Signal-Tech

Smart Sign System User Guide

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Table of Contents

Terminology and Definition 1
Software Overview 2

Section 1 – Updating and Editing Smart Sign Software Settings

1.0 Updating the Software 3
1.1 Edit Software Setting 4-5
1.2 Service and HTTP User Monitoring 6
1.3 Web Interface Setup and Management 7
1.4 Creating Sign Groups 8

Section 2 – Static Smart Signs in the System

2.0 Adding Static Smart Sign to the Network 9-10
2.1 Editing Static Message Smart Sign 11-12
2.2 Creating a New Static Message Schedule 13-15
2.3 Editing an Existing Static Message Schedule 16-17
2.4 Add, Edit, and Delete Scheduled Override Message 18-20
2.5 Create and Remove Manual Override Message 21-22

Section 3 – VMS Rebel Smart Signs in the System

3.0 Add a VMS Rebel Sign to the Network 23-25
3.1 Edit and Delete VMS Rebel Signs 26
3.2 Create VMS Rebel Message Group and Message 27-30
3.3 Edit and Delete VMS Rebel Message Group and Message 31-32
3.4 Create a New VMS Rebel Schedule 33-36
3.5 Edit or Delete and Existing VMS Rebel Schedule 37
3.6 Add, Edit and Delete Scheduled Override Message 38-39
3.7 Add or Remove Manual Override Message 40-41

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Terminology and Definitions

Sign

- Each Smart Sign connected to the software must be configured in the software. Signs are accessed over TCP/IP.

Sign Type

- The sign type is the product ID of the sign. Same sign types can share schedules.

Schedule

- A schedule contains a daily time-based list of messages for each day in the week. Each day can have different message setups, including having time periods where the sign displays nothing. Schedules are specific to sign types and loop until edited or manually overridden.

VMS Rebel Variable Message Smart Signs

- S-VMS Rebel Series signs. Variable message Smart Signs display programmed messages keyed in by the administrator or user. S-VMS message signs are only available in monochromatic displays.

Static Message Smart Signs

- S-TCL, S-PHX, and S-PHXF series signs. Signs that can only display messages preset by the factory.

Sign Group

- Signs can be placed into logical groups, to make sign organization easier. This will also correlate in the Web Interface setup.

Manual Override

- Schedules can be overridden in real time through the Sign Control Software or Web Interface.

Scheduled Override

- These are part of a schedule, and can be used to override the schedule for holidays or other occasions. Scheduled overrides may be added to a schedule in the administrator area or Web Interface by authorized users.

HTTP User

- Users are only applicable to the Web (HTTP) Interface, and can be given permissions to view specific sign groups.

Organization

- The organization of this software allows you to re-use message groups in schedules, and to use the same schedule on multiple signs

S-VMS Message Name

- Used to organize and schedule messages for the S-VMS Rebel Sign. A Message may contain a single part or it may contain many message parts that will display sequentially.

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Software Overview

General Features

- Can control an unlimited number of signs
- Runs as a Windows service
- Signs can be placed into logical groups
- Notifies the administrator if sign communications fail

Admin Interface

- Shows a live overview of all of your signs and what they are currently displaying
- Allows configuration of signs, schedules, messages, and Web Interface users
- Shows logs of all Web user activities

Web Interface

- The software can provide a Web interface over HTTP
- Shows a live overview of signs (by sign group) and what they are currently displaying
- Users can be given permissions based on sign groups, and manually override schedules or add scheduled overrides to the current schedule
- Optimized for mobile viewing on mobile devices

Scheduling

- Allows for scheduling a repeating weekly schedule
- Allows scheduled and manual overrides of schedules
- Works across multiple time zones

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Section 1 – Updating and Editing Smart Sign Software Settings

1.0 Updating the Software – *(This section must be completed by IT/Network Administrator)*

Software Download: http://www.signal-tech.com/signcontrolsoftware

1. Complete the Software Registration Page and agree to the license agreement
2. Open the sign _control_software_setup.exe file
3. Read and agree to the License Agreement
4. Follow the steps to install the software

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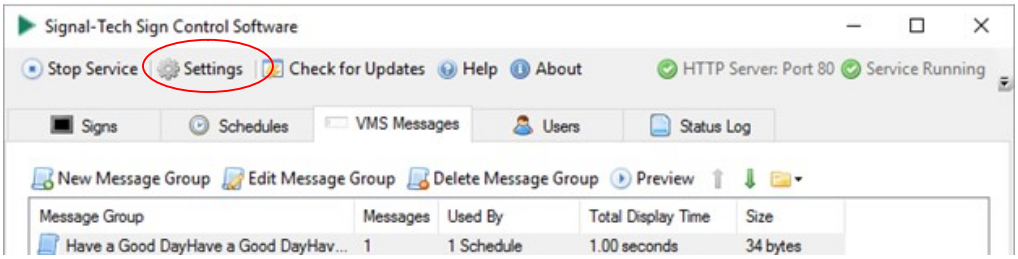
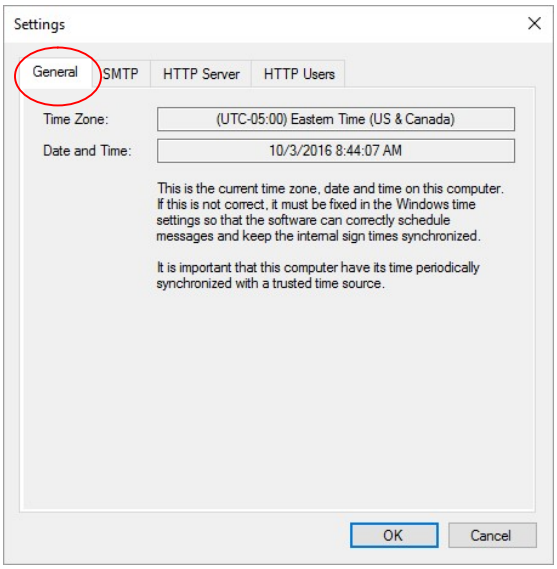
1.1 Edit Software Settings

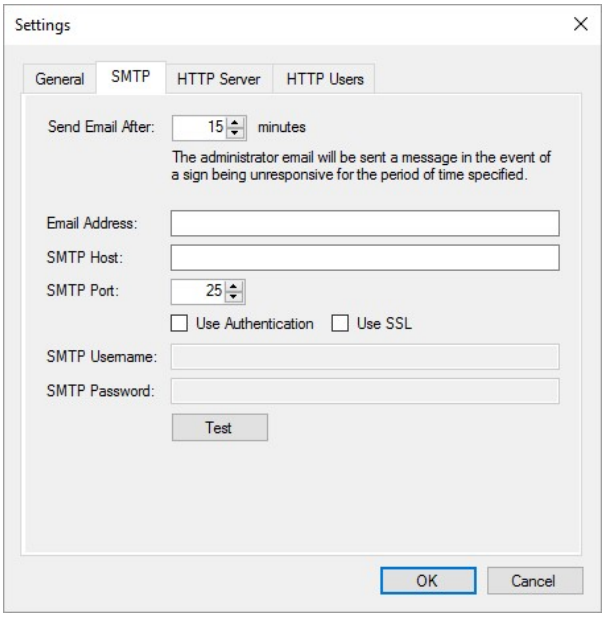
1. Open the **Settings** Tab



2. To Edit the **General** Tab – adjust settings in Windows on the PC



3. Select the **SMTP** Tab. Error notifications will be sent to the email shown on the SMTP tab.



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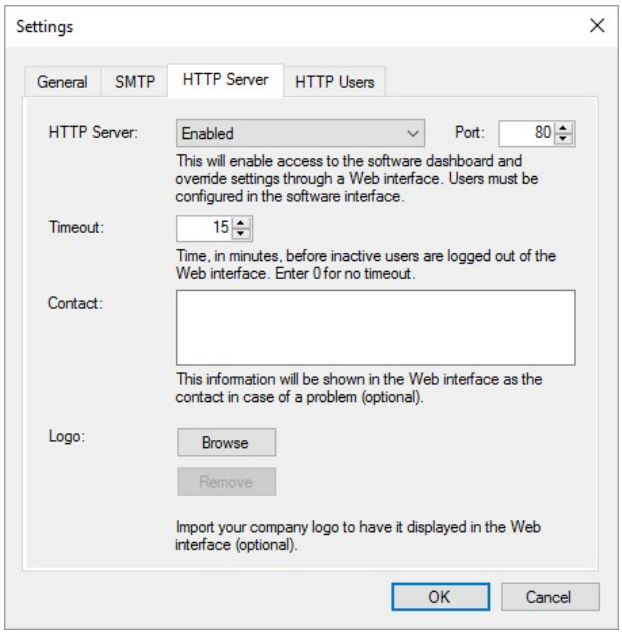
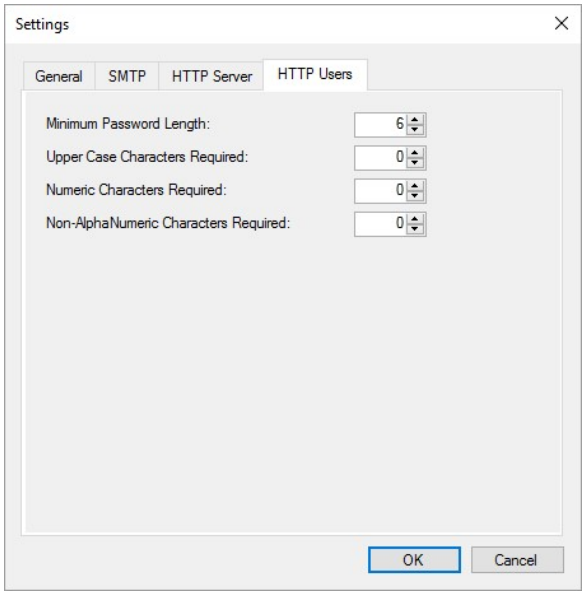
4. **HTTP Server** Tab – Use to edit HTTP Server settings, Timeout and Support Contact. The **Contact** section should be the internal contact for Web Interface Users to contact with questions.



You must provide users with a hostname or IP address that is routed to this computer to allow access to the Web Interface

5. Select the **HTTP Users** Tab - Set up the password requirements for the HTTP Web Interface users.



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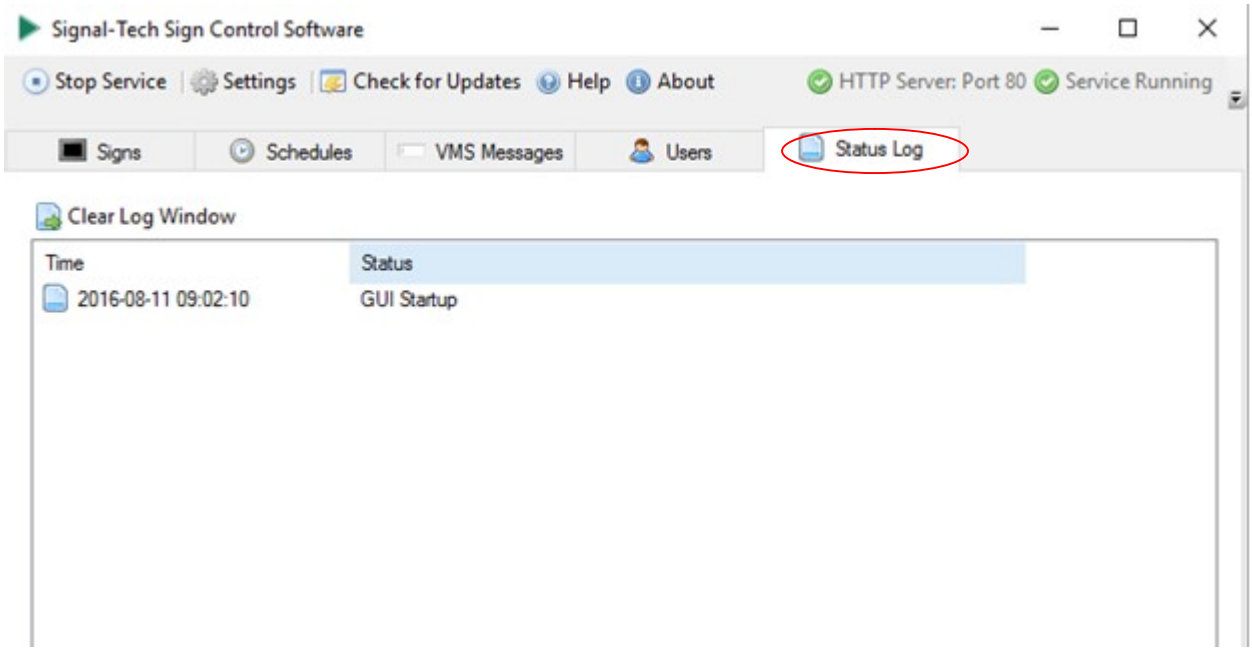
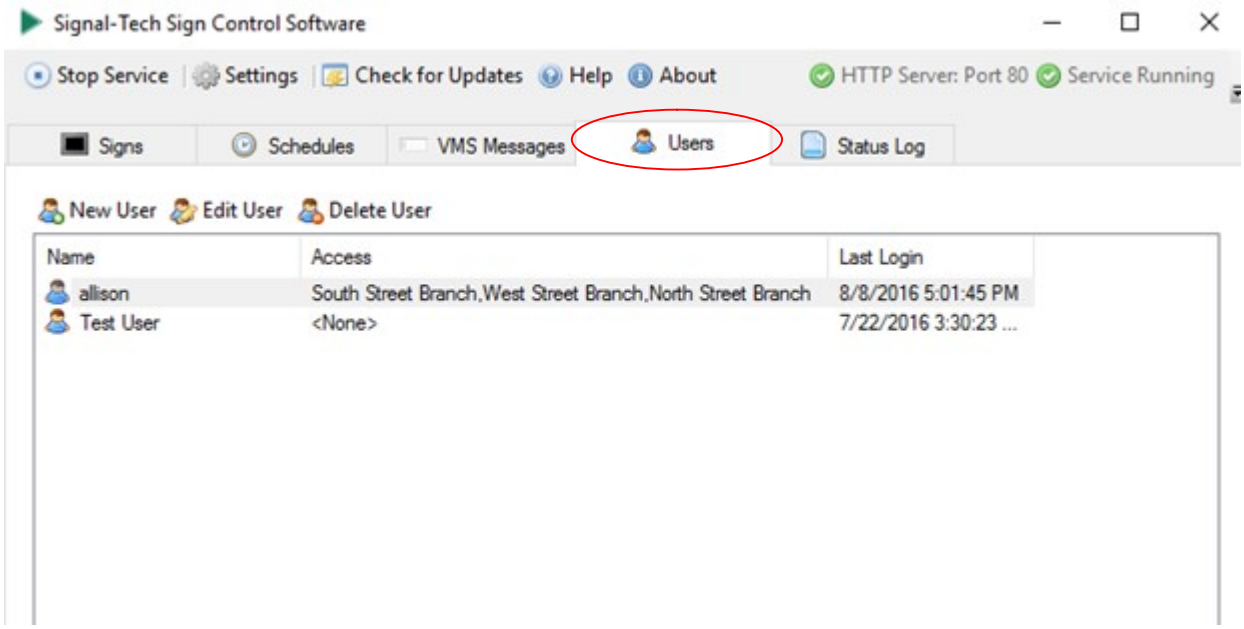
1.2 Service and HTTP User Monitoring

A **Status Log** is provided in the Sign Control Software for reference and monitoring. Activities occurring within the Sign Control Software service are logged here. These tracked activities are; Users logins, use of manual overrides, and sign errors.



To add, edit or to delete users and their **Sign Group** access, go to the **Users** tab in the software. To add new users select the **New User** tab. To edit an existing User's access click to highlight the **Name** and click **Edit User**. To delete a User, click the User and click **Delete User**.



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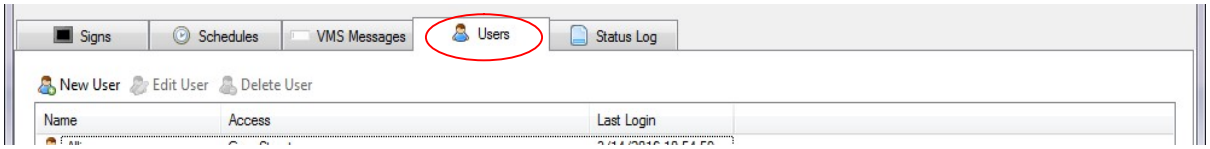
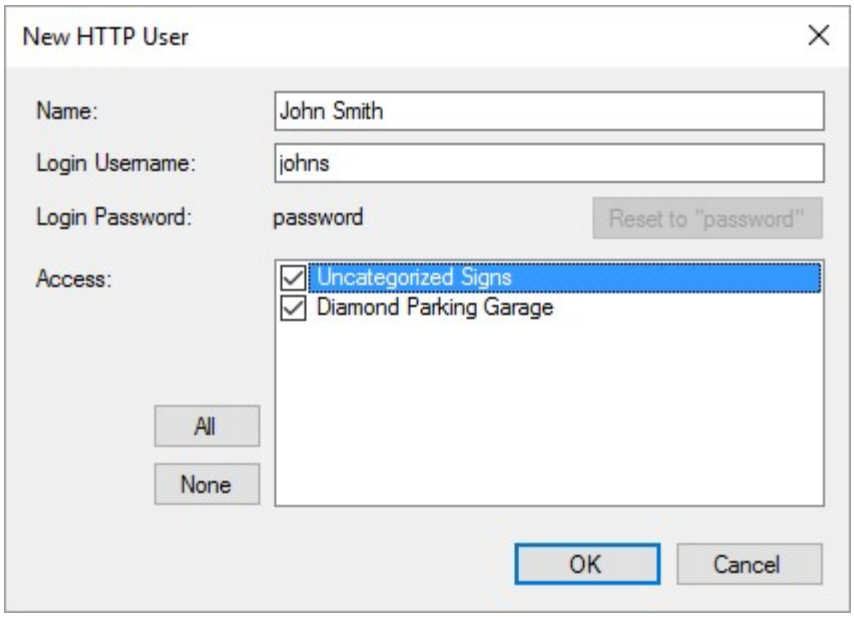
1.3 Web Interface Setup and Management

The **Web Interface** is used by individuals other than the administrator to view sign messages and override a scheduled message(s). Within an assigned **Sign Group(s)** users can view the status of each sign and the name of the schedule being run. Users can also override the message schedule to display a new message.

1. Configure the Web Interface; it is hosted in the Sign Control Software. (See **Section 1.1.4**)
2. Assign, edit and delete user access to the Web Interface
    a) Select the **Users** Tab
    b) To add a new User, click **New User**



    c) Enter the users **Name** and create their **Login Username**, select which **Sign Groups** the user has access to.



3. Provide authorized users with the Web Interface path and their assigned Username. The password will default to “password”, until the user changes it in the Web Interface.
4. Use Edit User and Delete User on the toolbar to manage users and their access.

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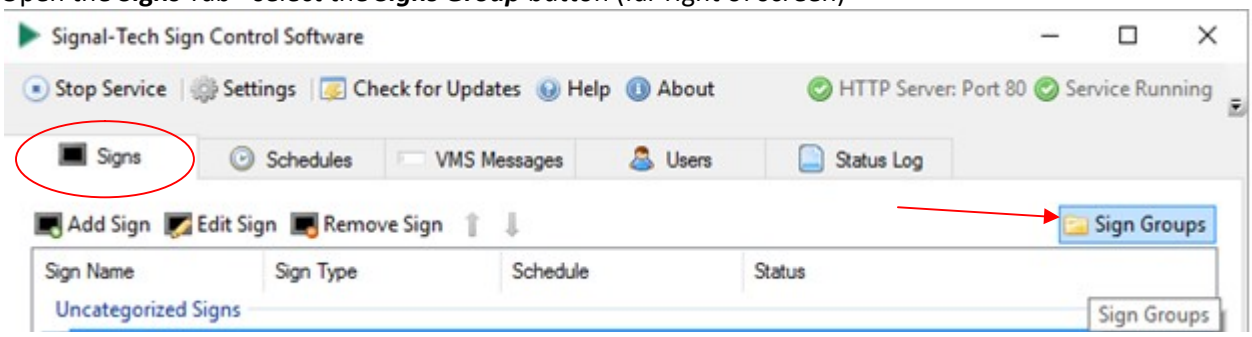
1.4 Creating Sign Groups

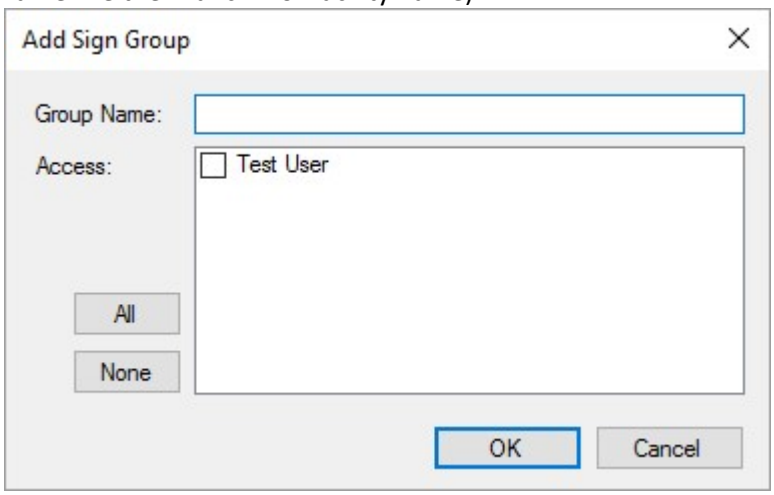
A sign group is a way of logically organizing the signs

Create Sign Groups (Groups typically represent the sign location).

1. Open the **Signs** Tab - select the ***Signs Group*** button (far right of screen)



2. Choose **New Sign Group** and Enter the Sign Group Description. (We recommend using a specific name like the Branch # or facility name)



3. If you have already created HTML Users that will have access to the Web Interface, you can assign them to the group at this time by selecting the checkbox next to their name. If not, this will be done in a later step.
4. Press OK

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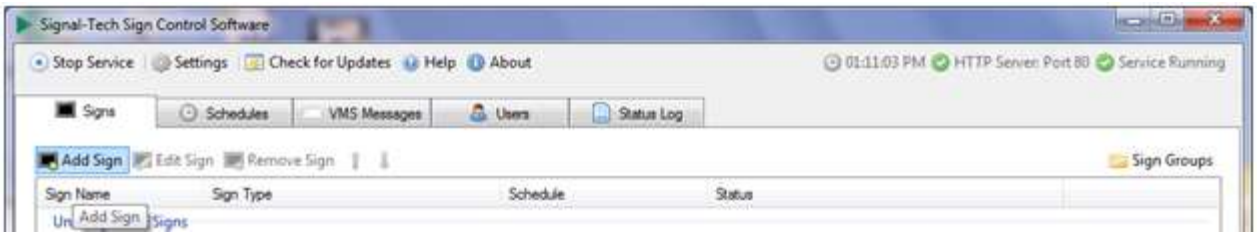
Section 2 – Static Smart Signs in the System

2.0 Adding a Static Smart Sign to the Network

1. Select the **Signs** Tab
2. Select **Add Sign** from the **Signs** toolbar and fill in the fields as described below



3. Using the Smart Sign Install Log, enter the IP address, port, and address that has been assigned to the sign

Tech Tips for Adding a Smart Sign -
Have the Smart Sign Install Logs handy

- Information from the Smart Sign Install Log is needed to add each sign.
- The Install Log should provide sign location, sign message, Smart Sign Product ID, Smart Sign MAC address, IP address, and port.
  Make sure the IT/Network Administrator has filled out the IP address and port for each sign before continuing.
- When adding a sign, be prepared to enter the IP address, port, and address for each sign.
- Default Smart Sign address is 1; default Smart Sign port is 10001
- The green ↓↑ arrows in the toolbar on the **Signs** tab can be used to reorder the sign list.

Smart Sign Install Log Example

Smart Sign Install Log

IMPORTANT: COMPLETE WHILE INSTALLING Smart Signs

Facility Location: _____

Install Date: _____ Installed By: _____

Sign Location	Product ID# & MAC Address Sticker	IP Address	IP Port

For double faced signs, the orientation of each face needs to be documented in the sign location notes. The inside of the sign will be labeled A and B.

4. Enter Sign Name - We recommend using the sign's physical location (ex. Lane 1 or South Street Entrance)

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5. Create a **New Sign Group** or choose an existing one from the drop-down menu (We recommend using the facility name)

6. Time Zone - defaults to 'Same as Server'. Adjust as needed.
7. Create **New Sign Schedule** or select an existing one from the drop down menu **(See Section 2.2)**
8. Selected OK when complete.

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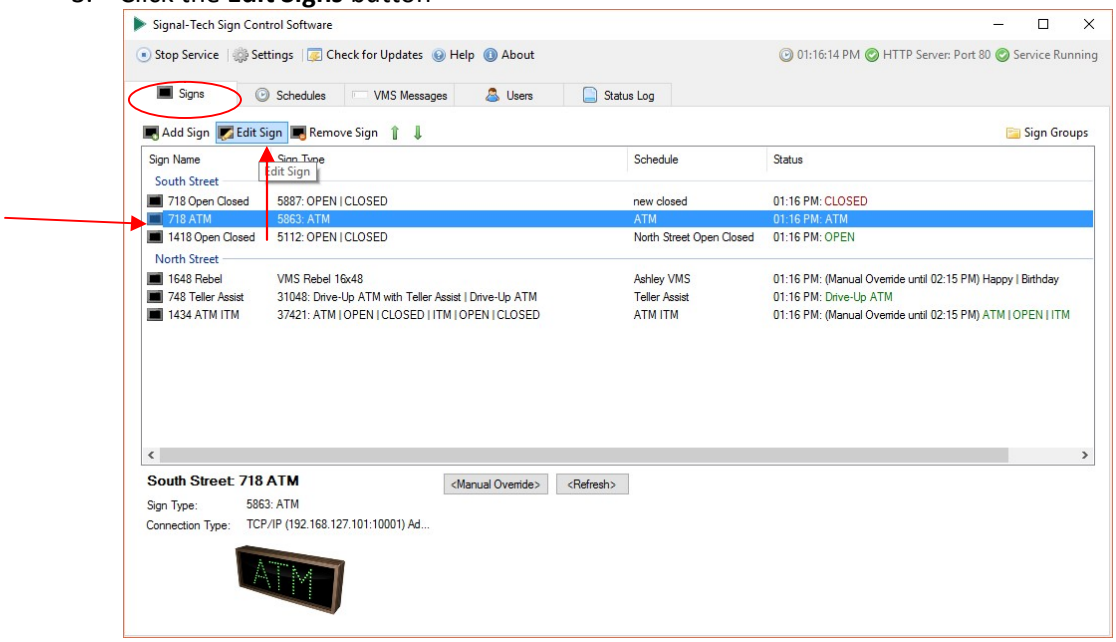
2.1
Editing Static Message Smart Sign

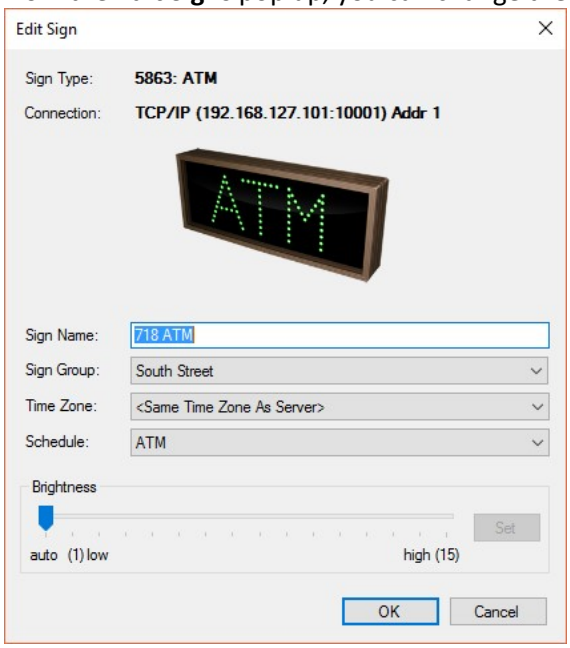
1. Select the Signs Tab

2. Click on the sign to be edited

3. Click the **Edit Signs** button



4. From the **Edit Signs** pop up, you can change the sign name, sign group, time zone and schedule.



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4.1

To change the **Sign Group** click the drop down box located next to the **Sign Group** label. Select from an existing **Sign Group**, or create a **<New Sign Group>**. If selecting **New Sign Group**, enter NEW Group Name and select users who should have access to viewing the **Sign Group** in the Web Interface (Refer to 1.4 for more details)

4.2

- To change the time zone, select the appropriate time zone from the drop down menu.
- To change the **Schedule** click the drop down box located next to the **Schedule** label. Select from an existing schedule, or create a **<New Schedule>**. If selecting **New Schedule**, see the **Section 2.2.4** Creating NEW Static Message Schedules.
- Press OK to set the changes.

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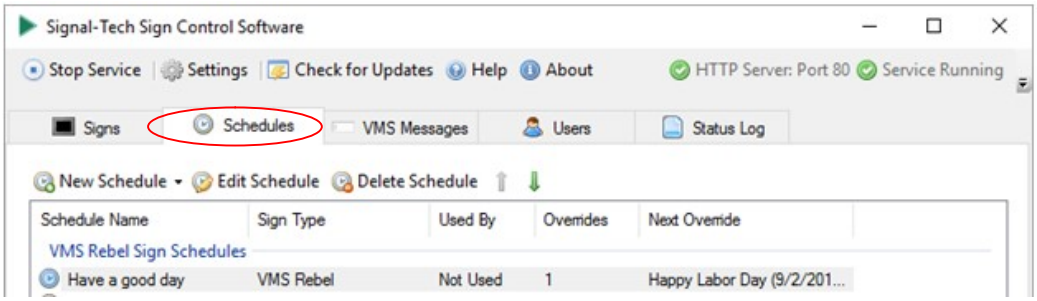
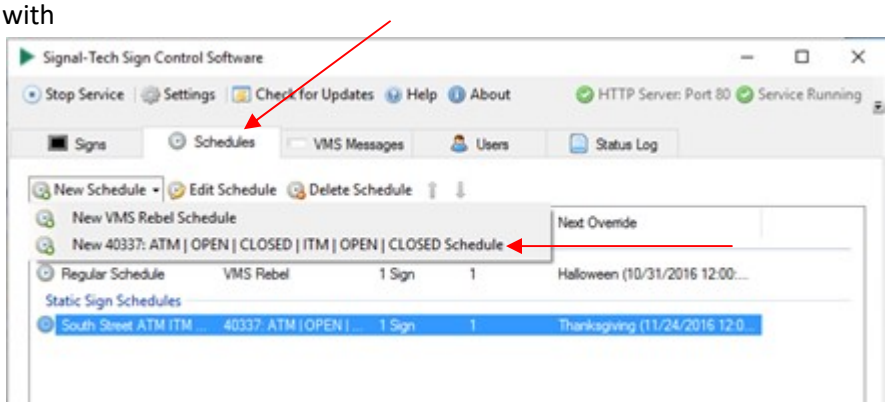
2.2
Creating a New Static Message Schedule

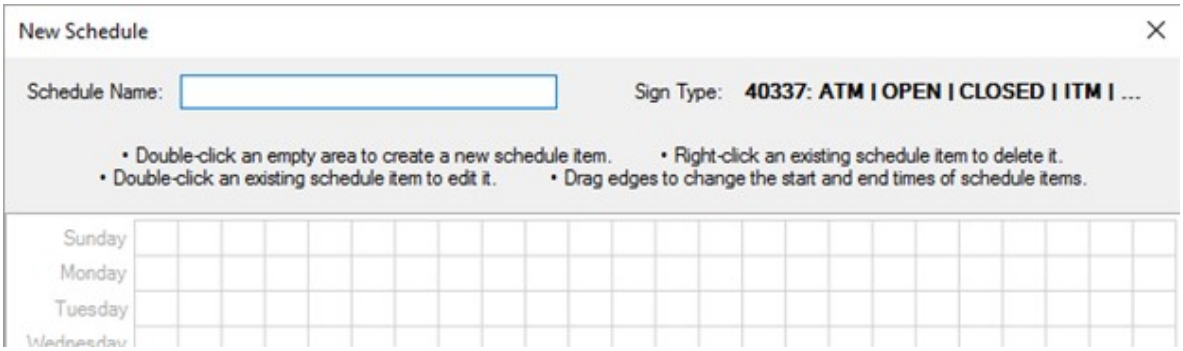
1. Click the **Schedules** tab.



2. Select **New Schedule** from the toolbar
3. From the drop down menu, choose the sign type that the **New Schedule** will correspond with



4. Assign a **Schedule Name**. (We recommend using the facility name + sign message such as, 'Branch 339' 'OPEN|CLOSED' or 'South St Cashier' 'X | Arrow')
   NOTE: Schedule names can only contain alphanumeric characters



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Tech Tips for using the schedule

- Double-click an empty area within the grid display to create a new schedule item.
- Double-click an existing schedule item to edit it
- Right-click an existing schedule item to edit or delete
- Drag edges of the daily schedule to change start and end times of the schedule items

If there is a ***gap in the schedule***, the sign(s) on that schedule will turn off until the sign schedule reaches an active part of the schedule.

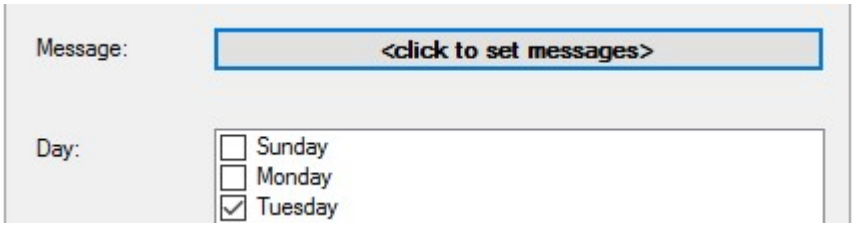
If a ***power outage occurs***, the signs will blank out until the power is restored. Once power is restored the sign(s) will resume following the assigned schedule.

Weekly schedule repeats until the schedule is edited.

The weekly schedule can be temporarily interrupted by setting a **Manual or Scheduled Override** message.

5. Double click anywhere on the schedule to get started

6. Enter the following information
   - **Message** – Click the button labeled **<click to set messages>**, choose the message(s) to be displayed from the pop up box



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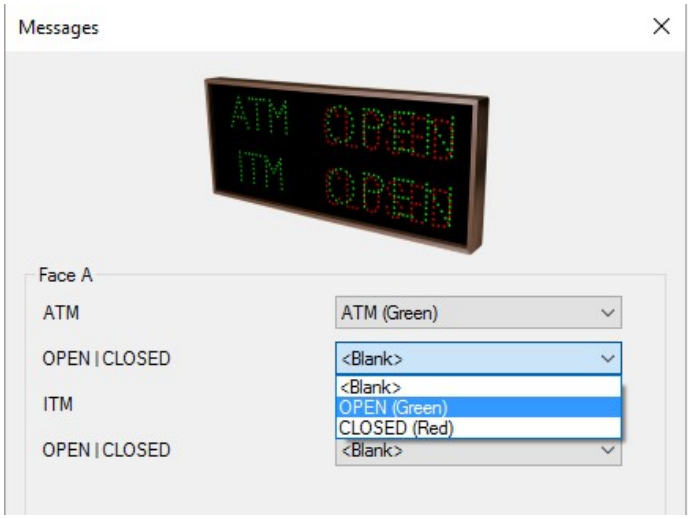
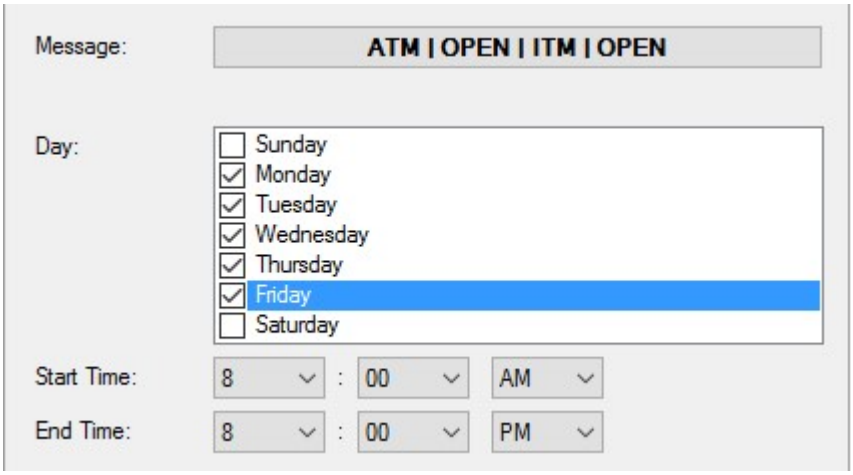
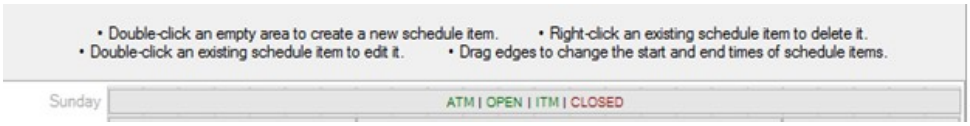
- Select message(s) from each drop down to display during this time span and then press **OK.**



- Day - Select single or multiple days for the message to appear
- Enter Start and End Time for the message to be displayed.
- Press **OK**



- Using the on screen instructions to complete the rest of the schedule.



- When schedule is complete, click **OK**

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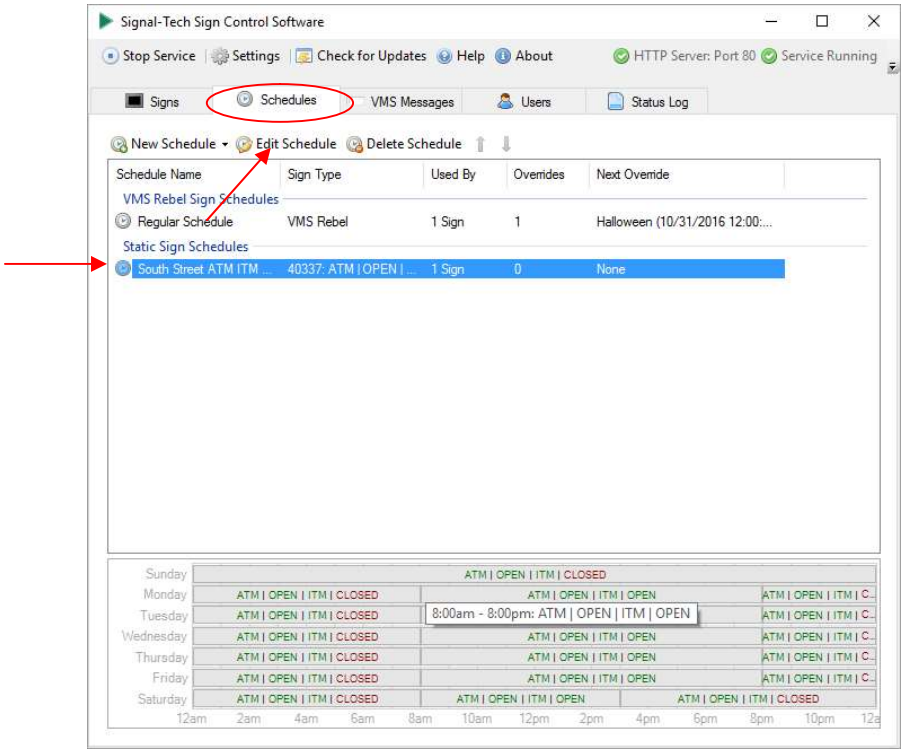
2.3
Editing an Existing Static Message Schedule

1. Select the **Schedules** tab and then highlight the schedule that needs to be edited or deleted by clicking on the schedule name. Click **Edit Schedule.** You can also use the right click function on the selection to edit.



Tech Tips for using the schedule feature

- Double-click an empty area in the grid display to create a new schedule item.
- Double-click an existing schedule item to edit it
- Right-click an existing schedule item to edit or delete
- Drag edges of the daily schedule to change start and end times of the schedule items

If there is a ***gap in the schedule***, the sign(s) running that schedule will turn off until the sign schedule reaches an active part of the schedule.

If a ***power outage occurs***, the signs will blank out until the power is restored. Once power is restored the sign(s) will resume following the assigned schedule.

Weekly schedule repeats until the schedule is edited.

The weekly schedule can be temporarily interrupted by setting a **Manual or Scheduled Override** message.

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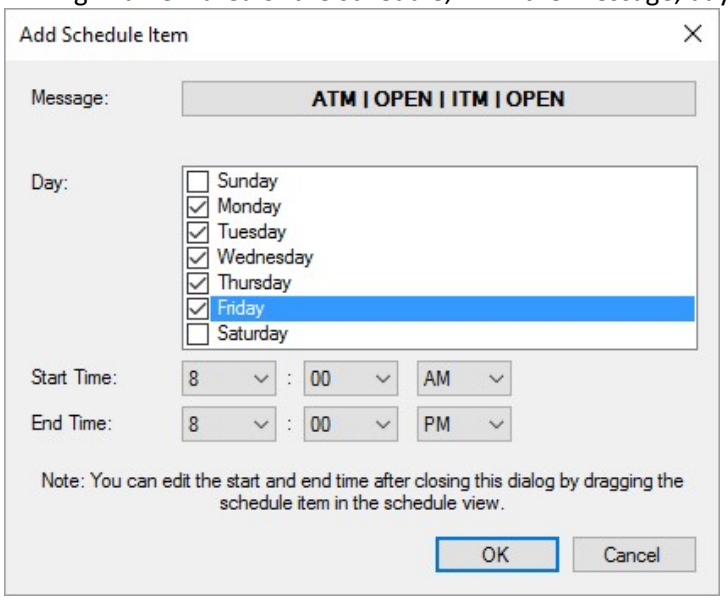
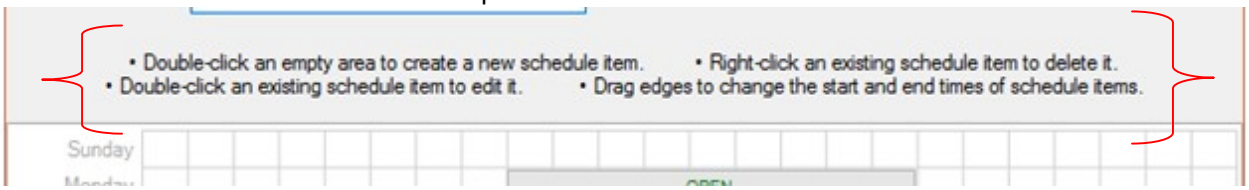
2. Double Click any area of the schedule. You can click an open area or an occupied area if that particular day needs edited.

3. If filling in a new area of the schedule, fill in the Message, days to display and run time.



4. Click OK

5. Follow the on screen instructions to complete or edit the schedule.



6. Click OK to save the changes when the schedule changes are complete.

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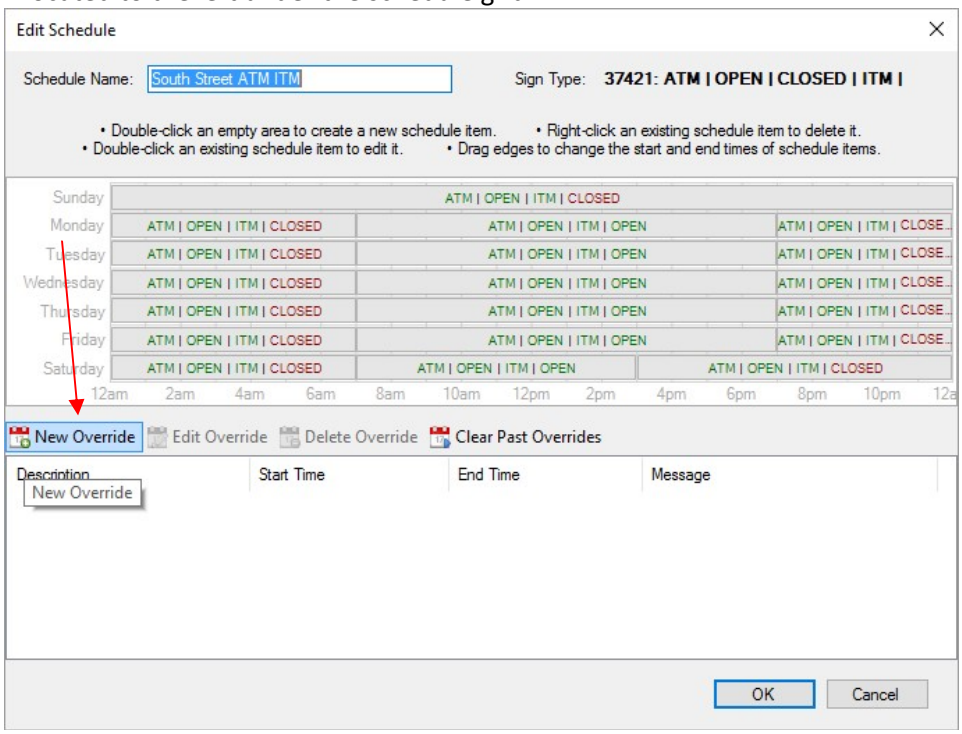
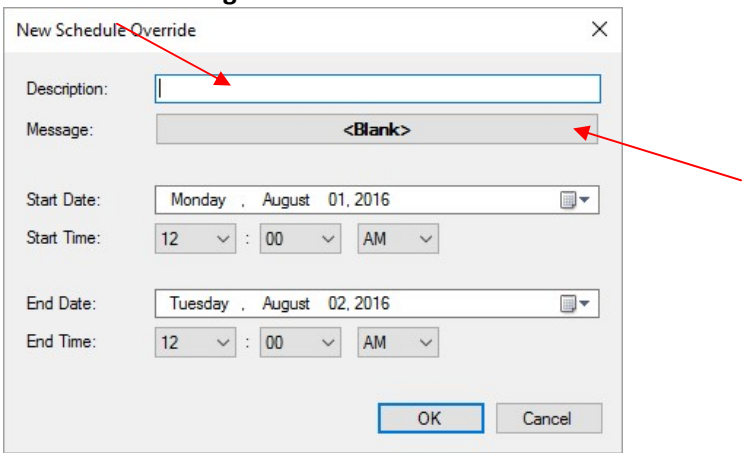
2.4
Add, Edit, and Delete Scheduled Override Message

A scheduled override is used to disrupt a regular schedule to display something different during a specific period of time.

1. To create a new override message you must be in an active schedule. Select **New Override** located to the left under the schedule grid.



2. Fill in the **Description** of the override in the provided text box. The Description is just an explanation of the reason for the override. An example may be" Labor Day Holiday" description for shortened hours during a particular day.
3. Click on the **Message** button.



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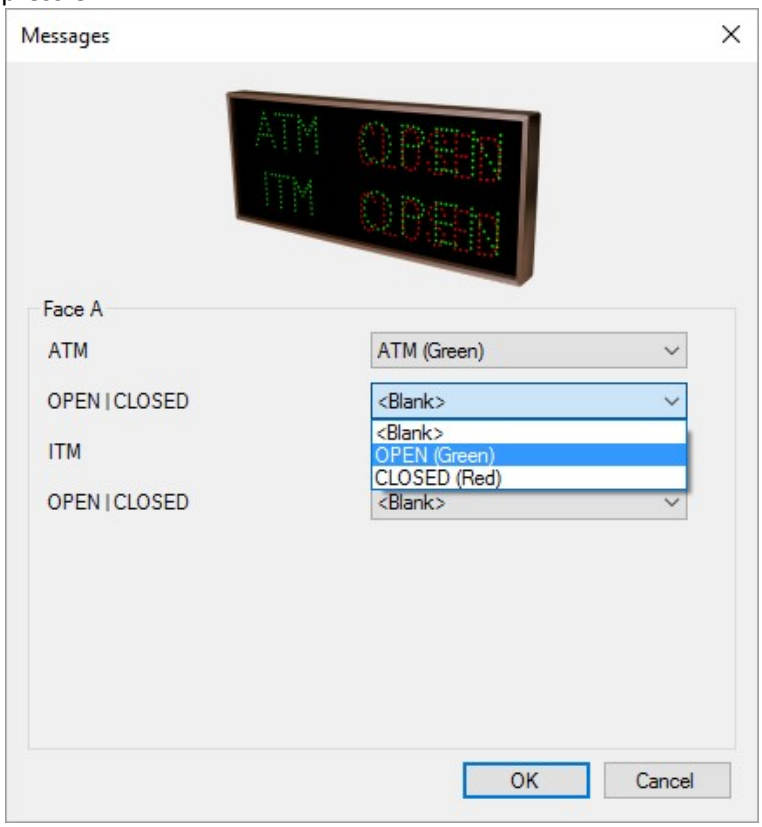
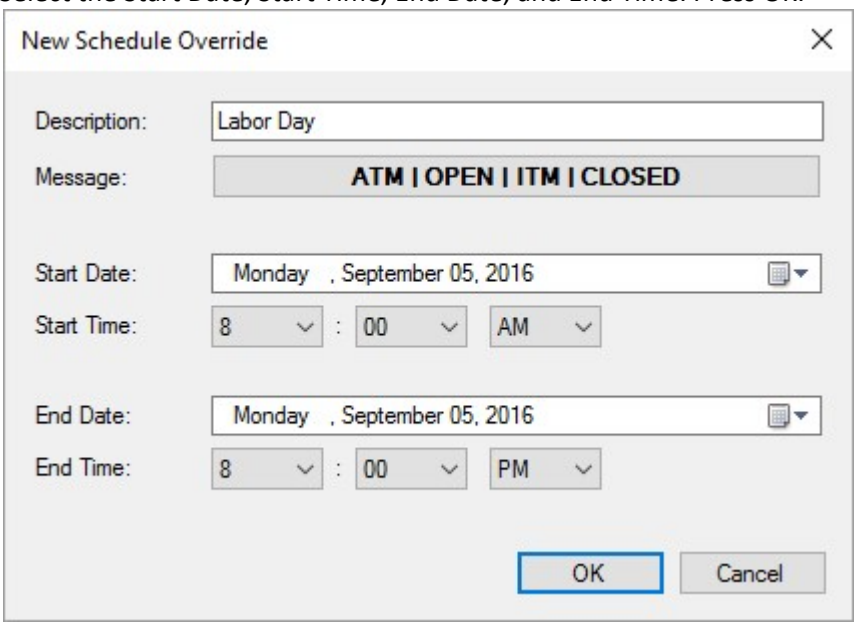
4. Select the message(s) that need to display on the sign during this override period, and then press OK.



5. Select the Start Date, Start Time, End Date, and End Time. Press OK.



6. The override will now appear in the lower display box of the schedule.

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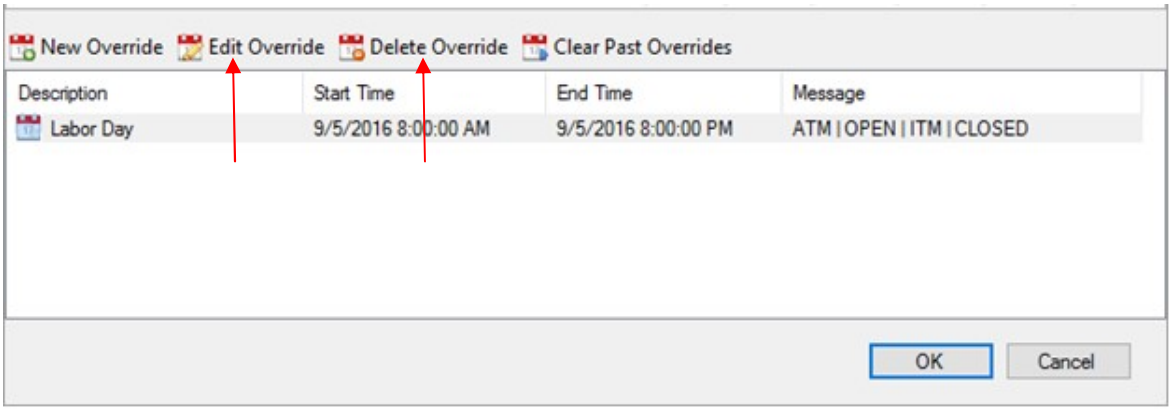
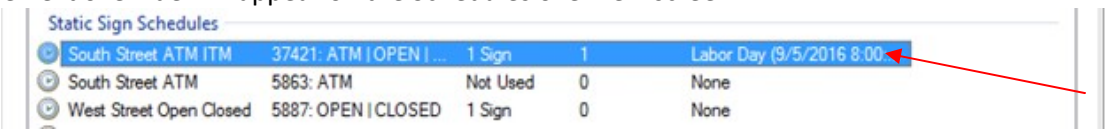
7. You can edit or delete overrides by highlighting the override and using the **Edit Override** and **Delete Override** buttons.



8. Use the **Clear Past Overrides** button to delete expired overrides.
9. The next override will appear on the Schedules overview screen.



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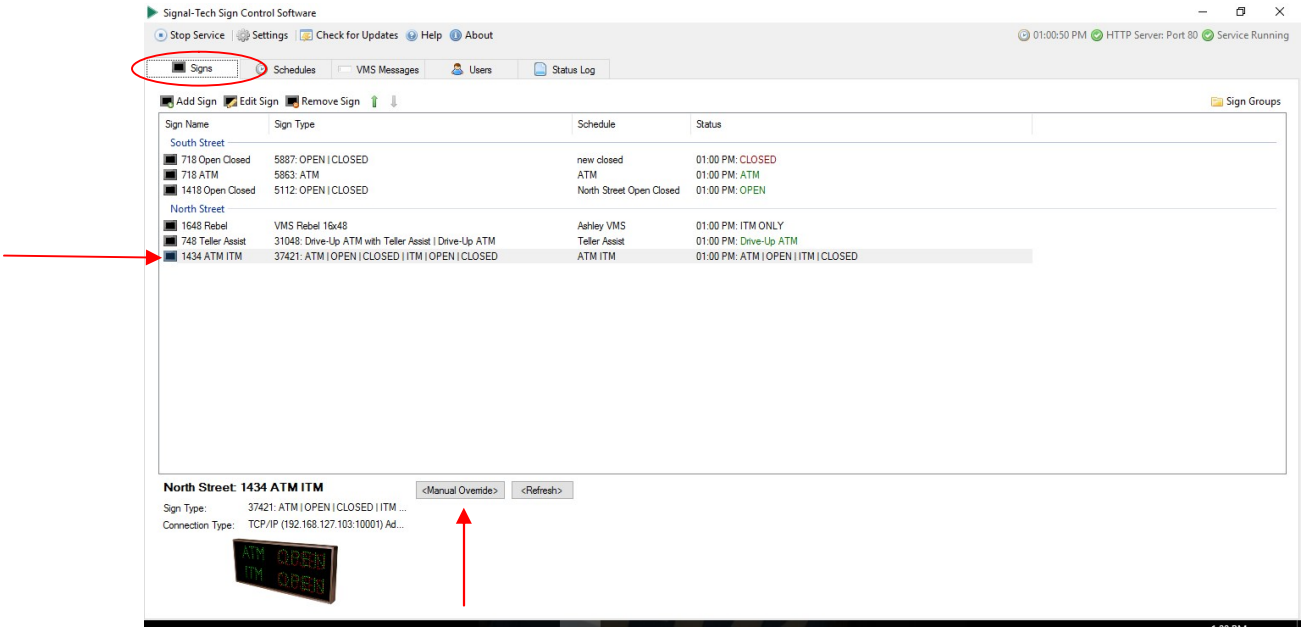
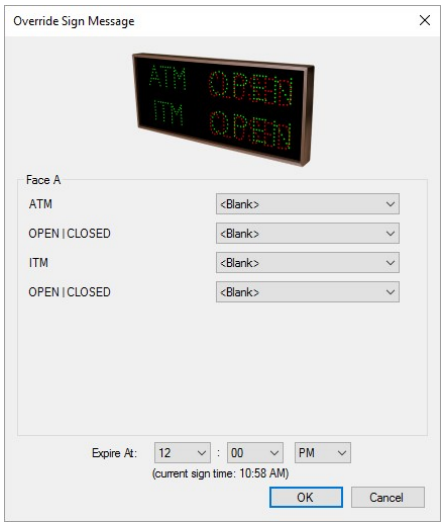
2.5
Create and Remove Manual Override Message

A manual override allows you to immediately interrupt a running schedule to display a different message on the sign. If you want to schedule a future override of the schedule, see **Section 2.4** (Add, Edit and Delete Scheduled Override Message)

1. Select the **Signs** tab
2. Highlight the sign that needs to have an immediate Manual Override applied to it.
3. Click the **Manual Override** button located to the right of the sign image



4. Select the message(s) that need to display immediately.
5. Select the time that the override will expire. This time can be set for 23.75 hours from the current time. The sign will resume its regular schedule when the override message expires.



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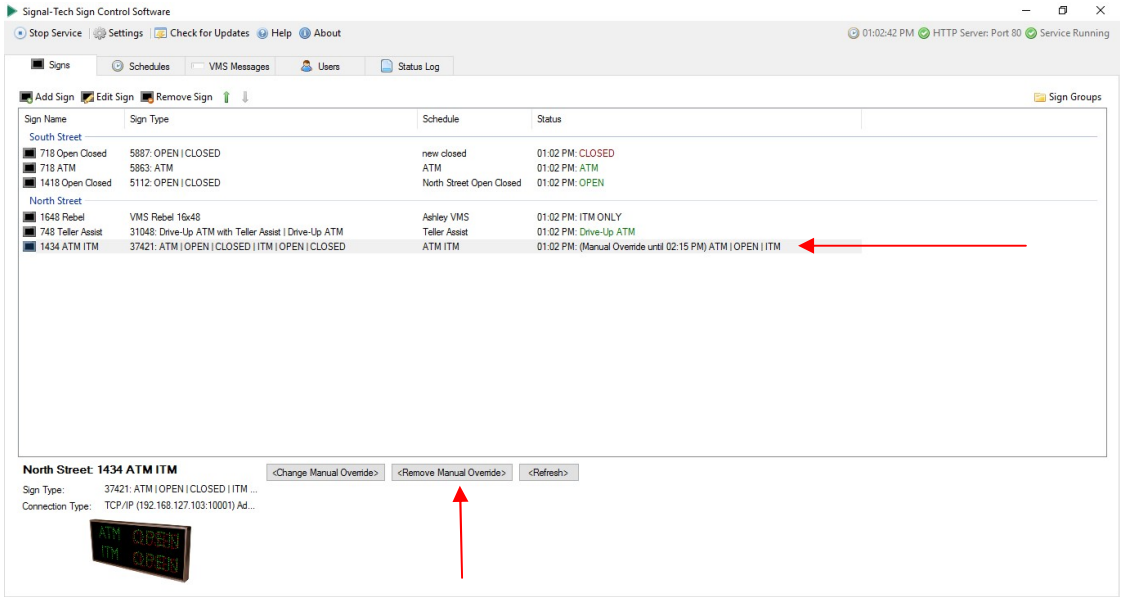
6. Click OK
7. The manual override will appear in the Status column in the Signs tab.
8. You can remove the manual override at any time using the **Remove Manual Override** button at the bottom of the screen



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Section 3 – S-VMS Rebel Smart Signs in the System

3.0 Add a S-VMS Rebel Sign to the Network

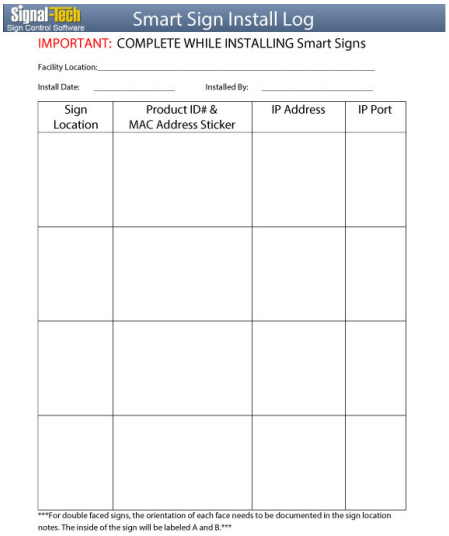
1. Refer to the Smart Sign Install Log(s)

2. Select the **Signs** Tab

Tech Tips for Adding a Smart Sign -
Have the Smart Sign Install Logs handy

- Information from the Smart Sign Install Log is needed to add each sign.
- The Install Log should provide sign location, sign message, Smart Sign Product ID, Smart Sign MAC address, IP address, and port.
  Make sure the IT/Network Administrator has filled out the IP address and port for each sign before continuing.
- When adding a sign, be prepared to enter the IP address, port, and address for each sign.
- Default Smart Sign address is 1; default Smart Sign port is 10001
- The green ↓↑ arrows in the toolbar on the **Signs** tab can be used to reorder the sign list.

Smart Sign Install Log Example



Signal-Tech Sign Control Software — Smart Sign Install Log

IMPORTANT: COMPLETE WHILE INSTALLING Smart Signs

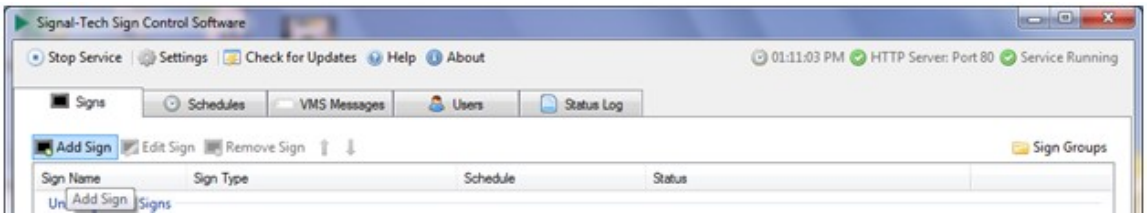
Facility Location: _____

Install Date: _____ Installed By: _____

Sign Location	Product ID# & MAC Address Sticker	IP Address	IP Port

For double faced signs, the orientation of each face needs to be documented in the sign location notes. The inside of the sign will be labeled A and B.

3. Select **Add Sign** from the **Signs** toolbar and fill in the fields as described below



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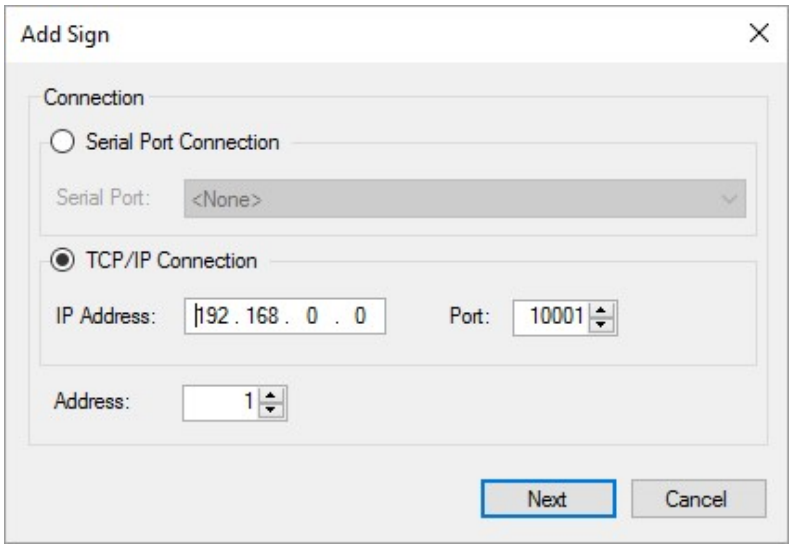
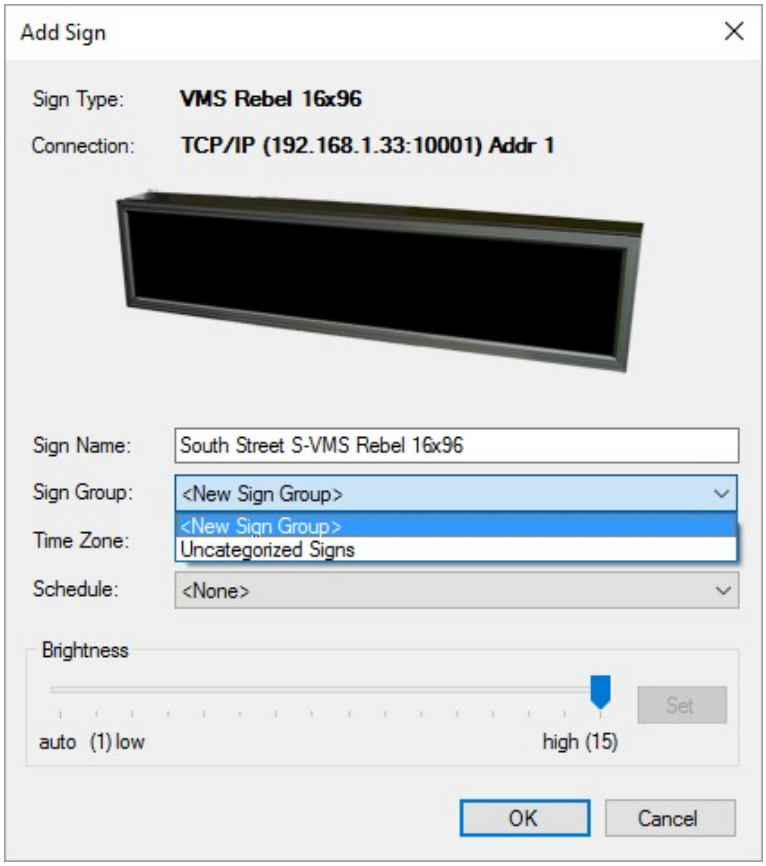
4. Using the Smart Sign Install Log, enter the IP address, port, and address that has been assigned to the sign, Select **NEXT**



5. Enter Sign Name - We recommend using the sign's physical location (ex. “South Entrance” or “Lane 1”)



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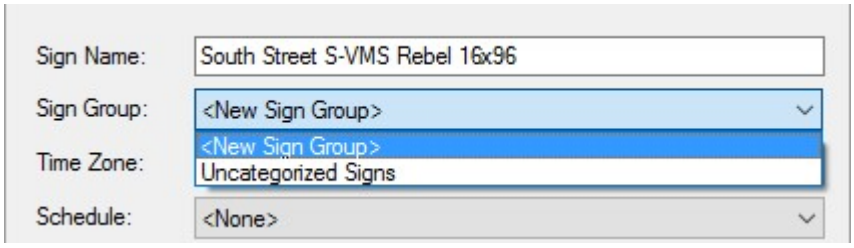
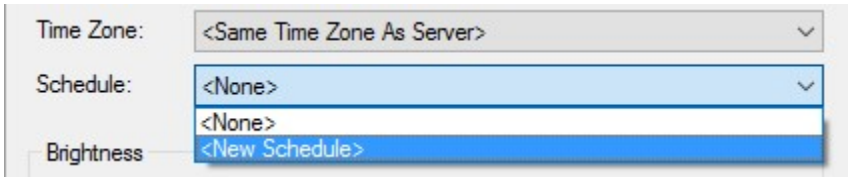
6. Choose an existing **Sign Group** from the drop-down menu or create a **New Sign Group.** (When creating a **New Sign Group**, we recommend using a unique location name or branch # or name. See **Section 1.4** for more information)



7. Time Zone - defaults to 'Same as Server'. Adjust as needed.
8. Select an existing **Schedule** from the drop down menu or create a **New Sign Schedule**. See **Section 3.4** for more information on creating a **New Sign Schedule.**



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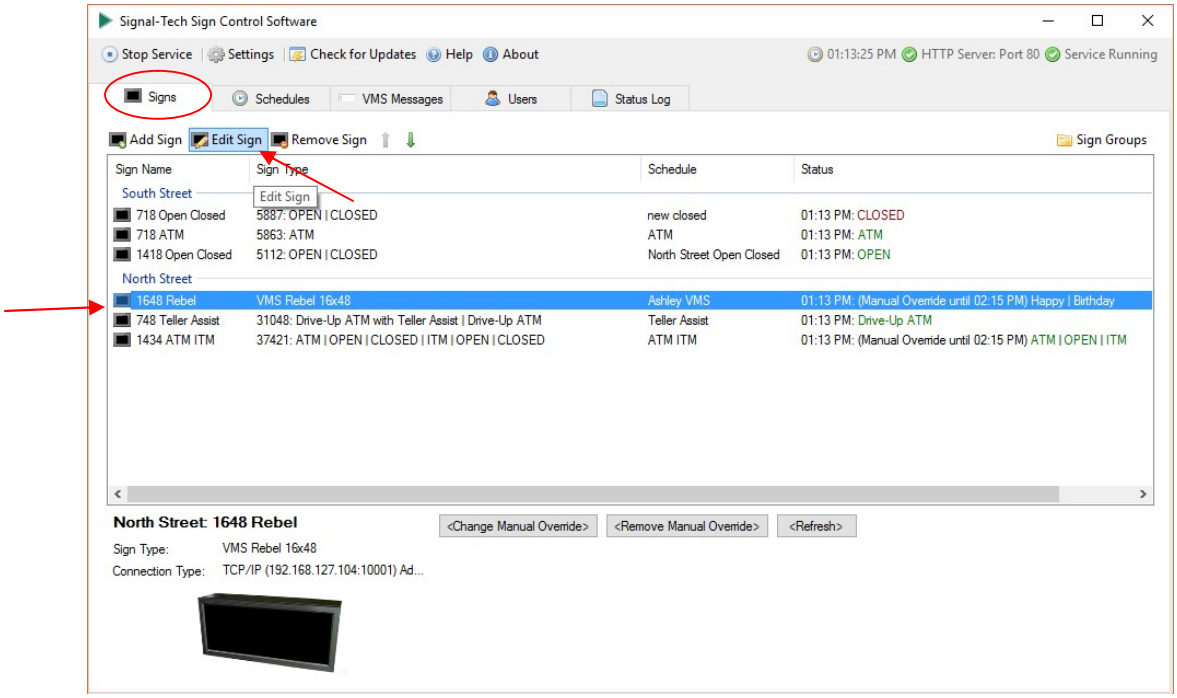
3.1
Edit and Delete S-VMS Rebel Signs

Editing a sign allows you to change the Sign Name, Sign Group, Time Zone and Schedule

1. Select the **Signs** tab
2. Double click the sign to be edited or single click the sign to highlight and click **Edit Sign** in the toolbar.



   a. To change the sign name, simply click in the text box next to the **Sign Name** label and edit
   b. To change the **Sign Group**, select the drop down box next to the **Sign Group** label. You can choose an existing **Sign Group** or create a new one. If you are creating a **<New Sign Group>**, See **Section 1.4.**
   c. To change the Time Zone, click the drop down box next to **Time Zone** label and make your selection from the drop down.
   d. To change the **Schedule**, select the drop down box next to the **Schedule** label. You can select from an existing schedule or create a New Schedule. If you are creating a **<New Schedule>**, see **Section 3.4.**
   e. Click OK to save new selections

3. To delete a sign, click on the sign to highlight and click **Remove Sign** from the toolbar. You will be prompted to confirm removal before the sign is deleted.

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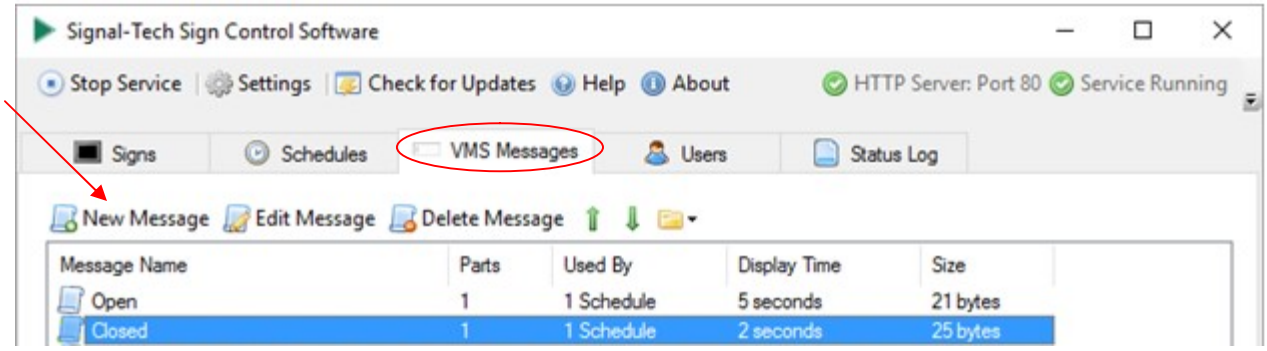
3.2
Create S-VMS Rebel Message Name and Message

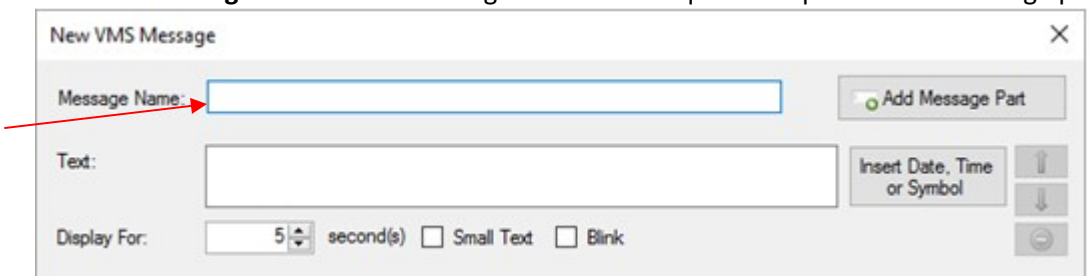
S-VMS Message Name is used to organize and schedule display messages for the S-VMS Rebel Sign. A Message Name may contain one part or multiple message parts that will display sequentially.

Refer to **Sections 3.4 and 3.5** for information on using S-VMS Messages when creating and editing the Schedule.

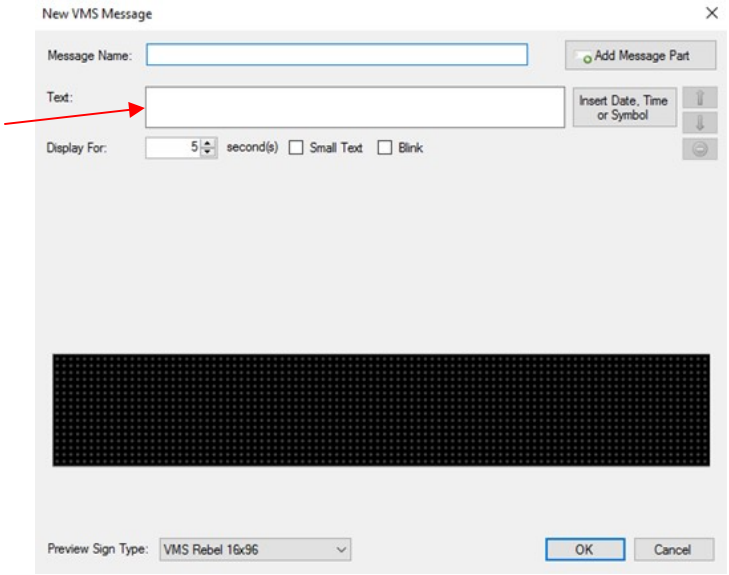
1. Select the **VMS Messages** Tab
2. Select **New Message** from the menu



3. Fill in the **Message Name** – the Message Name is a unique description of the message parts.



4. Enter the message for the sign to display in the box labeled **Text**.



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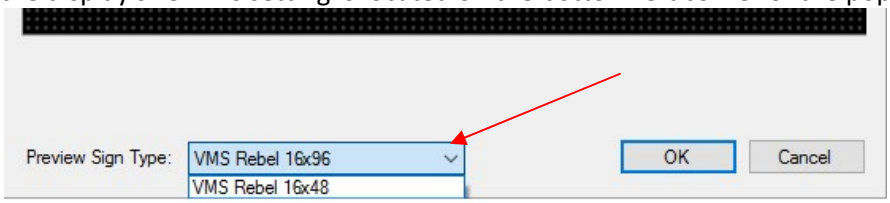
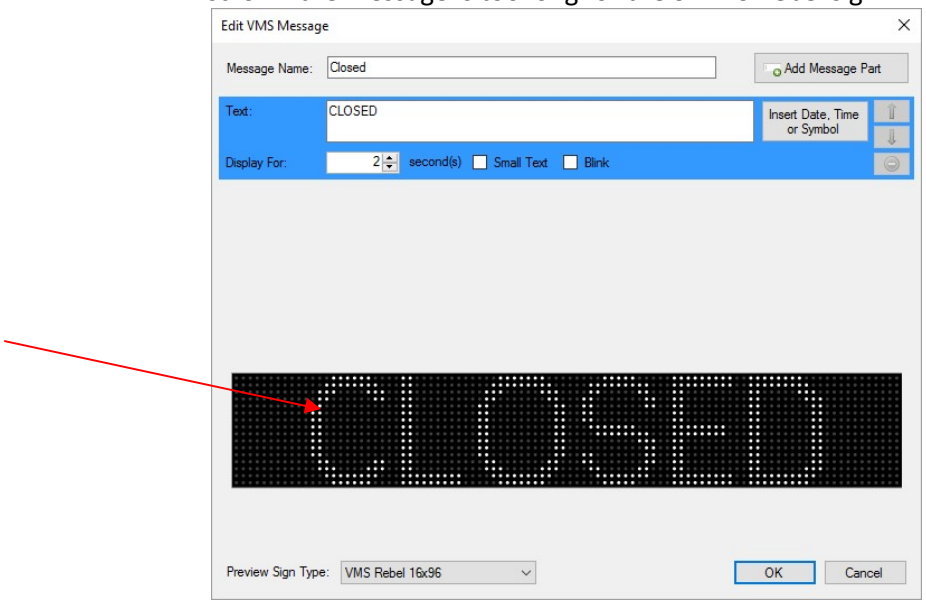
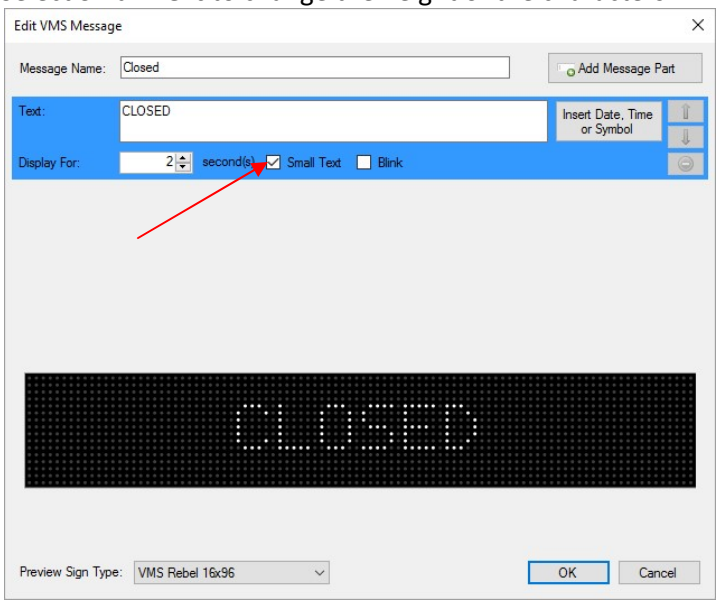
5. You can preview the message in a specifc LED matrix layout by setting the **Preview Sign Type** to the display size. This setting is located on the bottom left corner of the pop-up window.



6. As you type your message it will appear in the preview screen. The message will automatically scroll if the message is too long for the S-VMS Rebel sign.



7. Select **Small Text** to change the height of the characters.



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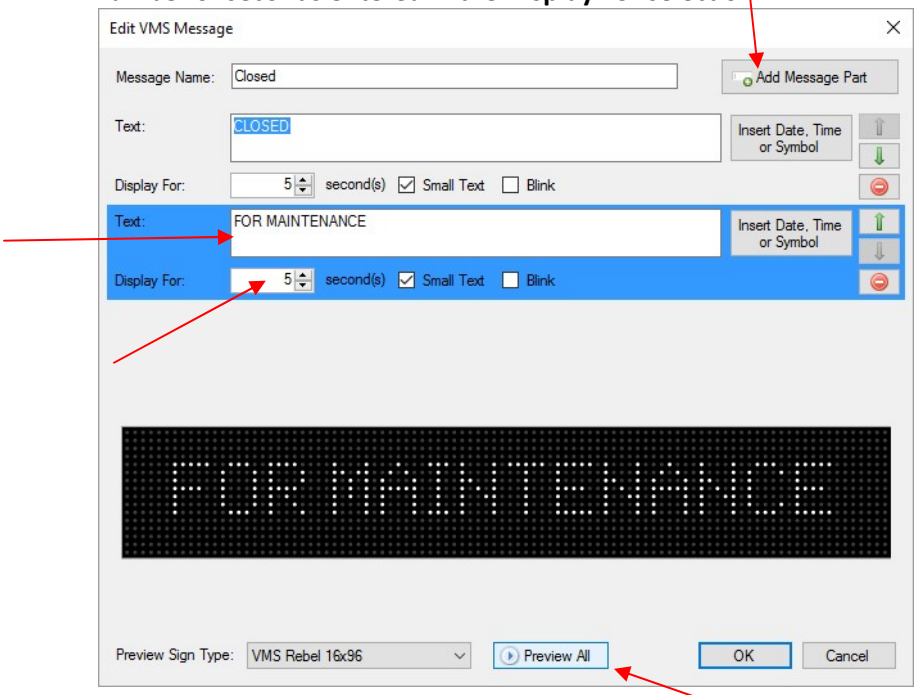
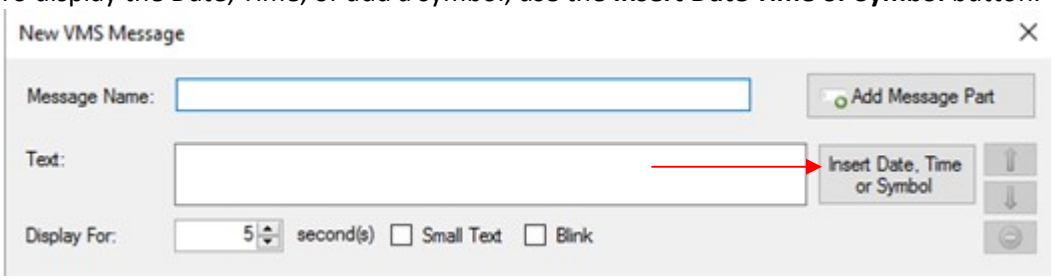
8. Click **Add Message Part** to add another page to your message. Enter the message part in to the next **Text** area. The message parts will run sequentially and display each message part for the number of seconds entered in the **Display For** selection.



9. To preview the parts of the message in sequence, press the **Preview All** button.
10. To display the Date, Time, or add a symbol, use the **Insert Date Time or Symbol** button.



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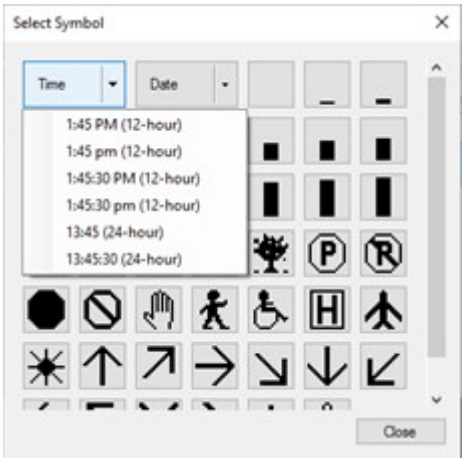
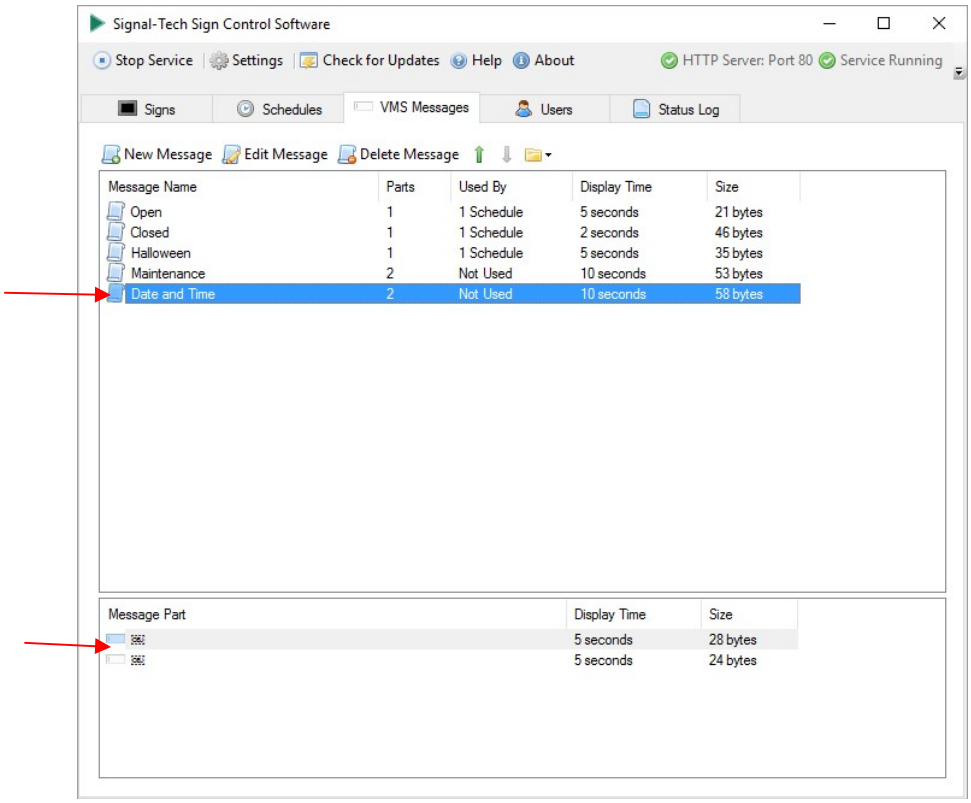


When using symbols, date or time it is important to enter the Message Name with as much detail as possible. When the Message Parts appear in the Text field and on the schedule they will appear as the same symbol space holder as every other symbol. If Date and Time are the display selection, set the Message Name to Date and Time. Make sure they are in the order of the message parts entered.



11. To edit an existing message, highlight the message you want to change and then click Edit Message. You can also edit or delete a message by right clicking on the message and making the appropriate selection, see **Section 3.3** for more details.

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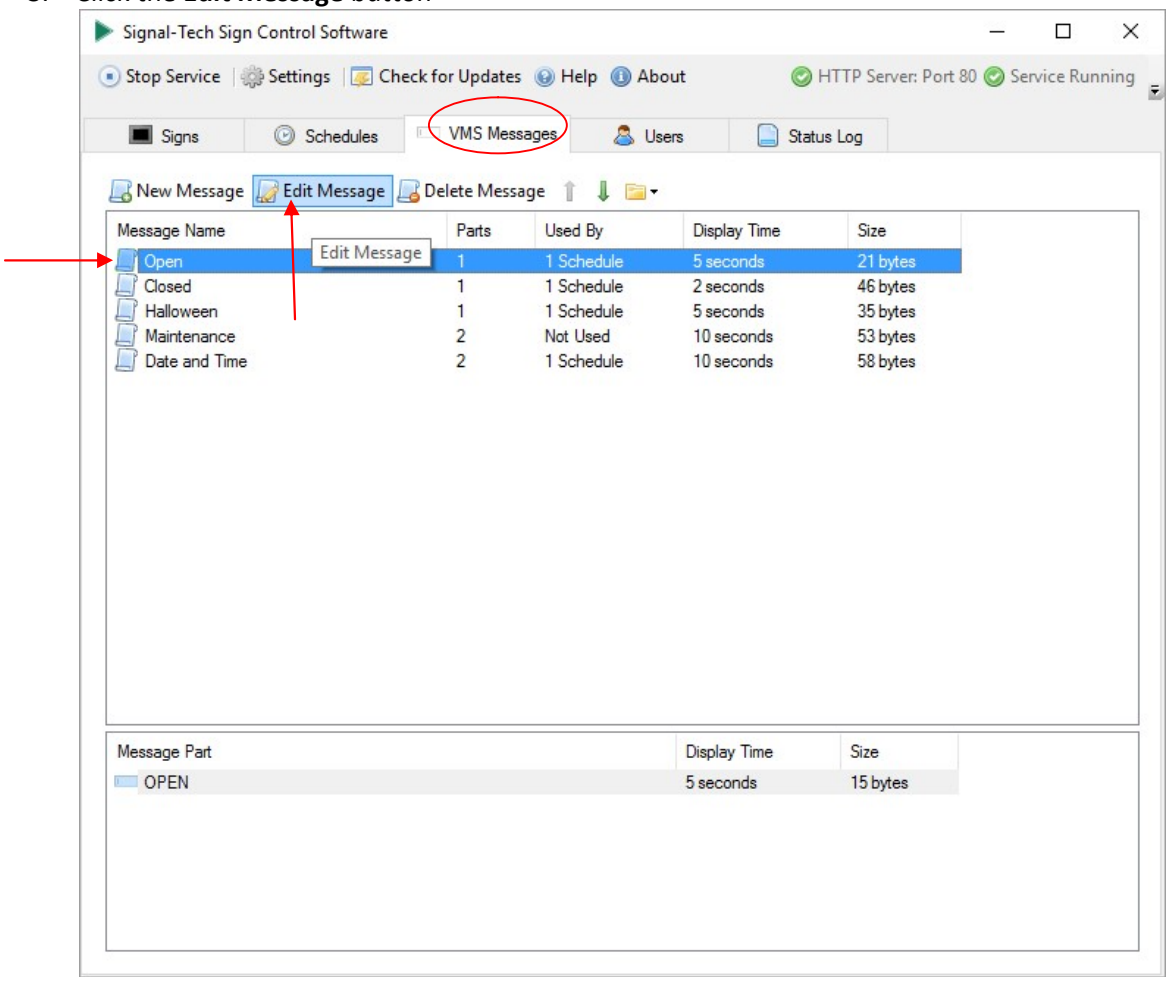
3.3
Edit and Delete S-VMS Rebel Message Name and Message

1. Select the **VMS Messages** tab
2. Highlight the **Message** to be edited by clicking on the **Message Name**
3. Click the **Edit Message** button



4. Make the necessary changes to the message. To learn more about options in this area, go to the **Section 3.2**.

5. Press OK to save changes

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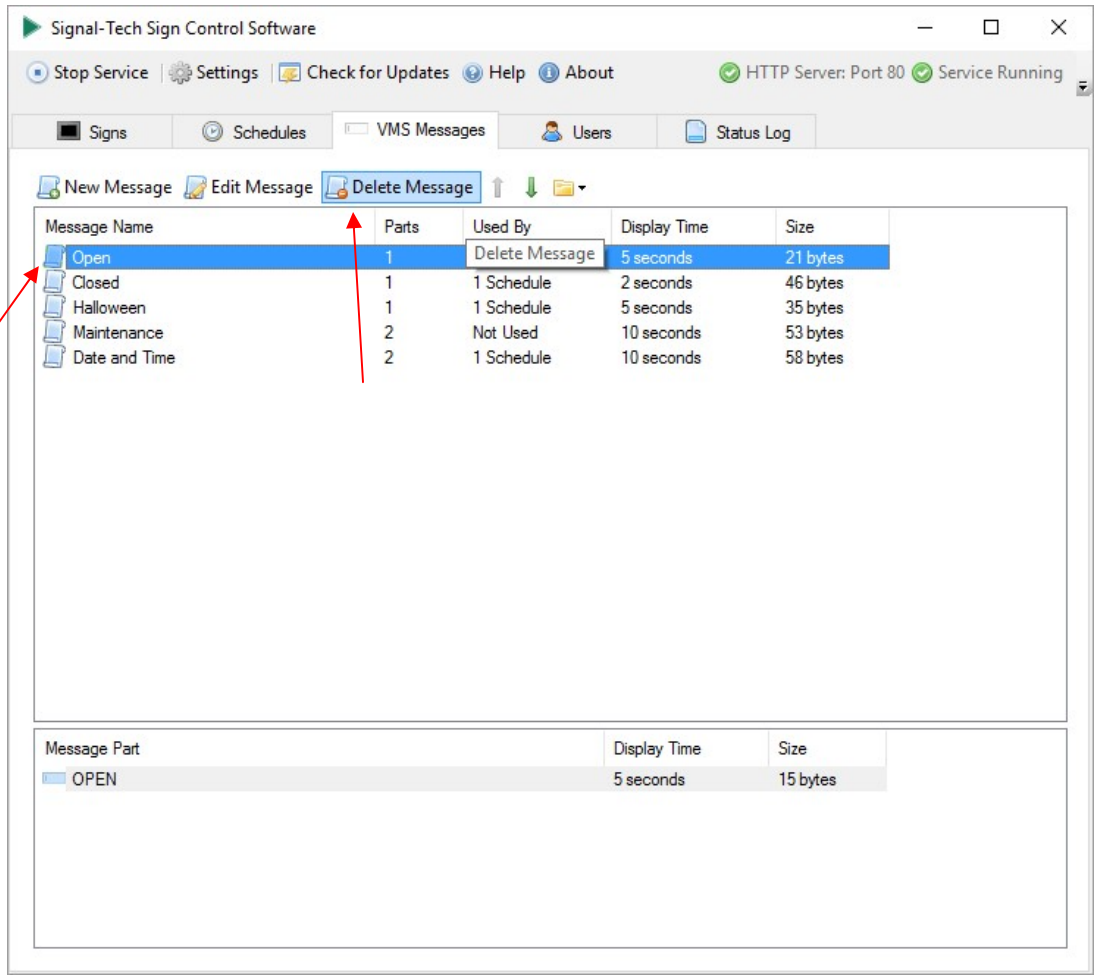
Delete Message
You can delete a **Message** by clicking the **Delete Message** button.

STOP: Before deleting a **Message**, go to the Schedules Tab and remove it from any existing sign schedule. Refer to **Section 3.5** for instructions. Signs scheduled to display a deleted **Message** will go blank for the period that message would have been scheduled.

1. Click to highlight the **Message**
2. Click **Delete Message** in the toolbar. You will be prompted to confirm your selection before removal is final.



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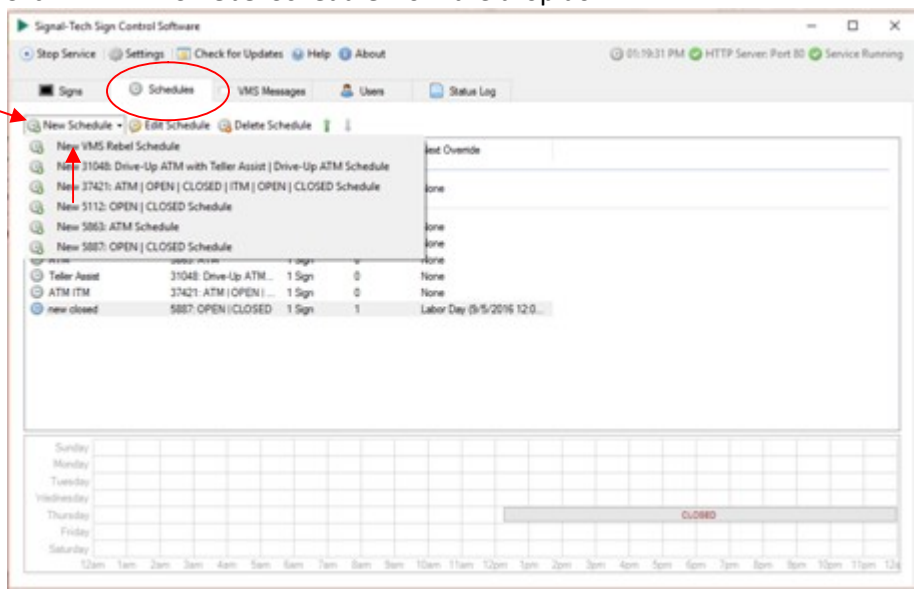
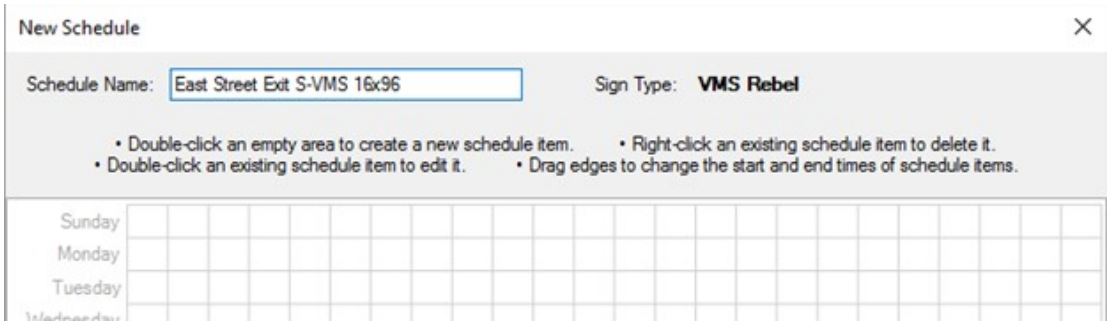
3.4
Create a New S-VMS Rebel Schedule

This section is typically used when adding a new sign to the network. To edit or delete a schedule for an existing sign see **Section 3.5.**

1. Click the **Schedules** tab
2. Click **New Schedule** in the toolbar
3. Click **NEW VMS Rebel Schedule** from the drop down



4. Assign a **Schedule Name**. (We recommend using the location name + sign message such as, "South Entrance VMS Rebel 16x48"



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Tech Tips for using the schedule feature

- Double-click an empty area in the grid to create a new schedule item.
- Double-click an existing schedule item to edit it
- Right-click an existing schedule item to edit or delete
- Drag edges of the daily schedule to change start and end times of the schedule items

If there is a ***gap in the schedule***, the sign(s) running that schedule will turn off until the sign schedule reaches an active part of the schedule.

If a ***power outage occurs***, the signs will blank out until the power is restored. Once power is restored the sign(s) will resume following the assigned schedule.

Weekly schedule repeats until the schedule is edited.

A schedule can be created to control a single S-VMS Rebel sign or to be shared among many S-VMS Rebel signs.

The weekly schedule can be temporarily interrupted by setting a **Manual or Scheduled Override** message. See **Section 3.6 and 3.7**

5. Double click anywhere on the schedule grid to get started adding messages and creating the schedule.

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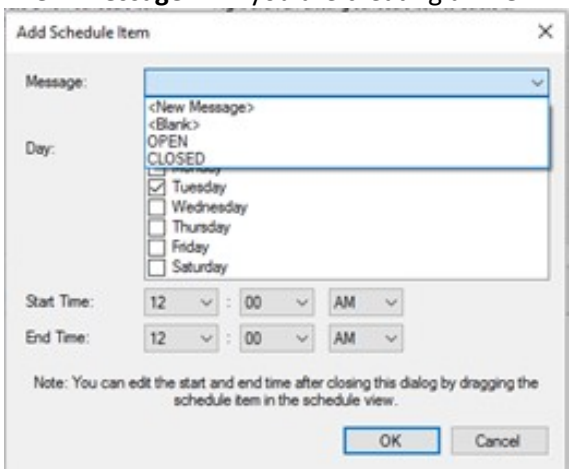
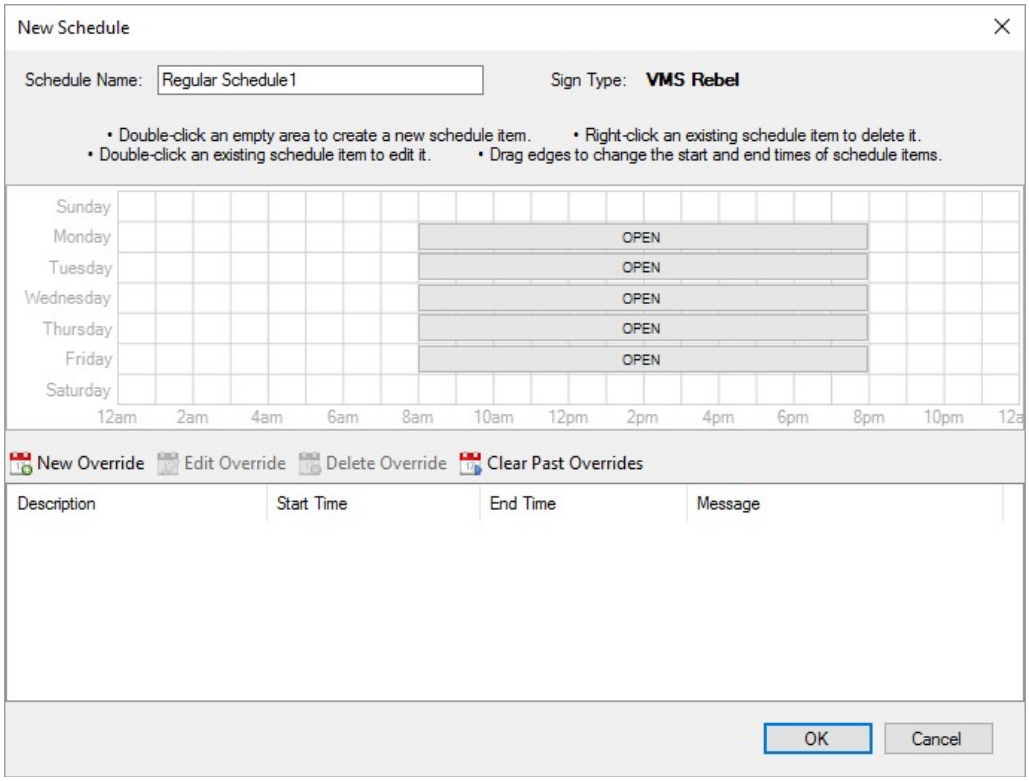
6. Click the drop down box next to the **Message** label and choose an existing **Message** or create a **<New Message >**. If you are creating a **<New Message>,** go to **Section 3.2** for instructions.



7. Fill in the Message to display and the days and run time to display.
8. Click OK
9. Your selection will appear on the schedule



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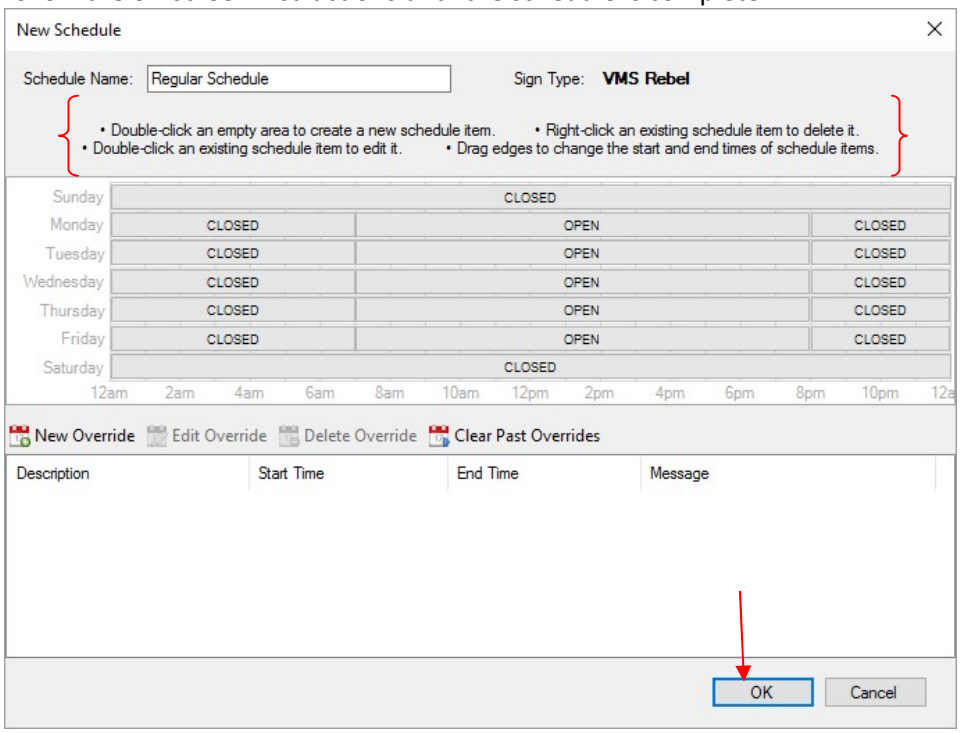
10. Follow the on-screen instructions until the schedule is complete.



11. Press OK to save the schedule.

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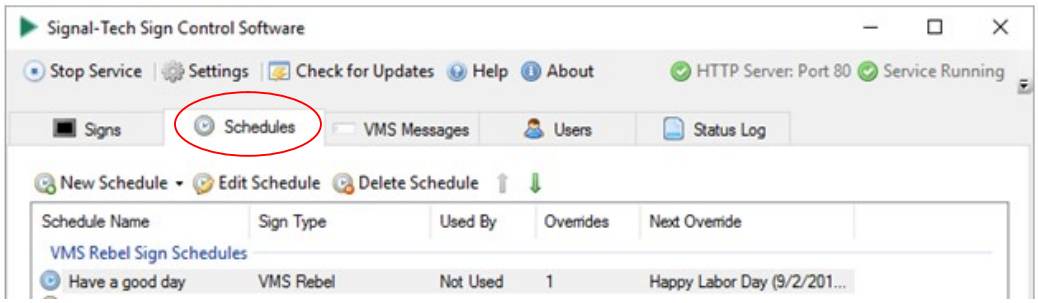
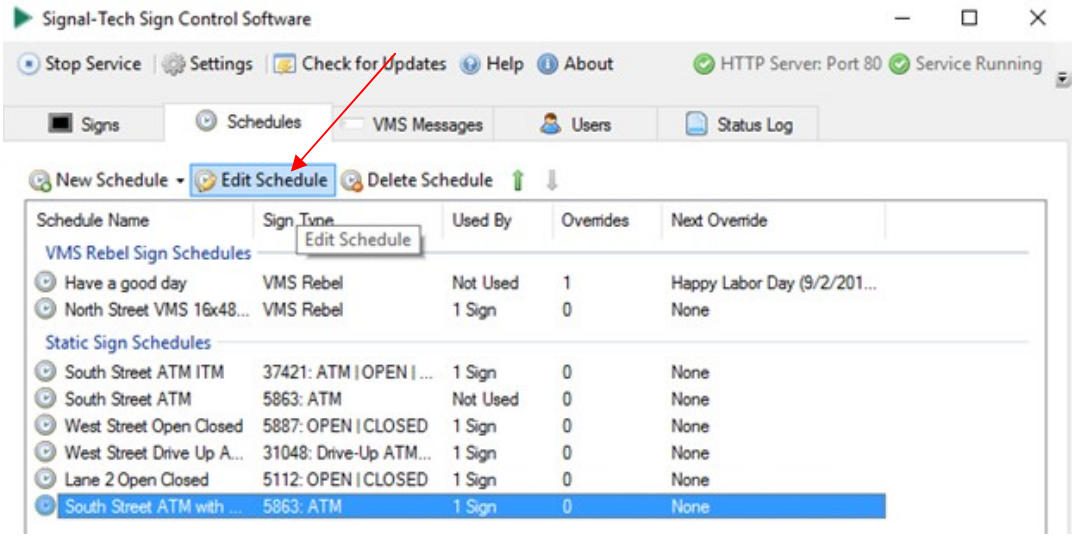
3.5
Edit or Delete an Existing S-VMS Rebel Schedule

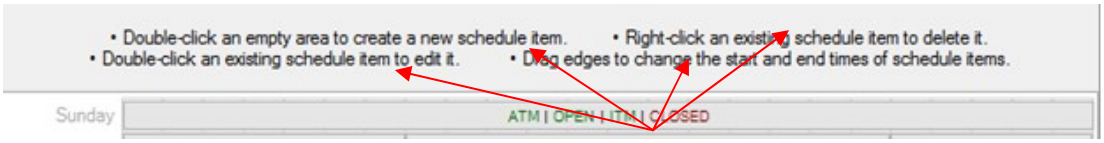
1. Click the **Schedules** tab.



2. Click the **Schedule Name** to be edited. Click the **Edit Schedule** button. (You may also use the right click function to edit it)



3. Follow the on screen instructions to make changes to the schedule. The instructions are located directly above the schedule grid.



4. If you need to create a **New Message**, go to **Section 3.2** for instructions
5. Press **OK** when changes are complete.

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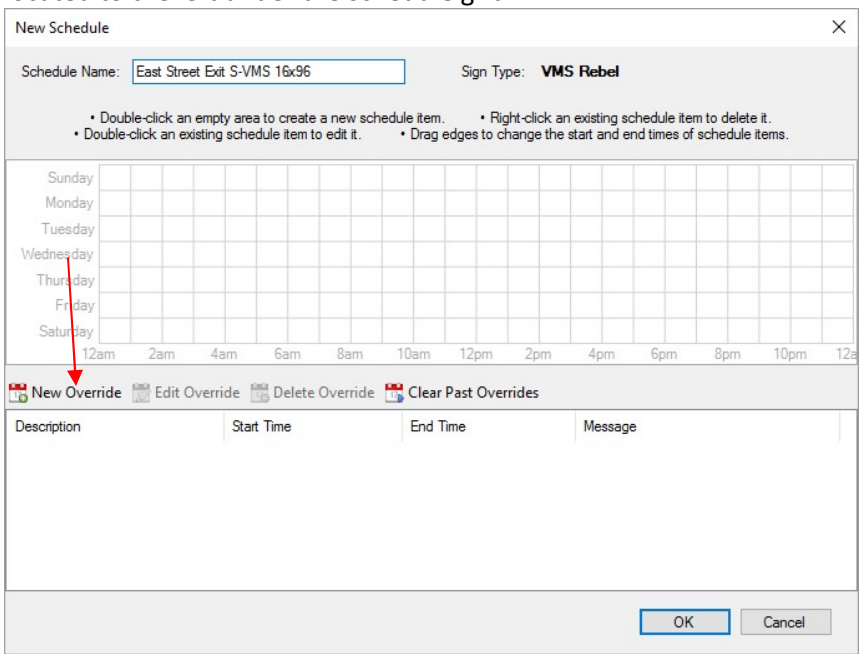
3.6
Add, Edit and Delete Scheduled Override Message

A Scheduled Override Message is used to disrupt a regular schedule to display something different during a specific period of time.

1. To create an override message you must be in an active schedule. Select **New Override** located to the left under the schedule grid.



2. Fill in the **Description** of the Override in the provided text box. The Description is just an explanation of the reason for the override. An example may be" Labor Day Holiday Message" to describe shortened hours during a particular day.
3. Click the **Message** drop down arrow and either select an existing message or select **New Message**.

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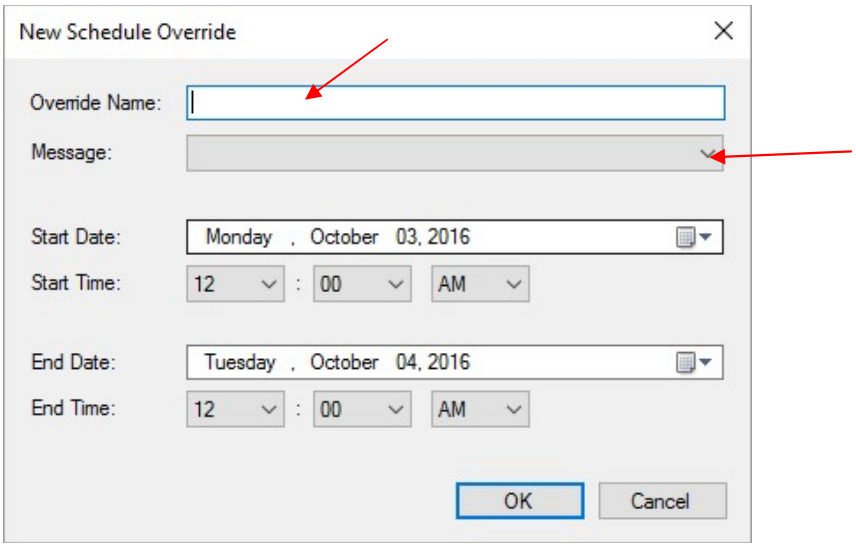
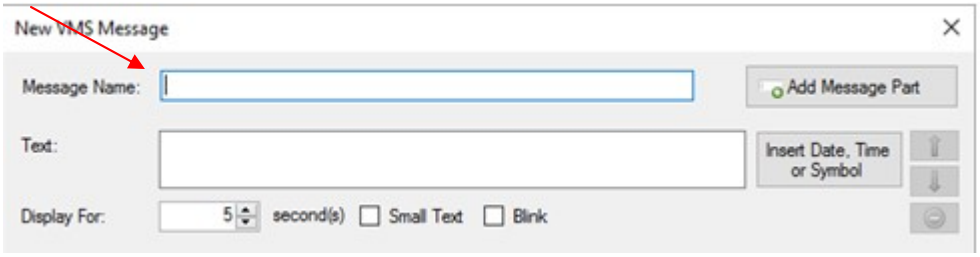
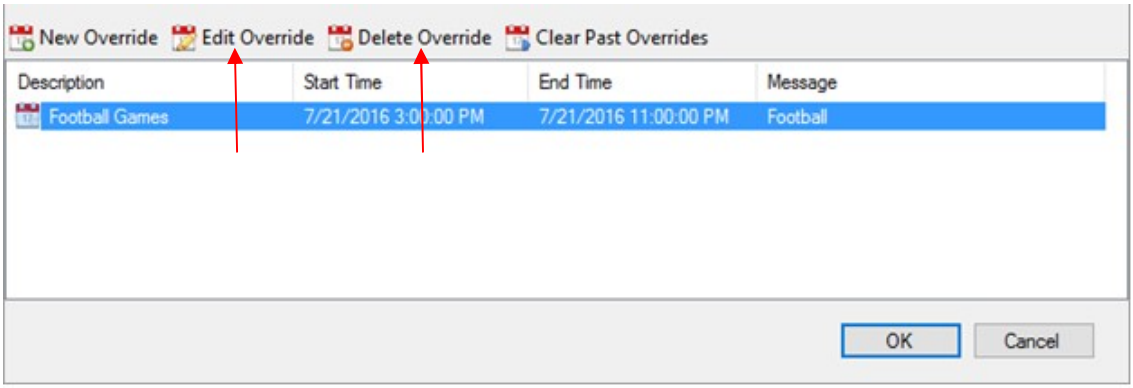


4. For a new **Message** fill in the **Message Name,** and then enter the message text**.** For specific instruction on creating a message, refer to **Section 3.2** for details.



5. Select the Start Date, Start Time, End Date, and End Time. Press OK.
6. The override will now appear in the lower display box of the schedule.
7. You can Edit or Delete Overrides by highlighting the override and using the **Edit Override** and **Delete Override** buttons.



8. Use the **Clear Past Overrides** button to delete expired overrides.
9. The next override will appear on the **Schedule** overview screen.

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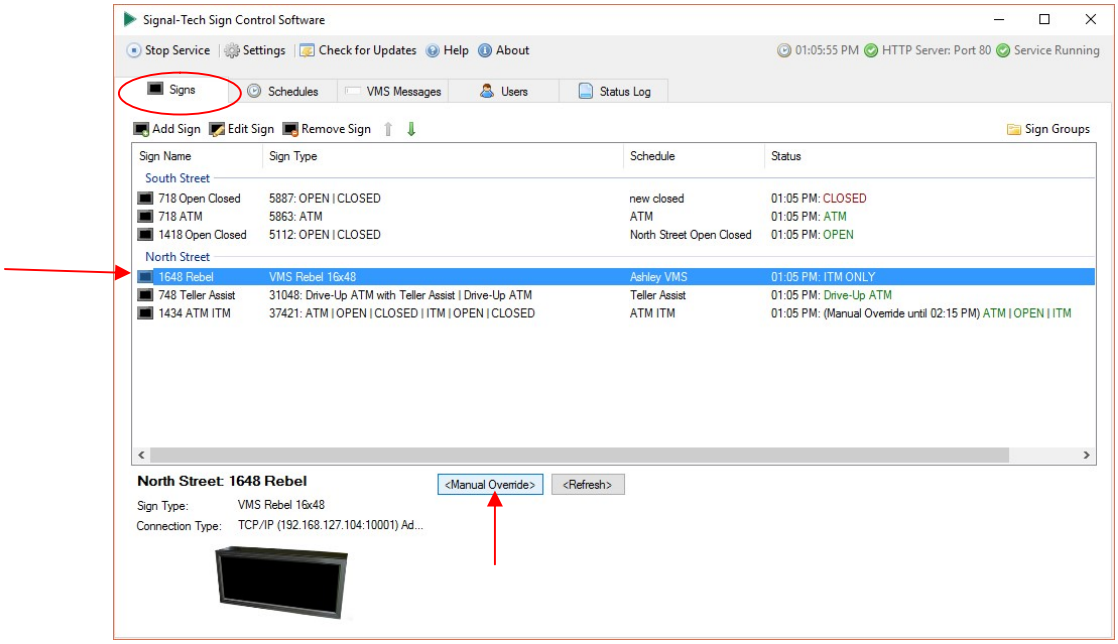
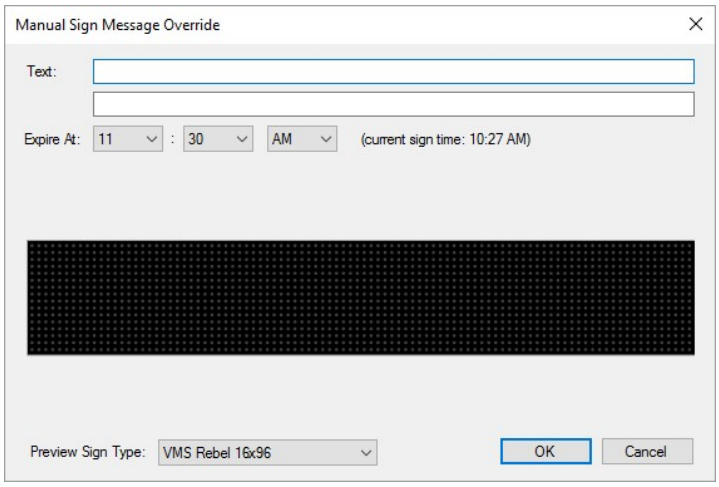
3.7
Add or Remove Manual Override Message

Manual Overrides allow you to immediately interrupt a running schedule to display a different message on the sign. If you want to schedule a future override of the schedule, see the **Section 3.6** for instructions.

1. Select the **Signs** tab
2. Highlight the sign that needs to have an immediate Manual Override applied to it.
3. Click the **Manual Override** button located to the right of the sign image



4. Type the message into the two text boxes provided. A preview of the message will show in the sign preview. Select the expiration time. This can be set for up to 23.75 hours from the current time. The sign will resume its regular schedule when the override message expires.



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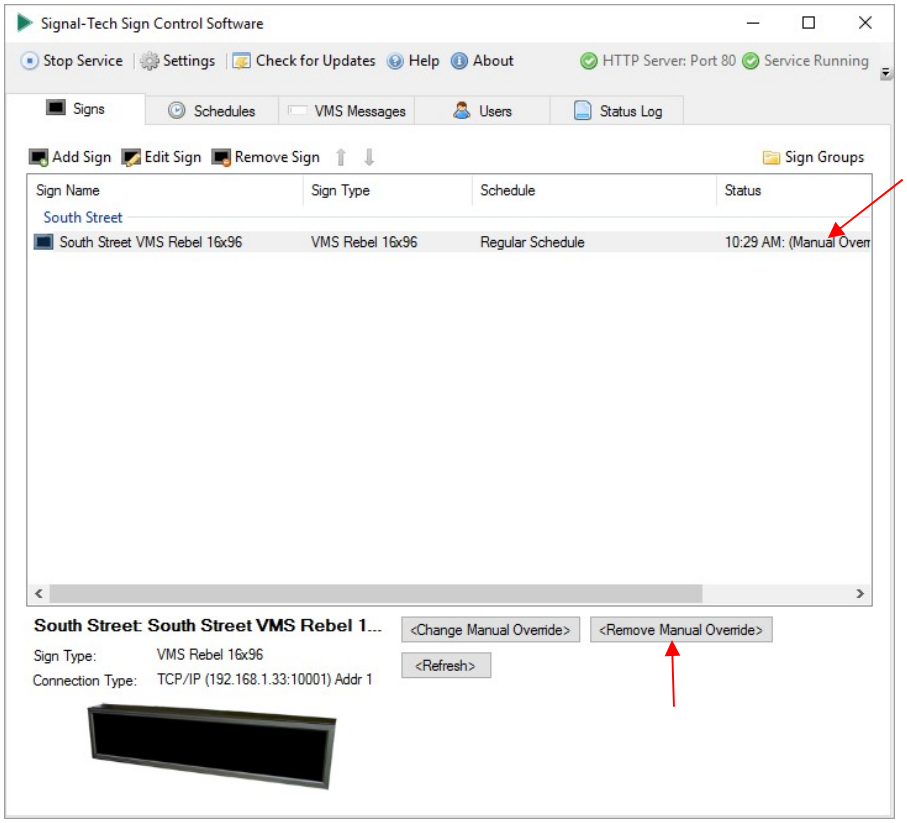
5. Press OK to set the manual override. The temporary manual override message will display immediately.
6. In the Signs overview screen you can see the manual override and expiration time in the Status column. You can delete a manual override anytime by clicking the **Remove Manual Override**.



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