



Avid MediaCentral | UX

Administration Guide
Version 2.6

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Using This Guide

This guide is intended for all Avid MediaCentral | UX administrators who are responsible for configuring and maintaining a MediaCentral UX system (formerly Interplay Central). This guide describes product features and administrative procedures, such as MediaCentral UX system settings and user management.

For initial installation and configuration, see the *Avid MediaCentral Platform Services Installation and Configuration Guide*. For user information, see the *Avid MediaCentral | UX User's Guide*.

Symbols and Conventions

Avid documentation uses the following symbols and conventions:

Symbol or Convention	Meaning or Action
	A note provides important related information, reminders, recommendations, and strong suggestions.
	A caution means that a specific action you take could cause harm to your computer or cause you to lose data.
	A warning describes an action that could cause you physical harm. Follow the guidelines in this document or on the unit itself when handling electrical equipment.
>	This symbol indicates menu commands (and subcommands) in the order you select them. For example, File > Import means to open the File menu and then select the Import command.
▶	This symbol indicates a single-step procedure. Multiple arrows in a list indicate that you perform one of the actions listed.
(Windows), (Windows only), (Macintosh), or (Macintosh only)	This text indicates that the information applies only to the specified operating system, either Windows or Macintosh OS X.
Bold font	Bold font is primarily used in task instructions to identify user interface items and keyboard sequences.
<i>Italic font</i>	Italic font is used to emphasize certain words and to indicate variables.
Courier Bold font	Courier Bold font identifies text that you type.
Ctrl+key or mouse action	Press and hold the first key while you press the last key or perform the mouse action. For example, Command+Option+C or Ctrl+drag.
(pipe character)	The pipe character is used in some Avid product names, such as Interplay Production. In this document, the pipe is used in product names when they are in headings or at their first use in text.

If You Need Help

If you are having trouble using your Avid product:

1. Retry the action, carefully following the instructions given for that task in this guide. It is especially important to check each step of your workflow.
2. Check the latest information that might have become available after the documentation was published. You should always check online for the most up-to-date release notes or ReadMe because the online version is updated whenever new information becomes available. To view these online versions, select ReadMe from the Help menu, or visit the Knowledge Base at www.avid.com/support.
3. Check the documentation that came with your Avid application or your hardware for maintenance or hardware-related issues.
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1 Administration and System Settings

The following topics provide information about configuration of MediaCentral UX components:

- [The Administrator Account](#)
- [Signing In to MediaCentral | UX](#)
- [Configuring System Settings](#)
- [MediaCentral System Settings](#)
- [Configuring Image Quality](#)
- [Configuring File-Based Playback](#)
- [Configuring a Session Timeout](#)
- [Configuring Messaging](#)
- [Configuring for Send to Playback](#)
- [Configuring Settings in the Interplay | Production Administrator](#)
- [Configuring Interplay | MAM](#)

The Administrator Account

During MediaCentral UX installation, a user named Administrator is created. This user is a member of the Administrator group by default, and as a result has administrator privileges.

During installation, the default Administrator password `Avid123` is set. The first time a user signs in with the user name Administrator, the user must supply this password. Note that this password is context-sensitive. **For security, the user must then change the password.** For more information, see [Changing Passwords](#) and [“User Management Utility Tools” on page 94](#).

After the first sign-in, the administrator must configure system settings such as information about the Avid iNEWS, Interplay Production, and Interplay MAM systems. For more information, see [“Signing In to MediaCentral | UX” on page 10](#) and [“Configuring System Settings” on page 11](#).

Additional Administrator Accounts

An administrator can add other users to the Administrators group. All members of the Administrators group have the same administrator privileges. For more information, see [“Creating a New Group or Editing Group Details” on page 73](#).

Layouts Available Only to an Administrator

Administrator tasks are performed in MediaCentral UX layouts. The following layouts are available only to a MediaCentral UX administrator:

- System Settings
- Users

Signing In to MediaCentral | UX

Use a supported browser to connect to and sign in to your MediaCentral UX server. See the *Avid MediaCentral ReadMe* for a list of supported browsers.

MediaCentral UX lets you use a single user name and password to access all Avid systems for which your account is configured. A journalist might have access to both an Avid iNEWS database and an Interplay Production database, while a logger might have access only to an Interplay Production database. MediaCentral UX credentials (user name and password) are created by a MediaCentral UX administrator in the Users layout. Access is determined by the user's role. For more information, see "Default Roles" on page 79.

- Interplay MAM users must sign in with MediaCentral UX credentials that match credentials set in the Interplay MAM system.
- iNEWS and Interplay Production users have the option of using MediaCentral UX credentials that are different from their iNEWS and Interplay Production credentials.

The first time you sign in to MediaCentral UX, you must use MediaCentral UX credentials. You are then given the option of using your MediaCentral UX credentials to sign in to iNEWS and Interplay Production or to use different credentials. The credentials you use depend on the user name and password that you can use to sign in directly to iNEWS or Interplay Production. Supplying these credentials enable you to use only the MediaCentral UX user name and password at future sign-ins.

Your iNEWS and Interplay Production credentials are set in the iNEWS or Interplay Production sections of the User Settings dialog box, which you access from the Home menu. You can change these credentials at any time.

(Chrome v44 and earlier only) After you supply your credentials for the first time, a dialog box asks you if you want to use MOS plug-ins. For more information, see "Using Plug-ins and MOS Integration" in the *MediaCentral | UX User's Guide*.

(MediaCentral UX 2.4 and later) After you supply your credentials for the first time, a dialog box asks you if you want to allow or block notifications from the MCS server. Click Allow or Block. You can change this decision later. For more information, see "Showing Desktop Notifications from Panes" in the *MediaCentral | UX User's Guide*.

To sign in to MediaCentral UX:

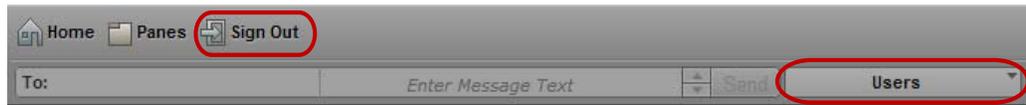
1. Open a supported browser and type the URL of your MediaCentral Services server.
The URL is the computer name of the server.
2. At the sign-in screen, type your user name and password.
3. Click Sign In, or press Enter (Windows) or Return (Macintosh).

After a few moments, the MediaCentral UX application opens and displays the last layout that you used.



When you sign in to MediaCentral UX, you are automatically signed in to your iNEWS newsroom computer system, your Interplay MAM system, your Interplay Production system, or all three. If, however, the security settings for one of these integrated systems is inaccurate, you might see a warning message that states that the application is unable to authorize the sign-in name or password. If you receive this message, click the link provided and verify your security settings.

- (Optional) If the layout you want is not displayed, select the one you want from the Layout selector.



Left: Sign Out button. Right: Layout selector.

To sign out:

- ▶ Click Sign Out in the menu bar.

Configuring System Settings

The MediaCentral UX administrator needs to specify configuration information before users can use MediaCentral UX. You specify these settings in the System Settings layout, which is only available to administrators. The System Settings layout includes a Settings pane, in which you select the group of settings, and the Details pane, in which you specify the settings.

For information about these settings, see [“MediaCentral System Settings” on page 11](#).

To configure MediaCentral UX system settings:

- Sign in to MediaCentral UX as an administrator.
- Select System Settings from the Layout selector.
The System Settings layout opens.
- In the Settings pane select a settings group, for example, General.
The Details pane displays the settings in that group.
- In the Details pane, specify one or more settings, as described in the table at the end of this procedure.
- Click Apply to save your new settings or click Revert to replace changed information with the previously saved settings.

MediaCentral System Settings

This topic describes settings in the System Settings layout. For information about how to access and save these settings, see [“Configuring System Settings” on page 11](#).

Load Balancer

Provides a view of server nodes and connections. See “Monitoring Load Balancing” in the *Avid MediaCentral Platform Services Concepts and Clustering Guide*.

Playback Service

Settings and user credentials for the MediaCentral Playback Service. This is the service responsible for the compression and playback of media. See “Configuring System Settings” in the *Avid MediaCentral Platform Services Installation and Configuration Guide*.

Player

Setting	Description
Server	The computer name of the MediaCentral Platform server. The MediaCentral Player uses this setting to communicate with the MediaCentral Platform server.
Media Composer Cloud User	<p>The credentials that Media Composer Cloud uses to communicate with the Media Central player. This user is automatically assigned a special Media Composer Cloud user role named “Playback-Only Client.” The user and role are listed in the Users layout.</p> <p>You need to configure Media Composer Cloud to use this user name and password. For more information, see the <i>Media Composer Cloud Installation and Configuration Guide</i>.</p>
Variable Speed Playback	<p>Control the speed of the L key (forward) and J key (backward) for variable speed playback (J-K-L). The default settings are:</p> <ul style="list-style-type: none"> • Press 2 times: 2x normal speed • Press 3 times: 3x normal speed • Press 4 times: 4x normal speed <p>To change a value, type a number directly in a field. You can also use the Up Arrow and Down Arrow keys on the keyboard, or the up and down arrows next to the field, to increase or decrease the value by .10. You can include values with a decimal point. If you type more than two decimal places, the application rounds the value to two decimal places. The maximum value allowed is 9.99.</p> <p>To save the new settings, click Apply. These settings apply to all users.</p>
Image Quality Settings	Define the image quality, which you set for a user group. For more information, see “Configuring Image Quality” on page 16 .

Media | Index

An administrator uses these settings to configure Media Index. For more information, see the *Avid Media | Index Configuration Guide*.

General

Setting	Description
System ID	The identification number for your MediaCentral system, which is required by Avid support. An administrator needs to enter this number, which is supplied as part of the MediaCentral installation. After the System ID is entered, it is displayed in the Home > About box.
Search Pane: Maximum Number	The maximum number of items listed in a pane. To view more items, click the Show More Results button. The range is 5 to 1000 items.

Setting	Description
Session Timeout	<p>If you select Enabled, the number of minutes of inactivity before a user's session is disconnected. Session Timeout is enabled by default, and the default value is 30 minutes. You can set a time between 10 minutes and 1440 minutes (24 hours). For more information, see “Configuring a Session Timeout” on page 19.</p>
Time Zone	<p>The default time zone for users signed in to this MediaCentral UX server. This setting is used by the indexed search in MediaCentral UX to display dates and other formatted data correctly for users, depending on their time zone. Users can override this setting in the General User Settings.</p> <p>Click the down arrow for a list of time zones and select the most appropriate one. The default setting is “Use System Timezone,” which uses the time zone that is set by the computer's operating system.</p> <p>Indexed search results using criteria that include time-based values display a timestamp for the default time zone and appended by a Coordinated Universal Time (UTC) offset. For example, a timestamp of 04:30:00 AM -4:00 appearing in the search results list on a New York City system indicates that the time zone difference between New York (EDT) and UTC is four hours. In Paris (CEST), the same asset in a search results list displays a timestamp of 10:30:00 AM +2:00.</p>
Date Format	<p>Administrators set the default date and time format in the General System Settings. This setting applies to all date and time displays in MediaCentral UX. Users can override this setting in the General User Settings.</p> <p>For MediaCentral UX v2.4 and later, system administrators and users can select one of the following formats for dates and times:</p> <ul style="list-style-type: none"> • MM/DD/YYYY hh:mm:ss A Z (U.S.) • DD/MM/YYYY HH:mm:ss Z (European) • YYYY-MM-DD HH:mm:ss Z (International) • DD.MM.YYYY HH:mm:ss Z (Alternative) <p>hh = 12h format A = AM or PM HH = 24h format Z = Time zone (offset from UTC)</p> <p> <i>The hour format (12h or 24h) is affected by the operating system setting, as a result of a browser limitation. For example, an editable time value in the Search pane (such as Modified) is displayed in the format selected in the operating system, but search results are shown in the MediaCentral UX setting. If the operating system is set for 24h, but MediaCentral UX is set for 12h, the 24h format is displayed in an editable field and the 12h format is shown in the search results.</i></p>

iNEWS

Setting	Description
iNEWS Server: System ID	The system ID for an iNEWS cluster, which is set in the iNEWS /site/system file. Using this ID ensures load balancing and failover if necessary. Do not include a suffix such as -a or -b. Ensure that all MediaCentral servers can resolve the IP addresses of systemID-a, systemID-b, and if present, systemID-c. Address resolution can be through DNS or hosts file.
Update timing field when associating sequence with: Timing field	The value used to specify how the iNEWS timing field is updated when you associate a sequence with a story.
Update Tape-ID when associating a sequence with: Tape-ID	When you associate a sequence with a story, the iNEWS field name you want to update the sequence Tape-ID with — for example, video-id .
Pagination: Maximum Number	The maximum number of items listed in the Queue/Story pane or the Project/Story pane. To view more items beyond the number displayed, click the Show More Results button. The range is 5 to 255 items.

Interplay MAM

Setting	Description
Interplay MAM System	The name of the Interplay MAM system shown in MediaCentral UX and the version stack of the Interplay MAM system enabled in MediaCentral UX. For more information about this and other settings, see “Configuring Interplay MAM in the System Settings Pane” on page 49.
System Connection	Specifies the registry server hosting the MAM Control Center: <ul style="list-style-type: none"> • The computer name of the server where the MAM Control Center is installed. • The base URL of the MAM Control Center • The user name and password to connect to the MAM Control Center • Information about the run-time status of the MAM Control Center • Information about the Interplay MAM system version • System ID and Bus Realm
Features	Shows the features of the Interplay MAM system. Which features are available depends on the assigned license.
System Connectivity Status	Checks if the most relevant settings for the MediaCentral connection are configured properly in the Interplay MAM configuration profiles. Provides information about mis-configured settings that must be resolved in Interplay MAM System Administrator.

Setting	Description
Search	<p>Specifies the search behavior. If you check Auto-Append Wildcards, each search term is appended with an asterisk before submission. This allows a search behavior more similar to Interplay Production and iNEWS. Auto-Append Wildcards is unselected by default.</p> <p>If you set Limit Result Set, Interplay MAM never returns more than this number of hits in a search. The number must be greater than zero; the default value is 1000. This is a technical limit for the result to avoid that the MediaCentral server runs out of memory if a user searches the archive for “*”.</p>

Interplay Production

Setting	Description
Interplay Production Server: Hostname	The computer name or the IP address of the server that hosts the Interplay Production database.
MediaCentral Distribution Service: Service URL	<p>A secure URL for the server that hosts the MediaCentral Distribution Service (MCDS), which is used for send-to-playback operations. Provide the URL in the following format, including the port number: https://hostname:port. For example, https://localhost:8443. You can use an IP address instead of a hostname.</p> <p>If your Interplay Production workgroup is configured for multiple MCDS servers, specify the multiple URLs separated by a comma and a space. The first server listed is the active MCDS server. Multiple MCDS servers provide a failover capability. See “Failover for Multiple MCDS Servers” on page 28.</p>
Location for Script Sequences: Path	A path for a folder in the Interplay Production database to store the sequences created as part of an iNEWS script. Select whether you want sub-folders created by Queue name, Date, or Story name.
Assets Pane: Maximum Number	The maximum number of items listed in a pane. To view more items, click the Show More Results button. The range is 5 to 1000 items.

Messages & Sharing

See [“Configuring Messaging” on page 20](#).

Also see [“Configuring Interplay | Production for Sharing Messages” on page 20](#).

Modules

Modules used in MediaCentral UX showing name, version, location, state, fragment. For reference only.

Send to Playback

See [“Creating or Editing a Send-to-Playback Profile” on page 30](#) and [“Limiting Send to Playback to Selected User Groups” on page 42](#).

Statistics

The Statistics setting is intended for future use. This feature allows administrators to track a number of statistics related to the operation of MCS over time. Additional software and configuration is required to enable Statistics. For more information, contact your Avid representative.

Zones

An administrator uses these settings to configure two or more single-zone systems into a multi-zone environment. For more information, see [“Working with MediaCentral Zones” on page 60](#) and the *Avid MediaCentral Platform Services Installation and Configuration Guide*.

Configuring Image Quality

The Player system settings include options to improve the image quality that is displayed in the Media viewer:

- Maximum size of the proxy video. You can select the pixel dimensions of the image displayed by selecting the pixel width. This is especially useful if a user wants to work with a large Media viewer. The default pixel width is 480. As you enlarge the Media viewer, the pixel size of the image enlarges up to the maximum size.
- Option to display high-resolution video (for a multi-resolution asset). You can enable a button in the Media pane that lets the user view the highest resolution video that is available for an asset. If video is available only in one resolution, the video is displayed in that resolution.

This button also allows the user to view the asset in the STP Target Resolution. If the asset is not available in the target resolution (as specified in the selected STP profile), a Media Offline screen is displayed.

This option is available for both frame-based playback and file-based playback of Interplay Production assets. It is not available for Interplay MAM assets. See [“Configuring File-Based Playback” on page 18](#).

The Image Quality Settings also include an option to export MP4 video files for sequences loaded in the Media pane Output mode. For more information, see [“Exporting an MP4 File” in the *Avid MediaCentral / UX User’s Guide*](#).

You set these options for a user group that is defined in the Users layout.

The following illustration shows all options enabled for the group named Journalists-Advanced.

Image Quality Settings
Select a user group and specify the maximum width in pixels for video playback. Select MultiRez to allow users to view an asset in the highest available resolution. Select MP4 to allow MP4 export.

User Group	Maximum Size	MultiRez	MP4	+
Journalist-Advanced	720	✓	✓	
Administrators	960	✓	✓	

User Group:

Maximum Size:

MultiRez:

MP4:

Note the following:

- These settings apply only to users at the top level of the group. They do not apply to users in subgroups.
If you need to assign Image Quality settings to a group that includes subgroups, you can create a special group just for high-quality settings and assign Image Quality settings to this group. Then add the appropriate users to this group but do not use subgroups. Because a user can be a member of multiple groups, you can assign users to the new group without removing them from other groups.
- If a user is a member of more than one group, and different pixel sizes are associated with the groups, the user is assigned the largest pixel size.
- This setting does not apply to remote assets.



If workstations in a facility will regularly use enlarged images for proxy video or high-resolution video, Avid recommends changes to the MediaCentral infrastructure. For more information, see *MediaCentral Platform Services Hardware Guide*.



You can also set the compression of the proxy video. Select Playback Quality in the Media pane menu. For more information, see “Selecting the Playback Quality” in the Avid MediaCentral | UX User’s Guide.

To enable settings for image quality:

1. Sign in to MediaCentral UX as an administrator.
2. Select System Settings from the Layout selector.
The System Settings layout opens.
3. In the Settings pane, select Player.
4. In the Image Quality Settings section of the Details pane, do one of the following:
 - ▶ To add a new group, click the plus button, then select the user group from the User Group menu.
 - ▶ To edit settings for an existing group, click the user group name.

5. To set the image size, select the width in pixels from the Maximum Size menu.
6. To enable a button for viewing high-resolution video, select MultiRez.

After applying this setting, a user who is a member of the selected group can select STP Target Resolution or Highest Resolution from the MultiRez button, which is displayed in Asset mode and in Output mode in the Media pane.



7. To enable an option for creating MP4 files, select MP4.
8. Click Apply.

Configuring File-Based Playback

Earlier versions of MediaCentral UX used only frame-based playback. Starting with v2.1, MediaCentral UX includes an option to use file-based playback. If you select file-based playback, the media is downloaded to your workstation and played back from the downloaded media. File-based playback provides good quality in low-bandwidth situations.

A user can select file-based playback for assets loaded in Asset mode or for basic sequences loaded in Output mode. For more information, see the Video Media chapter of the *Avid MediaCentral | UX User's Guide*.



File-based playback is the default mode for Interplay MAM assets. The user's ability to select frame-based playback depends on Interplay MAM rules. The credentials used to sign in to the Interplay MAM database determine if the user is allowed to use frame-based playback.

A MediaCentral administrator has the option of configuring the bit rate for file-based playback. There are two profiles available:

- **Low-bandwidth:** The default setting for file-based playback. This option is available for file-based playback of both Interplay Production and Interplay MAM assets. The default settings are 512 Kb/sec for video and 96 Kb/sec for audio.
- **High-bandwidth:** This setting applies to the MultiRez option for playback of high-quality media. This option is available only for playback of Interplay Production assets. See [“Configuring Image Quality” on page 16](#). The default settings are 5 Mb/sec for video and 128 Kb/sec for audio.

To change the default bit rate for these profiles, you must edit a configuration file on the MediaCentral Platform server.

To configure the bit rate for file-based playback:

1. Log in as the *root* user on the MediaCentral Platform server.
2. Use the *vi* text editor to open the following file for editing:

```
/usr/maxt/maxedit/etc/fl_xmd.cfg
```

3. Locate the following lines:

```
<render_profile_low>video_bitrate=512000,audio_bitrate=96000,max_width=480
</render_profile_low>

<render_profile_high>video_bitrate=5000000,audio_bitrate=128000,max_width=
960</render_profile_high>
```

The above examples use the default bit rates, written as bits per second.

4. Edit the video bit rate and the audio bit rate as desired, then save and close the file.

The following are valid values. Enter the full bit rate.

Video Bit Rate	Value for File	Audio Bit Rate	Value for File
256 Kb	256000	64 Kb	64000
512 Kb (low profile default)	512000	96 Kb (low profile default)	96000
1 Mb	1000000	128 Kb (high profile default)	128000
3 Mb	3000000	156 Kb	156000
5 Mb (high profile default)	5000000	512 Kb	512000
10 Mb	10000000		

Use the following table to estimate the amount of media that can be transferred at different bit rates. This information was based on media transferred with the following specifications:

DNxHD 36 HD_1920x1080@25p@16:9, transferred with a maximum width of 960 pixels.

Video Bit Rate/ Audio Bit Rate	Approximate Media Transfer Per Minute
256 Kb/128 Kb	2.72 MB
512 Kb/128 Kb	5.6 MB
1 Mb/128 Kb	8.8 MB
3 Mb/128 Kb	22.8 MB
5 Mb/128 Kb	32 MB
10 Mb/128 Kb	32.4 MB

Configuring a Session Timeout

By default, MediaCentral UX is configured for a session timeout. After 30 minutes of inactivity, a user's session is disconnected. An administrator can change the time or disable the option.

This setting applies to all users. If you change and apply the setting, the new setting takes effect the next time a user loads a layout.

Timeout is a good way of ensuring that a system license is released when a user leaves for the day without signing out of MediaCentral UX. With the implementation of auto-save for stories and sequences, any unsaved changes are saved in a recovery file. For more information, see the *Avid MediaCentral | UX User's Guide*.

To configure a session timeout:

1. Sign in to MediaCentral UX as an administrator.
2. Select System Settings from the Layout selector.
The System Settings layout opens.
3. In the Settings pane, select General.
4. In the Session Timeout section of the Details pane, make sure Enable is selected and specify the number of minutes of inactivity before a user's session is disconnected.
You can set a time between 10 minutes and 1440 minutes (24 hours).

Configuring Messaging

The following topics describe how to configure Messages & Sharing settings:

- [“Configuring Interplay | Production for Sharing Messages” on page 20](#)
- [“Configuring Message Archiving” on page 21](#)
- [“Configuring E-Mail Forwarding” on page 22](#)
- [“Configuring E-Mail Options” on page 23](#)

Configuring Interplay | Production for Sharing Messages

Before you can send messages from MediaCentral UX to Media Composer or NewsCutter, you need to configure your Interplay Production database so it uses the correct MediaCentral UX server for the messaging service.

To configure Interplay Production for sharing messages with Avid editing applications:

1. Start the Interplay | Administrator application and log in to the server for the appropriate Interplay Production workgroup.
2. In the Application Settings section of the Interplay Administrator window, click the Application Database Settings icon.
3. Click the Editing Settings tab.
4. In the database tree on the left, select the server used for your Interplay Production database (in most cases, the top-level database AvidWG).
5. In the MCS Settings section, type the URL for the server that hosts your MediaCentral UX Messages Pane: `https://[MediaCentral server hostname]`.
6. Click Apply.

Configuring Message Archiving

You can archive MediaCentral UX messages sent using the Messages pane. Messages are archived and stored on a server, and you can view archived messages using the Messenger Archive tool.

You can specify the interval for MediaCentral UX message archiving using the following increments: 1 day, 3 days, 7 days, 14 days, or 30 days. After this time, MediaCentral UX deletes messages from the users' view.



Message archiving applies only to messages sent using the Messages pane.

You can use the Messenger Archive tool to retrieve the following information about the message archive:

- Number of messages in the archive
- Size of the archive
- The oldest message in the archive, including the date of the message
- The most recent message in the archive, including the date of the message

You can also use the Messenger Archive tool to export the archive to a comma-separated values (CSV) file, with the options of compressing the file and of deleting the exported message archive from your server.

The Messenger Archive tool is located in the following folder: `/opt/avid/bin`. You must run the archive utility program as `root` from a command line. You can run the tool on any of the Linux nodes in your cluster setup.

To configure message archiving:

1. Sign in to MediaCentral UX as an administrator.
2. Select System Settings from the Layout selector.

The System Settings layout opens.

3. In the Settings pane select Messages & Sharing.

The Details pane displays the settings in that group.

4. Type a number in the Archiving Interval (days) text box.

The default period for archiving messages is 7 days. Any message older than the interval specified are moved from the Message list to the archive location.

5. Click Apply.

To use the Message Archive tool:

1. On one of the nodes in your cluster setup, use the standard Linux command to navigate to the directory containing the Messenger Archive tool:

```
cd /opt/avid/bin
```

2. Type `acs-messenger-archive-tool` to run the utility, selecting the appropriate options from the following table:

Option	Description
-c	Adds a command. You can use the following values: <ul style="list-style-type: none"> • <code>info</code> (lists the number of messages and the size of the archive, as well as the first and last messages) • <code>export</code> (creates a CSV file with all messages in the archive)
-o	Specifies the output folder for the exported CSV file. The default folder is <code>/opt/avid/share/message_archives</code> .
-p	Specifies a time period for the exported messages. You can use the following values: <ul style="list-style-type: none"> • <code>day</code> • <code>week</code> • <code>month</code> • <code>half_year</code> • <code>year</code> • <code>all</code> The default value is <code>all</code> .
-z	Creates a compressed file (.zip) for the CSV output file.
-d	Deletes the exported data from the message archive.



If you do not specify any options, the command displays the help text for the Messenger Archive tool.

Configuring E-Mail Forwarding

You can configure MediaCentral UX to forward messages to e-mail accounts so users can receive messages when they are not logged on to MediaCentral UX. You can also specify the protocols used to encrypt e-mails, using a Secure Sockets Layer (SSL), and by using or ignoring a Transport Layer Security (TLS) protocol.

E-mail forwarding requires a MediaCentral UX administrator to enable e-mail forwarding and to assign a valid SMTP server. When your administrator enables e-mail forwarding in the System Settings, MediaCentral UX users can then use the User settings to enable e-mail forwarding for their accounts and specify the e-mail address to which they want their messages sent when not logged in to MediaCentral UX.

To enable and configure e-mail forwarding:

1. Sign in to MediaCentral UX as an administrator.
2. Select System Settings from the Layout selector.
The System Settings layout opens.
3. In the Settings pane select Messages & Sharing.
The Details pane displays the settings in that group.
4. Select Email forwarding.

5. Type a valid SMTP server name for the hosting e-mail application, and then type the appropriate port number.
6. (Option) If you want to use Secure Sockets Layer protocol, select Use SSL, and then type a user name and password for your administrator e-mail account.
7. (Option) If you do not want to use Transport Layer Security, select Ignore TLS.
8. In the Email Test section, type a valid e-mail address in the Recipient's e-mail field to send a test e-mail message.
9. Click Validate to ensure that your SMTP configuration is correct.
 A test e-mail is sent to the address specified in the settings. If the address is valid, a check mark appears next to the Validate button.
 An error message informs you if the validation process fails. If you receive an error message, try entering your configuration information again.
10. Click Apply.

Configuring E-Mail Options

Starting with MediaCentral UX v2.6, an administrator has the ability to customize an e-mail message with the following options:

- Disable the inclusion of an asset link
 If a MediaCentral UX user sends a message with an asset through the Messages pane to an offline user (someone not signed in to MediaCentral UX), and e-mail forwarding is enabled, an e-mail with a link to the asset is sent to the offline user.
 If the recipient clicks on the link, the recipient's default web browser is launched. This link will not work correctly if the default web browser is not supported by MediaCentral UX (for example, Internet Explorer is not currently supported). The administrator can select an option to remove the link from the e-mail message.
- Add a custom default header and footer to the message.
 The administrator can add default text that appears on all e-mail messages sent from the MCS server if the server is configured with e-mail forwarding. You can add text for a header, text for a footer, or both. This is useful if you select the option "Don't include asset links in email." For example,
 Header: You have received a MediaCentral UX message.
 User message: Here's the link I was telling you about. (This link is removed from the e-mail message.)
 Footer: To access this message, open the message pane in MediaCentral UX.

To disable the inclusion of an asset link:

1. Sign in to MediaCentral UX as an administrator.
2. Select System Settings from the Layout selector.
 The System Settings layout opens.
3. In the Settings pane select Messages & Sharing.
 The Details pane displays the settings in that group.
4. In the Email Options section, select the check box "Don't include asset links in email."
5. Click Apply

To add a custom header or footer:

1. In the Email Options section, type the information you want in the “Message header” text box, the “Message footer” text box, or both.
2. Click Apply.

Configuring for Send to Playback

You can transfer a sequence to a playback device or playout server for viewing or broadcast. This process is called *send to playback*, or STP. Users can also send to playback a sequence stored in an Interplay Production database.

The following topics describe administrator tasks for sending a sequence to a playback device:

- [“Understanding the Send-to-Playback Components and Process” on page 24](#)
- [“Creating or Editing a Send-to-Playback Profile” on page 30](#)
- [“Send-to-Playback Profile Examples” on page 35](#)
- [“Detecting Black Gaps in Video Sent to Playback” on page 40](#)
- [“Limiting Send to Playback to Selected User Groups” on page 42](#)

The following topic provides troubleshooting information:

- [Troubleshooting Send-to-Playback Problems](#)

For information about how users send to playback, see the “Sending to Playback” chapter in the *Avid MediaCentral / UX User’s Guide*.

Understanding the Send-to-Playback Components and Process

A MediaCentral UX system and an Interplay Production system are required for the send-to-playback process.

Required Components

Make sure the following components are correctly installed and configured:

- MediaCentral
 - MediaCentral Middleware Service
 - MediaCentral Common Playback Service
 - MediaCentral Distribution Service. The Distribution Service coordinates and monitors send-to-playback and mixdown operations. It determines if there is any preprocessing required. If it determines an audio mixdown is required, it submits a Transcode Mixdown request. If Long GOP media is required, it submits an STP Encode request. You can configure your workgroup for more than one MCDS.



The MediaCentral Distribution Service communicates with other Interplay Production Services, but it is not an Interplay Production Service itself.

For information about installing and configuring these components, see the *MediaCentral Platform Services Installation and Configuration Guide*.

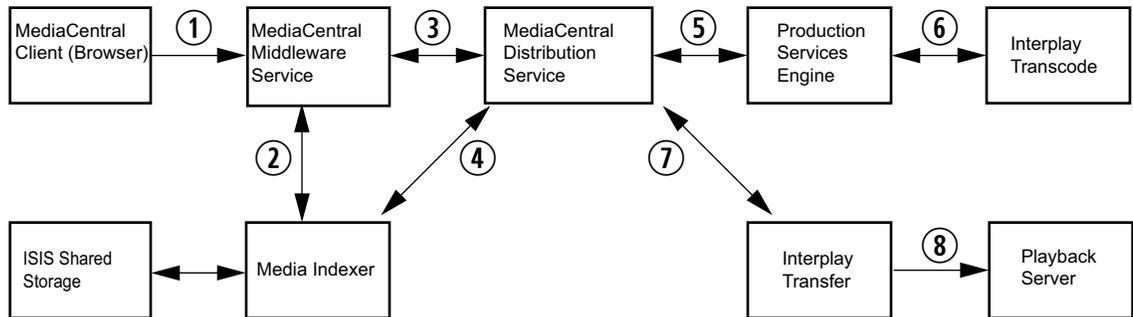
- Interplay | Production
 - Interplay | Production Services Engine. This component serves as a broker for all Production Services. The Interplay | Transcode service and the Interplay | STP Encode service are used for MediaCentral UX send-to-playback operations.
For installation and configuration information for the Production Services Engine and Production Services, see the *Interplay / Production Services Setup and User's Guide*.
 - Interplay | Transcode service. This service mixes down audio for script sequences and checks the sequence in to the Interplay | Engine. No video mixdown is required when sending a script sequence to a playback device.
 - Interplay | STP Encode service. This service exports and encodes Long GOP media, then passes the media to the Transfer Engine for a send-to-playback operation. The STP Encode service supports various XDCAM media formats.
 - Interplay | Engine. This component manages the Interplay Production database. Sequences that are sent to playback are checked into the Send to Playback folder in the Interplay Production database.
 - Media Indexer. This component is used to store information of all available resolutions for an Interplay Production asset. It enables relinking of a clip to a particular resolution (Dynamic Relink).
 - Avid System Framework (ASF). This component is used for various Interplay Production interactions. For send-to-playback, it identifies the high-availability group (HAG) that includes the Media Indexer used for relinking.
 - Interplay | Transfer Engine. This component sends the sequence to the playout device. If you are sending to an Avid AirSpeed, Avid AirSpeed Multi Stream, or Avid AirSpeed 5000 server, you do not need a separate Transfer Engine, because it is included as a component of the AirSpeed Multi Stream server. For installation and configuration information, see the *Interplay / Transfer Setup and User's Guide*.
- Playback Servers
 - AirSpeed 5000, AirSpeed Multi Stream. A playback server that can handle different formats, including HD media. It includes a Transfer Manager as an installable component.
 - AirSpeed (Classic). A playback server that can handle different formats but only one at a time.
 - Third-party playback servers

For more information, see the following topics:

- [“Send-To-Playback Workflow: I-Frame Sequences” on page 26](#)
- [“Send-To-Playback Workflow: Long GOP Sequences” on page 26](#)
- [“Sending a Mixed-Resolution Long GOP Sequence to a Playback Device” on page 27](#)
- [“Monitoring STP Processes” on page 27](#)
- [“Failover for Multiple MCDS Servers” on page 28](#)

Send-To-Playback Workflow: I-Frame Sequences

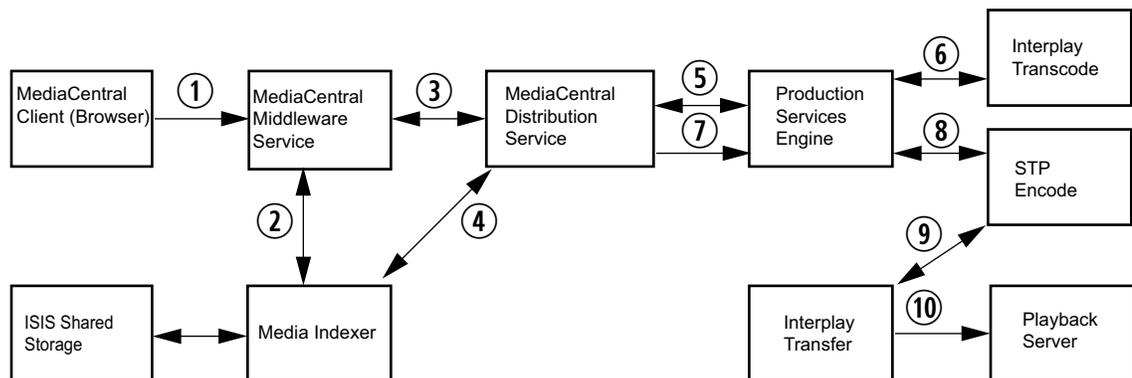
The following illustration shows a typical send-to-playback workflow for I-frame (non-Long GOP) sequences.



1. The user starts an STP process in MediaCentral UX.
2. The MediaCentral Middleware Service checks media status through Media Indexer.
3. The MediaCentral Middleware Service creates an STP job and sends it to the MediaCentral Distribution Service (MCDS). MCDS performs an analysis of the sequence to determine if it needs an audio mixdown, a video mixdown, or both.
4. The MCDS uses MI to dynamically relink the sequence to media in the target resolution.
5. The MCDS sends a request for any required mixdowns to the Production Services Engine, which then sends the jobs to the Interplay | Transcode provider.
6. Interplay | Transcode performs the mixdowns and saves the media on the Avid ISIS system.
7. MCDS initiates a transfer to the playback server, through Interplay | Transfer.
8. Interplay | Transfer transfers the sequence to the playback server.

Send-To-Playback Workflow: Long GOP Sequences

The following illustration shows a typical send-to-playback workflow for a Long GOP sequence.



1. The user starts an STP process in MediaCentral UX.
2. The MediaCentral Middleware Service checks media status with through Media Indexer.

3. The MediaCentral Middleware Service creates an STP job and sends it to the MediaCentral Distribution Service (MCDS). MCDS performs an analysis of the sequence to determine if it needs mixdown or Long GOP encoding.
 - If an audio mixdown or video mixdown is needed, the MCDS will send a Transcode mixdown job to the Production Services Engine, which sends the job to the Interplay | Transcode provider.
 - If no transcoding is required, the MCDS will send an STP Encode job to the Production Services Engine, which sends the job to the STP Encode provider.
4. The MCDS uses ASF and MI to dynamically relink the sequence to media in the target resolution.
5. The MCDS sends a request for any required mixdowns to the Production Services Engine, which then sends the jobs to the Interplay | Transcode provider.

After sending the Transcode jobs, the MCDS periodically checks the Production Services Engine to determine when to send the encoding job to the STP Encode provider.
6. Interplay | Transcode performs the required jobs and saves the media on the Avid ISIS system.
7. When the transcode jobs are complete, MCDS sends an encoding job to the STP Encode provider.
8. STP Encode creates Long GOP OP1a media, stores it on the ISIS system, and initiates a transfer to the playout server, through Interplay | Transfer.
9. Interplay | Transfer transfers the sequence to the playback server.

Sending a Mixed-Resolution Long GOP Sequence to a Playback Device

In most cases, all media used in the sequence must be available in the target resolution to start an STP operation.

However, when you select a Long GOP resolution as a target resolution, you can mix media of different resolutions if the frame rates match. For example, if the target resolution is XDCAM-HD 1080i, you can include both XDCAM 1080i clips and DV25 411 NTSC clips in the same sequence. Both use an actual frame rate of 29.97 fps.

The DV25 clips do not need to be transcoded to XDCAM 1080i before the STP operation begins. For Long GOP sequences, any necessary transcoding takes place during the STP operation.

For more information, see “Sending a Mixed-Resolution Long GOP Sequence to a Playback Device” in the *Avid MediaCentral | UX User’s Guide*.

Monitoring STP Processes

The Progress pane is used to monitor send to playback processes as they happen. A single STP process is shown. For more information, see the Progress Pane topic in the *Avid MediaCentral | UX User’s Guide*.

An STP job might use Interplay Transcode and STP Encode to prepare the STP job for transfer. When this occurs, the Transcode and STP Encode jobs are listed in the Production Services and Transfer Status window while processing, but are removed from the jobs list after processing is complete. This behavior is different from typical job status reporting, in which jobs persist after processing is complete.

The following illustration shows the individual jobs as they are displayed in the Production Services and Transfer Status window (left) and the entire STP job in the Progress pane (right).

①	Status	Service	Job Name	Progress
		Avid Interplay Transcode S...	(CDS Service)1 28...	0%

②	Status	Service	Job Name	Progress
		Avid Interplay Transcode S...	(CDS Service)1 28...	59%

③	Status	Service	Job Name	Progress
		Avid Interplay STP Encode ...	Job Name: 150707...	63%

④	Status	ID	Name	Type	% complete
		94	150707_fh001,...	Playback	95%

- | | | | |
|---|--|---|---|
| 1 | Audio Mixdown job (displayed in Production Services tab) | 3 | STP Encode job (displayed in Production Services tab) |
| 2 | Video Mixdown job (displayed in Production Services tab) | 4 | Transfer to Payout (displayed in Transfer tab) |

 A similar situation occurs for a Delivery job that uses Mark In to Mark Out. These jobs use Interplay Consolidate and Interplay Production Services Automation to prepare the files for delivery. An Interplay Consolidate job is deleted after processing is complete. An Interplay Production Services Automation job persists.

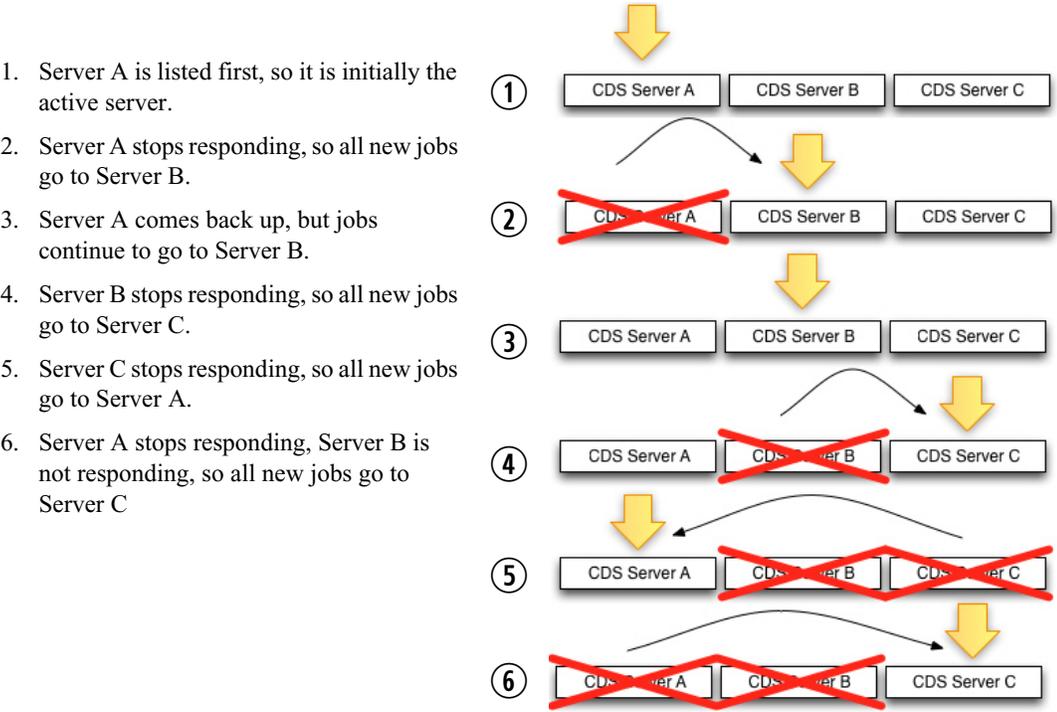
Failover for Multiple MCDS Servers

You can configure your Interplay Production workgroup for multiple MediaCentral Distribution Service (MCDS) servers. Multiple MCDS servers provide a high-availability configuration and failover capability. For installation and configuration information, see the *MediaCentral Platform Services Installation and Configuration Guide* and “[Configuring System Settings](#)” on page 11.

The MediaCentral Middleware Service (MCMS) keeps an ordered list of the available MCDS servers to be used for send to playback (STP). The active server is determined by the order in which it is listed in the Interplay Production settings (see “[Configuring System Settings](#)” on page 11). Initially, the first server listed is the active server. Each time you send an STP job, the ICMS checks if the currently active server is available. If not, the next available server in the list is made the active server. If none of the listed servers are available, the job will fail.

Example

The following example shows servers MCDS Server A, MCDS Server B, and MCDS Server C configured for MCDS high availability.



Configuration Changes

If you change the servers listed in the System Settings, and the currently active MCDS server is in the new list, the order in which availability is checked on failover begins with the currently active server, no matter where it is located on the list.

Example 1:

- 1. Servers A, B and C were initially configured for MCDS high availability.
- 2. Server B is the currently the active MCDS.
- 3. You reconfigure the settings list to use servers D, B and E.
 - a. Server B remains the active server (not D).
 - b. The sequence for testing on failover is B > E > D.

Example 2:

- 1. Servers A, B and C were initially configured for MCDS high availability.
- 2. Server B is the currently the active MCDS.
- 3. You reconfigure the settings list to use servers D, E, and F.
 - a. Server B will no longer be active because it is not on the list.
 - b. The sequence for testing on failover is now D > E > F.

Creating or Editing a Send-to-Playback Profile

A send-to-playback operation requires a profile, which a MediaCentral UX administrator creates in the Send to Playback settings Details pane.

The values displayed in some fields are retrieved from the Interplay Production system. Make sure the send-to-playback configuration in Interplay Production is done correctly before creating profiles in MediaCentral UX.

The following procedure provides general steps in creating or editing a send-to-playback profile. For more information, see [“Send-to-Playback Profile Examples” on page 35](#).



The first time you sign in, information might not be available to create a profile. In this case, sign out and sign in again to MediaCentral UX. MediaCentral UX can then get the send-to-playback information from the Interplay Production engine, and you can create a send-to-playback profile.

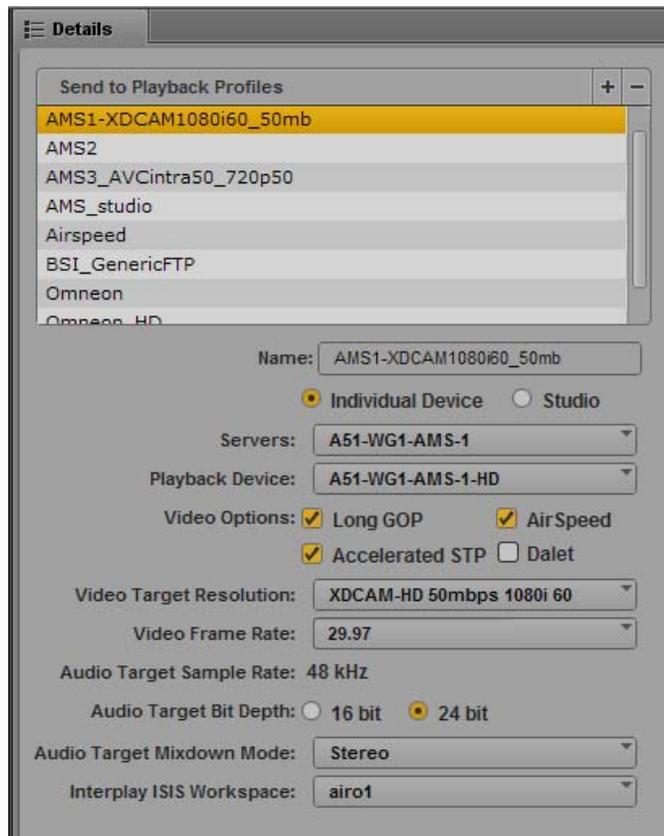
To create or edit a send-to-playback profile:

1. Sign in to MediaCentral UX as an Administrator.
2. Select System Settings from the Layouts list.

The Settings pane and Details pane open.

3. In the Settings tab, select Send to Playback.

The top part of the Details pane lists the send-to-playback profiles, and the bottom part lists the profile details.



If you are unable to select a device from the Servers menu, verify the “Interplay Transfer Settings” in the Interplay Production Administrator tool. The settings may contain incorrect or missing Transfer Engines. If the “Interplay Transfer Settings” are correct but the menus still do not display any values, the connection to Interplay Production might not be working. Try signing out and signing back in, or check the configuration between MediaCentral UX and Interplay Production. For more information, see the *MediaCentral Platform Services Installation and Configuration Guide*.

4. Do one of the following:
 - ▶ To create a new profile, click the + (plus) button in the Send to Playback Profiles section. A profile named “New Profile” is created in the Send to Playback Profiles section.
 - ▶ To edit an existing profile, select the profile in the Send to Playback Profiles section.
5. In the Details tab, specify the required settings, as described in the table at the end of this procedure.
6. Click Apply to save the profile. If you are editing a file, click Revert to return to the original settings.

The following table describes the settings in each group.

Send to Playback Setting	Description
Name	A name for the profile. Choose a meaningful, descriptive name because this name is displayed to users.
Individual Device or Studio	<p data-bbox="641 380 1292 436">Specifies if the profile applies to a single playout server or to an AirSpeed Studio.</p> <p data-bbox="641 457 1317 485">If you select Individual Device, the following fields are displayed:</p> <ul data-bbox="641 499 1365 873" style="list-style-type: none"> <li data-bbox="641 499 1365 646">• Servers. Select the Transfer Engine server for the profile. This list includes all Interplay Transfer Engines, AirSpeed Transfer Engines, and AirSpeed Multi Stream Transfer Engines in the Interplay Production workgroup. See “Selecting a Transfer Server” on page 35. <li data-bbox="641 661 1365 873">• Playback Device. Select the playback device for the profile. This list includes device profiles created on an Interplay Transfer Engine as well as individually named AirSpeed and AirSpeed Multi Stream servers. This list can also include individual devices in an AirSpeed Studio if the following option is selected in the Interplay Transfer Settings view in the Interplay Administrator: “Show individual studio hosts in Send to Playback choices.” <p data-bbox="678 888 1365 1035">If you select an AirSpeed Multi Stream server, you have a choice of a playback device with the name of the server and a playback device with the name of the server followed by -HD. Use the HD device for XDCAM-HD Long GOP media only. See “Selecting a Playback Device” on page 36.</p> <p data-bbox="641 1056 1198 1083">If you select Studio, the following fields are displayed:</p> <ul data-bbox="641 1098 1365 1323" style="list-style-type: none"> <li data-bbox="641 1098 1365 1182">• Studio. Select the AirSpeed Studio group for the profile. This list displays the AirSpeed Studio groups in the Interplay Production workgroup. <li data-bbox="641 1203 1365 1323">• Playback Device. Select the playback device for the profile. You have a choice of a playback device with the name of the server and a playback device with the name of the server followed by -HD. Use the HD device for XDCAM-HD Long GOP media only.

Send to Playback Setting	Description
Video Options	<p>Long GOP: Select Long GOP if this profile will be used to transfer Long GOP media (for example, XDCAM HD). Long GOP media is transferred through the STP Encode service.</p> <p>AirSpeed: Select AirSpeed if this profile will be used to transfer to an Avid AirSpeed or AirSpeed Multi Stream server.</p> <p>Accelerated STP: If you select both Long GOP and AirSpeed, the Accelerated STP option is activated. Select this option if this profile will be used with an AirSpeed Multi Stream server version 1.7 or later. This feature allows an AirSpeed Multi Stream user to play media while it is being transferred.</p> <p>Dalet: Select Dalet if this profile will be used to transfer the audio part of story sequences or other sequences for further reuse in a Dalet audio system. To completely enable this feature, you also need to install a dll file that was developed by Dalet especially for this workflow. You need to contact Dalet to obtain this dll file.</p> <p> <i>Selecting this option enables transfer of audio only. There is currently no support for transferring video.</i></p>
Video Target Resolution	<p>Select the resolution for the sequence that you want to send to the playback device. This list includes video resolutions that are supported in the Interplay Production workgroup.</p> <p>If you select Long GOP as a video option and a Long GOP (XD CAM) resolution, the MediaCentral Distribution Service uses the Interplay Production Dynamic Relink technology to link to media in a similar resolution (closest match) if media is not available in the target resolution.</p> <p>If you do not select Long GOP as a video option, and media is not available in a target resolution, the send-to-playback operation fails with an error message.</p> <p>In both cases, audio is linked to a similar resolution (closest match).</p>
Video Frame Rate	<p>Select a frame rate that matches the selected video target resolution. Some resolutions specify a frame rate and others do not. The frame rate is also a more exact value. For example, for XDCAM-HD 50 mbps 1080i 60, select 29.97.</p>
Audio Target Sample Rate	<p>48 kHz (this is the only choice)</p> <p>The audio target format is always PCM</p>
Audio Target Bit Depth	<p>Select 16 bit or 24 bit.</p>

Send to Playback Setting	Description
Audio Target Mixdown Mode	<p>Select Stereo or Direct Out. The maximum number of audio tracks supported for send to playback is 16.</p> <ul style="list-style-type: none"> • Stereo: Maps to a left/right alternating pan (odd tracks on one channel, even tracks on the other channel), creates a stereo mixdown of all audio tracks, and outputs the resulting two tracks to two channels when sent to playback. This results in two channels of audio. • Direct Out: Does not combine audio in any way; all audio tracks remain as they are in the source media, which creates separate output channels for each audio track in the source media when it is sent to playback. Select this option to retain the greatest flexibility to do further audio manipulation after the source media is sent to the playback device.
Interplay ISIS Workspace	<p>Select a workspace for storing media that results from an audio mixdown or an STP Encode operation.</p>

To delete a profile, select the profile you want to delete and click the minus (-) button in the Send to Playback Profiles section.

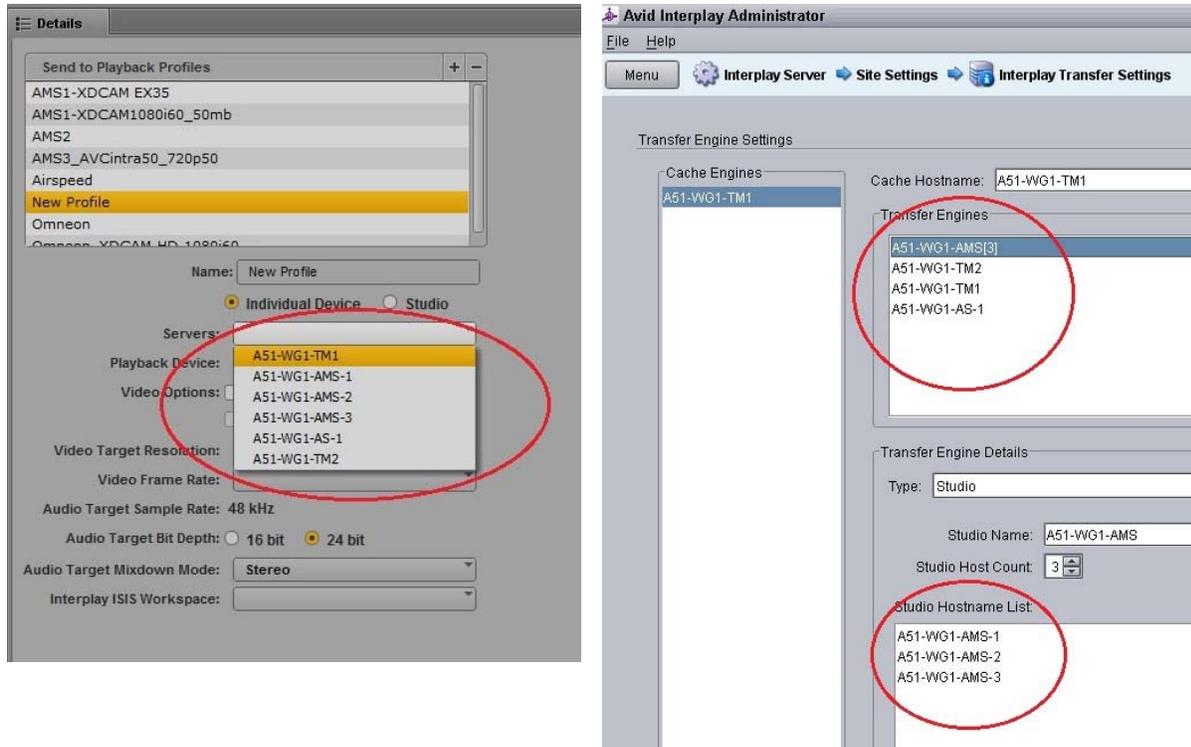
For information about performing a send-to-playback operation, see the *Avid MediaCentral / UX User's Guide*.

Send-to-Playback Profile Examples

The following examples of send-to-playback profiles show settings for different resolutions and different playback servers.

Selecting a Transfer Server

When you select a server in an STP profile, the Servers list includes all Interplay | Transfer Engines, AirSpeed Transfer Engines, and AirSpeed Multi Stream Transfer Engines that are specified in the Interplay Production workgroup. The following illustration shows the Servers list and the corresponding Interplay | Transfer Settings in the Interplay | Administrator.

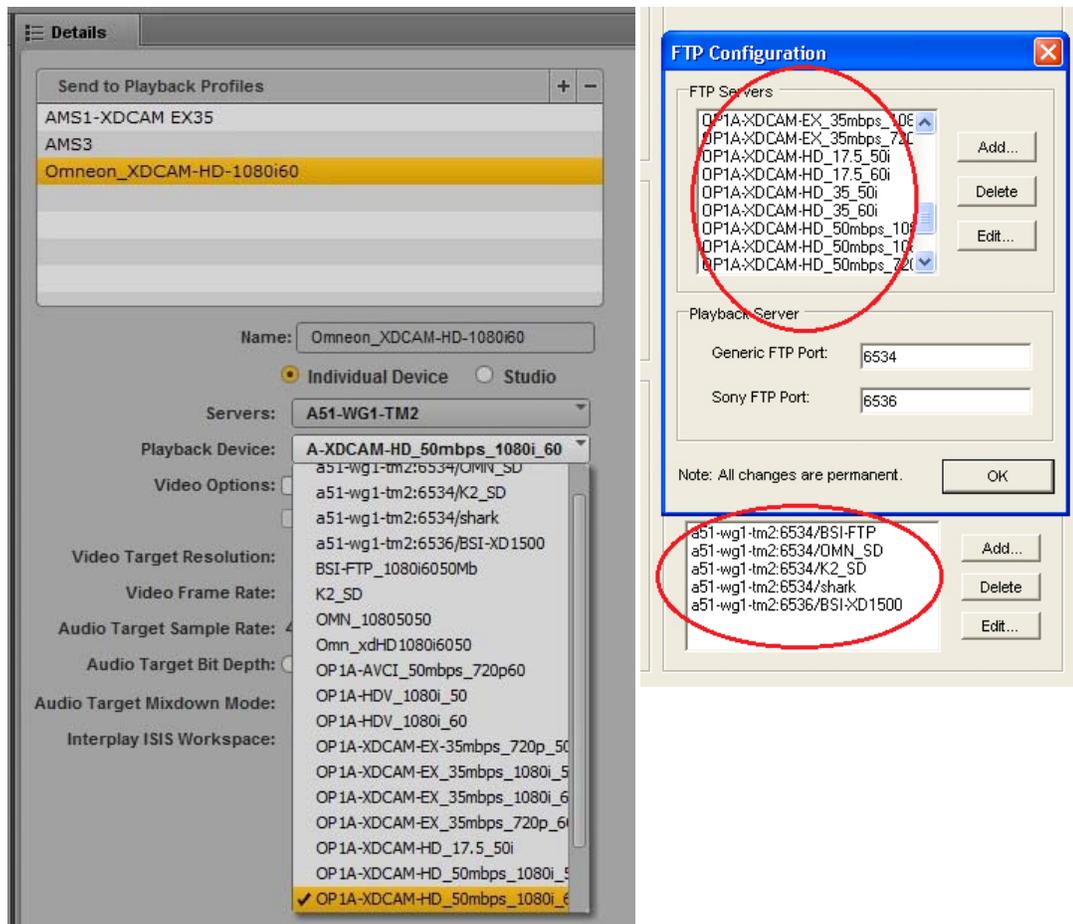


Individual AirSpeed Multi Stream servers in a studio are listed because the option “Show individual studio hosts in Send to Playback choices” is selected in the Interplay Transfer Settings in the Interplay | Administrator.

Selecting a Playback Device

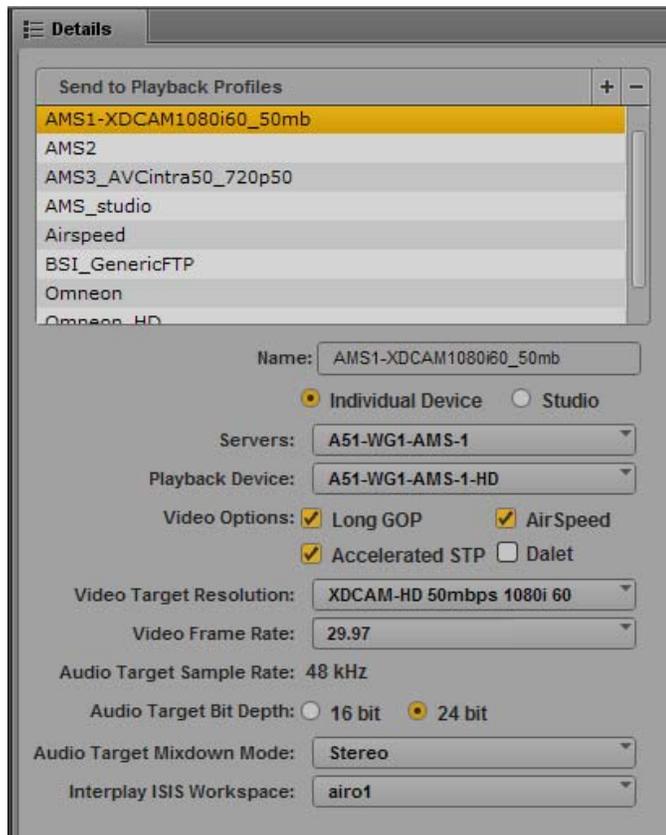
When you select a playback device in an STP profile, the Playback Device list includes the playback devices that are associated with the Interplay | Transfer server you selected.

- For AirSpeed servers, there is only one selection that matches the server name.
- For AirSpeed Multi Stream servers, there might be two types of selections:
 - One selection that matches the server name. Select this playback device for all resolutions except for XDCAM-HD Long GOP media.
 - One selection that adds -HD to the server name. The -HD suffix indicates that the AirSpeed Multi Stream server is equipped with an HD board. Select this playback device for XDCAM-HD Long GOP media.
- For Transfer Engine servers, the list includes all devices that have been configured for the selected Transfer Engine server. The following illustration shows the Playback Device list for a Transfer Engines server and the corresponding list in the Transfer Engine Configuration window.



XDCAM-HD on AirSpeed Multi Stream

This profile, named AMS1-XDCAM1080i60_50mb, specifies settings for an AirSpeed Multi Stream server that supports XDCAM-HD media.

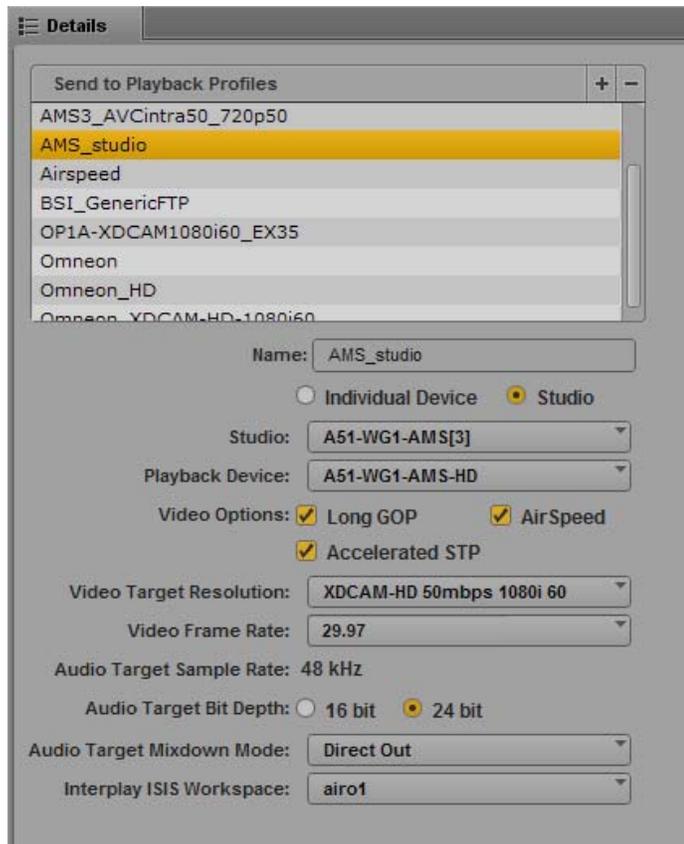


Note the following:

- Servers: Airspeed Multi Stream includes a Transfer Engine, so A51-WG1-AMS1 is the computer name for the AMS server.
- Playback Device: Because this profile supports XDCAM-HD Long GOP media, the playback device name includes the -HD suffix.
- Long GOP and AirSpeed must be selected for this profile. With these options selected Accelerated STP (Send to Playback) becomes available, and can be used in this case because the AirSpeed MultiStream server is version 1.7 or later.
- The remaining media options specifically describe the target video and audio resolutions. The Mixdown Mode is set for Stereo, and the specified ISIS workspace will hold the mixed-down media.

XDCAM-HD on AirSpeed Multi Stream Studio

The following profile, named AMS_studio, is similar to the previous profile but is configured for an AirSpeed Multi Stream Studio.



Note the following:

- Studio: The Studio option is selected and the Servers list is replaced by the Studio list. A51-WG1-AMS[3] is the computer name for the AirSpeed Multi Stream Studio group.
- Playback Device: Because this profile supports XDCAM-HD Long GOP media, the playback device name includes the -HD suffix.
- Long GOP and AirSpeed must be selected for this profile. With these options selected Accelerated STP (Send to Playback) becomes available, and can be used in this case because the AirSpeed MultiStream server is version 1.7 or later.
- The remaining media options specifically describe the target video and audio resolutions. The Mixdown Mode is set for Direct Out, and the specified ISIS workspace will hold the mixed-down media.

SD on AirSpeed Multi Stream

The following profile, named AMS2, specifies settings for an AirSpeed Multi Stream server that supports DV 25 SD media.

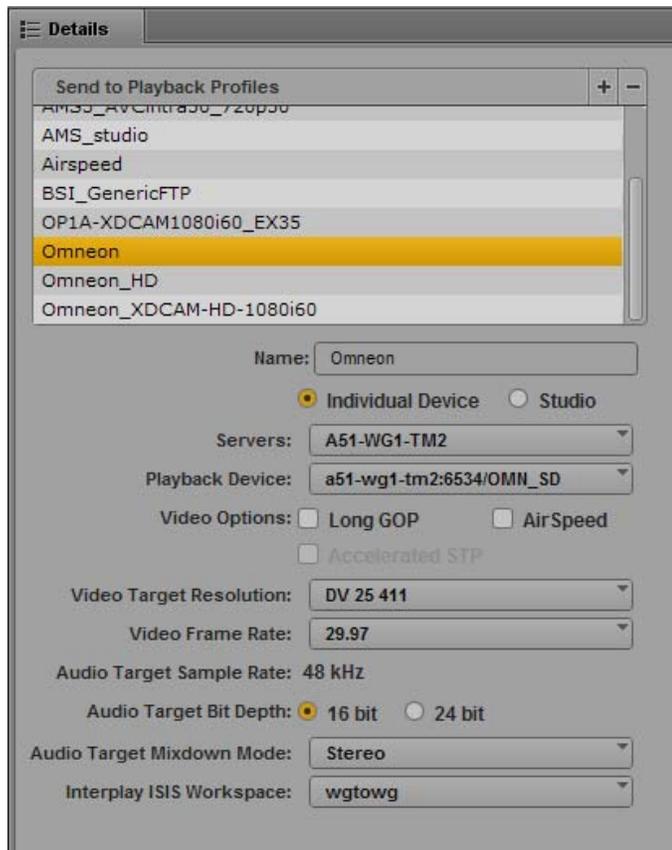


Note the following:

- Servers: A51-WG1-AMS2 is the computer name for this AirSpeed Multi Stream server.
- Playback Device: Because this profile supports SD media, the playback device name matches the server name and does not include the -HD suffix.
- AirSpeed must be selected for this profile.
- The remaining media options specifically describe the target video and audio resolutions. The Mixdown Mode is set for Stereo, and the specified ISIS workspace will hold the mixed-down media.

Generic FTP Profile

The following profile, named Omneon, specifies settings for a third-party server configured for Generic FTP settings through a Transfer Engine server.



Note the following:

- Servers: A51-WG1-TM2 is the computer name for the Transfer Engine server.
- Playback Device: a51-wg1-tm2:6534/OMN_SD is the third-party server configured through the Transfer Engine.
- The remaining media options specifically describe the target video and audio resolutions. The Mixdown Mode is set for Stereo, and the specified ISIS workspace will hold the mixed-down media.

Detecting Black Gaps in Video Sent to Playback

A user might unintentionally include gaps in the video track that result in black gaps in the video output. This could cause a problem when the sequence is sent to playback. MediaCentral UX v2.1.2 and later includes an option to check a sequence for black gaps in the video. If the system detects black gaps, one of the following occurs, depending on how this option is configured:

- NONE: No message is displayed and the sequence is sent to the playback device.
- WARNING: A warning message is displayed and the user can either continue the operation or cancel it.
- ERROR: An error message is displayed and the process is canceled.

After viewing the warning or error, the user can edit the sequence to remove the black gaps and retry the STP operation.



This feature applies only to advanced sequences.

An administrator needs to edit the Application Properties file to configure this option. If SSL certificates are being used, the Application Properties file will already exist. Otherwise, create the file using `vi` and add the line indicated in the following procedure.



You can examine the contents of the default file in the following directory: `/opt/avid/avid-interplay-central/config`. However, do not make your changes in that file, since it will be overwritten any time you upgrade MCS. Make your changes in the file you locate or create in `/opt/avid/etc/avid/avid-interplay-central/config`, as indicated in this procedure.

If you use the default file as a model, the file you create should contain only the values you want to override.

To enable a warning message:

1. Log in to the MCS master node as `root`.
2. Create or open the Application Properties (`application.properties`) file for editing:


```
vi /opt/avid/etc/avid/avid-interplay-central/config/application.properties
```
3. Add the following line to the file:


```
system.client.stp.video-gap-warning=WARNING
```

Substitute `ERROR` for `WARNING` if you want an error message that cancels the operation.
Substitute `NONE` if you do not want any message.
4. Close and save the `application.properties` file.
5. If you are configuring a cluster, securely copy the Application Properties file from the master to the slave node using the Linux `scp` command:


```
scp root@<destination_hostname>:/opt/avid/etc/avid/avid-interplay-central/config/application.properties ./
```
6. On the master node, restart the AvidIPC resource (that controls the `avid-interplay-central` service) so MediaCentral picks up the new settings:


```
crm resource restart AvidIPC
```

In a single node deployment restart the service directly instead:

```
service avid-interplay-central restart
```
7. Users who are signed in to the MCS server will be automatically signed out from MediaCentral UX and will need to sign in again to use this feature.

Limiting Send to Playback to Selected User Groups

MediaCentral UX V2.6 and later includes a feature that allows an administrator to specify which users are allowed to send to playback (STP). You set permission for STP on a group basis in the Send to Playback settings in the System Settings layout.

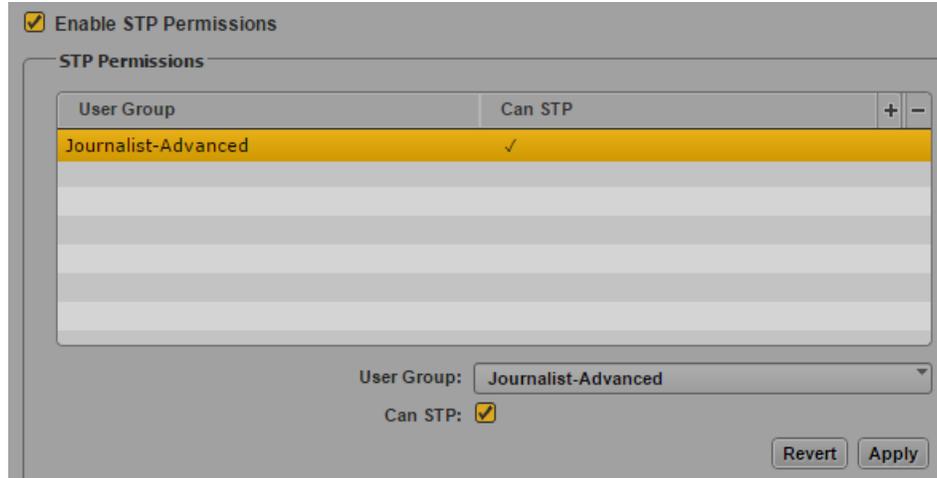
Before enabling this feature, determine a group or groups to which you want to give permission to send to playback. Note the following:

- A user who is a member of both a group that has permission to STP and a group that does not have permission to STP, that user has permission to STP.
- If a user is a member only of a group that does not have permission to STP and tries to send to playback, the following message is displayed: “Your user group does not have permission to send to any playback device (STP).”

To limit STP to selected user groups:

1. Sign in to MediaCentral UX as an administrator.
2. Select System Settings from the Layout selector.
The System Settings layout opens.
3. In the Settings pane, select Send to Playback.
4. In the lower part of the page, select the Enable STP Permissions check box. A message is displayed, warning you that selecting this option prevents user groups that are not listed from using STP. Click Yes to continue.

Controls for adding a group are enabled, as shown in the following illustration.



5. To add a user group, click the plus button.
6. Select a user group from the User Group menu.
7. Select the check box Can STP.
This check box allows you the option of turning access on and off without removing the group from the list.
8. When you are finished, click Apply.

To remove a group, click the minus button and click Apply.

Configuring Settings in the Interplay | Production Administrator

The Interplay Production Administrator application includes settings that apply to MediaCentral UX. The initial configuration of these settings is described in the *MediaCentral Platform Services Installation and Configuration Guide*. After the initial configuration, you might want to modify these settings.

Settings that apply to MediaCentral UX are in the following views:

- Application Database Settings: audio settings and others
- Instinct/Assist User Options: markers (locators) and restrictions settings



In Media Composer v6.0, Avid Symphony v6.0, and NewsCutter v10.0, the term “locators” was changed to “markers” in both the user interface and the documentation. MediaCentral UX uses the term “markers.” Interplay Production currently uses the term “locators.”

To check or modify Application Database settings in the Interplay | Administrator:

1. Start the Interplay | Administrator application and log in to the server for the appropriate Interplay Production workgroup.
2. In the Application Settings section of the Interplay Administrator window, click the Application Database Settings icon.
3. Click the Editing Settings tab.
4. In the database tree on the left, select the folder to which you want to apply the settings (in most cases, the top-level database AvidWG).
5. Select the desired settings and click Apply.

The following table describes settings that are applicable to MediaCentral UX.

Section	Setting	Description
Format	Video Format	This setting determines the default video format for Interplay Production sequences. Select a format or select Any. If you select Any, MediaCentral UX determines the video format by using the format of the first clip that the user adds to the sequence.
Audio Patching	Natural Sound	What you choose in the Audio Patching section determines how many channels are shown (for NAT or SOT) in the context menu options for audio when a user right-clicks on a clip in the Sequence Timeline. This setting is the channel count for natural sound. Options include: 1-Channel or 2-Channel.
	Sound on Tape	This setting is the channel count for sound on tape. Options include: 1-Channel or 2-Channel.
Audio - Track labels	Natural Sound label	This setting determines the wording or character(s) used as a label for the natural sound track control in the Audio pane as well as the header for the natural sound column in the Script Editor's Sequence Timeline. By default, NAT is used.

Section	Setting	Description
	Sound on Tape label	This setting determines the wording or character(s) used as a label for the sound on tape track control in the Audio pane as well as the header for the sound on tape column in the Script Editor's Sequence Timeline. By default, SOT is used.
	Voice Over label	This setting determines the wording or character(s) used as a label for the voice-over track control in the Audio pane as well as the header for the voice-over column in the Script Editor's Sequence Timeline. By default, VO is used.
Audio - Source audio patching	Natural Sound tracks 1 & 2	These settings determine which two tracks are used for natural sound from the source media.
	Sound on Tape tracks 1 & 2	These settings determine which two tracks are used for sound on tape from the source media.
	Voice Over track	This setting determines which track is used for voice-over audio from the source media.
Audio - Storyline audio patching	Natural Sound tracks 1 & 2	These settings determine which two tracks are used for natural sound on the output sequence. Each track for natural sound and sound on tape must be unique. For instance, do not set the first track for natural sound to A1 if the first track for sound on tape is already set to A1.
	Sound on Tape tracks 1 & 2	These settings determine which two tracks are used for sound on tape on the output sequence. Each track for natural sound and sound on tape must be unique. For instance, do not set the first track for sound on tape to A1 if the first track for natural sound is already set to A1.
	Voice Over track	This settings determines which track is used for voice-over audio on the output sequence.
Audio - General settings	Media Creation workspace	This is the name of the location on ISIS where MediaCentral UX creates voice-over files.
	Sample bit depth	Set this to 16 for MediaCentral UX.
	Ducking [-db]	When audio must be ducked because of overlapping tracks, this setting (in decibels) is what determines the reduction in audio level.
Dynamic Relink	Dynamic Relink Enabled	This setting is not configured for MediaCentral UX in this location in the Interplay Administrator application. Instead, this setting is configured in the Playback Service group of the MediaCentral UX System Settings layout.
Audio Effects	Dissolve Duration [frames]	Brief dissolves between audio tracks are used to make audio edits sound smooth. Set this to the number of frames you want dissolves between audio edits to last.
	Center-Panned Sound on Tape and Voice Over	If enabled, maps the VO track as center-panned (played on both channels). This setting applies to both Mono and Stereo Mixdown modes. For MediaCentral UX, this setting applies only to the VO track. If the setting is not enabled, VO is mapped odd tracks=left, even tracks=right

Section	Setting	Description
Auto Reservation	Duration	<p>This feature protects assets from deletion for the duration set by the administrator. This setting applies to new and modified sequences checked into Interplay Production from MediaCentral UX. If you do not want auto reservation on a folder, set the duration to zero. The default duration is 24 hours.</p> <p>The Reservation column in the Assets pane shows a number “1” for assets that have reservations applied and no number for assets without reservations.</p>
MediaCentral Playback Service	Hostname Username Password	These settings are used for Media Composer Cloud, not MediaCentral UX.
MCS Settings	Messaging URL	Type the URL for the server that hosts your MediaCentral UX Messages pane, using the following syntax: <code>https://MediaCentral server hostname</code>

To check or modify settings for markers and restrictions in the Interplay | Administrator:

1. Start the Interplay | Administrator application and log in to the server for the appropriate Interplay Production workgroup.
2. In the Application Settings section of the Interplay Administrator window, click the Instinct/ Assist User Settings icon.
3. In the Users tree on the left, select an individual user or a group of users.
The settings for the selected user or user group area are displayed in the pane on the right.
4. Select the desired settings and click Apply.
The following table describes settings that are applicable to MediaCentral UX.

Section	Setting	Description
Permission Settings	Can create locators	<p>If yes, allows the selected user or group to create markers. If no, a user of an Avid editing application can still create markers for an asset, but can check in only the asset, not the marker metadata (an error message is displayed).</p> <p>In most cases, if you want a user to create markers, select “yes” for both “Can create locators” and “Can modify locators.” Both settings are needed because adding text is one aspect of modifying a marker.</p> <p>Administrators and owners have the ability to create markers by default. Other users must have “Can create locators” set to “yes” and must also have a read/write or read/write/delete role for at least one folder that contains the asset.</p>

Section	Setting	Description
Permission Settings	Can modify locators	<p>If yes, allows the selected user or group to modify or delete markers. If no, a user of an Avid editing application can still modify markers on an asset, but can check in only the asset, not the marker metadata (an error message is displayed).</p> <p>Administrators and owners have the ability to modify markers by default. Other users must have “Can modify locators” set to “yes” and must also have a read/write or read/write/delete role for at least one folder that contains the asset.</p>
Permission Settings	Can create restrictions	<p>If yes, allows the selected user or group to mark a section of a clip with a restriction marker. In most cases, if you want a user to create restrictions, select “yes” for both “Can create restrictions” and “Can modify restrictions.” Adding text is considered modifying a restriction.</p> <p>Administrators and owners have this right set by default. Other users who have this right must also have a read/write or read/write/delete role for at least one folder that contains the asset.</p>
Permission Settings	Can modify restrictions	<p>If yes, allows the selected user or group to modify a restriction.</p> <p>Administrators and owners have this right set by default. Other users who have this right must also have a read/write or read/write/delete role for at least one folder that contains the asset.</p>

Configuring Interplay | MAM

To use MediaCentral UX with Interplay MAM, an administrator has to check and adapt some configuration settings in Interplay MAM and MediaCentral configuration applications.

Prerequisites

Before configuring and using Interplay MAM in MediaCentral, the following must be performed:

- Install the MAM.Core.MediaCentralConnection package in the MAM system. This package contains components and settings that are required to connect Interplay MAM to MediaCentral (BPMController and SyncCentralIndex Service).
- Install the MAM connector on the MediaCentral Platform server. See the *Avid MediaCentral Platform Services Installation and Configuration Guide*.
- Mount the file system containing the Interplay MAM proxies on the MCS servers. See the *Avid MediaCentral Platform Services Installation and Configuration Guide*.

Required Steps

After installing the MAM.Core.MediaCentralConnection package and MAM connector, and mounting the file system, perform the following:

1. Check if the MediaCentral system user is available in Interplay MAM User Management. See [“Configuring Settings in Interplay | MAM User Manager” on page 48](#).
2. Provide Interplay MAM configuration settings in the MediaCentral UX System Settings pane. See [“Configuring Interplay | MAM in the System Settings Pane” on page 49](#).
3. Check if the configuration for the ACS Bus communication is set up properly to be used with Interplay MAM. See [“Checking the Bus Configuration” on page 52](#).
4. Check if Central Index is configured properly to be used with Interplay MAM. See [“Configuring Central Index for Interplay | MAM” on page 52](#).
5. Enable Interplay MAM to update process information in the MediaCentral UX Progress and Tasks panes. See [“Enabling Progress and Tasks Pane Updates” on page 53](#).
6. Check the configuration of the FTP server for file uploads. See [“Checking the FTP Server Configuration for File Attachments” on page 53](#).
7. Create or import Interplay MAM users in MediaCentral. See [“Creating Interplay | MAM Users in MediaCentral” on page 54](#).
8. (Option) To use Actions sub-menu items and the Quick Send feature in MediaCentral UX, configure them as described in the *Interplay | MAM Process Reference*.

(Option) Multi-Zone Environment

To use the same Interplay MAM system with several MCS servers (for example, in a setup with one Interplay MAM system and multiple Interplay Production systems, each having its own dedicated MCS server), you need to create a multi-zone environment containing all MCS servers to which you want to connect the MAM system. The MCS system that is configured in the MAM system (for BUS access) needs to be part of this environment.

This requires the following steps:

- Connect all MCS servers using zone links. Configure the MediaCentral User Management and Central Index to use the systems. For creating a multi-zone setup, see the *Avid MediaCentral Platform Services Installation and Configuration Guide*. The multi-zone setup also includes the MediaCentral User Management. For setting up a multi-zone Central Index, see the *Avid Media | Index Configuration Guide*.
- Install the MAM connector on each of the MCS servers you want to connect to the MAM. Perform the same steps as for an individual MAM system.
- Mount the file systems containing the Interplay MAM proxies on each of the MCS servers. Perform the same steps as for an individual MAM system.
- Configure the System Settings in MediaCentral to connect to the MAM. Perform the same steps as for an individual MAM system.

Configuring Settings in Interplay | MAM User Manager

To ensure that users who sign in to MediaCentral UX can sign in to Interplay MAM, check if the MediaCentral impersonating user is available in Interplay MAM User Management (default ID: `Service-Ics`, default password: `Avid123`). If the impersonating user is missing or misconfigured in MAM User Management, MAM users cannot sign in to MediaCentral UX.

This system account was created during the installation of the `MAM.Core.MediaCentralConnection` package and should already display correct values. If not, create the MediaCentral system user, as described in the following procedure. For more information, see the *Interplay | MAM User Manager User's Guide*.

To create the MediaCentral system user:

1. Sign in to Interplay MAM Control Center as an administrator.
2. Start Interplay MAM Administrator from within MAM Control Center.
3. Open the User Manager from within Interplay MAM Administrator.
4. Open the Users view.
5. Click the Add New User button in the Users pane.
The Add User dialog box opens.
6. Provide data for the mandatory fields:
 - a. Id: ID of the user account. The ID must be unique and cannot be changed. Avid recommends using `Service-Ics`.
 - b. Password: Password of the user account.
 - c. Confirm: Confirmation of the password for the user account.
7. Click OK.
The new user account is added to the database and the User ID is shown in the Users pane.
8. Click the Edit User Rights button.
The Edit User Rights dialog box opens.
9. Click the right `UserManagement/LoginAsMandate` in the Available Rights box.
The right `UserManagement/LoginAsMandate` is moved to the Granted Rights box.
10. Click OK.
The rights assignment is applied. The assigned right is shown in the User Rights pane.
11. Click the Change Group Membership button.
The Edit User Groups dialog opens.
12. Click the MediaCentral group in the Available Groups box to assign the user to the MediaCentral group.
13. Click OK.
The group assignment is applied. The assigned group is shown in the Member of Groups pane.
14. Quit User Manager.

Configuring Interplay | MAM in the System Settings Pane

The MediaCentral administrator must specify Interplay MAM configuration information before you can use MediaCentral UX with Interplay MAM.

Note that you can configure more than one MAM system in a MediaCentral server if those MAM systems are connected to the bus of this MediaCentral instance. Also note that for each MAM system, a unique Default Realm must be configured in Interplay MAM System Administrator.

To configure Interplay MAM settings:

1. Sign in to MediaCentral UX as an administrator.
2. Select System Settings from the Layouts list.

The Settings pane and Details pane open.

3. In the Settings pane, select Interplay | MAM.

The top part of the Details pane lists the connected Interplay MAM systems and their status in the Interplay | MAM Systems section. The bottom part lists the details of the Interplay MAM system selected in the Interplay | MAM Systems section.

Interplay MAM Systems	
System Name	Enabled
kl-dev-kw-mam55	<input checked="" type="checkbox"/>
kl-pm-mam55a	<input checked="" type="checkbox"/>
New Interplay MAM	<input checked="" type="checkbox"/>

4. Do one of the following:

- ▶ To add a new Interplay MAM system, click the + (plus) button in the Interplay | MAM Systems section.

A new system “New Interplay | MAM” with status “enabled” is added to the Interplay | MAM Systems section. The new system is selected.

- ▶ To edit the settings of an existing MAM system, select it in the Interplay | MAM Systems section.

The bottom part of the Details pane displays the settings of the Interplay MAM system selected in the Interplay | MAM Systems section.

5. Configure the Interplay MAM System settings:

Interplay | MAM System

Assign a profile name and define the version stack. Specify whether the Interplay | MAM system is enabled or not.

* System Name:

Version Stack:

Enabled

- a. Change the name of the system in the System Name field.
- b. Click Version Stack and select the version number of the MAM system to be connected.

- c. Select Enabled to make the MAM system available in MediaCentral UX. Deselect Enabled to make the MAM system temporarily unavailable for user access.
6. Configure the System Connection settings:

System Connection
Specify the registry server hosting the MAM Control Center and the user name and password for connecting to the Interplay | MAM system.

Server Name:	kl-pm-mam55a
URL:	https://kl-pm-mam55a:9911/ControlCenter
User Name:	mam_service
Password:	**** <input type="button" value="Show"/>
Status:	Running
Version:	5.5
System ID:	A6F7CC8311984AF8BC139123F6FF3C5F
Bus Realm:	A6F7CC8311984AF8BC139123F6FF3C5F

- a. Type the host name or IP address of the server where the MAM Control Center is running in the Server Name field. The name is automatically inserted as <servername> in the URL when you leave the Server Name field.
 - b. Type the user name to sign-in to MAM Control Center (default: mam_service).
 - c. Type the password to sign-in to MAM Control Center (default: M8nichts).
 - d. (Option) Change the server name of the automatically generated MAM Control Center base URL https://<servername>:9911/ControlCenter.
If you change the server name, the Server Name field is updated when you leave the URL field. If the registry can be accessed, the Version, System ID, Bus Realm, and Status fields are automatically filled in and updated when you leave the Server Name or URL field.
7. (Option) Check the Features of the Interplay MAM system. Which features are available depends on the assigned license.
- MAM License: The MAM system has a full license for use with MediaCentral UX.
 - MC Conductor License: The MAM system is dedicated to orchestration only. It is not shown in the Launch pane; users can neither access its folders in the Assets pane nor search for its assets or open its assets in any other MediaCentral UX pane.
 - No License: The MAM system is not licensed for use with MediaCentral UX.
8. Check the System Connectivity Status: After you provide the System Connection settings, a basic system connectivity status check is triggered. This query checks if the most relevant settings for the MediaCentral connection are configured properly in the Interplay MAM configuration profiles.

System Connectivity Status
Results for selected settings and connectivity test are provided. Resolve issues found as instructed.

Registry Access:	✓
Impersonation:	✓
Identifiers:	✓
Bus Configuration:	✓
Notifications:	✓
BPM Access:	✗ No bus access to MAM orchestration (com.avid.orchestration) using Realm 'A6F7CC8311984AF8BC139123F6FF3C5F'.
Index Configuration:	✓

- Registry Access: Checks if the MAM registry can be reached.

- Impersonation: Checks if the impersonating system user “Service-Ics” that does the mandate log in is created and configured in MAM User Management.
- Identifiers: Checks if the settings for System ID and BusRealm exist and share the same value.
- Bus Configuration: Checks if all settings for the Bus access in the Global/Bus section are configured.
- Notifications: Checks if the settings for updating the Progress and Tasks pane exist and are configured.
- BPM Access: Checks if BPM Controller can access the Bus
- Index Configuration: Checks if the settings for propagating data to Central Index exist and are enabled.

If a configuration issue is detected, a red error icon is shown and a message provides information about the affected setting. Resolve the configuration error as indicated in the message in Interplay MAM System Administrator.

9. Configure the behavior of MAM Searches in MediaCentral UX:



Changing the default settings might result in slow performance or an out of memory error. Avid does not recommend changing these settings.

- a. Select Auto-Append Wildcards if you want to append each search term by an asterisk before submission. This allows a search behavior more similar to Interplay Production and iNEWS. However, selecting Auto-Append Wildcards significantly slows down your searches for MAM assets.
- b. Deselect Limit Result Set if you want MAM to return all hits in a search. However, if you search for “*” the Interplay Central server might run out of memory. The default result limit is 1000.

10. Click Apply.

11. Select Research from the Layouts list.

The panes of the Research layout open. The new Interplay MAM system is shown on the Launch pane.

Removing an Interplay MAM system from MediaCentral UX:

1. Select the system you want to remove in the Interplay | MAM Systems section.
2. Click the minus (-) button in the Interplay | MAM Systems section.
3. Click OK in the confirmation prompt that opens.

The system is removed from the Interplay | MAM Systems section.



Interplay MAM users currently signed in to MediaCentral UX can see and access the removed system in the Launch pane until their session expires or they sign out.

4. Log out from MediaCentral UX.

Checking the Bus Configuration

To use Interplay MAM in MediaCentral UX, check the configuration for the ACS Bus communication in the Interplay MAM Administrator. These settings have been configured during the installation of the MAM.Core.MediaCentralConnection package and should already display correct values.

To check the Bus configuration:

1. Sign in to Interplay MAM Control Center as an administrator.
2. Start Interplay MAM Administrator from within MAM Control Center.
3. Open the System Administrator from within Interplay MAM Administrator.
4. In the Configuration tab, select the profile Global > section Bus and check the following settings:
 - HostNames: must show the name of the MCS host.
 - DefaultRealm: must show the name of the system realm. The value must be the same as the System ID that can be found in the same profile > section SystemInfo > key SystemId.

If you change a setting, you need to restart the pool MAM_2000_Backend2 in MAM Control Center's Service Controller.
5. Select the section SystemInfo and check if the key SystemId shows a valid value. Note that this ID must not be changed after it was set up.

Configuring Central Index for Interplay | MAM

To use Central Index for Interplay MAM in MediaCentral UX, check and adapt the following settings in the Interplay MAM Administrator. Note that these settings have been configured during the installation of the MAM.Core.MediaCentralConnection package and should already show correct values.

To configure Central Index for Interplay MAM:

1. Check that Media | Index services are installed and configured properly in MediaCentral and that the system data index is created. For additional information, see the *Avid Media / Index Configuration Guide*.
2. Sign in to Interplay MAM Control Center as an administrator.
3. Start Interplay MAM Administrator from within MAM Control Center.
4. Open the System Administrator from within Interplay MAM Administrator.
5. In the Configuration tab, select the profile DataManagerWS > section CentralIndex and set the value of the key MarkForSynchronization to true, if necessary.

If you change the setting, you need to refresh the configuration of the DataManagerWS or restart the pool MAM_1000_Backend1 in MAM Control Center's Service Controller.
6. Select the profile SyncCentralIndex > section Settings and set the value of the following keys to true.
 - EnableDataPropagation
 - EnableCBAAssignmentsPropagationOnStart (if needed)
 - SendLegalListsOnStartup (if needed)
 - SendThesauriOnStartup (if needed)

If you change a setting, you need to refresh the configuration of the SyncCentralIndex or restart the pool MAM_2000_Backend2 in MAM Control Center's Service Controller.

To trigger index synchronization in Interplay MAM:

1. Sign in to Interplay MAM Control Center as an administrator.
2. Start Interplay MAM Administrator from within MAM Control Center.
3. In Interplay MAM Administrator, open the Sync Service Administrator.
4. On the Monitor tab, select the option “Synchronize all objects” and click the Synchronize button.

All Interplay MAM objects are synchronized to the Central Index. Note that this can take a long time. This step is only needed once after enabling synchronization. As long as synchronization is enabled, all changes are propagated automatically to the Central Index. For more information, see the *Interplay | MAM Sync Service Administrator User's Guide*.

Enabling Progress and Tasks Pane Updates

To force Interplay MAM to update process information in the MediaCentral UX Progress pane and Tasks pane, check and adapt the following settings in the Interplay MAM Administrator. Note that these settings have been configured during the installation of the MAM.Core.MediaCentralConnection package and should already show correct values.

To enable updating the process information in the Progress and Tasks pane:

1. Sign in to Interplay MAM Control Center as an administrator.
2. Start Interplay MAM Administrator from within MAM Control Center.
3. Open the System Administrator from within Interplay MAM Administrator.
4. In the Configuration tab, select the profile DataManagerWS > section Notification and set the value of the following keys to true, if necessary:
 - EnableProcessEvents
 - EnableUserTaskEvents

Checking the FTP Server Configuration for File Attachments

Starting with version 2.5, users in MediaCentral UX can upload and download file attachments when editing a user task. Starting with version 2.6, file attachments can be uploaded to a process during process creation. Files are uploaded or downloaded by the MAM provider using an FTP server. When a user deletes a file attachment or cancels a file upload, the file is deleted from the FTP server. When a user closes the browser or tab or the user session expires while the file upload is in progress, a delete request is sent to the FTP server. Note the following:

- The FTP servers for Interplay MAM Desktop and MediaCentral UX can be different but the FTP servers must use the same storage areas.
- Storage areas for upload and download are not required to be identical, if all processes only use either. If processes use both areas, they need to be identical.
- The FTP configuration for each Interplay MAM system is read from the profile MediaCentral > section ProcessAttachments/DownloadParameter and section ProcessAttachments/UploadParameter.

Check the following settings. These settings have been configured during the installation of the MAM.Core.MediaCentralConnection package and should already display correct values.

To check the FTP server configuration for file attachments:

1. Sign in to Interplay MAM Control Center as an administrator.
2. Start Interplay MAM Administrator from within MAM Control Center.
3. Open the System Administrator from within Interplay MAM Administrator.
4. In the Configuration tab, select the profile MediaCentral.
5. Select the section ProcessAttachments/DownloadParameter and check the values of its keys.
6. Select the section ProcessAttachments/UploadParameter and check the values of its keys.



The configuration values of both sections may be different, but Avid recommends keeping them synchronized.

Creating Interplay | MAM Users in MediaCentral

To work with MediaCentral UX, all Interplay MAM users must also be available in MediaCentral. To avoid entering every user twice in MediaCentral and Interplay MAM, connect the User Managements of both systems to the same Active Directory. This allows importing the Interplay MAM users to MediaCentral. Note that there is no runtime authentication against the Active Directory on MediaCentral side.

Once created in MediaCentral, Interplay MAM users can log in to MediaCentral UX using their Interplay MAM credentials. The MediaCentral User Management then uses the impersonating system user “Service-Ics” to do a mandate login for the user in Interplay MAM User Management.

To create Interplay MAM users in MediaCentral:

1. Import the Interplay MAM user as described in [“Importing Users” on page 64](#).
2. (Option) Create new users as described in [“Creating a New User or Editing User Details” on page 71](#).
3. Assign roles to users as described in [“Assigning Roles” on page 83](#).

2 User Management

The following topics provide information about managing MediaCentral UX users and groups:

- [Opening the Users Layout](#)
- [The Users Layout](#)
- [Understanding Users and Groups](#)
- [Available Layouts: Administrators and Users](#)
- [Working with MediaCentral Zones](#)
- [Managing Users and Groups](#)
- [Creating, Deleting, and Assigning Roles](#)
- [Displaying Information in the Details Pane](#)
- [Viewing and Ending Active Sessions](#)

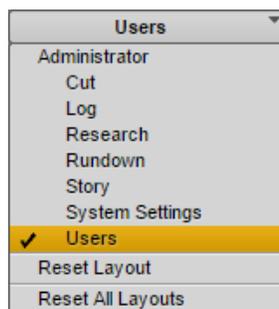
Opening the Users Layout

The Users layout is a layout that a MediaCentral UX administrator uses to import, create, and manage users and groups.

To open the Users layout:

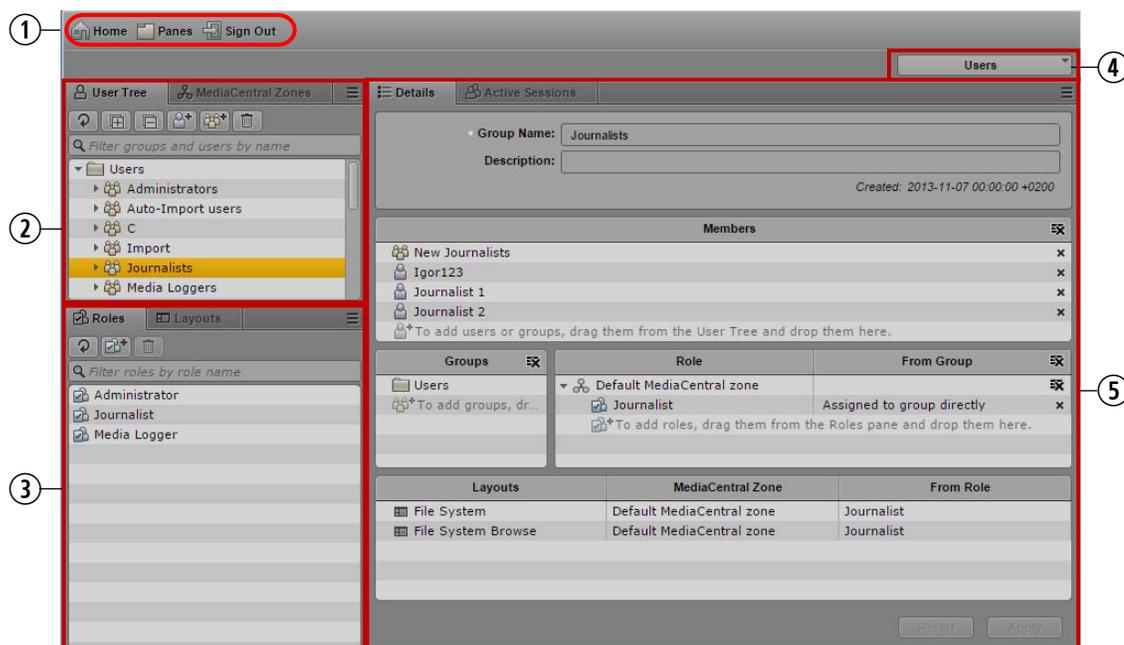
1. Sign in to MediaCentral UX as an administrator and select Users from the Layout selector.

The Layout selector shows the name of the current layout. The list shows the role for the signed-in user, along with the layouts that role can access. In the following illustration, the signed-in user is assigned the Administrator role and has seven layouts available.



The Users Layout

The Users layout consists of seven panes: Active Sessions, Details, Help, Layouts, MediaCentral Zones, Roles, and User Tree. The following illustration shows the default layout with several panes displayed. In this illustration, the group Journalists is selected and the Details pane shows information about the group.



Display or Control	Description
1 Menu bar	Includes the same items as the Menu bar in other MediaCentral UX layouts. The contents of the Panes menu is specific to the Users layout.
2 User Tree pane	Displays the contents of the user database. For more information, see “User Tree Pane” on page 57 .
Media Central Zones pane	Lists the registered MediaCentral zones. Configuring MediaCentral servers as MediaCentral zones allows the servers to share a central User Management Service (UMS). It also allows users to search for assets across multiple zones and to have remote assets delivered to the local zone. For more information, see “Working with MediaCentral Zones” on page 60 .
3 Roles pane	Lists the default roles and any roles you created. For more information, see “Creating, Deleting, and Assigning Roles” on page 79 .
Layouts pane	Lists the default layouts and lets you assign access to users or groups. For more information, see “Creating and Deleting Roles” on page 82 and “Assigning Layouts to a Role” on page 85 .
4 Layout selector	Includes the same options as other MediaCentral UX layouts, but only administrators have access to the Systems Settings and Users layouts. For more information, see “Available Layouts: Administrators and Users” on page 60 .
5 Details pane	The Details pane displays information about the group or user you double-click in the user tree. If you double-click the top-level group (Users), the pane lets you specify information about the selected Authentication Provider. The Details pane also displays information about a selected role or zone.
Active Sessions pane	The Active Sessions pane displays a list of users who are currently signed in to the MediaCentral UX Web application. For more information, see “Viewing and Ending Active Sessions” on page 87 .

You can adjust the size and location of the panes in the same way as you do in other MediaCentral UX layouts. For more information, see the *Avid MediaCentral | UX User's Guide* or the *Avid MediaCentral | UX Help*.

User Tree Pane

The User Tree pane displays the contents of the user database in a hierarchical arrangement of groups and users. Each entry in the hierarchy is represented by an icon, as shown in the following illustration.



	Display or Control	Description
1	User Tree toolbar	Includes the following buttons: Refresh, Expand All, Collapse All, Add User, Add Group, Delete. The same commands are included in the Pane Menu.
2	Filter field	Lets you enter text to filter the list of users and groups. The list filters as you type. This field is available in several panes in addition to the user tree: Roles, Layouts, and Active Sessions. Press Ctrl-F to activate the field for typing. You can use the Up and Down Arrow keys to move from the filter field to the pane entries and back to the filter field.
3	Top-level group (Users)	A folder that functions as a top-level group for users and groups.
4	User	The sign-in name for a MediaCentral account. The illustration shows the default Administrator user. For more information, see “Understanding Users and Groups” on page 58 and “Managing Users and Groups” on page 63 .
5	Group	A name that represents a group of users. For more information, see “Managing Users and Groups” on page 63 .
6	Pane Menu button	Displays a list of options. See the following list.

The active Pane Menu items depend on the selected entry in the user tree, as listed in the following table.

Selected Entry in the User Tree:

Top-Level Group	Group	User
Refresh	Refresh	Refresh
Create User	Create User	Create User
Create Group	Create Group	Create Group

Selected Entry in the User Tree:

Top-Level Group	Group	User
	Remove from Group (child groups only)	Remove from Group
Expand All	Expand All	
Collapse All	Collapse All	
	Delete (except for Administrators, Import, and Unassigned)	Delete
Import Users	Import Users	Import Users
Help	Help	Help

Understanding Users and Groups

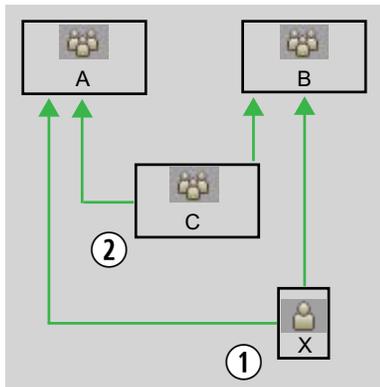
Users and groups are the basic entities that you manage in MediaCentral UX. The following are concepts about users and groups that you should understand:

- *MediaCentral User Management* is a service that provides the ability to do the following:
 - Create users and groups
 - Manage users and groups
 - Authenticate users across iNEWS and Interplay Production
 - Manage which MediaCentral UX licenses a user has access to

MediaCentral User Management is one of the MediaCentral Services that runs on the MediaCentral Services server.

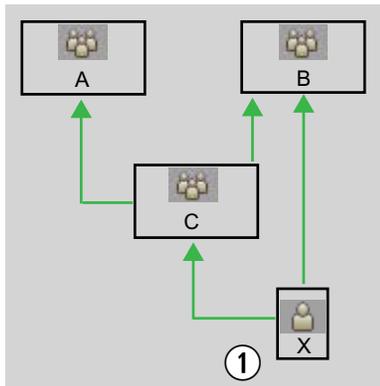
- A *user* is an entity that represents a real-world user. Users are authenticated through the MediaCentral User Management Service.
- A *group* is an entity that represents a collection of users. For example, the group named Administrators is a collection of users that have administrator privileges. The Administrators group, the Administrator user, and the Auto Import group are created by default. For more information, see [“Creating a New Group or Editing Group Details” on page 73](#).
- A user is a member of a group. The group to which the user belongs is referred to as the *parent group*. A new user is created as a member of the top-level group (Users) and can be assigned to one or more groups. For more information, see [“Creating a New User or Editing User Details” on page 71](#).
- A group can be a member of another group. The group to which the group belongs is referred to as the parent group.
- A user can be a member of more than one group, and a group can be a member of more than one group. Users and groups are considered members only of their immediate parent groups.

The following illustration shows the relationships that are allowed.



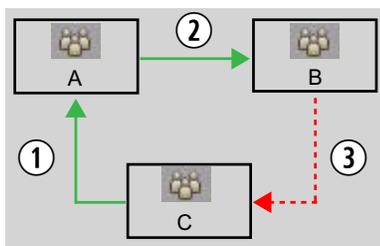
- 1 User X is a member of Groups A and B.
- 2 Group C is a member of Groups A and B.

A user or a group can be a member of more than one group in a single subtree. In the following illustration, user X can be a member of both group B and group C.



- 1 User X can be a member of both Group C and Group B.

Relationships are hierarchical. Cyclical relationships, as in the following illustration, are not permitted.



- 1 Group C is a member of Group A.
- 2 Group A is a member of Group B.
- 3 Group B cannot be a member of Group C.

- If a user or a group is removed from all parent groups, the user or group is moved to the Unassigned group. For more information, see [“Understanding the Unassigned Group” on page 77](#).
- Users and groups have properties. *Properties* are defined fields that describe a user or a group. Only the values of properties can be changed. Examples of properties are group name, user first name and last name, and description.

Available Layouts: Administrators and Users

Which layouts are available in MediaCentral UX depends on the group to which a user belongs.

- **Administrators group:** A user in the Administrators group can access the System Settings and Users layouts and perform administrative actions that are available in the layouts. An Administrator can also access any other layout.
- **Other groups:** A user in a group other than the Administrators group can access only the Cut, Log, Media | Distribute, Research, Rundown, and Story layouts.

The following table lists the available layouts. Some layouts are available only if a plug-in is installed.

Layout	Available To...
Cut	All users based on configuration.
Log	All users based on configuration.
Research	All users based on configuration. MAM Connector must be installed.
Rundown	All users based on configuration.
Story	All users based on configuration.
Media Distribute	All users based on configuration. Media Distribute must be installed.
System Settings	Administrators only.
Users	Administrators only.

An administrator assigns layouts and license types to a role. For more information, see [“Creating, Deleting, and Assigning Roles” on page 79](#) and [“Assigning Layouts to a Role” on page 85](#).

Working with MediaCentral Zones

A MediaCentral zone consists of the following configuration:

- One MediaCentral server or MediaCentral cluster server
- One Interplay | Production engine, one iNEWS database, one or more Interplay MAM systems, or all
- One or more ISIS storage systems

By default, a MediaCentral system is configured as a single zone. Large organizations can combine two or more single-zone systems into a multi-zone environment. For more information, see the following topics:

- [“Managing Multi-Zone Environments” on page 61](#)
- [“Configuring MediaCentral Zones” on page 62](#)

Configuring a Multi-Zone Environment

An administrator configures a multi-zone environment through the Zone settings in the System Settings layout. For information about configuring a multi-zone environment, see the *Avid Media | Index Configuration Guide*.

Managing Multi-Zone Environments

Some large organizations have multiple MediaCentral zones, which can be located in a single facility or geographically distributed over several facilities. Prior to MediaCentral v2.0, each zone functioned as an individual workgroup. Users had credentials for only a single zone, and there was no way for a user signed into one zone to search for assets in other zones.

Starting with MediaCentral v2.0, administrators can configure two or more MediaCentral zones to work together in the following workflows:

- Multi-zone user management
- Multi-zone central index search
- Multi-zone media asset delivery

Multiple zones are connected (or *federated*) through the MediaCentral Platform bus. For information about configuring multiple zones, see the *Avid Media | Index Configuration Guide*.

Multi-Zone User Management

Multi-zone user management is a workflow in which a single user authentication database is used to manage users across multiple MediaCentral zones. An administrator signed into one zone can manage users and roles for all other zones. Although users are centrally managed in a multi-zone environment, a user’s roles can vary from zone to zone. Multi-zone user management makes the administrator role easier when faced with a complex multi-zone environment.

A user needs to have at least one role in a zone before the user can sign into that zone. For more information, see [“Creating and Deleting Roles” on page 82](#).

The User Management Service is configured with a master zone and slave zones. If the master zone becomes unavailable for some reason, users can continue to sign in and work, using a slave zone. Note, however, that in this situation, databases in the slave zones are automatically switched to read-only mode. Thus, there is no way to work with the database (for example, adding new users or changing roles until the master zone is available again. When this happens, databases are automatically switched to Read/Write mode.

Multi-Zone Search

A user signed into one zone can search for assets across a multi-zone environment. Although users work and create sequences in their local zone, they can find media assets in remote zones, then obtain them and include them in their local work. There are two types of search available:

- Federated search: Searches each zone in a multi-zone environment.
- Indexed search: Searches a central index, which receives its data from the original data sources and then pushes the data to the service that does the indexing.

Multi-zone search gives storytellers broader and faster access to media assets across the network, to tell better stories faster. For more information, see “Searching for Assets” in the *Avid MediaCentral / UX User’s Guide*.

Multi-Zone Media Asset Delivery

Multi-zone media asset delivery lets you trigger the transfer of a remote media asset to a local zone. You can search Interplay Production databases across all zones, view remote assets, and deliver them to your local Interplay Production workgroup.

Multi-zone media asset delivery makes all media assets on the network no more than one step away from being assets that can be used in local projects. For more information, see “Delivering Assets and Media” in the *Avid MediaCentral / UX User’s Guide*.



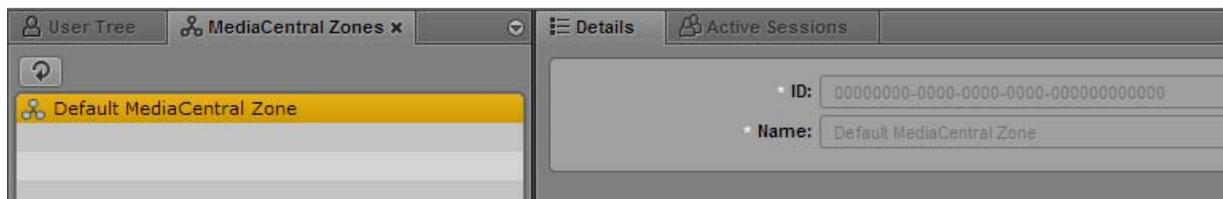
Each of these workflows can be configured and used independently (multi-zone central index search and multi-zone media asset delivery are licensed and enabled separately).

Configuring MediaCentral Zones

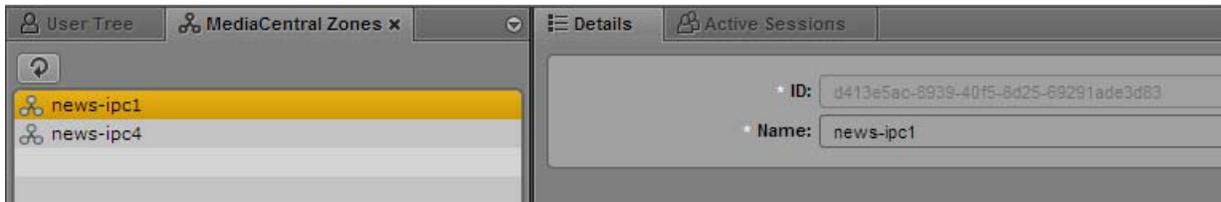
An administrator configures a multi-zone environment through the Zone settings in the System Settings layout. For information about configuring a multi-zone environment, see the *Avid MediaCentral Platform Services Installation and Configuration Guide*.

After configuration on the server, the MediaCentral zones are listed in the MediaCentral Zones pane. These are the zones that make up your multi-zone environment. Information about each zone is displayed in the Details tab.

If there are no zones configured on the server, the MediaCentral Zones tab lists the default zone. No further configuration is needed.



If multiple zones are configured, they are listed in the MediaCentral Zones pane.



The following fields are displayed in the Details tab:

- **ID:** The UUID of the selected zone, which is assigned when the zone is created on the MediaCentral server. This field is not editable. This ID can be useful for troubleshooting, for example, to understand data in logs.
- **Name:** The name of the zone as it was configured in the Zones settings in the System Settings layout. This name is stored in the UMS and is an easy way to identify the zone. An administrator can edit the name of zone, and the changed name will be used in the Users layout and will also be changed in the Zones settings.

To edit the name of a MediaCentral zone

- ▶ Click the Name field, edit the name, and click Apply.

Managing Users and Groups

MediaCentral UX requires its own database of users. You can import users from a Windows domain, individually create users, or both.

The MediaCentral UX user database is independent of the Interplay Production user database, Interplay MAM user database, and the Avid iNEWS user database. However, the MediaCentral UX database, through the MediaCentral User Management Service, serves as a password manager that authenticates the MediaCentral UX user against the Interplay Production, Interplay MAM, and iNEWS user databases.

When a user first signs in to MediaCentral UX, the user needs to accept or change the displayed credentials to access the iNEWS database or the Interplay Production database or both. Interplay MAM users must sign in with MediaCentral UX credentials that match credentials set in the Interplay MAM system. For more information, see [“Signing In to MediaCentral | UX” on page 10](#).

The following topics describe tasks for managing users and groups:

- [“Importing Groups of Users” on page 64](#)
- [“Creating a New User or Editing User Details” on page 71](#)
- [“Turning Off Secure Password Requirements” on page 73](#)
- [“Creating a New Group or Editing Group Details” on page 73](#)
- [“Adding a User to a Group” on page 75](#)
- [“Removing a User from a Group” on page 75](#)
- [“Removing Groups from Groups” on page 76](#)
- [“Understanding the Unassigned Group” on page 77](#)

- [“Deleting Users and Groups” on page 77](#)
- [“Changing Passwords” on page 78](#)

Importing Users

If you enable Windows Domain authentication, you can import groups and individual users from a Windows domain. This authentication uses the LDAP protocol. Users imported from a Windows domain can use their Windows domain user names and passwords to sign in to MediaCentral UX. After initially importing users, additional users can be automatically imported. For more information, see the following topics.

- [“Importing Groups of Users” on page 64](#)
- [“Importing an Individual User” on page 70](#)



MediaCentral_UX users must also have accounts on the system they will be using in their workflows: Interplay Production, Interplay MAM, or iNEWS. For information on how these accounts work with MediaCentral UX, see [“Signing In to MediaCentral | UX” on page 10](#).

Importing Groups of Users

Importing a group of users is a two part process:

- Supply information about the authentication provider.
- Perform the actual import.



During the import process authentication requests cannot be handled. Currently signed-in users might not be able to complete their work. Other users will not be able to sign in. You should inform active users that the system will not be available.

New users added to the Windows domain are not continually imported to the MediaCentral UX user database. To add new users, you need to perform another import or have individual users sign in, as described in [“Importing an Individual User” on page 70](#).

Users deleted from the Windows domain are not automatically deleted from the MediaCentral UX user database and they are not deleted if you perform another import. A user deleted from the Windows domain cannot be authenticated and thus will not be able to sign in. If you want to delete that user’s account, you need to delete the account manually.

An organization might have an Active Directory that includes several domains. MediaCentral UX allows user authentication from multiple sub-domains. In this case, set the common root of the domain instead of the Base DN of a specific domain. MediaCentral User Management will then authenticate against the overall directory, allowing users from all imported domains to log in.

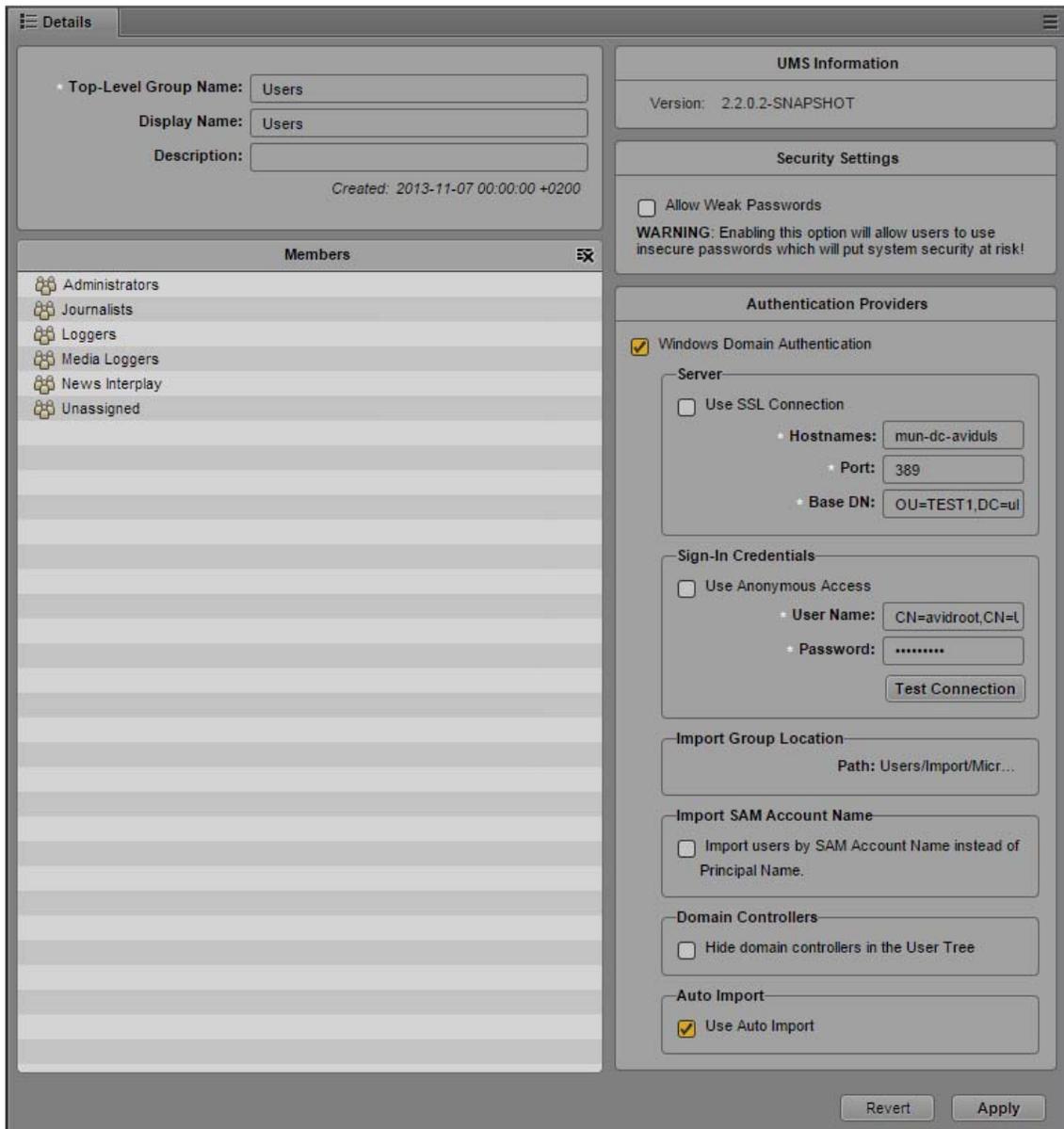
Administrators can set more than one Windows domain server for user authentication. This feature is useful for facilities that use mirrored LDAP servers, so that a backup is available if one server goes offline. In the Authentication Providers section in the Users layout, enter the computer names of the servers, separated by a comma but no space, in the Hostnames text box.



When users are imported into MCS, the user data is stored in the local user database. The fields in this database have a maximum limit of 255 characters. LDAP allows for some fields such as the “Distinguished Name” (DN) to be longer than 255 characters. If you find that some users do not import are not imported into MCS, verify that none of the fields associated with the domain user are longer than 255 characters.

To supply information about an authentication provider:

1. Sign in to MediaCentral UX as an administrator and select Users from the Layout selector.
2. In the user tree, double-click the top-level group Users.
3. In the Authentication Providers section of the Details pane, select the option Windows Domain Authentication.



 *The option “Allow Weak Passwords” does not apply to users imported from Active Directory. MediaCentral UX imports and uses the same sign-in credentials that are used in Active Directory.*

4. In the Server section, supply the following information:
 - (Optional) If the Active Directory uses Secure Sockets Layer (SSL) technology, select Use SSL Connection.
 - Type the hostname of the Windows domain server on which the user database is stored.

If you are using more than one Windows domain server for user authentication, enter the computer names of the servers, separated by a comma but no space.

- Type the port for the domain server. The default port is 389. For an SSL connection, the default port is 636.
- Type the Base DN (root location) where the import of the user tree should be started. When you begin the import procedure, the user tree is displayed and you can select the subgroups you want to import.

How you type the Base DN depends on how your Active Directory is configured and which domains you want to authenticate from. If you want to authenticate from multiple sub-domains, set the common root of the sub-domains instead of the Base DN of a specific domain.

For example, the common root of an Active Directory with multiple domains could be named “company.com” and could be divided into the domain components DC=company and DC=com. Type these entries separated by a comma, but no space:

DC=company,DC=com

For a specific sub-domain, you might type:

DC=company,DC=division,DC=com

5. In the Sign-In Credentials section, do one of the following:

- Select Use Anonymous Access. If you select this option, the User Name and Password fields in this section are inactive and not required.
- Type the user name and password of a domain user who has access to the domain server.

How you type the user name depends on how your Active Directory is configured. For example, you can specify the user “Administrator” in the group “Users” by typing the following, separated by a comma, but no space:

CN=administrator,CN=Users

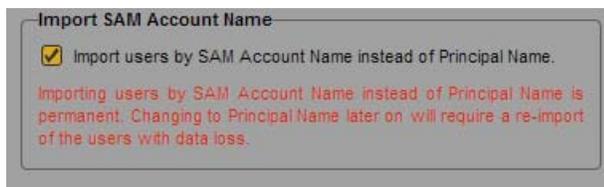
Your Active Directory can also be configured to use only a user name. In this case type the domain and the user name, for example:

DOMAIN-NAME\administrator

The password is represented by asterisks.

To test if your user name and password are correct, click Test Connection.

6. (Optional) If your facility uses SAM Account Names instead of the newer Active Directory Principal Names, select “Import users by SAM Account Name instead of Principal Name.” This configuration is specifically for those users who are used to logging into Interplay Production with the older Windows Domain style login.



If you later decide to change to Principal Name, you need to reimport users and the current settings will be lost.

- If you do not want to display the name of the Windows domain controller or controllers, select “Hide domain controllers in the user tree.”

If you select this option, domain controllers are hidden and merged. If you then try to delete a folder of users, the correct domain controller is unknown and an error message is displayed. To delete the folder, you need to deselect the option.

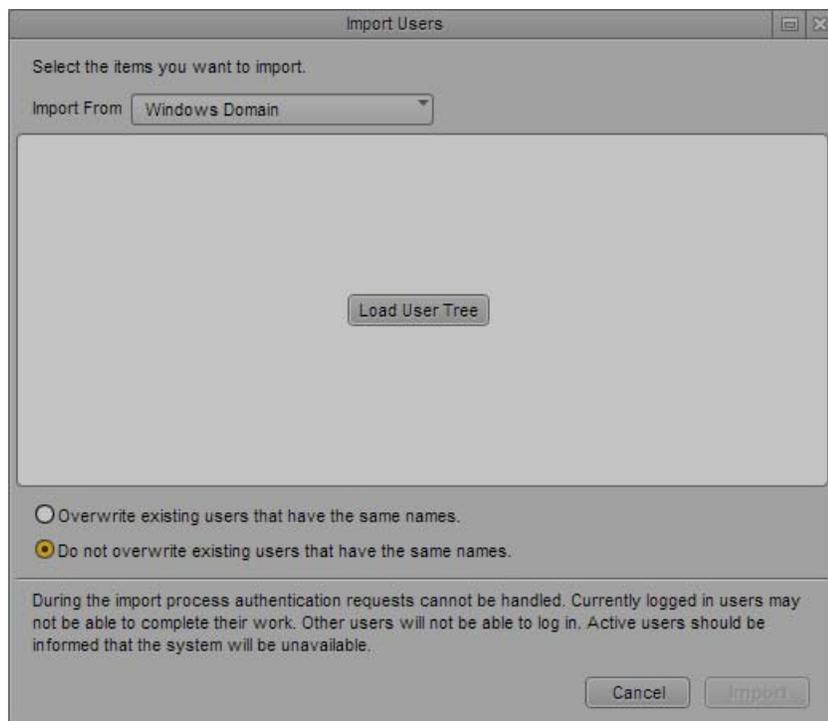
- If you want to automatically import new users from this Windows domain, select “Use Auto Import.” For more information, see [“Importing an Individual User” on page 70](#).
- Click Apply.

Clicking Apply saves the settings but does not import users.

To import users from a Windows domain:

- Click the User Tree Pane Menu button and select Import Users.

The Import Users dialog box opens.



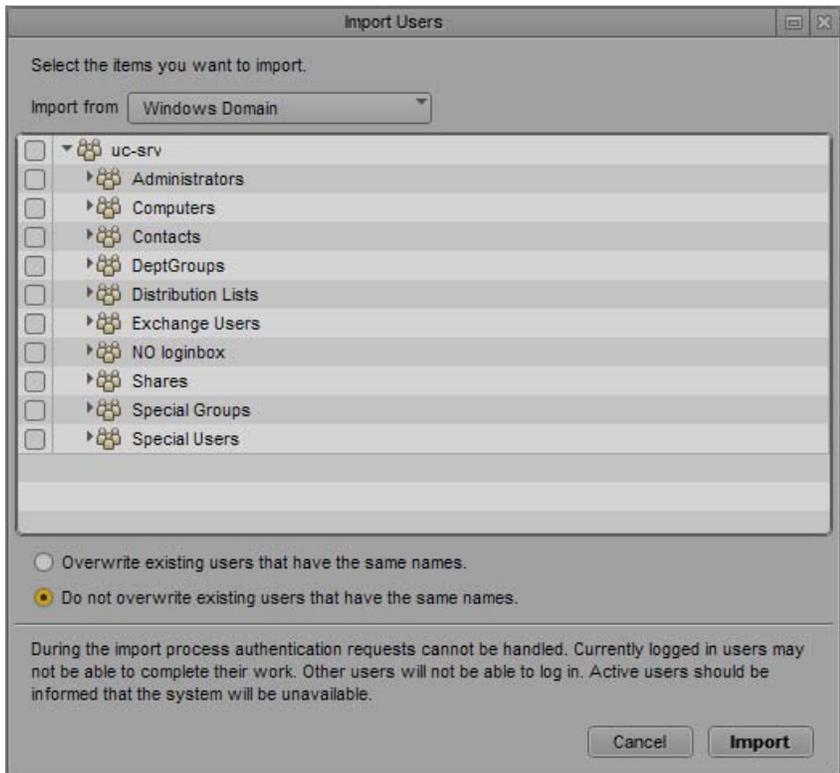
If you did not specify an authentication provider, the following message appears: “You have no authentication providers configured.” Click the Go to Authentication Providers button to display the Details pane and then complete the previous procedure.

- Select whether you want to overwrite existing users that have the same user names.

In most cases, especially when reimporting, select “Do not overwrite existing users that have the same names.” This option preserves any existing user settings.

- Click the Load User Tree button.

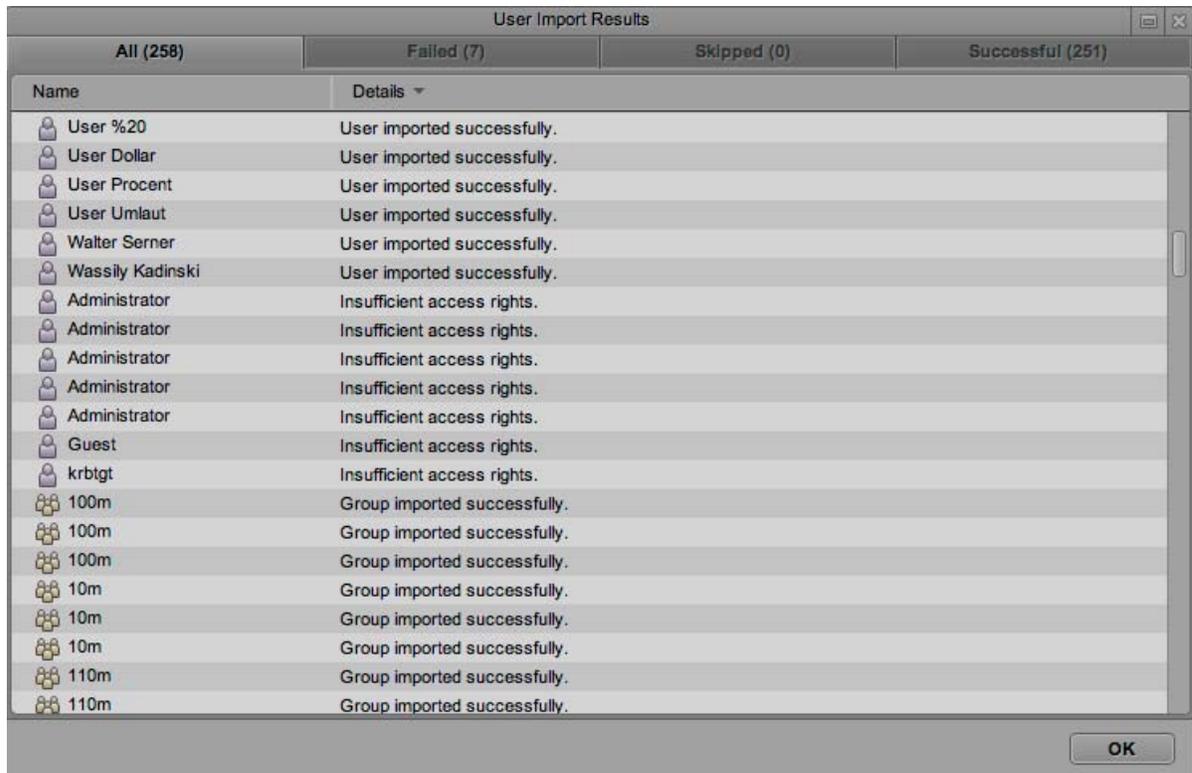
A bar displays the progress while the user tree is loading. When the loading is complete, the root of the user tree appears.



4. If necessary, click the triangle to expand a group and display subgroups. You can also use the maximize icon to expand the pane. Select the groups that you want to import, and click Import.

A message box displays the progress of the import. If the import process fails for any reason, such as a failure to connect to the Active Directory server, a message box describes the problem and gives you an option to retry.

If the import process is successful, the User Import Results dialog box opens.



There are four tabs:

- All: Lists all users and groups and their status
- Failed: Lists the users and groups that could not be imported and their status
- Skipped: If you selected “Do not overwrite existing users that have the same names,” lists the users and groups that were not imported because they already exist in the user database.
- Successful: Lists the users and groups that were successfully imported.

The following table explains some messages that can prevent a successful import. Check with the Active Directory administrator to resolve these problems.

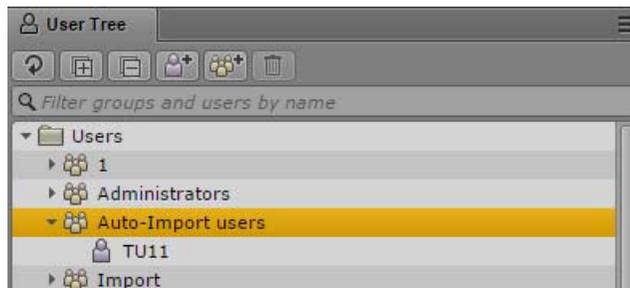
Message	Cause
Mandatory attribute ‘userPrincipalName’ not set.	The required userPrincipalName attribute of the user is empty. This can be caused by migrating pre-Windows 2000 users or by creating users without providing this attribute.
Insufficient access rights	The user account provided for the import does not have sufficient privileges to read the user information.

5. Click OK.

The selected group is imported in the user tree, in the folder named Users/Import/Microsoft/*full_qualified_name*. You can then assign imported users to other groups.

Importing an Individual User

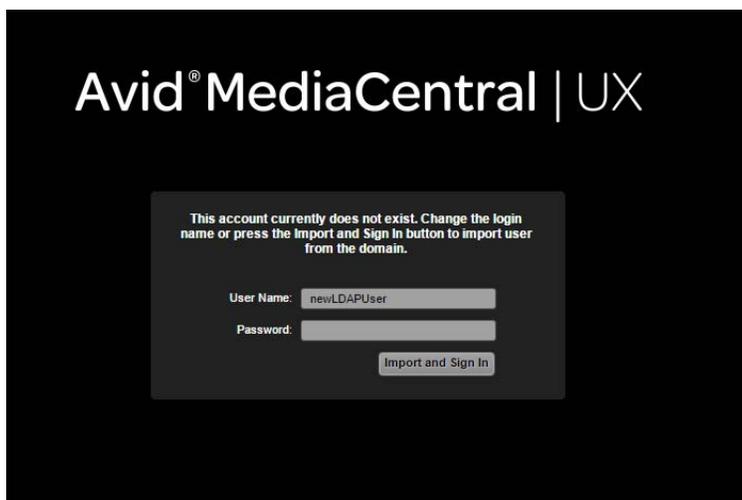
After an administrator successfully imports a group of users through Windows domain authentication, an additional user can be automatically imported through the MediaCentral UX sign-in screen without the need to import the entire group again. After the process is complete, the user is added to the “Auto-Import users” group. The following illustration shows this group with a user named TU11.



You can assign any role to this group. A user added to the group inherits any role and other permissions assigned to the group.

To import an individual user:

1. Make sure the Use Auto Import option is selected in the Users Details page. See [“Importing Groups of Users”](#) on page 64.
2. At the sign-in screen, a user whose user name is not in the MediaCentral user database signs in to MediaCentral, using the appropriate Windows domain user name and password. Another sign-in screen is displayed, as shown in the following illustration.



3. Click the Import and Sign-In button.

A message is displayed, the user is imported to the “Auto-Import users” folder, and the user is signed in with the role inherited from the “Auto-Import users” folder.

If the user name exists in Windows domain, but the user provides the wrong Windows password, the user is imported but the sign-in fails. The user can sign in again with the correct password. If the user provides a user name that does not exist in either the Windows domain or the MediaCentral user database, the user is not imported and the sign-in fails.

Creating a New User or Editing User Details

You can create individual users instead of importing a group of users. You can assign a user to one or more groups, including the Administrators group.

MediaCentral UX v2.1 introduced more secure password requirements. Starting with MediaCentral UX v2.2, administrators have the option of turning off this requirement. See [“Turning Off Secure Password Requirements”](#) on page 73.



If you create a user in the Administrators group, sign in as the created user, assign the Administrator role directly, remove the Administrators group from Groups, and click Apply, the system signs you out and you need to sign in again as a different user. The user you created is deleted from the Administrators group and moved to the Unassigned group.

To create a new user:

1. Sign in to MediaCentral UX as an administrator and select Users from the Layout selector.
2. Do one of the following:
 - ▶ In the user tree, select a group to which you want to add a new user, right-click, and select Create User.
 - ▶ Click the Create User button.
 - ▶ Click the Pane Menu button and select Create User.
3. In the Details pane, type the properties for the new user.

User Name, Password, and Confirm Password are required fields and are marked by small white stars. Other fields and settings are optional.

Note the following restrictions:

- Minimum length of user names: 1 character
 - Minimum length of passwords: 6 characters
 - Maximum length of user names and passwords: 255 characters
 - Passwords are case-sensitive.
 - Passwords cannot contain all or part of the user's account name.
 - Passwords cannot consist of spaces only.
 - Passwords must contain characters from three of the following four categories:
 - English uppercase characters (A through Z)
 - English lowercase characters (a through z)
 - Base 10 digits (0 through 9)
 - Nonalphanumeric characters (e.g., !, \$, #, %)
4. Select the options you want, such as "User must change password at next sign-in."
 5. (Optional) Add the new user to a group.

If you selected a group and then selected Create User, the group you selected is listed in the Groups section. To add the user to another group, drag the group icon from the user tree to the Groups section.

If you do not assign a user to a group, the user is added to the top-level group (Users).
 6. (Optional) Assign one or more roles to a user.

By default, a user inherits the role of the assigned group. This default role is not displayed until you save the new user. If you are working in a multi-zone environment, assign the appropriate role for each zone.

For more information, see ["Creating, Deleting, and Assigning Roles" on page 79](#).
 7. If you do not want to create the user, click Cancel.

This action clears the Details pane.
 8. When you are satisfied with the information, click Save or press Ctrl+S.

The user is added to the groups that you specified.

If you navigate away from the Details pane without clicking Cancel or Save, a message box asks if you want to apply your changes. Click Yes to apply changes, click No to ignore the changes, or click Cancel to go back to the Details pane and make additional changes.

To edit user details:

1. In the user tree, double-click a user or select the user and press Enter.

You can use the filter field (Ctrl-F) to locate the user. Use the Up and Down Arrow keys to move from the filter field to the user tree and back again.
2. Change the properties, options, membership, or roles.

For additional information about changing passwords, see ["Changing Passwords" on page 78](#).
3. If you want to cancel your changes and return to the last set of saved information, click Revert.
4. When you are satisfied with the information, click Apply or press Ctrl+S.

Turning Off Secure Password Requirements

Starting with MediaCentral UX v2.2, an administrator has the option of turning off the password complexity requirement in UMS. This is primarily for facilities that use Interplay Production, iNEWS, or Interplay MAM for user authentication, and users have passwords that do not conform to the MediaCentral UX v2.1 password strength requirement.

This is a site setting that affects all users except those authenticated through Active Directory.



Enabling this option allows insecure passwords that will put system security at risk.



Avid suggests that if a facility wants to have passwords in sync between multiple systems to set up a Windows Active Directory and synchronize all systems with Active Directory, rather than manually entering passwords in multiple places.

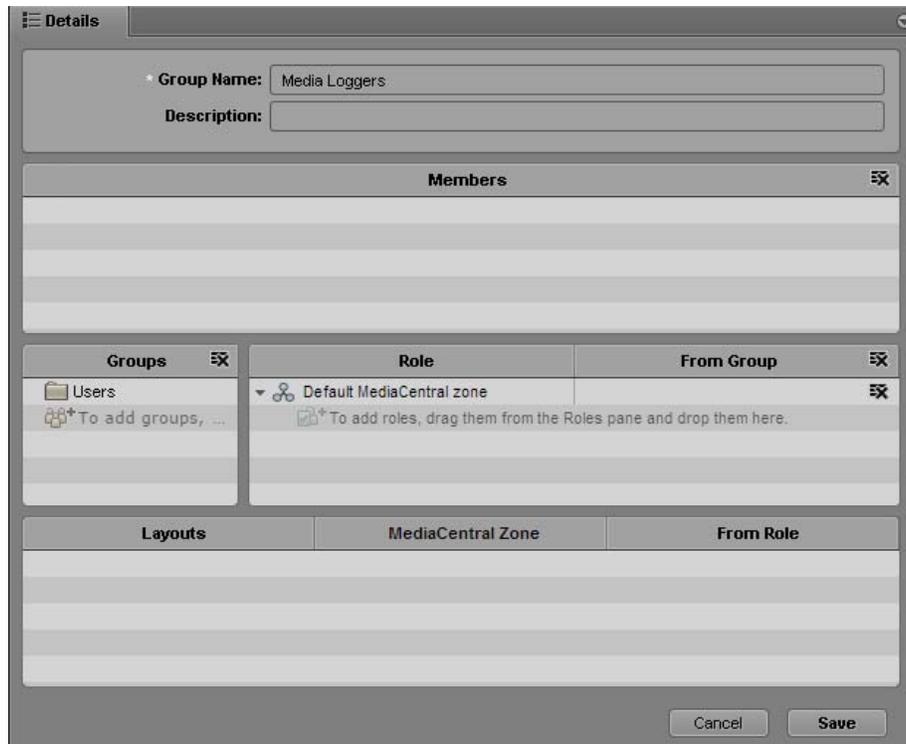
To turn off secure password requirements:

1. Sign in to MediaCentral UX as an administrator and select Users from the Layout selector.
2. In the user tree, double-click the top-level group (Users).
3. In the right-hand column of the Details pane, select Allow Weak Passwords.
4. Click Apply.

Creating a New Group or Editing Group Details

To create a new group:

1. Sign in to MediaCentral UX as an administrator and select Users from the Layout selector.
2. Do one of the following:
 - ▶ In the user tree, select the top-level group (Users) or another group to which you want to add a new group, right-click, and select Create Group.
The new group will be added to the selected group.
 - ▶ Click the Create Group button.
 - ▶ Click the Pane Menu button and select Create Group.
3. In the Details pane, type the properties for the new group.
Group Name is a required field (marked by a white star). Other fields are optional.



4. Add members to the new group by dragging users from the user tree to the Members section. Use Ctrl+click (Windows) or Command+click (Macintosh) to select multiple users, or Shift+click to select contiguous users.
To remove a user from the group, do one of the following:
 - Click the x next to the user's name
 - Select one or more users, right-click, and select Remove from Group.
 - Select one or more users, right-click, and press the Backspace key or the Delete key.



Removing a user through these actions does not delete the user from the database. You can delete a user or group from the database only through the user tree. See "Deleting Users and Groups" on page 77.

5. Assign one or more roles to the group.
By default, the group inherits the roles assigned to the parent group, unless the parent group is the top-level Users group. The top-level group cannot be assigned a role.
By default, members of the group inherit the roles assigned to the group. If you are working in a multi-zone environment, assign the appropriate role for each zone. For more information, see ["Creating, Deleting, and Assigning Roles" on page 79](#).
6. (Optional) If you want to make the group a member of another group, drag the new parent group from the user tree to the Groups section. To remove the parent group, click the x next to the group's name.
7. If you want to clear and close the Details pane before creating the group, click Cancel.
8. When you are satisfied with the information, click Save or press Ctrl+S.

To edit group details:

1. In the user tree, double-click a group.
2. Change the properties, membership, or roles.
3. If you want to cancel your changes and return to the last set of saved information, click Revert.
4. When you are satisfied with the information, click Apply or press Ctrl+S.

Adding a User to a Group

To add an existing user to a group, do one of the following:

- ▶ In the user tree, double-click a user, drag the group to the Groups section of the Details pane, and click Apply or press Ctrl+S.
- ▶ In the user tree, double-click a group, drag the user to the Members section of the Details pane, and click Apply or press Ctrl+S.

Use Ctrl+click (Windows) or Command+click (Macintosh) to select multiple users, or Shift+click to select contiguous users.

Removing a User from a Group

If you remove a user from a group, and the user is not a member of any other groups, the user is moved to the Unassigned group. You can reassign a user from the Unassigned group to another group or to the top-level group (Users). For more information, see [“Understanding the Unassigned Group” on page 77](#).



Removing a user through these actions does not delete the user from the database. You can delete a user or group from the database only through the user tree. See [“Deleting Users and Groups” on page 77](#).

To remove a user from a group by using a menu command:

1. In the user tree, click the turn-down arrow to open the group from which you want to remove the user.
2. Select the user you want to remove.

Use Ctrl+click (Windows) or Command+click (Macintosh) to select multiple users, or Shift+click to select contiguous users.
3. Do one of the following:
 - ▶ Right-click and select Remove from Group.
 - ▶ Click the Pane Menu button and select Remove from Group.

To remove a user from a group by using the user’s details:

1. In the user tree, click the turn-down arrow to open the group from which you want to remove the user.
2. Double-click the user you want to remove.
3. In the Groups section of the Details pane, select the group from which you want to remove the user.

4. Do one of the following:
 - ▶ Click the x next to the group's name.
 - ▶ Right-click and select Remove from Group.
 - ▶ Press the Backspace key or the Delete key.
5. Click Apply or press Ctrl+S.

To remove a user from a group by using the group's details:

1. In the user tree, double-click the group from which you want to remove the user.
2. In the Members section of the Details pane, select the user you want to remove from the group.
3. Do one of the following:
 - ▶ Click the x next to the group's name.
 - ▶ Right-click and select Remove from Group.
 - ▶ Press the Backspace key or the Delete key.
4. Click Apply or press Ctrl+S.

Removing Groups from Groups

If you remove a group from a group, and the group is not a member of any other groups, the group is moved to the Unassigned group. You can reassign a group from the Unassigned group to another group or to the top-level group (Users). For more information, see [“Understanding the Unassigned Group” on page 77](#).



Removing a group through these actions does not delete the group from the database. You can delete a user or group from the database only through the user tree. See [“Deleting Users and Groups” on page 77](#).

To remove a group from a group by using a menu command:

1. In the user tree, click the turn-down arrow to open the group from which you want to remove the group.
2. Select the group you want to remove.
 - Use Ctrl+click (Windows) or Command+click (Macintosh) to select multiple groups, or Shift+click to select contiguous groups.
3. Do one of the following:
 - ▶ Right-click and select Remove from Group.
 - ▶ Click the Pane Menu button and select Remove from Group.

To remove a group from a group by using the group's details:

1. In the user tree, double-click the group you want to remove.
2. In the Groups section of the Details pane, select the group from which you want to remove the group.
3. Do one of the following:
 - ▶ Click the x next to the group's name.
 - ▶ Right-click and select Remove from Group.
 - ▶ Select the group and press the Backspace key or the Delete key.

4. Click Apply or press Ctrl+S.

To remove a group from a group by using the parent group's details:

1. In the user tree, double-click the group from which you want to remove the group.
2. In the Members section of the Details pane, select the group you want to remove from the group.
3. Do one of the following:
 - ▶ Click the x next to the group's name.
 - ▶ Right-click and select Remove from Group.
 - ▶ Press the Backspace key or the Delete key.
4. Click Apply or press Ctrl+S.

Understanding the Unassigned Group

A group labeled Unassigned is included by default as a member of the top-level group (Users). The Unassigned group holds users and groups that have been removed from all other groups.

The Unassigned group is a system group and thus you cannot rename it, move it, delete it, or make it a member of another group. You cannot manually add or remove users or groups. You can reassign the users or groups in the same way that you assign users and groups to other groups. (For more information, see [“Creating a New User or Editing User Details” on page 71](#) and [“Creating a New Group or Editing Group Details” on page 73](#).) After you reassign the users or groups, they are removed from the Unassigned group.

If a group is moved to the Unassigned group, the group and its members are moved to the Unassigned group. Members of this group can be members of other groups. In other words, only the group is unassigned.

Deleting Users and Groups

When you delete a user or a group, the user or group is permanently deleted from all groups of which it is a member. If you delete a user that was imported, the user can be reimported during the next import sync operation.

If you delete a group, members of the group are not deleted. Members that belong to other groups remain as members of the other groups. Members that are not members of other groups are moved to the Unassigned group.

If you delete a group that contains one or more subgroups, the subgroups remain in the user tree. A subgroup might remain as a member of a different group or, if the subgroup is not part of a different group, it is moved to the Unassigned group.

If you imported users from a Windows domain, users deleted from the Windows domain are not automatically deleted from the MediaCentral UX user database and they are not deleted if you perform another import. You need to disable or delete the accounts manually.

An administrator cannot delete a domain controller group imported from an Active Directory system. You can delete all members of the group, but you cannot delete the group itself.

To delete a user:

1. In the user tree, select a user. You can use the filter field (Ctrl-F) to locate the user. Use the Up and Down Arrow keys to move from the filter field to the user tree and back again.
Use Ctrl+click (Windows) or Command+click (Macintosh) to select multiple users, or Shift+click to select contiguous users.
2. Do one of the following:
 - ▶ Click the Delete button.
 - ▶ Right-click and select Delete.
 - ▶ Click the Pane Menu button and select Delete.
 - ▶ Press Ctrl+Delete.



If one user is selected in the user tree, and a different user is displayed in the Details pane, the user selected in the user tree is deleted.

To delete a group:

1. In the user tree, select a group. You can use the filter field (Ctrl-F) to locate the group. Use the Up and Down Arrow keys to move from the filter field to the user tree and back again.
Use Ctrl+click (Windows) or Command+click (Macintosh) to select multiple groups, or Shift+click to select contiguous groups.
2. Do one of the following:
 - ▶ Click the Delete button.
 - ▶ Right-click and select Delete.
 - ▶ Click the Pane Menu button and select Delete.
 - ▶ Press Ctrl+Delete.



If one group is selected in the user tree, and a different group is displayed in the Details pane, the group selected in the user tree is deleted.

Changing Passwords

Stronger password requirements were introduced in MediaCentral UX v2.1. These requirements do not affect passwords for MediaCentral users whose accounts were created in MediaCentral UX v2.0.x or earlier. The new requirements are enforced when user passwords are changed or created in MediaCentral UX v2.1.

These requirements do not apply to passwords for users imported from Active Directory. These users use their Active Directory credentials.

To change a user's password:

1. In the user tree, double-click the user whose password you want to change or select the user and press Enter.
You can use the filter field (Ctrl-F) to locate the user. Use the Up and Down Arrow keys to move from the filter field to the user tree and back again.
2. In the Details pane, click Change Password.
3. In the Change Password dialog box, type the new password, and then type it again in the Confirm Password text box.

Note the following restrictions:

- Minimum length of user names: 1 character
- Minimum length of passwords: 6 characters
- Maximum length of user names and passwords: 255 characters
- Passwords are case-sensitive.
- Passwords cannot contain all or part of the user’s account name.
- Passwords cannot consist of spaces only.
- Passwords must contain characters from three of the following four categories:
 - English uppercase characters (A through Z)
 - English lowercase characters (a through z)
 - Base 10 digits (0 through 9)
 - Nonalphanumeric characters (e.g., !, \$, #, %)

4. Click OK or press Enter.

Creating, Deleting, and Assigning Roles

The Users layout includes a pane labeled Roles.

In MediaCentral UX, a *role* is a set of features, privileges, and layouts that are assigned to a user by a MediaCentral UX administrator. An administrator can create MediaCentral UX roles based on roles within an organization. The following topics describe how to manage roles:

- [“Default Roles” on page 79](#)
- [“MediaCentral | UX Client Licensing” on page 80](#)
- [“Creating and Deleting Roles” on page 82](#)
- [“Assigning Roles” on page 83](#)
- [“Assigning Layouts to a Role” on page 85](#)

Default Roles

MediaCentral UX includes the following default roles.

Role	Default Layouts
Administrator	Cut, Media Distribute (if installed), Log, Research, Rundown, Story, System Settings, Users
Journalist	Research, Rundown, Story
Media Logger	Log

The Media | Distribute installation and configuration process creates additional roles. For more information, see the *Media | Distribute Installation and Configuration Guide*.

An administrator can change the layouts for a role. See [“Creating and Deleting Roles” on page 82](#).

MediaCentral | UX Client Licensing

MediaCentral UX requires a user to be assigned one of the following licenses:

- Base License: Can connect to only one system during a session: iNEWS, Interplay MAM, or Interplay Production.
- Advance License: Can connect to any or all systems during a session: iNEWS, Interplay MAM, and Interplay Production.

Beginning with MediaCentral UX v2.1, there is no restriction on the features and functionality of the product as a result of the type of license. This situation applies to both the Web application and the mobile applications. Note, however, that if a user has access to only one system, layouts and panes specific to another system might be available but will not be functional.



You need to use an Advance license to use the indexed search and to access the central index when you are connecting to multiple systems within your MediaCentral environment. However, if you have only one system in the index and this system is your local system, and you use a Base license for the system type of the index, then you can use Media Index with a Base license.



Earlier versions of MediaCentral UX used a different way of assigning licenses. Beginning with Interplay Central v1.5, you need to reassign licenses based on roles.

Running MediaCentral | UX and Interplay Production Concurrently

A client workstation can use a single license to run MediaCentral UX and Interplay Production client applications concurrently. For example, a user can run both MediaCentral UX and Interplay | Access while using a single MediaCentral UX license. For more information, see the *Interplay | Engine and Interplay | Archive Engine Configuration Guide*.



To run applications concurrently with a single license, the client workstation must be connected to the same LAN as the MediaCentral server. The client workstation must have a correct DNS entry and the MediaCentral server must be configured to resolve the client workstation's host name.

Installation

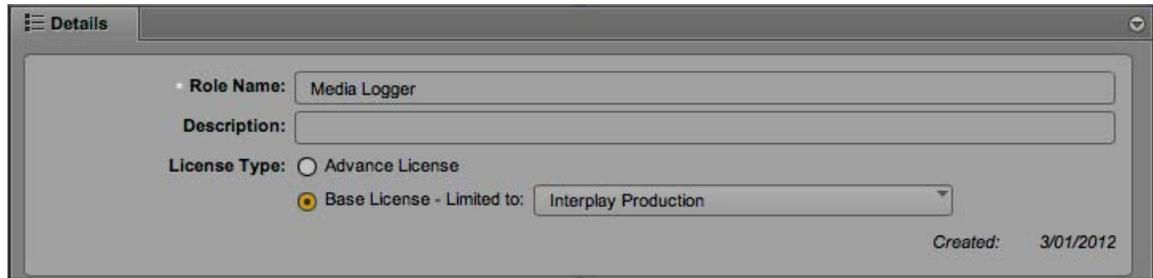
Licenses are installed on an iNEWS server or an Interplay Production server, or both. No licenses are installed on the MediaCentral Services server. For Interplay Production, the license types are Key-J (base license) and Key-G (advance license).

See the *MediaCentral Platform Services Installation and Configuration Guide* for information on installing licenses.

Assigning Licenses

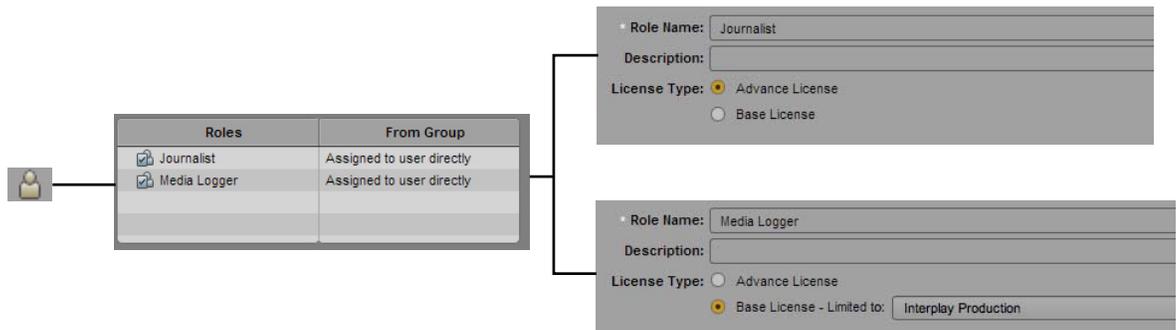
After licenses are installed, a MediaCentral UX administrator assigns a license to a role. The two license types are displayed in the Details pane of the Users layout:

- Advance License
- Base License. The Base License includes a drop-down menu that lets you select either Interplay Production, Interplay MAM, or iNEWS.



An administrator can assign multiple roles to a user. Multiple-role assignments can help license management by letting the user consume either a Base or an Advance license, depending on the work that needs to be done and the licenses that are available.

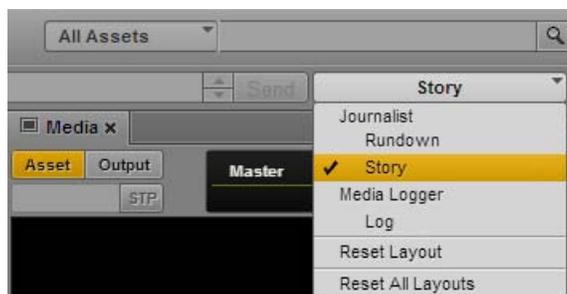
The following illustration shows an example of a multiple-role assignment. By default, the Journalist role is associated with an Advance license, and the Media Logger role is associated with a Base license. An administrator can assign both Journalist and Media Logger roles to a user, as shown in the following illustration.



Which license the user consumes is determined by the role the user selects after signing in. This selection depends on the MediaCentral UX application you are using:

- For the MediaCentral UX Web application, the user selects a different role by choosing a layout assigned to that role in the Layout selector.
- For the MediaCentral UX iOS applications, the user selects a different role by choosing the role in the role switcher.

The following illustration shows the Layout selector for the MediaCentral UX Web application. The Layout selector shows two roles, Journalist and Media Logger, with different layouts assigned to each role.



If the user selects the Story layout, the user is working as a Journalist and is consuming an Advance license. If the user switches to the Log layout, the user is then working as a Media Logger and is consuming a Base license.

You can open only those panes that are available through the license you are currently using. If a pane that is not available is open, such as through the Reset Layout command, a message is displayed in the center of the pane that reads “The *pane_name* is not available for your license type.”

An administrator can assign the same layout to roles that use different licenses. Changing from one license type to another can also cause some panes to be unavailable.

If a user changes to a different role, the visibility of systems in the Launch pane might also change, based on the license assigned to the role. For example, if a user switches from a role that is assigned an Advance license (and allows access to more than one Interplay MAM system) to a role that is assigned a Base license, only one of the Interplay MAM systems remains visible in the Launch pane.

This behavior also applies if you receive an Interplay Production link through the MediaCentral UX Messenger and you do not have a license that allows access to the Interplay Production database. A message is displayed that reads “You do not have permission to view this asset.”

Creating and Deleting Roles

The three default roles are Administrator, Media Logger, and Journalist. You can create additional roles and name them as you like. You cannot rename or delete the Administrator role.



In Interplay Central v1.2.x and earlier, the names of roles were case-sensitive. As a result, the roles Journalist and JOURNALIST were treated as separate roles. In Interplay Central v1.3 and later, names of roles are no longer case-sensitive and cannot be duplicated. If you upgraded from a version earlier than Interplay Central v1.3, any duplicate roles were renamed, for example, JOURNALIST DUPLICATE_d8abb. You can rename this role to something more meaningful.

To create a role:

1. Select Users from the Layout selector.
2. Click the Roles pane.
3. Do one of the following:
 - ▶ Click the Pane Menu button and select Create Role.
 - ▶ Click the New Role button.
4. In the Details pane, type a name for the role.
This field is required.
5. (Optional) Type a description of the new role.
6. Select one of the following license types for the role:
 - Advance
 - Base

For more information on license types, see [“MediaCentral | UX Client Licensing” on page 80](#).
7. Click the Layouts pane, select the layout or layouts you want to assign to the role, and drag them to the Layouts section.

The layout is added to the Layouts list.

8. Click Save or press Ctrl+S.

The role is added to the list in the Roles pane.

To delete a role:

1. Select Users from the Layout selector.
2. Click the Roles pane.
3. Select the role you want to delete.
4. Do one of the following:
 - ▶ Click the Pane Menu button and select Delete Role.
 - ▶ Right-click and select Delete Role.
 - ▶ Press the Backspace key or the Delete key.

A confirmation box asks if you want to delete the selected role.

5. Click Yes or press Enter.

The role is deleted.

Assigning Roles

You can assign roles in two ways:

- In the Role Details pane
- In the User or Group Details pane.

You can assign roles by dragging and dropping.

If you are working in a multi-zone environment, a user needs at least one role in a zone to sign in to the server for that zone. The same user can have different roles in different zones.

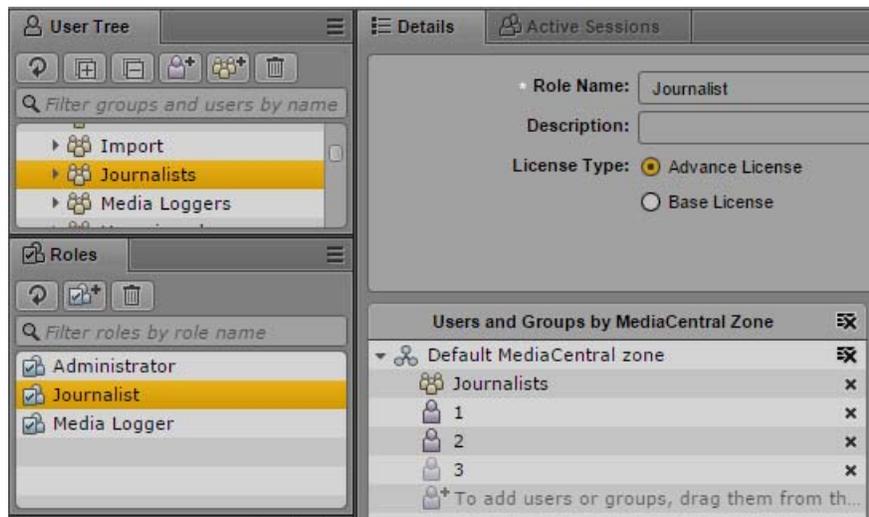
To assign a role in the Role Details pane:

1. Select Users from the Layout selector.
2. In the Roles pane, do one of the following:
 - ▶ Double-click the role that you want to assign to a user or group.
 - ▶ Use the arrow keys to select the role, then press Enter.

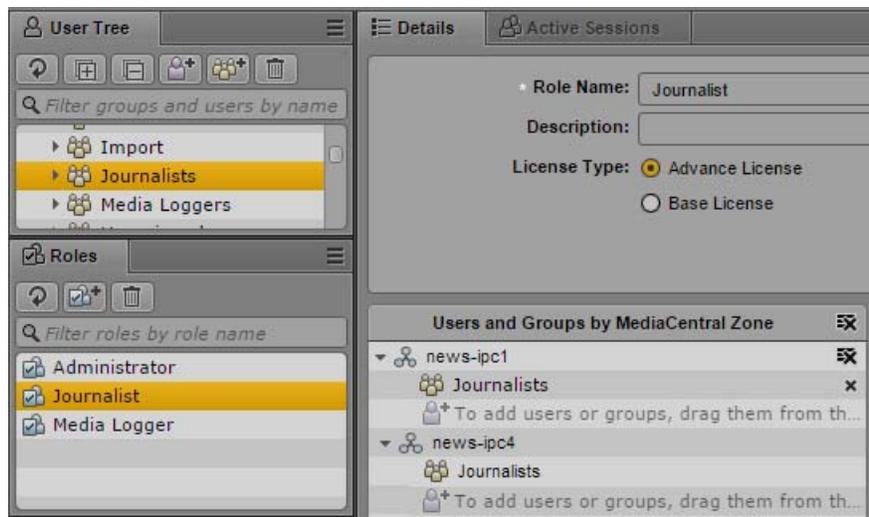
Information about the role is displayed in the Details pane.

3. Click the User Tree pane.
4. Select the user or group to which you want to assign the role and drag it to the Users and Groups section of the Details pane.

The following illustration shows the Journalists group assigned the role Journalist.



The following illustration shows the Journalists group assigned the role Journalist in two zones: news-ipc1 and news-ipc4.



5. Click Apply or press Ctrl+S to save your changes, or click Revert to cancel your changes.

To assign a role in the User or Group Details pane:

1. Select Users from the Layout selector.
2. In the user tree, double-click a user or select the user and press Enter.
You can use the filter field (Ctrl-F) to locate the user. Use the Up and Down Arrow keys to move from the filter field to the user tree and back again.
3. Click the Roles tab.
4. Select the role you want to assign to the user or group and drag it to the Role section of the Details pane.

The following illustration shows the Journalists group assigned the role Journalist.

Groups	Role	From Group
Users	Default MediaCentral zone	
To add groups, dr...	Journalist	Assigned to group directly
	To add roles, drag them from the Roles pane and drop them here.	

The following illustration shows the Journalists group assigned the role Journalist in both zones of a multi-zone configuration.

Groups	Role	From Group
Users	news-ipc1	
To add groups, dr...	Journalist	Assigned to group directly
	To add roles, drag them from the Roles pane and drop them here.	
	news-ipc4	
	Journalist	Assigned to group directly
	To add roles, drag them from the Roles pane and drop them here.	

- Click Apply or press Ctrl+S to save your changes or click Revert to cancel your changes.

The From Group column shows if the role is assigned directly (“Assigned to group directly”) or inherited from a parent group. If a role is inherited, the parent group is listed in the From Group column.

If you create a user in the Administrators group, sign in as the created user, assign the Administrator role directly (not inherited), remove the Administrators group from Groups, and click Apply, the system signs you out and you need to sign in again as a different user. The user you created is deleted from the Administrators group and moved to the Unassigned group.

To remove a role, select the role and do one of the following:

- Click the x to the right of the role.
- Right-click and select Revoke Role.



The Revoke Role option works with multiple selections. This option skips roles that cannot be deleted, for example the default Administrator role for the Administrators group or any other role inherited from a group.

The only way to remove roles inherited from a group is to remove the user or group from that group.

- Press the Backspace key or the Delete key.

Assigning Layouts to a Role

The Users layout includes a pane labeled Layouts. Layouts are defined by the MediaCentral UX plug-ins, so the list varies according to which plug-ins are installed. For example, installing the MAM Connector adds the Research layout. For a list of layouts, see [“Available Layouts: Administrators and Users” on page 60](#). Administrators or users cannot create new layouts.

If you create a new role (as described in “Creating and Deleting Roles” on page 82), you need to assign at least one layout to the role. You can later assign additional layouts to the role. You assign layouts to a role, not to an individual user.

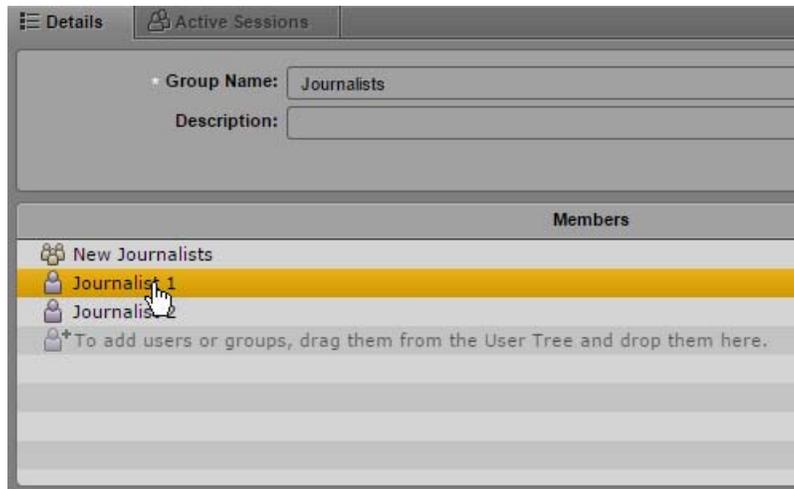
To assign a layout to a role:

- ▶ Click the Layouts pane, select the layout or layouts you want to assign to the role, and drag them to the Layouts section.

The layout is added to the Layouts list.

Displaying Information in the Details Pane

You can double-click users, groups, or roles in the Details pane to select the item in the User Tree pane, and display information about the item in the Details pane. For example, in the following illustration, if you double-click Journalist 2, information about the user Journalist 2 is displayed in the Details pane.



Viewing and Ending Active Sessions

A MediaCentral UX administrator can view a list of users who are currently signed in to the MediaCentral UX Web application, along with information such as their IP address, when they logged in, and when they were last active. If a user has more than one session open in a browser, all sessions are shown. The following illustration shows an example, sorted by user name in the Session ID column. The user named osprey-user has more than one session open.

Session ID ^	Client IP	Role	License	Logged in	Last Active
Administrator					
7323677685324982971	10.103.32.108	Administrator	Advance	2014-11-06 16:42	2014-11-06 17:01
JohnV					
-1138878078164004753	10.101.33.158	Administrator	Advance	2014-11-06 17:02	2014-11-06 17:03
osprey-user					
-265831386152201498	10.105.246.239	Journalist	Advance	2014-11-06 16:57	2014-11-06 16:58
-3892834590594650395	10.105.246.239	Journalist	Advance	2014-11-06 17:02	2014-11-06 17:02

The administrator has the option to end one or more sessions. If more than one session is open for a user, the administrator can choose to end individual sessions or all sessions.



A user can have multiple roles assigned, of which only one is active at any time. A user can select a different role by choosing a layout assigned to that role in the Layout selector. When the user switches the role, the old session stays active until it automatically times out after five minutes. This might cause multiple sessions for that user to appear in the Active Sessions view.



Ending a user session can cause data loss if the user has not saved all changes. For example, the auto-save feature does not work for stories and sequences.

To view active sessions:

1. Open the Users layout.
2. Click the Active Sessions pane. If the pane is not open, select Panes > Active Sessions.
3. Click the Refresh button to display the most recent information.

You can use the filter field (Ctrl-F) to filter sessions by user login or name, logged in date, or last active date. You can sort each column by clicking on the column heading.

To view details about a user, do one of the following:

- ▶ Right-click a session and select Show User Details.
- ▶ Select a session, click the Pane Menu button, and select Show User Details.

To end one or more sessions:

1. Select one or more sessions.

Click the user name to select all sessions. Use Ctrl+click (Windows) or Command+click (Macintosh) to select multiple sessions, or Shift+click to select contiguous sessions.

2. Do one of the following:

- ▶ Click the End Session(s) button.
- ▶ Right-click and select End Session(s).
- ▶ Click the Pane Menu button and select End Session(s).
- ▶ Press Ctrl+Delete.

A confirmation box is displayed.

3. Click the End session(s) button or press Enter.

The session is ended on the server. The operation skips sessions that cannot be ended (such as your own session).

After a short delay (up to a minute), a message box is displayed on the selected clients that reads “Your session has been terminated. You will be redirected to the Sign-in screen.”

4. The user must click the Sign Out button.

3 Monitoring and Troubleshooting

The following topics include information that you can use for monitoring and troubleshooting:

- [Log Files](#)
- [Troubleshooting Send-to-Playback Problems](#)
- [Troubleshooting Mixdown Problems](#)

Log Files

The following sections list some useful log files. Not all log files are listed.

For information about log files related to a server cluster, see the *Avid MediaCentral Platform Services Concepts and Clustering Guide*.

MediaCentral Middleware Service

Log files for the MediaCentral Middleware Service are located in the following folder on the MediaCentral Services server:

```
/var/log/avid/avid-interplay-central
```

There are several sets of log files, which are described in the following table.

Log File	Description
interplay_central_n.log	Contains the main log messages. The folder contains a maximum of ten files, numbered from 0 (most recent) to 10.
client/client-yyyy_mm_dd.n.log	<p>Contains log messages pertaining to the client application. The folder contains a maximum of ten files, numbered from 0 (most recent) to 10.</p> <p>Prior to Interplay Central v1.5, this information was in the interplay_central_n.log file</p> <p>If necessary, you can disable client logging by adding a property to the application.properties file:</p> <pre>/opt/avid/etc/avid/avid-interplay-central/config/application.properties</pre> <p>Add the following line:</p> <pre>system.clientLoggingEnabled=false</pre> <p>If the application.properties file does not exist, you need to create it. For more information, see the <i>MediaCentral Platform Services Installation and Configuration Guide</i>.</p>
jetty-yyyy_mm_dd.request.log	Contains logs of all HTTP requests to Jetty.

Log File	Description
performance/performance.yyyy-MM-dd.csv.log	Contains HTTP performance statistics when enabled. Logging is disabled by default; contact Avid for instructions for enabling. The folder contains log files for the last 7 days.
performance/performance.yyyy-MM-dd.csv.tree.log	

MediaCentral User Management Service

Log files for the MediaCentral User Management Service are located in the following folder on the MediaCentral Services server:

```
/var/log/avid/avid-ums
```

These logs are described in the following table.

Log File	Description
audit.log	Contains information about changes in roles, users, and groups, such as when a user has been created.
importer.log	Contains information about import issues.
service.log	Contains general log output and issues for the User Management Service.
session.log	Contains information related to user sessions.

MediaCentral Distribution Service

Log files for the MediaCentral Distribution Service are located in the following folder on the server where you installed the MediaCentral Distribution Service:

```
C:\ProgramData\Avid\MediaCentral Distribution Service
```

These logs are described in the following table:

Log File	Description
STPService_ <i>nn</i> .log	Contains log messages from the MediaCentral Distribution Service.
STPTimerTask_ <i>nn</i> .log	Contains log messages from the MediaCentral Distribution Service's automatic clean-up of job status.

MediaCentral Playback Service

Log files for the MediaCentral Playback Service are located in the following folder on the MediaCentral Services server:

```
/var/log/avid
```

The most useful logs are described in the following table:

Log File	Description
edit.log	Contains information about the streaming service.
isis.log	Contains information about access to ISIS shared storage.
jips.log	Contains information about the Interplay gateway.
spooler.log	Contains information about the dynamic resolver service.

Also, log files for the Avid AAF service are created in the following subfolder:

```
/var/log/avid/avid-aaf-gen
```

Log files are created in the following subfolder for each instance of the service:

Log File	Description
/log_n/avid_aaf_gen_n.log	Contains information about the Avid AAF service, created in a subfolder.

MediaCentral Common Services

Log files for common services used in MediaCentral (messaging and e-mail forwarding) are located in the following folder on the MediaCentral Services server:

```
/var/log/avid/acs
```

These logs are described in the following table:

Log File	Description
avid.acs-messenger.log	Contains log messages from the MediaCentral messaging service.
avid.acs-mail.log	Contains log messages from the e-mail forwarding service.

MCPS Manager Service

Log files for the MCPS Manager Service are located in the following folder on the MediaCentral Services server:

```
/var/log/avid/avid-icps-manager
```

These logs are described in the following table:

Log File	Description
avid-icps-manager.log	Contains log messages from the MCPS Manager service.
avid-icps-manager-err.log	Contains service startup errors.

MediaCentral | UX iPad and iPhone Applications

You can create a log file for the MediaCentral UX iPad or iPhone application and send it to Avid support by opening the Settings for MediaCentral UX and turning on the Logging setting.

- If set to On, MediaCentral UX keeps logs on session activities, which you can use to troubleshoot issues. Use the Logging Level setting to determine how much information is logged.
If you tap the Actions button, a Send Log option appears that lets you e-mail the logs directly to Avid.
- If set to Off (default), logging and the Send Log option are disabled.

If the log file is more than 15 MB, you cannot send it directly. Use the iTunes File Sharing feature:

1. Connect your device to a Macintosh computer.
2. Open iTunes and navigate to Device > Apps.
3. In the Avid Central Documents list, select the Logs folder.
4. Click “Save to” or drag the folder to a location on your computer.
5. Zip the folder and send it to Avid as an e-mail attachment.

Troubleshooting Send-to-Playback Problems

For information to help you troubleshoot send-to-playback (STP) problems, see the following Avid Knowledge Base page:

http://avid.force.com/pkb/articles/en_US/Troubleshooting/Troubleshooting-MediaCentral-UX-Send-to-Playback

Troubleshooting Mixdown Problems

Use the following table to help you solve MediaCentral |UX sequence mixdown problems.

Problem or Error Message	Probable Cause	Solution
Message: "Not all source media found or needed transcoding."	The Interplay Transcode profile specifies a Transcode mode other than Mixdown	Use a profile that specifies Mixdown mode.

A User Management Utility Tools

The MediaCentral User Management Utility tools are programs that an administrator runs as `root` from a command line on the Linux server that is running the User Management service, `avid-ums`.

Special Characters

Be careful when using special characters in path names and when resetting the administrator password using this command line utility. Some characters will not be processed correctly.

If you need to use special characters such as `"/[]:;|=,+* < > ? &` or an empty space in a parameter, enclose the parameter in either single quotes (`'`) or double quotes (`"`). For example, to produce `para*meter`, type `"para*meter"`.

If you need to use quotes in a parameter, do the following:

- To produce double quotes within double quotes, use a backslash as an escape character. For example, `"para\"meter"` results in `para"meter`.
- To produce a single quote within single quotes, use single quotes and a backslash as an escape character. For example, `'para\'meter'` results in `para'meter`.
- For quotes that do not match the enclosing quotes, do not use an escape character. For example, `"para'meter"` results in `para'meter`.

Commands

Utility Tool Command	Options	Description
<code>avid-ums-reset-admin-password</code>	<code>NEW_PASSWORD</code>	Resets the password for the default MediaCentral administrator account.
<code>avid-ums-statistics</code>		Returns MediaCentral User Management Service statistics.
<code>avid-ums-create-role</code>	<code>ROLE_NAME</code> <code>ROLE_DESCRIPTION</code> <code>LICENSE</code> <code>[LAYOUT1][LAYOUT2]...[OPTIONS]</code> <code>-p, --admin-password <arg></code>	Creates a role and assigns licenses and layouts to the role. Specifying one or more layouts is optional.

Utility Tool Command	Options	Description
avid-ums-backup	BACKUP_FILE [options] -pp, --postgres-superuser-password <arg> -pu, --postgres-superuser-name <arg>	Performs a backup of the UMS database to a file that can be restored later. This command can be used for manual backup or as part of an automated backup. For instructions on backing up and restoring MediaCentral databases, see the <i>MediaCentral Platform Services Installation and Configuration Guide</i> .
avid-ums-restore	BACKUP_FILE [options] -pp, --postgres-superuser-password <arg> -pu, --postgres-superuser-name <arg>	Restores the UMS database from the supplied file. If a user database already exists, it will be replaced by the restored one.

For information on a specific command, type the following:

```
[root]# avid-ums-[UTILITY_TOOL_NAME]
```

MediaCentral Glossary

A

Administrators group

A default group used for MediaCentral UX user management that contains users with administrative privileges.

active angle

In a group clip, the camera angle selected for single-angle view and the angle displayed when you add the clip to a sequence.

advanced sequence

A sequence you create in MediaCentral UX that includes a timeline with one video track and user-specified audio tracks. By default, these tracks are named NAT, SOT, and VO for use with iNEWS stories. However, you can rename these and use the sequence independently from an iNEWS story

angle

In a group clip, one of the individual clips, each of which has a different camera angle.

area

A section of the MediaCentral UX Web application. You can customize the application to reduce or expand the number of areas. Also referred to as a *pane area*.

asset

An object that you can use to create stories and sequences. There are different types of assets, such as video media, audio media, graphics, images, and text. Asset usually refers to objects or also lists of objects, such as rundowns, that are stored in an asset management database.

Asset mode

If you click the Asset button in the Media pane, you can view media for the currently loaded asset and use controls that apply specifically to assets, such as controls for setting In and Out points. Compare with the definition of [Output mode](#).

Assets pane

A pane in the client application that displays assets. These assets can result from a search or from browsing. Assets are displayed in a folder hierarchy, if applicable to the assets displayed.

associations

Relations between assets that help structure your Interplay MAM assets. Associations also allow easy and quick navigation (without searching) between assets. The associations available are determined by the underlying Interplay MAM data model.

Associations pane

A pane in the client application that shows all assets that are associated with the selected Interplay MAM asset. You can review, change, and delete the displayed associations and navigate and browse the associated assets.

audio follows video

An audio setting that allows the audio mapping for a track in a group clip to automatically “follow” any active angle change and use the audio from the new active angle.

authentication provider

A server that checks the credentials (user name and password) of a user and allows access. A MediaCentral UX administrator designates an authentication provider for imported users, such as a Windows Domain server.

B

basic sequence

A sequence you create in MediaCentral UX that includes a timeline with one video track and one audio track. This single audio track represents all source audio tracks. Typically you use it to create a simple sequence (sometimes referred to as a cut list, a shotlist, or an EDL).

C

carrier

In Interplay MAM, a physical medium that stores essence files. Carriers can be disks, tapes, or even entire tape archive systems. The scope of a carrier depends on the granularity that is required to access an essence.

Closed Captioning pane

A pane that displays closed captions for the Interplay Production asset loaded in the Media pane. The Closed Captioning pane lists timecode and text for the closed captions and includes controls for importing, exporting, editing, and positioning.

Contacts list

In the Message bar, a list of iNEWS users from which you can select a recipient of a message.

Cue List

The area in the Script Editor in which the journalist adds or edits production cues and machine control events, such as those for a character generator (CG).

D

Details pane

A pane in the Users layout and the System Settings layout that displays information and settings for a selected item.

drop zone

The part of an area into which you can move a pane. Each area has five drop zones: center, top, bottom, left, and right.

E

Edit Decision List (EDL)

Basic sequence created in Interplay MAM Desktop. See [basic sequence](#).

edit while capture (EWC)

See [Frame Chase editing](#).

essence

In Interplay MAM, “essence” describes the pure media data of an asset without any descriptive metadata, for example, a video file. Essences are organized in essence packages. You can display essences and edit their properties in the [File Info pane](#).

essence package

In Interplay MAM, an essence package is a group of essences classified semantically. Each essence package contains a class of essences that represent the same content and share the same general purpose. One essence package is defined as the representative essence package of the asset. The representative essence package contains the essences that represent the purpose of the asset. You can display essence packages and edit their properties in the [File Info pane](#).

F

facet

A subtopic of an iNEWS project that provides additional granularity. Any stories associated to a facet are automatically associated to that facet's parent project. See also [project](#).

federated search

A search that uses the search capabilities of the MediaCentral Platform to provide the full search functionality that individual databases provide.

file-based playback

Playback mode where media is downloaded to your workstation for playback. File-based playback provides good quality in low-bandwidth situations.

File Info pane

A pane in the client application that provides information about video, audio, image, and text files. In Interplay MAM, such files are described as essences. The File Info pane shows in detail how the essence files that belong to the asset open in the pane are organized.

frame-based playback

Playback mode where media is streamed directly from the server for playback. Frame-based playback provides high quality but requires a higher bandwidth than file-based playback.

Frame Chase editing

A feature that lets you view and edit media while it is being captured from a line feed or ingest device. Also known as edit while capture (EWC).

G

group clip

A master clip created in Media Composer or another Avid editing application by syncing a group of clips based on common source timecode, auxiliary timecode, or marks placed in the footage.

I

indexed search

A search that queries a central index synced with multiple databases and finds anything stored in the index. It does not directly search Interplay Production databases. See also [Media | Index](#)

J

J-K-L play

The J-K-L keys on the keyboard allow you to play and shuttle through media at varying speeds. This feature is also referred to as *three-button play* or *variable-speed play*.

L

Launch pane

A pane in the client application from which you navigate to various locations. This pane displays remote file systems, local files systems, and other locations for assets.

Layout

A collection of panes designed for a specific purpose, such as a layout for journalists or a layout for administrators.

Layout selector

A list from which you select the layout that you want to work in.

L-cut

A split edit between two clips in which the video transition and the audio transition do not occur simultaneously. The audio transition can occur before the video transition or the video transition can occur before the audio transition.

locator

See [marker](#).

Log layout

A layout that a media logger or journalist uses to view and create markers.

logging

1. Interplay Production: Adding information to clips, subclips, and sequences. This information includes markers, restrictions, and text, which can be used for reference during story creation and media editing.
2. Interplay MAM: Segmenting strata and adding information to them. This information includes text and other properties.

Logging pane

A pane that provides a media logger or journalist with an arrangement of controls defined for use in logging Interplay Production assets or Interplay MAM assets. The layout of the Logging pane adapts automatically depending on the asset open.

M

marker

An indicator added to a selected frame to mark a particular location in a clip, subclip, or sequence. Markers can be different colors and can be associated with user-defined text. Markers are displayed in the Media Timeline and marker text is displayed as an overlay in the Media viewer. Formerly called *locator*.

master clip

A media object that contains pointers to media files in which the actual digital video and audio data is stored.

Match Frame

A feature that lets you load a source clip, a portion of which is contained in a sequence.

MediaCentral Distribution Service (MCDS)

An Interplay Production service that coordinates jobs with Interplay Production Services for send to playback.

MediaCentral Platform

The software infrastructure that supports MediaCentral products and services

MediaCentral User Management Service (UMS)

One of the MediaCentral Platform services. It provides the ability to create and manage users and groups and authenticate users across multiple systems.

MediaCentral Zone

A MediaCentral zone consists of the following configuration:

- One MediaCentral server or MediaCentral cluster server
- One Interplay | Production engine, one iNEWS database, or both
- One or more ISIS storage systems

By default, a MediaCentral system is configured as a single zone. Large organizations can combine two or more single-zone systems into a multi-zone environment.

Media Distribute layout

A layout that displays different options for publishing to multiple platforms. The layout includes the Social Message, Web Story, and Packages panes used for publishing media packages.

Media controls

In the Media pane, controls that let you play and move through an asset and edit an asset for use in creating a sequence. Which controls are displayed depends on the selected asset.

Media | Index

A search engine that allows users to search a central index for multiple Interplay Production databases over multiple zones. See also [indexed search](#).

Media pane

A pane in the client application in which you can view and edit media assets, using the Media controls.

Media viewer

The section of the Media pane used to view an asset.

Media Timeline

In the Media pane, a graphical representation of the length and time spans of an asset or sequence.

Media zoom bar

In the Media pane, a control located below the Media Timeline that lets you enlarge a section of the Media Timeline so you can work more easily with long clips. See also [Sequence zoom bar](#).

Message bar

A section of the client application in which you can send and receive messages. The Message bar consists of the To field, the Message field, and the Send button.

Menu bar

A section of the client application from which you can select various menu options.

Message History

In the Message bar, arrow buttons are provided to let you read recent messages. A numerical indicator appears when multiple unread messages exist.

Messages pane

A pane in the client application that displays a message box for sending both text messages and media asset links to other MediaCentral UX users. It also lists all received messages.

metadata

Data that describes an asset. Metadata includes properties, reservations, restrictions, and other information.

Metadata pane

A pane that displays properties that are associated with a selected asset in an Interplay MAM or Interplay Production database, such as Start Timecode or Comments.

mixdown

A process in which multiple video tracks, multiple audio tracks, and effects are combined into a new master clip with one video track and a reduced number of audio tracks.

N

NAT (natural sound)

Audio recorded at the same time as the video, often by a microphone built in to a camera. Compare with the definition of [SOT \(sound on tape\)](#).

O

Output mode

If you click the Output button in the Media pane, you can view media for the currently loaded sequence and use controls that apply specifically to sequences, such as voice-over controls. Compare with the definition of [Asset mode](#).

P

package

In Media Distribute, a collection of text (messages or stories), images, video, and audio, all associated with a common iNEWS story and Interplay Production master clip or sequence.

Packages pane

A pane in the client application that displays a history of packages ready for publication and already published. The pane also allows you to review and approve packages submitted for publication.

pagination

A system setting that specifies the maximum number of items listed in the Queue/Story pane or the Project/Story pane.

pane

A section of the MediaCentral UX Web application. An area contains one or more panes. Multiple panes can be layered within an area, with the names of each pane appearing on tabs that the user can select to view.

Pane menu

A menu of commands that are available for each pane. To access the menu, click the Pane Menu button.

pool

In Interplay MAM, a device or part of a device that holds one or more carriers. See [carrier](#).

position indicator

A vertical bar in the Media Timeline that indicates the location of the frame displayed in the Media viewer. The Sequence Timeline also includes a position indicator, which can be vertical or horizontal, depending on the orientation of the Sequence pane. You can drag the position indicator to scrub through a clip or sequence.

presenter mode

A feature of the MediaCentral UX tablet application lets users view a show's scripts in a page-by-page layout, similar to printed scripts used by news presenters.

production cue

An object in an iNEWS story that provides important information to technical staff as well as machine control commands for devices, such as character generators.

process

In Interplay MAM, a defined set of automated workflows and manual activities to achieve a specific goal; it defines the states, tasks, and the control flow that are used to achieve the goal.

Progress pane

A pane in the client application that displays the progress and status of MediaCentral UX processes such as sequence mixdown and send to playback.

Project/Story pane

A pane in the client application that displays the contents of a project, its facets, and any associated stories.

project

An iNEWS term for a group of stories categorized by topic so that news teams working on a particular topic can find everything related to it in a single place. See also [facet](#).

Q

Queue/Story pane

A pane in the client application that displays the contents of a queue with the contents of the story, including the story form.

queue

A subfolder in an iNEWS database that contains stories.

R

read-only sequence

1. A sequence that you open from an Interplay Production folder but cannot edit or save because you do not have a read/write role for the folder.
2. A sequence that you open from an Interplay MAM database for which you do not have write permission or that represents an external sequence.

You can play the sequence but you cannot edit or save it. See also [uneditable sequence](#).

restriction

A set of two markers that indicate clips whose use is limited in some way, such as through intellectual property rights management or content compliance.

role

A set of features, privileges, and layouts that are assigned to a user by a MediaCentral UX administrator. An administrator can create MediaCentral UX roles based on roles within an organization.

rundown

A lineup or timed list of scripts indicating the order in which they will be aired during a news program.

Rundown layout

A layout that a journalist uses to edit and create stories.

S

script

The text that is read on air. Also the content for organizing a feature.

Script Editor

A section of the Queue/Story pane in which a journalist creates and organizes the elements of a story. There are four sub-sections of the Script Editor: Story Form, Cue List, Story, and Sequence Timeline.

script sequence

A series of video, audio, and images that you compose in the Sequence pane and play in the Media pane. Script sequences are saved in the Interplay Production database and can be sent to a playback device.

Search bar

A section of the client application in which you can conduct a search for assets that match specific criteria.

Search pane

1. A pane that lets a user search for information and assets.
2. A pane in the Users layout that lets an administrator search for MediaCentral UX groups and users.

Send button

In the Message bar, the button you click to send a message.

segment

1. In a rundown, a portion of the show aired between commercial breaks.
2. A portion of the story body/text. A journalist uses segments to time the text and integrate it with video, audio, and production cues. Multiple timed segments are combined to form the overall story.
3. In a sequence, a portion of media contained on a track.
4. In a stratum, a portion of media defined by an In and Out mark. Segments contain annotation that is associated to a sequence of frames.

send to playback (STP)

The process of transferring a sequence to a playback device or playout server for broadcast.

sequence

Video, images and audio clips, or any combination, arranged in a series. See also [basic sequence](#) and [advanced sequence](#).

Sequence pane

A pane in which you can work with video and audio clips to create or edit a sequence. You can associate the sequence with a new story as a *script sequence* or store it as an independent asset in an Interplay Production database.

Sequence Timeline

The area of the Sequence pane that hold the video and audio clips. The Sequence Timeline includes a video track, one or three audio tracks, and a timing track.

Sequence zoom bar

The Sequence zoom bar is located below the Sequence Timeline for horizontal orientation or to the right of the timeline for vertical orientation. You can use the zoom bar to enlarge a section of the Sequence Timeline so that you can work more easily with long sequences or make precise edit decisions. See also [Media zoom bar](#).

Settings pane

A pane in the System Settings layout from which you can select a group of settings to view or edit.

shuttle

To view media at speeds slower or faster than real time. In MediaCentral UX you can use the J, K, and L keys to shuttle through a clip or sequence.

sidebar

A feature of the MediaCentral UX mobile application from which you can navigate various systems integrated with MediaCentral UX, such as an iNEWS newsroom computer system

simple sequence

See [basic sequence](#).

Social Message pane

A pane in the client application that allows you to create packages for publication to social media sites, such as Facebook or Twitter.

SOT (sound on tape)

Audio recorded at the same time as the video, often by a microphone separate from the one built in to a camera. Compare with the definition of [NAT \(natural sound\)](#).

source clip

A video clip or audio clip that is used as part of a sequence.

story

A compilation of elements that includes the script that is sent to the teleprompter and read on air, any video and audio that is broadcast with the script, as well as production cues and machine control instructions associated with the queue. A story can also be created as a feature that uses the script to organize the feature.

Story Form

A section of the Script Editor that provides story information in fields that are predetermined by the iNEWS system administrator for each queue in the database.

Story layout

A layout that a journalist uses to edit and create stories that include video and audio.

STP (send to playback)

The process of transferring a sequence to a playback device or playout server for broadcast.

strata

Annotation layers that build the basis for logging Interplay MAM assets. Each stratum allows you to view information about an asset from a specific perspective.

subclip

A clip created by marking IN and OUT points in a master clip and saving the frames between the points. The subclip does not contain pointers to media files. The subclip references the master clip, which contains pointers to the media files.

System Settings layout

A layout that a MediaCentral UX administrator uses to specify various configuration settings.

T

task

An elementary step within a process that is carried out either automatically (based on workflow scripts) or by a user action.

Tasks pane

A pane in which a user can view and edit user tasks of Interplay MAM processes created by him or user tasks that have been assigned to him by other users.

Thumbnails pane

A pane that displays small images of an asset that is loaded in the Asset mode of the Media pane. Images are displayed by timecode, marker, or both.

Timecode displays

In the Media pane, displays that provide timecode information for the loaded asset or sequence.

Timecode Master

In Interplay MAM, the timecode master is the [essence](#) within an [essence package](#) that is used to determine timecodes. This essence has been video-analyzed, or will be video-analyzed when the video analysis is triggered. Requests for or calculations of timecodes are answered by the timecodes of the timecode master essence. You can display and set the timecode master in the [File Info pane](#).

timing block

A section of a script sequence that corresponds in duration to the read rate of a story segment. A timing block serves as a container for editing actions.

track selector

In the Audio pane, a drop-down menu that lets you map an audio track of a group clip to the corresponding audio track of any other angle in the group clip.

trim indicator

In the Sequence Timeline, a mark that appears at the beginning or end of a clip in the video column or audio column when hovering over that area with the mouse pointer. You can trim video and audio together, or you can trim them separately to create an L-cut.

U

Unassigned group

A default group used for MediaCentral UX user management that includes users that were removed from a group but are not members of any other groups.

uneditable sequence

A sequence created on Media Composer or another Avid editing application that cannot be edited in MediaCentral UX, such as a sequence that includes rendered effects. Uneditable sequences are colored dark red in the Sequence Timeline. See also [read-only sequence](#).

User Management Service (UMS)

See [MediaCentral User Management Service \(UMS\)](#).

user task

A task that requires a user action and is completed by a user action. See [task](#).

User Tree pane

A pane in the Users layout that displays groups and users in a hierarchical layout.

Users layout

A layout for MediaCentral UX user management that a MediaCentral UX administrator uses to import, create, and manage users and group.

V

Voice-over controls

Controls that let you record a voice-over and adjust its volume.

W

Web Story pane

A pane in the client application that allows you to create packages for publication to Web Content Management Systems.

window

The primary user interface element of the application.

Z

zoom bar

See [Media zoom bar](#) and [Sequence zoom bar](#).

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