ADMINISTRATION PAGE OVERVIEW

Accounts Tab:
This is where you'll find basic account information, including links to your streaming page and VOD (video-on-demand) page. If you have more than one streaming channel, the Live Multi-Viewer link allows you to view multiple streams at one time.

VOD Toolkit:
This is the database for your VOD files. Live streamed videos are automatically recorded to this location and are available here minutes after the broadcast. To manipulate a file locate the file in the VOD Toolkit and double-click on it. In the pop up window, you can enable, disable, rename, sort, delete, etc. (see below)

Please Note: Recorded streams will NOT show up in the VOD player until the administrator goes to the Amin page, at which time the clip will automatically be enabled and accessible in the VOD player. If you don't want the clip enabled, you need to disable it when you're on the admin page. If you don't go to the admin page, the video will not show up on the VOD. This ensures that only video files approved by the administrator are available for viewing in the VOD library.

> **Titling:** You can add a "title" for the video file, and that name will appear in the VOD Player.

> **Clip Descriptions:** You can add a description of the video, which will appear as a tooltip when a user passes their mouse cursor over the selection.

> **Custom Thumbnail Image:** You can add a thumbnail for the video file, either by snapshooting a frame from the video, or uploading a graphic from your local computer or network.

> **Viewing Options:** You can use the listing paging controls to view 10-file sections of your library. Use the paging controls at the bottom right of the file-list in the gray bar to view lists of files accordingly.

> **Clip Sorting:** You can also change the sort order of the library, and that order will be reflected in the VOD Player after you click on "Update Catalog".

> **Download:** You can download a video file to your local hard drive,

> **Delete:** If you attempt to delete a file, a requester will pop up and ask for your confirmation that you do want to permanently delete the file from the server. If you click OK, the file will be deleted immediately without the need to "Update Catalog. *Please make absolutely sure you want to delete the file permanently, since there is no way to get it back.*

IMPORTANT: You MUST click on "Update Catalog" on the lower left to save any changes (other than "delete") made in the VOD toolkit.

Analytics Tab:
Once you've been streaming. Come back here for audience and viewership info.

Customer Support: John 310-872-8993, Steve 310-809-4175, Vic 845-428-6228