NOVODS CLOUD

User Guide
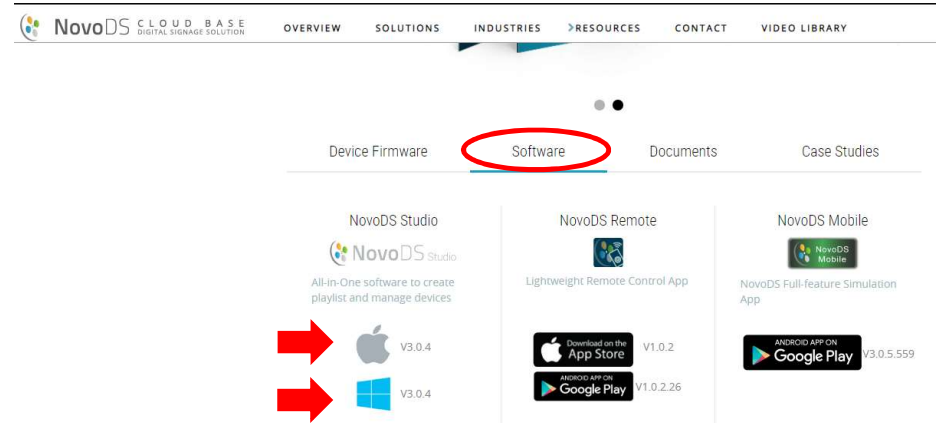V1.1

INTRODUCTION

Background: one important design objective of NovoDS Cloud is to provide an intuitive and easy-to-use web UI. We hope you can use it without having to read a user manual. So this guide only provides the most basic functions and after that, we hope you can:

- Publish a playlist from the Cloud to a "remote" device and play said playlist;
- Explore other features such as schedule, overlay messages, etc.

- **NovoDS Cloud preparation:**

  - NovoDS Cloud Website: https://www.novods.com

  - Make sure your NovoDS firmware is up to date
    - Current firmware V3.0.5.557

  - Make sure your NovoDS Studio software is up to date
    - Download from http://www.novods.com
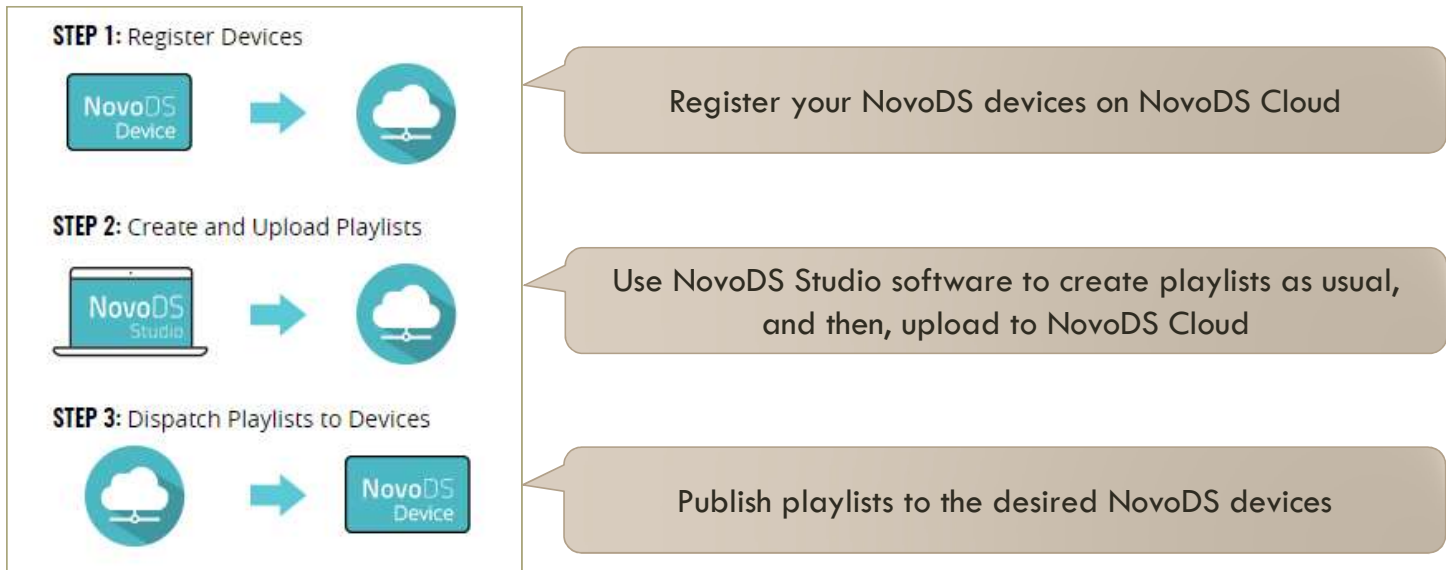   - Current software V3.0.4.273

NOVODS CLOUD – USER ROLES

Access Control – Three User Roles

	ADMINISTRATOR	PUBLISHERS	DESIGNER
Ability to upload playlists	✓	✓	✓
Ability to collaborate with others in playlist creation	✓	✓	✓
Ability to publish playlists to NovoDS devices	✓	✓	
Ability to register NovoDS devices	✓		
Ability to assign access rights to NovoDS devices	✓		
Ability to create new user accounts	✓		
Ability to control device settings	✓		

NOVODS CLOUD - WORKFLOW

Workflow – Three Steps

STEP 1: Register Devices

Register your NovoDS devices on NovoDS Cloud

STEP 2: Create and Upload Playlists

Use NovoDS Studio software to create playlists as usual, and then, upload to NovoDS Cloud

STEP 3: Dispatch Playlists to Devices

Publish playlists to the desired NovoDS devices

STEP 0: REGISTER AN ACCOUNT

STEP 0: REGISTER AN ACCOUNT (CONT.)

After your account is created, you can login and access your account profile. Please write down your "Organization ID" as it could be used by other users to register into your organization.
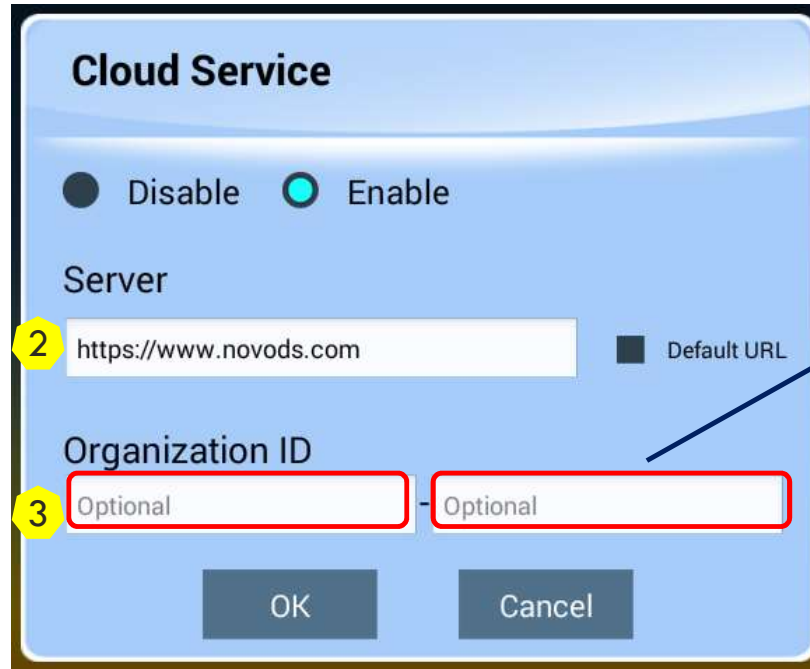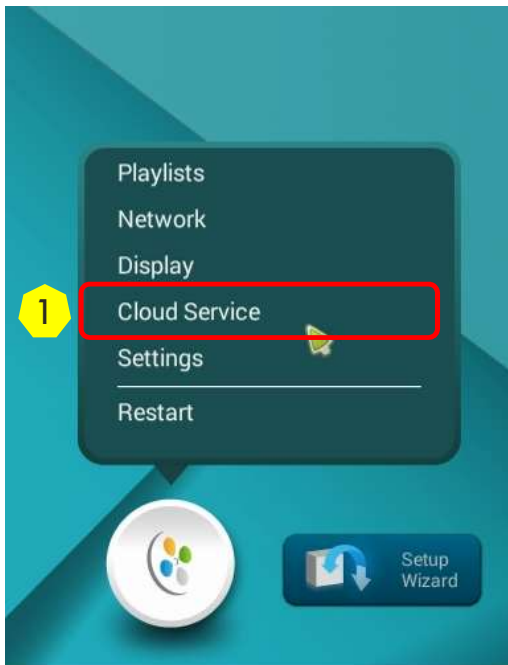
STEP 1: REGISTER A NOVODS DEVICE

There are 3 ways to register a NovoDS device to NovoDS Cloud

Device Registration Method	When/How to Use
Through NovoDS device settings menu	• Suitable for small-volume device deployment • Organization ID is needed
Through the Cloud menu	• Suitable for large-volume device deployment • Enable Cloud Service on the device and the remaining registration process is completed on the Cloud
Through a microSD card	• Suitable for large volume device deployment • Create a device configuration file on a microSD card. Then insert the microSD card into NovoDS devices to complete device registration process.

STEP 1: REGISTER A NOVODS PLAYER (CONT)

Through device menu: please connect a USB mouse to the NovoDS device to complete this operation

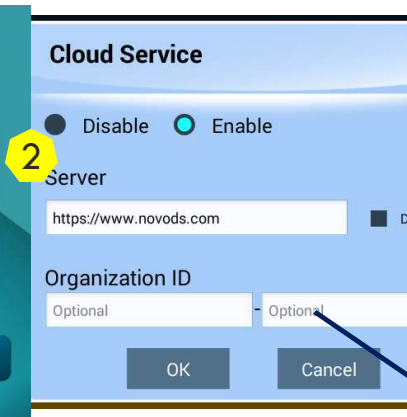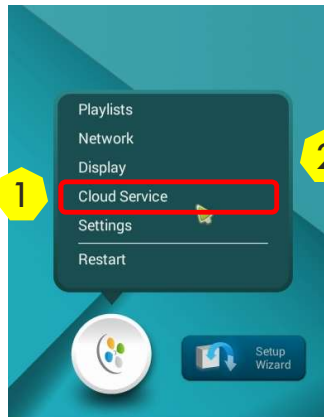Please input the Organization ID you received from the step described on page 6.

STEP 1: REGISTER A NOVODS PLAYER (CONT)

Through Cloud menu: please connect a USB mouse to the NovoDS device to complete this operation
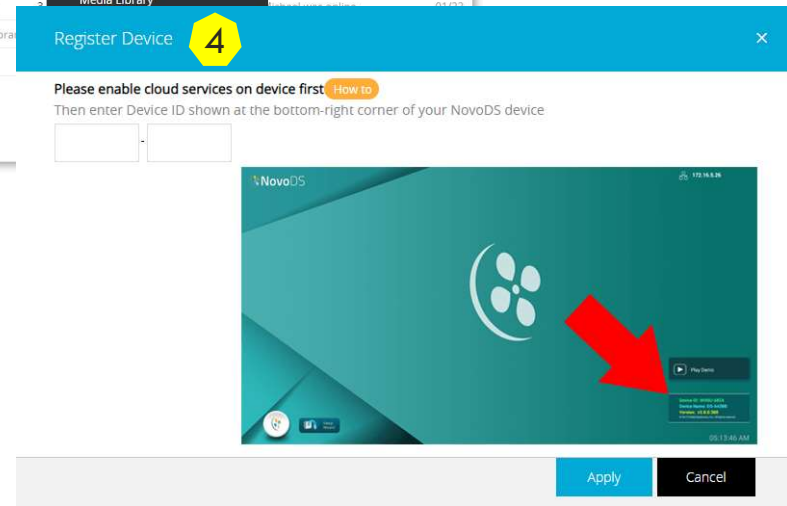
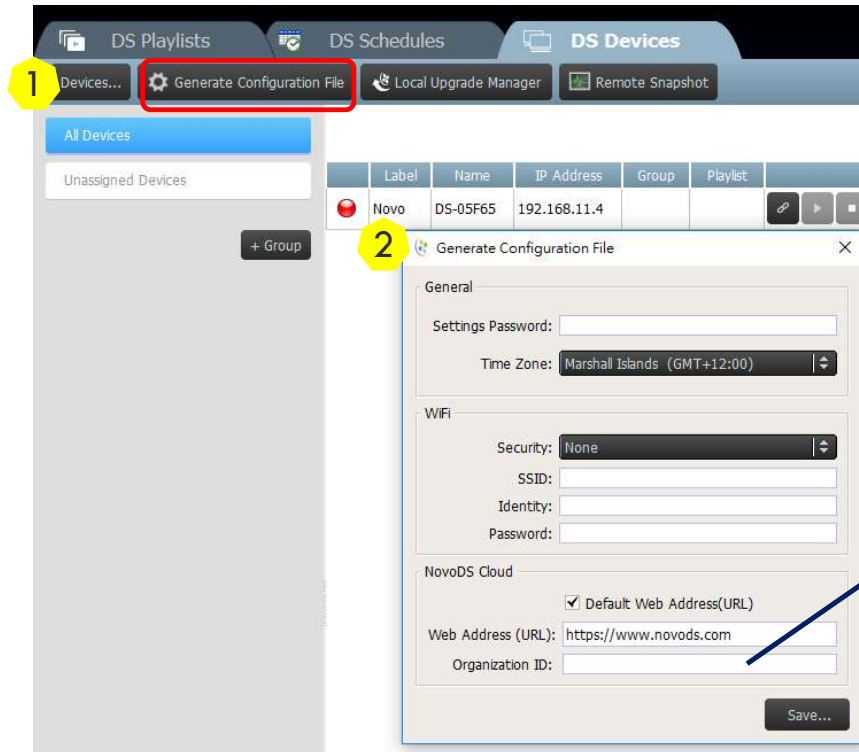**3** • **On Cloud: Click on Register Devices under Quick Actions**
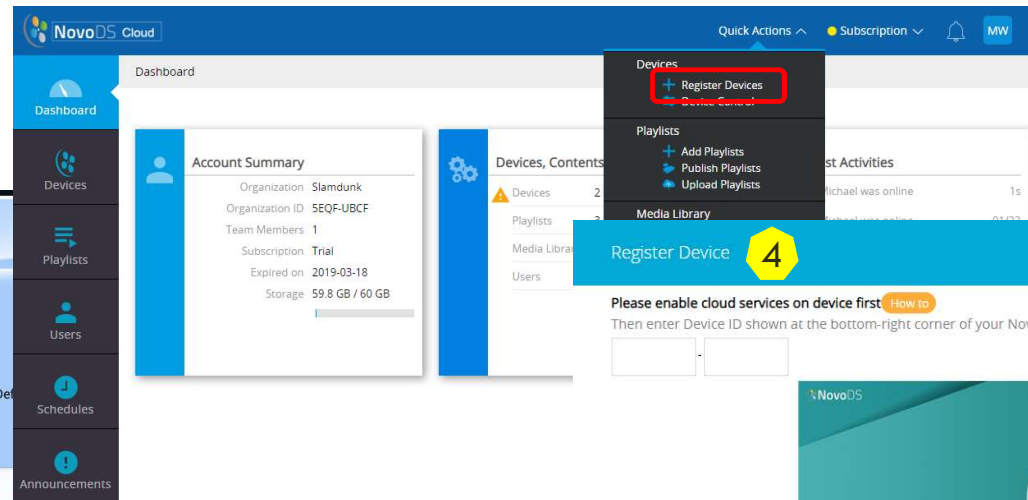
• **On Device:**

Leave "Organization ID" empty.

STEP 1: REGISTER A NOVODS PLAYER (CONT)

Through a microSD card: use NovoDS Studio and click on Generate Configuration File

Please input the Organization ID you received from the step described on page 6.

STEP 1: REGISTER A NOVODS PLAYER (CONT)

How to know a device has been added to the Cloud successfully?

Device right bottom corner

STEP 2A: CREATE OR UPLOAD A PLAYLIST

Create Playlist: Click on Create Playlist, Select the desired NovoDS Model(s), Select the desired Screen Orientation and Template, then start to Edit your playlist

STEP 2B: CREATE OR UPLOAD A PLAYLIST

Upload a Playlist via NovoDS Studio: Click on Cloud Upload, Select the desired Playlist, Click the Down Arrow, Highlight the Playlist, Click Upload

Make sure you enter your credentials in Cloud Settings

STEP 2C: CREATE OR UPLOAD A PLAYLIST

How to check if a playlist has been created or uploaded to the Cloud successfully?

STEP 3: PREVIEW A PLAYLIST

NovoDS Cloud: Click on Preview icon and a Preview Window will launch with your desired playlist

STEP 4: PUBLISH A PLAYLIST

NovoDS Cloud: Click on Publish to Devices icon, Check the Desired Device ID, then Click Publish