



CUESCRIPT CUEIT MANUAL





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1 CueiT Introduction

A truly operator and production friendly prompting software has been born!

CueiT has been developed with a deep understanding of what it is to be a prompt operator. Having had hands on experience, the development team share a vast knowledge from the studio floor to newsrooms and corporate work alike.

Simplicity of visual content, yet intensely packed with necessary and useful features, all of which can be easily viewed and accessed within the one screen – that was the task we gave ourselves and achieved in CueScript style. CueiT has a very different structure to that of other major prompting software, but upholds a familiar feel that is extremely user friendly.

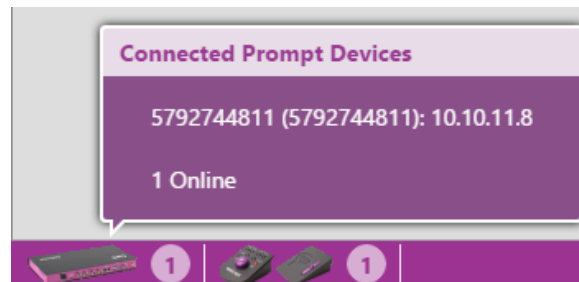
2 Connecting

The bottom left corner of CueiT tells you the connecting devices to CueiT. Premier device is a dongle and Production and News are both the CueB. When connected CueiT will display the “Connected to..” phrase. When the mouse is hovered over this area the device balloon will open allowing you to see the device registration number, and any friendly-name and IP address, if it is a CueB.

Premier or Ross:

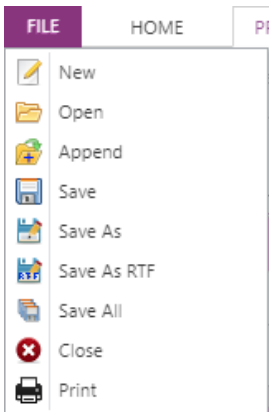


Production or News:



3 Ribbon Tabs

3.1 File



New

Opens a blank new tab.

Open

Opens the file explorer to bring in a new script. CueiT can open .CUE, .TXT, .RTF, .DOCX. CueiT's native file format is .CUE.

Append

Opens the file explorer to add to active run order. Append will add a slugline at the end of the current run order, and will interpret all sluglines in the appended file.

Save

Overwrites changes to the current active tab file. Will prompt for Save As features if the show had been newly created. If the file opened is not a native .CUE file, CueiT will prompt for Save As.

Save As

Will open file explore to choose file save location and name to current active tab. File type will be a .cue file and only accessible with CueiT.

Save As RTF

Will open file explore to choose file save location and name to current active tab. File type will be RTF and sluglines will be saved with a "[#] Slugline" format.

Save All

Will save all tabs open to files. Will prompt for Save As where applicable.

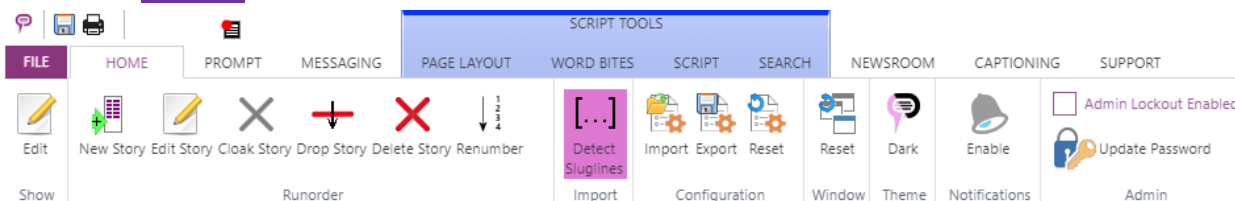
Close

Will close the current tab. (Note: This does not close CueiT.)

Print

Print the current active tab.

3.2 Home



3.2.1 Show

The Show section allows edits of the currently active Show file.

Edit: The Edit button will open the Edit Show window. This allows the show name to be changed as well as Timing Methods to be selected.

Edit Show ✕

Timing Method:

Words Per Second: <input style="width: 100%;" type="text" value="3"/>	Characters Per Second: <input style="width: 100%;" type="text" value="6"/>	Syllables Per Second: <input style="width: 100%;" type="text" value="2"/>
--	---	--

Edit Show Window:

Timing Method: The purple highlighted timing method is the current method selected. Clicking another method will then activate that timing method and reflect the time calculation throughout the script times. The timing method number can also be edited for more precise timing. This is an estimation, and should be calibrated according to presenter or adjusted to match any NCS CueiT connects with.

3.2.2 Run Order

The Run Order section allows manual manipulation of the currently active Run Order in the Run Order Panel.

Show Panel

This button toggles the Runorder panel on the left side of the editor

New Story

This button adds a new story to the end of the current active run order.

Edit Story

This button opens the Edit Story window. Here the Story Number, Title (or Slugline) and Notes / Reference fields can be edited. A default font can also be selected. Default fonts shown in drop down are Styles in CueiT that can be found under the Script tab, and will apply the selected style to the whole of the story. The story can also be cloaked with the Cloaked check box.

Cloak Story



This button toggles the Cloak on the highlighted story in the active run order.

Drop Story

This button drops the current story, so that it appears below the active run order and will not be prompted. To un-drop a story click and drag the story back into the run order.

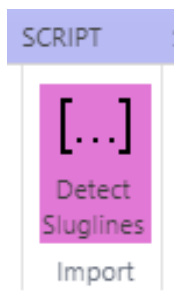
Delete Story

This button deletes the highlighted story in the active run down.

Renumber

This button rennumbers all stories in the active rundown, starting at 1 and incrementing by 1.

3.2.3 Import



Detect Sluglines

When Detect Sluglines option is enabled, all document files (.txt, .rtf, .docx) opened by CueiT will auto-create slugline from every line with following formatting:

<page number><space><slugline title>

<story body text>

, i.e. document containing:

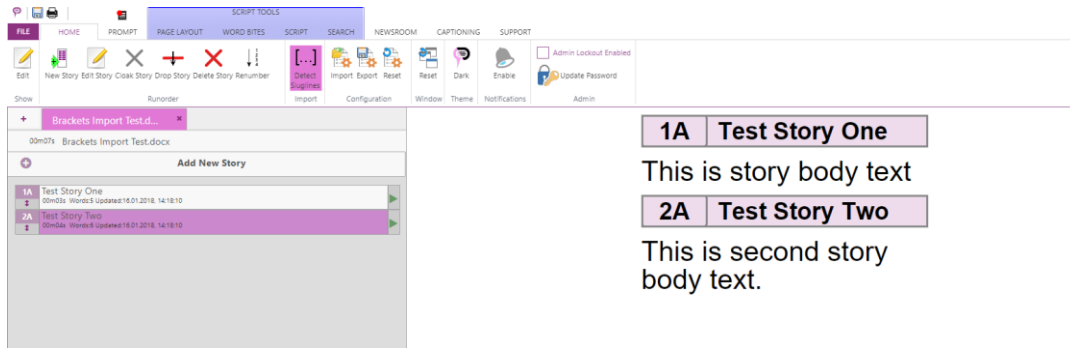
[1A] Test Story One

This is story body text

[2A] Test Story Two

This is second story body text.

will be imported as following in CueiT:



3.2.4 Configuration

The Configuration section allows saving, recalling or resetting CueiT program settings.

Import

Loads all program settings from a previously saved .CDB file. This process will restart CueiT.

Export

Saves all program settings to a .CDB file.

Reset

Resets CueiT to factory default settings. This process will restart CueiT.

3.2.5 Window

The Window section is for the CueiT program window positioning.

Reset

To set all program windows back to default positions.

3.2.6 Admin

The Admin section allows Admin to lock out setting changes. To set lockout, first set admin password, and then right-click on the section of ribbon within CueiT that you would like to lock and select “Require Administrator Password”

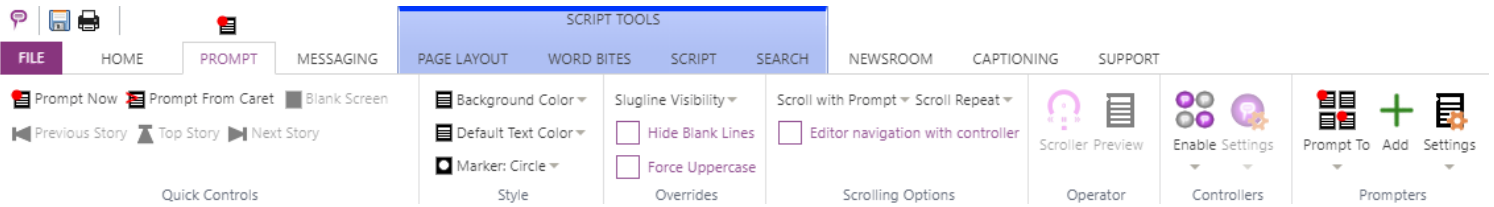
Admin Lockout Enabled

When checked off, it will restrict access to certain functions of Cue iT without the administrator password.

Update Password

To update or set the Admin password.

3.3 Prompt



The prompt tab controls prompt output and connections to active CueBs (if using Production or News).

3.3.1 Quick Controls

This section is for on screen prompt control and manipulation.

Prompt Now

Toggle prompt on and off at top of script. When prompt is on the prompt tab will illuminate red. The icon above the prompt tab is also a button to toggle prompt on or off when not in the Prompt tab.

Prompt From Caret

Prompt on from current line where the caret is.

Blank Screen

Toggle blank screen on or off on prompt output.

Previous Story

Prompt output will change to the story above the current story on output.

Top Story

Prompt output will go to the start of the run down.

Next Story

Prompt output will change to the story below the current story on output.

3.3.2 Style

Background Color

Change the backdrop of the prompt output. Default is black.

Default Text Color

Change the default prompt text to chosen color. Will not override specifically edited text colors.

Marker

Drop down menu to change the marker style. Marker position on output can also be adjusted to center to lens by clicking and dragging on Preview window.



3.3.3 Overrides

Sluglines

Choice between:

Completely Visible: Full slugline shown, may be multiple lines on output.

First Line Only: Slugline up to one prompt line will be shown.

Invisible: Sluglines will not be prompted.

Hide Blank Lines

When checked, any blank line in the editor will be ignored on prompt output.

Force Uppercase

When checked all characters will be in upper case.

3.3.4 Scrolling Options

Scroll with Prompt

Editor: When checked the script in CueiT's edit area will scroll with prompt output and a Cue Bubble will mark placement on prompt output, when in "Prompt" page layout.

Runorder: When checked the current active story will stay at the top of the runorder panel while prompting, (only if the run order extends past the bottom of the viewing area).

Scroll Repeat:

Repeat current script: When reaching the end of a script prompting, prompting will start back at the top of the same script.

Scroll into next open script: When reaching the end of a script prompting, prompting will start at the top of the next consecutive open tab in CueiT.

Editor navigation with control:

When not prompting, scroll through editor with the controller.

3.3.5 Operator

Scroller

Opens the on screen scroll window. Click and drag the prompt wheel forward or backwards to initiate prompt. You may also use your arrow keys or mouse wheel to control prompt speed. Scroller buttons include Next Story, Previous Story, Blank Screen and Pause.

While prompt is on and Num Lock is active the 2 and 8 keys on the Num Pad will advance and reverse prompting. *(Note: The Scroller does NOT have to be the active window for this to function.)*

Preview

Open the Preview window for prompt output. As default, this is opened upon prompt start.



3.3.6 Controllers

Please also see Controllers manual for a complete controller overview.

Enable

The Enable drop down will display a list of all controllers that the CueB can connect to. The first option *“Automatically associate with new controls”* will be checked by default and will automatically enable all controllers that are connected and seen by the CueB to be used.

Uncheck any controllers you want to turn off functionality for. Re-check to re-enable access.

Uncheck *“Automatically associate with new controls”* if new controllers should not connect to this setup.

Settings

The Settings drop down will give a list of all active USB controllers. From here settings on the controller can be changed. These settings include:

Friendly Name – any human-readable name for reference. Default is the controller serial number.

Scroll Sensitivity – Adjusts the throttle at which speed is achieved on the controller.

Command Buttons 1 & 2 (CSC Hand Controller Only)- Sets the buttons on the hand controller to the specified choice in the drop down.

IP Configuration – Sets the static IP (if necessary) for the controller over Ethernet.

Network Behavior – Use Broadcast Messages: When checked this option sets the Controller to multicast over the network for automatic connection to any available CueiT.

When unchecked, set the IP address of the CueiT computer that the Controller should connect to. This will set the Controller to send a unicast message to only the CueiT's specified in the IP Address fields and turn off all multicast messages.

Remember: these settings are set on the Controller once saved. They are NOT saved in the configuration of CueiT.

Update Firmware – Update window will come up, select Controller firmware .zip file to update Firmware

3.3.7 Prompters

Prompt To

Drop down menu will display all active CueBs on network. Checked CueBs will be controlled by CueiT, uncheck CueBs will not be controlled by CueiT. To allow CueiT to connect to any new CueB select *“Automatically Prompt To New Prompters”*, uncheck to disable automatic connection.



Add

Manually add a CueB ✕

Enter the IP address or Hostname of your CueB and Cue iT will attempt to manually connect to it.

IP/Hostname:

To add any CueB not automatically recognized by CueiT, but who is active on the network. Enter the IP address. If the CueB is found it will automatically be added as a prompter. If not please check the network connection between the CueiT computer and the CueB.

OK

Cancel

Settings

Edit CueB settings for [FW: 2.1.8] ✕

Friendly Name (only numbers, letters, and spaces):

demo

IP Configuration

Use DHCP

IP Address:

Subnet Mask:

Gateway IP:

Network Behavior

Use Broadcast Messages

IP Address 1:

IP Address 2:

IP Address 3:

IP Address 4:

IP Address 5:

Video Configuration

Output Format

HD-SDI: 720p59.94 & Composite: NTSC@29 ▼

Update CueB

Reboot CueB

OK

Cancel

Friendly Name: Edit the friendly name to display on CueB output.

IP Configuration: Enter Static IP mode with “Use DHCP” unchecked. Complete the IP Address, Subnet Mask and Gateway IP to use the CueB on your network.

If you are using a USB connection to the CueB, the IP Configuration needs to be set to “Use DHCP” otherwise the USB driver will not connect properly.



The CueB will output its current or last known IP address on the default screen of the prompt output.

Network Behavior

Use Broadcast Messages: When checked this option sets the CueB to multicast over the network for automatic connection to any available CueiT.

When unchecked, set the IP address of the CueiT computer that the CueB should connect to. This will set the CueB to send a unicast message to only the CueiT's specified in the IP Address fields and turn off all multicast messages.

Remember: these settings are set on the CueB once saved. They are NOT saved in the configuration of CueiT.

Video Configuration: Changes the video output format of the CueB.

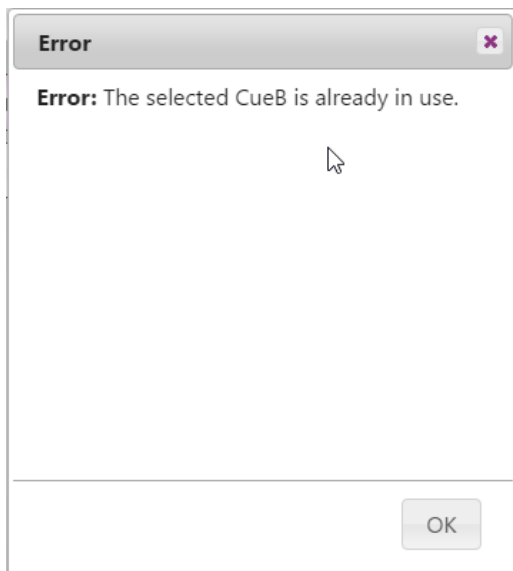
Update CueB: Update window will come up, select CueB firmware .zip file to update Firmware

Reboot CueB: Reboots CueB

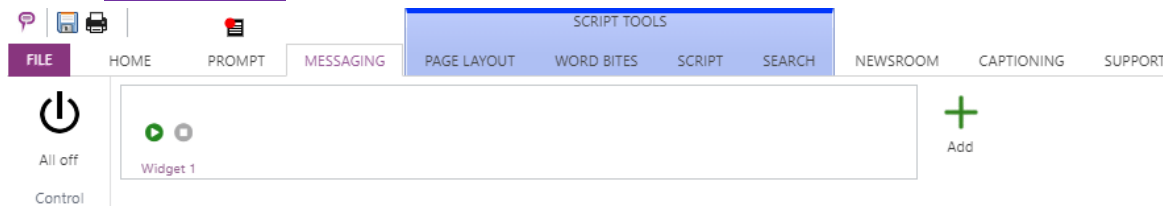
Redundancy:

A CueB can connect to multiple CueiTs and CueiT can have multiple CueBs connected to each other. Each CueB is sent the same data From CueiT independently. To set up a redundancy in the CueBs you would connect two or more CueBs to a CueiT with a video switch controller to change the output should a CueB fail. Each CueB will display the same output when prompt is enabled and will get the same scroll commands, with any controller. USB and Ethernet controllers will automatically control both CueBs. A bridge between the CAN bus on all CueBs will connect all CAN bus controllers.

To setup redundancy in CueiTs, run two or more computers with CueiT connected to the same CueBs. Both CueiTs will be able to start prompting any connected CueBs, however, the secondary CueiT will not be able to take control until the first CueiT has lost control or prompt is disable. There will be a warning displayed if a CueB is already in use:



3.4 Messaging



CueiT messaging offers the ability to add messages, timers and clocks to the prompt output in the form of a widget. You can have up to 4 widgets on screen at one time, and as many widgets available to turn on at any time.

3.4.1 Control

All Off

This button will turn all widgets off.

3.4.2 Widget

Add

To add a widget, select the green “+” button.

Widget 1

The default created widget.

Editing

Right-click on the widget and select “Edit”

Deleting

Right-click on the widget and select “Delete”

3.4.3 Widget Settings: Content Tab

Widget Name

Friendly name to be shown in the Messaging tab.

Auto enable with prompt on

When set to “No” widget will need to be turned on manually with the play button.

When set to “Yes” widget will turn on with prompt on.

Widget Type

Select between: Text, Clock or Timer.

3.4.4 Widget: Text

A text widget will allow a single line of text within the widget, in all positions except full screen. When full screen is selected, multiple lines of text will be shown.

Text to Show

Enter the text content for the widget.

3.4.5 Widget: Clock

A clock widget will show a digital clock display.

Clock Source

Select “this computer” for local computer time displayed.

Select “NTP” for NTP server time display.



NTP Server Host/IP

(Only shown with "NTP Selected")

Please enter the server hostname or IP for the NTP server.

NTP Server Port

(Only shown with "NTP Selected")

Please enter the server port for the NTP server. You are responsible to make sure all appropriate ports are open in the computer and network firewall for communication.

Clock Mode

Select between 12H or 24H format.

Visibility

Select or deselect segments of the clock for customized display:



Green = Visible

Gray = Hidden

3.4.6 Widget: Timer

A timer widget will show a digital time count up or count down.

Additional "TCI" license is required to connect to an external count device. Currently CueiT interfaces with:

- MasterClock RC600

Timer Source

Select "manual" for a set start and stop time.

Select "MasterClock RC600" for timer control from the RC600 device.

Manual Timer:

Start Time (HH:MM:SS): Fill in with the starting time. For count up, use "0".

Stop Time (HH:MM:SS): Fill in with the ending time. For count down, use "0".

Disable widget when timer is complete: This will clear the timer widget from prompt output when timer has reached Stop Time.

MasterClock RC600 Timer:

RC600 Server/HostIP: IP address of the MasterClock RC600 device.

RC600 Server Port: Port number RC600 is using for communication (default is 6168)

Show/Hide timer using RC600 Buttons: If "Yes" widget will automatically turn on when a count is activated on the RC600 device.

Join Multicast Group: If "Yes" enter the Multicast address that CueiT will listen on. This option



enables more than one CueiT's to listen to the same RC600 timer. RC600 timer needs to be sending to the Multicast group in the "Clock Control Settings"
(Please see "CueiT_Timer_Masterclock_RC600_Setup.pdf manual for further details).

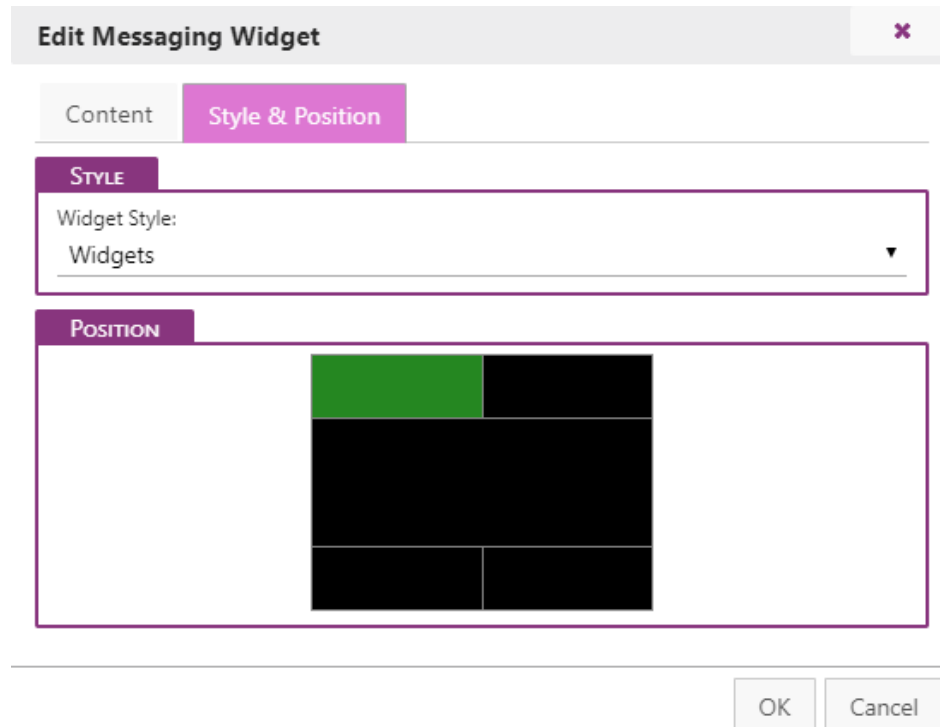
Visibility

Select or deselect segments of the clock for customized display:



Green = Visible
Gray = Hidden

3.4.7 Widgets: Style & Position Tab



Widgets Style

Widget color, font and size are determined by Styles found in the Script tab. A default style name "Widgets" is auto-created on new installations. Any user-created styles can also be used, and should show up within the drop down menu on widget style.

Position

Widget position on output is chosen by clicking on the area within the black box, highlighted by yellow, and turning green when selected. The following positions are possible:



Top Left: from left edge to 50% width across

Top Right: from 50% width to right edge

Full Top: The full width of prompt output

Bottom Left: from left edge to 50% width across

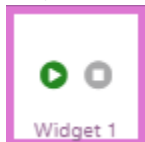
Bottom Right: from 50% width to right edge

Full Bottom: The full width of prompt output

Full screen: No prompt will be visible, just the widget information.

3.4.8 Widget: Use

Play

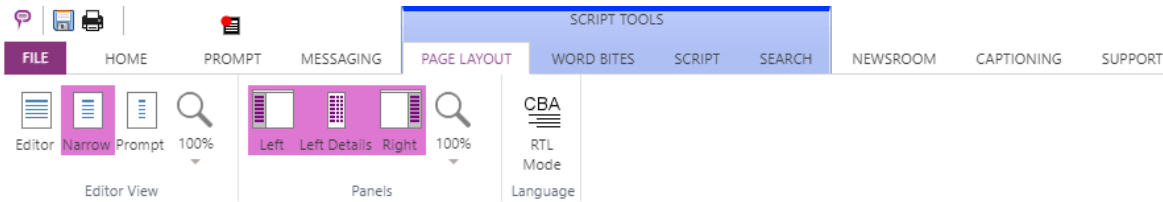


Use the “Play” button on the widget to start. (Note: widgets only work when prompting is enabled). When enabled the widget will turn green, indicating this is ON.



To turn a widget off, press the red “Stop” button on the widget. Widgets will automatically stop when prompting is disabled.

3.5 Page Layout



3.5.1 Editor View

Editor

Editor view will stretch across the width of the editor area.

Narrow

Narrow width will be a smaller editor area, but will not match output width. This is to allow editing in smaller screens with a more user-friendly readability.

Prompt

Editor column will match prompt output width.

Zoom

Zoom control for the editor area. Increase for closer view, decrease for smaller.

3.5.2 Panels

Left

Control presence of Left CueiT Panel.

Left Details

Choose Sluglines details level in Runorder Panel.

Right

Control presence of Right CueiT Panel.

Zoom

Zoom control for the Left and Right CueiT Panel. Increase for closer view, decrease for smaller.

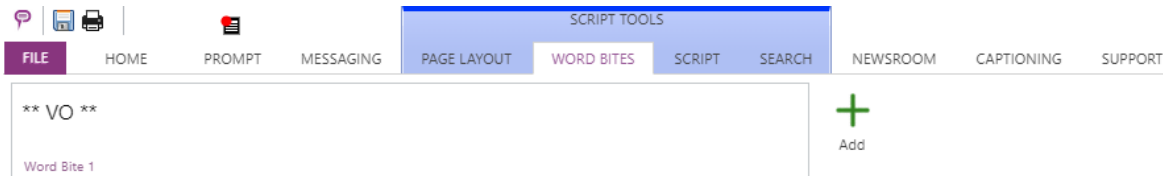
3.5.3 Language

RTL Mode

Enable this feature to switch CueiT to Right-to-Left reading mode (for languages i.e. Arabic, Hebrew, Persian, Urdu).



3.6 Word Bites



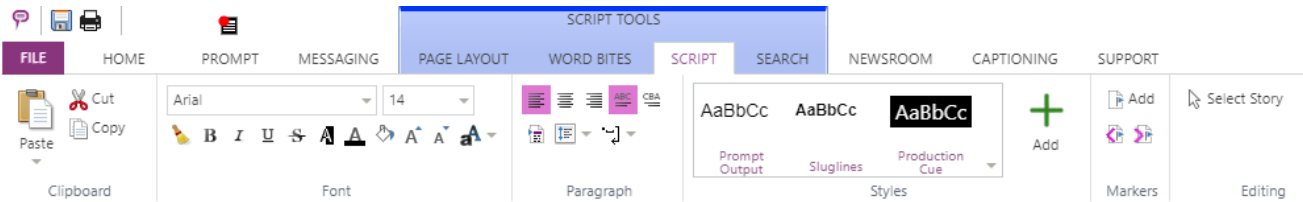
Word bites are helpful snippets of text that can be quickly added or changed within the script.

Add

To quickly add a word bite, highlight desired text in the editor area and then select Add.

All word bites will be present in the word bite list, these can then be selected to add the word bite text at the cursor location. They can also be edited by right clicking on the desired word bite and selecting "Edit". You can then change the word bite text, which will reflect throughout the script where that word bite had been placed. The word bite can also be renamed for easy user-reference. A word bite can be deleted with the right-click menu and by selecting "Delete".

3.7 Script



3.7.1 Clipboard

Paste

Drop down for Plain Paste or Paste with formatting from clipboard.

Cut

Cut highlighted text.

Copy

Copy highlighted text.

3.7.2 Font

Highlight text to change font properties in editor area.

Font Name

All currently installed fonts in the OS.

Font Size

Increase or decrease font size.

Clear Formatting

Clear all unique formatting to default style.

Bold

Toggle Bold highlighted text.

Italic

Toggle Italicize highlighted text.

Underline

Toggle Underline highlighted text.

Strikethrough

Toggle Strikethrough highlighted text.

Inverse

Toggle Inverse highlighted text.



Font Color

Select a font color for highlighted text.

Background color

Select a background highlight for highlighted text.

Increase Font Size

Increase highlighted text font size by one level.

Decrease Font Size

Decreases highlighted text font size by one level.

Change Case

Change highlighted text case type.

3.7.3 Paragraph

Left Align

Align highlighted text to the left.

Center Align

Align highlighted text to the center.

Right Align

Align highlighted text to the right.

ABC

Left to right text language positioning of highlighted text.

CBA

Right to left text language positioning of highlighted text.

Auto line

Add carriage return after each checked character.

Line Spacing

Increase or decrease space between lines of highlighted text.

3.7.4 Styles

Set font formatting to be saved. Will be shown in story editor Default Font drop down menu.

Prompt Output

Default formatting for all prompt output. To edit right click. See Styles Editor section below.

This style is globally applied to all other styles, (except "Slugline"). In the event a style is added, any attribute NOT set in the new style will automatically inherit the attributes of the Prompt Output style.



Sluglines

Default formatting for all sluglines. To edit right click, see Styles Editor section below.

Add

Adds a new style. Any new style will have all attributes of the Prompt Output style, unless explicitly set in the new style. (I.e. a new style where “Bold” is the only option set will look exactly like Prompt Output, but be bolded.)

Style Editing

To edit a style right-click and select “Edit” for the “Edit Style” menu to appear. In this window you can name and select all formatting to be saved for quick application, or access in the Edit Story window. All options in the Font and Paragraph area will be available. You are also able to delete any added style, however you cannot delete the “Prompt Output” or “Slugline” styles.

3.7.5 Edit Style Window

Enter Style Name

Customize your style name for quick reference. (Please Note: “Prompt Output” and “Sluglines” are system font styles that the names cannot be changed.)

Formatting

Use Font and Paragraph settings same as Script tab.

Visibility

Set the visibility of the style:

Closed Captioning – When selected text will be seen in both editor and prompter and will also be sent to any closed caption encoder.

Prompter – Optional only when text is not sent to closed captioning. When turned off, text will

Scope	Trigger	Value (optional)
AP ENPS	Anchor	Value (optional)
Avid INEWS	Anchor	Value (optional)
Ross Inception	Anchor	Value (optional)

Buttons for 'OK' and 'Cancel' are at the bottom.



not be seen in prompter output.

Editor – Optional only when prompter is unchecked. When on text will be seen in CueiT. When off text will be ignored by CueiT.

Appliers

Use styles to make "presenters" and match the Newsroom tag with information from the newsroom. Style will be applied to all prompt text after tag and before new story or new tag.

Scope – This is the range of text that CueiT will look at for certain attributes within the trigger to be present. Options include:

- **Global:** All text in CueiT either typed or opened from file or newsroom.
- **AP ENPS:** All text downloaded from ENPS
- **Avid iNEWS:** All text downloaded from iNEWS
- **Octopus:** All text downloaded from Octopus
- **OpenMedia Annova:** All text downloaded from OpenMedia Annova
- **Ross Inception:** All text downloaded from Ross Inception
- **Dalet:** All text downloaded from Dalet

Trigger – This is the indicating text that will be selected to have the Style applied to.

- **Anchor:** Available with all newsrooms, need to add "Value" field with presenter name as it appears within the newsroom.
- **Production Cue:** All "Production Cue" text as predefined by the newsroom.
- **SOT:** All "SOT" text as predefined by the newsroom.

Global Triggers: Using the "Global" scope any characters can be used to identify text for the style to be applied to. When entering a start and end trigger note that the actual trigger text will be removed and only the script with the applied style will remain.

3.7.6 Markers

Markers are helpful points to add in the software for quick return or additional break points for operator use. These appear in the right panel of CueiT when added.

Add

Marker will be added to script where cursor is. This marker will now appear in the right panel of CueiT. See section IV for further details.

Previous Marker

Bring the editor to the next marker above the cursor.

Next Marker

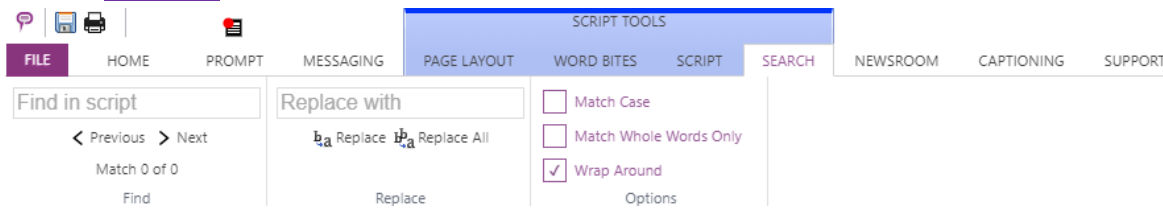
Bring the editor to the next marker below the cursor

3.7.7 Editing

Select Story

Select all and highlight text in current story.

3.8 Search



3.8.1 Find

Type a word or phrase to quickly search in script. Use Next and Previous to jump between instances of the find.

3.8.2 Replace

Type a word or phrase to replace found word or phrase in script.

Replace

Replaced currently highlighted word or phrase found with text in the “Replace with” field.

Replace All

Replace all found text with the text entered in the “Replace with” field.

3.8.3 Options

Match Case

Only returns text found that matches the case typed in “Find in script”.

Match Whole Words Only

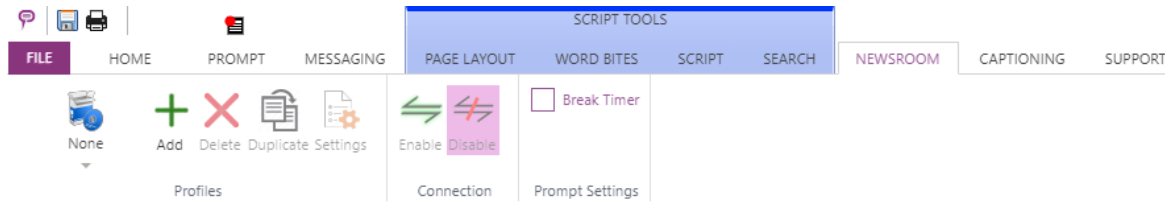
Only returns text found which is the same word. Will not return parts of words. (E.g. searching “every” will not highlight “everything”.)

Wrap Around

Will find text that has been brought through to the next line.



3.9 Newsroom



Setup and control connecting to a NCS. **This tab is only available in CueiT News.**

3.9.1 Profiles

CueiT allows the saving of multiple newsroom configurations. Use the drop down icon to select any preconfigured newsrooms. If “None” is the only option, then use the Add button to start adding your newsroom profile.

Add

Opens the newsroom profile setup page.

Delete

Deletes the currently selected profile.

Duplicate

Duplicate will create a copy of the current newsroom profile, and open the settings window for any changes.

Settings

Settings will open the settings window for the currently selected profile.

3.9.2 Connection

Enable

Once settings have been set, enable will start the connections to the NCS selected.

Disable

Close connections to NCS.

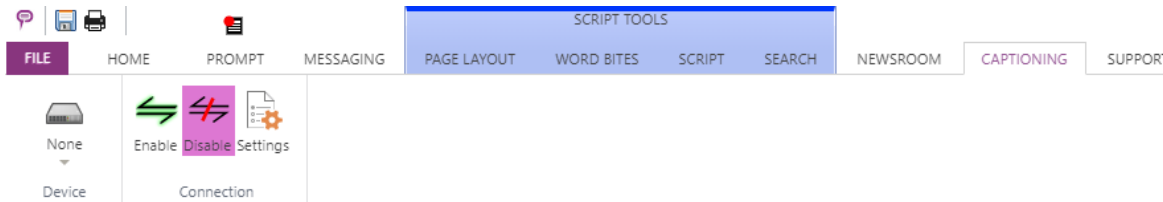
3.9.3 Prompt Settings

Break Timer

The break timer is used only with Ross Inception. Functionality will soon be moved to the Messaging tab as part of the a Timer Widget feature. Please contact support with any questions on using this break timer.

Please see “Connecting to a Newsroom” manual for further instructions on your particular NCS.

3.10 Captioning



Configuration and control of connecting to a closed caption encoder. **This tab is only available in CueiT News.**

3.10.1 Device

Click icon to display the drop down of all closed caption encoders CueiT can connect to. Select the CC encoder that you will be connecting with.

Press the “Settings” button to edit the configuration:

Captioner Configuration (COM Port) ✕

COM Port:

Baud Rate:

Data Bits:

Stop Bits:

Parity:

Open Command:

Close Command:

Pre-line access:

Use Hardware Flow Control

Line Offset from Cue Marker: 2

Set the COM port, Baud Rate, Data Bits, Stop Bits and Parity to match the encoder settings. (These also need to match in the driver properties for the COM port in Windows).

Command and Pre-Line access lines are Control-A codes that should be pre-filled depending on the encoder chosen.

Hardware flow control enables this feature on the COM port if the captioning device is set up to use this.

Line Offset from Cue Marker is the number of lines below the prompted line at the Cue Marker on output that captioning will start being sent at. If captioning is coming out too slow, increase this number. If captioning is coming out too soon, decrease this number.



3.10.2 Connection

Enable

Once settings have been set, enable will start the connections to the CC encoder selected.

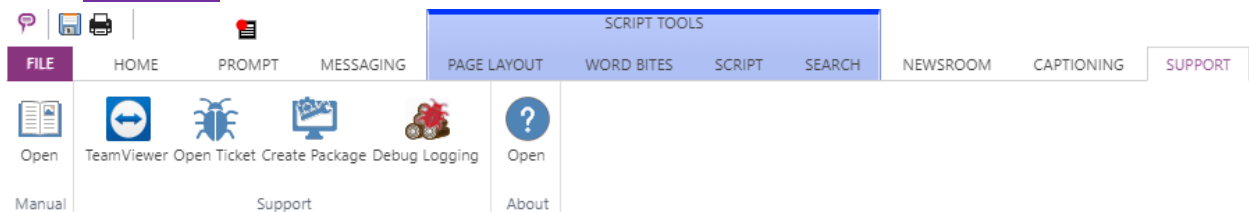
Disable

Close sending to CC encoder.

Settings

Once a CC encoder has been selected, this will open the configuration page to set the CC encoder information to connect with. Please see "Connecting to Closed Captioning" manual for further instructions on your particular CC Encoder.

3.11 Support



3.11.1 Manual

Opens the comprehensive manual and guides for CueiT software and controllers.

3.11.2 Support

TeamViewer:

Opens a one-time support session for CueiT support. (If this is NOT used, TeamViewer 11 or earlier is required for remote support).

Open Ticket:

Opens a webpage to enter a support ticket for CueScript.

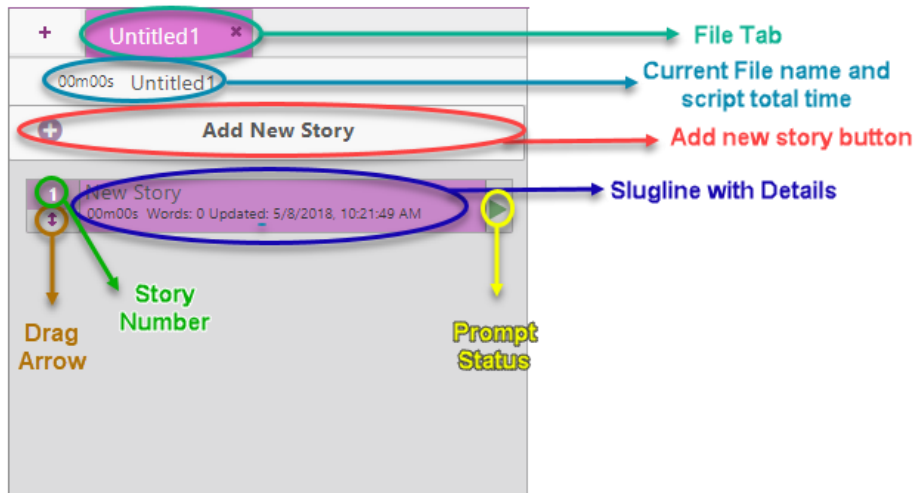
Create Package:

Creates a .logs file of all CueiT logs, settings and a screenshot of the state of CueiT.

Debug Logging:

When selected this will enable trace logs for CueiT to better enhance troubleshooting. This feature may slow the operation of CueiT and is not recommended to run at all times, unless directed by a support technician. CueiT will ask you to restart when this is turned on.

4 Runorder Panel



4.1.1 Sluglines

Each story title will display in the run down list as a **slugline**. Click a slugline once to bring you to the story in the edit area. Double click on the **prompt status** button to bring that story to air. To move around sluglines click and drag the slugline with the **drag arrow**.

4.1.2 Prompt Status

When prompt status is red then the slugline is the current on-air story. Double click this area to bring that story to air.

4.1.3 Drag Arrow

Click and hold to move story around in run order. Click and drag to select multiple stories to move in a block.

4.1.4 Tabs

All open files will show up as a tab at the top of the script. If a script is on-air there will be a red indicator on the tab. Use the "X" in the tab to close the individual file.

4.1.5 Add New Tab

Click to add a new blank script file.

4.1.6 Zoom

Increase or decrease font size in the run order panel.

4.1.7 Script Title

This is the title of the script. It is not necessarily the name of the file. Double click to edit text. Right-click to open Edit Show window.

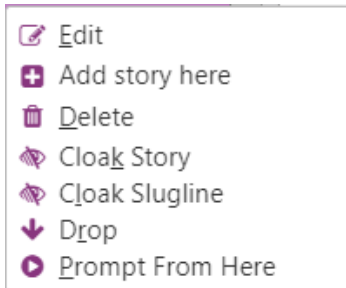
4.1.8 Add New Story

Button will add a new blank story to the end of the run order.

4.1.9 Open/Close Arrow

Will hide or show run order panel.

4.2 Right-Click Menu



Edit: Opens Edit Story window

Add story here: Inserts blank story

Delete: Deletes story

Cloak story: Cloak or Uncloak story

Cloak slugline: Cloak or Uncloak slugline only

Drop: Drops story

Prompt From Here: Starts prompting from top of story.

4.3 Edit Story Window

4.3.1 Story Number

Set any alpha-numeric story number to identify story.

4.3.2 Title

Change the slugline on the story.



4.3.3 Note / Reference

Short field to add references for operator.

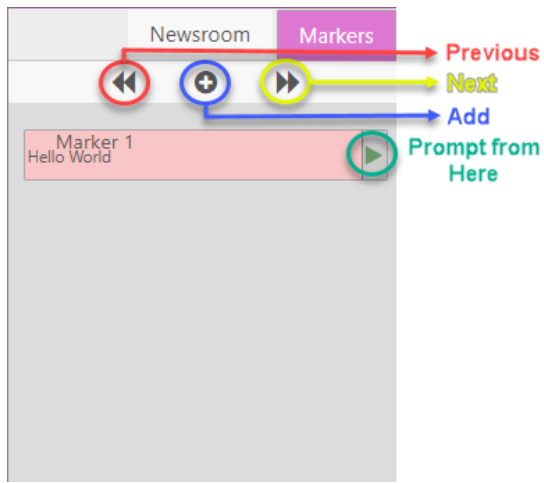
4.3.4 Default Style

Change the story's font. Drop down will contain all styles found in Prompt tab.

4.3.5 Cloaked

When check, story will be cloaked. Uncheck story will be prompted.

5 Markers Panel



5.1.1 Marker

▶ Hello World

Add

A maker is a point in the script for the operators use. This is not visible on output at any time.

5.1.2 Previous

Move edit area to marker above cursor.

5.1.3 Add

Add marker where cursor is.

5.1.4 Next

Move edit area to marker below cursor.

5.1.5 Open/Close Arrow

Will hide or show Marker Panel.

5.1.6 Right-Click Menu

- ✎ Edit
- 🗑 Delete
- ▶ Prompt From Here

Edit: Opens Edit Marker window.

Delete: Deletes marker.

Prompt From Here: Start prompting from marker position in script.

5.2 Edit Marker



Edit Marker ✕

Name:
Marker 1

Color:


OK Cancel

5.2.1 Name

Change the maker text displayed in the panel.

5.2.2 Color

Change the marker color in the panel and edit area from a color picker window.

6 Prompt Quick Controls



Prompt controls will pop up when prompt is enabled. They are enabled for quick reference when not in the prompt tab, during prompting. You can hide the controls with the arrow button at the top of the menu.

6.1.1 Prompt Now

Toggle prompt on and off. When prompt is on the prompt tab will illuminate red. The icon above the prompt tab is also a button to toggle prompt on or off when not in the Prompt tab.

6.1.2 Preview Window

Opens or closes the on screen prompt preview window.

6.1.3 Blank Screen

Toggle blank screen on or off on prompt output.

6.1.4 Previous Story

Prompt output will change to the story above the current story on output.

6.1.5 Top Story

Prompt output will go to the start of the run down.

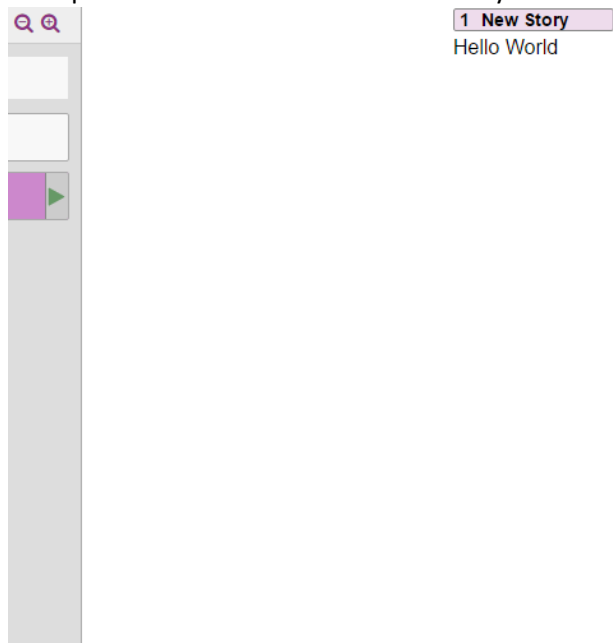
6.1.6 Next Story

Prompt output will change to the story below the current story on output.

7 Editor Area

7.1 Text Area

The edit area is available for free typing or cut copy and paste. Each slugline will be indicated above the script that is contained within that story.



7.1.1 Right-Click Menu

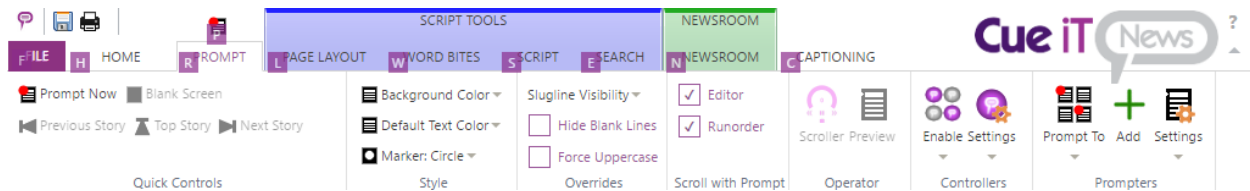
Cut	Cut: Cut highlighted text.
Copy	Copy: Copy highlighted text.
Paste	Paste: Drop down for Plain Paste or Paste with formatting from clipboard. Select Whole Story: Highlight all text in story.
Select Whole Story	Delete Story: Delete all text and slugline of story.
Delete Story	Toggle Cloak: Turn cloaking on or off of highlighted text. If no text is highlighted cloak will apply to full story.
Toggle Cloak	Drop: Drops the current story, so that it appears below the active run order and will not be prompted.
Drop	Toggle Slugline: Add new slugline where cursor is, or change highlighted text into a slugline.
Toggle Slugline	Add Marker: Add marker on line where cursor is.
Add Marker	Prompt From Here: Start prompting from cursor position.
Prompt From Here	



8 Short Cuts

8.1 Keytips

Keytips are enabled in CueiT. To activate press the ALT key and follow the labeled letters to shortcut to your destination:



8.1.1 Common Keytips:

Prompt Now	ALT+P
Prompt From Caret	ALT+R+Y
Enable Newsroom	ALT+N+E
Disable Newsroom	ALT+N+D
Enable Captioning	ALT+C+E
Disable Captioning	ALT+C+D
Widget-Play	ALT+M#+P
Widget-Stop	ALT+M#+S
Add Word Bite	ALT+W+#

8.2 Traditional Shortcuts:

Find	CTRL + F
Append	CTRL + M
New File	CTRL + N
Open File	CTRL + O
Save File	CTRL + S
Print File	CTRL + P
Toggle Prompting	CTRL + .
Select All-Current Story	CTRL + A
Bold	CTRL + B
Copy	CTRL + C
Italic	CTRL + I
Underline	CTRL + U
Paste	CTRL + V
Cut	CTRL + X
Exit Search	ESCAPE

9 Definitions

Cloaked: Will not show up on output but is still available in editor.

Slugline: Title of story.

Inverse: Unread prompt output, in opposite colors as normal output.

