



Autocue Limited

Autocue House, 265 Merton Road

LONDON SW18 5JS

Tel. +44 (0)20-88700104



Autocue

WinCuePro News Guide for

AVSTAR

Notice

DISCLAIMER

Autocue Ltd. reserves the right to revise this publication and to make changes in it's content without obligation of Autocue Ltd. to notify any person or persons of such revision.

COPYRIGHT

Copyright© 1996 - 2000 Autocue Ltd.

All rights reserved.

No part of this publication may be reproduced, stored in a retrieval system or transmitted, electronic or otherwise, or revealed to a third party, without prior permission of Autocue Ltd.

WinCue System Version 1.30

**This user guide was last updated by Helen Masson of
Autocue Ltd. on 26 October 2007**

WinCuePro AvStar Interface

In this chapter you will learn how to setup the WinCue prompter to operate with the AvStar newsroom computer system and also how to configure the AvStar system to work with the WinCue interface.

1 AvStar

3.1 AvStar Server Setup

After WinCue hardware and software installation, it will be necessary to configure rxnet resources on the news servers, create users for prompting on the news system, and also necessary to setup the WinCue software for AvStar operation.

3.1.1 RXNET Configuration

WinCue Prompters use rxnet resources to access an AvStar System. In certain circumstances they use multiple rxnet resources. Consequently, it's wise to configure many of them, more if the system is going to have multiple prompters, even more if the system is also going to be receiving data from other systems. Some AvStar installers configure 20 rxnets on any new install or upgrade. Figure one rxnet per show plus two extras (plus rxnets for other systems).

You can use the fgrep command to pull the lines containing rxnet out of the main configuration file. The following example shows a system with 4 general rxnets available for other systems to hookup with for story transfer and 6 dedicated rxnets reserved for the WinCue prompter.

```
BUBB_A: fgrep rxnet /site/config
special 101 0 rxnet - - ; rxnet
special 102 0 rxnet - - ; rxnet
special 103 0 rxnet - - ; rxnet
special 104 0 rxnet - - ; rxnet
special 105 10.1.100.45 rxnet - - ; Wincue
special 106 10.1.100.45 rxnet - - ; rxnet
special 107 10.1.100.45 rxnet - - ; rxnet
special 108 10.1.100.45 rxnet - - ; rxnet
special 109 10.1.100.45 rxnet - - ; rxnet
special 110 10.1.100.45 rxnet - - ; rxnet
```

A general rxnet has a zero in the third column. Dedicated Wincue rxnets will have the IP address of the Wincue prompter entered in the third column. These dedicated rxnets are reserved and can only

be used by the Wincue prompter of that address. WinCue can also use general rxnets if none are dedicated.

Besides the entries in the body of the config file, there will need to be corresponding entries in the appropriate host section of the /site/config file (see the AvStar Operations Manual for more details on the config file and editing commands):

```
reslist          101 102 103 104 105 106 107 108 109 110
```

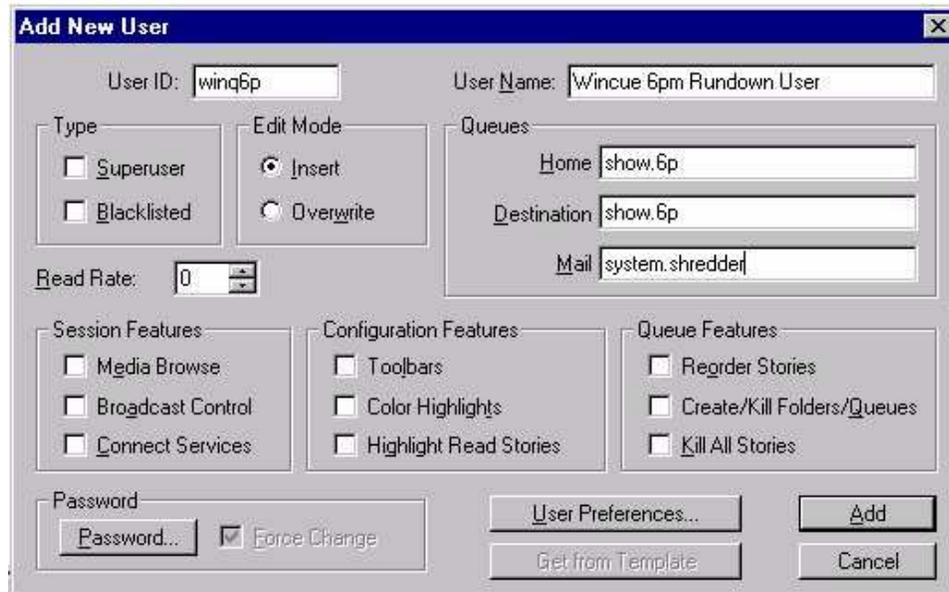
3.1.2 Adding Prompting Users

When Wincue accesses AvStar through an RxNet, it does so using an account and password. In addition, it uses the destination of the account to guide it to the rundown to prompt. It's possible to set up one account that only accesses SHOW, for example, but it's more elegant to set up multiple prompting accounts, all of which have destinations pointing to different rundowns. If that's the tact you take, it's still advisable to have one high-level access account.

To create multiple prompting accounts, all of which have destinations pointing to different rundowns, in AvStar click **Tools → Options → Users** to bring up the Manage User Accounts dialog box:



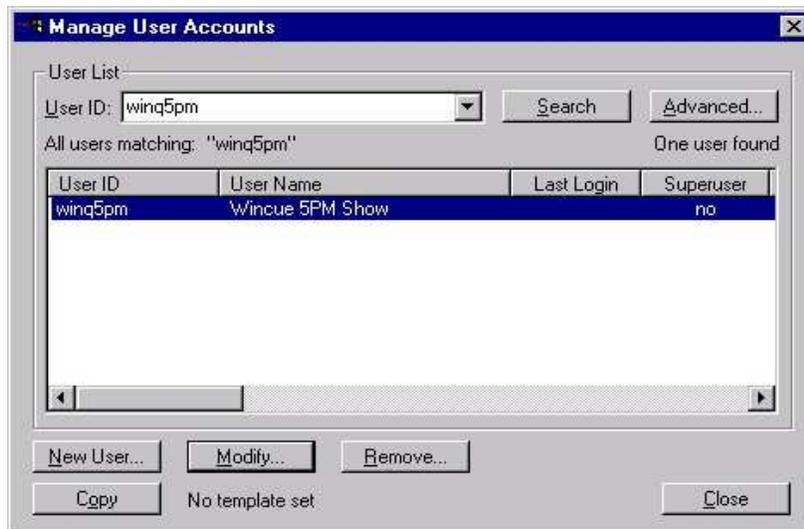
Click on the New User button to add a user. To keep some sort of uniform standard, name the user "winq" (for Wincue) plus the name of the show such as "6p" for the SHOW.6P rundown:



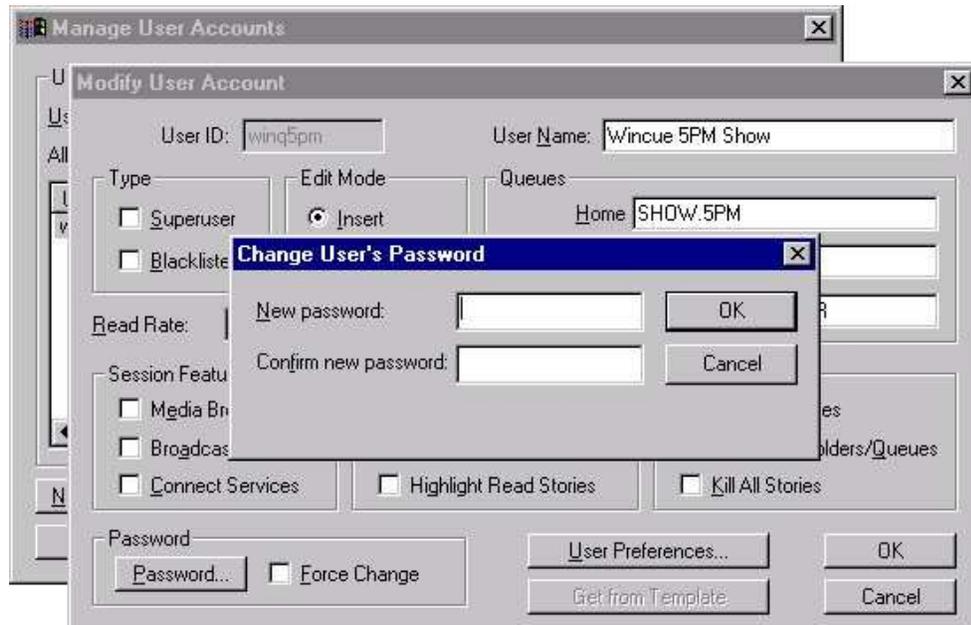
The Destination queue usertrait should be set to the directory name of the show you wish this user to prompt. The Mail queue should be set to the SYSTEM.SHREDDER. Do not set the Mail queue to the DEAD file.

No other user features need be checked. Once the user's traits are setup, click the Add button to add the account.

After adding the new account, it is necessary to then set a password on it. Search for that new account name by typing the name in the User ID box and clicking Search:

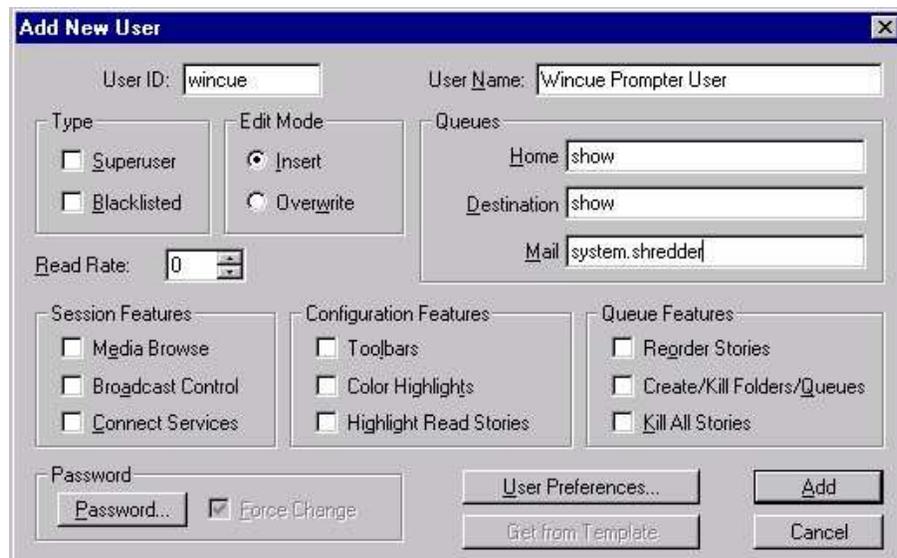


When the username is found, click the Modify button so you can go in and set the Wincue user's password. After clicking Modify, uncheck the Force Change box and then click the Password button:



You can now designate a password for the show prompting user accounts. You will need to remember this password later when you are setting up the WinCue software.

As mentioned, it might be a good idea to also set up a higher level prompter user whose destination is set to the SHOW directory:



NOTE: There is currently (1.1.7) a bug in rxnet that prevents WinCue from accessing queues with read groups. Rundown queues that are going to be prompted can't have a read group. This is expected to go away in 1.2.

Additionally, in AvStar versions earlier than 1.1.9, it's important to synchronise the date/time on the news servers. If the time differs more than 5 seconds between the servers, the Wincue may not be able to download stories created on the server other than the one the WinCue is logged in to. The resulting error message on WinCue is:

```
AvStar Interface:  unable to retrieve story
```

If you get this message when trying to download certain stories, simply re-sync the time on the news servers with the date command, and then modify the affected stories. This bug is fixed in AvStar 1.1.9 and higher.

1.2 WinCue Prompter Configuration

1.2.1 HOSTS File Setup

The WinCue PC needs to be on the network. It either needs to be able to find the AvStar system through a DNS, or it needs a local HOSTS file. Under NT the HOSTS file lives in `c:\winnt\system32\drivers\etc\`. It is preferred to edit it from a command prompt, to prevent programs like NOTEPAD from sticking a .TXT extension on it.

```
C:\> cd \winnt\system32\drivers\etc
C:\> edit hosts
```

On Windows95 systems, the HOSTS file lives in the Windows directory. :

An easy way of determining if the WinCue PC is properly setup to find the AvStar servers on the network is to run a ping test. Click **Start → Programs → Command Prompt**. This will fire up a DOS window. Simply type "ping <servername>" at the DOS prompt. If the Windows PC can look up the name and it is on the network with the server, you will receive replies as your ping bounces off the AvStar server:

```
C:\> ping bubb_a

Pinging bubb_a [10.1.0.1] with 32 bytes of data:
Reply from 10.1.0.1: bytes=32 time<10ms TTL=255

C:\>
```

If the hosts table is not properly setup, the Windows PC will be unable to look up an address to correlate to the name and an error message will result:

```
C:\> ping bubb_a
Bad IP address bubb_a.

C:\>
```

1.2.2 WinCue Hardware Configuration

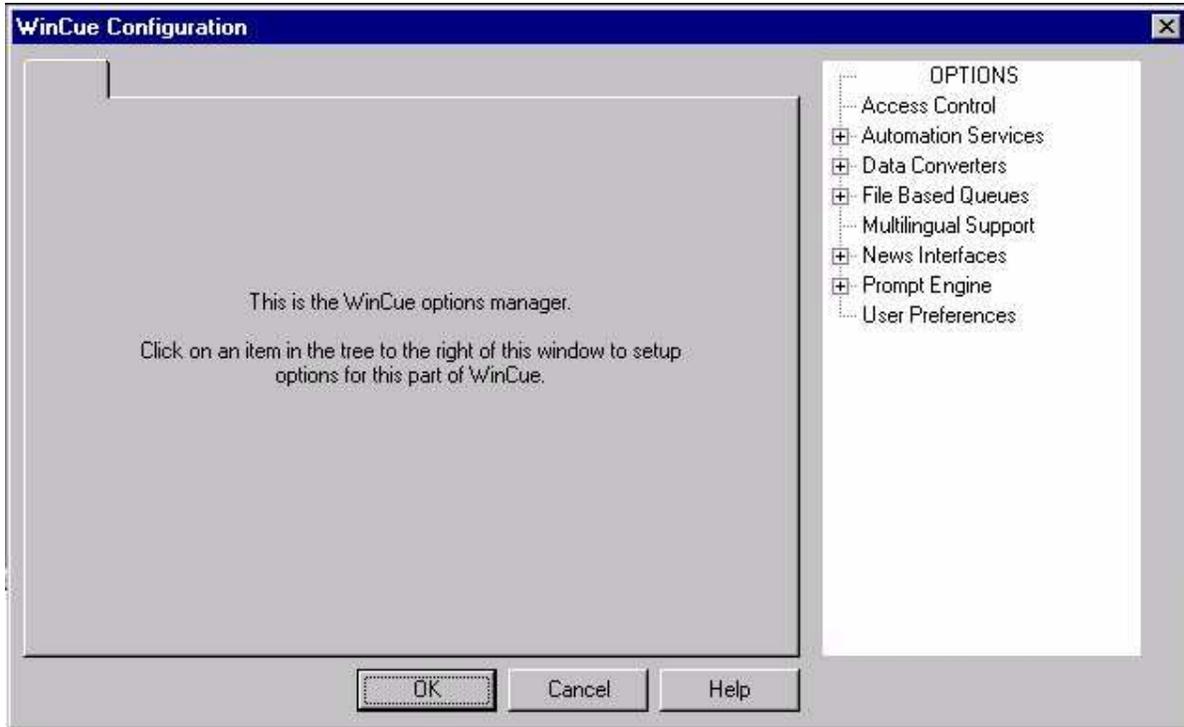
The SCSI card and IMT card must be correctly installed and the hand controller needs to be connected to both the Port on the IMT as well as a COM port (that's why it has two connectors on it). The video output is connected to the BNC connector farthest away from the hand controller port. The BNC connector in between is a GenLock connector. The software needs to be installed, it can be put it in the Startup Group for all users.

1.2.3 AvStar News Interface Configuration

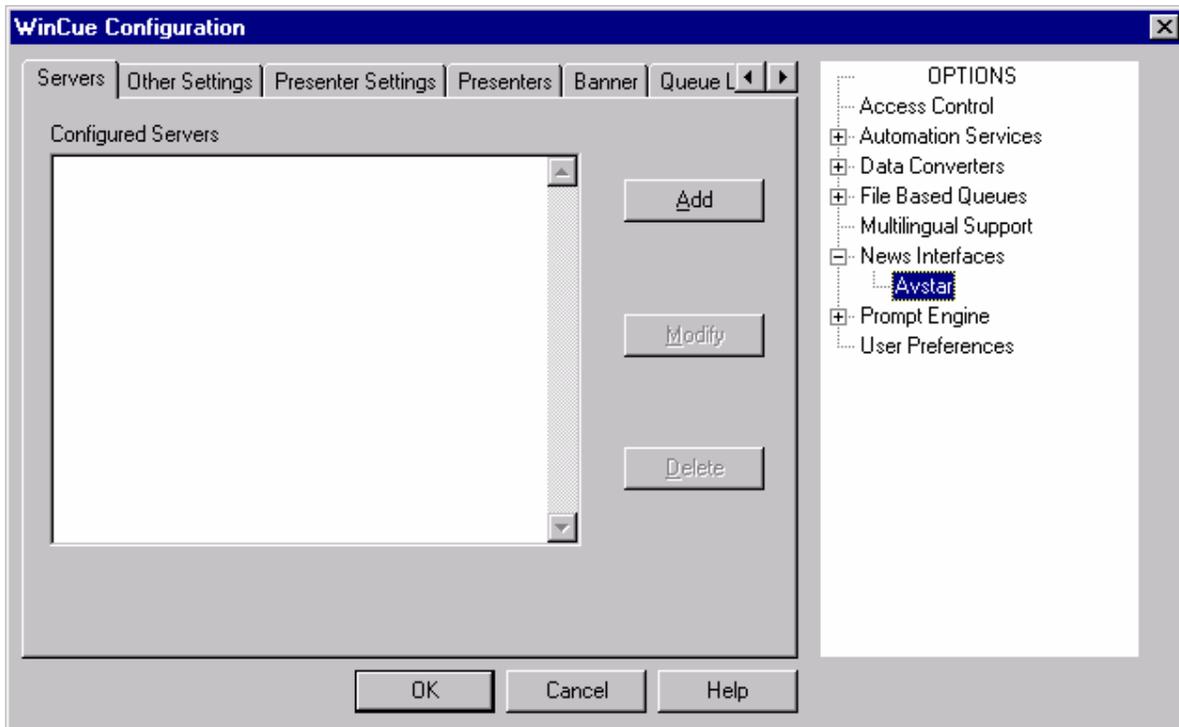
Configuration of the AvStar interface on WinCue is done through the TOOLS:OPTIONS menu. When you select that you're presented with a tabbed control panel from which you can configure many aspects of WinCue. Four important options in that dialog are Access Control, News Interfaces, Prompt Engine, and User Preferences.

"Access Control" is effective on NT based WinCue prompters. It's related to the NT accounts on the prompter computer. It's possible to restrict access to TOOLS:OPTIONS, for example, to the NT administrator account. If you login to the PC as a user named prompter, for example, you can configure it so that prompter can't access or change Wincue setup features.

Click on **Tools → Options** to bring up the main WinCue configuration screen:



Click the + sign next to News Interfaces to expand the option and then highlight AvStar:



In this screen you are able to setup “servers.” Click the Add button. The Configure AvStar Server dialog box will appear:

Configure Avstar Server

General Settings | Host Configuration

Server Name: New Server

Description:

User Name:

Password:

AutoSelect Dir:

Initial Path:

Direct To Queue Background Download

Use New ETP Interface Disable Intelligent Browser

Use Fast Mode

NOTE: WinCue must be re-started for these changes to become effective.

OK Cancel Help

Although the dialog box talks about setting up a Server Name, it is easier to think of the dialog box as setting up a Show. For each show that you are setting up, there should be a corresponding user on the AvStar system whose default destination points to that show.

Configure Avstar Server

General Settings | Host Configuration

Server Name: 11pm

Description: 11pm show

User Name: winq11p

Password: xxxxxxxx

AutoSelect Dir:

Initial Path:

Direct To Queue Background Download

Use New ETP Interface Disable Intelligent Browser

Use Fast Mode

NOTE: WinCue must be re-started for these changes to become effective.

OK Cancel Help

In the previous example, the destination of the winq11p user is set to SHOW.11PM.

Be sure that both “Use New FTP Interface” and “Use Fast Mode” are checked in. You will be unable to browse the AvStar directory tree if Use Fast Mode is not checked.

AutoSelect Dir. - If you know that this server is only ever going to prompt a queue called rundown you can set that to .rundown (that's <dot>rundown). In theory, that will only allow that server/show to see queues that are called rundown.

Direct to Queue - If this box is ticked the AutoSelect Dir path will be greyed out and wincue will use the path specified when opening this server

“Background Download” lets the system start prompting before having downloaded the whole show.

NOTE: Some AvStar customers who've experimented with this think that it made the WinCue less stable and they opted to not use this option.

After setting up the show in this General Settings tab, click the Host Configuration tab to setup the connection to the AvStar server.

The screenshot shows a dialog box titled "Configure Avstar Server" with a close button (X) in the top right corner. It has two tabs: "General Settings" and "Host Configuration". The "Host Configuration" tab is active. The dialog contains a table with three rows for server configuration:

Server	TCP/IP Host Name	Port #
Primary	<input type="text" value="bubb_a"/>	<input type="text" value="21"/>
Secondary	<input type="text" value="bubb_b"/>	<input type="text" value="21"/>
Tertiary	<input type="text"/>	<input type="text" value="21"/>

At the bottom of the dialog are three buttons: "OK", "Cancel", and "Help".

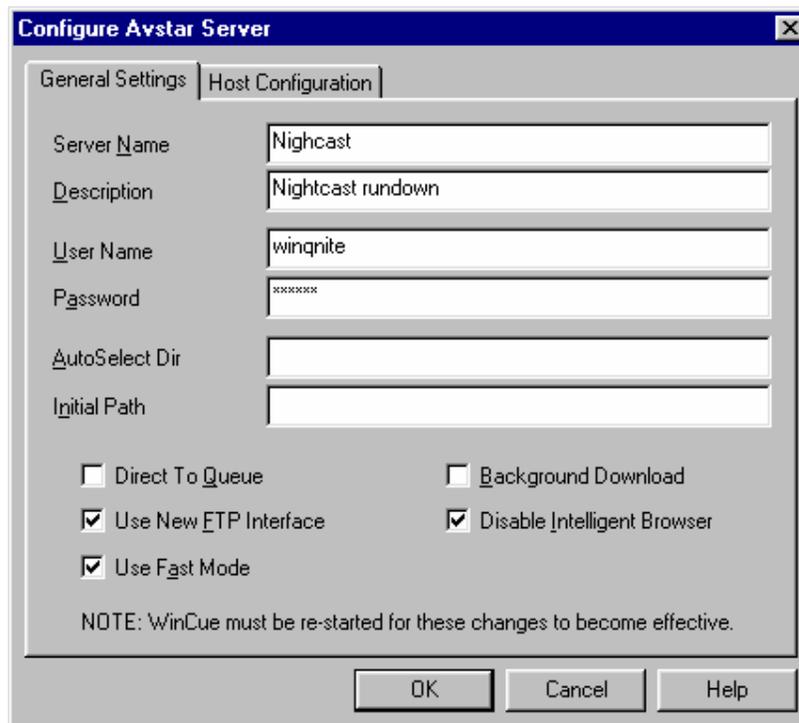
This is where you can show WinCue which server to login to. You can also set up a secondary server WinCue should login to if the first server is down or not responding.

NOTE: The names given here must be listed in the local hosts table of the WinCue PC so that the names (bubb_a or bubb_b) can be looked up and referenced to an IP address.

If a primary or secondary server is not entered, the WinCue will not know where to retrieve stories. The following error message will result when you try to open the queue:



Click OK to save this show configuration, then click Add again to add the next show.



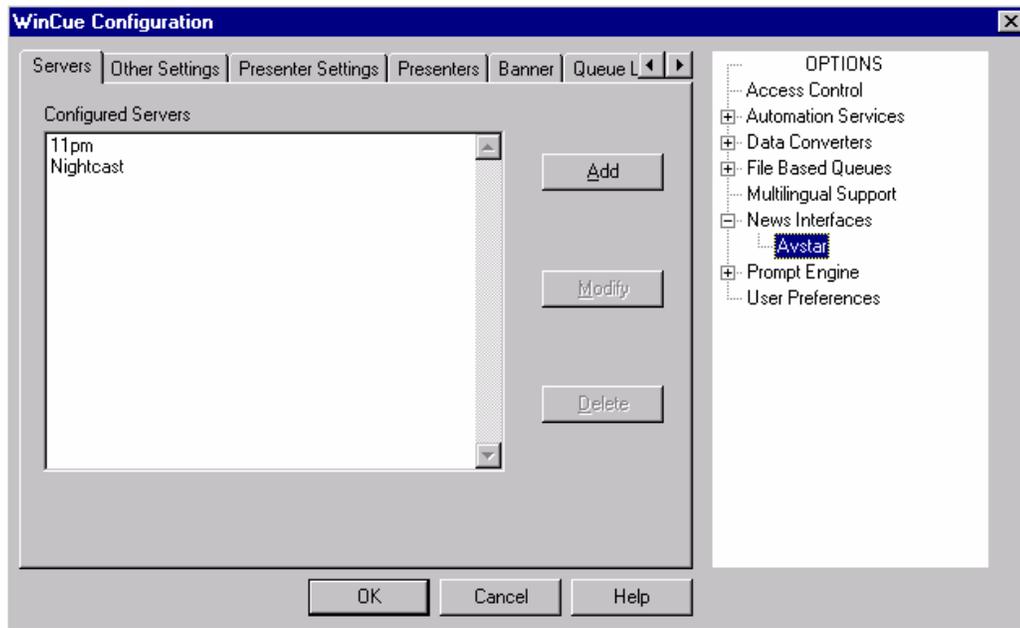
Continue adding shows until you have a configuration saved for each show.

As you are setting the primary and secondary machines in the Host Configuration tab, try to alternate the shows from one host to the other so that the shows alternate in a ping-pong fashion between the servers they download from.

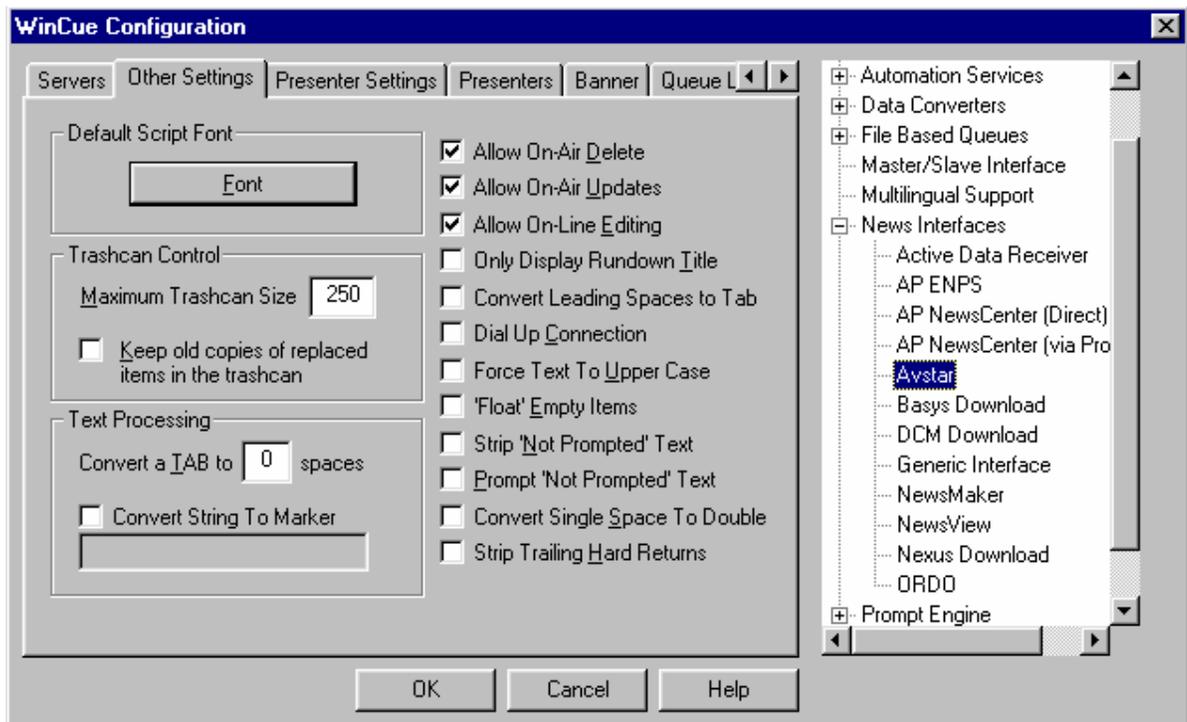
Time of Show	Primary Host	Secondary Host
5:00 pm	“A” server (bubb_a)	“B” server (bubb_b)
5:30 pm	“B” server (bubb_b)	“A” server (bubb_a)
6:00 pm	“A” server (bubb_a)	“B” server (bubb_b)
10:00 pm	“B” server (bubb_b)	“A” server (bubb_a)

1.2.4 Additional News Interface Configuration

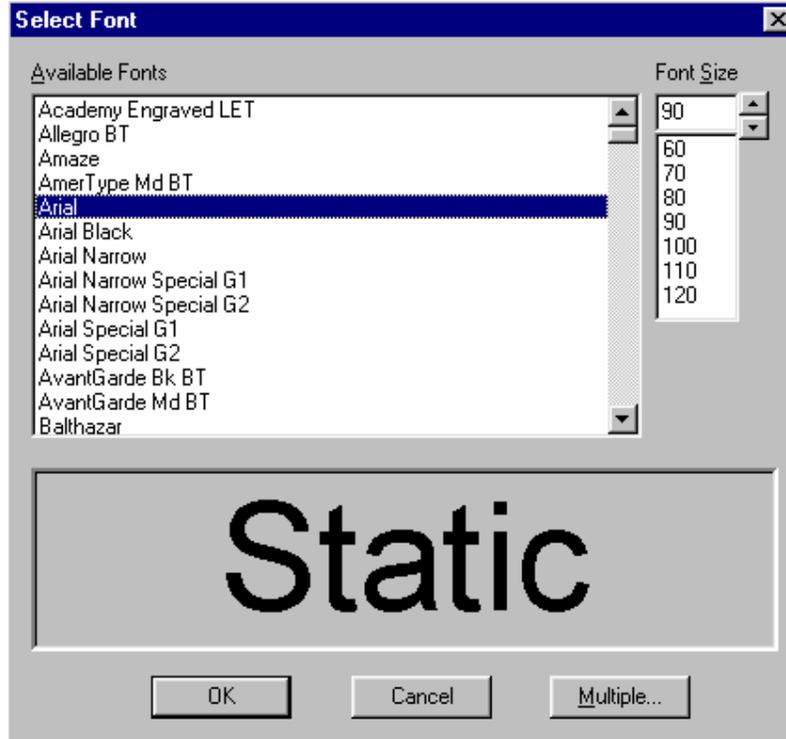
There are several other tabs at the top of the WinCue Configuration window:



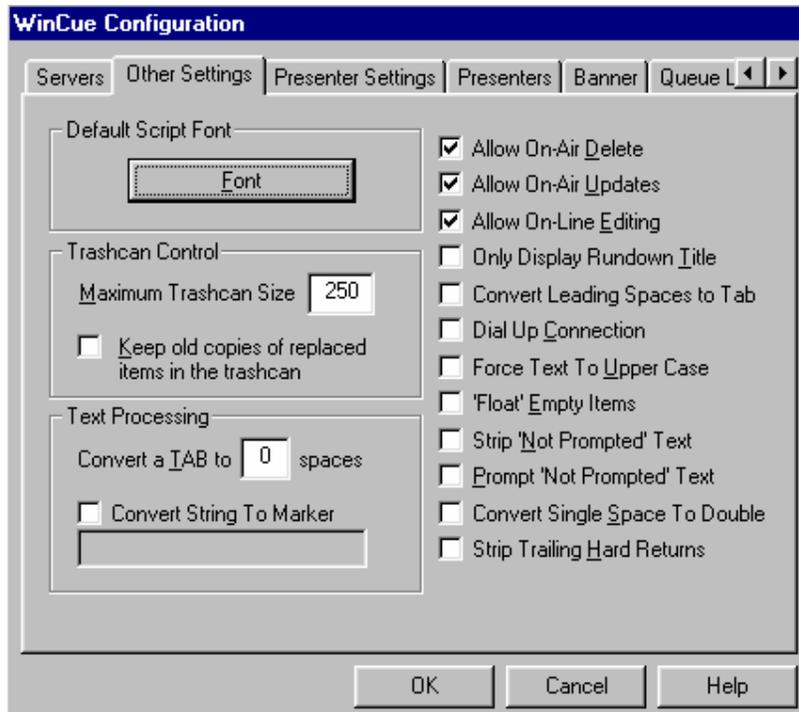
The "Other Settings" tab has some important settings.



First of all, this is where you configure the Font you're going to prompt with under the "Font" button.

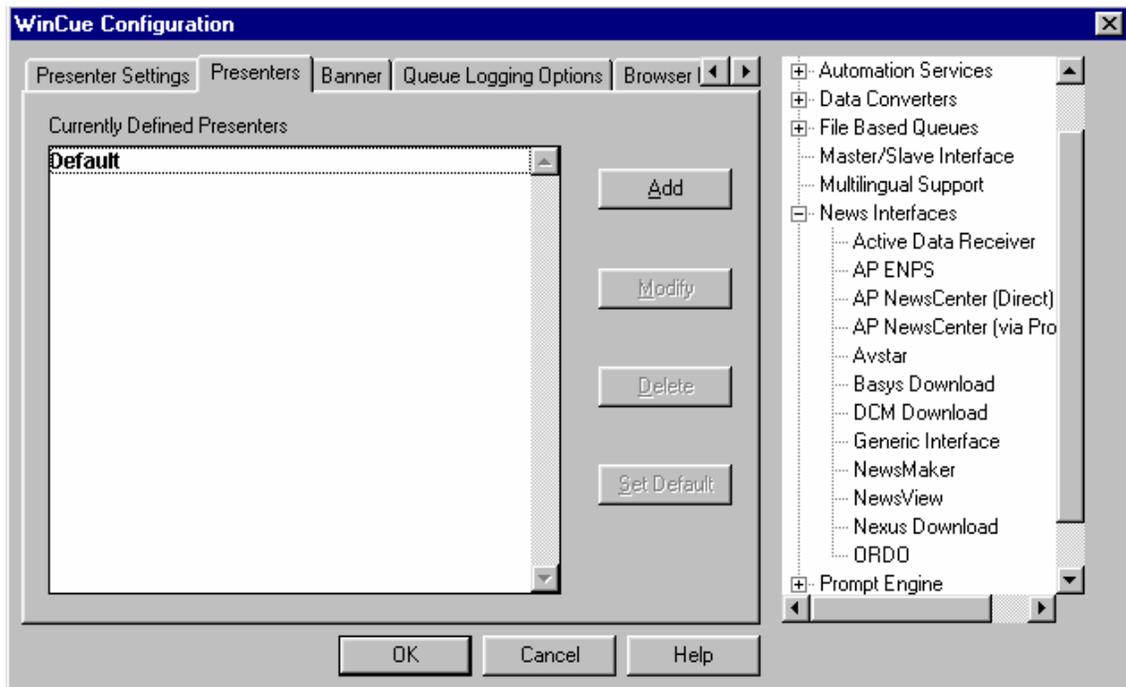
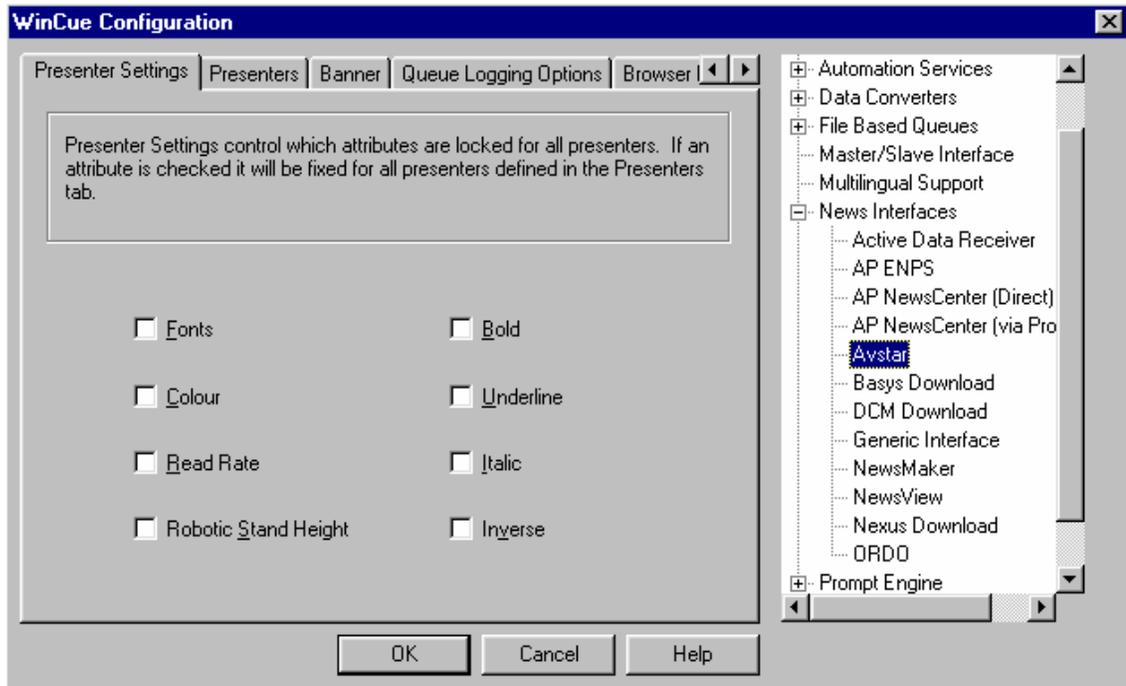


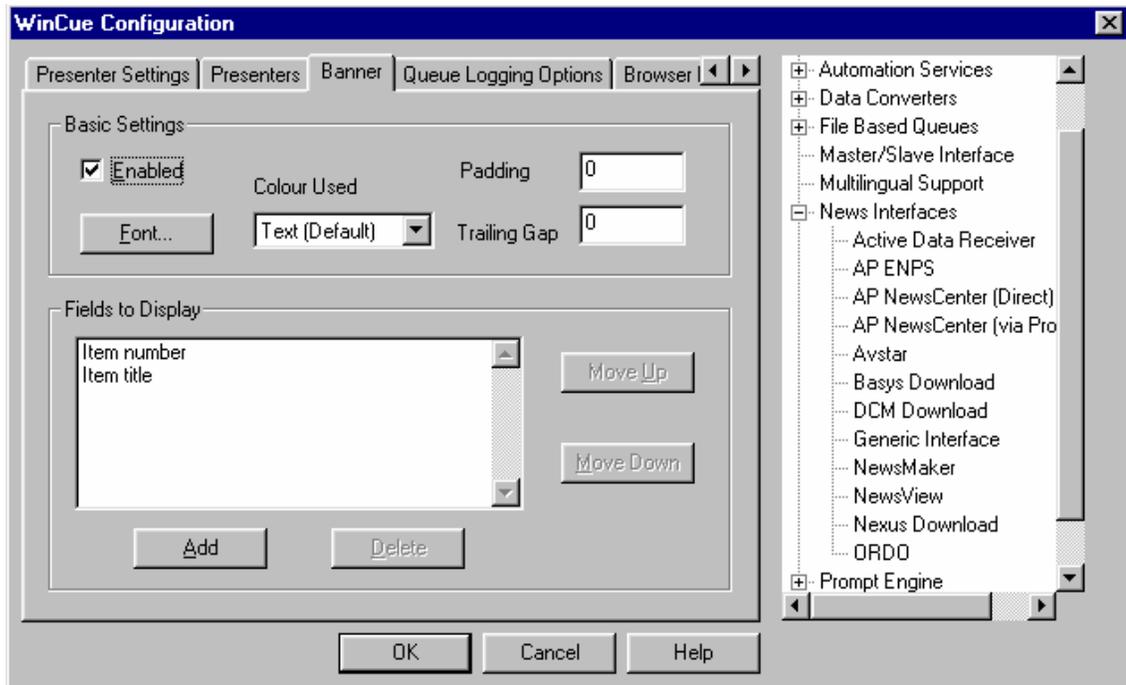
Ok or Cancel will bring you back to the Configuration Screen



- “Trashcan Control” – Sets the size of the trash can and whether you want to keep replaced items
- “Text Processing” - tells the WinCue to respect the tab characters inserted into the scripts by writers. If this isn’t selected, WinCue will pack out those tabs.
- “Convert String To Marker” – When Wincue receives the specified string it will insert a marker into the script
- “Allow On Air Delete” – Deleted items on Avstar will be deleted from Wincue
- “Allow On Air Updates” – Updated items on Avstar will be updated on Wincue
- “Allow On Air Editing” – Wincue can edit sent items If this is not ticked then sent items can only be edited in panic mode
- “Only Display Rundown Title” – If this is ticked Wincue will display the queue path as the title otherwise it will display the Avstar queue path
- “Convert Leading Spaces To Tab” – If ticked any spaces immediately following a hard return will be converted to tabs
- “Dial Up Connection” – Changes the update checking time
- “Force Text To Upper Case” – Changes all received text to upper case
- “Float Empty Items” – All empty items (no text) are put on hold
- “Strip Not Prompted Text” – Any text marked as “Not Prompted” in Avstar is received by Wincue
- “Convert Single Spaces To Double” – Single spaces in the script will be converted to double spaces
- “Strip Trailing Hard Returns” – This will remove any extra hard returns that are on the end off the script

The next two tabs “Presenter Settings” and “Presenters” are interesting but they’d take a while to configure. WinCue should be able to read the contents of the Presenter Field and, if there’s a corresponding WinCue presenter set up, prompting that script will call up that presenter’s settings. That could include different fonts, sizes, and colours.



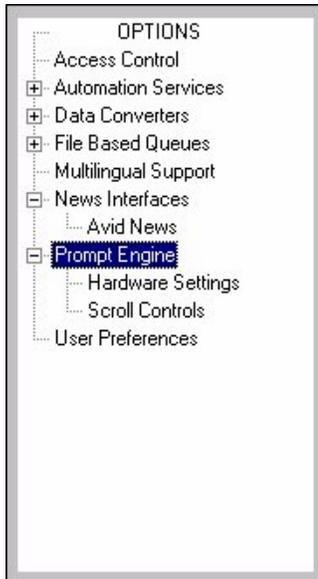


The "Banner" tab controls the formatting of the slug lines in the prompter output. You can choose whether to show banners or not (if you choose not to, WinCue will still show blank space where the banners were while prompting because WinCue downloads every story it will show every slug line for every story, even blank ones, while prompting) choose the Font and Size for the Banners and also choose which fields to show.

NOTE: Later versions of the WinCue software do not prompt blank stories and do not put up a slug line on the prompter for blank stories. Contact Autocue or Qtv to obtain the latest version of the software.

1.2.5 Additional WinCue Settings & Preferences

The WinCue Configuration dialog box has several other settings besides the News Interface.

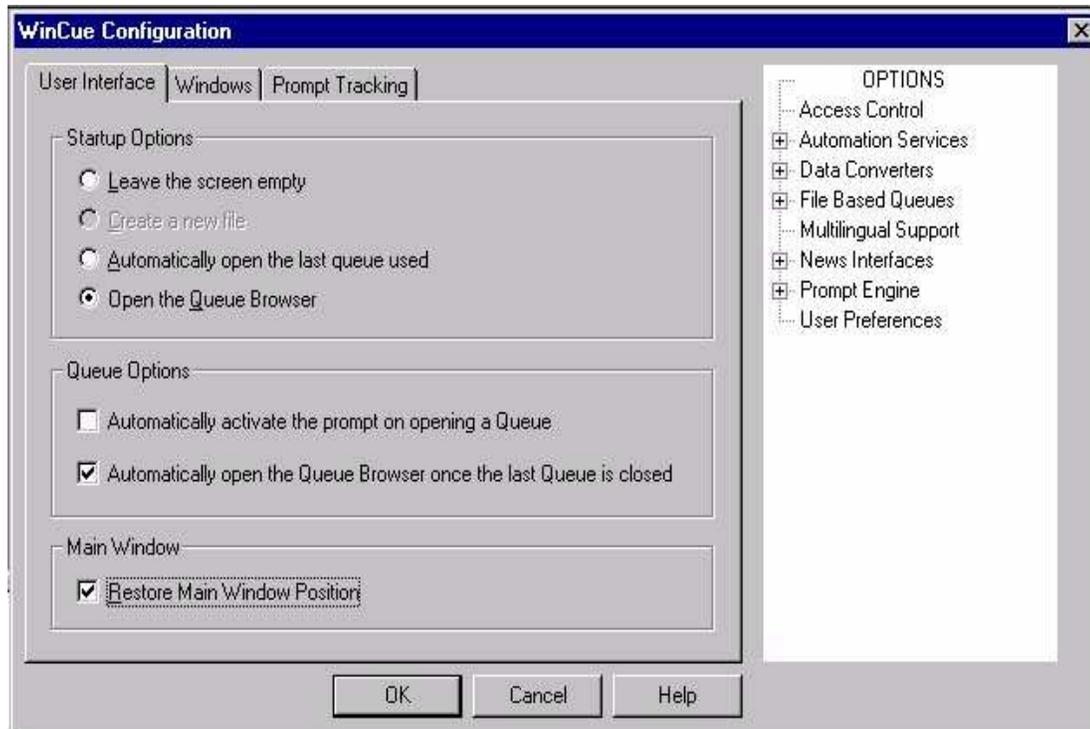


Under "Prompt Engine" you'll find two choices, "Hardware Settings" and "Scroll Controls". "Hardware Settings" gives you some control over basic display settings. It's pretty self explanatory.

"Scroll Controls" lets you pick what controller to use, generally the "Hybrid Serial/IMT Multibutton Controller". There's a "Setup" button, which lets you, well, setup your desired controller.

One important option in there, particularly for people used to the old Serial Prompter controller, is the "Centre Stop Mode" check box. If that's not selected, the controller only works in one direction at a time. If it's selected, the controller stops in the middle, rolls ahead when you roll the pot forward and rolls back if you roll the pot backward. You can also configure what the buttons do as well as other things. Explore, play, and learn.

There are some important settings under "User Preferences":



Under the “User Interface” tab, typical selections may be as follows:

- “Open The Queue Browser”, under “Startup options”. That brings up the browser window (where you see the servers you configured) on program startup.
- “Automatically open the Queue Browser once the last Queue is closed”, under “Queue Options”. That re-opens the browser when you close a queue you’re prompting.
- “Restore Main Window Position” under “Main Window”. Not sure but it makes me feel warm and fuzzy.

Under the “Windows” tab one typically may select the following:

- “Maximise View Window”, which I believe forces the Application to open Maximised.
- “Splitter View”, which gives a window on the text being prompted on the VGA status display.

The rest were left at defaults. Under “Prompt Tracking” the following were selected:

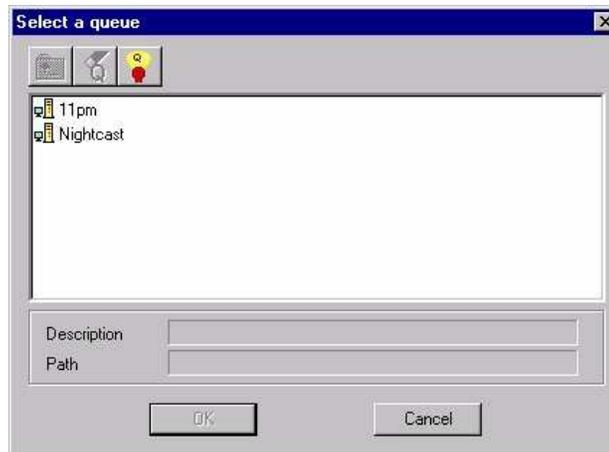
- “Auto Follow On Prompt Item”
- “Keep On Prompt Item Visible In List”, which forces the VGA status display to scroll down with the prompter output.
- Don’t select “Auto Jump to Editor on Speed Zero”, which is really only useful if you’re prompting in a non-AvidNews environment and I figure could panic a prompter operator.

And, when all is done, click on the big OK, exit the Application and launch it again. Many WinCue settings require a restart of the Application to take effect.

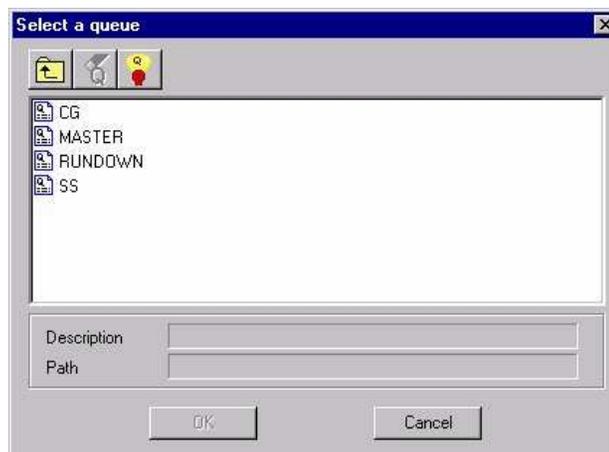
1.3 Prompting AvStar with WinCue

1.3.1 Selecting a Show for Prompting

If the queue selection window is not configured to open automatically as a user preference when starting up the WinCue program, click on **File → Open Queue**. This will bring up a dialog box where you can select which show you want to prompt:



After you select the Show, you will be presented with a list of the queues underneath this show directory. Select the RUNDOWN queue to download the stories in the show to the WinCue prompter.



If you wish to change to a different show to prompt, you can click the folder icon with the up arrow on it to move up one level where you will find other shows available for prompting.

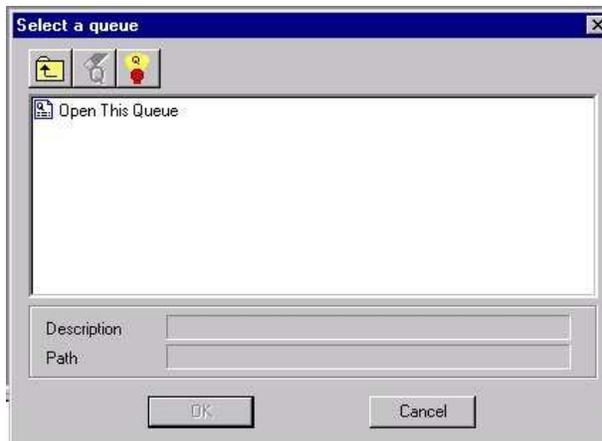


NOTE: You will not be able to move upwards if you have not configured more than one show.

If the AvStar user account associated with the show has the actual rundown queue set as the user's destination in AvStar:



Then when the show associated with that user is selected, the following box appears:



Choose "Open This Queue" to download the stories in that rundown to the WinCue.

Multiple shows can be selected and downloaded to the WinCue. Each appears in its own window and can be selected using the "Show Taskbar" at the bottom of the WinCue main window.

1.3.2 Initiating Prompting

When you are ready to start a show, click **Prompt** → **Begin Prompting** to start prompting. A Begin Prompting icon also appears on the toolbar of the WinCue application.

It is possible to load more than one show at a time and have multiple rundowns in their own windows on WinCue, but prompting must be turned off on the first show before prompting the next.

After loading the show, changes to stories will be automatically detected and downloaded (WinCue polls the AvStar server every second to see if any stories have been added or modified).

If a story is re-ordered in the line-up, it will automatically pop into its new position on the WinCue monitor within a second of being dropped into the new position. Stories should be reordered on the AvStar system rather than on the Wincue.

The current position of the story being prompted is highlighted in yellow on the WinCue monitor.

If a story is "floated" in AvStar (**Story → Float**), the line for that story will turn a different colour on the WinCue (blue) and that story will not be prompted by the WinCue. It will also not display a slugbar for the floated story. WinCue will transparently prompt to the next item, skipping over any floated stories

1.3.3 Information Displayed on the WinCue Monitor

A yellow bar on the runorder indicates which story you are currently prompting, the 'prompt bar'.

A black bar on the runorder indicates which story you have 'selected'. This can be done by left-clicking on with the mouse, this black bar can be ignored.

A blue bar on the runorder indicates a story, which has been 'floated' and will not be prompted.

Double left-click on a story to view the text of the story, use the far-right scroll bar to view more of the story.

The runorder word count column displays the number of words in a story. If there are no words in a story its word count box will be coloured **red** to indicate that it may be worth querying the booth why there is no text in the story. It is only worthwhile querying a story if you believe that there should be some text in the story.

The runorder status column displays information about the status of a story.

If a stories status box is coloured **red** it indicates that the status information is relatively important and may be worth querying.

The status messages and their meanings:

Updated - The story has been updated/re-downloaded since the original AvStar download.

The following message will appear in a **red** status box:

MISSING - The runorder item/slug has been downloaded from AvStar but the corresponding story file has not been downloaded from AvStar. *Likely cause:* The story has not been downloaded yet, or the story may not contain any text on AvStar.

1.3.4 Using WinCue to Select the Next Story to Prompt

If it is necessary to jump the prompt to a story that is not the next or previous story in the runorder then you can use any of the following three methods.

1. Hold down the left 'Alt' key and double left-click on the story you want to start prompting.
2. Right-click on the story you want to start prompting, then select 'Prompt From Here' from the drop-down menu that appears.
3. Left-click on the story you want to start prompting, this will select the story (shown by the black bar), then hold down the left 'Alt' key and press the 'Return' or 'Enter' key.

After using any one of these methods, the prompt and the WinCue prompt (yellow) bar will move/jump to the chosen story.

1.4 Using the Scroll Controllers

Note: IF YOU HAVE A MULTIBUTTON CONTROL WITH OR WITHOUT A FOOT CONTROL: The button on the back of the Multibutton Hand Control switches between whether the Multibuttons scroll knob or the attached Foot Controls (NB. A Foot Controller may not be attached) pedal is to control the scrolling.

If the button is **OUT** then the **scrolling** is controlled by the **Multibuttons scroll knob**.

If the button is **IN** then the **scrolling** is controlled by the **Foot Controls pedal**.

1.4.1 Using the Multi-Button Hand Controller

The Multibutton Hand Control has twelve buttons and a scroll knob on its right hand side. The scroll speed is controlled by turning the knob. The functions of all the buttons on the Multibutton are listed below:

Top row of buttons (left to right):

FWD	Change the scroll direction. The scroll direction is indicated by the cue marker on the prompt output. If the cue marker points in towards the story, you are scrolling forwards.
REV	
NEXT ITEM	Jump the prompt forward to the next story. (An ITEM is a STORY)

**PREV
ITEM** Jump the prompt back to the previous story.

**RESET
ITEM** Reset the prompt back to the start of the current story.

Middle row of buttons (left to right):

**NEXT
MARKER** jumps to the next marker in the item that is being prompted

**PREV
MARKER** jumps to the previous marker in the item that is being prompted

**RESET
R.O.** Reset the prompt back to the start of the current runorder.
Must be pressed after receiving the initial AvStar download.

**BLANK
SCREEN** Blanks/Un-blanks the prompt output. (Useful if you feel an interviewer may be put off by prompt on the camera)

Bottom row of buttons (left to right):

**CAPTION
ON/OFF** No assigned function for the AvStar Interface.

**2nd from left,
bottom row.** Known as the 'CUE STORY' button, it will move the prompt back to the very end of the previous story. This is useful to ensure that you are not pre-empting the gallery as to which is the next story to prompt. Yet you are still able to display enough of the next story for the presenter to start reading it. It is only worth using this button if AvStar controls the runorder.

**CLEAR
DECODER** No assigned function for the AvStar Interface.

STOP Stop/Re-start the prompt scrolling.

1.4.2 Using the Foot Control to Prompt

The scroll speed is controlled by increasing and decreasing the pressure applied to the foot pedal (much like a car accelerator pedal). The red button on the foot control changes the scroll direction in the same way as the Multibutton controllers FWD REV button.

If the Foot Control is attached to the back of a Multibutton Hand Control then the Foot Control can be used in combination with the Multibutton Controls buttons.