

# Media Management and Automation System for Broadcast



## News Text Editor

### USER MANUAL

April 2013, Version 2.15

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# 1 Introduction

The News Text Editor is designed for the creation and editing of texts for their subsequent use in the Schedule and storage in DIGISPOT II Media DB. The Editor is accessed by selecting the **Editor / Subject** tab in program's main window and represents a message timeline divided in two parts: the window for entering text in the lower part and the list of currently active news texts in the upper part. However, this layout only appears after one or several items have been created.

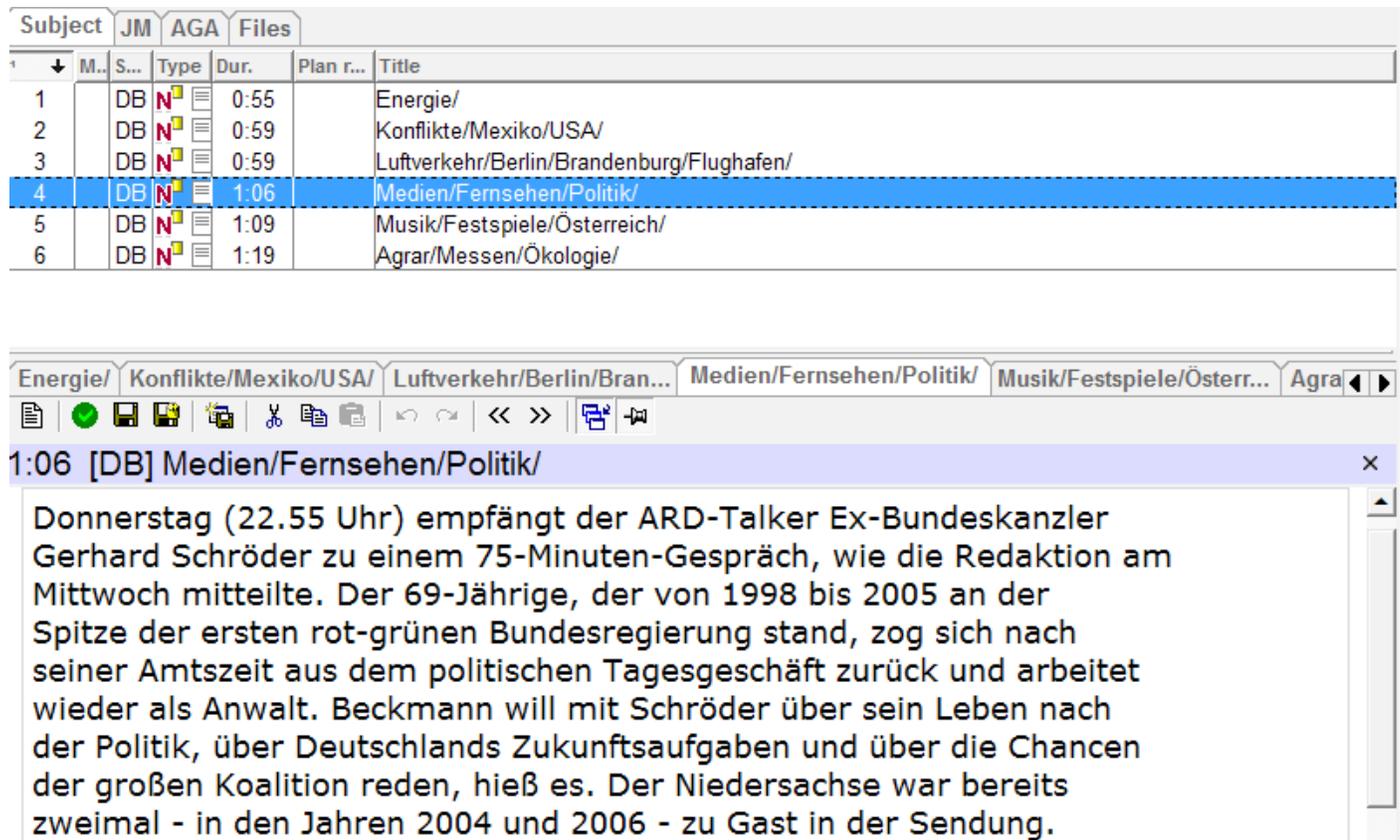


Fig. 1. News Text Editor general view

## 2 Working with texts

The work with the Text Editor starts with the context menu. First, while there are still no texts in the browser, the menu includes the following items:

- **New subject;**
- **Save presets** (to Data Base or file);
- **List properties** (listing possible layouts in the editor window).

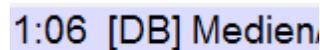
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The **New subject** option lets you create a new item. Before a blank field for entering text appears, the user must enter the name of the item in a special dialog box.

Since then, it is possible to enter or edit text.

The field for entering the text is placed in a separate window that is located in the lower part of the Browser, as shown on Fig. 1. Above is a list of other text items that are currently in use. These items can be created in the Agenda (Moderator Screen) or taken from the Media Data Base, broadcasting schedule or **News Browser**.

The News Text Editor allows evaluating the duration of text in real time. The length of a fragment (without correction for the speed of reading in each concrete case) is displayed on the timer that is located in the upper left corner of the editor, in the "header", next to the news text title (Fig.2).

A screenshot of a timer in the News Text Editor. The timer displays '1:06 [DB] Medien' in a blue box with a white border. The text is in a sans-serif font.

**Fig. 2. News Text Editor timer**

The editor's menu (Fig.3) provides the following possibilities:

Saving:

- **Create new subject** ;
- **Save and close text currently in work** ;
- **Save subject** ;
- **Save subject to data base** ;
- **Save subject to database as new item** 

Editing:

- **Copy** 
- **Cut** 
- **Paste** 
- **Cancel /redo** 

Layout configuration:

- **Switch to previous /next subject in list** 
- **Show / hide subject list** 
- **Always show subject list** 



**Fig. 3. News Text Editor's menu**

When saving a subject to the Data Base (button ) the system will automatically offer to configure the saving parameters inside a special dialog box (Fig.4). Here, you need to specify in which category, under which name and with which attributes the file will be placed in the Media Data Base. You can specify a “new” item in the presets or add the file to categories already found in the data base.

Filename is entered in respective field, but the system also has the possibility to automatically import the name from the Agenda. There is a special button for that (**Take from filename**). In this same window you can optionally mark the text file as archive item or as ready for air. The window also shows the storage path of the text: the menu item “File” contains a link to the file in the system.

The **Select DB item** button opens a window that lists all items contained in the Media Data Base and sorts them by categories. In other words, it links back to MDB. Any selected item can be re-recorded or re-saved without having to open the MDB in a separate tab.

Afterwards, selected parameters for the subject can be changed but this will require using the **rewrite** function for MDB item.

Note that the items **Type**, **Category**, **Artist** and **Author** do not have a universal description, as they depend on the technology accepted by a concrete media agency and, therefore, on the set of categories approved by the editorial staff. The purpose of these items is in the need for classification of the file. For example, a **Type** is the text of a news program or a commercial block, while **Category** is where items ready for air or editing are stored. The **Author** blank is filled in automatically by the system.

The menu button  allows saving changes in a subject that's already in the MDB. It also opens a dialog box that confirms parameters of the subject.

The  button saves changes and closes the item, without opening any additional windows.

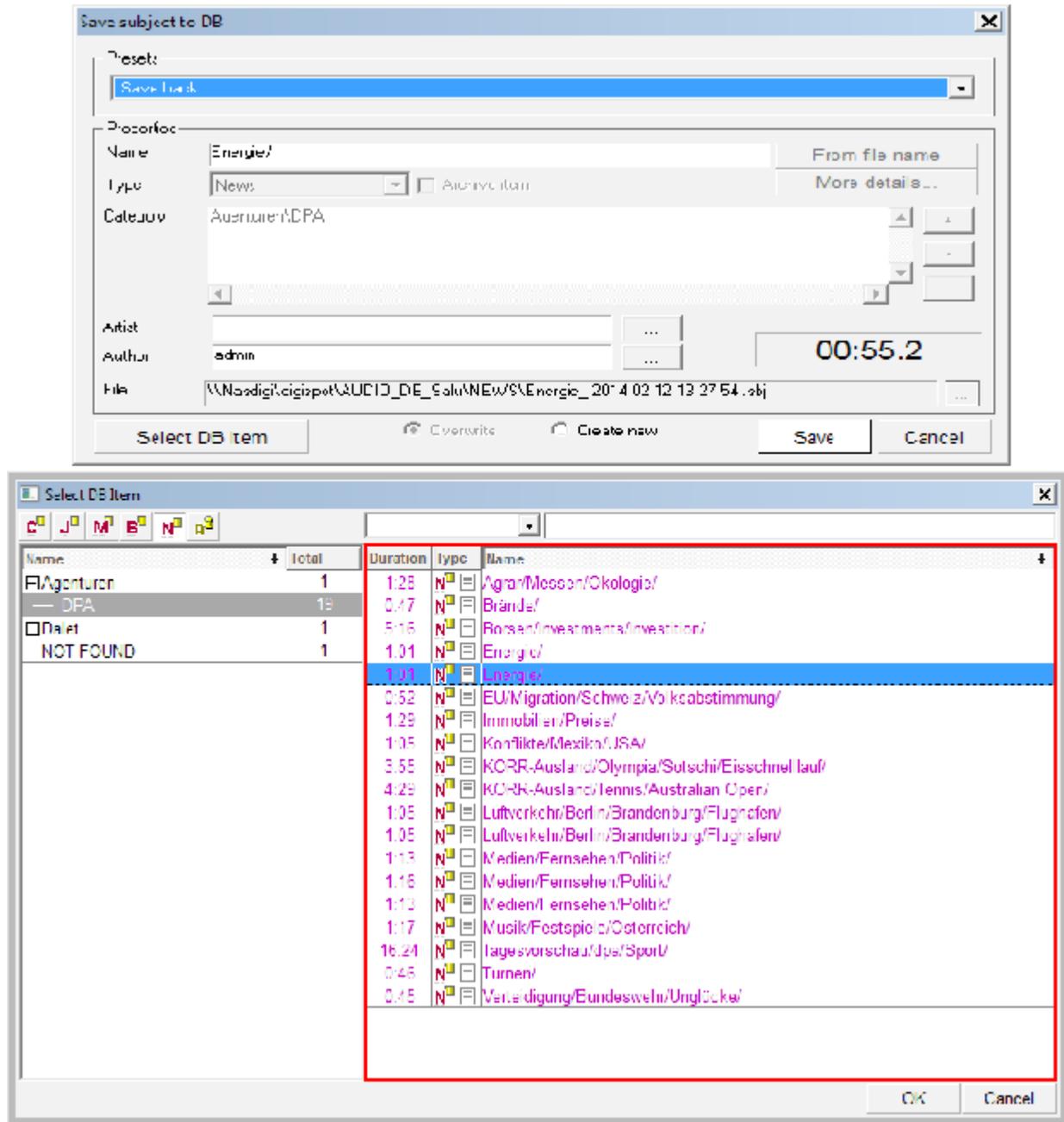


Fig. 4. Parameters of saving the file in the data base

### 3 Audio items of subjects

A new audio item can be added to subject with the help of the “Create new audio item” context menu command.

The saving options for such audio items will be completely identical to those of audio files in the Moderator Screen. The context menus for these files in Agenda and News Text Editor

are also identical (for more information about the context menu and audio file options refer to Agenda description).

There is only one unique characteristic during the saving. The News Text Browser allows saving an audio file which is part of the subject (audio file together with text) directly to MDB, bypassing the file storage for Schedule items or hard disk drive / removable media.

## 4 List of subjects

If more than one subject is present in the editor, they will be displayed as a list in the upper part of the browser (Fig.5 (1)), as well as a tab menu directly inside the editor window (Fig.5 (2)).

Any subject can be included in the list by simply dragging it by mouse from News Browser, Schedule or any MDB category. You can also create a new subject using the context menu.

| ↓ | M.. | S... | Type | Dur. | Plan r... | Title                                     |
|---|-----|------|------|------|-----------|---|
| 1 |     | DB   | N    | 0:55 |           | Energie/                                  |
| 2 |     | DB   | N    | 0:59 |           | Konflikte/Mexiko/USA/                     |
| 3 |     | DB   | N    | 0:59 |           | Luftverkehr/Berlin/Brandenburg/Flughafen/ |
| 4 |     | DB   | N    | 1:06 |           | Medien/Fernsehen/Politik/                 |
| 5 |     | DB   | N    | 1:09 |           | Musik/Festspiele/Österreich/              |
| 6 |     | DB   | N    | 1:19 |           | Agrar/Messen/Ökologie/                    |

Fig.5 (1)

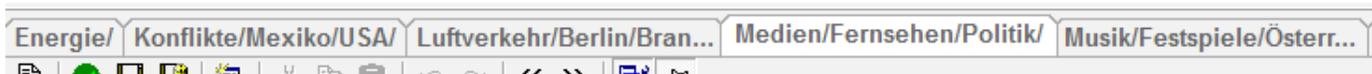
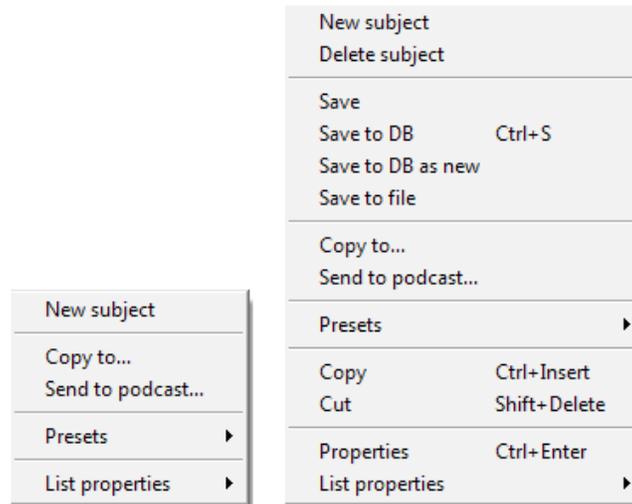


Fig.5 (2)

### Fig. 5. Displaying the list of subjects

In this window designed for working with text a currently active subject is displayed. You can activate an item by selecting a line in the list by left mouse button or selecting a respective tab. You can move selected line up and down the list with mouse or using PageUp and PageDown buttons on the keyboard. You can switch between tabs only by left-clicking.

As soon as the first item appears in the list the context menu for the item list changes. It is noteworthy that this menu also differs from the context menu that can be opened from text editor's window.



**Fig. 6. Context menu of blank and filled subject lists**

If no items are present, the menu allows selecting only presets of item saving in MDB and configure the visual layout of subject list.

When the list gets filled, the menu expands with edit options and the possibility to save a subject in different ways. Apart from presets of saving in MDB, this expanded version of the context menu offers a selection of presets for saving to file.

The list of items in the upper part of the window (Fig. 6) contains detailed information about each item. There are digits and special signs in the columns of the list's table, all corresponding to various properties of items.

The first column of the seven (from left to right) displays the number of item in the list. Then comes the column that shows if changes were done to an item. If the file was modified in text editor, a checkbox appears near the item's title. The next column shows the source that the item comes from: if a subject comes from MDB or News Browser, it will have a respective mark – DB (Data Base). If an item comes from the schedule, the system will mark it as Sch (Schedule). In the column "Type" the type of an item is shown (as was mentioned earlier, this description does not include a universal description of item types, as the number and nature of positions of "type" category depends on specific DIGISPOT II build installed on user's machine). Here, the nature of item's contents is shown instead: for example, it can be a text or a text-sound sequence.

DIGISPOT II adopts universal marking of items and their combinations. For example, audio elements are marked with a loudspeaker icon. If an item has been modified it is marked with a loudspeaker and scissors. If it's a text item, it is marked with a page icon and a "t". An edited subject containing text is designated by the following icon: . Thus, combinations of icons help the user understand which operations have been done with these items.

In the "Dur" column, subject's length is displayed (mm/sec). Then comes the "Title" column.

|   | Modified | Source | Type | Dur. ↓ | Plan runtime | Title                 |
|---|----------|--------|------|--------|--------------|-----------------------|
| 2 | ▶        | DB     | N    | 0:54   |              | Energie/*             |
| 1 |          | DB     | N    | 0:59   |              | Konflikte/Mexiko/USA/ |

Fig.7.1

| ↓ | Modified | Source | Type | Dur. | Plan runtime | Title                 |
|---|----------|--------|------|------|--------------|-----------------------|
| 1 |          | DB     | N    | 0:59 |              | Konflikte/Mexiko/USA/ |
| 2 | ▶        | DB     | N    | 0:54 |              | Energie/*             |
| 3 |          | DB     | N    | 1:04 |              | Energie with picture  |

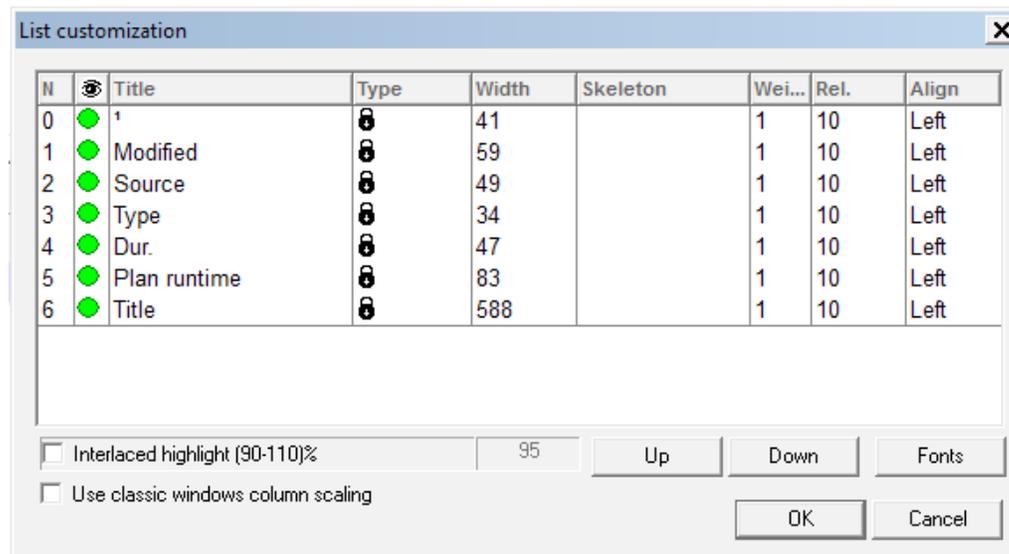


Fig.7.2

### Fig. 7. List items properties. Configuring the list

In the “Plan runtime” column you can optionally view the item’s length set by the user as a benchmark or maximum length of this item. Column titles also work as sorting buttons. If you left-click on a column’s title (Fig.7 (1)), for example, Duration, the system will sort the items in order of increasing duration.

If you right-click on any column title the system will bring up a context menu, namely the item list configuration window (Fig.7 (2)).

The list configuration dialog box allows adjusting the number of columns in the subject list table. If you need to delete a column, just double-click on a green indicator in the Item viewing column (Fig.8 (1)) using the right mouse button. The indicator will then switch from green dot to a red cross (Fig.8 (2)) and the column will be hidden. The green indicator means the presence of column in current table layout, respectively.

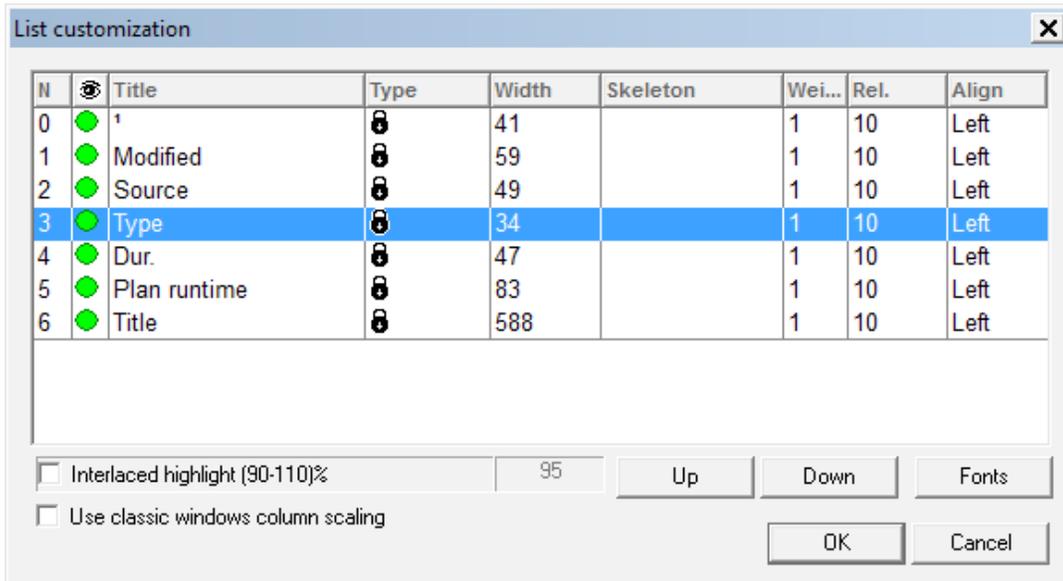


Fig. 8.1

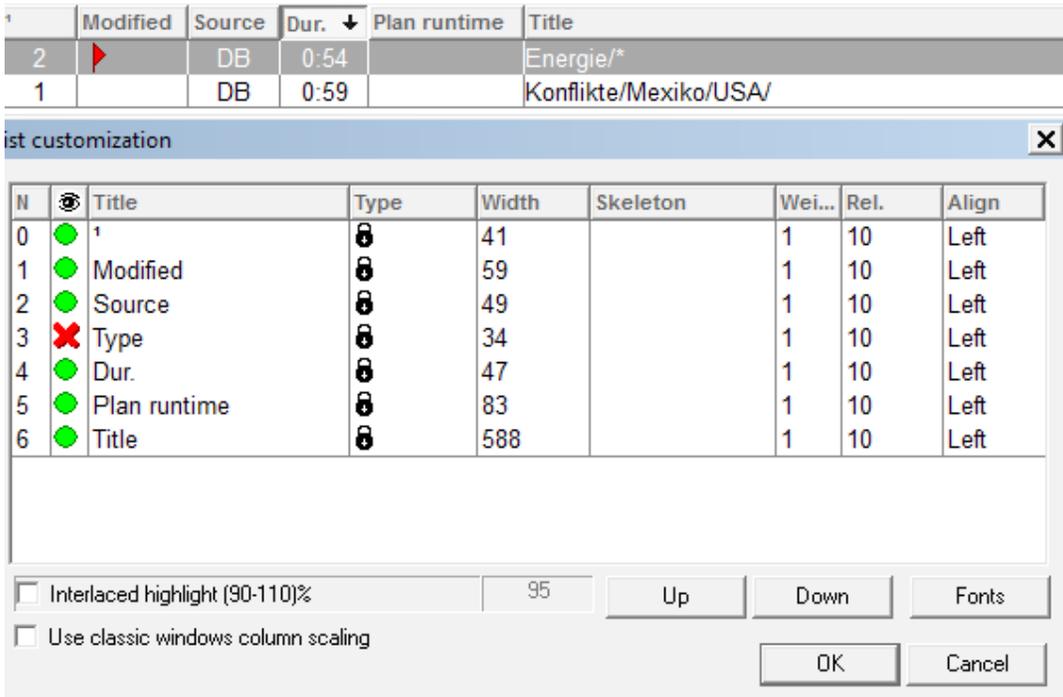


Fig. 8.2

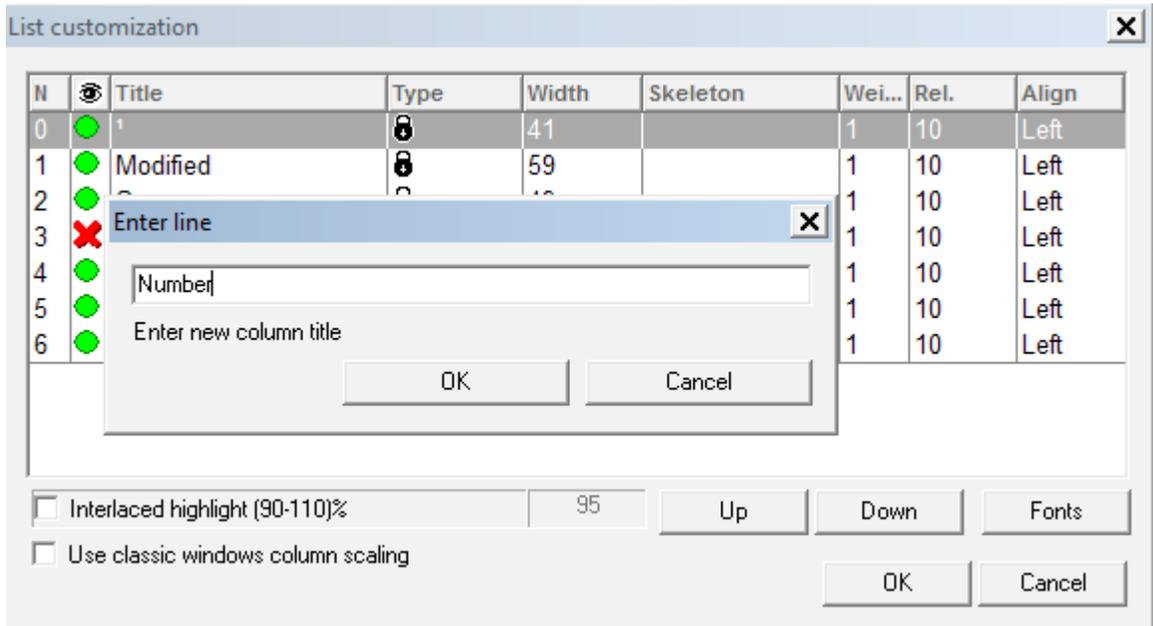


Fig. 8.3

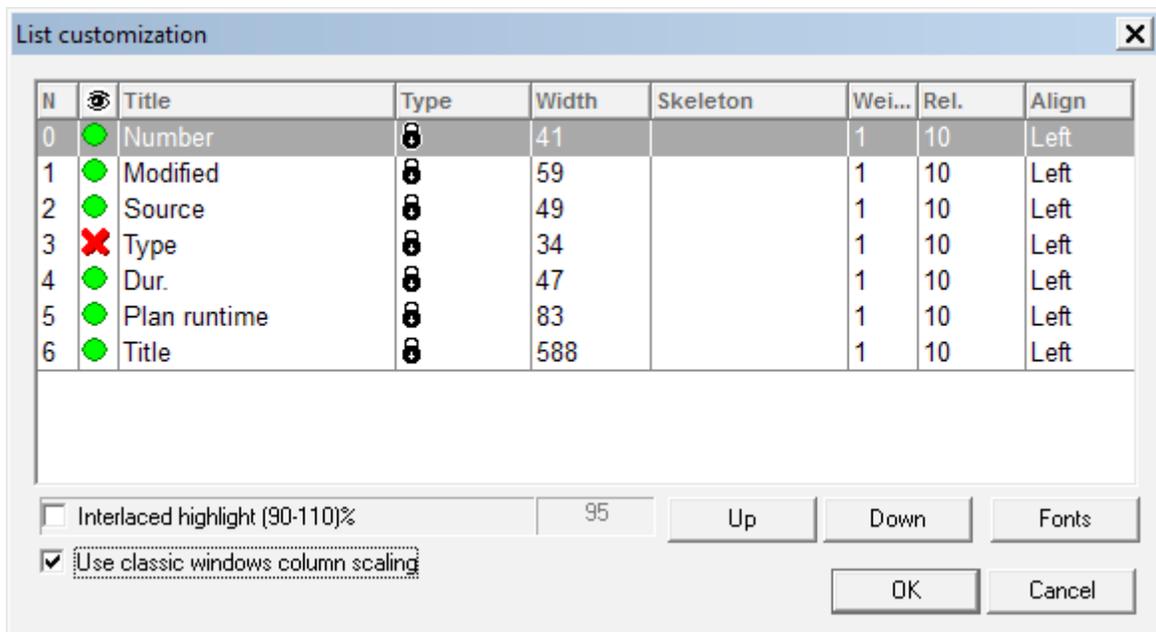


Fig. 8.4



Fig. 8.5

Fig. 8. List configuration

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You can also adjust other parameters. The column's title in the table can be changed by double-clicking on current title in the dialog box (Fig.8 (3)). By double-clicking using the right mouse button you can adjust the column width in two different ways. The first way is to specify numerical value of width. The second way is to use the menu that appears after double-clicking an icon in the "Type" column. Here, you can select the needed position (fixed, proportional, proportional disappearing and fixed disappearing). The same procedure (with double left click) is used to adjust weight, item priority and column's position in the table (column can be moved to the left, right or center). Another way is to check the box next to the "Classic way of column scaling" option (Fig. 8 (4)) — this gives the possibility to adjust the width of columns with mouse, as well as expand or narrow them as needed.

Using the "Fonts" button (Fig.8 (5)) you can change fonts used for the list.

You can also move from one column to another in the configuration window by using the Up and Down buttons (Fig.8 (5)) or PageUp and PageDown on the keyboard. You can also simply select the needed column with the left mouse button. The configuration window give the user a possibility to control the logic of subject list item display.

## 5 Saving presets

Using the saving presets requires a special mention. In essence, the presets save user from the need to specify saving parameters for each item every time, both for saving to MDB and to a file. As subjects, audio and text files are all classed into categories in MDB, a number of properties and parameters can be outlined that are common for a whole group of items, or, in this case, a whole category.

Selecting "Create new preset", the user gets the possibility to assign a set of saving parameters to a category of items. Thus, next time an audio file is saved, the user will be able to use a pre-configured set of parameters that should eventually pertain to the file, all by using just one click. This saves a lot of time.

The saving parameters during creation of presets can be variable or constant, depending on user preferences. To make parameters variable it is enough to check the "Enable modification" box.

The following parameters are available during the creation of presets (for saving of both to a file or MDB):

- Type;
- Category;
- Artist;
- Author;
- Enable modification (of listed items);

- Enable change additional item properties;
- Enable to overwrite;
- Enable “Save as”;
- Enable change destination file name.

The screenshot shows the 'Save subject to DB presets' dialog box. It features a 'Preset name' dropdown menu set to 'Create new', with 'New' and 'Delete' buttons. Below is a 'Destination' section with a text field and a browse button. Two radio buttons are present: 'DB' (selected) and 'FILE'. Under 'DB', there are checkboxes for 'Enable to overwrite' (checked), 'Enable change destination path' (unchecked), and 'Enable change destination file name' (unchecked). Under 'FILE', there are checkboxes for 'Enable 'Save As'' (checked) and 'Enable change destination file name' (unchecked). The 'Properties' section includes dropdowns for 'Type' (set to 'News'), 'Category', 'Artist', and 'Author', each with an 'Enable to modify' checkbox (all checked). There is also a checkbox for 'Save last Type and Category' (unchecked). At the bottom of the properties section, there are checkboxes for 'Enable change additional item properties ('More details...' button)' (checked) and 'Set air date' (unchecked). A 'Time shift' field is set to '0' hours. 'OK' and 'Cancel' buttons are at the bottom.

Fig. 9. Presets of saving to MDB

The screenshot shows the 'Save subject to FILE presets' dialog box. It features a 'Preset name' dropdown menu set to 'Create new', with 'New' and 'Delete' buttons. Below is a 'Destination' section with a text field and a browse button. Two radio buttons are present: 'DB' (unchecked) and 'FILE' (selected). Under 'DB', there are checkboxes for 'Enable to overwrite' (checked), 'Enable change destination path' (checked), and 'Enable change destination file name' (checked). Under 'FILE', there are checkboxes for 'Enable 'Save As'' (checked) and 'Enable change destination file name' (checked). The 'Properties' section includes dropdowns for 'Type' (set to 'News'), 'Category', 'Artist', and 'Author', each with an 'Enable to modify' checkbox (all checked). There is also a checkbox for 'Save last Type and Category' (unchecked). At the bottom of the properties section, there are checkboxes for 'Enable change additional item properties ('More details...' button)' (checked) and 'Set air date' (unchecked). A 'Time shift' field is set to '0' hours. 'OK' and 'Cancel' buttons are at the bottom.

Fig. 10. Presets of saving to a file

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