



GETTING STARTED

HOW TO SET UP THE SYSTEM



CONNECT YOUR DEVICE



1. **Plugin power cord** and **ethernet cable** if not using **Wi-Fi**.
2. **Power on the device.**

Startup screen starts with a 20 seconds countdown before Digital Sign Service automatically starts. Tap the countdown to cancel it temporarily.



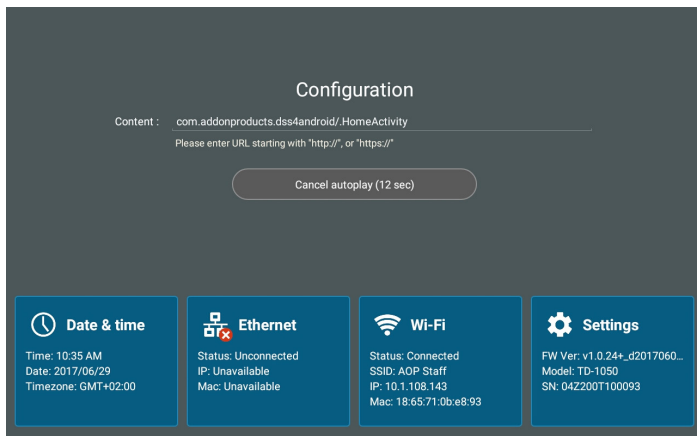
3. Tap the **WiFi or Ethernet** section.

For the **WiFi setting**, please go to the Wi-Fi page and **switch on the wifi button**. After the automatic wifi scan, **select your desired wifi**.



For **Ethernet**, the network will automatically connect when you plug in the Ethernet cable.

4. Tap on the **Home (O)** button to **return to startup screen**.



YOUR DATE & TIME SETTINGS

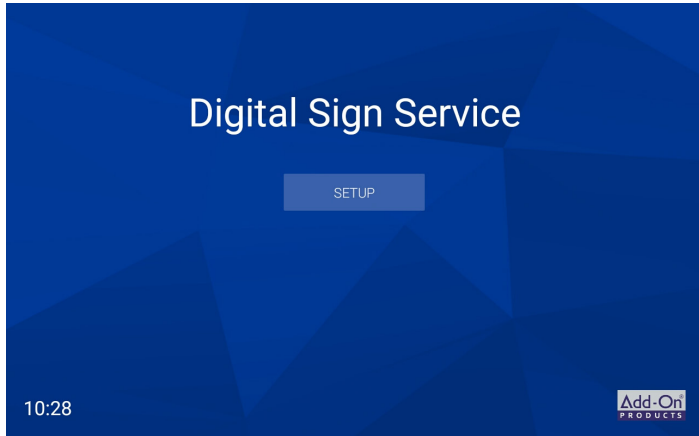


5. Tap on the **Date & time** section to change or adjust your date / time.
6. Make sure the **clock and time zone are correct** for your location.

With **Automatic date & time** you can set date / time either by network or set manually. You can select a different time zone by tapping "Select time zone".

7. Tap the **Home (O)** button to **return to startup screen**.

Digital Sign Service will automatically start after 20 seconds.



USING OUR DEMO SERVER



8. Let Digital Sign Service **start automatically** or tap **Play**.
9. Tap **SETUP** button for configuration of Digital Sign Service.
10. Make sure the Server is **http://demo.digitalsingservice.dk**
11. Make sure the Server time zone is set to **(UTC+01:00) Europe/Copenhagen**
This is the time zone for our demo server.
12. Tap the **SAVE** button at the top of the page.

The meeting room sign appears and you are now able to book a meeting and trial the system.

LATER CUSTOMIZATIONS



13. Tap the **logo image** to enter the setup screen.
14. Change your settings and tap **SAVE** for saving and exit.
(Update server address, change logo, etc.)

SUPPORT

We offer a variety of different ways to communicate with us.

Knowledgebase

You are welcome, at any time, to access our knowledgebase.

Find it on www.add-on-support.com.

Our knowledgebase is divided into specific product areas. This enables you to find answers to the most common questions. It is also here that you can find the revision history for the specific product. The revision history will allow you to gain an overview over the recently launched versions and improvements.

Live chat

Our English speaking live chat is accessible from www.add-on.com.

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Our European and N. American phone numbers are all English speaking.

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