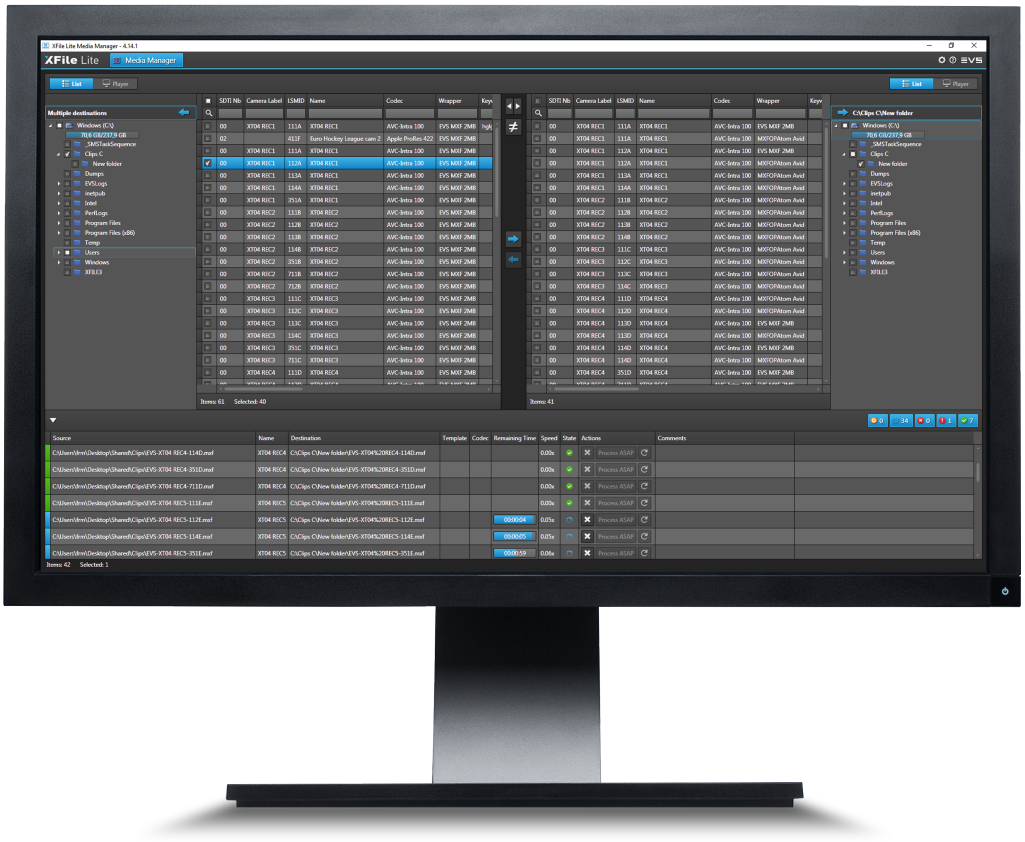
USER MANUAL

Version 5.3 - November 2019



XFILE 3 LITE

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What's New

In the User Manual the icon NEW ! has been added on the left margin to highlight information on new and updated features.

The sections updated to reflect the new and modified features in XFile Lite version 5.3 are listed below.

Job management

Possibility to hide failed and canceled jobs.

- See section "Managing Jobs" on page 29.

1. Product Description

Introduction

XFile Lite can be seen as a restricted mode of XFile3 used exclusively for media management. It is intended for use on a laptop.

It shows the list of media stored on detected disks, including mobile hard drives.

Several layouts can be used:

- The **one list - one player layout** allows users to select a media item from a list and preview it on a Player, to trim a clip or to update metadata file.
- The **two lists layout** displays media lists from two locations at a time. So, this can be used to compare the content of two lists, and to copy media items from one location to another. The job status can be monitored from a Jobs Monitoring pane.

Differences Between the XFile3 Full Package Mode and the XFile Lite Media Manager Mode

Compared to the Media Manager tab available in XFile3, XFile Lite Media Manager presents the following main differences:

- The copy process is done without rewrapping or transcoding.
- Only the media stored on a local hard drive can be accessed, no connection with a server.
- It is not possible to export an A/V file, loaded on the Player pane to a selected destination.

2. Getting Started

2.1. Installation

2.1.1. Software Installation

Limitation

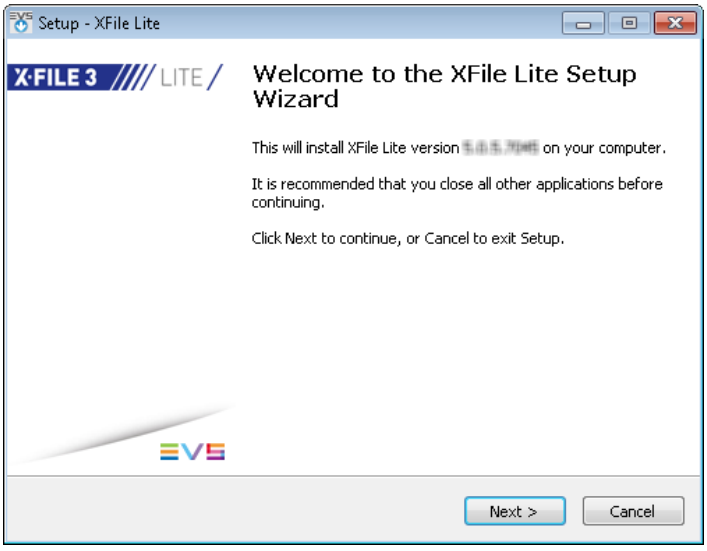
It will not be possible to install XFile Lite Media Manager on a workstation where Xsquare is installed.

How to Install XFile Lite Media Manager

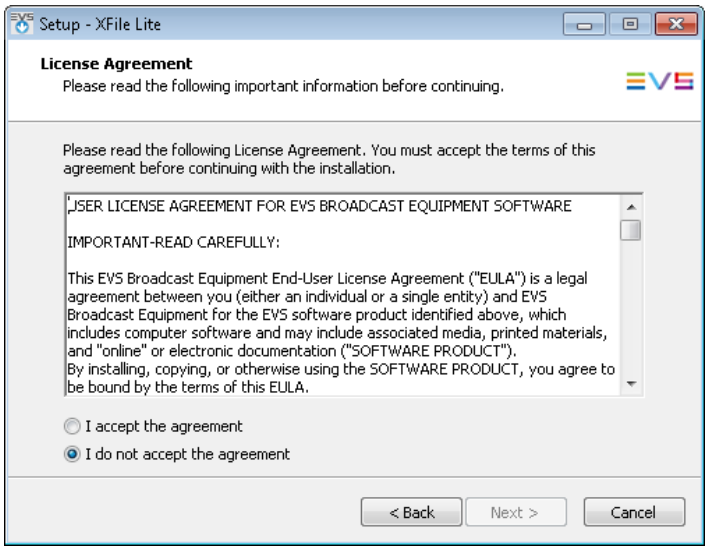
To install XFile Lite Media Manager,

1. Copy the installation package locally.
2. Double-click the XFileLite_[Version Number]_setup.exe file.

   The XFile Lite wizard opens.
3. In the Welcome window, click **Next**.

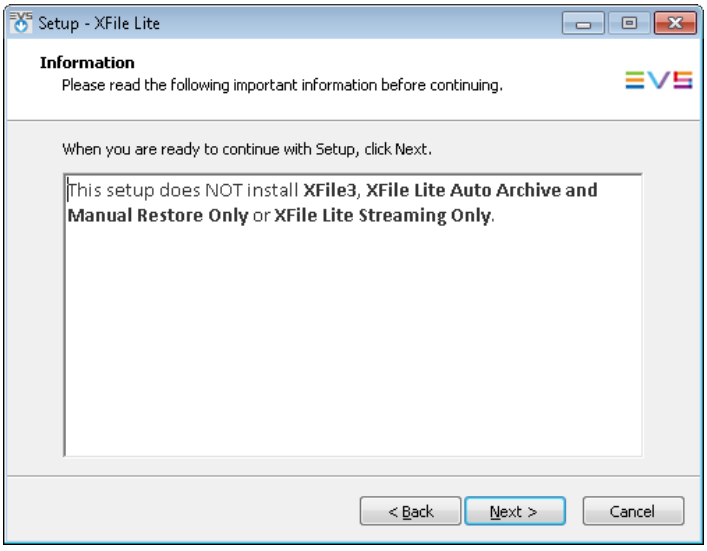


4. In the License Agreement window,
   a. select **I accept the agreement**.

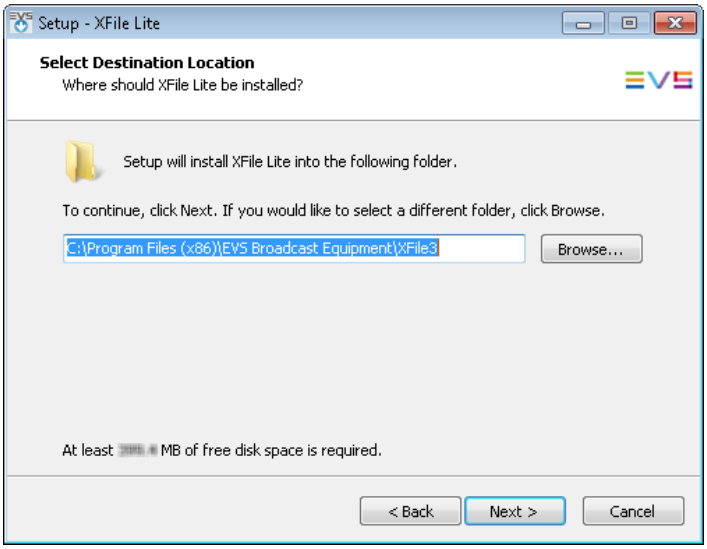


   b. Click **Next**.

5. In the Information window, click **Next**.



6. In the Select Destination Location window, the installer proposes a default path for the installation `C:\Program Files(x86)\EVS Broadcast Equipment\XFile3`:

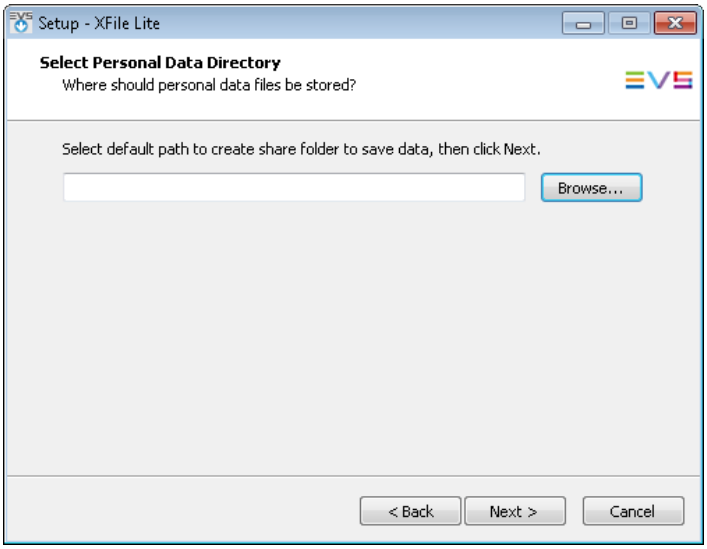


   a. (optional) Click **Browse** and select another destination directory to install the suite.

   b. Click **Next**.

      If the folder does not exist yet, you will be prompted to create it.

7. In the Select Personal Data Directory window,



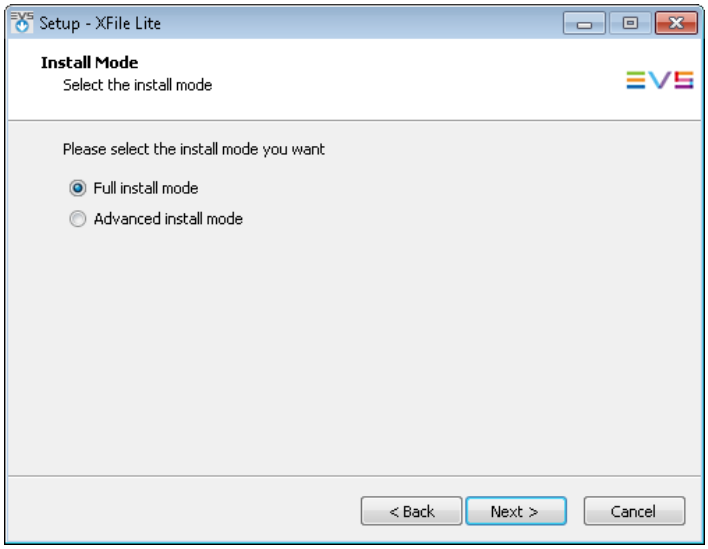
   a. Click **Browse** and select the path where streamed files will be stored by default.

   b. Click **Next**.

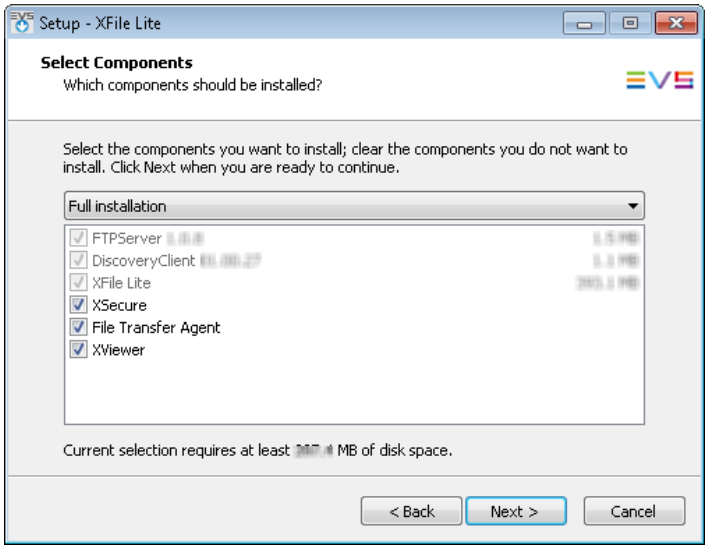
8. In the Install Mode window,
   a. Select the installation mode:

      - a full installation in silent mode: Click **Next** and proceed with step 13.

      - an advanced installation with manual selection (proceed with step 9).



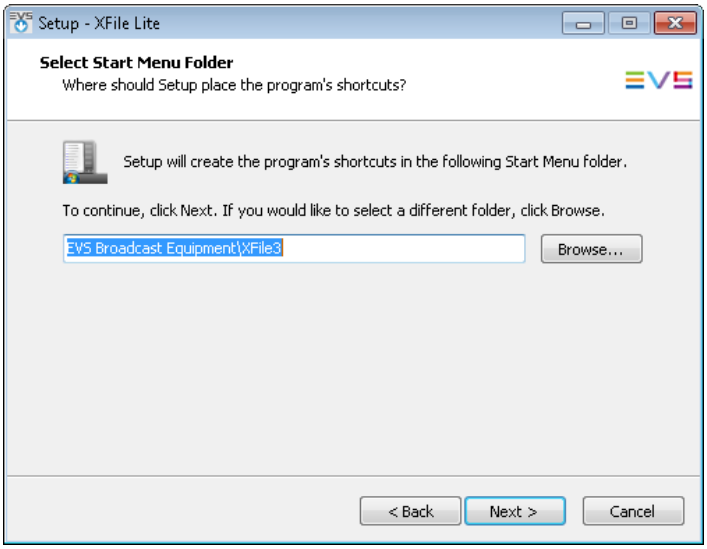
   b. Click **Next**.
9. In Advanced install mode,
   a. Select the components to install from the Select Components window:



   If you need to update XFile Lite only, clear the other components.

   b. Click **Next**.

10. In the Select Start Menu Folder window,the installer proposes a default path for the installation: `\EVSBroadcast Equipment\XFile3`.

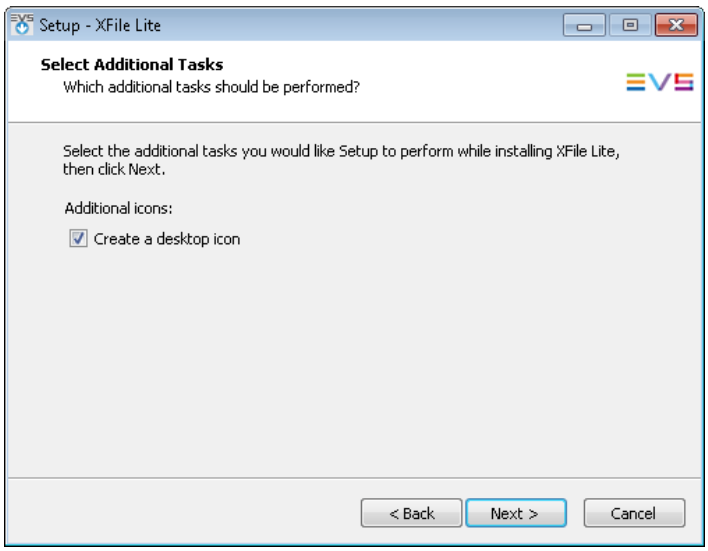


a. (optional) Click **Browse** and select another folder in which XFile Lite shortcuts will be saved.

b. Click **Next**.

11. In the Select Additional Tasks window,

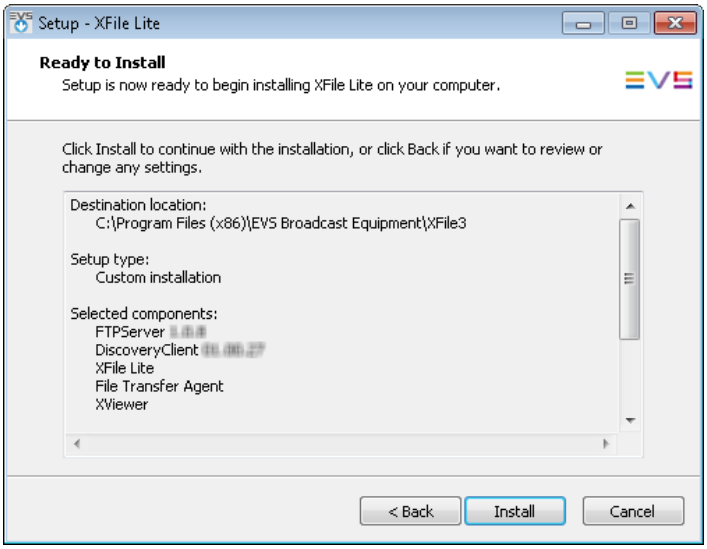
a. Select **Create a desktop icon** to create a shortcut on the desktop.



If it is not selected, the shortcut will not display on the desktop.

b. Click **Next**.

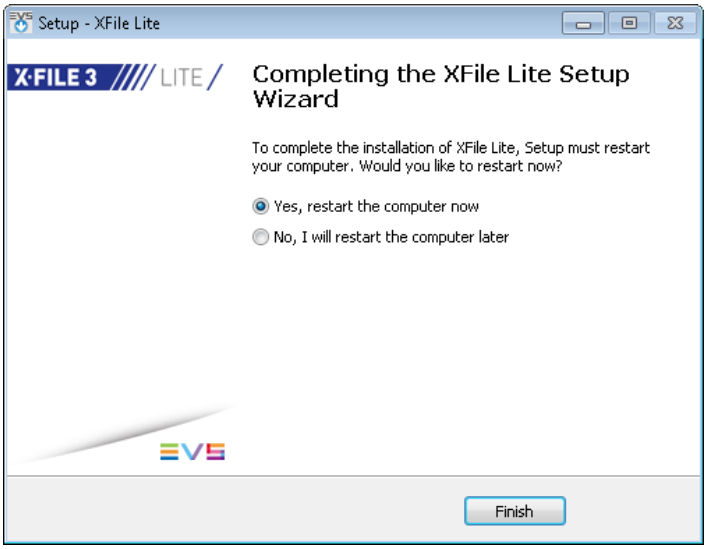
12. In the Ready to Install window, click **Install**.



You will be required to install or update the components versions not yet installed.

13. To complete the XFile Lite installation, the computer needs to be rebooted.

    a. Select **Yes**.



    b. Click **Finish**.

Installed Applications

The following applications are installed:

- XSecure Manager: used to manage the license keys.

  Start > Programs > EVS Broadcast Equipment > XSecure > XSecure Manager

- Xviewer: used to preview a media item.

  Start > Programs > EVS Broadcast Equipment > XViewer > XViewer

- File Transfer Agent: used to manage the copy jobs between two locations.

  Start > Programs > EVS Broadcast Equipment > FileTransferAgent > FileTransferAgent

- APPGuard.
- XFile Lite:

2.1.2. Licenses Management

License Code

A license key dedicated to XFile Lite Media Manager must be imported into XSecure.

See section "Activating the Licenses in XSecure" on page 9 for the procedure to request and import license codes.

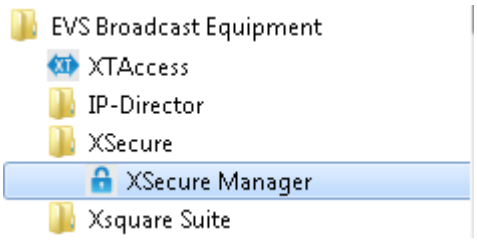
Application	Module	Summary
10 XFile	50 - XFile Lite: Media Manager only	Only the Media Manager tab will be displayed.

Activating the Licenses in XSecure

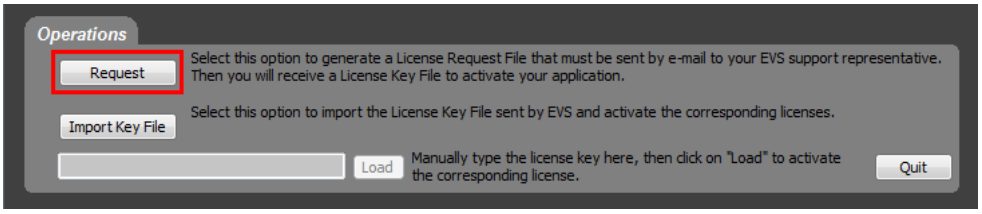
The XSecure application is included in the installation package to allow you to install XSecure shouldn't it already be installed.

To activate the XFile Lite license in XSecure, proceed as follows:

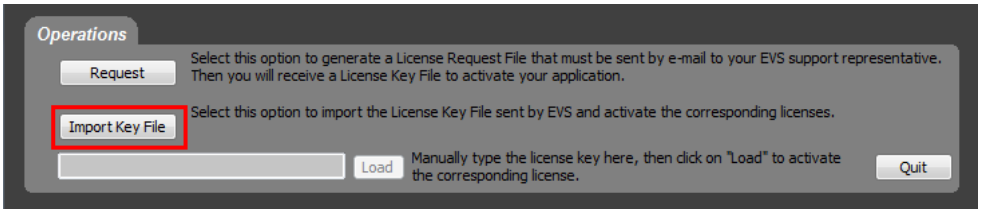
1. In the **Start** menu, select **Evs Broadcast Equipment > XSecure > XSecure Manager** to launch the XSecure application:



2. In XSecure, click the **Request** button in the **Operation** area at the bottom of the main window.



3. Store the .xml file generated by XSecure on your desktop and send it to the EVS Support.
4. When you receive the file containing the license key from the EVS Support, open XSecure and click the **Import Key File** button in the **Operation** area:

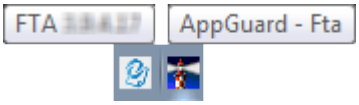


5. Select the file you have received and click **Open**.

The license key number is imported into XSecure, and the new license module is displayed in the **License List** area in XSecure.

2.2. Starting XFile Lite

FTA and AppGuard are automatically launched at hardware startup. Icons are displayed in the Windows taskbar:



To start XFile Lite, do one of the following actions:

- double-click the XFile Lite shortcut icon on the desktop:

- select the application from **Start > Programs > EVS Broadcast Equipment > XFile3 > XFile Lite**

WARNING - LIMITATION REGARDING THE SCREEN ASPECT RATIO

The XFile Lite window always displays in 16:9 aspect ratio. With a 4:3 screen, part of the window will not be visible.

2.3. Settings

Accessing the Settings Window

To access the Settings window, click at the top right of the XFile Lite window.

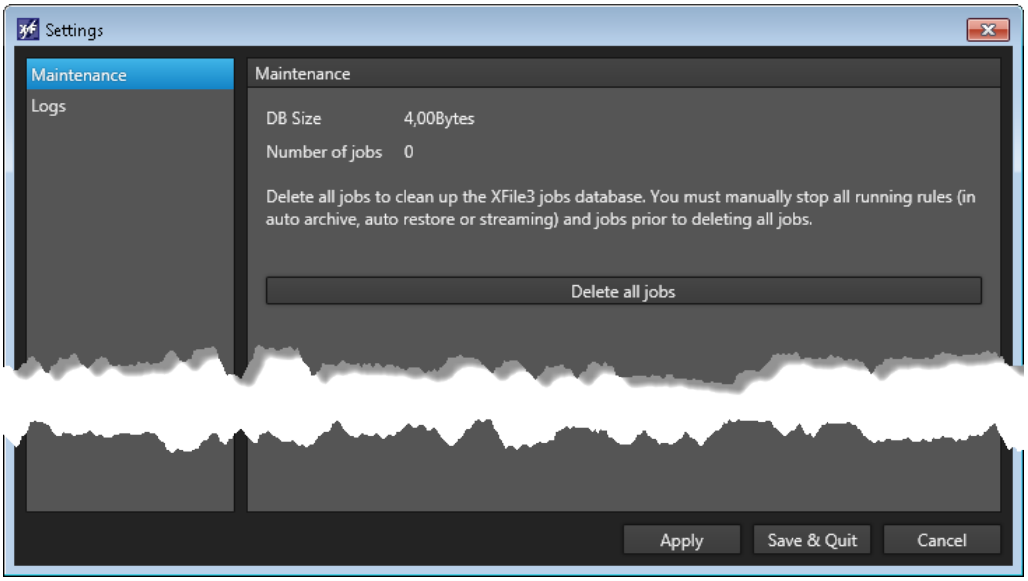
The Settings window contains several tabs.

Once the configuration is done, save it:

- Click **Apply** to save and stay on the Settings window.
- Click **Save & Quit** to save and exit the Settings window.

Maintenance

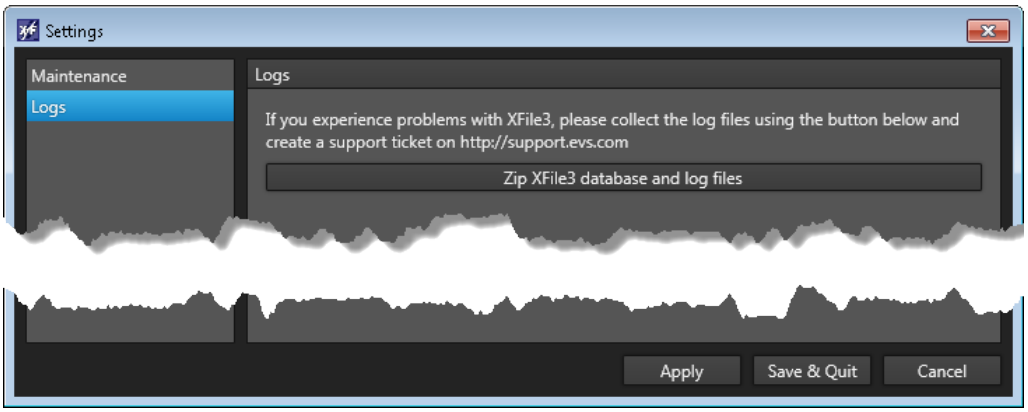
This tab displays the size of the database and the number of jobs performed. It is also used to delete all the jobs from the XFile Lite database.



XFile Lite will restart after deleting all the jobs.

Logs

This tab is used to create a log file when you encounter problems and you want to submit logs to EVS support.



3. User Interface

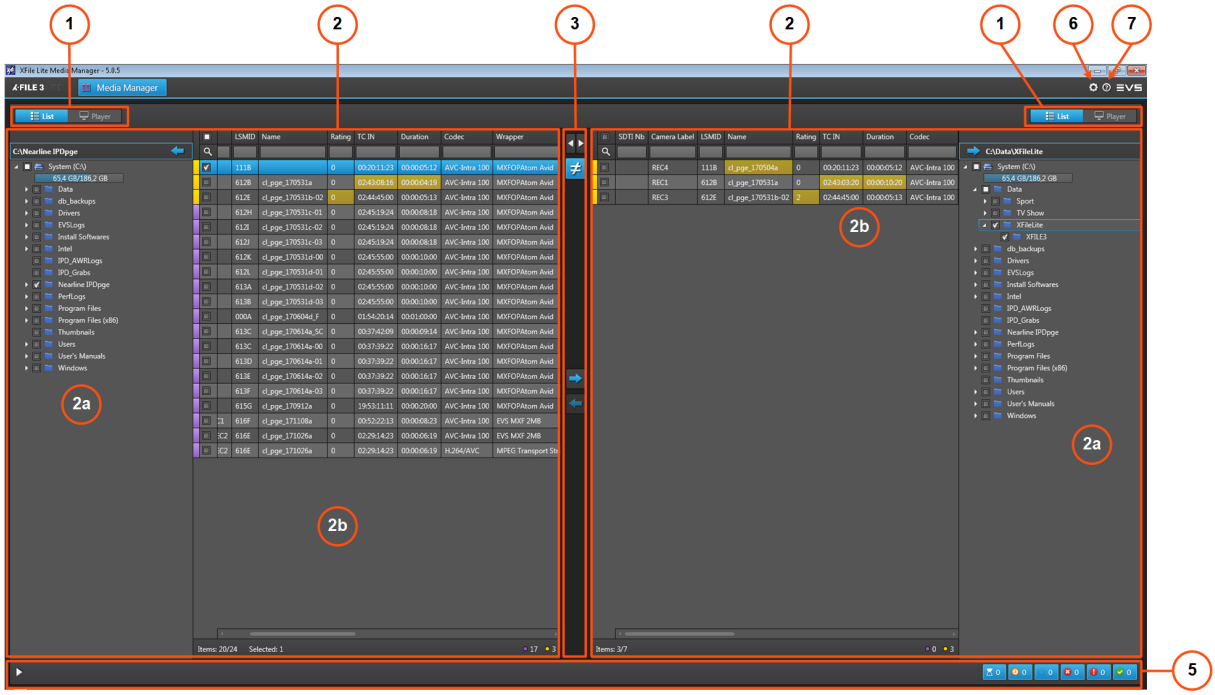
3.1. Overview of XFile Lite Window

Illustration

The XFile Lite Media Manager window can be displayed with different layouts.

Two Lists Layout

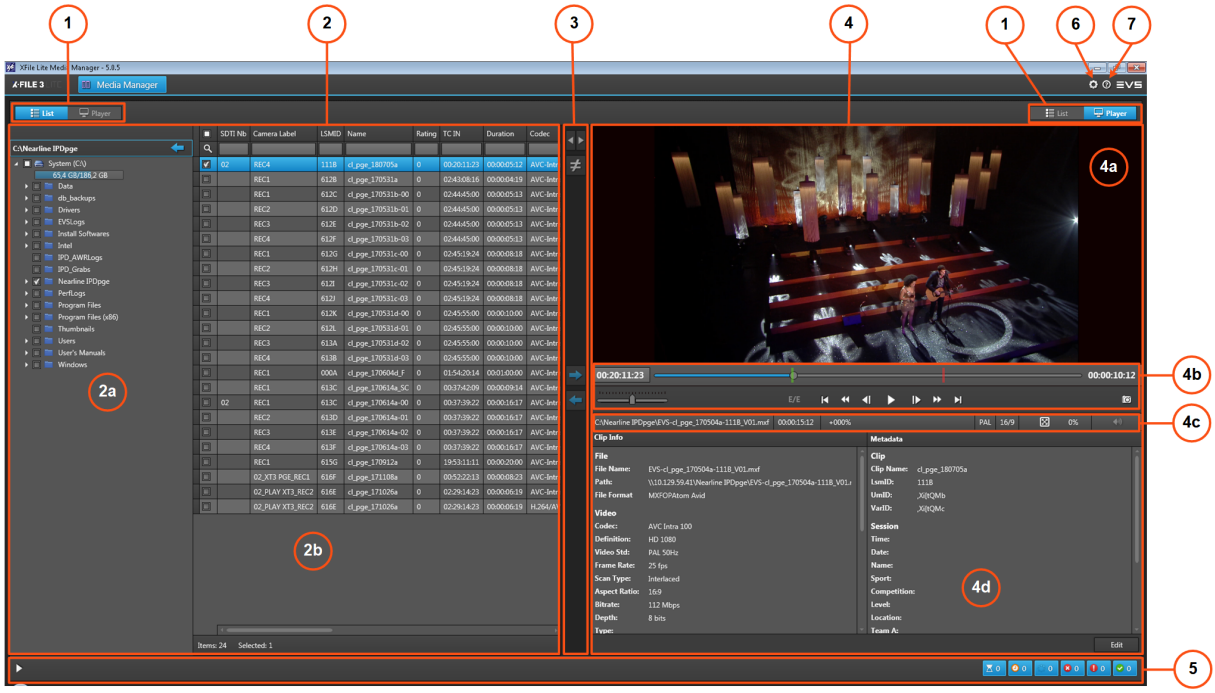
Two lists are shown when the **List** mode is enabled on both the left Media pane and the right Media pane:



One List - One Player Layout

One Player pane can be displayed on the left pane or on the right pane by enabling the **Player** mode on that pane:

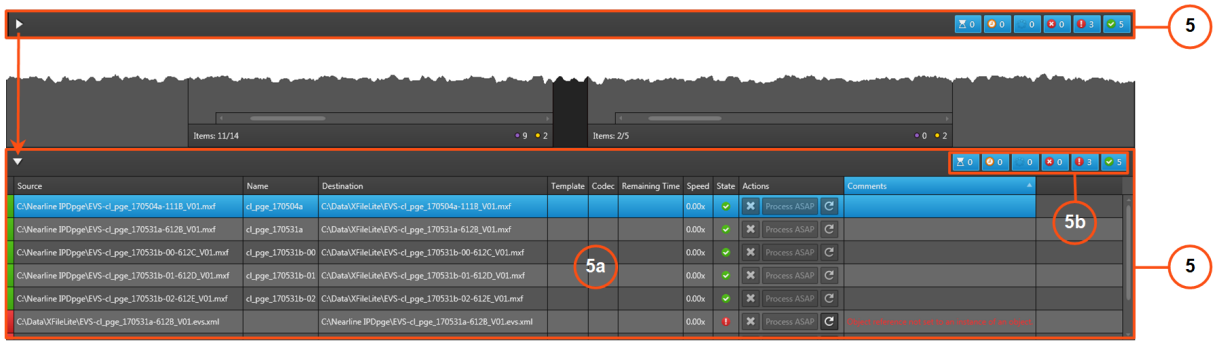
It is then used to preview a media item selected from the Media grid of the other pane.



Layout with Jobs Monitoring Pane

The Jobs Monitoring pane is displayed at the bottom of the Media Manager tab by clicking the button. It can be hidden by clicking the button.

The Jobs Monitoring pane can be displayed with the Two Lists layout and with the One List - One Player layout.



Area Description

List/Player Selector (1)

These buttons are used to show the List view (2) or the Player view (4) on the corresponding pane (left or right).

List Pane (2)

Local Hard Drives List (2a)

This area is displayed when the **List** view is enabled on the corresponding pane (left or right).

This area displays all the hard drives detected by XFile Lite Media Manager and their subfolders. It gives information on remaining / full capacities for each disk.

The mapped drives and mobile hard drives are detected as well.

A contextual menu provides some options when you right-click an element in the Local Hard Drives list. See section "Possible Actions on Drive Folders" on page 16.

Media Grid (2b)

This area displays all the files or clips located on the storage selected from the Local Hard Drives list.

A contextual menu provides some options when you right-click an element in the Media grid. See section "Media Item Contextual Menu" on page 16.

NOTE

For multi-files media items, only the master video file is listed. Associated metadata file or associated audio files, if any, are not displayed.

Metadata columns can be used to filter the list. Section "Searching for Media" on page 17 describes how to organize columns and how to search for clips.

The section "Organizing Columns" on page 17 describes the procedures to resize, order and select columns to display.

Lists Management Buttons (3)

This area provides buttons to perform the following operations when two lists are displayed:

- quickly applying the same filters on both lists . See section "Applying the Same Filters on Both Lists" on page 23.
- comparing both lists . See section "Comparing Two Media Lists" on page 23.

Buttons are only available when lists are displayed on both panes.

Player Pane (4)

This area is used to preview and browse a media item selected in the Media grid from the other tab side. A media file can be trimmed and its metadata edited.

Refer to the XViewer manual for more information on the different user interface elements.

Video Display (4a)

This area displays the media loaded on the Player.

Transport Functions Area (4b)

This area provides a jog bar and more transport functions to navigate in the loaded element.

Loaded Media Information (4c)

This area provides read-only information on the loaded clip or file.

Clip Info and Metadata (4d)

This area displays file/clip-related information and metadata values associated with the loaded file/clip.

Jobs Monitoring Pane (5)

This area is displayed by clicking the button at the bottom of the Media Manager tab.

The Jobs grid (5a) shows all the jobs and gives indication on their status. See section "The Jobs Pane in the Media Manager Tab" on page 27.

Filter buttons (5b) allows users to filter the Jobs grid according to the job status (Waiting, Scheduled, Running, Canceled, Failed, Completed) and shows the number of jobs for each job status. See section "Filtering Jobs" on page 28.

Settings Button (6)

The **Settings** button gives access to the Settings window, from which various general parameters are defined: jobs maintenance, logs file creation.

See section "Settings" on page 10.

Help Button (7)

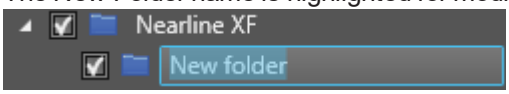
The **Help** button gives access to a window with the XFile Lite version number and support phone numbers, a link to the XFile Lite user manual, and a link to the terms of use.

3.2. Possible Actions on Drive Folders

A contextual menu is available when right-clicking a drive or a folder from the Local Hard Drives list.

Open in New Window
This option opens an Explorer window with the content of the drive folder.

New Folder
This option is used to create a sub-folder in the selected folder.
The New Folder name is highlighted for modification:



Enter a name and press **Enter**.

Rename
This option is used to rename the selected folder. It is only available if the folder is empty.
The folder name is highlighted for modification.
Enter a name and press **Enter**.

Delete
This option is only available if the folder is empty.
It deletes the selected folder.

3.3. Media Item Contextual Menu

A contextual menu is available when right-clicking an element in the Media grid.

Preview XT Clip
This option is not available.

Preview File
This option opens the XViewer application, installed together with XFile Lite, to preview the selected file and control its quality. Refer to the XViewer user manual for more information.
Up to 4 XViewer windows can be opened at the same time.

Open File Location
This option opens an Explorer window with the content of the drive folder where the file is stored.
A tooltip over the **Open File Location** option provides the path to the file storage location.

4. Searching for Media

4.1. Organizing Columns

Resizing Columns

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

Ordering Columns

The columns can be re-ordered.

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

A thick blue line shows the location where the column will be dropped.

Selecting Columns to Display

You can choose the columns you want to display.

To select the columns to display,

1. Right-click the column header.

   A contextual menu displays all the available columns.

2. Select columns in one of the following ways:
   - Click **Show all columns** to display all the columns in the grid.
   - Tick the check boxes next to the required columns.

4.2. Searching for Elements in the Grid

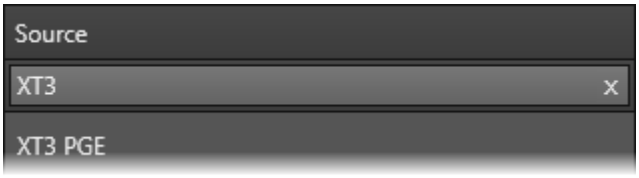
Sorting the Elements in the Grid

You can change the sort order of elements in the grid by clicking the column header for the parameter according to which you want to sort the elements.

The little triangle indicates the sorting order. Clicking the column header again changes the sorting order from ascending to descending or vice versa.

Searching on a Single Metadata Type - Advanced Search

Advanced search can only be performed on a single metadata type at a time by entering a character string in the **Search** field on the top of a column of the Elements grid.



To clear the search filter, click next to the **Search** field.

5. Previewing and Editing a Media Item

5.1. Introduction

Context of Use

In XFile Lite, a file can be previewed from different tabs and with different tools. Transport functions are available for browsing. See section "Previewing a File" on page 19.

A file can be trimmed thanks to clip creation functions or its metadata can be edited. See section "Editing a File" on page 20.

From the Media Manager tab, those operations can be done with XViewer, but an integrated Player pane is specifically dedicated to that use.

Prerequisites

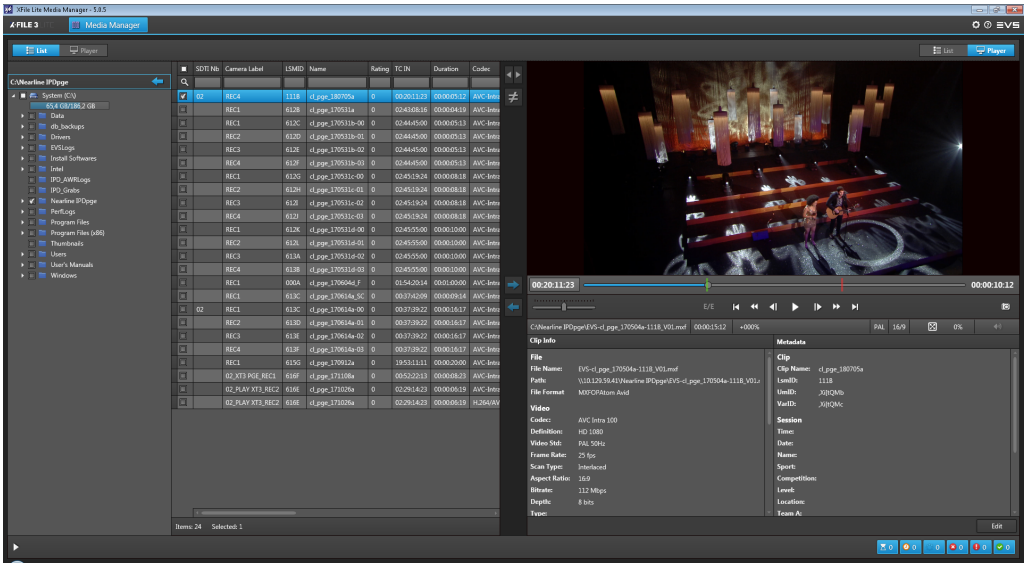
To be able to preview or edit a file in XViewer, the following conditions must be met:

- XViewer must have been installed on the workstation.
- Valid XViewer licenses must have been imported in XSecure (XViewer key 10 for preview and key 20 for editing).

5.2. Previewing a File

1. Enable the **List** mode on one pane and the **Player** mode on the other pane.
2. Select the file to preview from he Media grid.
3. Double-click the file.

The file is loaded on the Player:



5.3. Editing a File

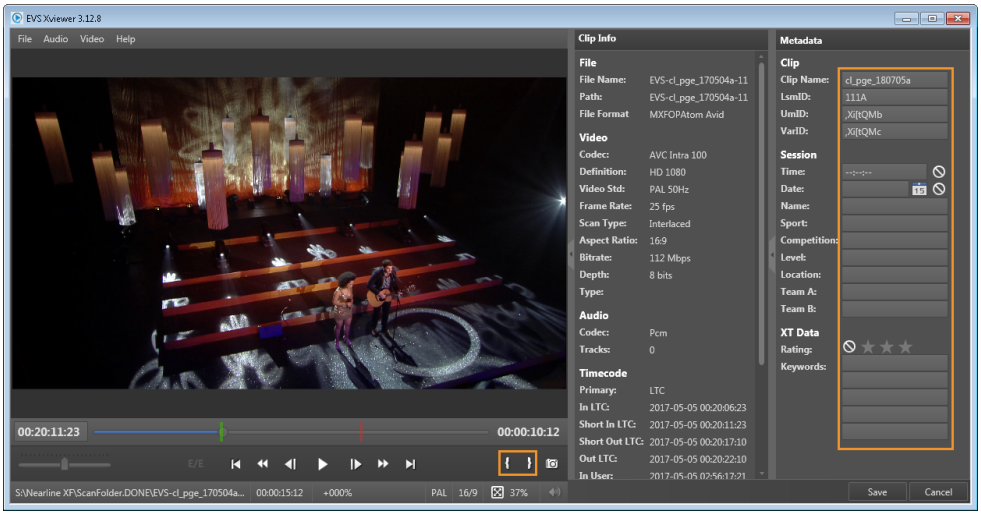
How to Trim a Clip

Guardbands of the clip are displayed before the IN point and after the OUT point, provided that they have been kept during the clip archiving. You will be able to set new points between the Protect IN point and the Protect OUT point.

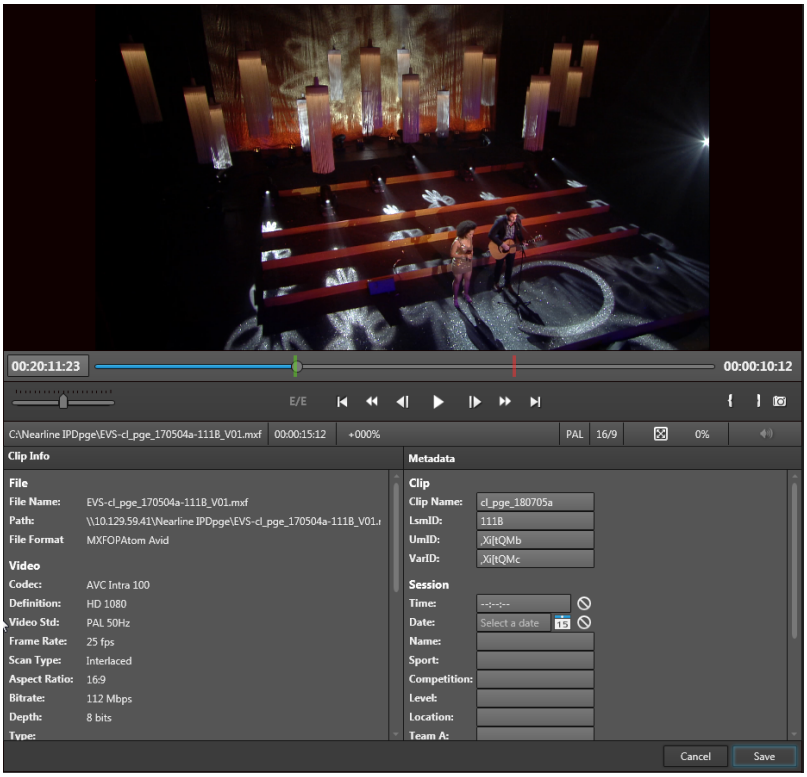
1. Click **Edit** at the bottom right of the window to enable the Edit mode.

   Metadata fields and clip creation buttons are available for edition.

   In XViewer:



In the Player pane:



2. Set a new IN point:
   a. Move the jog bar to the required position.
   b. Click .

   The IN point indicator moves to the new IN point.
3. Set a new OUT point:
   a. Move the jog bar to the required position.
   b. Click .

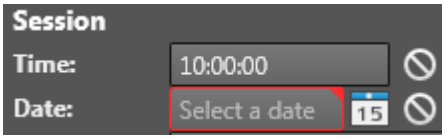
   The OUT point indicator moves to the new OUT point.
4. Click **Save**.

How to Edit File Metadata

1. Click **Edit** at the bottom right of the window to enable the Edit mode.

   Metadata fields and clip creation buttons are available for edition.
2. Enter / edit the required metadata values in the metadata fields.

   Data not correctly formatted are displayed with a red frame:



3. Click **Save**.

6. Managing Media Differences between Two Locations

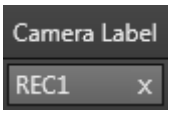
6.1. Applying the Same Filters on Both Lists

To apply the same filter on the two lists displayed on the left pane and the right pane,

1. Apply one or several filters to the Media grid of one of the lists.

   See section "Searching for Elements in the Grid" on page 18.

   Example:

2. Click one of the buttons.
   - The **Link Left Filters** button applies the filter(s) of the left Media grid to the right Media grid.

     The button is then highlighted to indicate that the left Media grid is the master one regarding the filters.
   - The **Link Right Filters** button applies the filter(s) of the right Media grid to the left Media grid.

     The button is then highlighted to indicate that the right Media grid is the master one regarding the filters.

Applying another filter to one of the lists when one of the **Link Filter** buttons is enabled automatically applies the filter to the other list.

6.2. Comparing Two Media Lists

How to Compare Two Media Lists

You can perform a comparison between two lists displayed in the Media grids. The lists can be two local disk lists, two server lists, or one sever list and one local disk list.

To compare the content from the two lists displayed in the Media grids,

- click the **Show Differences** button ≠.

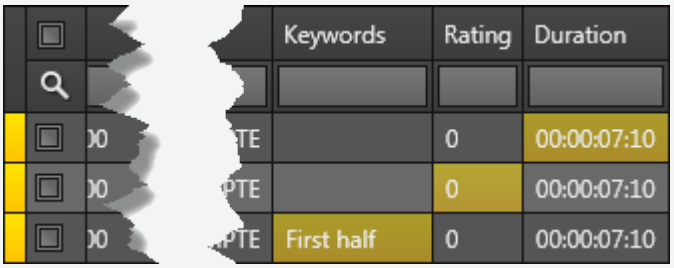
Then, the button is highlighted to show that the **Show Differences** mode is enabled: ≠.

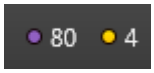
The two Media grids only shows the media items which differ between the two lists. A color code is used to highlight the differences between the lists.

Filters applied to the lists are taken into account for the comparison. This means that the comparison is done between the lists restricted by filters, not to the entire lists of media items stored on the selected locations.

Color Code for the Comparison Result

A color code is used at the beginning of each line to classify the difference type found between the two lists.

Color Code	Meaning
	The media item is not present in the other list. When two items differ in codec, file format, number of audio channels, or number of video channels, XFile Lite considers them as two different items and flags them with the purple color code. **TIP** A Codec column and a Wrapper column help to clearly identify the file codec and format.
	Some metadata of the media item differ between the two lists. These metadata are highlighted in the Media grids. Example: • List 1:  • List 2: Metadata are considered as different when one of the following parameters differ, provided that the parameters are displayed in Media grids: camera label, clip name, keywords, rating, TC IN, TC OUT, duration, session information.

The number of media items differing from the other list is written at the bottom of each Media grid: 

Next Steps

When you have compared the content of two folders and identified files present in one list but not in the other one, thanks to the code, you can decide to copy some of the files from one list to the other. See section "Transferring Files from One Storage to Another" on page 25.

When you have identified discrepancies between the metadata of a file present in the two lists, thanks to the code, you can decide to update the metadata of one of the file according to the other file. See section "Solving Metadata Discrepancies between Two Lists" on page 26.

6.3. Transferring Files from One Storage to Another

Transfers can be done from disk to disk, from server to server, from server to disk (Backup operation, called Archive in XFile Lite), or from disk to server (Restore operation).

1. Select the file(s) you want to copy from the right list or from the left list.
2. (optional) You may select additional destinations from the Local Hard Drives list of the other Media list.
3. Do one of the following actions:
   - To copy a file from the left list to the right list, click .
   - To copy a file from the right list to the left list, click .

The transfer can be monitored from the Job Monitoring pane. See section "Monitoring Jobs" on page 27.

NOTE

For multi-files media items, only the master video file is listed in the Media grid. Associated metadata file or associated audio files, if any, are not displayed.
However, during a copy without rewrapping or transcoding ("byte to byte copy"), all the files associated with the selected video file are copied.

6.4. Solving Metadata Discrepancies between Two Lists

When you have identified discrepancies between the metadata of a file present in the two lists, thanks to the code, you can decide to update the metadata of one of the file according to the other file.

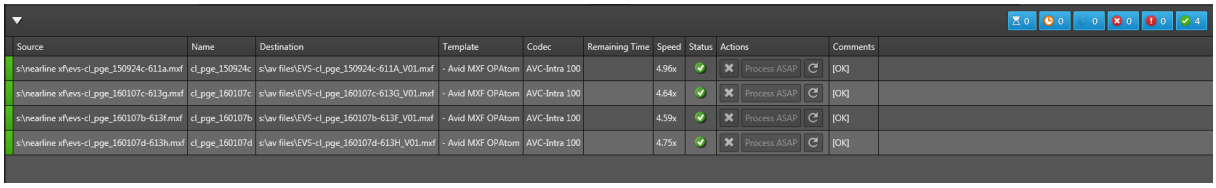
1. Select the file you want to use as reference, identified with a .
2. Do one of the following actions:
   - If the reference file is on the left Media grid, click .
     The metadata of file in the right Media grid are updated.
   - If the reference file is on the right Media grid, click .
     The metadata of file in the left Media grid are updated.

7. Monitoring Jobs

7.1. The Jobs Pane in the Media Manager Tab

Overview of the Jobs Pane

As soon as a transfer has been initiated from the Media Manager tab, jobs are displayed in the Jobs pane of the tab.



A color code, at the beginning of each job line, and a colored icon in the Status column specify the exact status of the current job.

The section "Managing Jobs" on page 29 details the operations which can be performed on jobs.

The section "Organizing Columns" on page 17 describes the procedures to resize, order and select columns to display.

Jobs Status Color Code

A color code, at the beginning of each job line, and a colored icon in the Status column specify the exact status of each job.

Status	Job Status Color Code	Job Status Icon	Meaning
Waiting			The job has been created and stored in the XFile Lite database.
Scheduled			The job has been sent to Xsquare and is scheduled to be processed.
Running			The job is running.
Canceled			User has canceled the job.

Status	Job Status Color Code	Job Status Icon	Meaning
Failed			The job failed.
Completed			The job completed successfully.

Columns Description

Job Columns Description

Column	Description
Source	Complete location path of the clip to transfer.
Name	Name of the transferred clip.
Destination	Destination where the transferred clips will be stored.
Template	Selected template used to process the job.
Codec	Codec of the transferred clip.
HDR Profile	High Dynamic Range profile of the file.
WCG	Wide Color Gamut profile of the file.
Remaining Time	Remaining time for the process of each job.
Speed	Current speed of each job by a multiple of x.
Status	Icon representing the current job status.
Actions	Buttons for the management of the job. See section "Managing Jobs" on page 29.
Comments	Information from FTA and XFile Lite.

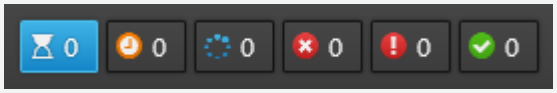
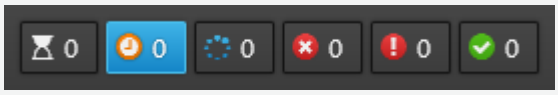
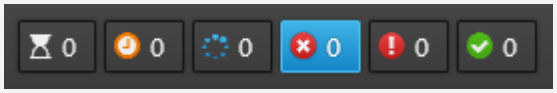
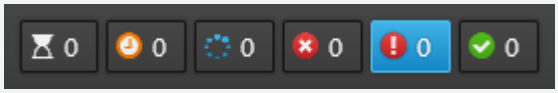
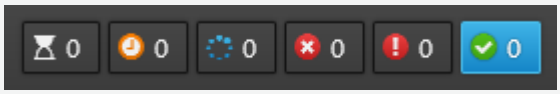
7.2. Filtering Jobs

From the Jobs pane of the Media Manager tab, jobs can be filtered based on their status.

Six filter buttons are available at the top of the Jobs pane.

The number of jobs with each job status is written on each button.

When a filter is enabled, its button is highlighted. By default, all the filters are selected.

Filter Button	Action
	Waiting jobs are displayed in the Jobs pane.
	Scheduled jobs are displayed in the Jobs pane.
	Running jobs are displayed in the Jobs pane.
	Canceled jobs are displayed in the Jobs pane.
	Failed jobs are displayed in the Jobs pane.
	Completed jobs are displayed in the Jobs pane.

7.3. Managing Jobs

How to Select Jobs

All the selected jobs are highlighted in blue.

There are several ways to select jobs:

- Click on one job line.
- To select a list of contiguous jobs, press and hold **SHIFT** while you select the first and the last items of the list.
- To select a list of non-contiguous jobs, press and hold **CTRL** while you select the items.
- To select all the jobs, press **CTRL+A**.

How to Sort Jobs

You can change the sort order of elements in the grid by clicking the column header for the parameter according to which you want to sort the elements. Clicking the column header again changes the sorting order from ascending to descending or vice versa.

NOTE

The Destination and the Actions columns cannot be sorted.

How to Cancel Jobs

Waiting, **Scheduled** or **Running** jobs can be canceled.

To cancel jobs,

1. Select the job to be canceled.
2. Do one of the following actions:
   - Right-click the selected job and select **Cancel** from the contextual menu. This can be applied to a single job or to a multiselection of jobs.
   - Click from the Actions column to cancel the job.

The status of the job will be **Canceled**.

How to Retry Jobs

Canceled or **Failed** jobs can be retried.

To retry the job,

1. Select the requested jobs.
2. Do one of the following actions:
   - Right-click on the selected job and select **Retry** from the contextual menu. This can be applied to a multiselection of jobs.
   - Click in the Actions column.

How to Change the Job Priority

The priority of **Scheduled** jobs can be changed.

Changing the job priority moves the selected job to the top of the scheduled job queue to be processed in top priority.

To change job priority,

1. Select the requested jobs.
2. Do one of the following actions:
   - Right-click on the selected job and select **Process ASAP** from the contextual menu. This can be applied to a multiselection of jobs.
   - Click

from the Actions column.

The job will be processed soon with high priority.

NEW ! How to Hide Failed and Canceled Jobs

Canceled or **Failed** jobs can be hidden from the list. This is not available from the Monitoring tab.

To hide these jobs,

1. Select the requested jobs.
2. Right-click on the selected jobs.
3. Select **Hide** from the contextual menu.

   This can be applied to a multiselection of jobs.

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