the file discovery status and errors.

2.2.3. Photo Button

Thumbnail are created automatically by the XML Unit defined for the **Thumbnails for Clips** option in the Remote Installer. Please see the Technical Reference manual for further details.

A thumbnail can also be created manually for the clip or the playlist loaded on the player channel which is associated to the Database Explorer. This is done by clicking the **Photo** button or by pressing the **SHIFT**+**P** keyboard shortcut. The thumbnail is grabbed at the current timecode and replaces the thumbnail previously associated to the clip or playlist.

The **Photo** button is only available when an A/V board has been activated and linked to the player channel in the Remote Installer. See the Control Panel user manual.

2.2.4. Tools Menu

Option	Description
Auto-Refresh Mode of Database Explorer	Selects/de-selects Auto refresh mode for the grid. When large amounts of data are present, the automatic refresh can slow down the system. To only refresh the system on demand, disable this option. You can do a manual refresh by clicking the **Refresh** button 
Auto-Refresh in filter mode	Selects/de-selects Auto refresh mode for the grid in Filter mode.
Limit Result count	When enabled, the Limit Result Count option will limit the results of any search to the number of elements defined in the IPDirector Remote Installer (1000 elements by default). Refer to the Technical Reference Manual for more information.
Insert mode	A submenu proposes the following options: • **First**: new items will be inserted at the top of a list • **Last**: new items will be inserted at the bottom of a list • **First Display**: new items will be inserted at the top of the visible part of a list • **Sorted**: new items will be inserted at their sorted position in a list
Transfer Monitoring	Transfer monitoring is explained in section "Transfer Monitoring" on page 43. Available for administrators and users with appropriate user rights.
My transfer only	When enabled, this option only shows you the transfers that you initiated.
Clip Element Association	Enables to manually associate a clip element to an existing clip with matching TC. See section "How to Manually Associate a Clip Element to an Existing Clip" on page 51.

2.3. Tree View

2.3.1. Introduction

The Database Explorer is presented in a tree structure, much like Windows Explorer.

The tree view allows browsing and performing search in the database and nearline storage. Clicking the arrow next to a tree branch expands it. The selected branch content is displayed in the Elements grid. See section "Branch Selection in the Database Tree" on page 84.

Depending on the user rights, the user can see different parts of the tree.

Administrator or Media Manager will have full rights and therefore could be able to see all the tree branches available.

2.3.2. Tree View Elements

The table below mentions which items are displayed in the Elements grid based on the tree branch selected.

Tree Branch	Description
Clips	The Clips branch is visible by all the users. It displays the list of clips present in the database and on the nearline storages in the Elements grid. Each clip is displayed on a separate line within the Elements grid and the view can be expanded to display the different clip elements making up the clip. It also lists the record trains from the servers present on the XNet. Clips can be A/V files, audio files, stills, logos and CG templates for use with the Xedio Character Generator tool. See section "Clips View" on page 25 for more information on the **Clips** branch of the tree.
Clip Elements **(not visible for most users)**	It displays the list of clip elements present in the database and on the nearline storages in the Elements grid. Each clip element is displayed on a separate line within the Elements grid. See section "Clip Elements View" on page 47 for more information on the **Clip Elements** branch of the tree.
Playlists	It displays all the playlists present in the database and on the nearline storages in the Elements grid. Sub-branches list the on-line and off-line playlists separately. See section "Playlists View" on page 52 for more information on the **Playlists** branch of the tree.
Timelines	It displays timelines present in the database in the Elements grid. See section "Timelines View" on page 58 for more information on the **Timelines** branch of the tree.
Edits	It displays all the edits present in the IPDirector database in the Elements grid. Edits may have been created from the Xedio IPD Plugin, the Director's Cut module of IPDirector or the IPBrowse application. Edits can only be modified from the CleanEdit interface.

Tree Branch	Description
Bins	Sub-branches shows the bins and bin directories. The Elements grid contains four tabs, **Clips**, **Playlists**, **Timelines** and **Edits**, to display respectively the clips, playlists, timelines and edits which have been sent to the selected bin or bin directory. See section "Bins View" on page 65 for more information on the **Bins** branch of the tree.
Logs	It displays all the logsin the Elements grid. Sub-branches are displayed for each logsheet and for any log directory which have been created. See section "Logs View" on page 76 for more information on the **Logs** branch of the tree.
Media Files **(not visible for most users)**	It displays all the files which have been saved on a nearline storagein the Elements grid. Sub-branches may be available for on-line high resolution media files, on-line low resolution media files, off-line high resolution media files, off-line low resolution media files. They are listed with full file name, file extension and full path of their physical storage location. See section "Media Files View" on page 81 for more information on the **Media Files** branch of the tree.

2.4. Elements Grid and Search Options

2.4.1. Quick Text Search Area

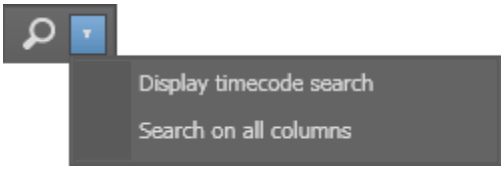
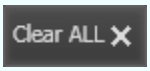
Introduction

The Quick Text Search is used to perform a search based on free text entered in the **Quick Text Search** field. This field is available on the top of the Elements grid. You can perform a search on displayed columns or a search on all columns (displayed and hidden columns).

See section "Quick Text Search" on page 86 for details on the various ways to use this function.

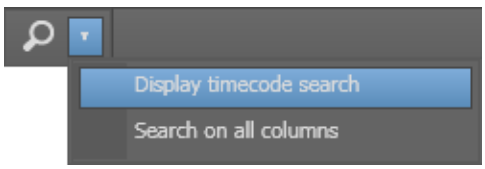
Quick Text Search Associated Buttons

The following table gives a description of the buttons located next to the **Quick Text Search** field.

Interface Element	Description
	To perform a search on all columns of the Elements grid (even the hidden ones), you first need to activate the **Search on All Columns** option. This option is accessible from the down arrow next to the **Search** button:  See section "Quick Text Search" on page 86 for more information on quick text searches on displayed or all columns.
	Displays the Syntax Rules list. See section "Quick Text Search Syntax Rules" on page 88.
	Clears the applied Quick Text search.
	**Clear All** button: clears all the applied searches.

2.4.2. Quick Timecode Search Area

To display the **Quick Timecode Search** field, you need to click the down arrow next to the **Search** button and select **Display Timecode Search** from the menu:



By entering a timecode value in the **Quick TC Search** field, you can perform a quick search on a timecode value within the elements displayed in the grid.

See section "Quick Timecode Search" on page 85 for more information on timecode searches.

2.4.3. Advanced Search

Advanced Search functions are available for detailed search operations. They allow searches on metadata displayed in the grid columns.

The Grid Filter bar can be displayed just over the Elements grid by clicking the **Search** button above the grid:

To hide the Grid Filter bar, click the **Search** button once again.

See section "Advanced Search" on page 92 for more information on grid filters.

2.4.4. Element Grid

Introduction

The Elements grid represents the content of the tree branch selected in the tree view of the Database Explorer, or it returns the result of a search applied to a selected branch of the tree view.

Elements are presented in rows and all their associated parameters and metadata are in columns. When all of them cannot be displayed in the window, vertical and/or horizontal scroll bars appear to facilitate further movement.

Elements Grid Header Contextual Menu

Right-clicking the grid header displays the grid contextual menu.

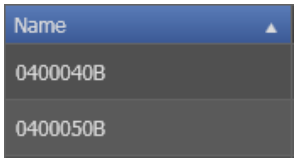
This menu makes it possible to perform the following actions:

Option	Description
Hide	Hides the selected column.
Organize	A popup window is opened allowing the selection of columns to display and in which order. The same style of window appears as in other IPDirector displays.
Save grid organization	Saves the organization of the grid as it is displayed (columns selection, order and size). It is saved by user. So, this organization will be retrieved the next time the user logs in and opens the Database Explorer.
Reset grid organization	Comes back to the default grid organization.

Sorting the Elements in the Grid

You can change the sort order of data in a column by clicking the column heading.

The column heading which is used for sorting is highlighted in blue. The little triangle indicates the sorting order. Clicking the column heading again changes the sorting order from ascending to descending or vice versa.



Organizing Columns

Columns can be resized and/or re-ordered. This new organization is automatically saved and remembered. However, it is possible to reset the column organization to default by right-clicking the column headers area and selecting **Reset Grid Organization**.

Resizing Columns

A column can be resized by using the mouse pointer over columns intersection and dragging it to the right or to the left.

Re-ordering Columns

To change the columns order, proceed in one of the following ways.

Select a column header and drag it to the left or right to the required place:

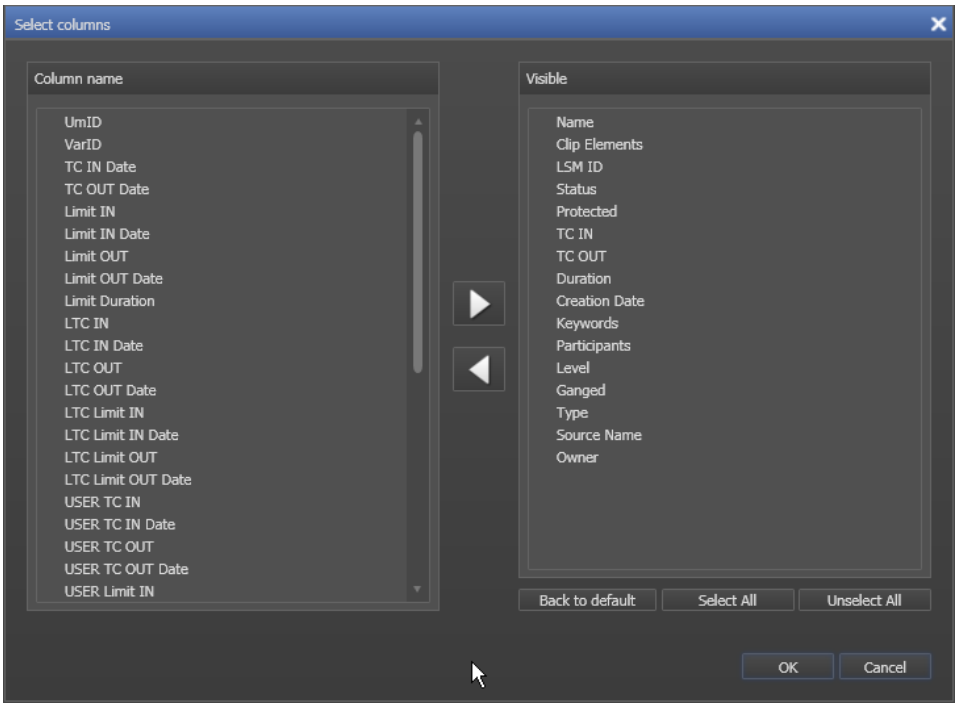
OR

1. Right-click a column header.

   A menu is displayed.

2. Select **Organize**.

A window opens and shows the list of columns in the current order:



3. To select the column(s) you wish to add to the view, do one of the following:
   - double-click the column(s) you wish to add to the view in the left pane

   OR
   - select them in the left pane and click the right blue arrow

   OR
   - drag them onto the Visible Columns area.

   Use CTRL + click to select multiple columns.

   Use SHIFT + click to select a range of columns.
4. To select the column(s) you wish to remove from the view, do one of the following:
   - double-click the column(s) you wish to remove from the view on the right pane

   OR
   - select them in the Visible Columns area on the right pane and click the left blue arrow

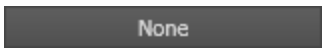
   OR
   - drag them onto the "() Columns" area.

   Use CTRL + click to select multiple columns.

   Use SHIFT + click to select a range of columns.
5. If you wish to change the display order of a column, you can drag it to a different position in the Visible Columns pane.
6. Click **OK** to confirm or **Cancel** to exit without applying the changes.

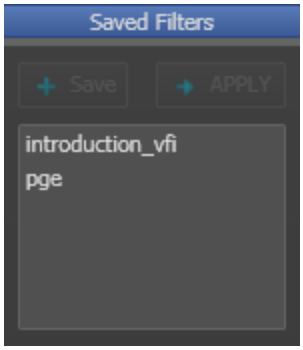
2.5. Status Bar

The Status bar contains five areas shortly described in the table below:

Area		Description
1.	Element Number Zone	 The first zone of the Status bar shows how many elements are included in the Elements grid of the Database Explorer.
2.	Next Clip Zone	 The second zone shows the next clip (in green) to be played if the Auto-Play mode is active. The text is orange if the Auto-Play mode is not active: 
3.	Auto-Refresh Zone	 The third zone displays the Auto-Refresh status. Its background is green when it is ON, or red when it is OFF. See section "Tools Menu" on page 7.
4.	Associated BEPlay Remote Zone	The fourth zone gives indication on the association status to a BEPlay Remote.  is shown when no BEPlay Remote is connected to the IPDirector.  is shown when a BEPlay Remote is connected to the IPDirector but it is not associated to the Database Explorer.  is shown when a BEPlay Remote is associated to the Database Explorer. To link or unlink a BEPlay remote to a Database Explorer, double-click the BEPlay Remote zone. See the General Functions user manual for details on the configuration and use of the BEPlay remote.
5.	Associated Channel Zone	The fifth zone shows the associated player channel, if any. Otherwise, it shows "None". See section "Assigning a Player Channel to the Database Explorer" on page 108 for more information on how to assign a player channel.

2.6. Saved Filters Pane

The Saved Filters pane can be displayed by clicking the **Saved Filters** button.



With this mode, you can save filters defined in the grid thanks to the quick search fields and/or the grid filter bar. You can also apply filters previously saved.

See section "Using Saved Filters" on page 105 for more information on the search saving functions.

3. Clips, Clip Elements and Nearline Files

3.1. Terminology

Term	Definition
Nearline	Any IT storage, other than the EVS video servers, present on the network and where A/V material can be backed up or from which A/V material can be retrieved. These IT Storage devices are inventoried into the IPDirector database. Examples of nearline storage: IP drive, XFile drive, SAN, NAS…
On-line nearline	A nearline is displayed as on-line in the database tree when the next two conditions are met: • It is accessible (IP address can be "pinged") • It is managed by a SynchroDB
On-line nearline file	A file stored on an on-line nearline storage and which has been treated by the SynchroDB. It can be a high resolution file or a low resolution file.
Off-line nearline file	A file stored on an IP drive nearline storage which is no more on-line, either because it is no longer accessible or because it is no more managed by a SynchroDB. It can be a high resolution file or a low resolution file.

3.2. Notions About Clips

3.2.1. Clip Element Types

A clip is a logical entity that contains A/V media and can include several physical resources (clips and/or files).

A clip element is the physical resource inside the clip: XT clip or nearline file.

A clip and its clip elements share the same TC IN, TC OUTand metadata set.

A clip can contain up to six types of clip elements and each of them is identified in the Elements grid by a distinct icon, as detailed in the table below.

Clip Element	Description
XT high resolution clip	high resolution clip or growing clip stored on an EVS video server.
XT low resolution clip	low resolution clip or growing clip stored on an EVS video server.
on-line high resolution nearline file	high resolution file stored in nearline folders, IP drive is on-line (accessible and managed).
on-line low resolution nearline file	low resolution files stored in nearline folders, IP drive is on-line (accessible and managed).
off-line high resolution nearline file	high resolution files stored in nearline folders, IP drive is no more on-line.
off-line low resolution nearline file	low resolution files stored in nearline folders, IP drive is no more on-line.

In the Elements grid, the Clip Elements column shows the icons for the different clip elements making up the clip.

Depending on user rights, the user can see different element types. The tables in section "View Menu" on page 6 give more details on the user rights.

Note
There can be several copies of the same element within a clip.

3.2.2. Clip Content Types

New!

Various clip content types are supported by IPDirector and displayed in the Clips Elements grid. Some of them are intended to be used mainly within the CleanEdit interface.

The Content Type column provides the indication on the content. Those are Audio/Video, Audio only, Still, Logo and CG Template (for CG templates used with the Xedio Character Generator tool).

3.2.3. Clip LSM ID

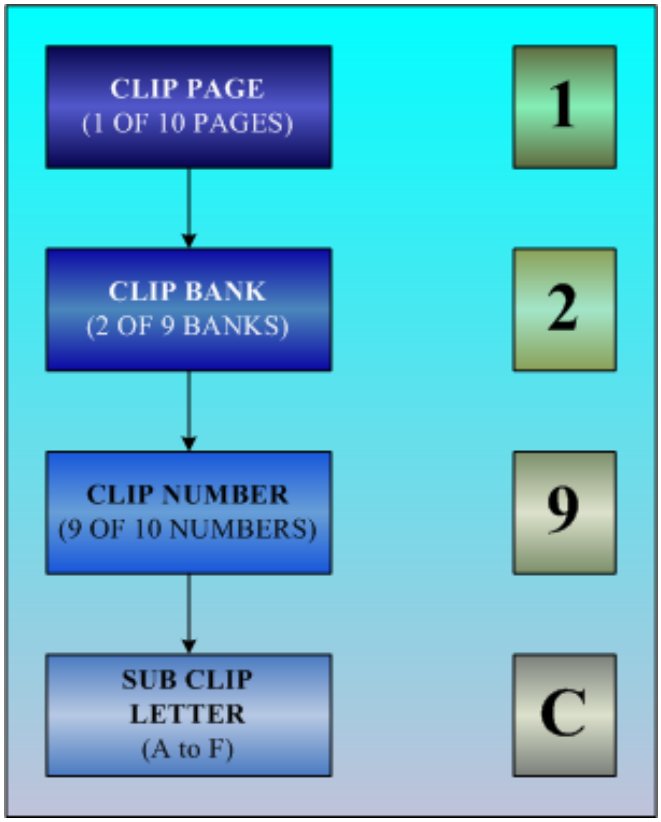
Understanding Clip Structure on an EVS Video Server

One library method used by IPDirector is to mimic the hierarchical structure adopted by the EVS range of servers to store media, which is based on the remote panel design with a limited amount of buttons and desk space.

Each EVS video server can store up to 900 clip numbers (with each clip number containing up to 6 sub clips, lettered A to F).

900 clips with up to 6 sub-clips per clip result in 5400 "clip registers" in each EVS video server.

The following diagram represents the hierarchy of the XT clip numbering system. As an example, clip number "129C" is used:



The number of the EVS video server within the network structure is also added to define the precise location of the clip. For example if clip 129C is stored on the machine allocated with the network number 2, the clip would be identified as 129C/02.

The LSM ID is this identification made up of page nr + bank nr + position in the bank + server nr.

Virtual LSM ID / Real LSM ID

Real LSM ID

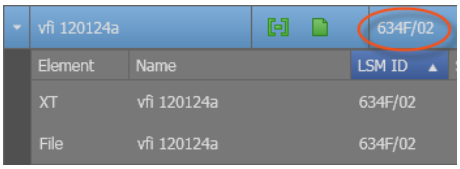
The real LSM ID reflects the location where a XT high resolution clip or a XT low resolution clip will be saved, as described in section "Understanding Clip Structure on an EVS Video Server" on page 18.

In the Elements grid displayed from the Clip Elements view, the real LSM ID is always mentioned.

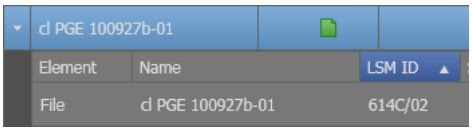
Virtual LSM ID

From the Clips view, a single LSM ID is displayed for a clip. It is called the virtual LSM ID.

- If a XT high resolution clip is present in the clip, it will be the LSM ID of the XT high resolution clip, ,



- If there is no XT high resolution clip in the clip, this field will be left empty .



When the LSM ID of the XT high resolution clip is changed, the virtual LSM ID is changed as well.

When the LSM ID of the XT high resolution clip is deleted, the virtual LSM ID is removed and the LSM ID field is set to blank.

When the LSM ID of the XT high resolution clip appears in a clip, the virtual LSM ID is updated to match.

So, if a XT low resolution clip is present in the clip, the only way its real LSM ID can be retrieved is from the Clip Elements branch of the tree. This view and function should only be used by system administrators and media managers.

3.2.4. Normal Clip Versus Light Clip

Purpose

When a lot of users work on IPDirector, they can create a large amount of clips. This can potentially lead to a situation where too many XT clips are created on the EVS video server and where the database is overloaded by resources-consuming processes.

The concept of light clip has been introduced to avoid the creation of a large amount of clips on an EVS video server. A specific user right is required to be able to create light clips.

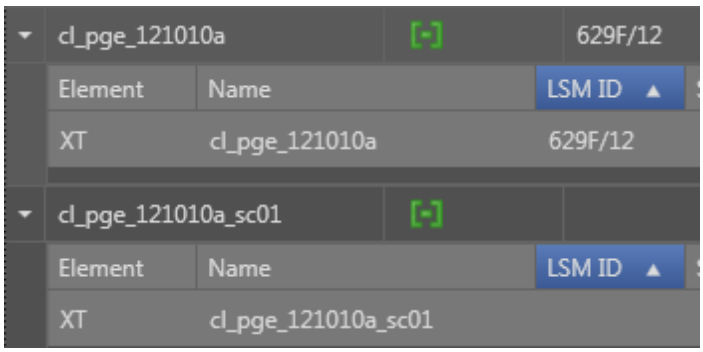
Normal Clip

When a clip is created from a live train, it will be a normal clip, stored on an EVS video server with a LSM ID.

Light Clip

When a sub-clip is created from a normal clip, a light clip will be created which contains an XT clip element. This XT clip element will be stored in the IPDirector database but not on the EVS video server because it is actually a reference to the original XT clip present on the server. So, no LSM ID will be associated to the XT clip element from the light clip.

In the example below, the first clip is the normal clip created from the train and the second clip is the light clip created by trimming the normal clip:



A light clip will not be taken into account in heavy processes such as clip-log auto-associations, bin filters,…

3.3. Nearline Management

3.3.1. Purpose

XT clips can be sent to a nearline for backup purpose. They are saved on the nearline as files. Physical storage such as IP drive (or XF drive) can be used as nearline. A clip which only contains a nearline file can be restored to an EVS video server, for example for playout purpose.

Once a nearline directory has been configured in the Remote Installer, the IPDirector will continuously scan the directory path looking for new files or files being deleted. The IP drive service will also automatically detect the appearance of a new IP drive, or XFile disk, or the ejection of a drive.

3.3.2. Files Types

All the files appearing on the nearline storage are filtered according to a list of supported extensions. Depending on the extension, they will or will not be visible in IPDirector.

Files can be classified among three types.

Files with a non-supported extension and which are not video files

They will be ignored and will not be visible in IPDirector.

This could be an EVS XML file without an associated A/V file or this could be a file with a non-supported extension like a dll, or a text file.

Files with an extension not supported on the nearline

They will be visible in the Media Files branch of the tree, but no clip will be created, so they will not be visible in the Clips branch of the tree for most users.

The import status of this kind of files will be "unsuccessful" in the Import Status column of the Media Files node with the error message stating "unsupported format".

In a future version of IPDirector, it will be possible to import these files by initiating a transcoding process.

Files with an extension supported on the nearline

They will be visible in the Media Files and in the Clips branches of the tree.

This is the case for EVS MXF, QT, OP1A, Proxy (lo-res) and DV DIFF files.

In addition, some multi-files formats, having separate files for audio, video, and sometimes a reference file, are now supported by IPDirector. With such files, IPDirector links the different components and only one file appears in the Media Files grid.

This is the case for QT Ref, OPAtom and MPEG 1 Elementary System.

Metadata of this third kind of files can be obtained from three different sources which will be reflected in the metadata source column of the Media Files node:

Metadata Source	Metadata Source Column
XML metadata file	XML
Header of an EVS MXF file	EVS MXF
no metadata	None

The Metadata files are automatically updated when clip metadata are changed.

3.3.3. Error Messages

The following error messages could appear in the **Error Message** column of the Database Explorer grid:

Error Message	Source of the Error
Could not read metadata file	Bad metadata file: corrupted file or bad syntax.
Some compulsory tags are missing from the XML metadata file	Bad metadata file: missing tag or incoherent data (e.g. IN < OUT).
Bad data in one or more metadata tag	Bad metadata file: bad/incoherent data (e.g. IN < OUT, bad value).

Error Message	Source of the Error
Unsupported A/V format. You need to transcode your file before importing it to IPDirector nearline.	Unsupported A/V format (recognized by Timecode Extractor but not supported natively).
Could not read A/V file. This file might be corrupted or in the wrong format.	Corrupted A/V file. Timecode Extractor or EVS MXF.dll cannot read the file.

3.3.4. Supported Codecs

The following codecs can be managed by the nearline:

- SD: MJPEG SD, MJPEG Proxy, IMX 30, IMX 40, IMX 50, DVCPRO 25, DVCPRO 50, MPEG-1, MPEG-2, MPEG-2 (I-Field), DV25, H-264.
- HD: MJPEG EVS HD, MJPEG Standard HD, MPEG-2, MPEG-2 (I-Field), MPEG-2 HD (I-frame), Avid DNxHD® Lo, DNxHD® Hi 8 bits, DNxHD® Hi 10 bits, DVCPRO HD 100 mbps, XDCAM HD, ProRes 422 SQ, ProRes 422 HQ, ProRes 422 LT, AVC Intra, H-264, AVC Intra 50, AVC Intra 100.

3.3.5. Off-line Nearline Files

Introduction

Off-line files are displayed in the Database Explorer when the **Show off-line files** option is selected from the View menu available on the toolbar.

Display Off-line Clips or Clip Elements

All off-line clips and clip elements are displayed in italic.

A clip is off-line when all its clip elements are off-line.

For example, a clip which contains an off-line high resolution file and an on-line low resolution XT clip will be on-line, even for "high resolution only" browsers.

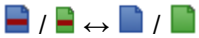
Operations on Off-line Clip or Clip Elements

The following operations are not allowed on off-line clips or clip elements:

- left-click
- right-click
- drag-and-drop
- double-click
- assign mode
- modify assigned keywords
- browse mode
- play mode

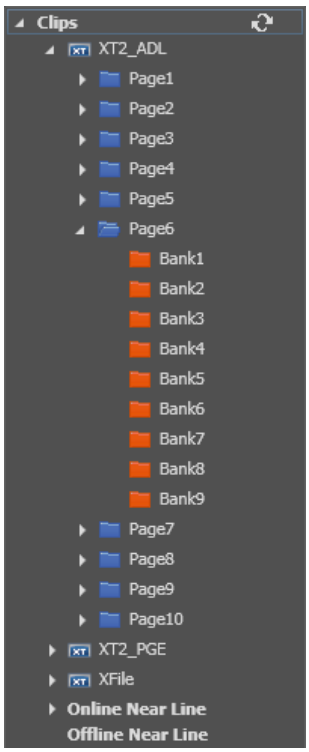
3.3.6. Status of Clip / Clip Elements

When a transportable media managed as an IP Drive storage is inserted or removed from its host, the status of the clip and clip elements is updated automatically:

- the icon in the Clip Element column is updated:  /
- the text is changed between normal and italic
- operations are allowed or disabled.

4. Clips View

4.1. Clip Tree Structure



The Clips branch is visible by all the users. The main branch displays all the clips from the sub-branches.

Within the Clips tree structure, the following sub-branches are available:

- Physical hardware present on the XNet, such as:
  - high resolution EVS video servers: displays clips containing a high resolution clip saved on the high resolution EVS video servers.

    Light clips are listed here as well even if they are not saved on a server but only refer to a normal clip itself saved on a server.
  - low resolution EVS video servers: displays clips containing a low resolution-clip saved on the low resolution EVS video servers.

    The **Show Lores tree** option must have been selected from the View contextual menu.
  - XF[2] or XStore hosting XFile software: displays clips which have been backed up to XFile and then published from XFile to the XNet.

    Even if an XT clip is backed up to XFile in a file format, when the file is published from XFile, it appears with a **Clip** icon in the Elements grid.

  Each machine can be searched by browsing the tree from network number > page > bank.

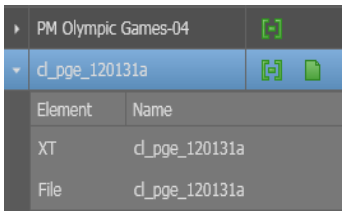
- On-line nearline: displays clips which have been backed up to nearline/IP drive and for which the nearline/IP drive is still accessible, so clips can still be immediately retrievable.
- Off-line nearline: displays clips which have been backed up to nearline/IP drive and for which the nearline/IP drive cannot be accessed anymore. So, IP drive identification allows clips to be retrieved after re-inserting the drive, for example.

  The **Show offline IP Drive storages** option must have been selected from the View contextual menu.

4.2. Elements Grid for Clips

4.2.1. Clips Display in the Elements Grid

Clicking the Clips branch of the tree displays the list of clips in the Elements grid. Each clip is displayed on a separate line within the grid but the view can be expanded thanks to a small arrow at the beginning of each line. The different clip elements, XT clips and files, making up the clip are then displayed on separate lines.



The Clips branch also lists the record trains from the servers present on the XNet. They appear with the same icon as XT high resolution clip.

Sub-branches only display the corresponding clip elements: XT clips for the EVS video servers sub-branches, files for nearlines.

4.2.2. Clip Data Columns

The clip data is organized in columns. Some of the details can be edited from here, others are for viewing only. All the column headers can be used as filters when performing a search.

See section "Organizing Columns" on page 13 for details on how to hide or show the columns.

Most of the columns are described in the table below:

Column Name	Description
Thumbnail	A reference frame from the clip can be shown to identify the material visually.
Key Thumbnail	A reference frame from the Key clip can be shown relative to the selected Fill clip.
Name	A clip can be automatically named: • using a configuration setting in the EVS video server • from the EVS video servers keyboard • from the IPDirector Control Panel when using it to create clips
Clip Element	Displays all the icons corresponding to all the elements included in the clip.  XT high resolution clip (green icon)  XT low resolution clip (blue icon)  on-line high resolution file (green icon)  on-line low resolution file (blue icon)  off-line high resolution file (green icon surrounded with red line)  off-line low resolution file (blue icon surrounded with red line) Record trains are also listed with the icon (green icon).
LSM ID	This is the virtual LDM ID as explained in section "Virtual LSM ID / Real LSM ID" on page 19.
UmID	UmID is a fixed length 8-character ID. The EVS video server automatically assigns a UmID each new clip. It is used for the unique identification of a clip on an XNet network. Within a clip, the UmID of the XT high resolution clip and the UmID of the high resolution file are the same. The UmID displayed is the UmID of the high resolution clip, if any. Otherwise, it is the UmID of the high resolution file.
VarID	VarID is a 32-character ID with variable length and format. It is automatically assigned to new clips. It is mainly used to ensure redundancy on the system. It can be unique for a clip on the EVS video server level or on the XNet network level, depending on the EVS server settings. Within a clip, the VarID of the XT high resolution clip and the VarID of the high resolution file are the same. The VarID displayed is the VarID of the high resolution clip, if any. Otherwise, it is the VarID of the high resolution file.
Status	Displays the archive status of a clip. See section "Status Icons" on page 29 for a complete list of all the icons which can be displayed.

Column Name	Description
Protected	Displays the protection status of a clip. No icon is displayed if the clip is not protected. In hi-lo mode, two icons are present, one for each XT clip. Icons available are:  high resolution clip protected by the IPDirector protocol  low resolution clip protected by the IPDirector protocol  high resolution clip protected by another protocol  low resolution clip protected by another protocol See section "Clip Protection" on page 29.
T/C IN	The IN timecode of the clip, without guardbands.
T/C OUT	The OUT timecode of the clip, without guardbands.
Duration	The clip duration from T/C IN to T/C OUT.
Limit IN	The Protect IN timecode of the clip including guardbands.
Limit OUT	The Protect OUT timecode of the clip including guardbands.
Keywords	A list of the standard keywords that have been associated with the clip.
Participants	A list of the participant keywords that have been associated with the clip.
Level	A rating can be given to a clip, from zero to three stars. This can be done during clip creation or later on and can provide a useful search filter for use in the Database Explorer. None,  ,  , 
Ganged	If the clip is linked to other clips, because it has been created on ganged recorders, the gang icon is displayed
Type	If the clip is a Key Clip, a Fill clip or a normal clip.
Creation Date	The date when the clip was created.
Source Name	The record source name of the channel where the clip was created. This name is assigned in the EVS video server set up menus. The source name is always the one of the high resolution element, even if the element is off-line. If there is no high resolution element, the field is empty.
Storage	Concatenation of the storage locations of all the clip elements.
Category	Category assigned to the clip in the Ingest Scheduler.
Tape ID	Tape ID as ingested in the VTR engine or from an AVID system.
SLSM	Indicates if a clip is a Super Motion clip or not
Owner	Clip owner identification.
Published	All the groups the clip has been published to.

Column Name	Description
In Bins	Provides the list of bins in which the clip has been inserted.
Profile	Provides the list of profile names associated to the clip.
Created in IPEdit	Mentions whether the clip has been created in IPEdit (**YES**) or not (**NO**)

4.2.3. Status Icons

The table below gives a description for most of the icons which can appear in the **Status** column of the Elements grid.

Icon	Description
	The clip is still in the process of being sent to a nearline/target.
	The clip is still in the process of being sent to CleanEdit application.
	The clip is still in the process of being sent to Avid.
	The clip is still in the process of being sent to an EVS video server through the GigE network.
	The clip has been successfully sent to a nearline/target.
	The clip has been successfully sent to CleanEdit application.
	The clip has been successfully sent to Avid.
	The clip has been successfully sent to an EVS video server through the GigE network.
	Clip for which the transfer to a nearline/target failed.
	Clip for which the transfer to CleanEdit application failed.
	Clip for which the transfer to Avid failed.
	Clip for which the transfer to an EVS video server through the GigE network failed.

4.2.4. Clip Protection

You can protect clips from deletion by Multicam users or other IPDirector users. The clip protection will not prevent other users from deleting the clips. However, it will warn them that the clip is protected and should not be deleted.

Within IPDirector, you can protect and unprotect a clip mainly from the contextual menus of the Database Explorer and the Control Panel or during the creation of a clip.

Note

When you protect a XT hi-res clip, the lo-res version (if present) is protected automatically and vice versa. Then, two icons will be displayed, one for each XT clip. The protect feature does not affect hi-res or lo-res files.

If a clip is protected by the IPDirector protocol, the **Protect** icon (hi-res) or (lo-res) appears in the **Protect** column of the element.

If the clip is protected by another protocol, the **Protect** icon (hi-res) or (lo-res) appears in the **Protect** column.

Note

It is possible to protect a clip via IPDirector if it is already protected by another protocol. This will ensure that the clip remains protected even if it is unprotected later by the other protocol.

In IPDirector, it is not possible to remove the clip protection defined by another protocol.

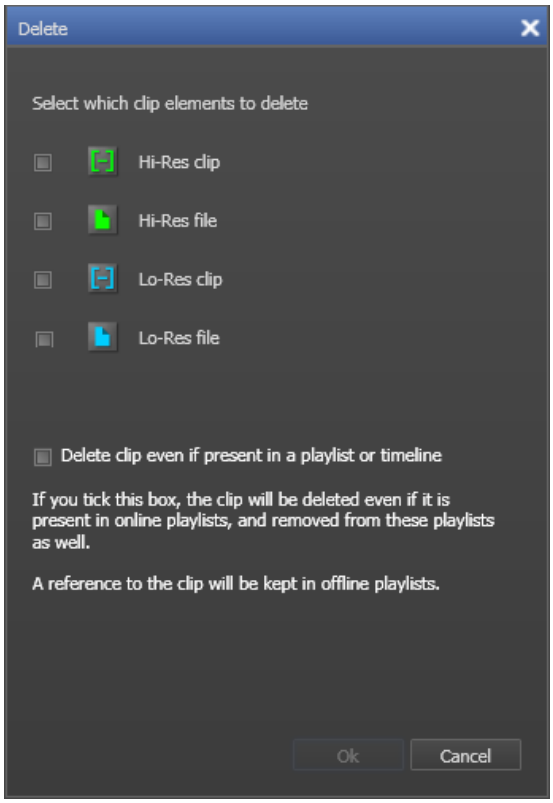
4.2.5. Clip Contextual Menu

The Clip contextual menu is available when right-clicking a clip in the Elements grid. It gives access to the actions that can be performed on clips in the Database Explorer.

The following table describes the commands from the clip contextual menu:

Command	Description
Cut	Not relevant in the Elements grid.
Copy	Copies the clip to the clipboard. A shortcut to the clip can then be pasted in a bin.
Paste	Not relevant in the Elements grid.
Send To	Provides a list of possible destinations to which the selected clip can be sent. Possible destinations are: • the user's default bin • the user's default playlist • a default archive target • any target destination visible on the GigE network that has been defined, such as CleanEdit targets, Avid, targets, Final Cut Pro targets, File targets.
Backup to Nearline	Enables the backup of clip to the default nearline or to a nearline directory. Lists the on-line nearline directories destinations to which the loaded clip can be sent. During the backup process, an XML metadata file is generated. In this file, the keywords assigned to the clip appear in the order they have been entered by the operator.

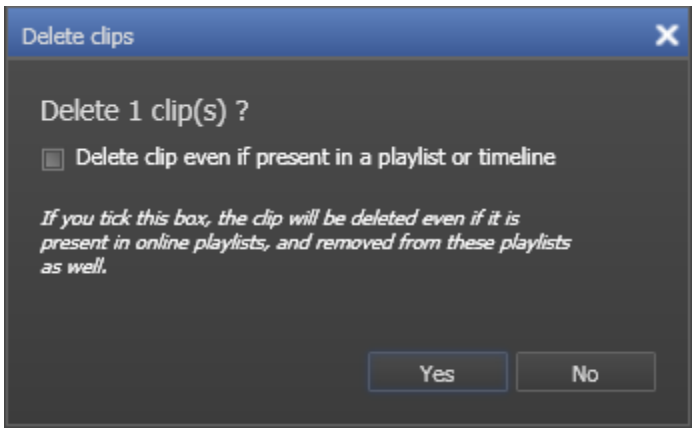
Command	Description
Copy by GigE	Copies a clip from an EVS video server to another one by the way of the Gigabit network, as far as the servers have a GigE card. Lists all the EVS video servers that have a GigE address with sub-menus to select server pages.
Restore to XT	Restores the clip to an EVS video server. • the default server. The default server is defined in the XNet network page of the Remote Installer. • one of the EVS video servers with GigE address present. A submenu is available from each EVS video server to select the server page where you can restore the clip.
Publish	Opens the Publish Clip window from which the selected clip, or clip element within the clip, can be published, i.e. made available to selected groups of users. See section "Publishing a Clip" on page 44.
Delete	Allows the deletion of the selected clip, even if present in a playlist or timeline. See section "Deleting a Clip" on page 33. When deleting a clip from an XT node, the corresponding file will not be deleted.

Command	Description
Delete Selected Clip Elements	This option is only visible by hi-lo browsers. It is only available when right-clicking a clip line, not a clip element line in clip expanded view. The Delete Window is then displayed and allows you to select which ones of the clip elements will be deleted.  See section "Deleting a Clip" on page 33 for information on the option "delete clip if present in a playlist or timeline".
View Key Clip	Displays the Key clip associated with a Fill clip that is selected. This option is only active for Fill clips that are included in a Fill and Key association.
Edit	Opens the Edit Clip window from which the user can modify the clip information. Metadata is common between all clip elements. See section "Edit Clip Window" on page 34.
Modify T/C IN or Date	Opens the Modify T/C In or Date window from which the user can modify the IN timecode or date of the clip. See section "How to Modify the T/C in or the Date of a Clip" on page 44.
Generate XML Metadata	The XML file is synchronized for the selected clip or clip element, provided that the IP workstation has been configured as master. With workstations configured as slave, an error message is displayed when using this option.

Command	Description
Protect	Allows you to protect or unprotect a clip from deletion: • A **Protect** icon appears in the **Protect** column of the Elements grid when the clip is protected. • A message will warn you in IPDirector or in Multicam not to delete the clip when the clip is protected. • Only XT clips can be protected.
Unprotect	Allows you to unprotect the selected clip when it has been protected in IPDirector.
Duplicate	Opens a Duplicate Clip window where you can specify the location on an EVS video server of the XNet Network where a copy of the clip should be stored. Files are not duplicated, even if the command is applied at the clip level. See section "How to Duplicate or Move a Clip by Specifying an Exact Location" on page 36.
Move	Opens a Move Clip window where you can specify the location on an EVS video server of the XNet Network where the clip should be moved. This command is not available for files. See section "How to Duplicate or Move a Clip by Specifying an Exact Location" on page 36.
Link	Allows you to link selected clips manually. It is only possible to link clips that are not already associated with other clips.
Unlink	Allows you to unlink the clips linked to the selected clips.
Properties	Displays information related to the owner and the groups the selected clip has been published to.

4.3. Deleting a Clip

When selecting the **Delete** option from the Clip contextual menu, the Delete Clips window is displayed:



You can choose whether you want to force the deletion of the clip even if it is present in a playlist or timeline.

If you do not tick the box in the Delete Clips window, only clips not present in playlist or timeline could be deleted.

If you tick the box, several cases can occur depending on whether the playlist or timeline is on-line or off-line.

- On-line Timeline

  If the clip is present in on-line timeline, the clip will be deleted and the timeline element will be replaced by a black element.

- On-line Playlist

  If the clip is present in an on-line playlist, both the clip and the playlist element will be deleted.

  This may be particularly useful when operators want to purge the servers after the playlists have been played out.

  In case a file is present on the nearline, you will be asked whether you want to keep it or delete it.

- Off-line Playlist

  In case you want to be able to reuse the playlist but you do not want to keep the clip, you need to put the playlist off-line and then force the deletion of the clip from the Database Explorer. The clip will then be replaced by a virtual element.

  - If a corresponding file is still present on the nearline, it will be used when browsing the playlist from the Software Player. In addition, the VarID will be used to restore the XT clip in the playlist when you put the playlist on-line again.
  - If no corresponding clip element is available after the deletion of the XT clip, this latter will be replaced by a virtual element in the playlist.

4.4. Editing a Clip

4.4.1. How to Edit a Clip From Within the Database Explorer

To edit the clip data, proceed as follows:

1. Select the clip or a clip element.
2. Right-click and select **Edit**.

The Edit Clip window appears offering the ability to add or change clip data. For more information on the Edit Clip window, See section "Edit Clip Window" on page 34.

4.4.2. Edit Clip Window

In the Edit Clip window you can add or change clip data. It is accessible from the clip contextual menu in the Database Explorer.

Changes are applied to all elements in the same clip, since all elements share the same metadata.

The window is similar to the Save Clip window. See the Control Panel user manual for a description of the fields and buttons displayed in the window.

4.5. Copying or Moving a Clip

4.5.1. Ways to Proceed

Different ways exist to move or copy a clip:

- by drag-and-drop operations
- by the **Duplicate** or **Move** options from the contextual menu
- by the GigE connection (for copy only)

Note 1

During a Duplicate operation, only the XT clip will be copied, not the file.

During a Move operation, only the XT clip will be moved and receive a new LSM ID. The file will keep the original LSM ID. However, the file will be listed under the XT / page / bank of the moved clip, no longer under its previous location.

For example, a clip containing an XT clip and a file with "LSM ID = 621A/01" is moved to position "113A/01". The clip is no more displayed in page 6 of server 01. It is listed under server 01, page 1, bank 1 with "LSM ID = 113A" and contains an XT clip with "LSM ID = 113A" and a file with LSM ID = "621A".

Note 2

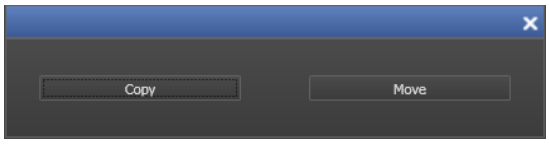
As some copy or move operations may take place between EVS video servers on the XNet they will take some time to complete.

4.5.2. Copying or Moving a Clip Using Drag-and-Drop Operations

A clip can be selected in the right pane of the Database Explorer and dragged to a new location in the tree structure in the left pane. The target is highlighted in the tree.

Depending on the option selected in **Tools > Settings > General**, the copy and move functions could be performed in different ways: Windows style, Google style or Dialog Box style. Refer to section "Settings" in part 1 of the user manual for more information on these options.

The Dialog Box Style is the default value. When dragging a clip, displays a popup window and asks the operator for the operation to perform.



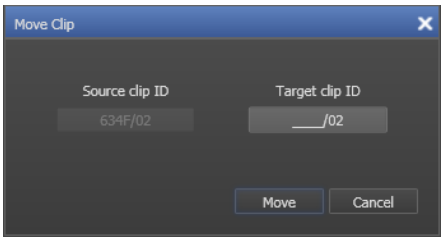
Using this technique the clip will be copied or moved to the first available location in the section of the tree it was dropped upon:

- If the clip is dropped on a server level of the tree it will be placed in the first available space in the XT clip structure.
- If the clip is dropped on a page level of the tree it will be placed in the first available space in the page structure.
- If the clip is dropped on a bank level of the tree it will be placed in the first available space in the bank structure.

4.5.3. How to Duplicate or Move a Clip by Specifying an Exact Location

To duplicate or move a clip to an exact location, proceed as follows:

1. Select a clip to be moved or copied. You can select either the main clip line or the XT clip line in the Database Explorer.
2. Right-click the clip and select **Move** or **Duplicate**.
3. The Move window or Duplicate window is displayed asking for the LSM ID for the new location.



4. Type the LSM ID in the **Target Clip ID** field.
5. Click the **Move** button in the Move window, or the **OK** button in the Duplicate window.

The clip will be moved or duplicated (copied) to the location specified in the **Target Clip ID** field.

4.5.4. How to Copy a Clip to an EVS Video Server through the Gigabit Ethernet

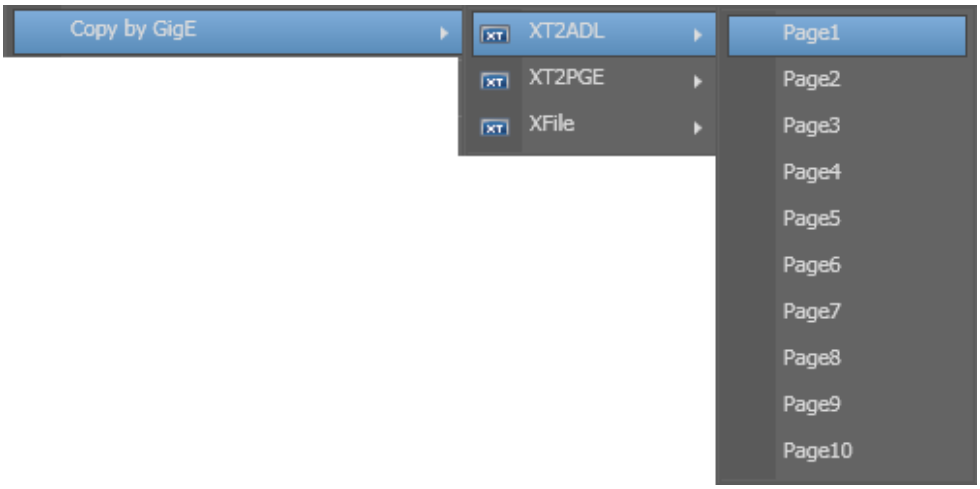
It is possible to copy a clip to an EVS video server belonging to the same or another XNet network through the GigE network via the Gigabit Ethernet connection. For more information, refer to the Technical Reference manual.

To copy a clip to an EVS video server, proceed as follows:

1. Right-click the clip line or XT clip line corresponding to the clip you want to copy to another server.

   The clip contextual menu is displayed.

2. Select **Copy by GigE** from the menu and the server you want to copy the clip to from the Send to sub-menu.



The clip is copied and the icon appears in the **Status** column.

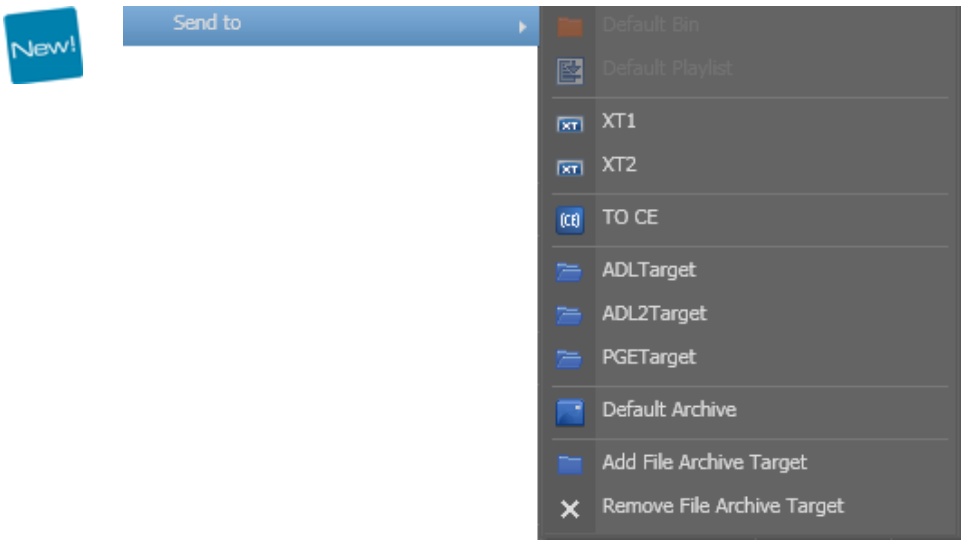
Note
When copying a clip to another EVS video server from the same network, this option can be used rather than the Send to > XT option to avoid the creation of a target.

4.6. Sending a Clip to a Destination Target

4.6.1. Introduction

IPDirector gives full flexibility to directly send A/V files to third party systems (i.e. NLE systems) and storage paths. Sending media to third party systems will be performed with the **Send to** command. Sending media to removable drives will be performed with the **Backup to Nearline** command.

4.6.2. Send To Menu



Note
Icons for destinations targets may have been customized from the Remote Installer.

4.6.3. How to Send a Clip to the Default Archive

To flag a clip to be sent to the default archive, proceed as follows:

1. Right-click the clip line or XT clip line corresponding to the clip you want to send to the default archive.

   The clip contextual menu is displayed.

2. Select **Send To > Default Archive** from the clip contextual menu.

The clip is flagged to be sent to the session folder of the XFile defined as the default XFile on the EVS video server where the XT clip is physically stored.

Refer to the XFile user manual for more information on how to define the session folder.

4.6.4. How to Send a Clip to a Destination Folder (Destination Target)

IPDirector gives full flexibility to directly send A/V files to third party systems (i.e. NLE systems). Clips can be sent to a destination target through the XNet network or the GigE network. The network used for the transfer depends on the setup defined. For more information, refer to the Technical Reference manual.

To send a clip to a destination target, proceed as follows:

1. Right-click the clip line or XT clip line corresponding to the clip you want to send to a destination target.

   The clip contextual menu is displayed.

2. Select **Send To** from the clip contextual menu and select a destination target.

The clip is sent to the destination target and the icon corresponding to the selected destination target and to the transfer status is displayed in the **Status** column of the Database Explorer. See section "Status Icons" on page 29.

Note

Icons for destinations targets may have been customized from the Remote Installer.

4.6.5. How to Add a Destination Target

To add a destination target to the list, proceed as follows:

1. Right-click the clip list in the Database Explorer grid.

   The Clip contextual menu is displayed.

2. Select the **Add File Archive Target** option from the Send To sub menu.

   The New Archive Target window opens.

3. Fill in the field in the New Archive Target window.

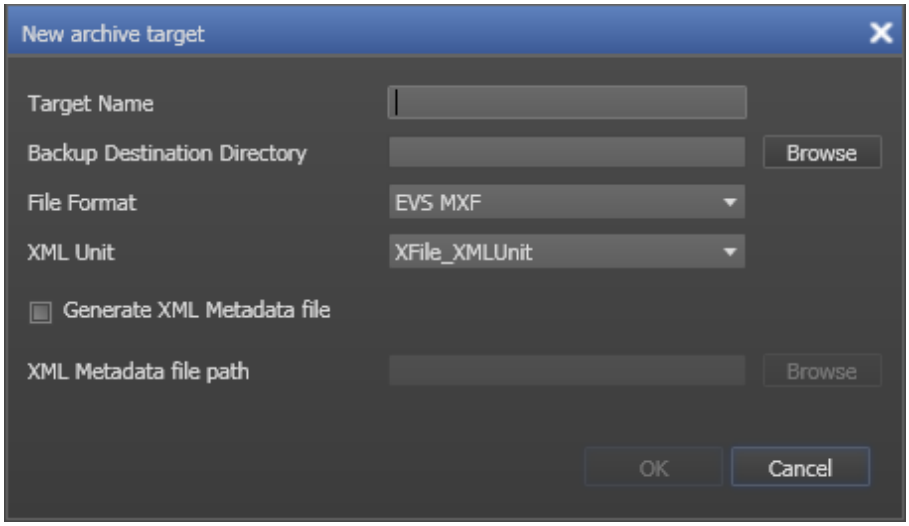
   See section "New Archive Target Window" on page 39 for more information on the fields.

4. Select **OK**.

The new destination target is added to the list of destination targets in the contextual menu.

4.6.6. New Archive Target Window

The New Archive Target window makes it possible to add a new destination or archive target. The fields displayed on the New Archive Target Window are described below:



Field	Description
Target Name	The name of the target as it will appear in the contextual menu.
Backup Destination Directory	The destination folder where the file will be copied. Be sure this directory is shared with full control access.
File Format	The file format. It can be MXF EVS, MXF OP1A, QuickTime Movie, or QuickTime Reference, MXF OPAtom, AVI.
XML Unit	Drop-down list with the available XML Units, as defined in the Remote Installer, which could manage all the files sent to the destination target.
Generate XML Metadata file	When this check-box is selected, an XML file with the metadata of the clips backed up is generated. This file is created at the same time as the backup file for all media file formats. In the MXF EVS format, the metadata is included in the media file itself.
XML Metadata file path	The destination folder where the XML Metadata file will be stored.

4.6.7. How to Delete a Destination Target

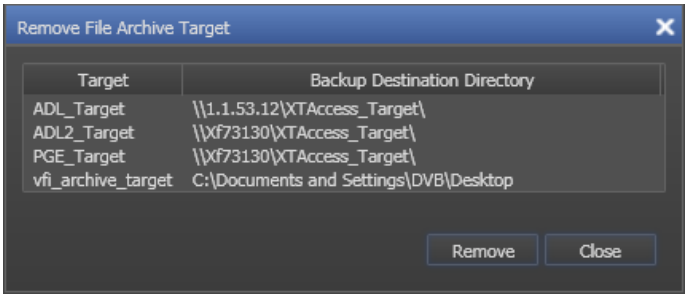
To delete a destination target from the list, proceed as follows:

1. Right-click the Clip list in the Database Explorer grid.

   The Clip contextual menu is displayed.

2. Select **Remove Archive Target** from the Send To sub-menu.

   The Remove Archive Target window is displayed.



3. Select a target from the list.
4. Click the **Remove** button.
5. Answer **Yes** to the question asked to confirm the operation.

The archive target does not appear in the Send to contextual menu any more.

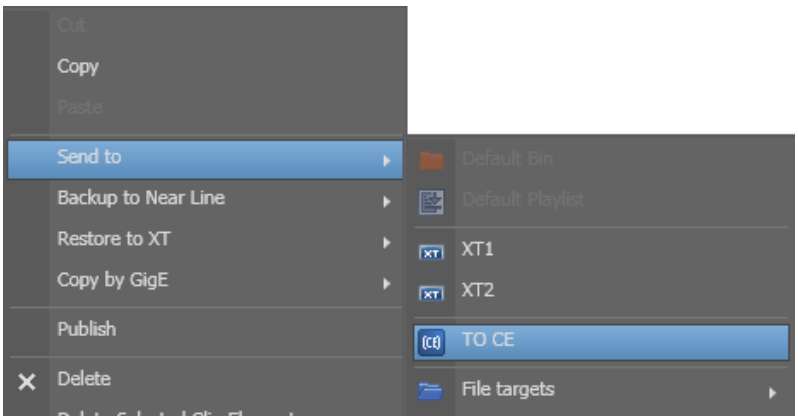
4.6.8. How to Send a Clip to a Xedio CleanEdit Storage

To send a clip to a Xedio CleanEdit storage, proceed as follows:

1. Right-click the clip line or XT clip line corresponding to the clip you want to send to CleanEdit.

   The clip contextual menu is displayed.

2. Select **Send To** from the clip contextual menu and select a predefined CleanEdit target from the **Send To > CleanEdit** sub menu.



Once the clip has been sent, it is immediately available in the CleanEdit database. It can then be inserted into a project, edited or played out using Playout Organizer or CleanPlayout Server.

Note

Which clip elements will be sent depends on the target: you can configure hi-res targets, lo-res targets or hi/lo targets.

Required Configuration

These destination targets are defined from the IPDirector Remote Installer and a corresponding XFile XML unit must have been correctly configured. The name used to define the type of transfer is user-definable and may be different from the CleanEdit target used in the screenshot above. Refer to the IPDirector Remote Installer and XFile user manual for more information.

4.6.9. How to Send a Clip to an Avid System Using the AVID Transfer Manager

To send a clip to an Avid system using the Transfer Manager, proceed as follows:

1. Right-click the clip line or XT clip line corresponding to the clip you want to send to Avid.

   The clip contextual menu is displayed.

2. Select **Send To** from the clip contextual menu and select a predefined Avid TM target from the **Send To > Avid** sub menu.

Once the clip has been sent, it is immediately available in an Avid (When an Asset management system is in use, like Interplay or media Manager). It can then be inserted into a bin and can be inserted into an edit.

Note
With Avid and FCP targets, the hi-res element is sent, with a priority on the XT clip.

Required Configuration for Transfer

Clips can be sent via two different paths to an Avid system:

- The first method is to send them through the XNet network and then through the GigE network between the Avid device and XFile. This method must be used if the EVS video servers are not GigE equipped.
- The second and newer method would send the media directly from the EVS video servers Gigabit Ethernet ports to the AVID TM initiated by an instruction to an installed XTAccess application.

The network used for the transfer depends on the setup. For more information, refer to the Technical Reference manual.

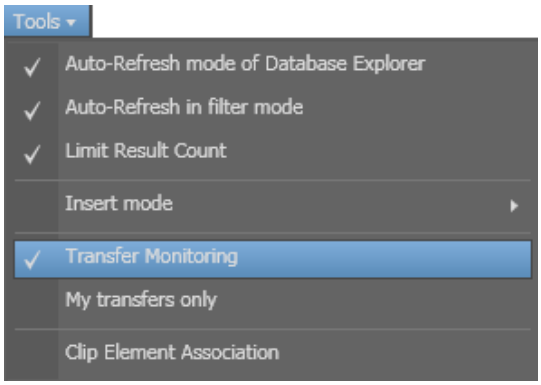
The Avid destination targets are predefined from the IPDirector Remote Installer. The name used to define the type of transfer is user-definable and may be different from the Avid target used in the screenshot above. Refer to the IPDirector Remote Installer manual for more information.

Avid TM, XFile and XTAccess components must have been correctly configured in order to automate this procedure. Please refer to the corresponding user's manual for more information.

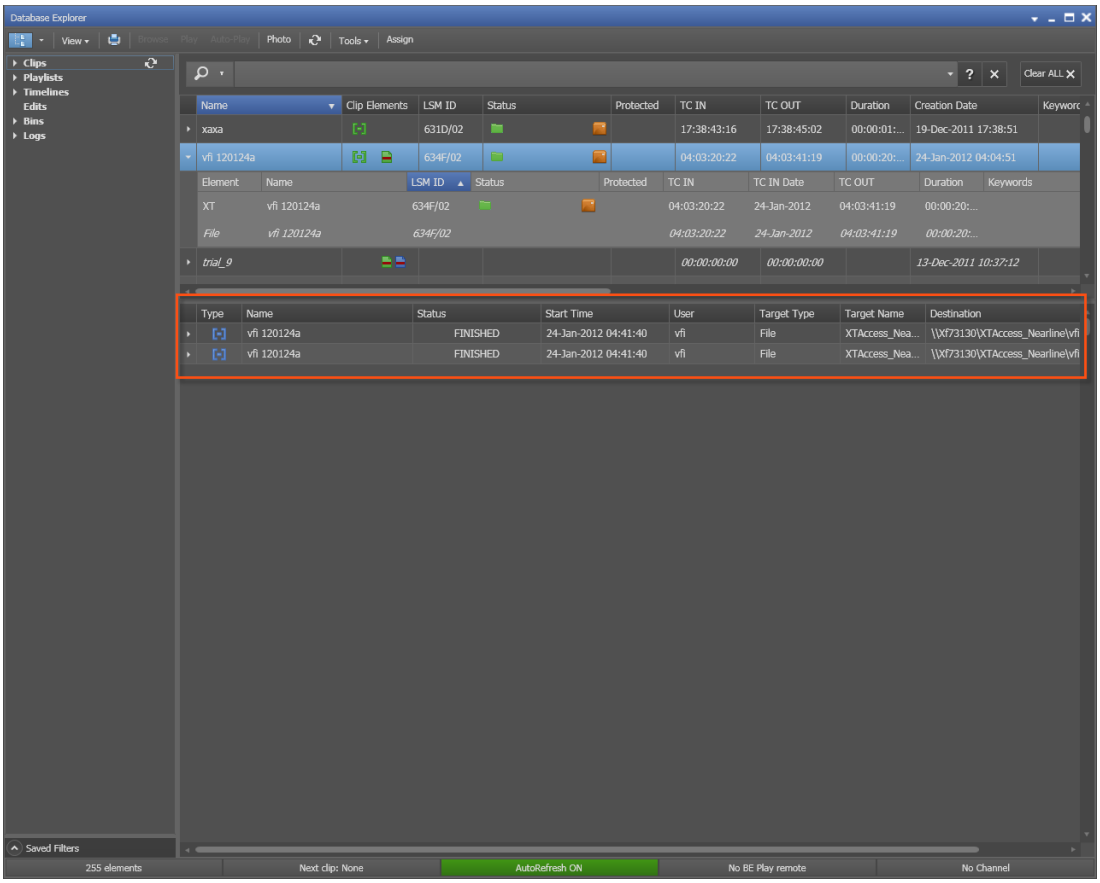
4.6.10. Transfer Monitoring

Transfers can be monitored from within the Database Explorer.

Click **Tools > Transfer Monitoring** in the Database Explorer toolbar:



This will show the monitoring pane inside Database Explorer:



In this pane, you can only see transfer information about the selected item in the Elements grid above.

Note

More extensive transfer monitoring options are available from the main IPDirector window.

4.7. How to Modify the T/C in or the Date of a Clip

The T/C and date corresponding to the IN point of a clip can be modified from the contextual menu. This operation is very useful when re-ingesting a feed which must then be associated to a logsheet, or simply because the A/V material ingested corresponds to A/V material which was originally recorded at a different T/C and date.

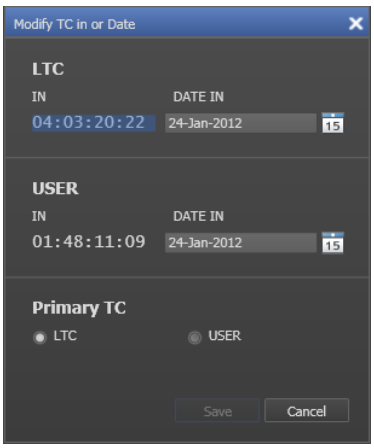
To modify the T/C IN or Date of a clip, proceed as follows:

1. Right-click the clip line (or XT clip line) in the Database Explorer grid.

   The clip contextual menu is displayed.

2. Select **Modify T/C IN or Date**.

   This opens the following window:



3. Type the new Timecode IN with the format HH:MM:SS:FF in the **IN** field.
4. Select the new Date for the clip in the **Date In** drop-down list.
5. Click the **Save** button to save your changes.

Note

This option is available when multiple clips are selected. All the controls have then empty values and a single change can be applied to the entire selection at once.

4.8. Publishing a Clip

4.8.1. Introduction

Publishing a clip makes it visible to members of the group(s) the clip is published to.

Depending on the place you right-click, different clip elements from the clip will be published:

Right-click on...	Result
Clip line	All the clip elements are published. The Group Name the clip has been published to appears in the **Published** column, next to the clip and all the clip elements
XT hi-res clip	Only the XT clip is published, not the file. The Group Name appears in the **Published** column, next to the clip and the XT clip element.
File	Only the file is published, not the XT clip. The Group Name appears in the **Published** column, next to the file.

4.8.2. How to Publish a Clip

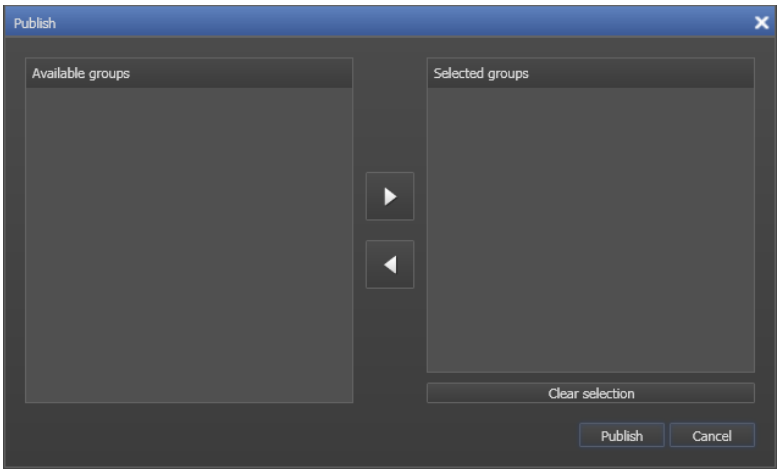
To publish a clip to groups of users from the Database Explorer, proceed as follows:

1. Right-click the clip to be published.

   The Clip contextual menu is displayed.

2. Select **Publish** from the contextual menu.

   The Publish Clip window opens.



3. Select the user group(s) to which you want to publish the clip in the Available Groups area. Keep **CTRL** pressed to select multiple groups.
4. Click the **Add** button to move the selected user groups from the Available Groups to the Selected Groups.

5. Click the **Publish** button.

All users belonging to the selected user groups and having visibility rights on the clip will be able to view it.

4.9. How to Assign Keywords to One or Several Clips

To assign keywords to one or several clips, proceed as follows:

1. Select a clip or clip element in Clip, Clip element or bins/clips branches of the Database Explorer grid.
2. Click the **Assign** button. It becomes colored to indicate that the Assign mode is active.

3. Open a keyword grid or a keyword dictionary.

   The **Apply** button must be active 

4. Select the keywords you want to assign to the media.
5. Click the **Apply** button.

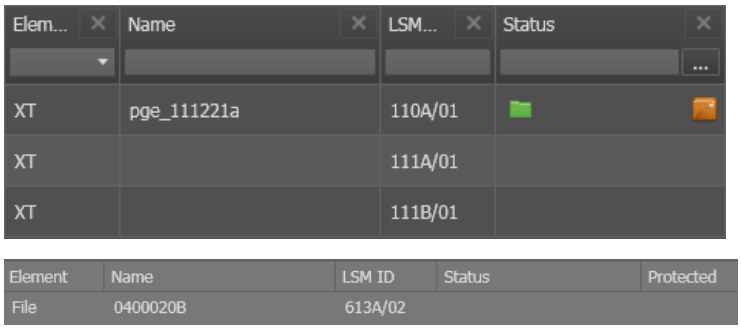
   Keywords are assigned to the clip or clip element and appeared in **Keywords** columns of the Database Explorer grid.

5. Clip Elements View

5.1. Introduction

A clip element is the physical resource inside the clip: XT clip or media file. Every element in a clip shares the same T/C IN and T/C OUT. See section "Clip Element Types" on page 17 for the different kinds of clip elements.

When visible, clicking the Clip Elements branch of the tree displays a flat view of the clip elements list in the Elements grid. Each element is displayed on a separate line within the grid.

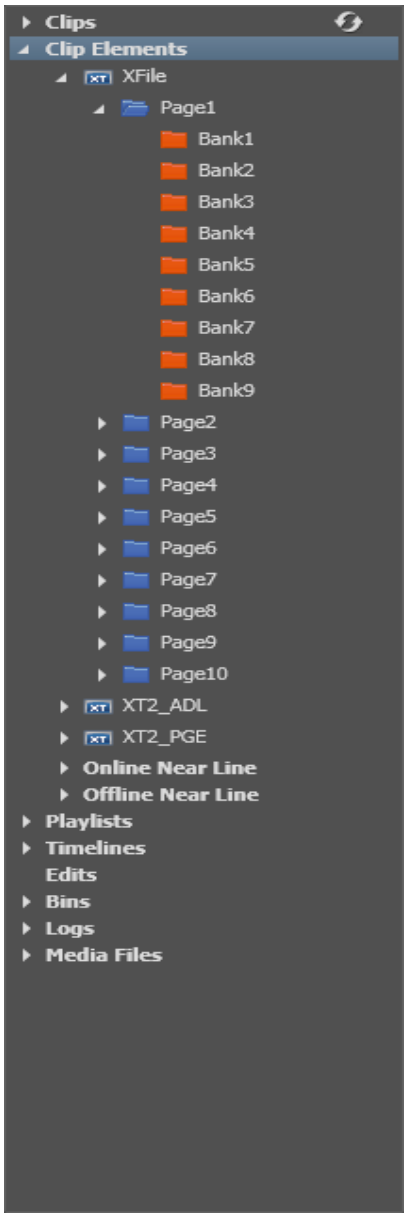


It also lists the record trains from the servers present on the XNet.

5.2. Limitations

- The Clip Elements branch can be viewed only by administrators/media managers or, in hi-lo mode, by hi-lo browsers with appropriate user rights. They first need to select the **Show Clip Elements Plug-in** option from the View contextual menu.
- It is not possible to define a bin rule from the Clip Element node.

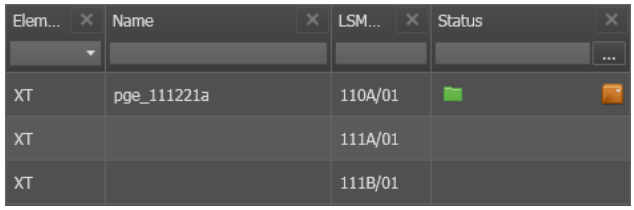
5.3. Clip Elements Tree Structure



Like the Clips branch, the Clip Elements tree structure of IPDirector, makes the following sub-branches available:

- Physical hardware present on the XNet, such as:
  - hi-res EVS video servers: displays XT hi-res-clips saved on the hi-res EVS video servers.

    Light clips are listed here as well even if they are not saved on a server but only refer to a normal clip itself saved on a server.



- lo-res EVS video servers: displays XT lo-res-clips saved on the lo-res EVS video servers
- XF[2] or XStore hosting XFile software: displays clips which have been backed up to XFile and then published from XFile to the XNet

  Even if an XT clip is backed up to XFile in a file format, when the file is published from XFile, it appears as "XT type" element in the Elements grid.

Each machine can be searched by browsing the tree from network number > page > bank.

- On-line nearline: displays hi-res and lo-res files which have been backed up to nearline/IP drive and for which the IP drive is still present on the XNet, so they still can be immediately retrievable.

- Off-line nearline: displays hi-res and lo-res files which have been backed up to nearline/IP drive and for which the IP drive has been removed. So, IP drive identification allows files to be retrieved after re-inserting the drive.

5.4. Clip Elements Data Columns

The clip element information is organized in columns. Some of the details can be edited from here, others are for viewing only. All the headers can be used as filters when performing a search.

Most of the columns are the same than for Clips. See section "Clip Data Columns" on page 26. Differences are listed in the table below.

Column Name	Description
Element	Indicates • File: for hi-res and lo-res files • XT: for hi-res and lo-res clips • XT: for XFile backup files which have been published on the XNet.
LSM ID	This is the real LDM ID as explained in section "Virtual LSM ID / Real LSM ID" on page 19.
Material ID	A unique identifier given to an original clip by EVS not generally in use at an operational level. This ID stays with the clip and will keep track of copies of a clip related to the original by using this ID as it will not change on the clip copies.
Hi-Lo	Indicates whether the clip element is hi-res or lo-res.

Column Name	Description
Storage	Name of the storage on which the clip element is stored: • EVS video server for XT clips • for nearline defined in the configuration menu: nearline directory for files • for detected IP drives: "drive name" on "machine name". Storage of off-line clip elements are included if Show offline files is enabled.
Master	This information is only for files. The column is empty for clips. The master file is the first file created for a clip element and detected on the nearline. The **Master** column indicates **YES**. When shorter clips, are created from a file, they receive the flag **NO** in the **Master** column.
Full Path	Only for files.
File Name	Only for files.
Cam Pref.	Displays a preference value that is generated when clips are created from an LSM control panel.
Nb Audio Tracks	How many audio tracks the clip has.
Video Format	Shows the video format of the clip: PAL SD 625i, PAL HD 1080i, NTSC HD 1080i, …
Video Codec	Shows the video codec of the clip: DNxHD, MPEG2 i-frame, …
Video Bitrate	Shows the video bitrate of the clip: from 20 to 360.
Aspect Ratio	4:3 Letter Box, 4:3 Box, or 16:9.
VBI	This has a value when the clip contains information within the picture such as teletext, VITC or other such data needed by graphics applications.
Audio Type	Mono, Stereo, Dual Stereo, 8 tracks.

5.5. Clip Element Contextual Menu

The Clip Element contextual menu is displayed when right-clicking a clip element line. It is the same as the Clip contextual menu obtained from the Clips Elements grid.

See section "Clip Contextual Menu" on page 30 for a detailed description of the different options available.

5.6. Deleting Clip Elements

When the user is viewing elements in this view, the only option is to delete directly the element. There are no options for individual deletion of related elements. See section "Deleting a Clip" on page 33.

In case of protected clip, the following warning is displayed in the Message Panel:

If the user is deleting a file, the user must have permissions to delete the file.

If the file is part of a clip, the user will receive a dialog box to delete the file or not.

5.7. How to Manually Associate a Clip Element to an Existing Clip

To manually associate a clip element and an existing clip with matching TC, proceed as follows:

1. In the Elements grid, select a clip from the Clips view.
2. In the Database Explorer Tools menu, select **Clip Element Association**.

   The Clip Element Association window opens.
3. Drag the clip line on the **Name** field of the Clip Element Association window.

   Fields are automatically filled with clip information.
4. In the Elements grid, select a clip element.
5. Drag the clip element line on the right pane of the Clip Element Association window.

The association is created.

Note

Both LTC and USER TC must match for the association to be accepted.

6. Playlists View

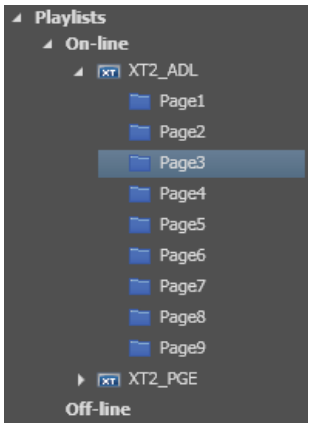
6.1. Introduction

A playlist is a group of clips put together to play out in a desired order.

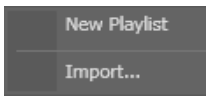
Depending on the required complexity, different video and audio transitions can be defined between each element of the playlist. Two types of playlist exist: off-line and on-line playlists. An offline playlist is a playlist that does not yet reside on an EVS video server but only exists inside the IPDirector database. For more information, refer to the section on off-line and on-line playlists in the Playlist Panel chapter, in Part 6 of this user manual.

6.2. Playlists Tree Structure

Playlists are stored in bank 0 of each page within an EVS video server. There are 10 spaces per page giving room to 100 playlists per EVS server. The on-line playlists tree structure of the Database Explorer shows each EVS server and a sub tree for each page.



Right-clicking the playlists tree view gives access to the following contextual menu:



See section "Playlist Contextual Menu" on page 53 for a description of these options.

6.3. Playlists Data Columns

Each playlist record in the list is shown with variable width columns providing information about the data stored with the playlist.

Note

See section "Organizing Columns" on page 13 for details on how to hide or show columns.

Here are some of the columns which can be selected:

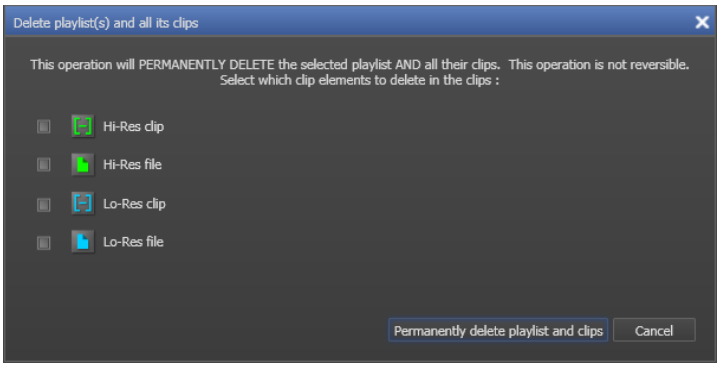
Column Name	Description
Name	A playlist can be named: • using the EVS video server keyboard • from the Database Explorer
LSM ID	PL Number and EVS video server number that the playlist is on
Duration	Length of the playlist
Nbr of Elements	Number of elements in the playlist
AuxClip	ID Louth of an auxiliary track associated with a playlist
Owner	User who created the playlist
Published	Groups to which the playlist is published
Creation Date	Date when the playlist has been created
Ganged	Displays a ganged group that this PL is linked to
Keywords	Displays keywords that are associated to the playlist
Type	Displays if this is a normal playlist or defined as Fill or Key
Hi-Lo	Displays if this playlist is a hi-res or lo-res PL

6.4. Playlist Contextual Menu

The Playlist contextual menu is available when right-clicking a playlist in the Elements grid. It gives access to actions that can be performed on playlists in the Database Explorer:

Command	Description
Cut	Not relevant in the Elements grid.
Copy	Copies the playlist to the clipboard. A shortcut can be pasted in a bin.
Paste	Not relevant in the Elements grid.
New Playlist	Opens the Create New Playlist window to create a new playlist.
Copy clips locally	Only available if the playlist is on-line on an EVS server. Copies the distant clips of the selected playlist to the local EVS video server, i.e. the server on which the playlist is stored. Two options are available from the sub-menu: • **Copy long** (copy of the original clip, with its guardbands) • **Copy short** (copy of the playlist element, with guardbands as defined in the settings)

Command	Description
Convert to Timeline	Opens the Make a Timeline Online window and permits to convert the selected playlist into a timeline which could then be managed through IPEdit. See the Playlist Panel user manual.
Convert to Edit	Converts the playlist to an edit which could be managed by Xedio CleanEdit. See the Playlist Panel user manual.
Send to	Provides a submenu with the list of possible destinations to which the user can send the selected playlist Examples of possible destinations are: • the user's default bin • a default archive target • any target destination visible on the GigE network that has been defined in the Remote Installer (CleanEdit targets, Avid targets, Final Cut Pro targets, File targets, EVS servers targets). This is used to make A/V material available to external systems.
Flatten to XT	Displays a list of hi-res EVS servers and pages available on the XNet network to which the user can store a consolidated clip out of the selected playlist. The flattened clip will have the same VarID as the original playlist. That is the reason why the flattened clip cannot be stored on the same EVS server as the original playlist, otherwise, this would result in a VarID conflict.
Backup to Nearline	Provides a submenu with the list of nearline folders to which the user can back up the open playlist to a file. The transfer types and file formats are defined in the Nearline definition in the Remote Installer.
Import	Allows importing the playlist structure and playlist related information from an XML file into IPDirector. See section "Playlist Imports" on page 56.
Export	Allows exporting the loaded playlist structure and playlist related information from IPDirector to an XML file or CSV file.
Publish	Opens the Publish Playlist window in which the operators can specify the user groups the loaded playlist should be published to. The playlist will be published to the selected groups on the condition that they have the adequate visibility rights.
Edit/Rename	Opens the Edit a Playlist window in which you can modify the playlist properties as entered when the playlist was created.
Regenerate T/C Output	Allows generating a continuous timecode to be able to browse a playlist easily.
Delete playlist	Deletes the selected playlist. The option is only available when the playlist is not loaded on a player channel.

Command	Description
Delete playlist and clips	Deletes the selected playlist and all the clips contained in the playlist, provided that they are not inserted into another playlist. The option is only available when the playlist is not loaded on a player channel. The following window opens and allows you to select the clip element types you want to delete. 
Delete all unused playlists	Opens the Delete Unused Playlists window from which you can select a reference date for the deletion of playlists. All the playlists (on all the EVS video servers of the XNet network) not used since the reference date will be displayed in the window. All the retrieved playlists or a selection of them can be deleted.
Set as default playlist	Sets the selected playlist as default playlist.
Create an off-line copy	Creates an off-line copy of the selected playlist. This new off-line playlist has the same content as the playlist selected. It also has the same name. It has no LSM ID.
Copy/Move Playlist	This allows the users to: • create an off-line or on-line copy of the open playlist • move the playlist to another EVS server • make the playlist off-line.
Link	Allows you to link the selected playlists together.
Unlink	Allows you to unlink the playlists linked to the selected playlists.
Search for clips not in the selected playlists	Opens a second Database Explorer window displaying the list of clips not present in the selected playlist. See section "Clips not in a Selected Playlist" on page 104.
Properties	Displays information related to the owner and the groups the selected playlist has been published to.

For more information on these actions, refer to the Playlist Panel chapter, in part 6 of this user manual.

6.5. Copying or Moving a Playlist

Different ways exist to move or copy a playlist:

- by drag-and-drop operations: this can be done as explained for clips in See section "Copying or Moving a Clip Using Drag-and-Drop Operations" on page 35.
- by the **Copy/Move** option from the contextual menu: this can be done as explained in section "Copying and Moving a Playlist" in part 6 of the user manual.

6.6. How to Delete A Playlist

To delete a playlist, proceed as follows:

1. Right-click the playlist to delete.

   The Playlist contextual menu opens.
2. Select **Delete Playlist**.
3. Confirm the deletion in the Delete Playlist(s) window that appears.

The playlist is deleted from the EVS video server and from the Database.

6.7. Playlist Imports

6.7.1. Import Options

Importing a playlist can be performed from several locations in the Database Explorer. This option is always available from

- the Playlist contextual menu of the Playlist tree view (**Import...**)
- the Bin contextual menu of the Bin tree view (**Import a Playlist...**)
- the Playlists list displayed in the grid (**Import...**)

6.7.2. How to Import a Playlist

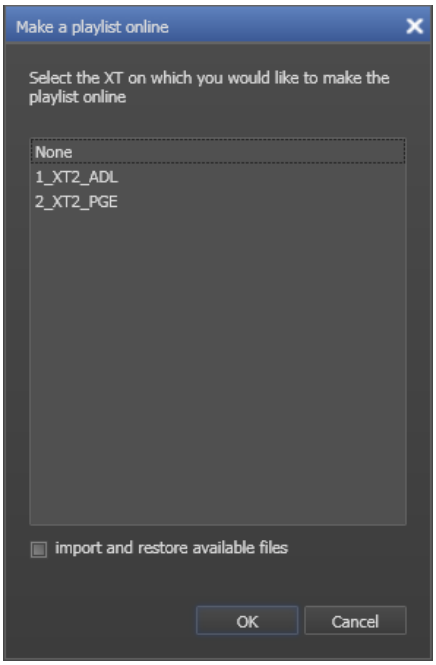
To import the playlist definition, proceed as follows:

1. Right-click one of the locations listed above.

   A contextual menu is displayed.
2. According to the menu, select **Import** or I**mport a Playlist** from the contextual menu.

   The Import Playlists window opens.
3. In this window, select the file that contains the playlist to import.
4. Click **Open**.

5. The Make a Playlist On-line window opens:



Note

This window is not displayed when the import is done from the Playlist node or from the Playlist>Off-line node of the tree view.

In these cases, the playlist is made off-line.

6. Select an EVS video server to make the playlist on-line or **None** to make it off-line.
7. Select the **Import and restore available files** box if you want to restore the clips making the playlist as well.

Note

Files must be on the nearline to be available.

8. Click **OK**.

The playlist and the clips are imported.

7. Timelines View

7.1. Introduction

A timeline is a series of clips put together in a given sequence. Audio and video effects can be added between the clips of a timeline to create transitions, and many other editing actions are possible on a timeline. In a timeline, the video and audio tracks of a clip can be desynchronized from each other, unlike in a playlist.

In this branch of the tree, you can see timelines but not create or edit them. Timelines are created, managed and edited in the IPEdit Module which is documented separately.

Unlike the playlist branches of the tree, there is no contextual menu for the Timelines branch in the Database Explorer tree.

7.2. Timelines Data Columns

Each timeline record in the list is shown with columns providing information about the data stored with the timeline.

Note

See section "Organizing Columns" on page 13 for details on how to hide or show columns.

Here are some of the columns which can be selected:

Column Name	Description
Name	Timeline name
Description	Free text description entered in the Create a Timeline window.
LSM ID	Timeline number and EVS video server number where the timeline is stored.
Nbr of Tracks	Number of timeline tracks (video + audio)
Audio Configuration	Number of audio tracks and number of audio channels in the tracks.
Duration	Length of the timeline (hh:mm:ss:ff)
Keywords	A list of the standard keywords that have been associated with the timeline.
Participants	A list of the participant keywords that have been associated with the timeline.

7.3. Timeline Contextual menu

If you right-click an item in the Timeline Elements grid, the following contextual menu appears:

Command	Description
Cut	Not implemented
Copy	Not implemented
Paste	Not implemented
Copy/Move Timeline	Opens a window from which you can create a copy of the timeline on a selected EVS video server.
Copy Clips locally > Copy short	Creates a local copy of the timeline clips that are not stored on the same EVS video server as the timeline. This copy will only include the media needed inside the edit with minimal guardbands created during copy.
Copy Clips locally > Copy long	Creates a local copy of the timeline clips that are not stored on the same EVS video server as the timeline. This copy will include the complete original clips in their entirety.
Publish	Opens the Publish window in which you can specify the user groups the selected timeline should be published to. The timeline will be published to the selected groups providing that they have the adequate rights.
Edit/Rename	Opens the Edit a Timeline window in which you can modify the timeline properties as entered when the timeline was created. The audio configuration can however not be modified.
Delete	Deletes the timeline from the EVS video server. This does not delete the related clips.
Delete Timeline and Clips	Deletes the timeline, as well as the clips created by the timeline engine, from the EVS video server.
Send to	Provides a list of possible destinations to which the selected timeline can be sent. Possible destinations are: • the user's default bin • the user's default playlist • a default archive target • any target destination visible on the GigE network that has been defined in the Remote Installer (CleanEdit targets, Avid targets, Final Cut Pro targets, File targets, XT targets). This is used to make A/V material available to external systems.

Command	Description
Flatten to XT	Displays a list of hi-res EVS servers and pages available on the XNet network to which the user can store a consolidated clip out of the open timeline. The flattened clip will have the same VarID as the original timeline.
Backup to nearline	Provides a list of possible destinations to which the selected timeline can be sent, that is to say any destination folder visible on the GigE network that has been defined in the Remote Installer to allow timeline transfer. This is used to store or back up A/V material. Users can access the A/V material of nearline folders in IPDirector, or restore it on an EVS server.
Export timeline	Allows exporting the definition (EDL) of the loaded timeline, in other words the timeline structure and timeline related information, in .xml format. This does not export the timeline material.

8. Edits View

8.1. Introduction

An edit is a container for an EDL, or Edit Decision List. It is represented by its name, its metadata and its EDL. The EDL is the representation of the edit. Edits may have been created from the Xedio IPD Plugin, the Director's Cut module of IPDirector or the IPBrowse application but edits can only be modified from the CleanEdit interface.

Right-clicking the Edits tree branch or an edit in the Elements grid gives access to a contextual menu.

See section "Edit Contextual Menu" on page 61 for a description of these options.

8.2. Edit Contextual Menu

The Edit contextual menu is available when right-clicking an edit in the Elements grid. It gives access to actions that can be performed on edits from the Database Explorer.

Command	Description
Cut	Cuts the selected edit. Only available from the Edits tab when a Bins tree branch is selected.
Copy	Copies the selected edit. A shortcut can then be pasted in a bin.
Paste	Pastes the copied or cut edit. Only available from the Edits tab when a Bins tree branch is selected.
New Edit	Opens the New Edit window to create a new edit. See section "Creating an Edit" on page 62.
Send to	Provides a submenu with the list of possible destinations to which the user can send the selected edit(s). Examples of possible destinations are: • the user's default bin • a default archive target • any target destination visible on the GigE network that has been defined in the Remote Installer (CleanEdit targets, Avid targets, Final Cut Pro targets, File targets, EVS servers targets). This is used to make A/V material available to external systems.
Flatten to XT	Displays a list of hi-res EVS servers and pages available on the XNet network to which the user can store the selected edit(s).
Backup to Nearline	Provides a submenu with the list of nearline folders to which the user can back up the edit. The transfer types and file formats are defined in the Nearline definition in the Remote Installer.

Command	Description
Import...	Allows importing an edit, together with its EDL and metadata from an XML file into IPDirector.
Export...	Allows exporting the selected edit. The whole EDL is copied to an XML file.
Publish	Opens the Publish window in which the operators can specify the user groups the selected edit(s) should be published to. The edit will be published to the selected groups on the condition that they have the adequate visibility rights.
Edit/Rename	Opens the Edit Edit window in which you can modify the edit information and metadata as entered when the edit was created.
Delete edit	Deletes the selected edit(s).
Duplicate	Duplicates the edit by creating a new one with the same name, metadata and EDL.
Convert to XT Timeline	Opens the Make a Timeline Online window and permits to convert the selected edit into a timeline which could then be managed through IPEdit.
Properties	Displays information related to the owner and the groups the selected edit has been published to.

8.3. Creating an Edit

Possible Ways for Creating an Edit

From the Database Explorer, users can create an edit in one of the following ways:

- Create an empty edit with an EDL containing the edit metadata. This is done by right-clicking the **Edit** tree branch or an edit in the Elements grid, selecting **New Edit** from the contextual menu and filling the New Edit window described hereafter.
- Convert a playlist into an edit, as described in the Playlist Panel user manual. This is done by right-clicking a playlist in the Elements grid and selecting **Convert to Edit**.

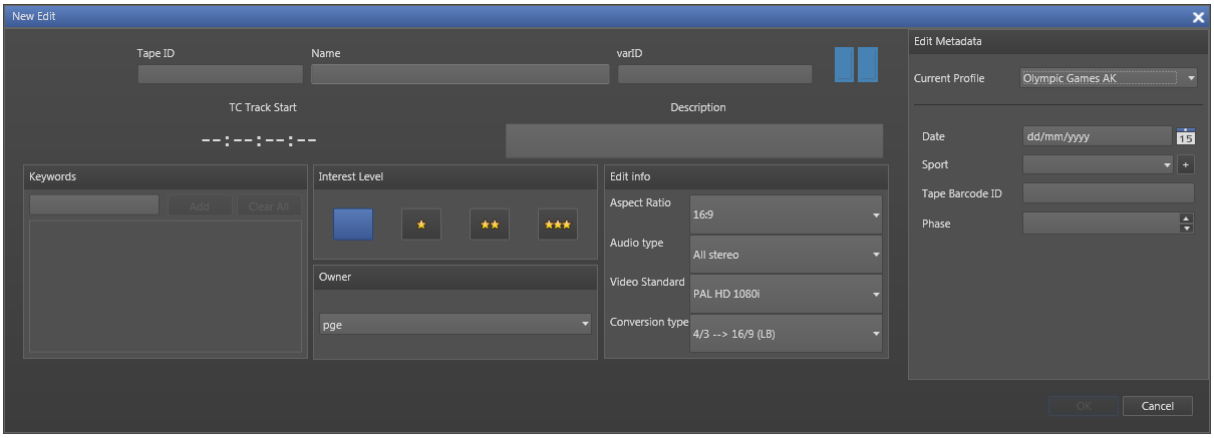
New Edit Window

Window Overview

While creating a new edit, the New Edit window will open. This window makes it possible to enter general and customer-defined data (called "metadata") for the edit.

Note

When the **Edit/Rename** option has been selected from the Edit contextual menu, the Edit window opens. It is similar to the New Edit window and it shows the data already entered for the edit. Users will not be able to modify some of them.



The New Edit window is divided into two panes:

- The left pane contains the edit information, i.e. edit general data.

  It is always displayed.

- The right pane contains the edit metadata, i.e. edit data based on customer-specific fields defined in the metadata profile.

  It is displayed by clicking the right area in the Pane Display button  .

Elements in the New Edit Window

The Edit Information pane contains the following user interface elements.

User Interface Element	Description
Tape ID	This identifies the tape on which the edit is stored.
Name	User-defined name for the edit. It can contain up to 64 alphanumeric characters.
VarID	VarID is a 32-character ID with variable length and format. It is automatically assigned to new edit. It is mainly used to ensure redundancy on the system. It can be unique for an edit on the EVS server level or on the XNet network level, depending on EVS video server settings.
TC Track Start	Timecode value of the first field of the edit. The default value can be set under **Tools > Settings > IPEdit > General > Control Track Initial Timecode**, or left empty so the edit timecode will start at 00:00:00:00.
Description	Free text describing the edit.

User Interface Element	Description
Keywords	The Keyword area allows you to assign up to five keywords to an edit to qualify its content. To add a keyword, select it from the Keyword Grid or Keyword Dictionary or type its first letters and select it from the Autocomplete list. Refer to the Keyword Management chapter for more information on how to maintain keywords and assign them to media.
Interest Level	User-defined rating of the edit. Possible values are: no star, one star, two stars, and three stars.
Owner	Name of the user who creates the edit.
Aspect Ratio	Aspect ratio of the edit. The possible values are **[empty]**, **4:3**, **16:9**. The 16:9 value is automatically selected and cannot be changed when an HD video standard is choosen. When the Edit Edit window is opened, an aspect ratio value can only be entered if the field was previously left empty.
Audio Type	Audio type of the edit. It defines the mapping of the audio tracks in the EDL. The possible values are **All stereo**, **5.1 + 5 stereo**, **2x5.1 + 2x stereo**. When the Edit Edit window is opened, an audio type value can only be entered if the field was previously left empty.
Video Standard	Video standard of the edit. When the Edit Edit window is opened, a video standard value can only be entered if the field was previously left empty.
Conversion Type	Conversion type for the aspect ratio of the edit. If the aspect ratio is set to 16:9, the possible values are **4:3 -> 16:9 (PS)**, **4:3 -> 16:9 (LB)**. If the aspect ratio is set to 4:3, the possible values are **16:9 -> 4:3 (PS)**, **16:9 -> 4:3 (LB)**

The Edit Metadata pane contains the following fields:

Field	Description
Current Profile	Drop-down list in which the users can select a Metadata profile other than the current one, if they have appropriate user rights. The selected profile will be applied to the new edit. By default, the default profile specified in the Metadata Profile Management Window is automatically applied with its fields and default values to each new edit. Refer to section "Metadata Management" in the user manual for more information on Metadata Profile management.
Metadata Profile fields	The user can modify the values of the edit profile fields. The modifications will only apply to the edit and not impact the default values of the profile.

9. Bins View

9.1. Introduction

All media connected to a particular project or event can be organized into a bin, regardless of clip numbers or storage locations. This makes it possible to treat the entire XNet network and nearline storage as one storage location, searchable by a standard database.

The results of searches can be stored to a bin to allow more immediate access to media which may be stored on any machine on the XNet network.

Bins can now also include a Post-Process so-as to perform a function to all items arriving into a bin.

9.2. Bins Tree Structure

9.2.1. Introduction

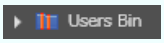
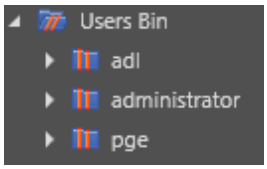
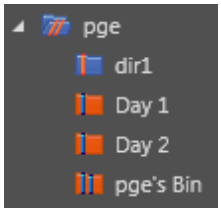
The Bins tree structure does not use any of the existing clip structure of the EVS video platform: it is customized by the users depending on how they want to organize their clips, playlists, timelines or edits. In the bin tree structure, the following rules are applicable:

- A directory can contain other directories or bins.
- A bin cannot contain a directory or another bin.

9.2.2. Tree View Elements

The table below mentions which elements are displayed in the Elements grid based on the selected tree branch and the selected item type (clips, playlists, timelines or edits).

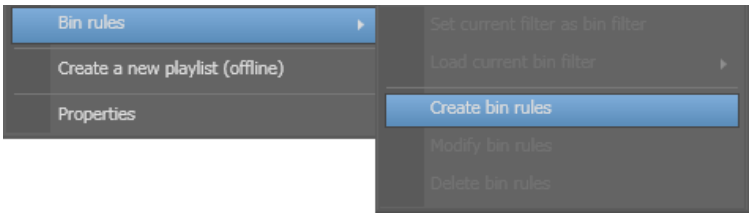
Tree Branch / Sub-Branch	Description
Bins	Shows all the elements which are in bins and bin directories. Expanding the Bins view shows the bins and bin directories.
	Bin Directory: shows all the elements which are in all the bins and directories under the selected directory.
	Bin: shows all the elements which are in the selected bin.
	Bin set as default bin.

Tree Branch / Sub-Branch	Description
	Users Bin Directory: shows all the elements which are under all the [User] bin directories. Expanding the Users Bin view displays the [User] bin directories for all the IPDirector users.  It is created by the system. It is visible by all the users but no one can modify, delete or publish it, nor add a bin or bin directory directly under this directory.
	System [User] Bin Directory: shows all the elements which are in the bins for the selected user. Expanding a [User] bin directory view displays all the bins and bin directories for the selected user (here: pge). Its name contains the user logging ID.  It is visible by all the users but only the owner of the directory and an administrator can modify, delete or publish it, or add a bin or bin directory directly under this directory.
	System [User] Bin created by the system for the selected user. Its name contains the user logging ID. It shows all the elements put in it by the selected user. It is visible by all the users but only the owner of the bin and an administrator can modify, delete or publish it, or move this bin.
	[User] Bin created by the selected user. It shows all the elements put in it by the selected user.
	[User] Bin created by the selected user under its System [User] bin directory and set as default bin. It shows all the elements put in it by the selected user.
	[User] Bin Directory created by the selected user under its System [User] bin directory. It shows all the elements put in it by the selected user.

9.2.3. Bin Contextual Menu

Right-clicking the Bins branch in the Tree view opens a contextual menu that gives access to the following commands:

Command	Description
Open bin	Opens the bin in a separate window.
Send to	Provides a list of possible destination targets to which the selected bin can be sent.
Backup to nearline	Provides the list of nearline destinations to which the selected bin can be sent.
Import a playlist	Opens the Import Playlists window where you can select a playlist to import into the bin.
Publish	Opens the Publish bin window in which you can specify the user groups the selected bin should be published to. The bin will be published to the selected groups, providing that they have the adequate rights.
New bin	Opens the Create a New Bin window where you can specify the name of the new bin. This is available from a bin directory or from the Bin node of the tree view. Not available inside a bin.
New directory	Opens the Create a New Directory window where you can specify the name of the new directory. This is available from a bin directory or from the Bin node of the tree view. Not available inside a bin.
Delete selected	Deletes the selected bin or directory. Click **Yes** in the confirmation window that appears to delete the bin or directory.
Rename selected	Opens the Modify window where you can change the name and description of the bin or directory.
Set as default bin	Allows you to set the selected bin as default bin, for use in Send to operations.
Go to default bin	Opens the default bin in a new Database Explorer window.

Command	Description
Bin rules	Opens a sub-menu with Bin rules operations. 
Create a new playlist (off-line)	Opens the Enter off-line playlist name window from which you can create a new off-line playlist based on the selected bin.
Properties	Displays information related to the owner and the groups the selected bin or directory has been published to.

9.3. Elements Grid for Bins

9.3.1. Introduction

In the element view of a bin, you can select which item type you wish to view by clicking the corresponding button.

9.3.2. Bin Data Columns

Each bin contains a list of clip elements, playlists, timelines or edits with all the data available for each item and displayed in columns.

9.3.3. Bin Element Contextual menu

The contextual menus available when right-clicking a bin item in the Elements grid are similar to those in the Elements grids for each type of items.

The commands that differ from the contextual menus in the other Elements grids are detailed in the table below.

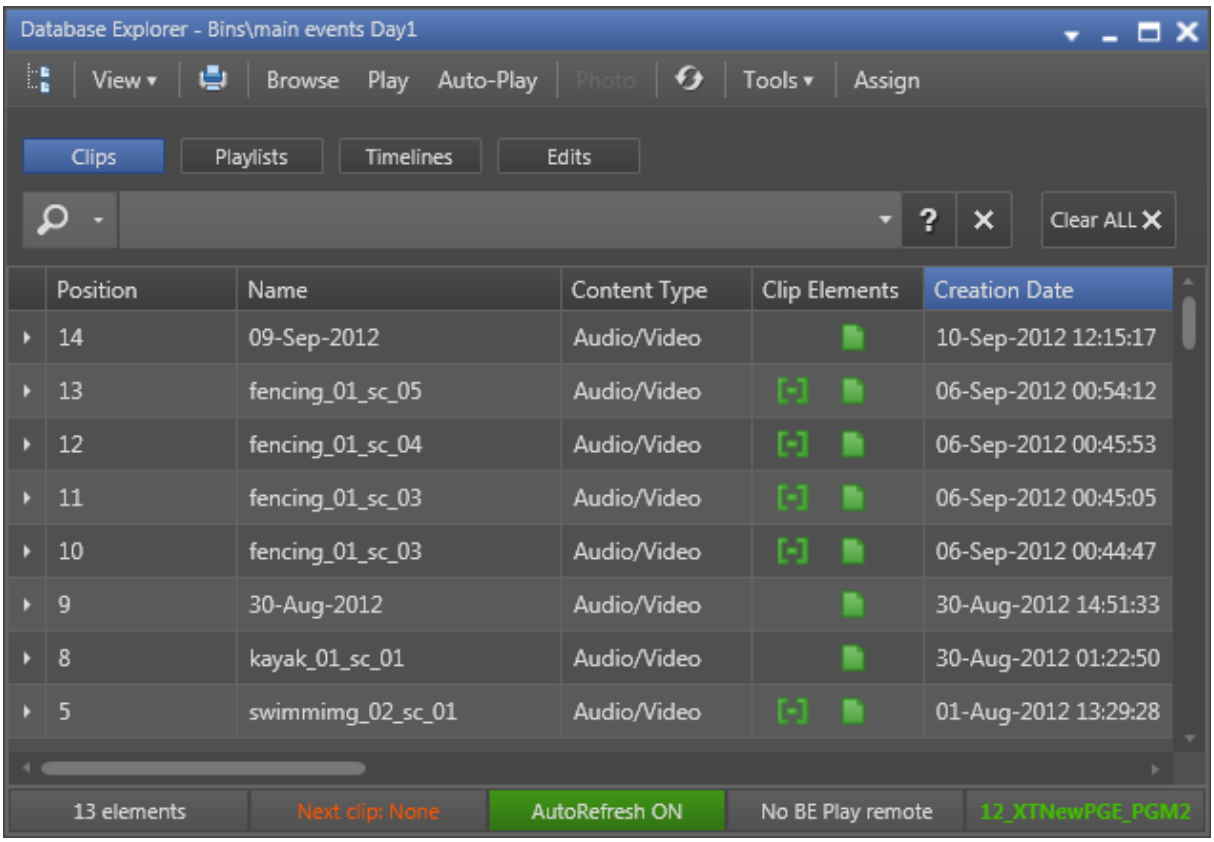
For information on the common commands, refer to the following sections:

- "Clip Contextual Menu" on page 30,
- "Playlist Contextual Menu" on page 53,
- "Timeline Contextual menu" on page 59
- "Edit Contextual Menu" on page 61 .

Command	Description
Remove from bin only	Removes the selected item from the bin.
CLIPS: Delete	Deletes the selected clip from the bin and the actual clip location. This option is not available if the clip is part of a playlist or loaded currently on channels of an EVS video server.
PLAYLISTS: Delete Playlist	Deletes the selected playlist from the bin and the actual playlist location.
TIMELINES: Delete	Deletes the selected timeline from the bin and the actual timeline location.

9.4. Opening a Bin in a Separate Bin Window

To open a bin window to drag clips into or see clips that are included in it, double-click the bin name in the Tree view.



9.5. Publishing a Bin or a Bin Directory

9.5.1. How to Publish a Bin

To publish a bin, proceed as follows:

1. In the Tree view, right-click the bin you want to publish.

   The Bin contextual menu is displayed.

2. Select **Publish** from the menu.

   The Publish window opens.

3. In the Available Groups pane, select the group(s) you want to publish the bin to and move them to the Selected Groups pane on the right.

4. Click **Publish**.

The bin is published. The items (clips, playlists, timelines, edits) present in the bin are published.

All the items (clips, playlists, timelines, edits) sent to the bin after the publication are automatically published.

9.5.2. How to Un-Publish a Bin

To un-publish a bin, proceed as follows:

1. In the tree view, right-click the bin you want to un-publish.

   The Bin contextual menu is displayed.

2. Select **Publish** from the menu.

   The Publish window opens.

3. In the Selected Groups pane, select the group(s) you want to un-publish the bin to and move them to Available Groups the pane on the left.

4. Click **Publish**.

The bin is un-published.

The items (clips, playlists, timelines, edits) present in the bin remain published.

9.5.3. Rules when Publishing a Bin Directory

When a bin directory is published, all the bins and the directories in the bin directory are published. Any bin or bin directory created afterward will not be published automatically.

When a bin directory is un-published, all the bins and the directories in the bin directory are un-published.

9.6. Bin Rules

9.6.1. What is a Bin Rule

A bin rule is a set of criteria that automatically makes a reference to clips, playlists, or timelines to a certain bin when they are created.

A bin rule is defined for a certain bin. It can be defined for clips, playlists and/or timelines. Bin rules automatically apply to all new elements upon creation. They can also be applied to previously created elements, if so desired.

Bin rules do not remove clips from the bin if they no longer meet the bin rule. The process is only for placing clips into the bin.

9.6.2. How to Define a New Bin Rule

With a basic bin rule, you can select a target or a nearline destination to send new clips or playlists to or you can request new clips to be automatically protected.

To define a new bin rule, proceed as follows:

1. Right-click the bin for which you want to define a bin rule.

   The Bin contextual menu is displayed.

2. Select **Bin Rules > Create Bin Rules**.

   The Bin Rules window opens. See section "Bin Rules Window" on page 74 for a detailed description of the window.

3. Select the tab corresponding to the items you want the bin rule apply to (Clips / Playlist).

4. You can

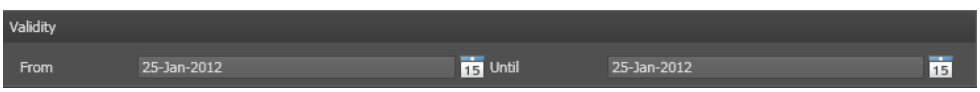
   - Define a post process by selecting the target/nearline destination where you want to automatically send new items.

     So, when creating a clip or playlist, if you request to send the new item to the bin for which the post process has been defined, it will automatically be sent to the target selected in the Bin Rules window.

   - Select the **Protect Clip when inserted in bin** option.

     So, new clips sent to the corresponding bin will automatically be protected. This option is not available for playlists.

5. Select the range of dates between which the bin rule must be applied in the **Validity from** and **Validity until** fields.



The selected post-process will automatically be applied to clips or playlists that will be copied to this bin.

9.6.3. How to Use a Filter to Define a Bin Rule

You have the possibility to use a search filter of your choice to define a bin rule. This filter criterion may be combined with a post process criterion explained in the previous section. To do so, proceed as follows:

1. Apply a filter with Quick Text Search or Grid Filters.

   See section "Searching the Database" on page 84 for details.

2. Right-click the bin
3. Select **Bin Rules > Set Current Filter as Bin Filter** from the contextual menu.

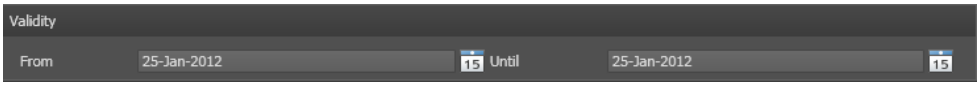
   The Bin Rules window opens. See section "Bin Rules Window" on page 74 for a detailed description of the window.

4. Select the Clips / Playlist / Timeline tab to check the Condition summary.
5. (optional) Select the **Apply bin rule filter to existing clips** option if you want the new rule to apply to existing material.

   This is only available for clips, not for playlists or timelines.

6. Set the **Post Process** options, if desired.
7. Set the **Validity** dates for the bin rule.

8. Click the **Save** button.

The clips, playlists or timelines that match the rules you have defined, will now automatically be copied to this bin.

9.6.4. How to Modify an Existing Bin Rule

To modify an existing bin rule, proceed as follows:

1. Select a bin in the tree structure.
2. Right-click the bin.
3. Select **Bin Rules > Modify Bin Rules** from the contextual menu.

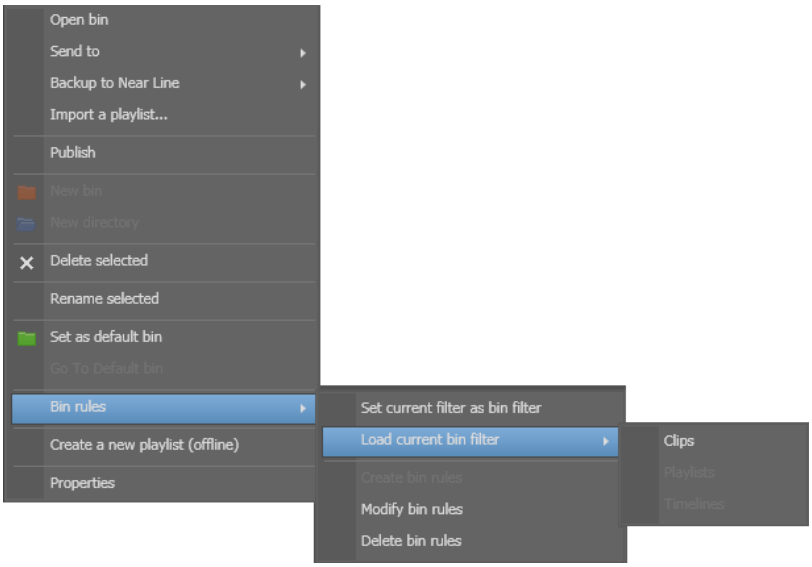
   The Bin Rules window opens.

4. Select the Clip, Playlist or Timeline tab, depending on which elements the rules should be modified for.
5. Make your modifications.
6. Click the **Save** button.

9.6.5. How to Apply an Existing Bin Rule

To apply an existing bin rule, proceed as follows:

1. In the tree structure, select the bin for which a bin rule has been defined.
2. Right-click the bin.
3. Select **Bin Rules > Load current bin filter** and then the item type (**Clips**, **Playlists**, **Timelines**) from the sub-menu.



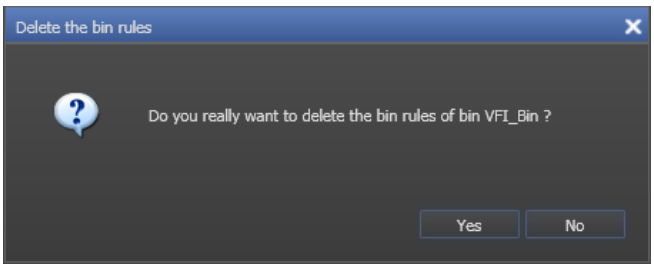
The filter defined in the bin rule is applied to the bin.

9.6.6. How to Delete an Existing Bin Rule

To delete an existing bin rule, proceed as follows:

1. Select a bin in the tree structure.
2. Right-click the bin.
3. Select **Bin Rule > Delete Bin Rules** from the contextual menu.

   The Delete Bin Rules window opens:

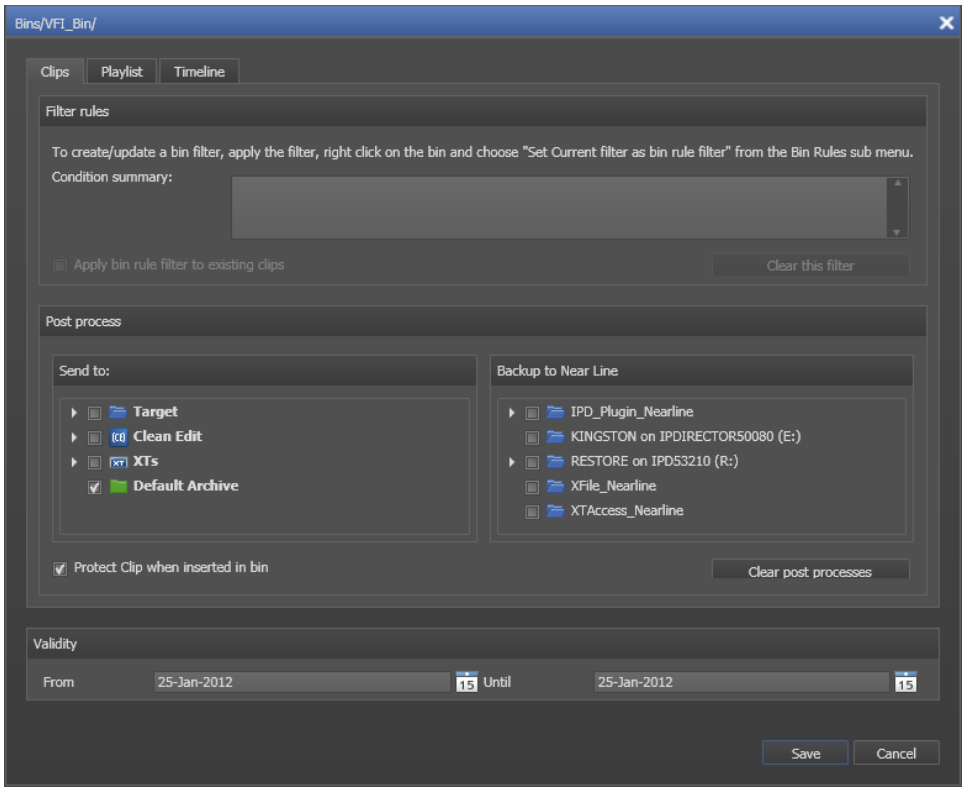


4. Click **Yes** to confirm.

9.6.7. Bin Rules Window

Overview

The Bin Rules Window contains three tabs: Clips, Playlists and Timelines.



Filter Rules Area

Condition Summary: indicates the search filter applied to the Database Explorer grid which can be defined as a bin rule.

Apply bin rule filter to existing clips checkbox: when selected, the bin rule will be applied to all the existing clips present on the network. All the clips will be copied to the bin.

Clear This Filter button: clears the filter for the selected tab only. This allows clearing a clip filter and keeping a playlist or timeline filter.

Post Process Area

This is not available for Timelines.

Send to tree: displays all the targets, as available in the Save Clip window (from the Clips tab), or all the files and Xedio targets (from the Playlists tab).

Backup to Nearline tree: displays all the nearline directories (for Clips and Playlists).

Protect Clip when inserted in bin checkbox: automatically protect the clip when it is sent to the bin.

Clear Post processes button: clears the Post Processes defined for the selected tab only. This allows clearing a clip post process and keeping a playlist or timeline post process.

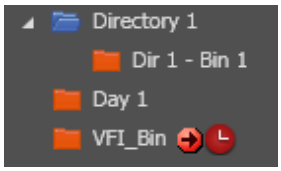
Validity Area

The validity dates specify from and until when the bin rule will be applied. The clips, playlists or timelines matching the bin rules will not be copied to the bin the day before the **Validity from [date]** field and no longer be copied after the day specified in the **Validity until [date]** field.

The default Validity from [date] is set to the current day and the default validity period is one day.

New!

Depending on the validity dates for the bin rule, different icons will be displayed in the tree view, next to the bin:



Bin Rule Icon	Meaning
(blue)	A filter rule is set but it is not yet active as the Validity from [date] is later than the current day.
(white)	A filter rule is set and is active and the Validity until [date] is later than the current day.
(red)	A filter rule is set and is active and will expire at the end of the current day.
(blue)	A post-process condition is set but it is not yet active as the Validity from [date] is later than the current day.
(green)	A post-process condition is set and is active and the Validity until [date] is later than the current day.
(red)	A post-process condition is set and is active and will expire at the end of the current day.

Icons may be combined as follows if a filter rula and a post-process condition have been set: , , .

The validity date is calculated against the current date and time as defined on the EVS video server. This is displayed in the top right corner of the IPDirector main window.

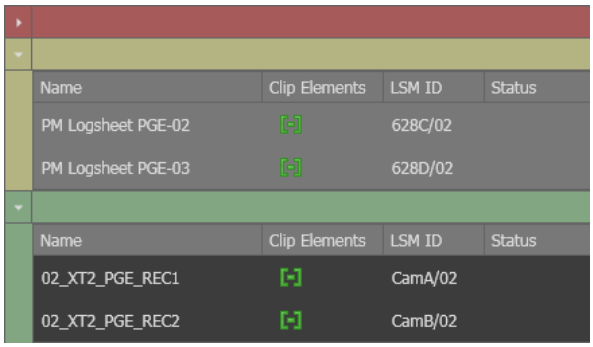
10. Logs View

10.1. Introduction

The logs section of the Database Explorer allows you to browse for logs of any event for which a log has been created. Then you can use the search features to filter the data.

Logs are displayed in the Database Explorer grid with the highlighted color which has been associated to the log at creation in IPLogger.

The log view can be expanded thanks to a small arrow at the beginning of each line in the grid to display log entries, Protect Media clips and associated clips.



Refer to the chapter on IPLogger in part 2 of the user manual for more information.

10.2. Logs Tree Structure

10.2.1. Introduction

You can build and customize the Logs tree structure, by adding and organizing directories.

The Logs tree structure displays directories you may have created as well as the logsheets which have been created with IPLogger.

You can take advantage of the log directories by searching all logsheets contained inside the directory. This allows a search across a range of logsheets instead of all sheets in the system.

Note

If you have selected a directory in the logs tree structure, the system will disable the Automatic Refresh option for the time being. This is to minimize wasteful database query updates on the browser window.

10.2.2. Logs Tree View Elements

The table below mentions which elements are displayed in the Elements grid.

Tree Branch / Sub-Branch	Description
Logs	It displays all the logs. Sub-branches are displayed for each logsheet and for any log directory which have been created. Expanding the Logs view displays the log directories and the logsheets created from IPDirector.
	Log directory: shows all the logs from all the logsheets which are in the selected directory.
	Logsheet: shows all the logs which are in the selected logsheet.
	Logsheet of which all the logs are protected.
	Logsheet of which some of the logs are protected.
	Logsheet of which none of the logs is protected.
	Logsheet which has been de-activated.

10.3. Log Event Columns

The log event information is organized in columns in the Database Explorer grid. The following table describes the contents of these columns:

Column Name	Description
DEFAULT COLUMNS	
T/C	Timecode when the event was entered in the log.
Description	Description of the event as entered upon creation.
Level	A rating can be given to a log, from no stars to three stars. This can be done at any time and can provide a useful search criterion for use in the Database Explorer.
Color	Color given to the log at creation in IPLogger, if any.
Keywords	The first five keywords associated with this logsheet.
Participants	Participant keywords associated with this logsheet.
Parent keywords	Keywords defined in the logsheet properties and therefore common to all the logs of the logsheet.
Parent Participants	Participant keywords defined in the logsheet properties and therefore common to all the logs of the logsheet.

Column Name	Description
ADDITIONAL COLUMNS (alphabetically)	
Log Date	Date as defined when the logsheet was created.
Log LTC	LTC timecode.
Log LTC Date	LTC date.
Log USER T/C	User timecode.
Log USER T/C Date	Date according to the user time code.
Associated Clips	The clips that contain the log T/C and that have been made on the relevant recorders for the logsheet.
Event Name	Name of the logsheets defined when it was created.
Event Description	Free text entry, description added by user.
Event Date	Date of the event for which the log was created.
Published	User groups (if any) to which the log has been published.
Owner	Owner/creator of the logsheet.
Tape ID	Identifier of the tape that contains the material.
Profile	If a Metadata Profile has been defined with user fields and automatic keywords for a logsheet, a column will appear for every user field and automatic keyword. These columns are not displayed if a logging profile has not been selected for the logsheet.

10.4. Contextual Menus

10.4.1. Log Branch and Log Directory Contextual Menu

Contextual menus are available when you right-click the Logs branch or a log directory in the Tree view.

Command	Description
New Directory	Creates a new log directory. You can create sub-directories in the same way.
Rename Directory	Renames a new log directory.
Delete	Deletes a log directory from the EVS video server and the database.

Command	Description
Publish	Opens the Publish window in which you can specify the user groups the selected log directory should be published to. The log directory will be published to the selected groups providing that they have the adequate rights. If the Publish action is done from a directory, all logsheets present in this directory and its sub-directories will be published to the selected user groups.
Properties	Displays the log directory properties: owner, user groups to which a log directory has been published,…

10.4.2. Logsheet Contextual Menu

A contextual menu is available when you right-click a logsheet in the Tree view.

Command	Description
Export	Opens the Export a Logsheet window from which you can browse for the destination folder, select the desired file type and enter a file name. . A logsheet can be exported either in XML or in text format (CSV).
Export current logging profile	Opens the Export Profiles window from which you can browse for the destination folder, select the desired file type and enter a file name. A logging profile used with a logsheet can be exported in XML format.
Deactivate logsheet	Deactivates a logsheet. This can be done when the logsheet is completed to improve the performance of the system. Once de-activated, a logsheet cannot be modified and cannot be associated to clips. This permits to reduce the network load and database activity. Refer to the IPLogger chapter for more details.
Reactivate logsheet	Re-activates a logsheet which has previously been de-activated.
Delete	Deletes a logsheet from the EVS video server and the database.
Enter TC Offset	Opens the Enter Logsheet Offset window from which you can set a timecode offset when logs and clips have been created on different machines, with different timecode values. Refer to the IPLogger chapter for more details.
Publish	Opens the Publish window in which you can specify the user groups the selected logsheet should be published to. The logsheet will be published to the selected groups providing that they have the adequate rights.
Properties	Displays the logsheet properties: owner, user groups to which a log directory has been published,…

10.5. Creating Clips Automatically from a Log Entry

Introduction

A clip can be automatically created around a log timecode on the record train selected as the preview recorder or on all relevant recorders.

Prerequisite

Pre Mark and Post Mark durations must have been set via the **Automatic Clip Creation based on Logs setting** in the **Tools > Settings > Clips > General** category.

How to Create Clips Automatically from a Log Entry

To automatically create a clip based on a log entry, proceed as follows:

1. Select the log line in the Database Explorer Elements grid.
2. Drag the log entry onto a bin in the Database Explorer tree or onto an open Bin window.

A clip is automatically created with a duration the duration between the clip IN point and the log timecode corresponding to the set Pre Mark and the duration between the log timecode and the clip OUT point corresponding to the set Post Mark.

You can create a clip on all relevant recorders in one single drag & drop operation by holding the **SHIFT** key on the keyboard.

If you hold the **CTRL** key during the drag & drop operation, the Save Clip window is opened. Then you can name the clip and associate metadata.

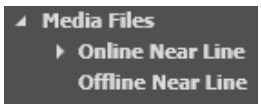
11. Media Files View

11.1. Introduction

The media files are the files which have been stored on the nearline. They can be on-line, when the physical storage (IP drive or XFile drive) is still present. They are called "off-line", when the physical storage where they have been stored has been removed and is no more present. However, the IPDirector keeps all the information related to these off-line files to enable an easy retrieval of the required files.

See section "Nearline Management" on page 21 for major details about the nearline.

11.2. Media Files Tree Structure



The Media Files branch can be viewed only by administrators/media managers or, in hi-lo mode, by hi-lo browsers with appropriate user rights, provided that they first enable the Show Media Files Plugin from the List View contextual menu.

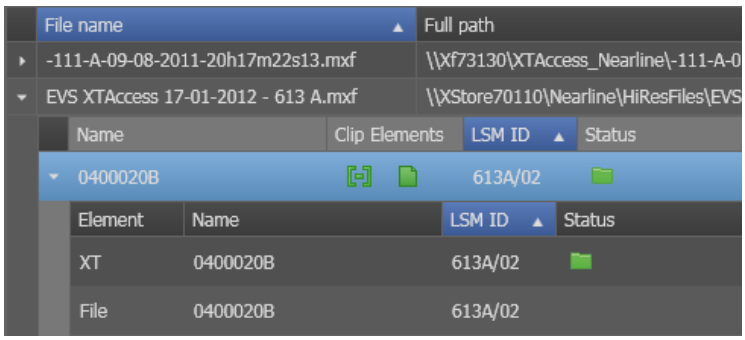
The purpose of this branch is to perform file management operations: delete, copy, move, …

Within the Media Files tree structure of IPDirector, sub-branches are available for on-line media files and for off-line media files.

Clicking the Media Files branch of the tree displays on-line hi-res and lo-res media files as well as off-line hi-res and lo-res media files in the Database Explorer grid.

They are listed with full file name, file extension and full path of their physical storage location.

Each line can be expanded in the Elements grid by using a small arrow at the beginning of each line.



11.3. Media Files Data Columns

The media files information is organized in columns. Some of the details can be edited from here, others are for viewing only. All the headings can be used as filters when performing a search.

Note

See section "Organizing Columns" on page 13 for details on how to hide or show the columns.

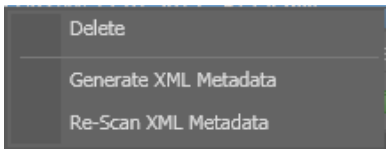
Most of the columns are the same than for Clips. See section "Clip Data Columns" on page 26. Differences are listed in the table below.

Column Name	Description
File Name	
Full Path	Full path of the file storage location with, e.g. IP address and machine identification.
File Wrapper	Such as EVS MXF QT Mov, OP1A,…
Metadata Source	Indicates the metadata source for the import: None, EVS MXF or XML.
Hi-Lo	Indicates whether the clip element is hi-res or lo-res.
Import Status	Indicates whether the import has been conducted successfully or unsuccessfully.
Error Message	Mentions eventual error messages in case of unsuccessful import.
Nb Audio Tracks	How many audio tracks the clip has.
Video Format	Shows the video format of the clip: PAL SD 625i, PAL HD 1080i, NTSC HD 1080i, …
Video Codec	Shows the video codec of the clip: DNxHD, MPEG2 i-frame,…
Video Bitrate	Shows the video bitrate of the clip: from 20 to 360.
Aspect Ratio	4:3 Letter Box, 4:3 Box, or 16:9
Audio Type	Mono, Stereo, Dual Stereo, 8 tracks.

11.4. Media Files Contextual Menu

Different contextual menus are available.

When you right-click a file from the collapsed view of the element list, the Media Files Contextual menu is displayed. It gives access to the actions that can be performed on files from the Database Explorer.



The **Re-Scan XML Metadata** option is used in case the import of metadata from the XML file has been unsuccessful and you want to scan the XML metadata file again.

When you right-click a line in the expanded view of the element list, the Clip contextual menu is displayed. It is the same menu as the one obtained from the Clip branch of the tree. See section "Clip Contextual Menu" on page 30 for a detailed description of the different options available.

12. Searching the Database

12.1. Search Types

When the database contains large amounts of data, it may become difficult to find a specific element. The Database Explorer offers several tools to restrict the list of elements displayed in the Element grid and speed up your search:

- Branch selection in the Tree view - Select a branch of the Tree view to limit the list to some item types.
- Quick text search - Enter free text in the **Quick Text Search** field to perform a search on a specific string.
- Quick timecode search – Enter a timecode value in the **Quick Timecode** field to perform a quick search on a specific timecode.
- Advanced search filter – Enter specific criteria in the grid filters to perform a search on a specific metadata of the elements.
- clips not present in a selected playlist

These search tools are explained in detail below.

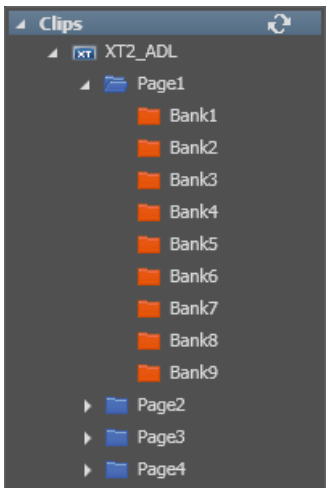
All these search tools can be combined.

An applied filter can be saved for later use. Such a saved filter can then be applied in one click.

A search can also be facilitated by ordering the Elements grid. See section "Element Grid" on page 12 for more information.

12.2. Branch Selection in the Database Tree

The Database Explorer is presented in a tree structure, much like Windows Explorer.



The Tree view allows browsing and performing search in the database and the nearline. By browsing the tree structure, a selection is made and displayed in the Element grid.

When other search tools (Quick TC Search, Quick Text Search, Grid Filters or Saved Filters) are already applied, these are then limited to the selected branch.

12.3. Quick Timecode Search

12.3.1. Purpose and Context of Use

The Quick timecode search allows searching on a timecode value, associated or not with a date value, to find this value in the elements displayed in the list.

The Quick timecode search may be conducted on clips, clip elements, logs and media files, but not on playlists nor timelines.

Timecode values taken into account for the search are:

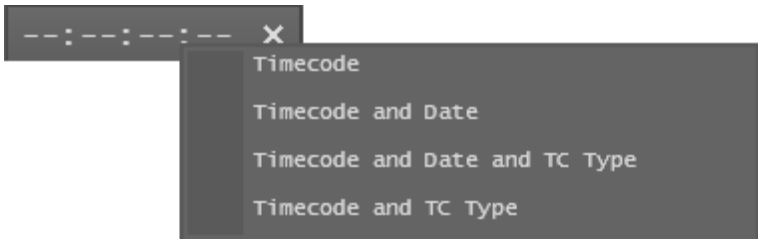
Tree plugin	Timecode values
Clips	Protect IN ≤ TC < Protect OUT Also written "Limit IN ≤ TC < Limit OUT"
Clip Elements	Protect IN ≤ TC < Protect OUT Also written "Limit IN ≤ TC < Limit OUT"
Logs	TC – range ≤ TC < TC + range
Media Files	Protect IN ≤ TC < Protect OUT Also written "Limit IN ≤ TC < Limit OUT"

The system performs a search for all the elements which contain the specified timecode value, among the elements displayed in the Database Explorer grid.

12.3.2. Quick Timecode Search Field Display

To display or hide the **Quick TC Search** field, click the small arrow next to the **Search** button and select **Display Timecode Search** or **Hide Timecode Search** from the menu

If you right-click the **Quick TC Search** field, a contextual menu allows you to select either Timecode or Timecode and date to perform your search.



With Timecode and date, a right-click on the date displays a calendar for date selection.

The TC search is performed only on timecode if the field displays TC only.

The search is performed on timecode and date if the field displays TC and date.

12.3.3. How to Perform a Quick Timecode Search

To perform a Quick TC Search, proceed as follows:

1. Select the tree branch you wish to perform a quick search on.
2. Show the columns you wish to perform a quick search on.
3. Click in the **Quick TC Search** field.
4. Enter a timecode value in the **Quick TC Search** field.
5. Press **ENTER** to apply the Quick TC Search on the selected Database Explorer branch.

   The Quick TC Search is applied and the search result is displayed in the grid.
6. To clear the applied Quick TC Search, click the **X** button to the right of the search field  or click the **Clear All** button to clear all filters on the Grid Filter bar and/or from the Quick search options.

A Quick Timecode search may be combined with a Quick Text search. In this case, both conditions must be met to give a result in the grid.

12.4. Quick Text Search

12.4.1. Purpose

The Quick Text Search is used to perform a search based on free text entered in the **Quick Text Search** field. This field is available on the top of the Database Explorer grid:

See section "Quick Text Search Area" on page 10 for the description of the buttons associated to the **Quick Text Search** field.

Users can enter a search string in one of the three following ways.

- They enter the search string in full in the **Quick Text Search** field.
- They click the arrow next to the **Quick Text Search** field, so the last 10 searches are displayed, and they select one of them.
- They start typing a search string in the **Quick Text Search** field, so the Autocomplete function displays a list of proposals, and they can select one of them.

A Quick timecode search may be combined with a Quick text search. In this case, both conditions must be met to give a result in the grid.

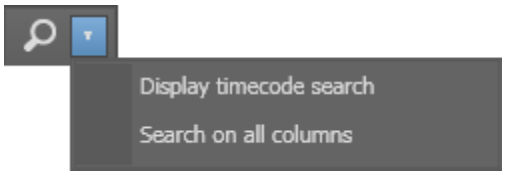
12.4.2. Search on Displayed / All Columns

Search on Displayed Columns

By default, the columns that are taken into consideration for the Quick Text Search are the ones currently visible in the Elements grid. You can add other columns to the Elements grid view by right-clicking the grid header and selecting **Organize** from the contextual menu.

Search on All Columns

To activate the **Search on All Columns** option, click the small arrow next to the **Search** button and select **Search on all columns** from the contextual menu:



When this search function is active, the **Search** button is highlighted:

 or  .

Then you can perform the search in the **Quick Text Search** field as usual.

To deactivate the option, select again the **Search on all columns** option.

Note
When the **Search on All Columns** option is activated, the search process may be slower.

Warning
If you perform a Search on all columns without having displayed all the columns, you will not be able to identify in which column the search string has been found. For the sake of clarity, it is recommended to display all columns when you perform a Search on all columns.

12.4.3. Search for Synonyms

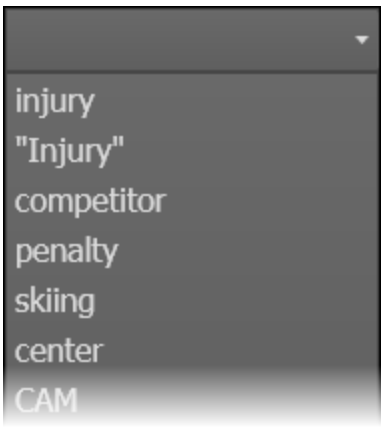
New!

Users have the possibility to perform a search for word synonyms, provided that they have been defined in the SQL thesaurus file and that the corresponding option has been set in the General setting **Freetext searches behavior**.

Then, a search performed with a search string will return the predefined synonyms as well. This function can be used to search for translated words.

12.4.4. Quick Text Search Field Display

The following table shows the various displays for the Quick Text Search field, and what they mean:

Display	Meaning
	The field background is white: No Quick Text Search is entered or applied or entered.
	The field background is red: The user is typing or has typed a search string, but has not applied it yet.
	The field background is green: The user has applied the search string, by pressing **ENTER**. The result of the Quick Text Search is displayed in the grid.
	The down arrow next to the **Quick Text Search** field gives access to the last 10 searched strings.

12.4.5. Quick Text Search Syntax Rules

The Quick Text Search option obeys specific rules which can be accessed via the **Help** button next to the **Quick Text Search** field:  .

The string that you enter in the **Quick Text Search** field is analyzed according to the following set of rules:

Search String	Search Result	Logical Equivalent
Yellow card	Searches for the words yellow and card, even if in two different fields (columns), for example yellow in Name and card in Keywords. For example a clip named "The Yellow Man" with keywords "Red Card" will be found, since it has yellow and card in 2 different fields.	"Yellow" AND "card"
Yellow | card	Searches for yellow or card, even if in two different fields (columns), for example yellow in Name or card in Keywords.	"Yellow" OR "card"
"Yellow card"	Searches for exact matches of Yellow card. Between the quotes, all characters are considered as characters and not operators or wildcards.	"Yellow card"
card*	Searches for card at the beginning of a word.	"card"*
card	Searches for all words that include card.	*"card"*
-card	Searches for fields which do not contain the word card.	
=card	Searches for a whole field that contains only card. For example, if a field contains yellow card, the =card condition will not return any result.	

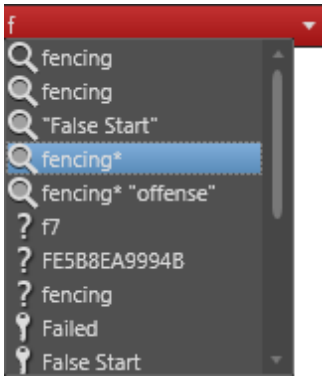
Search operators may be combined. For example, a space followed by "-" means AND NOT.

12.4.6. Autocomplete Function

Introduction

The Autocomplete function is a help service for the capture of search string.

As soon as the users start typing in the **Quick Text Search** field, the Autocomplete function provides a list of matching words and sentences known by the system and containing a word beginning with the typed letters.



Warning
Make sure the IP API service is started to be able to use the Autocomplete function.

Autocomplete List

New!

The list displayed below the **Quick Text Search** field is made up of different types of results, as described in the following table.

Icon	Description : The line displays the result corresponding to the typed letters and …
	… coming from the local search history. Several lines can be displayed, the most recent are shown on the top of the list.
	… coming from the 100 most popular searches asked to the system since its startup, and launched from the same tree branch. Several lines can be displayed, the most frequent are shown on the top of the list.
	… coming from an index of words entered in text fields, such as item name, item source name, item VarID, tape ID, item metadata text. Keywords are not indexed in this list. Several lines can be displayed, sorted alphabetically.
	… corresponding to a keyword from a keyword list.
	… corresponding to a participant from a keyword list.

The proposals made in the Autocomplete list for the last search, popular search and indexed words depend on the tree branch selected at the time when a word is typed. For example, if the Clips view is selected in the Database Explorer tree view, only the searches performed on the Clips view will be proposed, as well as indexed words attached to clips.

Proposed keywords and participants are not linked to the selected tree branch.

How to Perform a Quick Text Search with the Autocomplete Function

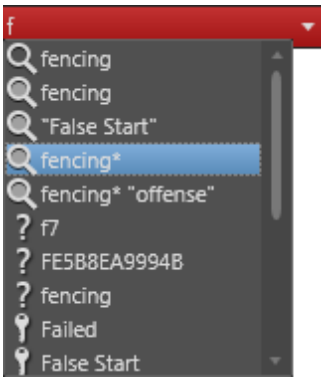
New!

To perform a Quick Text Search, proceed as follows:

1. Select the tree branch you wish to perform a quick search on.

2. Show the columns you wish to perform a quick search on.
3. Type a search string in the **Quick Text Search** field.

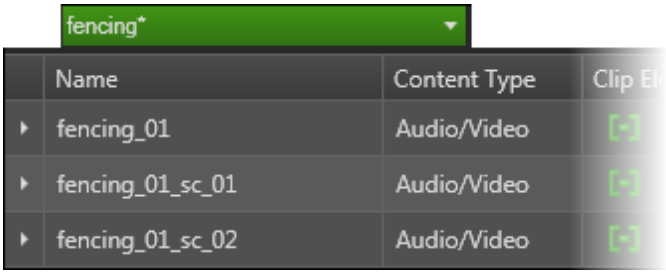
   A list of proposals is displayed as soon as you start to type and it is refined as you go on typing.



4. Select a line by using the mouse or the  key.
5. Press **ENTER**.

   The search is launched with the selected proposal on the selected Database Explorer tree branch.

   The search results are displayed in the grid.



6. To clear the applied Quick Text Search, click the **Clear QTS** button  to the right of the search field.

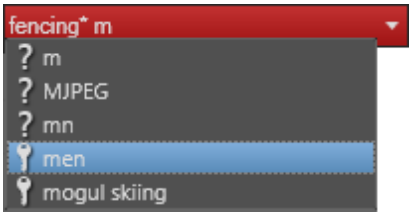
   To clear all the filters applied, from any search option, click the **Clear All** button.

To perform a search based on two words, proceed as follows:

1. Follow steps 1 to 4 from the previous procedure.
2. Press  and then start to type a second word.

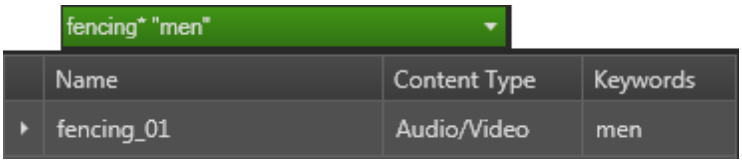
   A new list of proposals is displayed based on the second word.

3. Select a line by using the mouse or the  key.



4. Press **ENTER**.

   The search is launched with the two selected proposals on the selected Database Explorer branch.



12.5. Advanced Search

12.5.1. Purpose and Context of Use

The Advanced Search Filters are available for more detailed search operations. They allow searches on a specific column of the grid.

To display, or hide, the Grid Filter bar, click the **Show/Hide Grid Filter Bar** button over the grid.

The Grid Filter bar is displayed with a field above each column in the Elements grid.

12.5.2. Advanced Search Fields Types

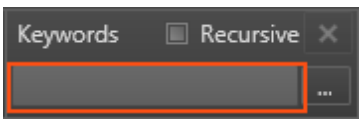
Different types of search fields exist:

- free text fields: search data can be entered directly in these fields.
  - in most of the cases, no button is available next to the field, e.g. **Name** field.

  - Keywords and Participants search fields

- field with an option list: an arrow giving access to a list of options is available on the right of the field, e.g. **Level** field.

- field with a complex filter button on the right of the field giving access to a Select Filter Condition window to define specific search values, e.g. **Status** field, **Keywords** field, …

12.5.3. Search in Free Text Fields

Autocomplete Function

The Autocomplete function is a help service for the capture of search string. The Autocomplete function, described in "Autocomplete Function" on page 89, is also enabled during searches in free text search fields of the grid filters.

The Autocomplete list displayed under free text search fields of the grid filters is limited compared to the one shown under the **Quick Text Search** field. No last search or popular search will be proposed.

- Only indexed words  will be listed under free text fields other than **Keywords** or **Participants** fields.
- Only keywords  will be listed under the **Keywords** field.
- Only participants keywords  will be listed under the **Participants** field.

Free Text Search Syntax Rules

The string that you enter in the **free text** field of a grid filter is analyzed according to the same set of rules as in the Quick Text Search. See section "Quick Text Search Syntax Rules" on page 88 for details on these rules.

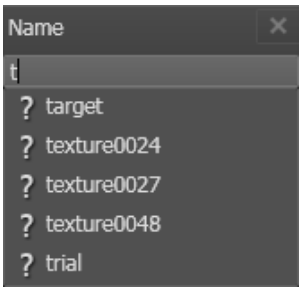
In addition, the "?" operator can be used in the **LSM ID** column. This means "any character in place of the ?"

How to Perform a Search through Free Text Grid Filter Fields

To enter search values in a free text field of a grid filter, proceed as follows:

1. Select the tree branch in the Tree view.
2. Show the columns you wish to perform a search on.
3. Display the Grid Filter bar by clicking the **Show/Hide Grid Filter Bar** button over the grid.
4. Type a search string in the field, based on the rules detailed in "Free Text Search Syntax Rules" on page 93.

A list of proposals is displayed as soon as you start to type and it is refined as you go on typing.



5. Select a line by using the mouse or the  key.

   You can unselect a line by pressing the **Escape** key.

6. Press **ENTER**.

   The search is launched on the selected Database Explorer tree branch.

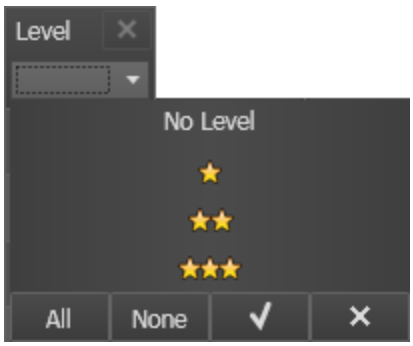
   The search results are displayed in the grid.

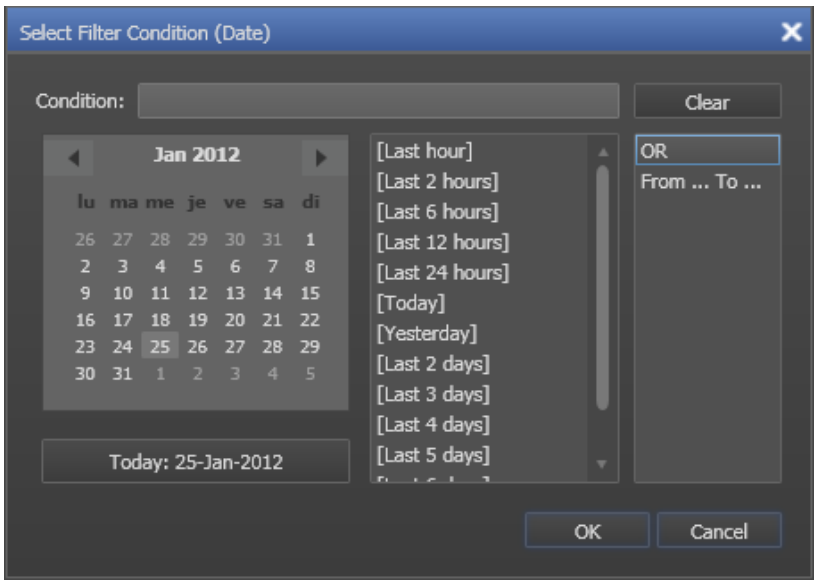
Note

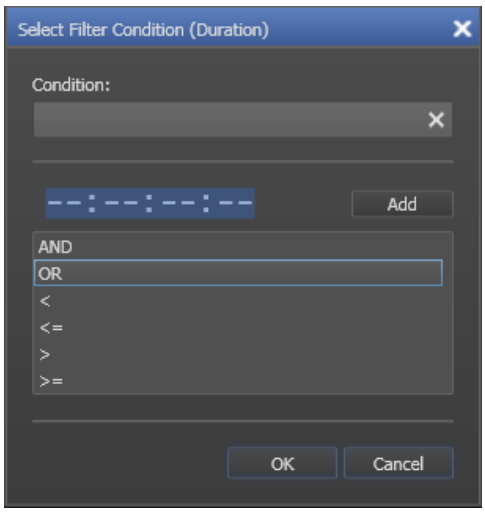
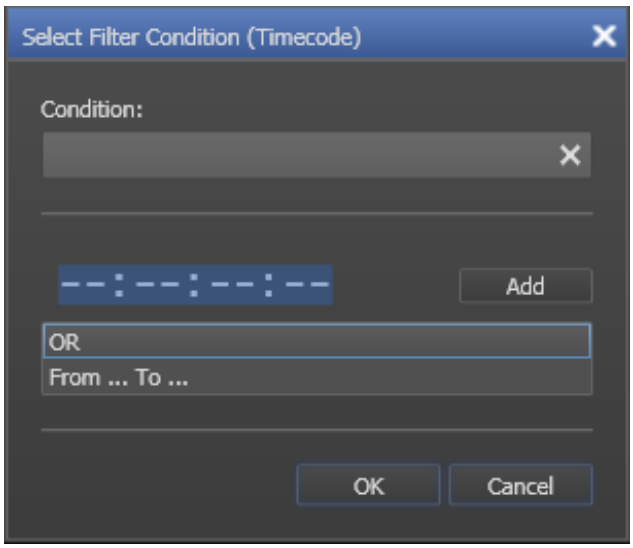
Off-line clips or clip elements are displayed in filters results.

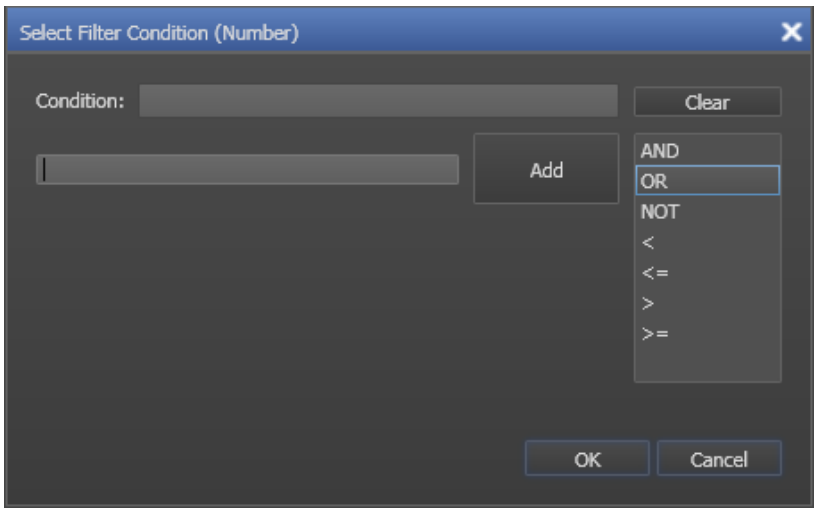
12.5.4. Search in Non-Free Text Fields

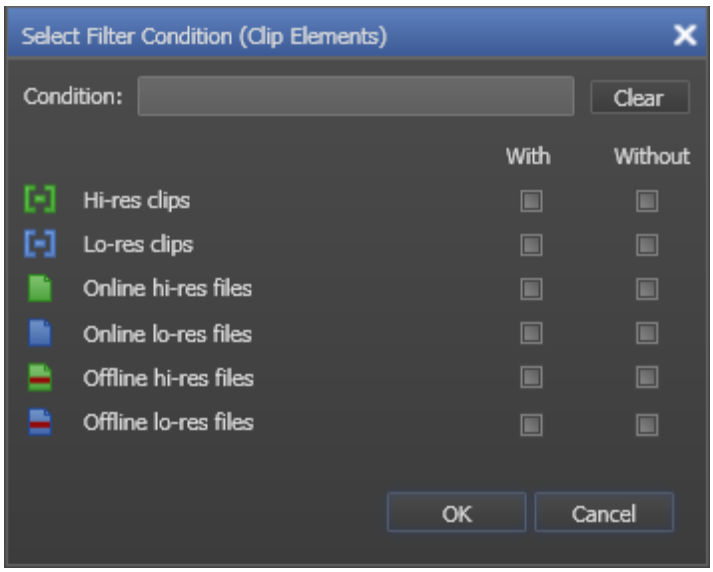
Non-free text search fields of the Advanced Search pane give access to an option list to select a search value or to a Select Filter Condition window to define specific search values.

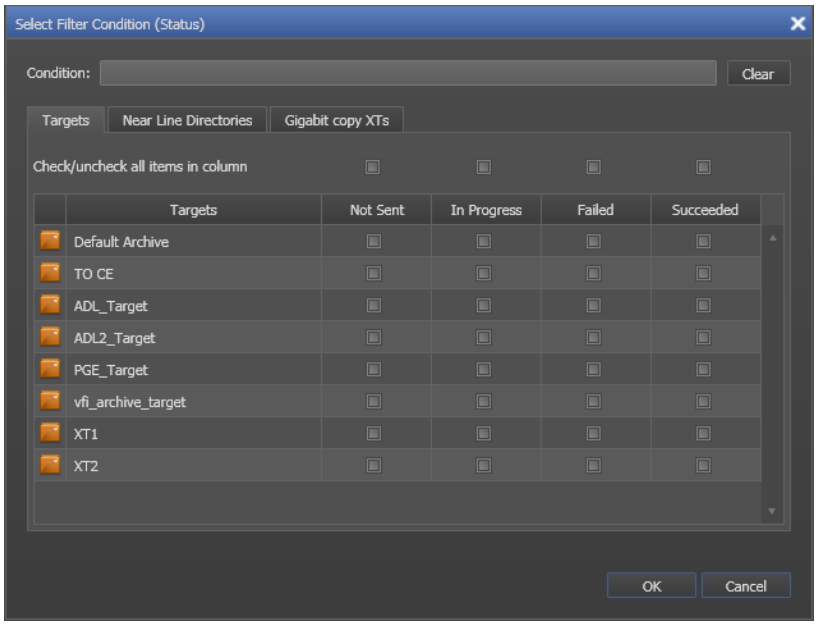
Search Criterion Type	Option List / Select Filter Condition Window
Option List **(e.g. Level,…)**	Click the arrow next to a search field to display the option list for the corresponding criterion.  Select one or more options. Confirm your selection with the ✓ button or cancel and exit by clicking the × button.

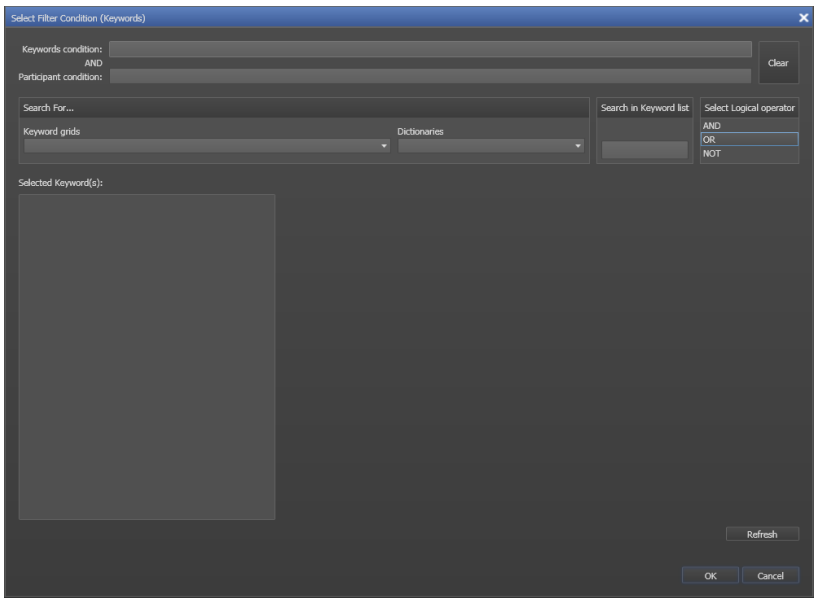
Search Criterion Type	Option List / Select Filter Condition Window
Date	Click the **Complex Filter** button next to a **Date** field to open the calendar window.  In this window you can select a specific date or one of the options in the Last xx pane. You can also use the logical operators from the right pane to construct a more complex search condition: • Select a logical operator on the right • Select a date • Select a second date The search condition is displayed in the **Condition** field. • Click **OK** or **Cancel**. Note The NOT operator may be combined with one of the other operators.

Search Criterion Type	Option List / Select Filter Condition Window
Duration	Click the **Complex Filter** button next to a **Duration** field to open this window:  Here you can enter a duration or use the logical operators from the right pane to construct a more complex search condition.
Timecode	Click the **Complex Filter** button next to a **Timecode** field to open this window:  Here you can enter a timecode or use the logical operators from the right pane to construct a more complex search condition: • Select a logical operator on the right • Enter a timecode value • Click **Add**. It appears in the **Condition** field. • Enter a second timecode value • Click **Add.** The whole condition is displayed in the **Condition** field. • Click **OK**.

Search Criterion Type	Option List / Select Filter Condition Window
Number	Click the **Complex Filter** button next to a **Number** field to open this window:  In this window you can enter a number or use the logical operators from the right pane to construct a more complex search condition. • Enter a number in the field • Click **Add** • Select a logical operator on the right • Enter a second number in the field • Click **Add** The search condition is displayed in the **Condition** field. • Click **OK** or **Cancel**. Note Operators belonging to different groups may be combined. • Group 1: AND, OR • Group 2: NOT • Group 3: <, >, <=, >=

Search Criterion Type	Option List / Select Filter Condition Window
Clip Elements	Click the **Complex Filter** button next to the **Clip Elements** field to open this window:  Select check boxes depending on whether you want to search for clips with or without the different element types.

Search Criterion Type	Option List / Select Filter Condition Window
Status	Click the **Complex Filter** button next to the **Status** field to open the window which allows you to filter on the destinations the media has been sent to: • Targets: lists all the targets defined in the remote installer. • Nearline directories: lists all the nearline directories, as defined in the remote installer. • Gigabit copy XTs: lists all the EVS video servers which are part of the workgroup, as defined in the remote installer.  **Note** Icons for destinations targets may have been customized from the Remote Installer.

Search Criterion Type	Option List / Select Filter Condition Window
Keywords	Click the **Complex Filter** button next to the **Keywords** field to open this window:  See section "Search for One or Several Keywords" on page 101. Note The NOT operator may be combined with one of the other operators. See section "Search for Child Keyword Based on Parent Keyword" on page 102 for advanced search based on a parent keyword defined in a dictionary.

12.5.5. Search for One or Several Keywords

To search for some keywords from the Select Filter Condition (Keywords) window, proceed as follows:

1. Select a Keyword Grid or a Dictionary in the Search For pane, or click in the Search in **Keyword List** field.

   The selected Keyword Grid or Dictionary, or the Keyword List, is displayed in the right lower area of the window.

2. Select a keyword.

   It appears in the Selected Keywords area and in the **Keyword Condition** or **Participant Condition** field.

   Keywords which have been selected are shown with a different color in the Keyword Grid, Dictionary or Keyword List.

3. If required, select a logical operator.

4. Select a second keyword.

   The whole condition is shown in the **Keyword Condition** or **Participant Condition** field.

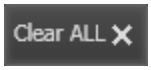
5. Click OK.

   The filter is applied to the Elements grid and the filter condition is displayed in the **Keywords** field.

12.5.6. How to Clear a Applied Advanced Search Filter

To clear a filter applied on an advanced search criterion, click the **X** button next to the corresponding criterion:

When filters have been applied from several search tools, all the filters can be cleared by clicking the **Clear All** button next to the **Quick Text Search** field:

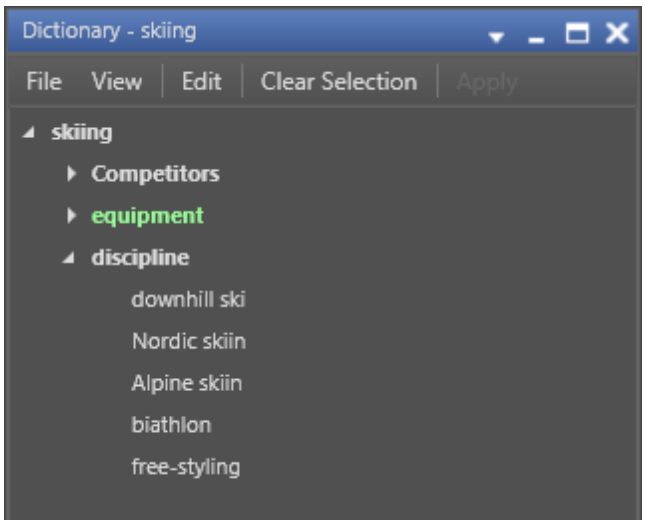


12.5.7. Search for Child Keyword Based on Parent Keyword

Context of Use

As explained in the Keywords Management chapter, in part 2 of the manual, child and parent keywords can be defined in a tree structure into the Dictionary tool.

During an event, you can define all the player names of a football team as child keywords of the parent keyword "team name" or "country". You can then assign a child keyword to logs or clips.

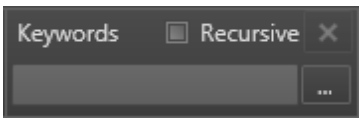


From the Database Explorer, it is thereafter possible to retrieve the media linked to all the child keywords of the same parent keyword by using the **recursive** option.

How to Retrieve Child Keywords

To do so, proceed as follows:

1. In the Database Explorer, select the tree branch you wish to perform a search on.
2. In the grid, show the columns you wish to perform a search on.
3. Display the Grid Filter bar by clicking the **Show/Hide Grid Filter Bar** button over the grid  .
4. Select the **Recursive** checkbox from the Keywords advanced search field to perform a search on all the child keywords linked to the selected parent keyword

5. Click the **Complex Filter** button displayed in the **Keywords** column header.

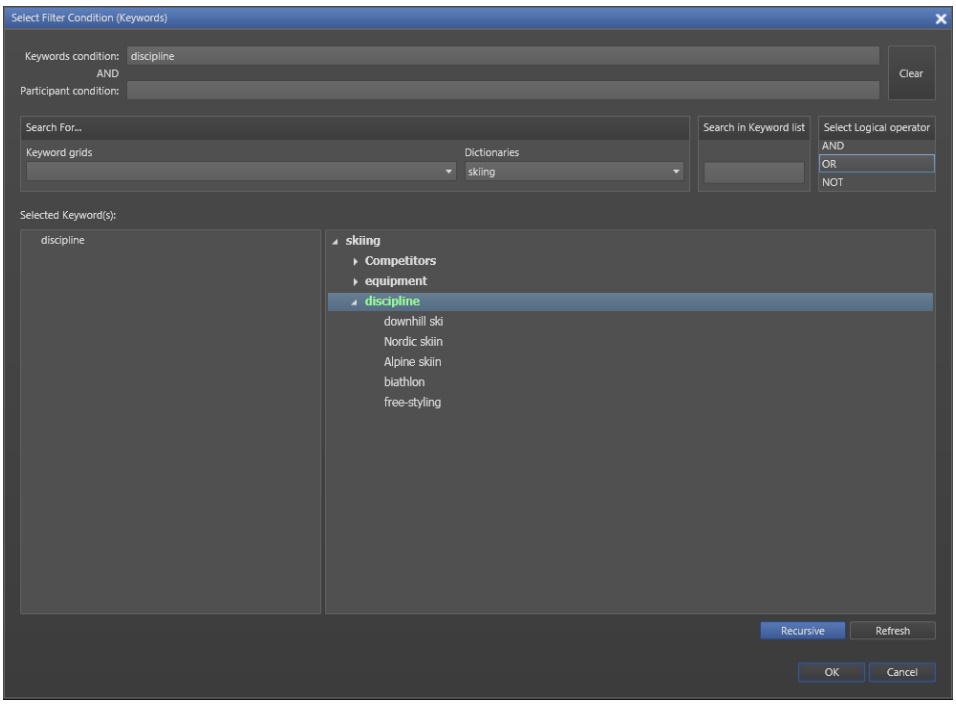
   The Select Filter Condition (Keywords) window opens.

6. In the **Dictionaries** field, select the dictionary name.

   The keywords from the selected dictionary are displayed in the list.

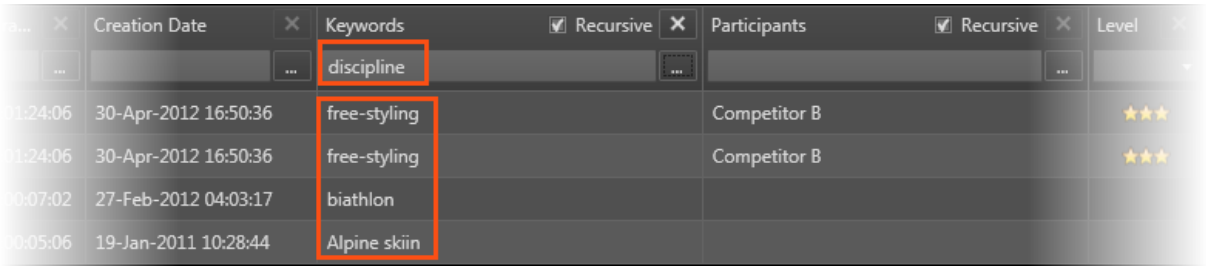
7. Select the parent keyword on which you want to perform a search.

   It is displayed in the **Keywords Condition** field.

8. Click the **Recursive** button if you have not selected the **Recursive** option from the Keywords advanced search field (step 4).
9. Click **OK**.

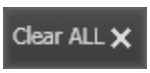
The list of elements containing a child keyword of the selected parent keyword is displayed in the Database Explorer grid.



12.6. Clips not in a Selected Playlist

You can easily get the list of the clips which are not present in a selected playlist by selecting **Search for Clips not in the Selected Playlist** from the Playlist contextual menu.

This opens a second Database Explorer/Clips window which provides the following buttons:

Button	Meaning
 (highlighted)	When the button is highlighted, the option is enabled (by default). The list in the grid displays the clips not present in the selected playlist. Note that an additional filter can be applied to the grid from this window, as explained in sections "Quick Timecode Search" on page 85, "Quick Text Search" on page 86 and "Advanced Search" on page 92.
 (gray)	When the button is not highlighted, the option is disabled. The list in the grid displays all the clips, even those present in the selected playlist. Note that an additional filter can be applied to the grid from this window.
 highlighted)	When the button is highlighted, it means that at least one filter is active. All the active filters can be disabled with the **CLEAR ALL** button.
 (gray)	When no filter is active, the **Clear ALL** button is not highlighted.

12.7. Using Saved Filters

12.7.1. Introduction

Once you have defined filters and search terms, you may want to save them for later use. You can then apply the same set of filters with a single click.

Saved filters will be common between:

- the Clips tree and the Clip view in bins
- the Playlists tree and the Playlists view in bins
- the Timelines tree and the Timelines view in bins

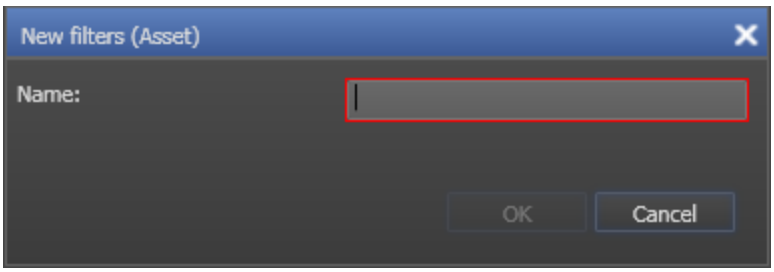
12.7.2. How to Save Filters

To save filters, proceed as follows:

1. Define the filters you wish to save, as explained in section "Searching the Database" on page 84.
2. Make sure the Saved Filters pane is visible under the tree view by clicking the Saved Filters button.
3. Click the **Save Filter** button in the Save Filter pane.

   + Save

   The New Filters window is displayed:

4. Enter a name for the applied filters set.
5. Click **OK** to confirm.

   The new filter name is listed in the Saved Filters pane.

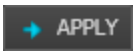
12.7.3. How to Apply Saved Filters

To apply a saved filter, proceed as follows:

1. Make sure the Saved Filters pane is visible under the tree view by clicking the Saved Filters button.
2. Select the desired filter(s) in the Saved Filters pane.
   - Click to select a single filter

- **CTRL** + click to select multiple filters
- **SHIFT** + click to select a range of filters

3. Click the **APPLY** button in the Saved Filters pane.

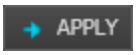
   Your filters are shown in the grid filter bar and/or quick search fields and they are applied in the grid.

12.7.4. How to Update a Saved Filter

To update a saved filter, proceed as follows:

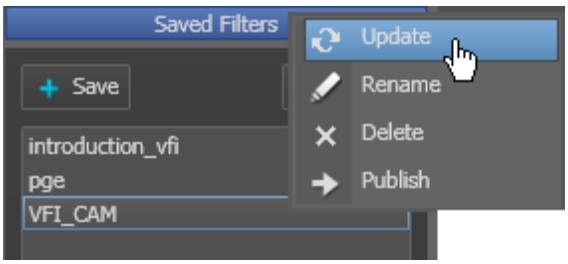
1. Make sure the Saved Filters pane is visible under the tree view by clicking the 

   button.
2. Select the filter you wish to update in the Saved Filters pane.
3. Click the **APPLY** button.

4. Make the desired changes to the filter definition.
5. Right-click the filter name in the Save Filter pane.

   A contextual menu is displayed.

6. Select **Update** from the menu.
7. Click **Yes** to the confirmation message that appears.

   The filter is updated.

12.7.5. How to Rename a Saved Filter

To rename a saved filter, proceed as follows:

1. Make sure the Saved Filters pane is visible under the tree view by clicking the 

   button.
2. Select the filter you wish to rename in the Saved Filters pane.
3. Right-click the filter and select **Rename** from the contextual menu.

   The Rename Filters window opened.
4. Enter the new name in the **Name** field and click **OK** to confirm.

   The filter name is updated in the Saved Filters pane.

12.7.6. How to Delete a Saved Filter

To delete a saved filter, proceed as follows:

1. Make sure the Saved Filters pane is visible under the tree view.
2. Select the filter you wish to delete in the Saved Filters pane.
3. Right-click the filter and select **Delete** from the contextual menu.
4. Click **Yes** in the confirmation window that appears.

   The Saved Filter is deleted from the Saved Filters pane.

12.7.7. How to Publish a Saved Filter

To publish a saved filter, proceed as follows:

1. Make sure the Saved Filters pane is visible under the tree view.
2. Select the filter you wish to publish in the Saved Filters pane.
3. Right-click the filter and select **Publish**.

   The Publish window is displayed.
4. Select the group(s) you wish to publish the filter to in the Available groups pane.
   - Click to select a single group
   - **CTRL** + click to select multiple groups
   - **SHIFT** + click to select a range of groups
5. Click the **Add** button.

   
6. Click the **Publish** button.

Note

When a filter has been created with the condition "owner = mine" and saved as a Saved Filter, you can publish it to selected groups. Then, when the recipient will apply the filter, the condition "owner = mine" will be applied to himself/herself.

13. Loading and Playing Media

13.1. Introduction

There are various ways to load or to load and play a media on a player channel from the Database Explorer.

The Browse and Play modes help to perform those actions from a single-click. They are available from the **Browse**, **Play** and **Auto-Play** buttons located on the toolbar:

To be able to use these modes and automatically play an element or a list of elements from the Database Explorer, a player channel must have previously been assigned to the Database Explorer.

13.2. Assigning a Player Channel to the Database Explorer

13.2.1. How to Assign a Player Channel from the Channel Explorer

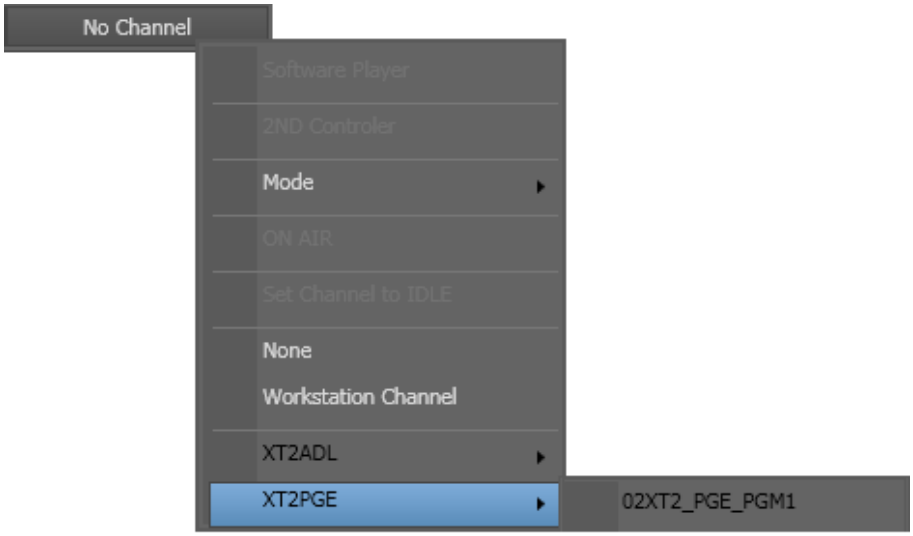
1. Open the Channel Explorer and the Database Explorer.
2. In the Channel Explorer, select the player channel to assign to the Database Explorer.
3. Drag the selected player channel to the Database Explorer window and drop anywhere.

The player channel is displayed in this field.

All actions requesting an association to a player channel, for example the Browse, Play and Auto-Play functions, will be performed on the assigned player.

13.2.2. How to Assign a Player Channel from the Status Bar of the Database Explorer

Alternatively, you can right-click the Associated Channel zone on the right of the Status bar and select the desired channel from this menu:



New!

Depending on the EVS server configurations, up to 6 player channels per server are available.

If the workstation has a valid license for the OCX Software Player, and the user has it visible currently, it will also be an option to select as a defined DB Explorer channel.

13.3. Loading Media

13.3.1. On the Player Channel Associated to the Database Explorer

To load media from the Database Explorer on a channel previously assigned to the Database Explorer (as explained in "Assigning a Player Channel to the Database Explorer" on page 108), proceed in one of the following ways:

- Click the Browse button to activate the Browse mode. 

  The button becomes highlighted.
- Use the Browse mode of the BEPlay Remote device. Refer to section "BEPlay Remote" in part 1 of the user manual for more details.

OR

- Double-click an element line in the database explorer grid. This works would the Play mode be active 

  or not.

The element is loaded on its first frame on the associated channel.

The corresponding element line in the database explorer grid is highlighted in dark green.

Note
Nothing happens when trying to browse an off-line file.

13.3.2. On the Player Channel Associated to the Control Panel

As explained in the chapter describing the Control Panel module, it is possible to load media from the Database Explorer to the Control Panel by a drag-and-drop operation. This does not require the association of a player channel to the Database Explorer. The media is then loaded on the player channel assigned to the Control Panel.

Note

At that point, you will have the possibility to play the media by

- pressing the **Play** shortcut key P to play the element

OR

- clicking the **Play** button on the Control Panel if the channel assigned to the Database Explorer is also assigned to an opened control panel.

13.4. Playing Media

13.4.1. Introduction

There are several ways available to play media on a channel from the Database Explorer:

- Load as explained in "Loading Media" on page 109 and play by pressing the shortcut key P or clicking the **Play** button on the Control Panel.
- Immediately play on the channel assigned to the Database Explorer.
- Immediately play on the channel assigned to the Control Panel.

Note

Nothing happens when trying to play an off-line file.

13.4.2. How to Load and Immediately Play an Element

To play the element on the channel associated to the Database explorer, proceed as follows:

1. Assign a channel to the Database Explorer as explained in "Assigning a Player Channel to the Database Explorer" on page 108.
2. Click the **Play** button to activate the Play mode.

   The button becomes highlighted.
3. Click an element line in the Elements grid.

The element immediately played out on the channel associated to the Database Explorer.

The corresponding element line in the Elements grid is highlighted in dark green.

To play the element on the channel associated to a control panel, proceed as follows:

1. In the Database Explorer, select the line corresponding to the element you want to be played out.
2. Press **CTRL** key and, still holding it, drag the element line to the Control Panel.

   The element is immediately played out on the channel associated to the Control Panel.

Note
The Play mode is not recommended when selecting elements to play for live transmission as there will be a delay between the loading of the element and the playout.

13.5. Playing a List of Elements

13.5.1. How to Load and Immediately Play a List of Elements

Before playing elements in Auto-Play mode, you need to ensure that a player channel has been assigned to the Database Explorer. See section "Assigning a Player Channel to the Database Explorer" on page 108 for more information on this.

To start playing elements in Auto-Play mode, proceed as follows:

1. In the Database Explorer, open the Clips or Clip Elements branch from where you want to play elements in Auto-Play mode.
2. Click the **Auto-Play** button on the toolbar.

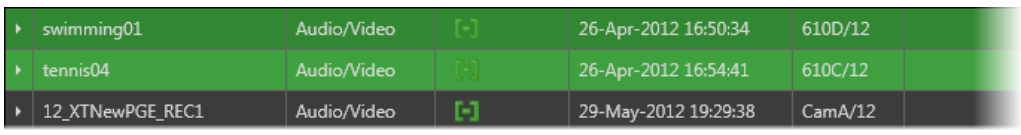
   Auto-Play mode is activated and the button becomes highlighted.

3. Click the first element from where you want to play in Auto-Play mode.

The element is directly played on the player that is assigned to the Database Explorer. Then all the subsequent elements in the Database Explorer window are played in the displayed sequence until the last element of the list is finished.

The element being played out is highlighted in dark green in the Database Explorer grid and the next element is in light green.



Note
If playlists or trains are included in a list of elements on which the Auto-Play mode is applied, they will be skipped.

13.5.2. Modifying the Playout Sequence in Auto-Play Mode

Various transport functions are available in Auto-Play mode, to shift the Auto-Play order to an element that is not the next one in the sequence.

The following transport functions can be executed:

Preload an element	Double-click an element in the Database Explorer to preload it on the player channel. Then press the **Play** shortcut key (P) to play the element.
Load & play an element immediately	Select an element to load on the player channel and play immediately.
Load & play an element after the current one	Pressing the **CTRL** key while clicking an element plays the selected element after the current one is played out.

13.5.3. Using Auto-Play Mode in Several Database Explorer Windows

You can open several Database Explorer windows and use them in Auto-Play mode with the same player channel or with different player channels assigned.

If different players are assigned, they will be considered as independent from each other. Using the Auto-Play mode in one of the windows will not affect the second Database Explorer window.

If the same player is assigned, the Database Explorer window on which the Auto-Play mode has been used last is considered as the master window. It has the lead over the player channel.

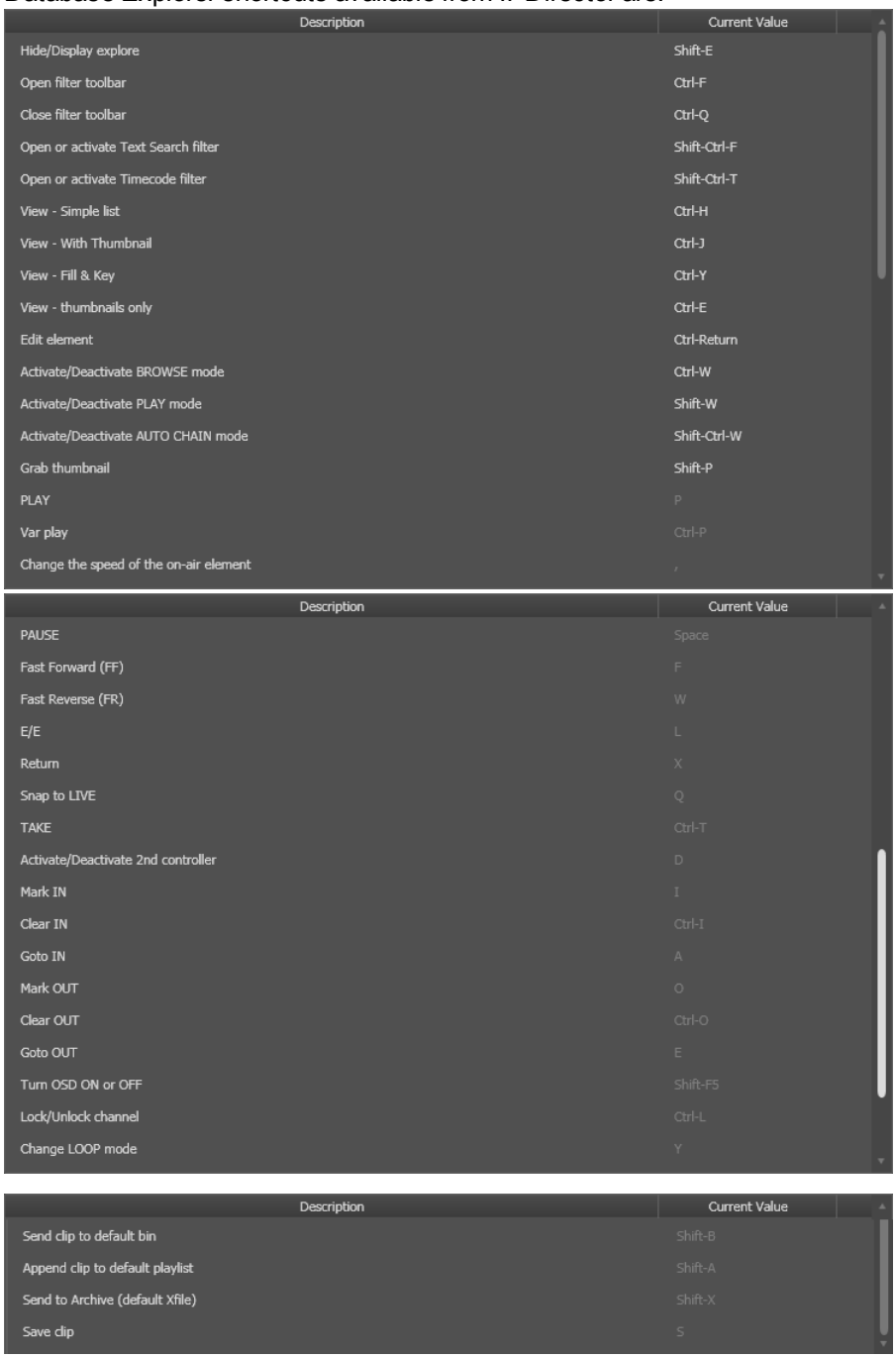
Using two Database Explorer windows assigned to the same player channel leads to the following possible situations:

- When the operator performs a search on the master Database Explorer window, the current element is played out and the first element of the search results is automatically chained.
- When the operator performs a search in the secondary Data Explorer window, this does not impact the Auto-Play in the master window. The operator needs to activate the Auto-Play to take the lead over the player channel and start playing the elements in Auto-Play mode.

14. Database Explorer Shortcuts

Some commands in the Database Explorer can be accessed from the keyboard.

Database Explorer shortcuts available from IPDirector are:



Description	Current Value
Hide/Display explore	Shift-E
Open filter toolbar	Ctrl-F
Close filter toolbar	Ctrl-Q
Open or activate Text Search filter	Shift-Ctrl-F
Open or activate Timecode filter	Shift-Ctrl-T
View - Simple list	Ctrl-H
View - With Thumbnail	Ctrl-J
View - Fill & Key	Ctrl-Y
View - thumbnails only	Ctrl-E
Edit element	Ctrl-Return
Activate/Deactivate BROWSE mode	Ctrl-W
Activate/Deactivate PLAY mode	Shift-W
Activate/Deactivate AUTO CHAIN mode	Shift-Ctrl-W
Grab thumbnail	Shift-P
PLAY	P
Var play	Ctrl-P
Change the speed of the on-air element	,

Description	Current Value
PAUSE	Space
Fast Forward (FF)	F
Fast Reverse (FR)	W
E/E	L
Return	X
Snap to LIVE	Q
TAKE	Ctrl-T
Activate/Deactivate 2nd controller	D
Mark IN	I
Clear IN	Ctrl-I
Goto IN	A
Mark OUT	O
Clear OUT	Ctrl-O
Goto OUT	E
Turn OSD ON or OFF	Shift-F5
Lock/Unlock channel	Ctrl-L
Change LOOP mode	Y

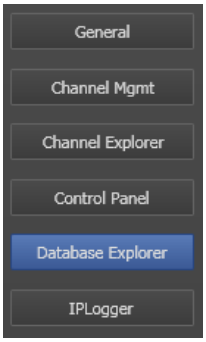
Description	Current Value
Send clip to default bin	Shift-B
Append clip to default playlist	Shift-A
Send to Archive (default Xfile)	Shift-X
Save clip	S

To view or customize the keyboard shortcuts, proceed as follows:

1. Click **Tools > Define Shortcuts** in the main IPDirector toolbar.

   This opens the Define Shortcuts window.

2. Click the Database Explorer button on the left to go to the relevant section:



3. You can view the available shortcuts here.
4. To change a shortcut: select it and press the desired key combination.
5. Click **OK** to save your changes.

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