

# Encoded Media Video Library



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Video Library - Manual 1.3

[www.encodedmedia.com](http://www.encodedmedia.com)



## Introduction

**Video Library enables organisations big and small to keep a video archive that is instantly accessible to anyone over the corporate network.**

It features a powerful Content Management System to make publishing and managing video material extremely simple.

Many organisations use labour-intensive processes to circulate their video content, often involving several areas of the IT department. One person encodes the video, another distributes the content manually, and another updates the Intranet site. These methods delay content delivery to end users and are expensive.

**Video Library puts the content creator, rather than the IT department, in control of this process.**

When new content is ready, the creator uploads it directly to the Video Library server. Information such as the title and description are read from the video, and are inserted into the program listing automatically. End users can view new videos on their PCs the moment they are uploaded.

## System Requirements

### MINIMUM REQUIREMENTS FOR VIDEO LIBRARY

- Windows 2000 or better\*
- Intel Pentium 4 2.0GHz
- 512MB RAM
- 1GB free disk space

\*Windows 2000 Server or Windows 2003 Server recommended for larger audiences

### MINIMUM REQUIREMENTS FOR VIEWER

- Windows 98 SE, or higher
- Pentium II 300MHz
- 128MB RAM
- Microsoft Internet Explorer 6 or better
- Microsoft Windows Media Player 6.4 or better

### CONTENT FORMATS SUPPORTED

- Windows Media ASF / WMV / WMA
- JPEG and GIF for synchronised slides

### NETWORK PROTOCOLS

- TCP/IP Unicast
- MMS / HTTP
- FTP

## Installation

**Please note that Administrator privileges may be required during the installation.**

For best results, we recommend setting your desktop video resolution to at least 1024x768 pixels and 16-bit colour.

### RUNNING THE INSTALLER FROM CD

To open the setup program from CD, follow the steps below:

- 1 Start your computer and make sure there are no other programs running.
- 2 Place the Encoded Media CD into your CD-ROM drive. The installation program should start to run automatically. If this does not happen, click Start, then Run, then type X:\setup.exe (where X: is your CD-ROM drive) and click OK.
- 3 The setup program will start.

### RUNNING THE INSTALLER FROM A DOWNLOAD

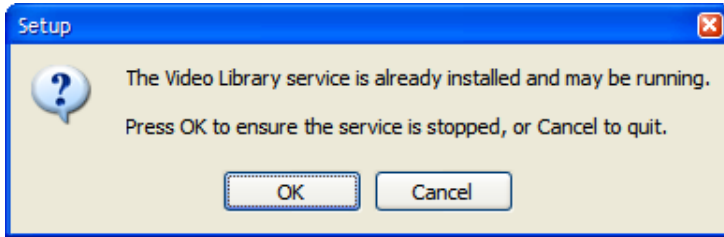
To open the setup program from a downloaded file, follow the steps below:

- 1 Make sure there are no other programs running.
- 2 Double-click the file you downloaded.
- 3 The setup program will start.

If at any stage you wish to cancel the process, you can come back to it again at any time by starting from step 1 above.

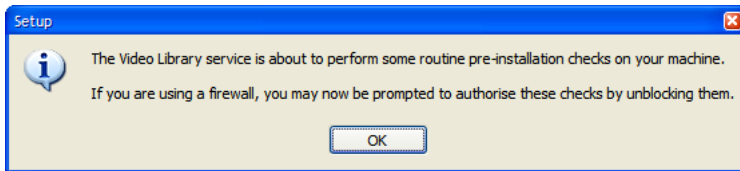
## PREINSTALLATION TASKS

When you run the Video Library installer, it performs a number of tasks. The first is to determine whether you have previously installed Video Library, and in which case ensures that the program is stopped:



The second task is to help assess whether Video Library's network activity will be blocked by software on the host machine such as Windows Firewall.

If you encounter a message asking you to approve, disapprove, block or unblock, you will most likely need to make configuration changes to your firewall once the installation process has finished and Video Library is running:



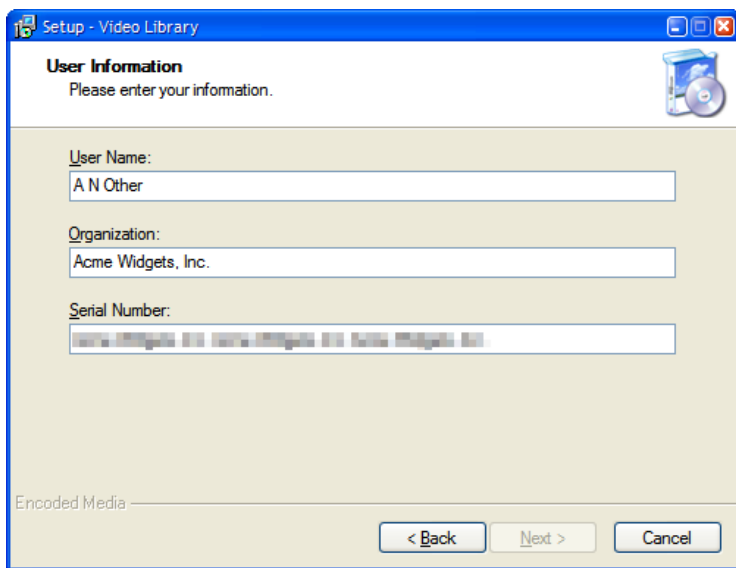
**Note** It is quite likely that you will need to contact your network administrator to make changes to your firewall.

## WELCOME SCREEN

An introductory screen will provide instructions to start the installation, and the next contains Encoded Media's License Agreement. You should only choose "I accept the agreement" if you have read and fully agree to its terms.

## LICENSE KEY INFORMATION

The User Information screen asks you to provide details about yourself, and to enter the license key provided to you by your Authorised Reseller or Encoded Media partner:



Setup - Video Library

**User Information**  
Please enter your information.

User Name:  
A N Other

Organization:  
Acme Widgets, Inc.

Serial Number:  
XXXX-XXXX-XXXX-XXXX-XXXX-XXXX-XXXX-XXXX

Encoded Media

< Back   Next >   Cancel

## PROGRAM FOLDER

The next screen asks where on your PC you wish to install Video Library.

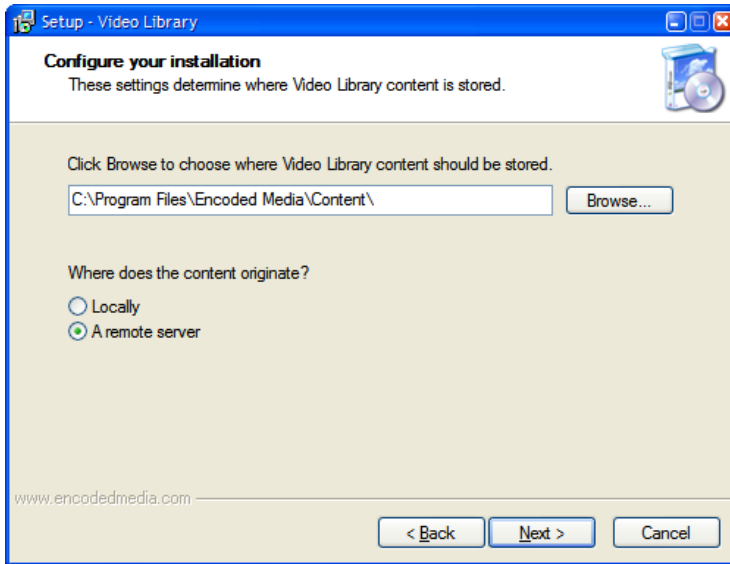
You can accept the default installation folder, or choose a different folder either by clicking the Browse button or by typing the folder name directly into the text box.

**Note** The folder will be automatically created if it does not already exist.



## DATA FOLDER

The next stage of the Installation deals with where the program will store its content:



Click the Browse button if you wish to choose an alternative directory that Video Library will use as its store for content and videos.

If you intend uploading content to the Video Library server yourself, such as with a creation/editing tool such as Encoded Media Video Publisher, you should make sure that the Locally radio button is selected.

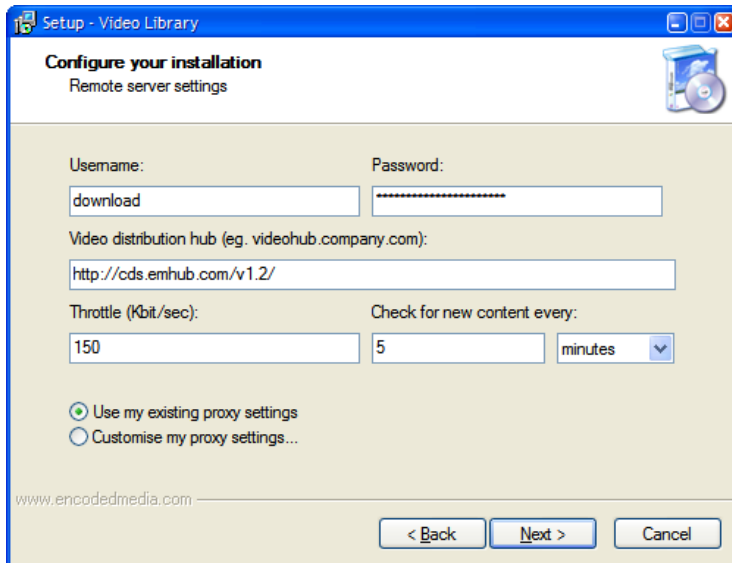
This means that Video Library will continually monitor your store folder for new videos.

If you want to download your content from a remote Video Library hub, select the A remote server radio button instead.

This means that Video Library will connect to a designated server and retrieve new content from there.

## REMOTE SERVER SETTINGS

**Note** This stage of the installation process only applies if you selected the A remote server radio button on the Data Folder screen.



The screenshot shows a Windows-style window titled "Setup - Video Library". Inside, the main heading is "Configure your installation" with the subtitle "Remote server settings". On the right side of the header area is an icon of a CD/DVD. The form contains the following fields and options:

- Username:** A text box containing the word "download".
- Password:** A text box filled with asterisks.
- Video distribution hub (eg. videohub.company.com):** A text box containing the URL "http://cds.emhub.com/v1.2/".
- Throttle (Kbit/sec):** A text box containing the value "150".
- Check for new content every:** A text box containing the value "5", followed by a dropdown menu currently set to "minutes".
- Proxy settings:** Two radio buttons. The first, "Use my existing proxy settings", is selected. The second is "Customise my proxy settings...".
- Footer:** The URL "www.encodedmedia.com" is displayed on the left. On the right are three buttons: "< Back", "Next >", and "Cancel".

Your network administrator will be able to provide you with the Username, Password and hub URL required to access the remote Video Library server.

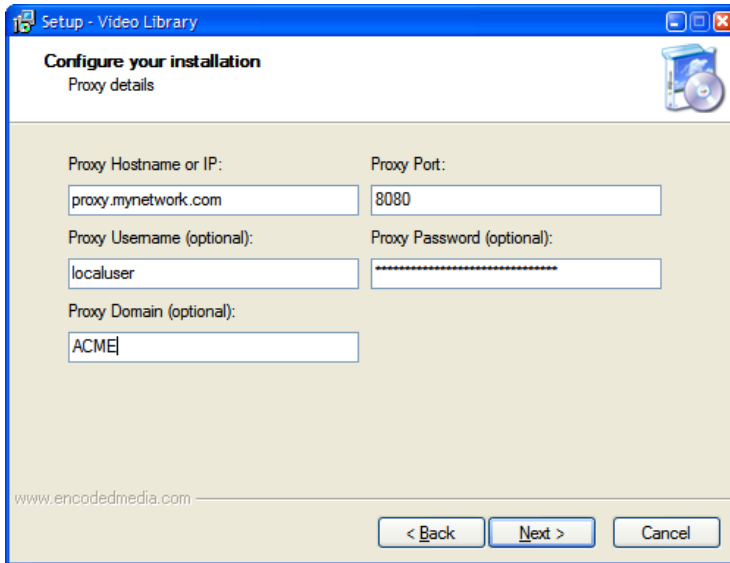
The Throttle setting is to allow you to set how much bandwidth your Video Library will use when downloading from the remote server. If the server is on a shared broadband connection you should leave this at its default value of 150Kbits per second or lower it.

**Note** This and other settings can be changed any time later.

If you connect through a Proxy server, you will need to select Customise my proxy settings and complete your connection details on the following screen.

## PROXY DETAILS

If you use a Proxy server, you will need to configure Video Library to use it. You will need to contact your network administrator for details.



Press Next to see a summary page outlining full details of the installation, and then click Install to copy the Video Library program data your hard drive.

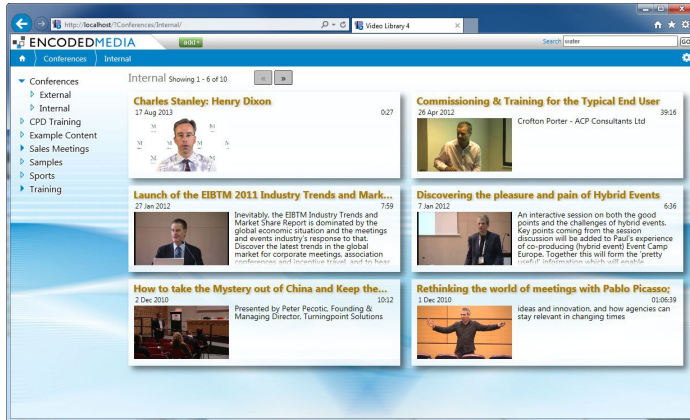
## COMPLETION

Once the program has finished installing, its icon should appear in the System Tray area of your desktop. You may also see a Video Library Notification alerting you to the fact that new videos have been located and incorporated into the program's listings.



## The Video Library Interface

Once the installation has finished, the default Video Library interface page will be displayed in your web browser:



The interface page gives you a listing of all the recordings stored by Video Library, and provides an effective means of navigating groups, searching for particular content, watching videos and downloading any content which accompanies them.

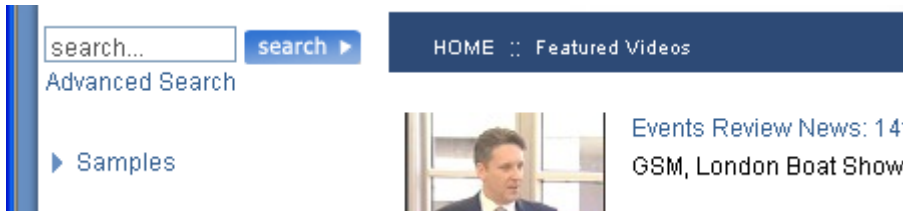
The installation of Video Library includes a sample video called *Event Review News*. To view it, simply click the video's title in the listing.

**Note** You can return to this page at any time by clicking on the Video Library link from the appropriate Encoded Media group in your Start Menu.

## NAVIGATION

To navigate between folders, simply click the appropriate name in the folder list. Typically, the folder list appears on the left side of the page.

In the example below, there is only one folder available called Samples:



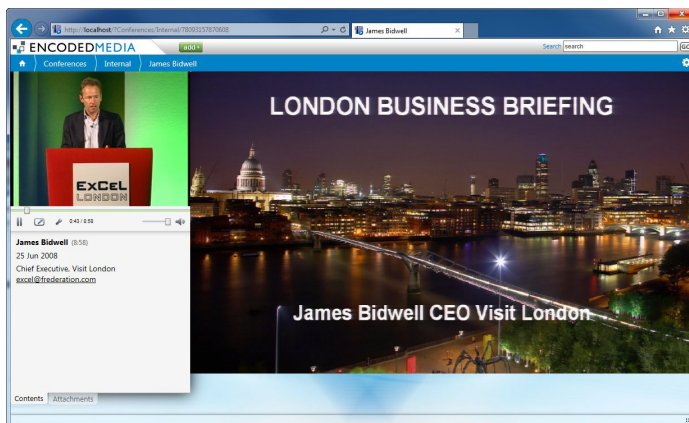
You can also quick search for a particular recording by entering words or phrases in the search box, and clicking the Search button. Detailed results are shown in the listing area on the right.

Click the Advanced Search link underneath to broaden your search to include every video's title, description and other metadata such as keywords.

## WATCHING VIDEOS

To view a particular recording, simply click its title. The interface will then change to show you the media player, slide viewer and information panes.

The following screen shows the interface playing a video with slides:



You can pause the video by clicking the Play/Pause button on the control bar of the Media Player window on the top right. You can also jump to individual slides by just clicking their names in the slide list beneath it.

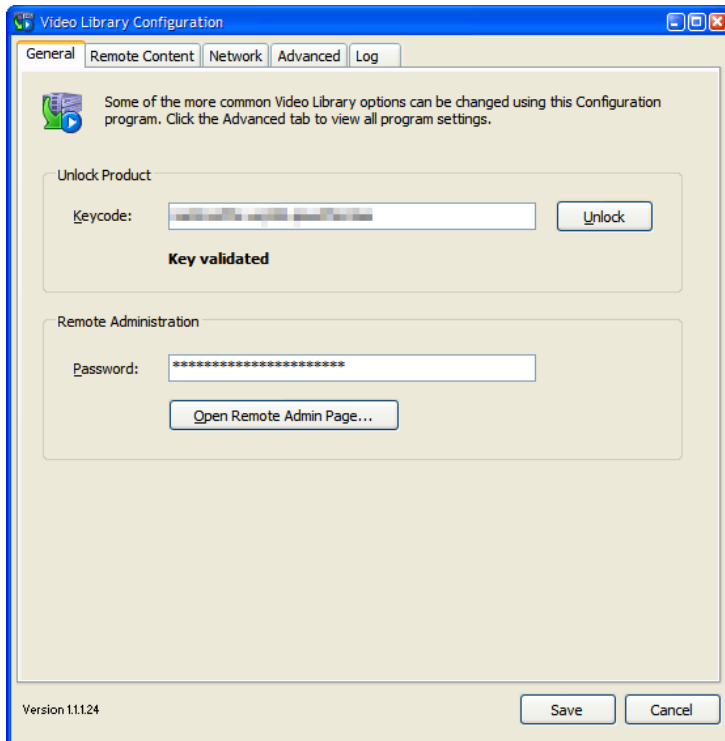
You can also click links and open downloads in the lower portion of the screen.

## The Video Library Configuration Tool

Administrators can make changes to the way Video Library using the Configuration tool. The tool can be accessed by right-clicking the Video Library system tray icon and clicking Configuration or by following the appropriate link in your Start Menu group.

### GENERAL TAB

The General tab, shown below, allows Video Library administrators to change or apply a product licence key.



**Note** Any changes you make in the Configuration program require Video Library to be restarted before they take effect.

## REMOTE CONTENT TAB

The Remote Content tab allows you to change how and when Video Library interacts with remote content servers.

The screenshot shows the 'Video Library Configuration' dialog box with the 'Remote Content' tab selected. The dialog has four tabs: 'General', 'Remote Content', 'Network', and 'Log'. The 'Remote Content' tab contains three sections: 'Remote Server', 'Download Properties', and 'Advanced Download Options'. In the 'Remote Server' section, 'Site ID' is 'local', 'Password' is masked with '\*\*\*\*\*', and 'Source URL' is 'http://cds.emhub.com/v1.2/'. There is a 'Test' button. In the 'Download Properties' section, all days of the week are checked for downloading. The start time is '00:01' and the stop time is '23:59'. The throttle download bitrate is '146' Kbit/sec, and the check for new content is every '60' seconds. In the 'Advanced Download Options' section, the stop downloading content when hard drive space falls below '2000' MBytes. At the bottom, there is a 'Version 1.11.23' label and 'Save' and 'Cancel' buttons.

Video Library Configuration

General Remote Content Network Advanced Log

Remote Server

Site ID: local

Password: \*\*\*\*\*

Source URL: http://cds.emhub.com/v1.2/ Test

Download Properties

Video Library should download content on the following days:

☒ Sun ☒ Mon ☒ Tue ☒ Wed ☒ Thu ☒ Fri ☒ Sat

Start downloading at: 00:01 and stop downloading after: 23:59

Throttle download bitrate to: 146 Kbit/sec

Check for new content every: 60 seconds

Advanced Download Options

Stop downloading content when hard drive space falls below: 2000 MBytes

Version 1.11.23 Save Cancel



## NETWORK TAB

The Network tab is where you can change whether Video Library connects to the Internet using a proxy server, and configure the program's internal web server.

The screenshot shows the 'Video Library Configuration' dialog box with the 'Network' tab selected. The dialog has five tabs: 'General', 'Remote Content', 'Network', 'Advanced', and 'Log'. The 'Network' tab contains two main sections: 'Proxy Server' and 'Video Library Web Server'. The 'Proxy Server' section has a dropdown menu set to 'Use the following proxy server:', followed by input fields for 'Address' (myproxy.localnetwork.com), 'Port' (8080), 'Username' (localuser), 'Password' (masked with asterisks), and 'Domain' (ACME). The 'Video Library Web Server' section has a 'Port' input field set to 2500 and a 'Check Port is Available' button. At the bottom left, it says 'Version 1.1.123'. At the bottom right, there are 'Save' and 'Cancel' buttons.

Video Library Configuration

General Remote Content **Network** Advanced Log

Proxy Server

Use the following proxy server: ▼

Address: myproxy.localnetwork.com

Port: 8080

Username: localuser

Password: \*\*\*\*\*

Domain: ACME

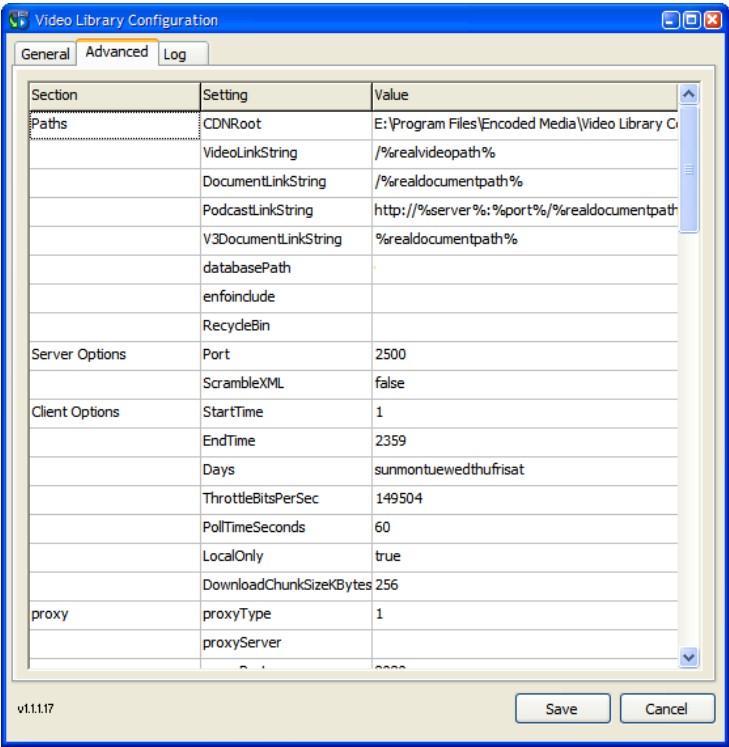
Video Library Web Server

Port: 2500 Check Port is Available

Version 1.1.123 Save Cancel

ADVANCED TAB

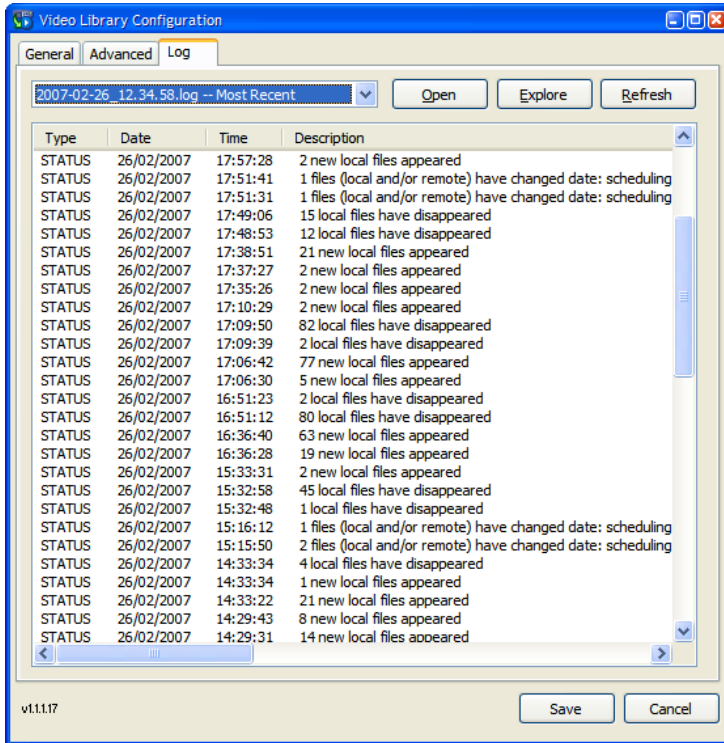
The Advanced tab shows all of Video Library's many settings, each of which is detailed on page 21 onwards.



To change a particular setting, select the line you wish to update and simply click once in the rightmost cell to edit the value. Press the Save button to keep your changes.

## LOG TAB

The Log tab allows you to see a detailed representation of Video Library's actions and responses while it is running.



There are four types of log entry:

- **FINEST** Lowest priority, no error condition. For debugging and administrators only.
- **FINE** Low priority, no error condition. For debugging only.
- **STATUS** Standard priority, no error condition. Details regular program behaviour.
- **WARNING** Error condition requiring further investigation.

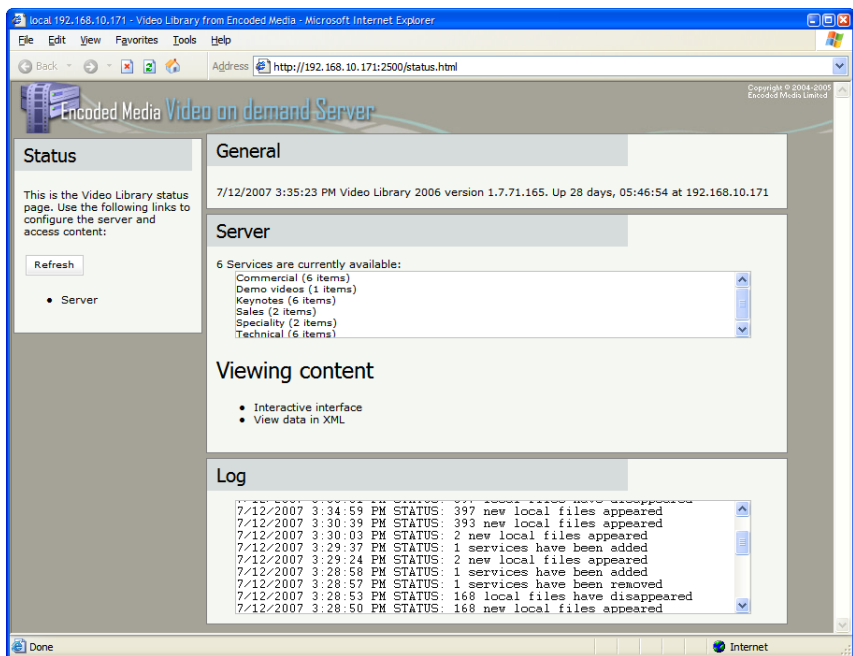
**Note** By right-clicking on the log view to open the filter pop-up menu, you are able to restrict which types of log entry are shown.

## Video Library Status

You can see the status of Video Library in a web page simply browsing to it at the following address:

`http://your.video.library:2500/status.html`

**Note** The port number defaults to 2500. If you change this value in the Configuration tool, you will also need to change the value in any Video Library URL you access.



The status page shows the folders currently being served, plus provides easy access to debugging tools such as the raw XML generated by the Video Library content engine.

The panel at the bottom displays the last few lines of the program log.

## Video Library Settings

### PATHS SECTION

#### **CDNRoot**

The folder where Video Library stores all recordings and related content.

Type: Directory (String) value

Default: C:\Program Files\Encoded Media\Video Library Content\

Notes:

#### **VideoLinkString**

Base URL used to link to each video file.

Type: Absolute URL (String) value

Default: http://%server%:%port%/videopath%

Notes: Example mms://my.host.name/%videopath%

#### **DocumentLinkString**

Base URL linking to files accompanying each video.

Type: Absolute URL (String) value

Default: http://%server%:%port%/documentpath%

Notes:

#### **PodcastLinkString**

Base URL leading to the podcast MP3 and MP4 files.

Type: Absolute URL (String) value

Default: http://%server%:%port%/realdocumentpath%/Downloads/

Notes:

#### **V3DocumentLinkString**

Base URL used in relation to ASP redirection.

Type: Absolute or relative URL (String) value

Default: /%documentpath%

Notes: This value should be changed by installers and system administrators only.

When constructing URLs, the following variables may be used:

*%port%*

The port on which Video Library serves HTTP, by default 2500.

*%videopath%*

The path of the video, not including /local/content.

*%documentpath%*

The path of the accompanying files folder, not including /local/content.

*%realdocumentpath%*

The the path from the root of the server to the files folder.

*%realvideopath%*

The the path from the root of the server to the video file.

### **databasePath**

Path to the internal database file, including filename.

Type: Fully qualified filepath (String) value

Default: C:\Program Files\Encoded Media\Video Library\cdnlite.db3

Notes: This value should be changed by installers and system administrators only.

### **enfoinclude**

Offered for backwards compatibility only.

Type: Fully qualified filepath (String) value

Default: undefined

Notes: This value should be changed by installers and system administrators only.

### **RecycleBin**

Path to which discarded files should be moved as opposed to deleted.

Type: Fully qualified filepath (String) value

Default: undefined

Notes: This value should be changed by installers and system administrators only.

## SERVER OPTIONS SECTION

### Port

The port to which the Video Library web server is bound.

Type: Server port (Integer) value

Default: 2500

Notes:

### ScrambleXML

Determines whether the server's XML data is rendered human unreadable.

Type: True/yes or False/no (Boolean) value

Default: False/no

Notes: Not currently implemented

### StartTime

Start time of when Video Library should poll remote sites for content.

Type: Time (Integer) value

Default: 0001

Notes: Used by CDN version of Video Library, contact Encoded Media for details

### EndTime

End time of when Video Library should poll remote sites for content.

Type: Time (Integer) value

Default: 2359

Notes: Used by CDN version of Video Library, contact Encoded Media for details

### Days

Names of days when Video Library should poll remote sites for content.

Type: Day listing (String) value

Default: montuewedthufriSATsun

Notes: Used by CDN version of Video Library, contact Encoded Media for details

### ThrottleBitsPerSec

Bits per second throttle value for all remote download operations.

Type: BPS (Integer) value

Default: 80000

Notes: Used by CDN version of Video Library, contact Encoded Media for details

### PollTimeSeconds

Seconds between each poll of remote sites.

Type: Seconds (Integer) value

Default: http://%server%:%port%/%videopath%

Notes: Used by CDN version of Video Library, contact Encoded Media for details

**LocalOnly**

Enable or disable remote site operations.

Type: True/yes or False/no (Boolean) value

Default: False/no

Notes: Used by CDN version of Video Library, contact Encoded Media for details

**DownloadChunkSizeKBytes**

Size of each download chunk in kilobytes.

Type: KB (Integer) value

Default: 256

Notes: Used by CDN version of Video Library, contact Encoded Media for details

**PROXY SECTION****proxyType**

Type of proxy server used when Video Library connects to remote sites.

Type: Custom (ptNone, ptBrowser or ptCustom) value

Default: ptBrowser

Notes: Not currently implemented

**proxyServer**

The IP or named address of the proxy server used when connecting to remote sites.

Type: Server address (String) value

Default: undefined

Notes: Not currently implemented

**proxyPort**

The port of the proxy server.

Type: Server port (Integer) value

Default: 8080

Notes: Not currently implemented

**proxyDomain**

Domain of the proxy server, if applicable.

Type: Windows domain (String) value

Default: undefined

Notes: Not currently implemented



**proxyUsername**

Username for the proxy server, if required.

Type: Username (String) value

Default: undefined

Notes: Not currently implemented

**proxyPassword**

Password for the proxy server, if required.

Type: Password (String) value

Default: undefined

Notes: Not currently implemented

**FILESTORE SECTION****RootURL**

Root content URL of the remote site.

Type: URL (String) value

Default: <http://cdm2.emhub.com/v1.2/>

Notes: Not currently implemented

**SiteID**

Identification of Video Library server used when downloading remote content.

Type: Site identifier (String) value

Default: undefined

Notes: Not currently implemented

**Password**

Password accompanying SiteID value for download authentication.

Type: Password (String) value

Default: undefined

Notes: Not currently implemented

## SPACE SECTION

### **MaxLogFileSizeKBytes**

The maximum size in kilobytes to which log files should grow before being rotated.

Type: KB (Integer) value

Default: 20480

Notes:

### **MinLogsSpaceMegs**

The free hard drive space in megabytes that must remain for logging to continue.

Type: MB (Integer) value

Default: 200

Notes: Once exceeded, Video Library will continue to work but without writing to logs.

### **MinFilesSpaceMegs**

The space in megabytes that must remain for Video Library to continue running.

Type: MB (Integer) value

Default: 2000

Notes:

## DEBUG SECTION

### **logLevel**

Determines the minimum importance level of entries appearing in the log.

Type: Logging level (String) value

Default: STATUS

Notes: Can be FINEST, FINE, STATUS or WARNING

### **neverDelete**

Prevents the Video Library content engine from deleting any files.

Type: True/yes or False/no (Boolean) value

Default: False/no

Notes:

### **neverUpgrade**

Stops Video Library from ever upgrading itself.

Type: True/yes or False/no (Boolean) value

Default: False/no

Notes: This value should be changed by installers and system administrators only.

## PROXYAUTH SECTION

### **useProxyAuth**

Determines whether Video Library authenticated users against an Intranet server.

Type: True/yes or False/no (Boolean) value

Default: False/no

Notes: This value should be changed by installers and system administrators only.

### **url**

An absolute URL describing the location of the authenticating Intranet server.

Type: URL (String) value

Default: undefined

Notes: This value should be changed by installers and system administrators only.

### **usernameVar**

The username variable to pass to the Intranet server when authenticating users.

Type: Username (String) value

Default: undefined

Notes: This value should be changed by installers and system administrators only.

### **passwordVar**

The password variable to pass to the Intranet server when authenticating users.

Type: Username (String) value

Default: undefined

Notes: This value should be changed by installers and system administrators only.

### **validRegex**

The regular expression against which the authentication response should be matched.

Type: Regular Expression (String) value

Default: undefined

Notes: Authentication succeeds if the response matches the expression.

### **proxyMethod**

The method of authenticating with the Intranet server.

Type: Method (String) value

Default: GET

Notes: GET or POST

**extraPostData**

Additional data supplied to the Intranet server.

Type: Data (String) value

Default: undefined

Notes: Must include a trailing ampersand (&)

**cookieUrl**

URL to prefetch before authorising with Intranet server.

Type: URL (String) value

Default: undefined

Notes:

**GENERAL SECTION****keycode**

Required by all Encoded Media products.

Type: License key (String) value

Default: undefined

Notes: Please refer to your Authorised Reseller or other Encoded Media partner.

**PRIVATEAUTH SECTION****usernameVar**

Username to allow browser-based access to the HTML interface.

Type: Username (String) value

Default: undefined

Notes:

**password**

Password to accompany usernameVar above.

Type: Password (String) value

Default: undefined

Notes:

**OPTIONS SECTION****disableTrayIcon**

Hide the Video Library icon in the System Tray area of the host server.

Type: True/yes or False/no (Boolean) value

Default: False

Notes:

**checkEmbargoIntervalMs**

The time in milliseconds to wait between checking the visibility of embargoed items.

Type: Milliseconds (Integer) value

Default: 300000

Notes:

**unconditionalMaxRescanIntervalSecs**

Maximum number of seconds to wait between rescanning all file content.

Type: Seconds (Integer) value

Default: 36000

Notes:

**constantChangesMaxRescanIntervalSecs**

Maximum number of seconds to wait between rescanning when the server is busy.

Type: Seconds (Integer) value

Default: 120

Notes:

**minRescanIntervalSecs**

Minimum time in seconds between rescans.

Type: Seconds (Integer) value

Default: 10

Notes:

**rescanSleepTimeMs**

Time in milliseconds to wait between rescans.

Type: Milliseconds (Integer) value

Default: 2000

Notes: This value should be changed by installers and system administrators only.

**popupTimeMs**

The length of time in milliseconds that status pop-up messages stay onscreen.

Type: Milliseconds (Integer) value

Default: 7000

Notes:

## ADMIN SECTION

### **password**

The password required to access the administrator's XML output.

Type: Password (String) value

Default: undefined

Notes: The accompanying username is always 'admin' (without the quotes).

## LIVESLIDEPROXY SECTION

### **cacheExpireSecs**

The time in seconds between each run of the reaper process.

Type: Seconds (Integer) value

Default: 30

Notes: This value should be changed by installers and system administrators only.

### **cachePruneFactor**

Influences the probability of the reaper running on each get of a slide.

Type: Probability (Integer) value

Default: 10

Notes: The probability can be anywhere between 1 and 100000

### **defaultLiveLinkUrl**

The livelinkurl for an ad-hoc broadcast where there is no announcement to refer to.

Type: URL (String) value

Default: undefined

Notes: This value should be changed by installers and system administrators only.

## PODCAST SECTION

### **audioTitle**

The title for all newly created audio podcasts.

Type: Title (String) value

Default: Audio Podcast

Notes:

### **videoTitle**

The title for all newly created video podcasts.

Type: Title (String) value

Default: Video Podcast

Notes:

**audioDescription**

The description for audio podcasts.

Type: Description (String) value

Default: 30

Notes: This value should be changed by installers and system administrators only.

**videoDescription**

The description for video podcasts.

Type: Description (String) value

Default: 30

Notes: This value should be changed by installers and system administrators only.

**stylesheet**

The stylesheet referenced in the podcast XML.

Type: CSS (String) value

Default: 30

Notes: This value should be changed by installers and system administrators only.

## Troubleshooting

### STARTING AND STOPPING THE VIDEO LIBRARY SERVICE

Video Library runs as a Windows service, which is an application that starts running when the operating system loads, and continues working in the background for as long as Windows is running, even while users log on and off.

Normally, the Video Library service starts automatically and can be restarted through the Configuration tool.

If you need to carry out this process manually:

1. Click the Start button, then Run, and type **services.msc** and press Enter. The Services management console appears.
2. Scroll down the list until you reach the Video Library entry. Highlight the entry in the list, then right-click and choose Stop.
3. When the process has been stopped, right-click and select Start.



