

Cue iT Premier

Cue iT Production

Cue iT News

# CueiT

## Comprehensive Software Manual





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# CueiT Computer Requirements

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## Computer Specifications:

- **Operating System:**
  - Windows 8 & 10
    - Professional, Enterprise or Ultimate licenses, 64-bit only
  - Mac OSX High Sierra (10.13) or higher
- **Required Updates (Windows Only):**
  - Microsoft Visual C++ 2010 Redistributable - 10.0.30319, x86 & x64
  - Microsoft Visual C++ 2013 Redistributable - 12.0.30501, x86 & x64
  - Microsoft Visual C++ 2015 Redistributable - 14.0.23026, x86 & x64
- **Hard Drive:** 500MB of free disk space.
- **Graphics:** OpenGL 3.0 and higher
- **RAM:** 4GB
- **Processor:** 5th-generation Core i5 quad-core or higher, or compatible AMD.
- **Premier & Ross Licenses:** Recommended HDMI, DVI, DisplayPort or VGA output (for Secondary monitor display output for dongle licenses.)

## Network Specifications:

- **Connection Type:** Hard-wired connection when utilizing IP devices.
- **Firewall Ports:**
  - 4004 TCP
  - 4373 UDP
  - 4374 UDP
  - 4375 UDP
  - 4379 TCP
  - 4380 TCP
- **Speed:** minimum 10 Mbit/s, (higher speeds required for exceeding CueiT's max device count)

## N.B:

We advise that the computer/s and computer monitor/s should be sourced locally so the customer receives local warranty and support. This also saves on shipping costs.

CueiT's max device count over IP is 6; this count includes CueBs, openCueBs and IP monitors prompting from a single CueiT instance at one time. Any more without an advanced network may result in reduced prompt quality.

## CueB Installation



### CueB Ports

#### DC IN:

9-18V @ 20 W power input.

A XLR Power supply is supplied upon shipping.

#### Service:

CueScript authorized repair center use only.

#### SDI & CV (Video Outputs):

All video ports are BNC connectors and send identical straight-read video output. (Changing to mirror imaging for the prompter is done at the monitor.)

#### SDI: Digital signal

- HD-SDI 720p50
- HD-SDI 720p59.94
- HD-SDI 1080i50
- HD-SDI 1080i59.94

#### CV: Composite signal

- PAL@25Hz
- NTSC@29.97Hz

**Ethernet:**

Network input / simple switch. Either port can be used as input or either port can be used as loop-through back to a computer or controller.

**USB A:**

(Inactive) Ports are currently for future development and expansion of CueB features.

**USB B:**

USB Connection to computer for prompting.

**CAN Bus:**

BNC connector for controllers connected directly to CueB via 75 Ohm coaxial cable.

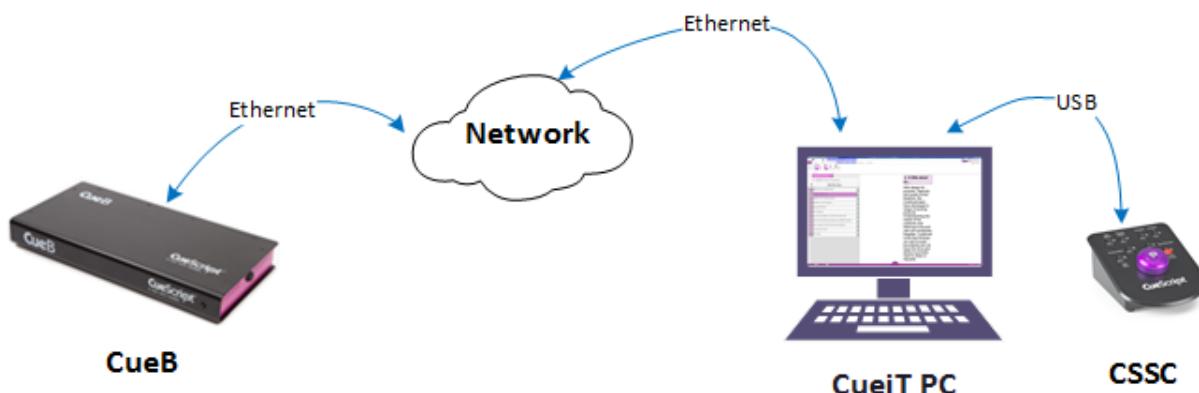
## Setup Diagram:

### Standard CUEB Connected to Studio Network:

This is a simple setup with a standard CueB and CSSC package in a studio environment. The CueB can sit anywhere in the studio environment, and will automatically search for CueiT software over the network.

The CueB is default DHCP, and will display its IP address and MAC address on the default video output when prompt is off. (To set a static IP address, please see below).

(For further setup configuration ideas please see the end of this document.)



### CueB Settings

Within CueiT software under the "Prompt" tab the following settings are available in CueiT software:

#### 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.

## Settings

**Edit CueB settings for 4033969853 [FW: 2.2.2]**

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

**IP CONFIGURATION**

Use DHCP

IP Address:

---

Subnet Mask:

---

Gateway IP:

---

**NETWORK BEHAVIOR**

Use Broadcast Messages

IP Address 1:  
0.0.0.0

IP Address 2:  
0.0.0.0

IP Address 3:  
0.0.0.0

IP Address 4:  
0.0.0.0

IP Address 5:  
0.0.0.0

**VIDEO CONFIGURATION**

Output Format  
HD-SDI: 720p50 & Composite: PAL@25Hz ▾

**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.

**Network Behavior:** Specify up to 5 IP address of PC’s running CueiT with “Use Broadcast Messages” unchecked for automatic CueB discovery.

**Video Configuration:** Set required video output format for SDI and Composite BNC outputs.

## Setting a Static IP Address:

In order to apply static IP address to our devices you need to edit the configurations. This is done in the following way:

Edit the Configuration settings found under Prompt Tab – Prompters Section – Settings drop-down – select the CueB connected to edit.

- If you're CueB and CueiT can connect over a DHCP network temporarily, the settings will keep once applied and brought to the network that requires a static IP address.
- If you are applying a static IP address through your network management, the MAC address is displayed on the default CueB output screen.

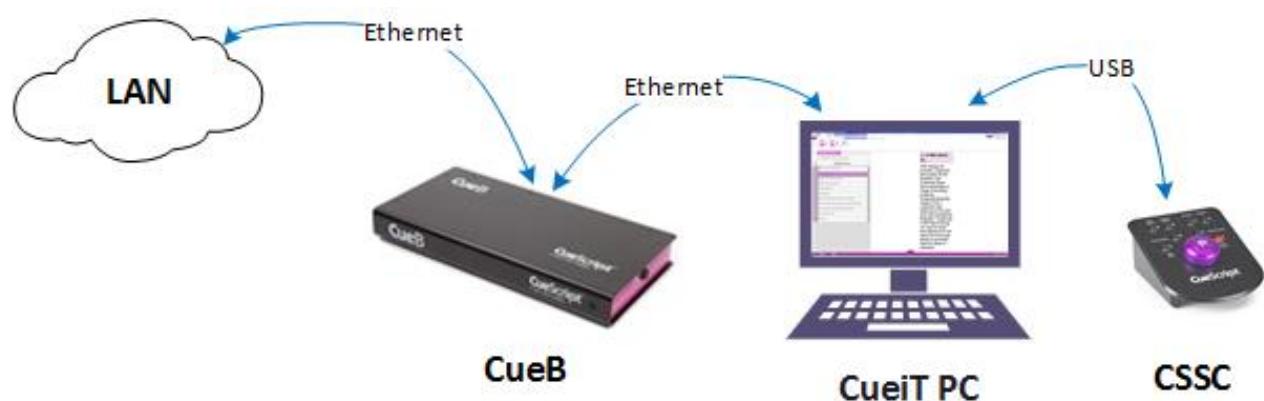
The second option is to connect the CueB via USB to input the settings only, if the above two options are not viable. The steps are:

- Unplug the CueB from power.
- Plug in ONLY a USB cable from USB B port on the CueB to a USB on the CueiT computer.
- Re-plug power to the CueB.
- Let the CueB start and drivers install (this can take 1-4 minutes). The driver should install as a "Remote NDIS based Internet Sharing Device"
- Once installed CueiT should display "Connected to CueB" in the bottom left corner.
- Follow the Edit Configuration from above.
- Disconnect from USB and reconnect on the desired network.

## Additional CueB Configurations:

### CueB Network Loop to PC:

Option if there is only one network port near CueB and Computer.



## Remote Location with USB

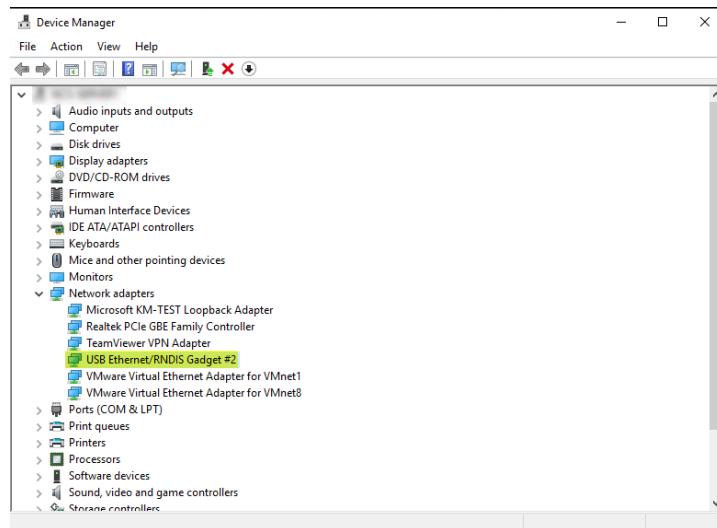
For simple remote location setup CueB can be connected directly to the CueiT PC via USB.



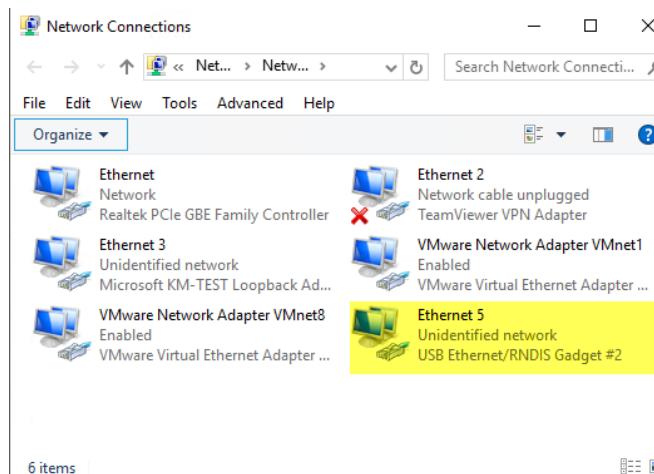
# USB Driver Installation for CueB

(Windows only)

1. Connect the CueB to the PC with the USB B port on the CueB to the USB A port on the computer.
2. Power on the CueB.
- ✓ (This is crucial these first two steps are followed in order).
3. The CueB will go through a driver installation process, which can take 2-3 minutes.
4. CueB should be installed as “USB Ethernet/RNDIS Gadget” device.
5. Open Device Manager.

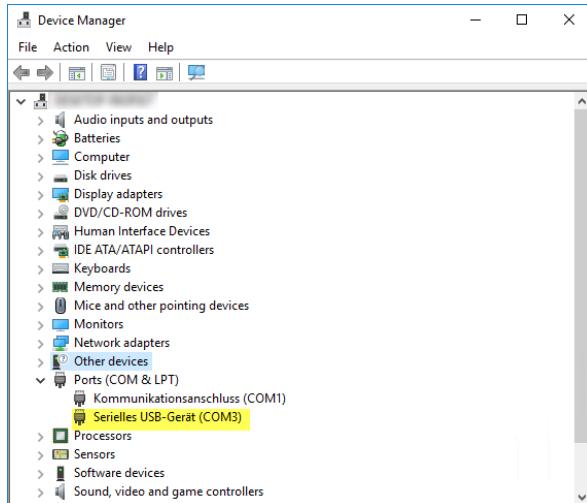


6. Open “Network Manager” and check if “USB Ethernet/RNDIS Gadget” adapter is present.

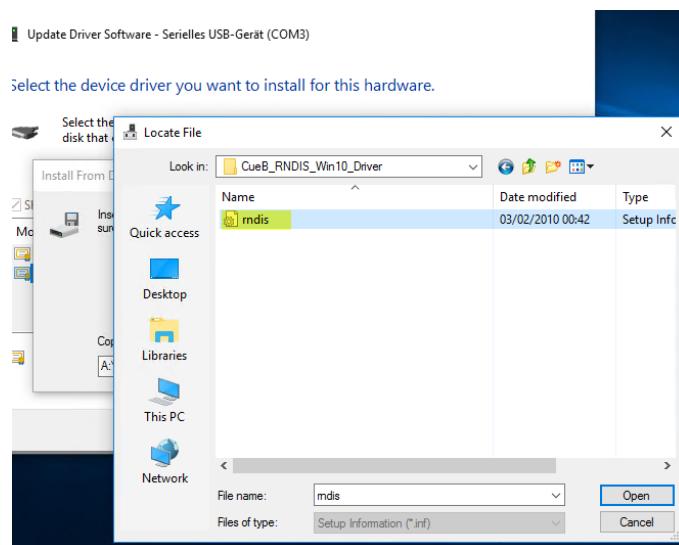


7. Restart CueB and run CueiT application. CueB should connect automatically now.

8. When the CueB has installed and “USB Ethernet/RNDIS Gadget” is not present under “Network Adapters”, check under “Ports” for “Serial USB-Device (COM)” which needs driver to be installed manually.
9. You can download CueB Windows RNDIS Driver from [here](#).



10. Right-click on “Serial USB-Device (COM)” and select “Update Driver Software...”
11. Select “Browse my computer for driver software”
12. Select “Let me pick from a list of device drivers on my computer”
13. Un-check “Show compatible hardware” box.
14. Select “Have Disk...”
15. Browse your PC, select previously downloaded “rndis.inf” driver file and click “Open”.



16. Highlight “USB Ethernet/RNDIS Gadget” device and click “Next”
17. Driver will be installed now.
18. Click “Close” and re-check steps 5 & 6. You may need to reboot your PC and CueB after installation.



19. Once the program is started the CueB should be recognized, and the CueiT software should display "Connected to CueB" in the bottom right corner.
20. You should now be able to change the and change settings of the CueB. Once changed these settings will save and you can disconnect USB and reconnect the network connection.

Should any steps fail, or you have any questions please feel free to reach our to our support team at any time.

# CueScript Controllers

*Connecting a CueScript Desk or Foot Controller*

CueScript Foot Controller



CueScript Hand Controller

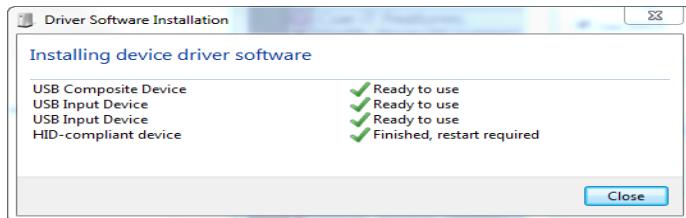


## How to connect a CueScript Controller:

Both controllers can be connected to CueiT running PC via one of the following interfaces:

### USB

1. Plug USB B into the Controller and then the USB A into the computer running CueiT.
2. Drivers for the Controller will begin to install automatically.



CAN Bus (only CueB version 1, CueB version 1.5 does not support CAN Bus interface)

1. Connect the Controller to CueB Can Bus BNC input via coaxial cable.
2. Plug in XLR power supply into the controller.
3. Controller will be automatically recognized by CueiT software.
4. To connect more controllers to one CueB use BNC T-Splitters ("CAN Bus Terminator Kit" may be required for certain CAN Bus network topologies).

### Ethernet

1. Connect the controller via Ethernet into a network that can communicate with PC running CueiT software (usually this is the same network, but this can be different VLANs, depending on your network structure. Please contact your IT department for networking help. "CueiT.exe" application and following ports must be allowed by Windows or any third-party firewall:
  - 4004 TCP
  - 4373 UDP
  - 4374 UDP
  - 4375 UDP
  - 4379 TCP
  - a. Alternatively, if you have limited network connections, you may connect the controller into the second ethernet port of the CueB, if the CueB is connected via Ethernet. The Ethernet ports on the CueB cannot be used for controller connections if the CueB is connected via USB.

- b. The foot pedal offers a locking Ethernet option, for further connector stability – matching plug part number:

Manufacturer: AMPHENOL

Manufacturer Part No: RJX8M

- 2. If your network is POE (Power over Ethernet) then you should immediately see the controller Ethernet port light up.
- 3. If your network is not POE, plug in the supplied XLR power supply into the controller.

#### RJ11

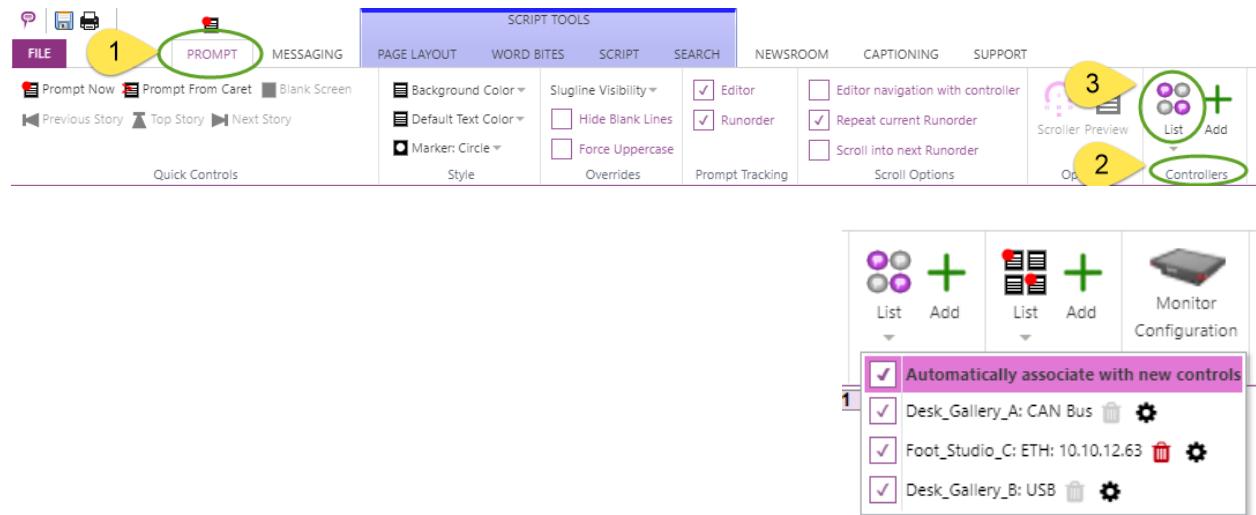
- 1. Connect an RJ11 cable between an already connected controller. This will pass both data (via local CAN Bus) and power to the controller, from the primary controller.
  - a. Please note, RJ11 is not compliant when using a USB connection on the primary controller. RJ11 should be reserved for connection via CAN bus or Ethernet on the primary. ("CAN Bus Terminator Kit" may be required).

## Controller Connection:

Once the controller is connected you should see an indication of a controller or controllers number that CueiT recognizes, this information is displayed in the bottom left corner of CueiT's information bar:



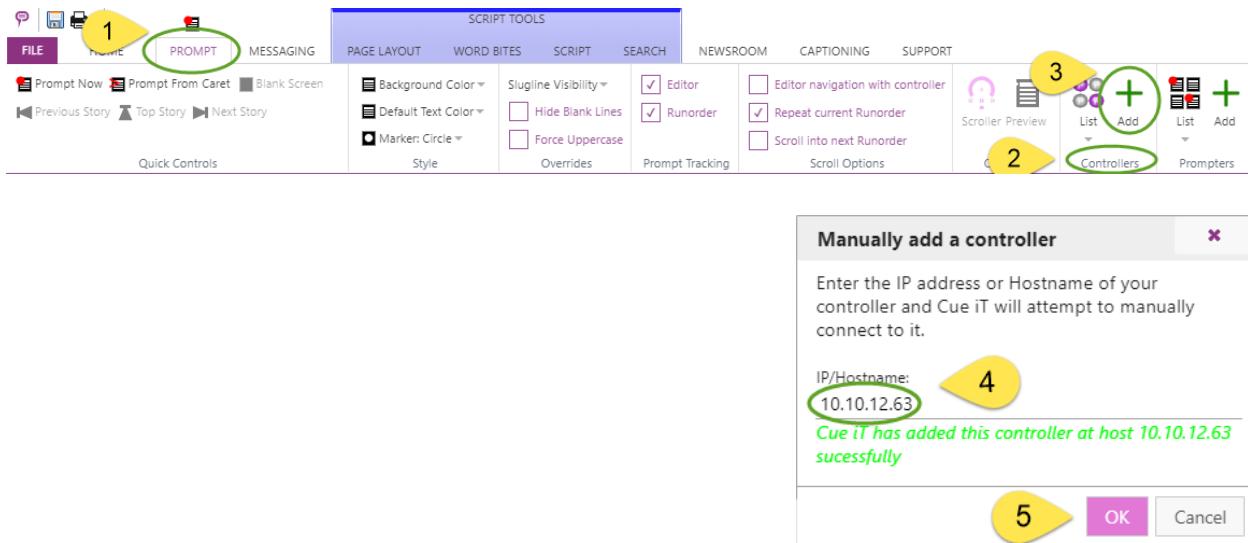
1. To enable a controller, go to the **Prompt Tab, Controllers Section** and select **Controller List** drop down menu. In here you will see all available controllers with interface type information these are connected. Those with a check next to them are active to control that CueiT.
  - a. To disable automatically connecting controllers, uncheck “Automictically associate with new controllers”. All controllers that CueiT sees at this point will be unchecked and need to be checked to connect and control.



2. **USB** and **CAN Bus** connected controllers will be automatically recognized by CueiT software and should appear in “Controllers List”.
3. **Ethernet** controllers (firmware V13 or above)
  - a. IP configuration modes: **DHCP** (default) or **STATIC**.
  - b. Network Behavior modes: **BROADCAST** (default) or **UNICAST**
    - i. Controller **BROADCAST** mode sets the controller to broadcast over the network for automatic connection to any available PC running CueiT software within the same subnet. Being in this mode, Controller will still accept manual ADD command from CueiT instances from different subnets and unicast to specified machines.

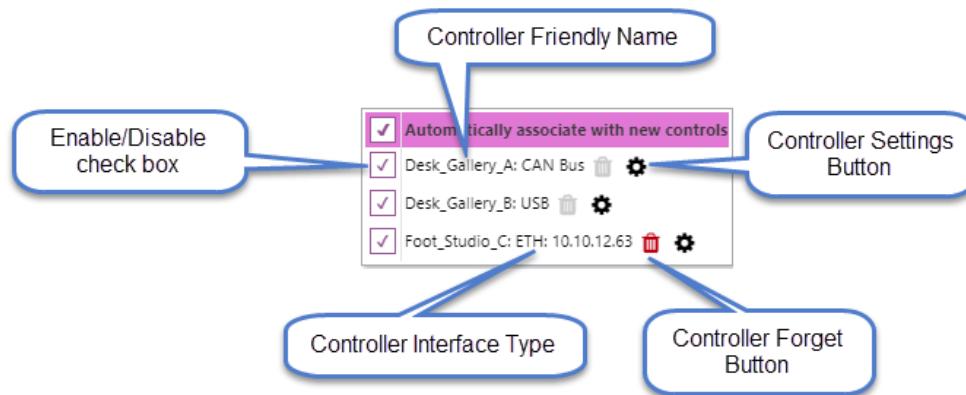
Please note that some TCP/IP networks can ban Broadcasting devices – in this case switch controller into:

- ii. Controller **UNICAST** mode sets controller into “listening” for ADD commands coming from CueiT software. To add controller to “Controllers List” go to **Prompt Tab, Controllers Section** and select ADD button. Type in controller IP address and click OK. After controller is successfully added to “Controllers List”, it will be remembered there. After restart, CueiT will automatically send ADD command to every controller which is remembered and enabled in “Controllers List”.



## Controllers List:

Controllers List is located in **Prompt Tab, Controllers Section** and displays all automatically or manually added controllers over all interfaces.

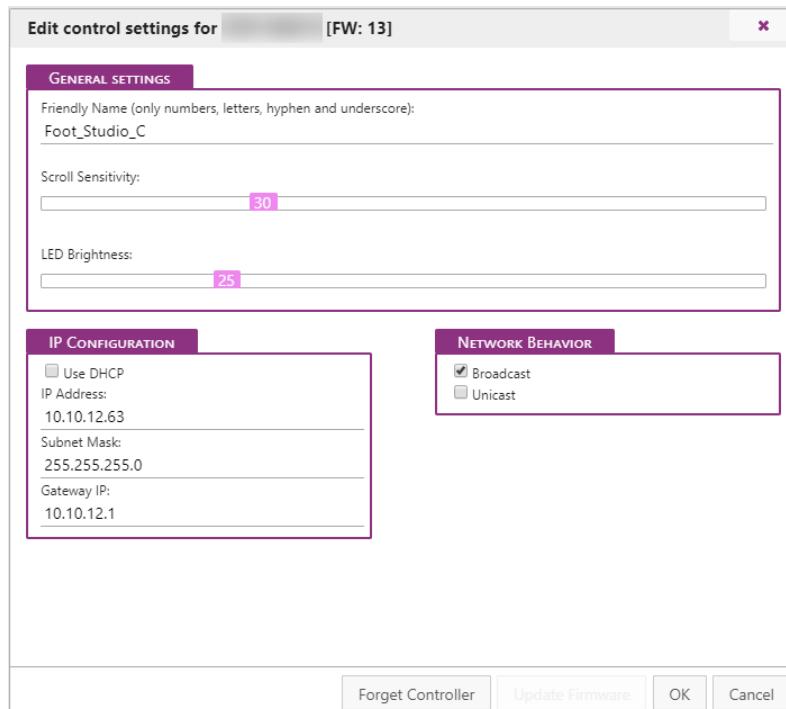


## Controllers List:

### Foot Controller Settings:

*To change the settings of the Foot Controller:*

1. In Cue iT, go to the **Prompt Tab** then under the **Controllers Section** select the “Controllers List” drop down.
2. After clicking on the **Settings Button** next to controller’s name a box should appear with the control settings:

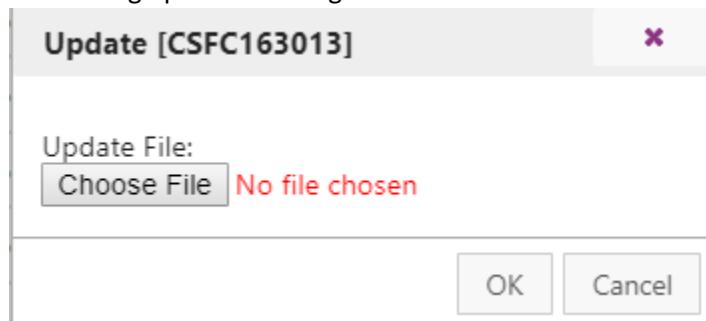


- **Friendly Name:** The display name of the controller, this name is seen under the Controllers List drop down and CueiT Status Bar.
- **Scroll Sensitivity:** Adjusts the throttle at which speed is achieved of the controller. Increasing the sensitivity causes the scrolling to be faster and decreasing the sensitivity causes the scrolling to be slower. Setting to a “0” value will disable the controller pedal and reverse button.
- **LED Brightness:** Adjusts the brightness of the red LED light on the Foot Controller.
- **IP Configuration:** Sets the static IP (if necessary) for the controller over Ethernet. Should a static IP address be necessary, please use the USB connection on the controller before using Ethernet, as the controllers are defaulted to DHCP.

- **Network Behavior:** BROADCAST or UNICAST – see “**Controllers Connection**” section above.
- **Forget Controller:** Available only for Ethernet connected controllers – removes controller from “Controllers List”

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

- **Update Firmware:** Controller must be connected **via USB** to have this option available, choosing it will bring up the following menu:



Use the “Choose File” button to upload a “.cuf” file for the associated controller. (Please see a support specialist for this file.)

## Hand Controller Settings:

*To change the settings of the Hand Controller:*

1. In CueiT, go to the **Prompt Tab** then under the **Controllers Section** select the “Controllers List” drop down.
2. After clicking on the **Settings Button** next to controller’s name a box should appear with the control settings:

Edit control settings for [FW: 13] ×

**GENERAL SETTINGS**

Friendly Name (only numbers, letters, hyphen and underscore):  
Desk\_Gallery\_B

Scroll Sensitivity:

Reverse Dial Direction

**PROGRAMMABLE COMMAND BUTTONS**

Button	While prompting...	While <i>not</i> prompting...
Command 1	Prompt off	Prompt on
Command 2	Add marker at current line	Add marker at current line

**IP CONFIGURATION**

Use DHCP  
IP Address:  
10.10.12.61  
Subnet Mask:  
255.255.255.0  
Gateway IP:  
10.10.12.1

**NETWORK BEHAVIOR**

Broadcast  
 Unicast

Forget Controller Update Firmware OK Cancel

- **Friendly Name:** The display name of the controller, this name is seen under the Controllers List drop down and CueiT Status Bar.
- **Scroll Sensitivity:** Adjusts the throttle at which speed is achieved of the controller. Increasing the sensitivity causes the scrolling to be faster and decreasing the sensitivity causes the scrolling to be slower. Setting to a “0” value will disable to controller knob.
- **Reverse Dial Direction:** Will change the forward direction to be counter-clockwise rotation direction of the controller.

- **Command 1 & 2 Buttons:** Sets the buttons on the hand controller to the specified choice in the drop down.

**Prompt Off/On:** Prompting will be disabled or enabled depending on current state.

**Add marker at current line:** Marker will be added in editor at the Cue Marker position.

**Toggle slugline at current line:** Adds a slugline in the editor at the Cue Marker position.

**Jump to next file tab:** Will bring the next tab within CueiT to the editor.

**Jump to previous file tab:** Will bring the previous tab within CueiT to the editor.

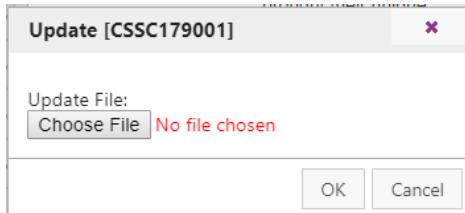
**Enable/Disable closed captioning:** Will toggle closed captioning On or Off depending on current state.

**Save Script As:** Will open the save script as window to save the script.

- **IP Configuration:** Sets the static IP (if necessary) for the controller over Ethernet. Should a static IP address be necessary, please use the USB connection on the controller before using Ethernet, as the controllers are defaulted to DHCP.
- **Network Behavior:** BROADCAST or UNICAST – see “**Controllers Connection**” section above.
- **Forget Controller:** Available only for Ethernet connected controllers – removes controller from “**Controllers List**”

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

- **Update Firmware:** Controller must be connected **via USB** to have this option available, choosing it will bring up the following menu:



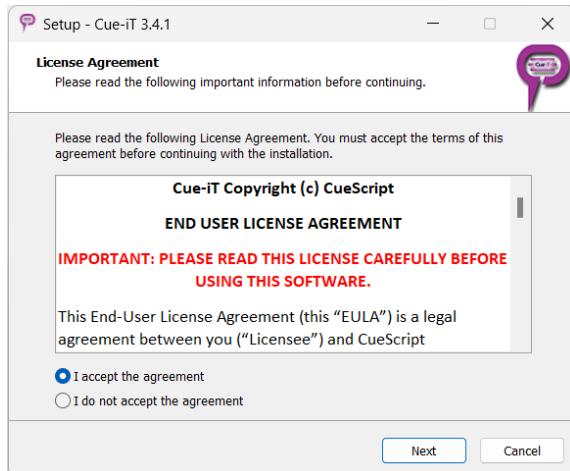
Use the “Choose File” button to upload a “.cuf” file for the associated controller. (Please see a support specialist for this file.)

# Installing Cue-iT Software

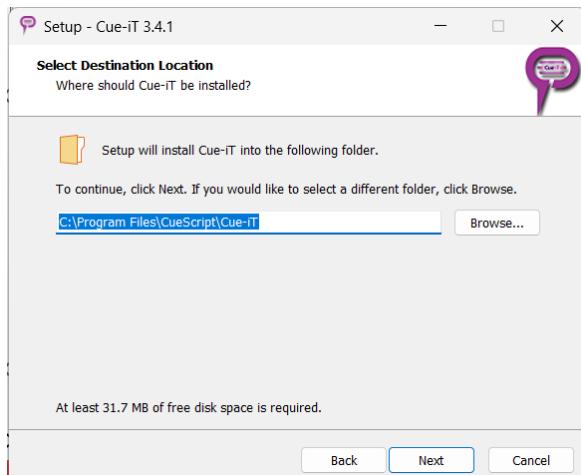
1. Locate and run the [Cue-iT\\_Setup\\_\(3.4.x\).exe](#) application file on the provided flash drive.



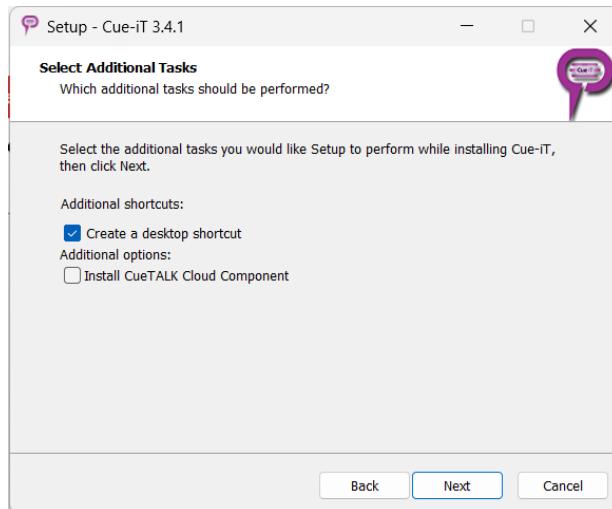
2. If the User Account Control window appears, select “Yes” to allow the program to install. (Enter Administrative passwords where necessary).
3. Please read the license agreement and, if you agree, select “I accept the agreement”.



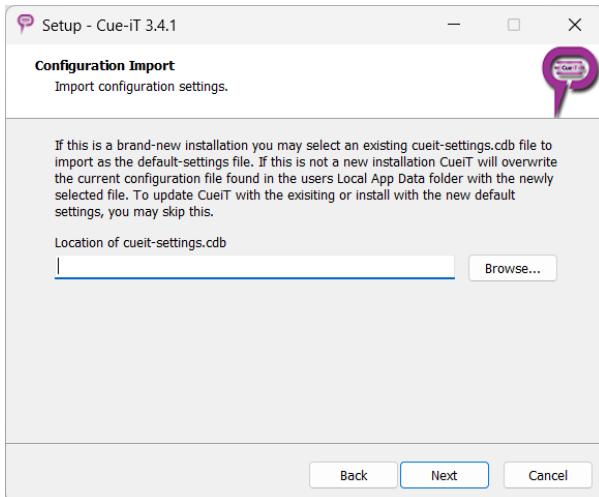
4. Select your installed location. Default location is “Program Files”.



5. Check if you would like to add a shortcut to the desktop.
6. Choose if you would like to install CueTALK Cloud Component. This can be added anytime in the future by just running CueiT Installer again.

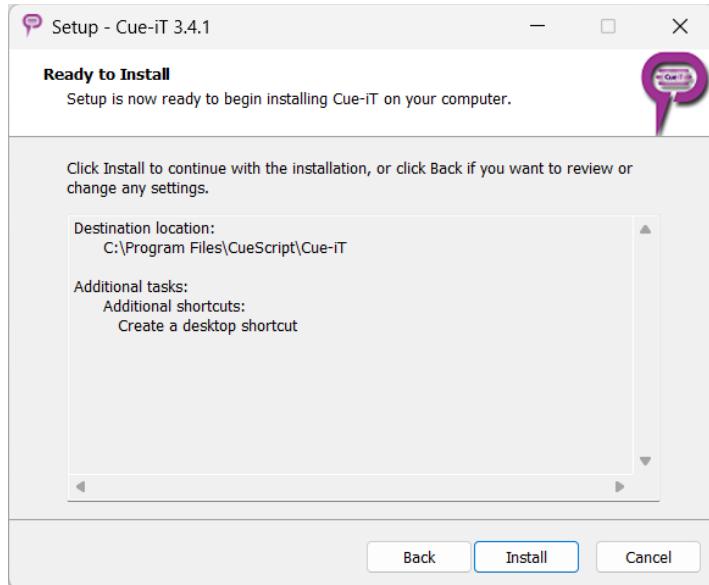


7. Choose a settings file to install as "Default Settings". This file will be used as default and is only necessary to select should you be installing CueiT as a brand-new installation. All upgrades will carry the default settings file, (unless otherwise stated by a Support Representative due to compatibility.)





8. Select Install when ready to finalize the process.

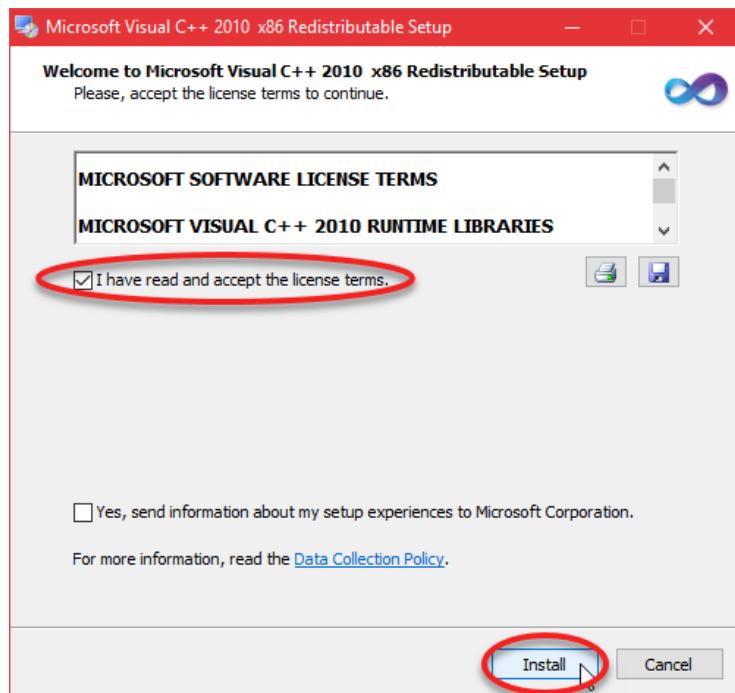


9. The program will then extract and install all necessary components.

## Required Packages:

CueiT requires 6 Microsoft Visual C++ Redistributable updates (please check computer recommendations for specific version numbers). If your computer is up to date you may not be asked to install all the below updates. Only those the installer detects as not present are installed. Please allow all the following updates or CueiT will not function accordingly.

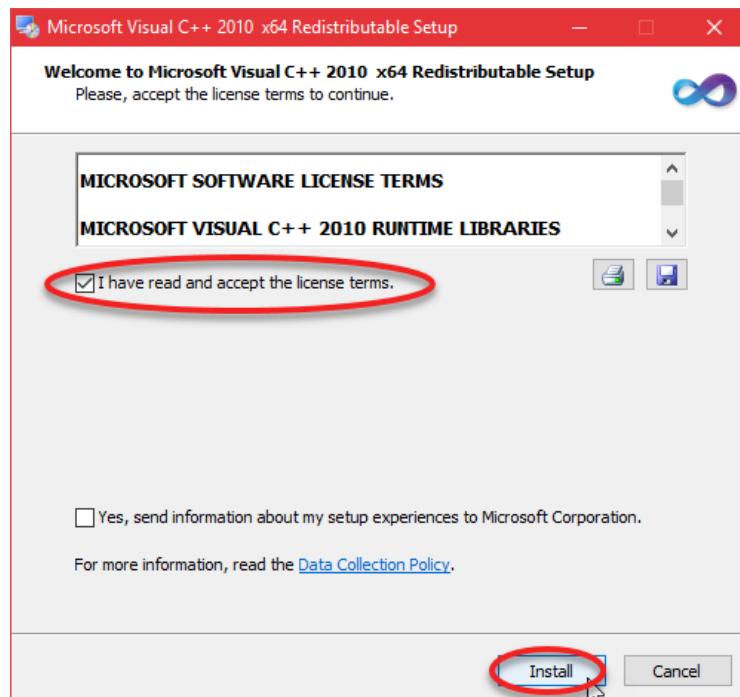
10. Microsoft Visual C++ 2010 X86
  - a. Accept the terms
  - b. Select Install.



11. When completed select "Finish".

12. Microsoft Visual C++ 2010 X64

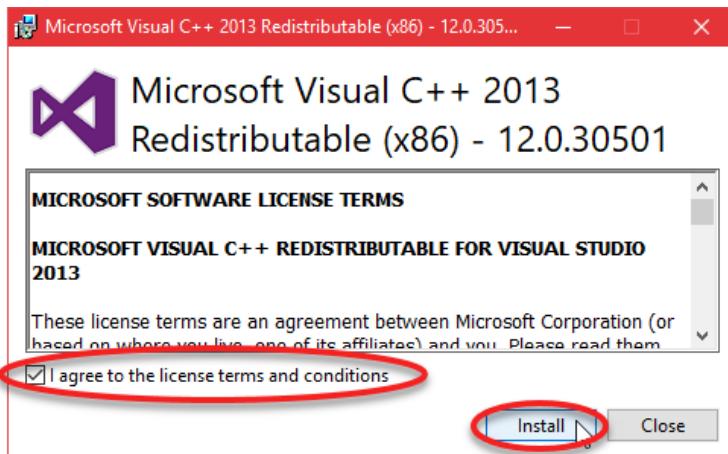
- a. Accept the terms
- b. Select Install.



13. When completed select "Finish".

## 14. Microsoft Visual C++ 2013 X86

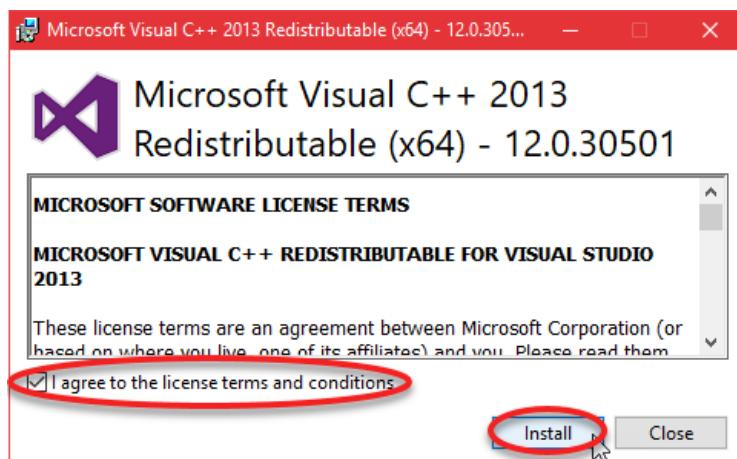
- a. Accept the terms
- b. Select Install.



15. When completed select "Close".

## 16. Microsoft Visual C++ 2013 X64

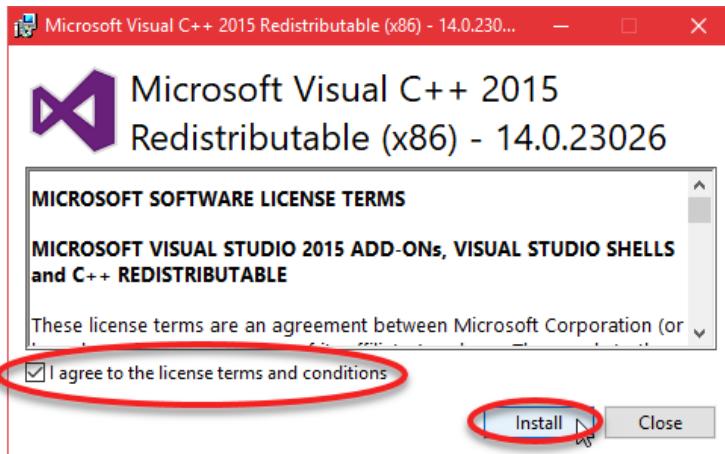
- a. Accept the terms
- b. Select Install.



17. When completed select "Close".

## 18. Microsoft Visual C++ 2015 X86

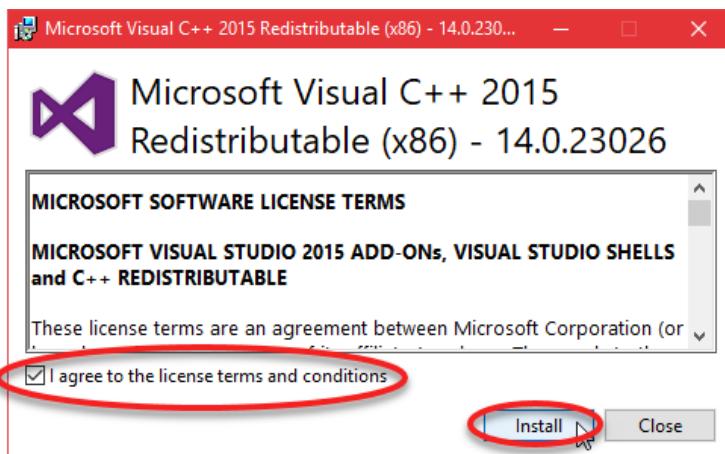
- a. Accept the terms
- b. Select Install.



## 19. When completed select "Close".

## 20. Microsoft Visual C++ 2015 X64

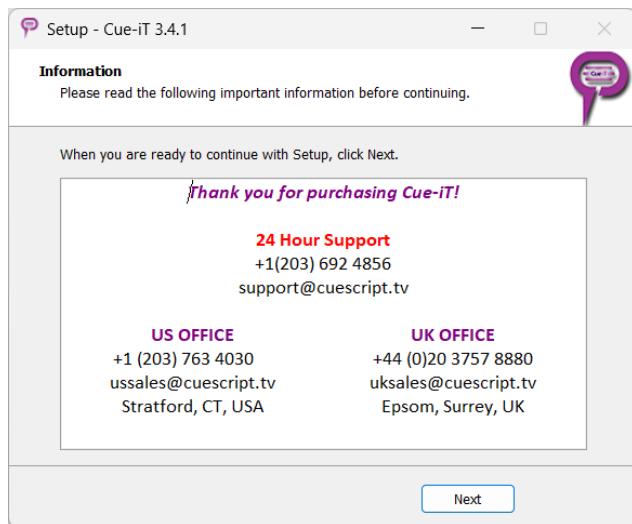
- a. Accept the terms
- b. Select Install.



## 21. When completed select "Close".



22. Please note our contact locations for Sales and Support. Select next to proceed to finalizing the installation.



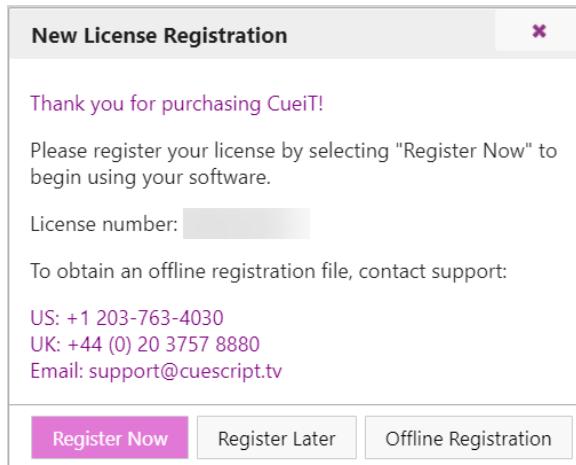
23. Your setup is now complete. You may choose to launch the software after hitting “Finish”.



24. If this is your first time installing the software and using the CueB, openCueB, IP Monitor or Dongle, please continue onto the next section “Registering Your Device”.

## Registering Your Device

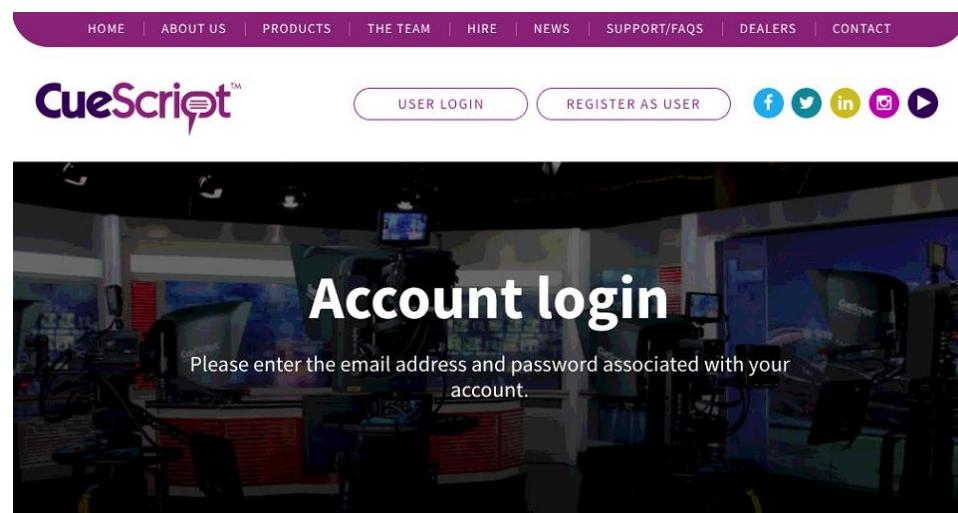
1. When you connect your device (CueB, openCueB, IP Monitor or Dongle) for the first time, they will need to be registered for initial use.
2. Upon opening the Cue-iT software, you will be presented with a license registration window:



- a. If you do not see this and there is a warning error in the message area “Not Connected to CueB”, please follow our Troubleshooting guide on “Connecting Your Device”.
3. Select “Register Now” to begin the process.
  - a. Registration requires an internet connection. If the CueiT computer does not have this please contact support to obtain an offline registration file.



4. You will be redirected to the Welcome screen.



### Welcome, please sign in

Email Address:

Password:

[SUBMIT](#) [Reset password >>](#)

- 5.

- a. Returning Customer:
  - i. If you already have a login for cuescript.tv please enter your email and password here to register your device using these account credentials.
- b. New Customer
  - i. If this is your first time registering or you wish to register the device with a different email, please select "Register As User" at the top.
  - ii. New Customer Page: Please fill out the information requested on the next page, and select "Continue" at the bottom.



6. If the registration is successful, you will see:



7. Your device is now ready to use!

## CUEIT SOFTWARE



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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.

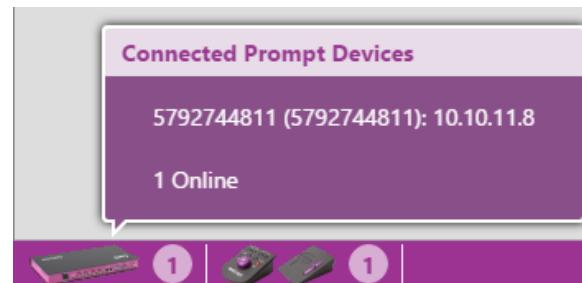
When connected CueiT will display the “Connected to..” phrase. When the mouse is hovered over this area the device balloon will open allowing you to see the device registration number, and any friendly-name and IP address.

The license for CueiT is assigned to your main prompter device, which is a Dongle, or CueB or OpenGear card. Without a connected item in Prompt Devices, CueiT will not allow you to prompt.

Dongles:



CueBs / OpenGear Cards:

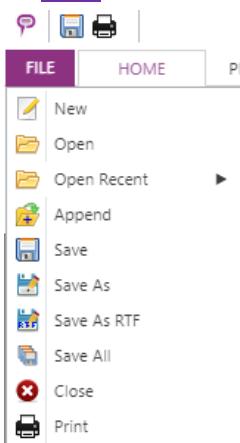


Monitors:



## 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.

#### Open Recent

Opens a drop down list of recently opened files for quick recall.

#### 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.

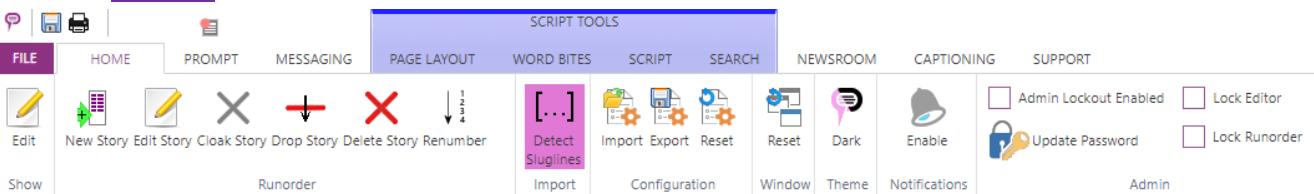
#### Close

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 Window:

**Timing Method:** Words per minute (default = 180) - this reflects 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.

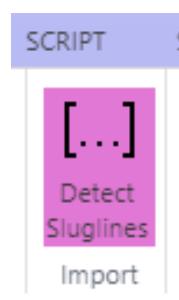
### Delete Story

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

### Renumber

This button renames 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*

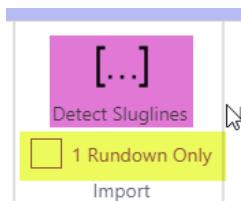
**[2A] Test Story Two**

*This is second story body text.*

will be imported as following in CueiT:

<b>1A</b>	<b>Test Story One</b>
This is story body text	
<b>2A</b>	<b>Test Story Two</b>
This is second story body text.	

### 1 Rundown Only



"1 Rundown Only" – (disabled by default).

When this feature is enabled, it will allow for only one rundown to be loaded into Runorder Panel in CueiT (local or from NRCS). When user has one rundown opened, and requests new, CueiT will close current rundown tab and immediately open new one in its place.

If CueiT is in Prompt ON mode, prompt will be stopped, new rundown loaded and Prompt ON again automatically.

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

#### Update Password



To update or set the Admin password.

**Lock Editor**

When checked, there can be no local changes made in the editor area. All newsroom updates will still come through.

**Lock Runorder**

When checked, there can be no local changes made to the run order. All newsroom updates will still come through.

### 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 rundown.

##### 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

#### Slugline Visibility

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 Prompt Tracking

#### 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).

### 3.3.5 Scrolling Options

#### Editor navigation with control:

When not prompting, scroll through editor with the controller.

#### Repeat current runorder:

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

#### Scroll into next runorder:

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

### 3.3.6 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.

### 3.3.7 Controllers

Please also see Controllers manual for a complete controller overview.

#### List

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 CueiT 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.

#### Add

**Manually add a controller** ×

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

IP/Hostname:

OK Cancel

To add any controller not automatically recognized by CueiT, but who is active on the network. Enter the IP address. If the controller is found, it will be added as an active device and will reconnect each time CueiT is turned on.

#### Settings

The controller settings are accessed by the gear icon next to the active controller in the controller list.

**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 (CSSC 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

**Broadcast:** Sets the controller to broadcast over the network for automatic connection to any available PC running CueiT software within the same subnet.

**Unicast:** Sets controller into “listening” for ADD commands coming from CueiT software.

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

**Forget Controller** – Removes the controller from CueiT's memory and will not automatically connect at startup. This is only available on unicast set controllers.

### 3.3.8 Prompters

#### List

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

The dialog box has a title bar 'Manually add a CueB' with a close button 'x'. Below it is a descriptive text: 'Enter the IP address or Hostname of your CueB and Cue iT will attempt to manually connect to it.' A text input field labeled 'IP/Hostname:' is present, with a red border indicating it is selected. At the bottom are two buttons: 'OK' and 'Cancel'.

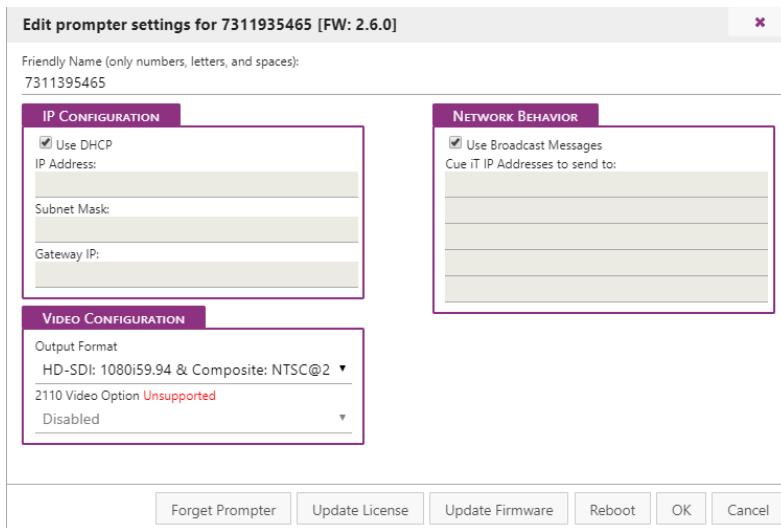
To add any CueB not automatically recognized by CueiT, but who is active on the network. Enter the IP address. If the CueB is found it will automatically be added as a prompter. If not please check the network connection between the CueiT computer and the CueB.

If you are adding a CueB via USB, please use the address 192.168.7.2, as this is reserved for the USB connection specifically.

Any manually added CueB will automatically reconnect when starting CueiT

## Settings:

The CueB, OpenGear card or CueTalk Monitor settings are accessed by the gear icon next to the active controller in the controller list.



**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:

**Output Format:** Changes the video output format of the CueB.

**2110 Video Option:** For v1.5 CueBs there is a license add-on to allow 2110 video output (SFP purchase also required).

**Forget Promter:** Will remove the device from the remembered list on startup.

**Update License:** Will allow you to apply a license add-on after initial registration.

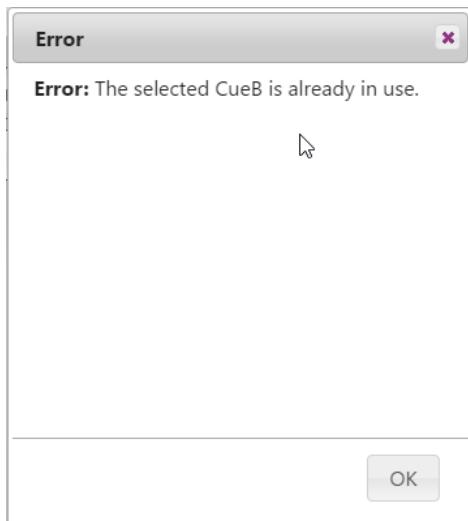
**Update Firmware:** Update window will come up, select CueB firmware .zip file to update Firmware

**Reboot:** Reboots device remotely.

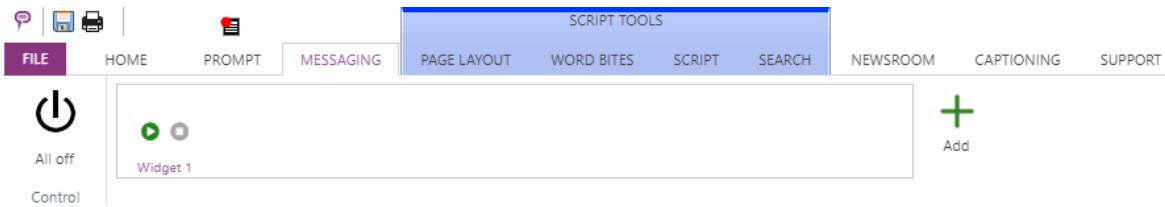
#### Redundancy:

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.

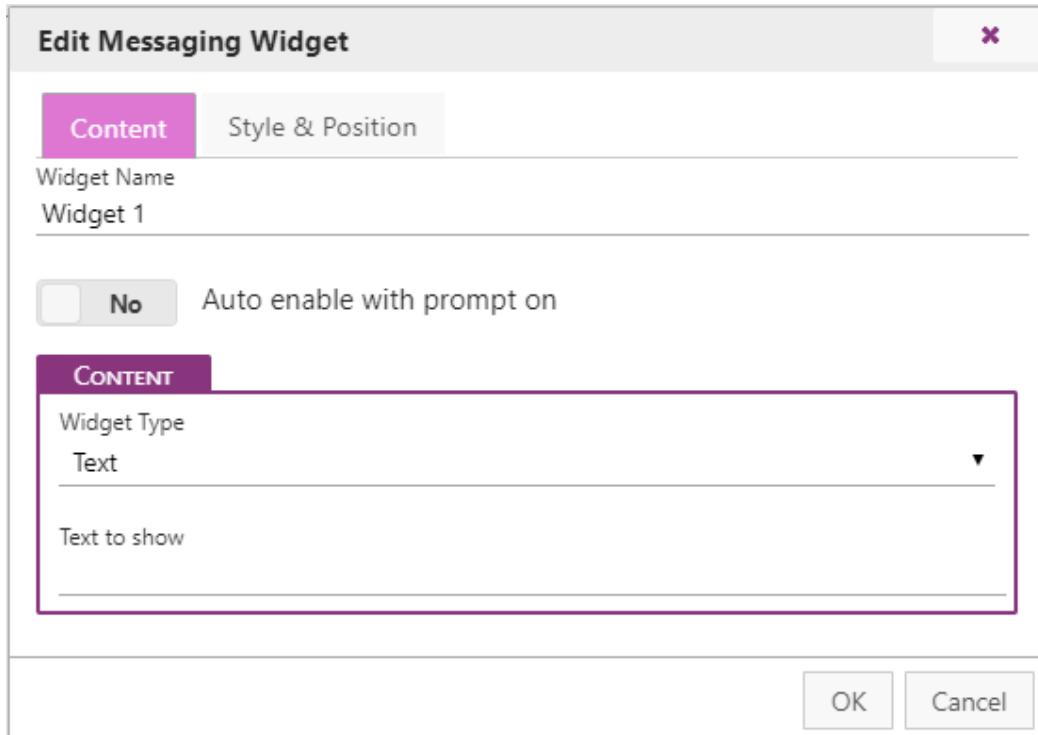
Editing

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

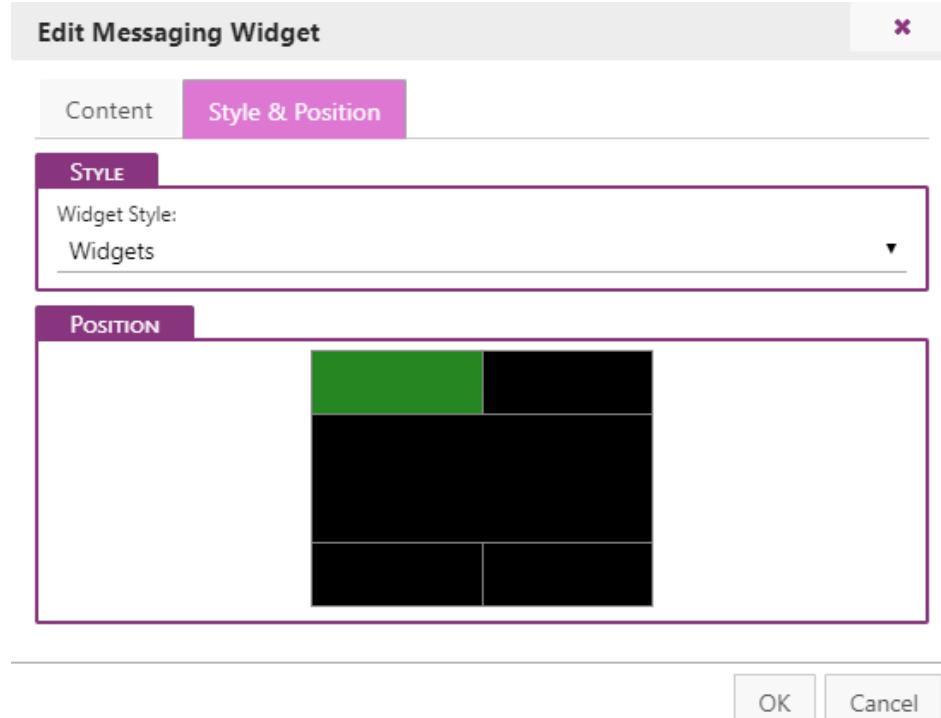
Select or deselect segments of the clock for customized display:



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



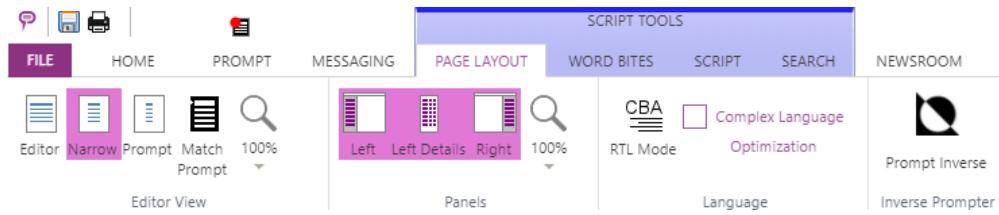
Use the “Play” button on the widget to start. (Note: widgets only work when prompting is enabled).

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.

#### Match Prompt

Editor column will match prompt colors.

#### 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).

Complex Language Optimization:

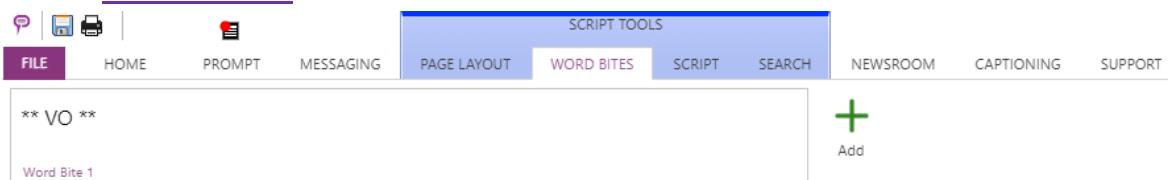
Corrects line spacing enhancements when using a complex language.

### 3.5.4 Inverse Prompter

Prompt Inverse

Enable this feature to switch prompt output to black on white or white on black.

## 3.6 Word Bites

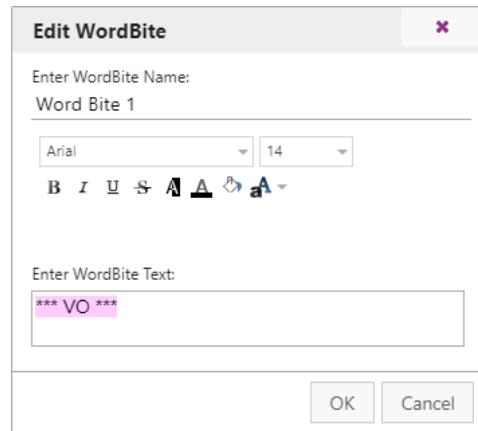


Word bites are helpful snippets of text that can be quickly added or changed within the script.

### Add

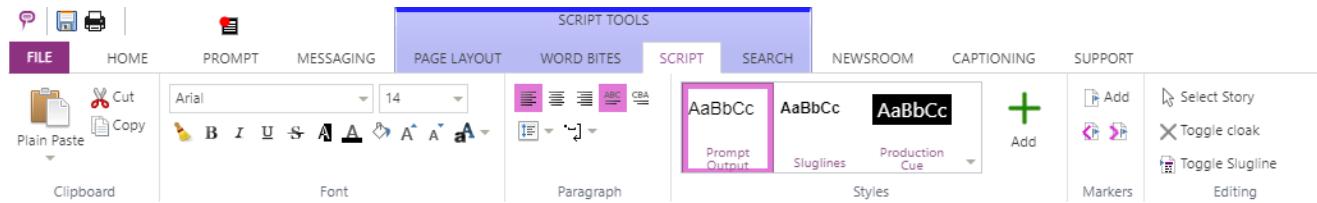
To quickly add a word bite, highlight desired text in the editor area and then select Add.

All word bites will be present in the word bite list, these can then be selected to add the word bit 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. This change only affects selected text. See Styles for changing types of text.

#### 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

Increases 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

The screenshot shows two versions of the 'Edit Style' dialog box side-by-side. Both versions have tabs for 'Style' and 'Appliers'. The left version shows the 'Style' tab selected, with fields for 'Enter Style Name:' containing 'Prompt Output' and 'Formatting:' buttons for font, paragraph, and visibility. The right version shows the 'Appliers' tab selected, with a table for applying the style to specific scopes (AP ENPS, Avid iNEWS, Ross Inception) and triggers (Anchor). Both dialogs have 'OK' and 'Cancel' buttons at the bottom.

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 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.

### Reset to default style

Restores default settings to pre-defined styles.

### 3.7.6 Default Styles Defined:

These font styles are a system defaults and cannot be deleted.

#### Prompt Output

This style affects all text expected to be read on output. Visibility cannot be changed, all text will go out to the prompter and closed captioning (if enabled).

#### Sluglines

This style affects the sluglines only. Visibility for sluglines is governed in the Prompt tab setting. Sluglines will never be sent to closed captioning.

#### Production Cue

This style affects text coming in from newsrooms. Each newsroom has a predefined property as defined below. This text by default is inverse and will not go to closed captioning.

**AP ENPS:** All text within { } brackets.

**Avid iNEWS:** All text that has the "Presenter Instruction" setting applied in iNEWS, (Text in RED).



**Octopus:**

**OpenMedia Anova:**

**Ross Inception:** All text that is a “Production Cue” from the drop down within Inception’s interface.

**Dalet:**

**Opus:** All text within { } brackets.

**SOT**

This style affects text coming in from newsrooms. Each newsroom has a predefined property as defined below. This text by default is inverse and will be sent to closed captioning.

**AP ENPS:** All text within < > brackets.

**Avid iNEWS:** All text that has the “Close Caption” setting applied within iNEWS, (Text in GREEN).

**Octopus:**

**OpenMedia Anova:**

**Ross Inception:** All text that has the “SOT” setting applied within Inception’s interface.

**Dalet:**

**Opus:** All text within < > brackets.

**Instruction**

This style affects text coming in from newsrooms. Each newsroom has a predefined property as defined below. This text by default is inverse and will not go to closed captioning.

**AP ENPS:** All text in [ ] brackets or is an item.

**Octopus:**

**OpenMedia Anova:**

**Cloaked**

This style is by default grey in color and symbolizes text which is “cloaked” and hidden from output. The change to this style will only affect the CueiT software, and will not be seen on output, as this is for the operators reference only.

**Widgets**

This style is the default style for any Widget created in the messaging tab. This style while it cannot be deleted, can be fully customized. Any additional style added after this style will also be available for any widgets.

### 3.7.7 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

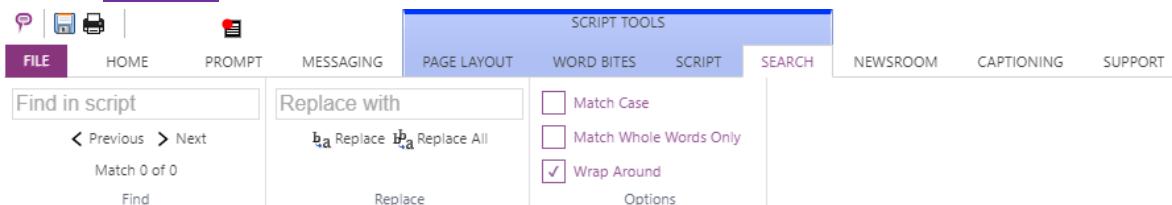
Bring the editor to the next marker below the cursor

### 3.7.8 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

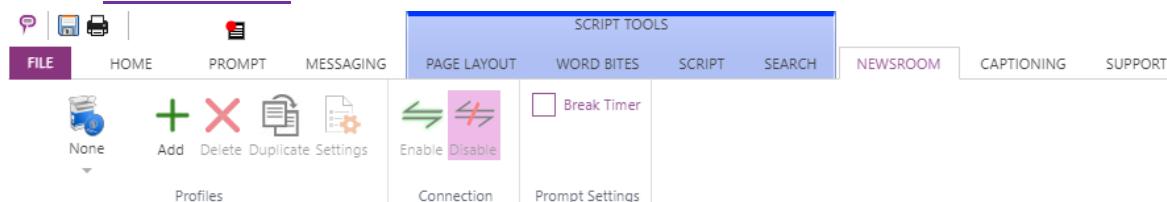
Only returns text found which is the same word. Will not return parts of words. (E.g. searching “every” will not highlight “everything”.)

#### 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 addind 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.

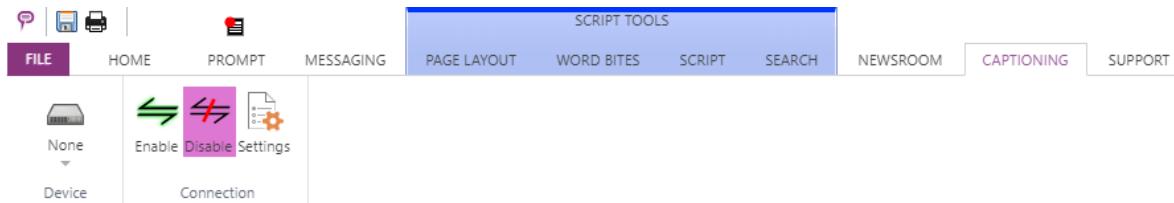
### 3.9.3 Prompt Settings

**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

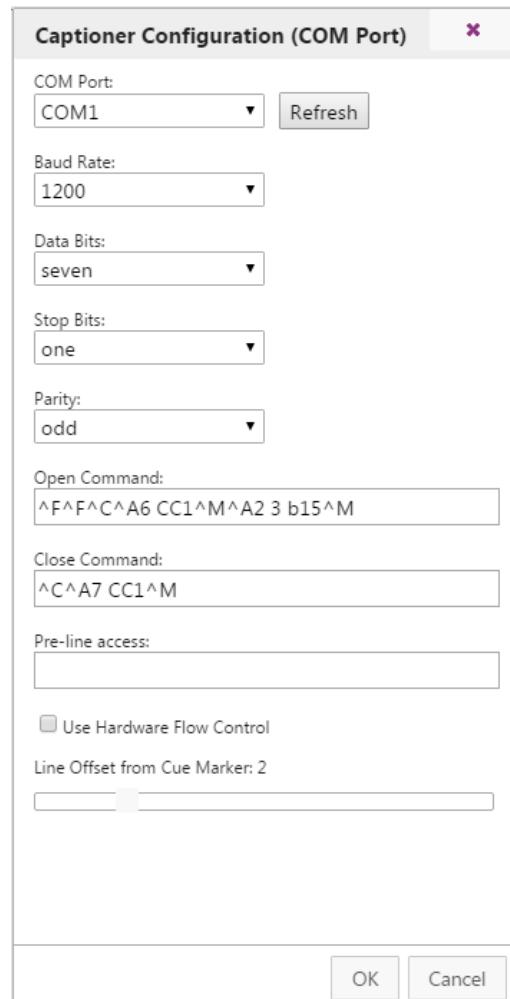


Configuration and control of connecting to a closed caption encoder. **This tab is only available in CueiT News.**

### 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:



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

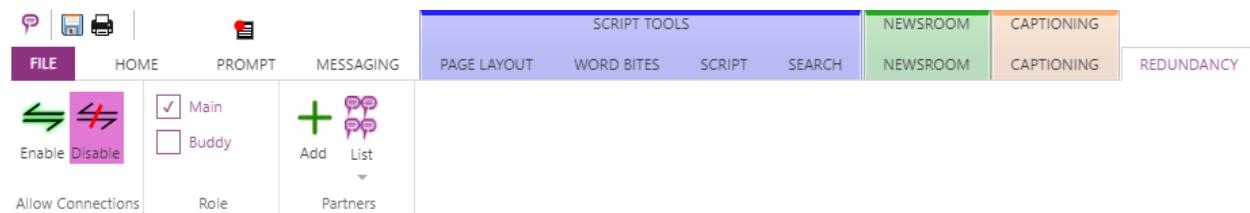
Close sending to CC encoder.

#### 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 Redundancy

CueiT's redundancy allows for a backup CueiT software to maintain the same state that a main CueiT software is in, so that in an event of an emergency the backup can take prompting over.



#### 3.11.1 Configuration Setup

1. Install CueiT 3.1.0 (or higher) on two computers.
2. Configure all settings to match between the Main and the Backup. This can easily be done by setting up the Main and exporting the settings file.
  - a. Please make sure the Backup has its unique Newsroom MOS ID where applicable.
  - b. If you are using a closed captioning encoder, please make sure that the COM settings are also set specific to the Buddy, and that the Closed Caption encoder is set to get caption data from multiple prompt sources.

#### 3.11.2 Partner Setup

- In the Partners section hit “Add” and then type in the dialog window the IP address of the alternate CueiT. (I.e. on the Main type the Backup’s IP, and on the Backup type the Main’s IP).
  - a. You are only allowed 1 partner, as CueiT redundancy works in pairs.
- If you want to delete the partner to change or add a new one, you’ll use the drop-down list called “List” in the partners section. Next to the IP address of the partner is the Trashcan icon to remove.

#### 3.11.3 Role

- Each device can have the Main or Backup role. This is initially determined by which CueiT has Main set and enabled first.
  1. When setting up for the first time you’ll choose the respective role on each the Main and Backup.
- If the backup takes control, it will become the Main automatically.
  1. When this happens and the original Main comes back online, it will then default to the Backup, because its partner has already claimed the role of Main.

#### 3.11.4 Allow Connections

- When settings, partners and roles have been set, turn on Redundancy by selecting Enable in Allow Connections. Once enabled the backup will listen for the Main and all functions the Main is doing.
  - If the Newsroom or Captioning is enabled, the backup will follow.

- If a script is downloaded manually, either local file or requested from a newsroom, the backup will follow.
- If connected to a Newsroom the buddy should get all updates from the newsroom organically.
- If a local script is opened, and edits are made, the backup will read and update its script to match.

### 3.11.5 Devices

- When Redundancy is Enabled, all devices (controllers and prompt devices) the Main knows about will also be added to the Backup, so that if in an event of a failover the Backup will be able to control the same devices as the Main.

## 3.12 Support



### 3.12.1 Manual

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

### 3.12.2 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.

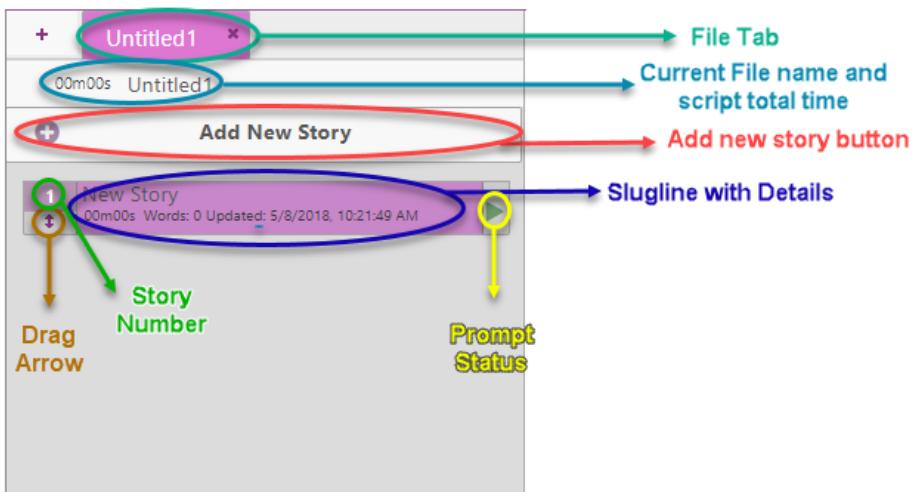
**Debug Logging:**

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.

**Open API:**

Opens the API documentation for back-end control to CueiT.

## 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**
- Add story here**
- Delete**
- Cloak Story**
- Cloak Slugline**
- Drop**
- Prompt From Here**

**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

The dialog box has a title bar 'Edit Story' with a close button 'x'. It contains five input fields: 'Story Number' (value: 1), 'Title' (value: New Story), 'Notes / Reference' (empty), 'Default Style' (dropdown menu open), and 'Cloaked' (checkbox unchecked). At the bottom are 'OK' and 'Cancel' buttons.

Story Number:	1
Title:	New Story
Notes / Reference:	(empty)
Default Style:	(dropdown menu open)
Cloaked:	<input type="checkbox"/>

OK      Cancel

#### 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.

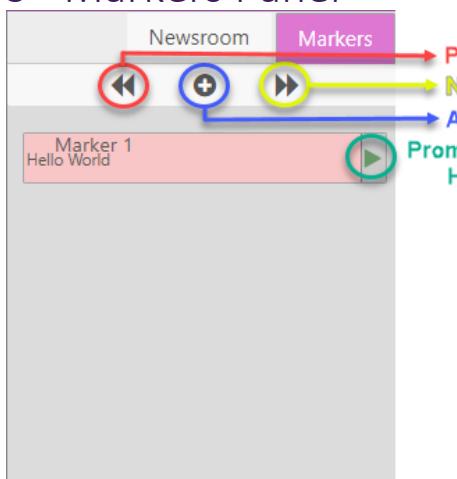
#### 4.3.4 Default Style

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

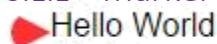
#### 4.3.5 Cloaked

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

## 5 Markers Panel



### 5.1.1 Marker



[Add](#)

A marker 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.

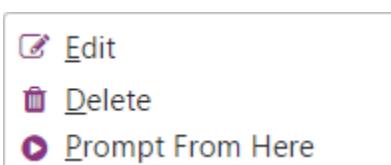
### 5.1.4 Next

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:** Opens Edit Marker window.

**Delete:** Deletes marker.

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

## 5.2 Edit Marker



### 5.2.1 Name

Change the marker 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.

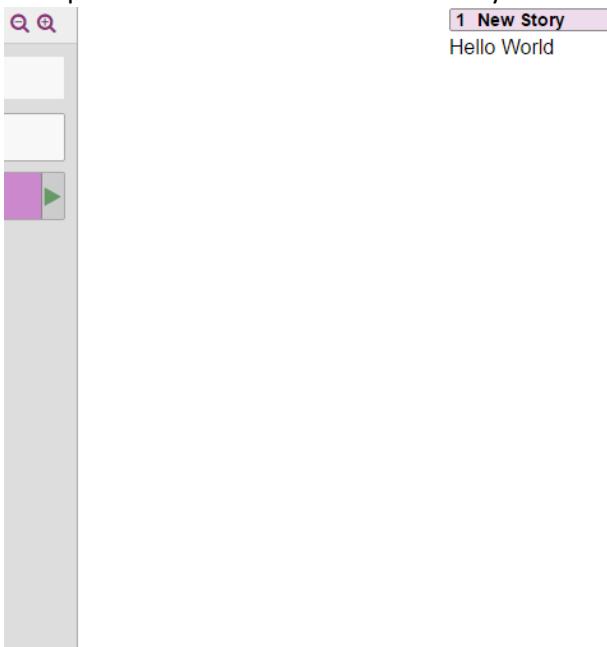
### 6.1.6 Next Story

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

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

## 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:

Create Slugline	CTRL + F5	Save File	CTRL + S
Create Marker	CTRL + F6	Print File	CTRL + P
Prompt from Caret	F9	Toggle Prompting	CTRL + .
Turn Prompt Off	CTRL + F9	Select All-Current Story	CTRL + A
Toggle Cloak	CTRL + F10	Bold	CTRL + B
Apply Production Style	CTRL + SHIFT + M	Copy	CTRL + C
Toggle Prompt Tracking	F8	Italic	CTRL + I
Inverse Selection	CTRL + W	Underline	CTRL + U
Find	CTRL + F	Paste	CTRL + V
Append	CTRL + M	Cut	CTRL + X
New File	CTRL + N	Exit Search	ESCAPE
Open File	CTRL + O		

## 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.

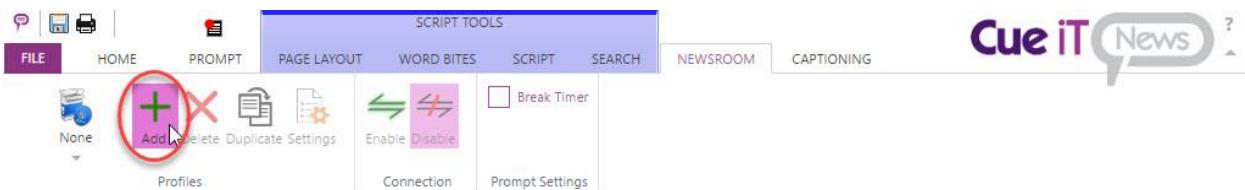
# Connecting to a Newsroom

## How to connect to a Newsroom System (NRCS):

1. Select the Newsroom Tab



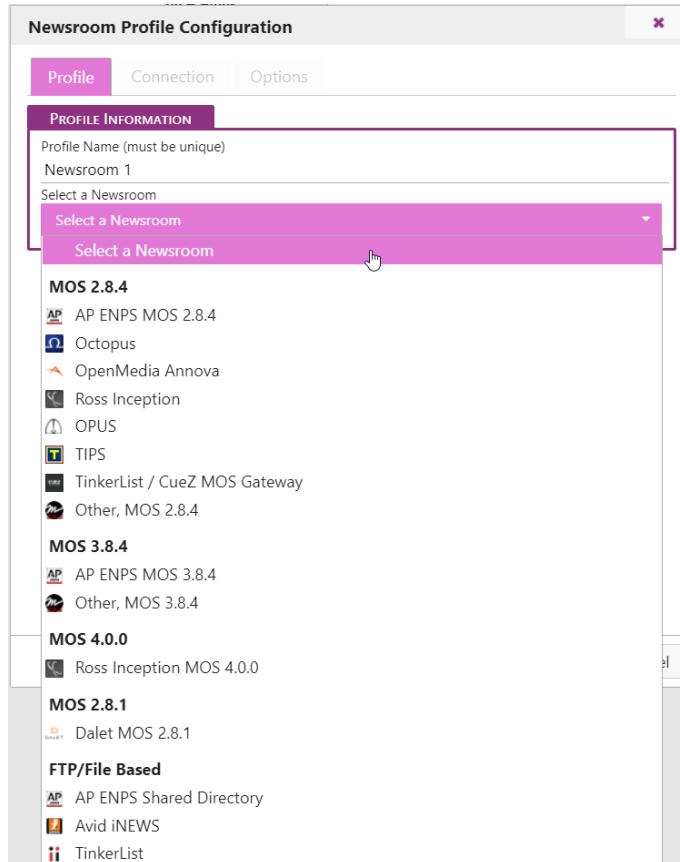
2. Select Add from the Profiles section to add a new Newsroom Profile connection.



3. Now the Newsroom Profile Configuration page will open. First, name your newsroom profile any unique friendly name.



4. Then select the Newsroom type from the Select a Newsroom drop-down:



5. Next move to the Connection Tab. Each newsroom has different setting requirements as described below:

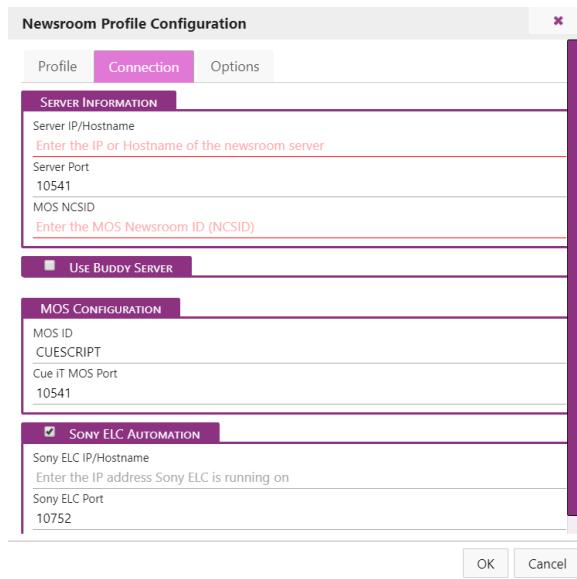
## MOS 2.8.4:

This connection type includes the following newsroom profile types:

- AP ENPS MOS 2.8.4
- Octopus
- OpenMedia Annova
- Ross Inception
- OPUS
- TIPS
- TinkerList / CueZ MOS Gateway \*(see dedicated section for this Profile)
- Other, (any MOS 2.8.4 compliant newsroom)

Before editing the settings in CueiT for MOS connections a MOS Device needs to be created in your Newsroom server, and the MOS ID needs to match the device setup on your newsroom. The default value of CueiT's MOS ID is CUESCRIP.

## Connection:



### Server Information

- **Server IP/Hostname:** Please enter the IP address or Hostname of your NRCS server.
- **Server Port:** Default this is 10541, this is only necessary to change should your NRCS server have a different port set, in which case, this needs to match.
- **MOS NCS ID:** Please enter your Newsroom Computer System ID for your NRCS server.



#### Use Buddy Server – (when checked)

*Buddy server information is optional if this is a feature of your NRCS.*

- **Buddy Server IP/Hostname:** Please enter the IP address or Hostname of your NRCS buddy server.
- **Buddy Server Port:** Default this is 10541, this is only necessary to change should your NRCS buddy server have a different port set, in which case, this needs to match.
- **MOS NCS ID:** Please enter your Newsroom Computer System ID for your NRCS buddy server.

#### MOS Configuration

- **MOS ID:** Please enter the MOS ID you've set up in your NRCS for your CueiT software. (Please note this IS case sensitive).
- **CueiT Port:** Default this is 10541, this is only necessary to change should your NRCS server have a different port set, in which case, this needs to match.

#### Sony ELC Automation - (when checked)

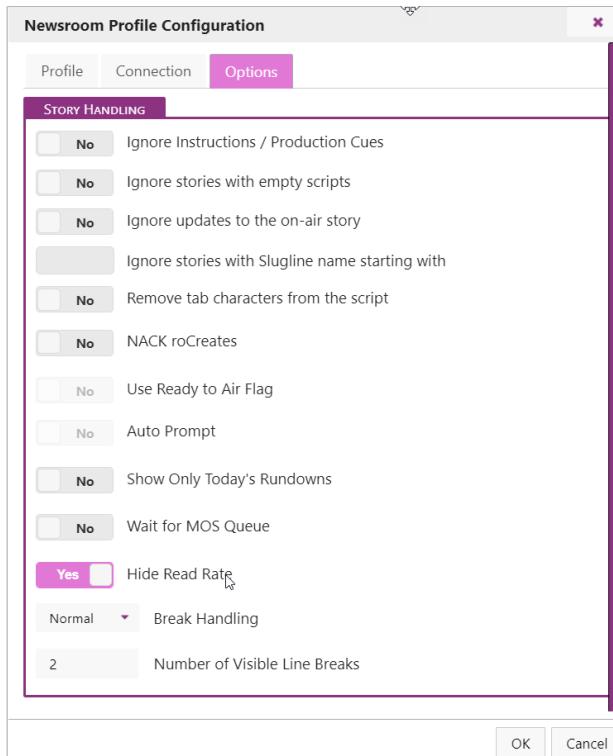
*Note: Cue-iT is compatible with eGPI Controller App 6.3+*

*Sony ELC information is optional if using Sony ELC software.*

*Please configure a CueScript device in Sony ELC.*

- **Sony ELC IP/Hostname:** Please enter the IP address or Hostname that Sony ELC is running on.
- **Sony ELC Port:** Default is 10752, should only need to change if Sony ELC has a different port set.

## Options:



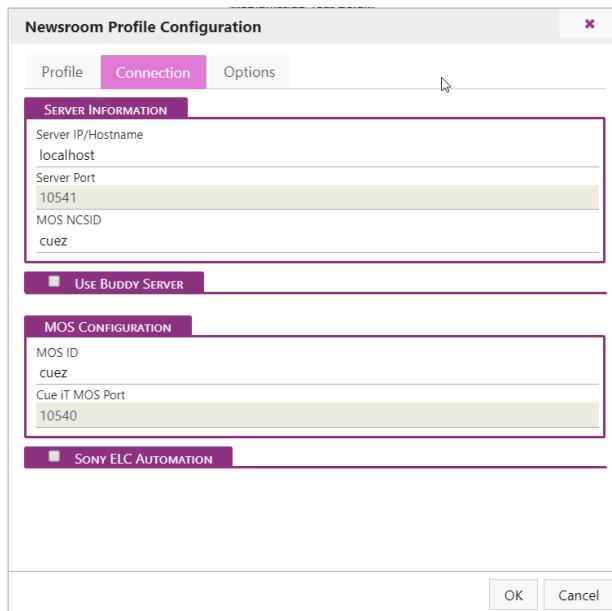
- **Ignore Instructions / Production Cues:** If Yes, All instruction tags and production cue text will be hidden in CueiT. If No, all instruction and production cues will be displayed as the “Production Cue” style text, which is defaulted to inverse.
- **Ignore stories with empty scripts:** If Yes, blank stories in will NOT be displayed in CueiT. If No, blank stories will appear as regular stories within the run order.
- **Ignore updates to the on-air story:** If Yes, updates to the story you are currently prompting in will not appear until you have moved past to another story. If No, updates will appear in the currently prompted story while you are stopped, scrolling very slowly, or reversing. On-air updates will never update the currently prompted story if scrolling is at reading speed. Updates will automatically appear after prompting has moved into another story.
- **Ignore Stories with Slugline name starting with:** If any characters are placed in the field, CueiT will ignore (hide) all stories which Sluglines start with specified characters.
- **Remove tab characters from the script:** If Yes, tab characters (paragraph indents) will be removed from story body text.
- **NACK roCreates:** If Yes, CueiT will reject all roCreate messages from NRCS and reply with NACK MOS message. Loading rundown will only be possible via user action on newsroom panel by double-click – CueiT will then send roReq MOS message to NRCS.
- **Use Ready to Air Flag:** “NACK roCreates” option must be enabled.

- When CueiT receives the “roReadyToAir” YES command, CueiT will load the Rundown that is Ready to Air with an roReq command (this Rundown has to be already MOS Activated in NRCS).
- When CueiT receives the “roReadyToAir” NO command, and Rundown is loaded into CueiT, CueiT will close this Rundown tab.
  
- **“Auto Prompt”:** *“Use Ready to Air Flag” must be enabled.*
  - When Enabled & CueiT is in Prompt OFF mode & “Ready to Air Flag” is received; CueiT will load this Rundown into tab and automatically start Prompting from the beginning of this Rundown.
  
- **Show Only Today’s Rundown’s:** If Yes, CueiT will only display available Rundowns with today’s date in Newsroom Panel.
- **Wait for MOS Queue:** If Yes, when connection to NRCS is initiated, CueiT will receive roListAll message, then filter-out all MOS messages that can be waiting in MOS queue - “Downloading MOS Queue Please Wait” message will be displayed. Once all MOS messages filter-out, message will disappear and CueiT will be ready for normal newsroom operation.  
*This setting is to prevent Rundown mismatches when CueiT (MOS Device) is switched off for longer period of time and MOS Queue builds up on NRCS side.*
- **Hide Read rate:** If Yes, read rate in ENPS next to anchor's name will be hidden.
- **Number of visible Line Breaks:** Value (1-10) will define the maximum number of consecutive Carriage Returns (CRs) in story body.
- **Break Handling:**
  - **Normal:** Breaks will appear in prompter and editor as normal stories.
  - **Cloaked:** Breaks will appear greyed in the editor and will not appear on prompt output.
  - **Hidden:** Breaks will not appear in the editor or on prompt output, they will be ignored.

## TinkerList / CueZ MOS Gateway

MOS 2.8.4 Profile “TinkerList / CueZ MOS Gateway” is more customized in comparison to others to simplify connection to locally hosted MOS Gateway (same machine as CueiT) or remotely hosted (other machine in local network).

*Please make sure that “TinkerList / CueZ MOS Gateway” is installed and paired with TinkerList/CueZ project first.*



### Server Information

- **Server IP/Hostname:** “localhost” should be selected when MOS Gateway is hosted on the same machine as CueiT. For MOS Gateway remotely hosted on another machine, provide its IP/Hostname in this field.
- **Server Port:** Should always be set to “10541”
  - **MOS NCS ID:** Should always be set to “cuez”

### Use Buddy Server – (when checked)

*Buddy server configuration is not supported on this Profile.*

### MOS Configuration

- **MOS ID:** Should always be set to “cuez”
- **CueiT MOS Port:** Should always be set to “10540”

## MOS 3.8.4:

This connection type includes the following newsroom profile types:

- AP ENPS MOS 3.8.4
- Other, (any MOS 2.8.4 compliant newsroom)

**Before editing the settings in CueiT for MOS connections a MOS Device needs to be created in your Newsroom server, and the MOS ID needs to match the device setup on your newsroom. The default value of CueiT's MOS ID is CUESCRIPT.**

### Connection:

#### Server Information

- **Server IP/Hostname:** Please enter the IP address or Hostname of your NRCS server.
- **Server Port:** Default this is 10543, this is only necessary to change should your NRCS server have a different port set, in which case, this needs to match.
- **MOS NCS ID:** Please enter your Newsroom Computer System ID for your NRCS server.

#### Use Buddy Server – (when checked)

*Buddy server information is optional if this is a feature of your NRCS.*

- **Buddy Server IP/Hostname:** Please enter the IP address or Hostname of your NRCS buddy server.
- **Buddy Server Port:** Default this is 10543, this is only necessary to change should your NRCS buddy server have a different port set, in which case, this needs to match.
- **MOS NCS ID:** Please enter your Newsroom Computer System ID for your NRCS buddy server.

#### MOS Configuration

- **MOS ID:** Please enter the MOS ID you've set up in your NRCS for your CueiT software. (Please note this IS case sensitive).
- **CueiT Port:** Default this is 10500, this is only necessary to change should your NRCS server have a different port set, in which case, this needs to match.
- **Cue iT MOS Webservice (click to highlight – copy this into your Newsroom MOS settings):** This is your IP address field to be entered into your NRCS MOS Configuration. This should take your main IP address for your active network port of the CueiT computer. Please verify the IP information is correct, which this is found after http:// and before the port designation :10500. This section is only a helpful hint, this cannot be edited.

Sony ELC Automation - (when checked)

**Note:** Cue-iT is compatible with eGPI Controller App 6.3+

Sony ELC information is optional if using Sony ELC software.

Please configure a CueScript device in Sony ELC.

- **Sony ELC IP/Hostname:** Please enter the IP address or Hostname that Sony ELC is running on.
- **Sony ELC Port:** Default is 10752, should only need to change if Sony ELC has a different port set.

## Options:

- **Ignore Instructions / Production Cues:** If Yes, All instruction tags and production cue text will be hidden in CueiT. If No, all instruction and production cues will be displayed as the “Production Cue” style text, which is defaulted to inverse.
- **Ignore stories with empty scripts:** If Yes, blank stories in will NOT be displayed in CueiT. If No, blank stories will appear as regular stories within the run order.
- **Ignore updates to the on-air story:** If Yes, updates to the story you are currently prompting in will not appear until you have moved past to another story. If No, updates will appear in the currently prompted story while you are stopped, scrolling very slowly, or reversing. On-air updates will never update the currently prompted story if scrolling is at reading speed. Updates will automatically appear after prompting has moved into another story.
- **Ignore Stories with Slugline name starting with:** If any characters are placed in the field, CueiT will ignore (hide) all stories which Sluglines start with specified characters.
- **Remove tab characters from the script:** If Yes, tab characters (paragraph indents) will be removed from story body text.
- **Use Ready to Air Flag:** “NACK roCreates” option must be enabled.
  - When CueiT receives the “roReadyToAir” YES command, CueiT will load the Rundown that is Ready to Air with an roReq command (this Rundown has to be already MOS Activated in NRCS).
  - When CueiT receives the “roReadyToAir” NO command, and Rundown is loaded into CueiT, CueiT will close this Rundown tab.
- **“Auto Prompt”:** “Use Ready to Air Flag” must be enabled.
  - When Enabled & CueiT is in Prompt OFF mode & “Ready to Air Flag” is received; CueiT will load this Rundown into tab and automatically start Prompting from the beginning of this Rundown.
- **Hide Read rate:** If Yes, read rate in ENPS next to anchor's name will be hidden.

- **Number of visible Line Breaks:** Value (1-10) will define the maximum number of consecutive Carriage Returns (CRs) in story body.
- **Break Handling:**
  - **Normal:** Breaks will appear in prompter and editor as normal stories.
  - **Cloaked:** Breaks will appear greyed in the editor and will not appear on prompt output.
  - **Hidden:** Breaks will not appear in the editor or on prompt output, they will be ignored.

## MOS 4.0.0

This connection type includes the following newsroom profile types:

- Ross Inception

Before editing the settings in CueiT for MOS connections a MOS Device needs to be created in your Newsroom server, and the MOS ID needs to match the device setup on your newsroom. The default value of CueiT's MOS ID is CUESCRPT.

### Connection:

#### Server Information

- **Server IP/Hostname:** Please enter the IP address or Hostname of your NRCS server.
- **Server Port:** Default this is 80, this is only necessary to change should your NRCS server have a different port set, in which case, this needs to match.
- **MOS NCS ID:** Please enter your Newsroom Computer System ID for your NRCS server.

#### Security

- **Use Secure Websockets:** When checked, secure websockets connection will be used. Please make sure that your NRCS supports this.

#### Authentication

- **Username:** Provide NRCS Username
- **Password:** Provide NRCS Password

#### Use Buddy Server – (when checked)

*Buddy server information is optional if this is a feature of your NRCS.*

- **Buddy Server IP/Hostname:** Please enter the IP address or Hostname of your NRCS buddy server.
- **Buddy Server Port:** Default this is 80, this is only necessary to change should your NRCS buddy server have a different port set, in which case, this needs to match.
- **MOS NCS ID:** Please enter your Newsroom Computer System ID for your NRCS buddy server.

#### MOS Configuration

- **MOS ID:** Please enter the MOS ID you've set up in your NRCS for your CueiT software. (Please note this IS case sensitive).

Sony ELC Automation - (when checked)

*Note: Cue-iT is compatible with eGPI Controller App 6.3+*

*Sony ELC information is optional if using Sony ELC software.*

*Please configure a CueScript device in Sony ELC.*

- **Sony ELC IP/Hostname:** Please enter the IP address or Hostname that Sony ELC is running on.
- **Sony ELC Port:** Default is 10752, should only need to change if Sony ELC has a different port set.

## Options:

- **Ignore Instructions / Production Cues:** If Yes, All instruction tags and production cue text will be hidden in CueiT. If No, all instruction and production cues will be displayed as the “Production Cue” style text, which is defaulted to inverse.
- **Ignore stories with empty scripts:** If Yes, blank stories in will NOT be displayed in CueiT. If No, blank stories will appear as regular stories within the run order.
- **Ignore updates to the on-air story:** If Yes, updates to the story you are currently prompting in will not appear until you have moved past to another story. If No, updates will appear in the currently prompted story while you are stopped, scrolling very slowly, or reversing. On-air updates will never update the currently prompted story if scrolling is at reading speed. Updates will automatically appear after prompting has moved into another story.
- **Ignore Stories with Slugline name starting with:** If any characters are placed in the field, CueiT will ignore (hide) all stories which Sluglines start with specified characters.
- **Remove tab characters from the script:** If Yes, tab characters (paragraph indents) will be removed from story body text.
- **NACK roCreates:** If Yes, CueiT will reject all roCreate messages from NRCS and reply with NACK MOS message. Loading rundown will only be possible via user action on newsroom panel by double-click – CueiT will then send roReq MOS message to NRCS.
- **Use Ready to Air Flag:** “NACK roCreates” option must be enabled.
  - When CueiT receives the “roReadyToAir” YES command, CueiT will load the Rundown that is Ready to Air with an roReq command (this Rundown has to be already MOS Activated in NRCS).
  - When CueiT receives the “roReadyToAir” NO command, and Rundown is loaded into CueiT, CueiT will close this Rundown tab.
- **“Auto Prompt”:** “Use Ready to Air Flag” must be enabled.
  - When Enabled & CueiT is in Prompt OFF mode & “Ready to Air Flag” is received; CueiT will load this Rundown into tab and automatically start Prompting from the beginning of this Rundown.
- **Hide Read Rate:** If Yes, read rate in ENPS next to anchor's name will be hidden.

- **Number of visible Line Breaks:** Value (1-10) will define the maximum number of consecutive Carriage Returns (CRs) in story body.
- **Break Handling:**
  - **Normal:** Breaks will appear in prompter and editor as normal stories.
  - **Cloaked:** Breaks will appear greyed in the editor and will not appear on prompt output.
  - **Hidden:** Breaks will not appear in the editor or on prompt output, they will be ignored.

## MOS 2.8.1:

This connection type includes the following newsroom profile types:

- Dalet

Before editing the settings in CueiT for MOS connections a MOS Device needs to be created in your Newsroom server, and the MOS ID needs to match the device setup on your newsroom. The default value of CueiT's MOS ID is CUESCRIPT.

### Connection:

#### Server Information

- **Server IP/Hostname:** Please enter the IP address or Hostname of your NRCS server.
- **Server Port:** Default this is 10541, this is only necessary to change should your NRCS server have a different port set, in which case, this needs to match.
- **MOS NCS ID:** Please enter your Newsroom Computer System ID for your NRCS server.

#### Use Buddy Server – (when checked)

*Buddy server information is optional if this is a feature of your NRCS.*

- **Buddy Server IP/Hostname:** Please enter the IP address or Hostname of your NRCS buddy server.
- **Buddy Server Port:** Default this is 10541, this is only necessary to change should your NRCS buddy server have a different port set, in which case, this needs to match.
- **MOS NCS ID:** Please enter your Newsroom Computer System ID for your NRCS buddy server.

#### MOS Configuration

- **MOS ID:** Please enter the MOS ID you've set up in your NRCS for your CueiT software. (Please note this IS case sensitive).
- **CueiT Port:** Default this is 10541, this is only necessary to change should your NRCS server have a different port set, in which case, this needs to match.

#### Sony ELC Automation - (when checked)

*Note: Cue-iT is compatible with eGPI Controller App 6.3+*

*Sony ELC information is optional if using Sony ELC software.*

*Please configure a CueScript device in Sony ELC.*

- **Sony ELC IP/Hostname:** Please enter the IP address or Hostname that Sony ELC is running on.
- **Sony ELC Port:** Default is 10752, should only need to change if Sony ELC has a different port set.

## Options:

- **Ignore Instructions / Production Cues:** If Yes, All instruction tags and production cue text will be hidden in CueiT. If No, all instruction and production cues will be displayed as the "Production Cue" style text, which is defaulted to inverse.
- **Ignore stories with empty scripts:** If Yes, blank stories in will NOT be displayed in CueiT. If No, blank stories will appear as regular stories within the run order.
- **Ignore updates to the on-air story:** If Yes, updates to the story you are currently prompting in will not appear until you have moved past to another story. If No, updates will appear in the currently prompted story while you are stopped, scrolling very slowly, or reversing. On-air updates will never update the currently prompted story if scrolling is at reading speed. Updates will automatically appear after prompting has moved into another story.
- **Ignore Stories with Slugline name starting with:** If any characters are placed in the field, CueiT will ignore (hide) all stories which Sluglines start with specified characters.
- **Remove tab characters from the script:** If Yes, tab characters (paragraph indents) will be removed from story body text.
- **NACK roCreates:** If Yes, CueiT will reject all roCreate messages from NRCS and reply with NACK MOS message. Loading rundown will only be possible via user action on newsroom panel by double-click – CueiT will then send roReq MOS message to NRCS.
- **Use Ready to Air Flag:** "*NACK roCreates*" option must be enabled.
  - When CueiT receives the "roReadyToAir" YES command, CueiT will load the Rundown that is Ready to Air with an roReq command (this Rundown has to be already MOS Activated in NRCS).
  - When CueiT receives the "roReadyToAir" NO command, and Rundown is loaded into CueiT, CueiT will close this Rundown tab.
- **"Auto Prompt":** "*Use Ready to Air Flag*" must be enabled.
  - When Enabled & CueiT is in Prompt OFF mode & "Ready to Air Flag" is received; CueiT will load this Rundown into tab and automatically start Prompting from the beginning of this Rundown.
- **Show Only Today's Rundown's:** If Yes, CueiT will only display available Rundowns with today's date in Newsroom Panel.
- **Wait for MOS Queue:** If Yes, when connection to NRCS is initiated, CueiT will receive roListAll message, then filter-out all MOS messages that can be waiting in MOS queue - "Downloading MOS Queue Please Wait" message will be displayed. Once all MOS messages filter-out, message will disappear and CueiT will be ready for normal newsroom operation. *This setting is to prevent Rundown mismatches when CueiT (MOS Device) is switched off for longer period of time and MOS Queue builds up on NRCS side.*
- **Hide Read rate:** If Yes, read rate in ENPS next to anchor's name will be hidden.
- **Number of visible Line Breaks:** Value (1-10) will define the maximum number of consecutive Carriage Returns (CRs) in story body.

- **Break Handling:**
  - **Normal:** Breaks will appear in prompter and editor as normal stories.
  - **Cloaked:** Breaks will appear greyed in the editor and will not appear on prompt output.
  - **Hidden:** Breaks will not appear in the editor or on prompt output, they will be ignored.



## FTP/File Based:

This connection type includes the following newsroom profile types:

- AP ENPS Shared Directory
- Avid iNEWS
- TinkerList

### AP ENPS Shared Directory

#### Connection:

##### Directory Configuration

- **Directory:** Please pick the folder location that ENPS dumps rundowns files to.

#### Options:

- **Ignore Instructions / Production Cues:** If Yes, All instruction tags and production cue text will be hidden in CueiT. If No, all instruction and production cues will be displayed as the "Production Cue" style text, which is defaulted to inverse.
- **Ignore stories with empty scripts:** If Yes, blank stories in will NOT be displayed in CueiT. If No, blank stories will appear as regular stories within the run order.
- **Ignore updates to the on-air story:** If Yes, updates to the story you are currently prompting in will not appear until you have moved past to another story. If No, updates will appear in the currently prompted story while you are stopped, scrolling very slowly, or reversing. On-air updates will never update the currently prompted story if scrolling is at reading speed. Updates will automatically appear after prompting has moved into another story.
- **Ignore Stories with Slugline name starting with:** If any characters are placed in the field, CueiT will ignore (hide) all stories which Sluglines start with specified characters.
- **Remove tab characters from the script:** If Yes, tab characters (paragraph indents) will be removed from story body text.
- **Number of visible Line Breaks:** Value (1-10) will define the maximum number of consecutive Carriage Returns (CRs) in story body.

## Avid iNEWS:

### Server Information

- **Server IP/Hostname:** Please enter the IP address or Hostname of your iNEWS server.
- **Server Port:** Default this is 21, please adjust where necessary if a different port is setup in your iNEWS server.
- **Root Directory:** Enter the top most folder in your iNEWS directory you would like to look down from.

Note: If you would like to start browsing from iNews root directory you need to use iNews server name in square brackets i.e [INEWS6X] in this field.

### Authentication

- **Username:** Please enter your iNEWS username.
- **Password:** Please enter your iNEWS password.

### Polling

- **Refresh Time (seconds):** This is the polling interval at which CueiT will check for Rundown updates on iNews server. (1-10 seconds, 3 seconds default).

### Use Buddy Server – (when checked)

*Buddy server information is optional if this is a feature of your iNEWS setup.*

- **Server IP/Hostname:** Please enter the IP address or Hostname of your iNEWS server.
- **Server Port:** Default this is 21, please adjust where necessary if a different port is setup in your iNEWS server.
- **Root Directory:** Enter the top most folder in your iNEWS directory you would like to look down from.

### Buddy Server Authentication

- **Username:** Please enter your iNEWS username
- **Password:** Please enter your iNEWS password.

### Sony ELC Automation - (when checked)

***Note: Cue-iT is compatible with eGPI Controller App 6.3+***

*Sony ELC information is optional if using Sony ELC software.*

*Please configure a CueScript device in Sony ELC.*

- **Sony ELC IP/Hostname:** Please enter the IP address or Hostname that Sony ELC is running on.
- **Sony ELC Port:** Default is 10752, should only need to change if Sony ELC has a different port set.

## Options:

- **Ignore Instructions / Production Cues:** If Yes, All instruction tags and production cue text will be hidden in CueiT. If No, all instruction and production cues will be displayed as the "Production Cue" style text, which is defaulted to inverse.
- **Ignore stories with empty scripts:** If Yes, blank stories in will NOT be displayed in CueiT. If No, blank stories will appear as regular stories within the run order.
- **Ignore updates to the on-air story:** If Yes, updates to the story you are currently prompting in will not appear until you have moved past to another story. If No, updates will appear in the currently prompted story while you are stopped, scrolling very slowly, or reversing. On-air updates will never update the currently prompted story if scrolling is at reading speed. Updates will automatically appear after prompting has moved into another story.
- **Ignore Stories with Slugline name starting with:** If any characters are placed in the field, CueiT will ignore (hide) all stories which Sluglines start with specified characters.
- **Remove tab characters from the script:** If Yes, tab characters (paragraph indents) will be removed from story body text.
- **On Air Runorder Change Mode:**
  - When option is disabled (default):
    - When on air-story (currently prompting story) is floated, CueiT will jump to next story in runorder.
    - When on air-story (currently prompting story) is moved, CueiT will stay with on-air story and story will be moved to requested place in runorder.
  - When option is enabled:
    - When on-air story (currently prompting story) is floated, CueiT will jump to next story in runorder.
    - When air-story (currently prompting story) is sitting on its Slugline or within its first 3 body lines of text and is moved, CueiT will jump to the next story in runorder and requested story will be moved to requested place in runorder.
    - When air-story (currently prompting story) is sitting on 4th or further body lines of text and is moved, CueiT will stay with on-air story and story will be moved to requested place in runorder.
- **On Air Adjacent Flip (default set to 0):**
  - For Example:  
Assume the initial script has 8 stories with the Run Order 1,2,3,4,5,6,7,8. If story 5 is On Air with its Slugline at or near the top of the screen and the Run Order is changed to 1,2,3,4,7,8,5,6 prompting will be restarted from story 7.  
In most cases it is easy to determine if the On-Air story has moved. However, consider the case from the above scenario where story 5 is moved below story 6. The result is the same as if story 6 was moved above story 5. This is treated as a special case and prompting remains on story 5.

- **Number of visible Line Breaks:** Value (1-10) will define the maximum number of consecutive Carriage Returns (CRs) in story body.
- **Break Handling:**
  - **Normal:** Breaks will appear in prompter and editor as normal stories.
  - **Cloaked:** Breaks will appear greyed in the editor and will not appear on prompt output.
  - **Hidden:** Breaks will not appear in the editor or on prompt output, they will be ignored.

## Tinkerlist Shared Directory

### Connection:

#### Directory Configuration

- **Directory:** Please pick the folder location that TinkerList dumps rundowns files to.

### Options:

- **Ignore Instructions / Production Cues:** If Yes, All instruction tags and production cue text will be hidden in CueiT. If No, all instruction and production cues will be displayed as the "Production Cue" style text, which is defaulted to inverse.
- **Ignore stories with empty scripts:** If Yes, blank stories in will NOT be displayed in CueiT. If No, blank stories will appear as regular stories within the run order.
- **Ignore updates to the on-air story:** If Yes, updates to the story you are currently prompting in will not appear until you have moved past to another story. If No, updates will appear in the currently prompted story while you are stopped, scrolling very slowly, or reversing. On-air updates will never update the currently prompted story if scrolling is at reading speed. Updates will automatically appear after prompting has moved into another story.
- **Ignore Stories with Slugline name starting with:** If any characters are placed in the field, CueiT will ignore (hide) all stories which Sluglines start with specified characters.
- **Remove tab characters from the script:** If Yes, tab characters (paragraph indents) will be removed from story body text.
- **Number of visible Line Breaks:** Value (1-10) will define the maximum number of consecutive Carriage Returns (CRs) in story body.

6. Once configured, select OK to save the profile and then “Enable” to connect to your newsroom:



7. Once connected you should see a tab on the right panel open labeled with your Newsroom, and a folder. Click the folder to expand all active shows. Double click the show you would like to bring into CueiT. You should now be successfully connected to your newsroom!

*(Should you not connect or receive an error please see **Troubleshooting Your Newsroom Connection** below).*

### Troubleshooting Your Newsroom Connection:

- Should you have issues connecting to your newsroom please click on the message bar at the bottom of CueiT for further instructions and troubleshooting steps. This help menu will highlight in Red the issue the software is having, and what steps it needs to resolve this.
- MOS servers, if there are no active run orders, you will need to activate a run order with a story send selected for your CueiT MOS device, before CueiT will see any run orders.

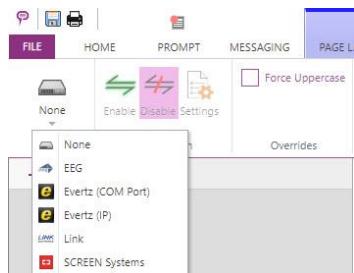
# Connecting to Closed Captioning

## How to connect to Closed Captioning:

1. Select the Captioning Tab.



2. From the device drop down select your device.

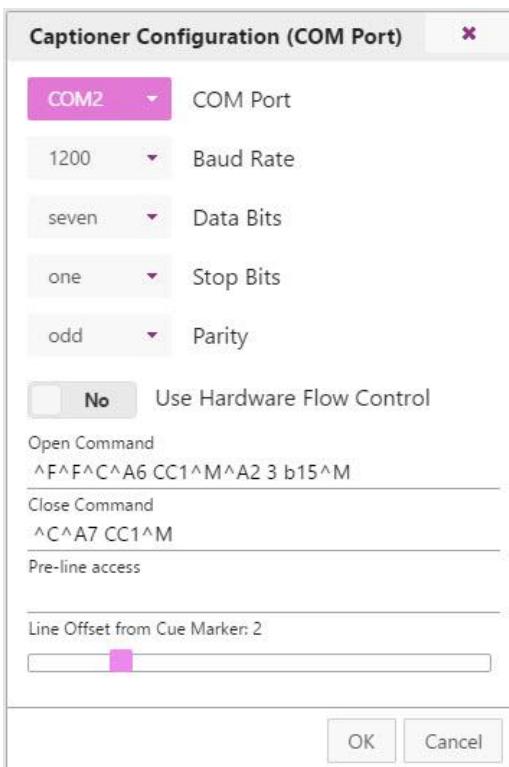


3. Once selected open the "Settings" to configure:



Each captainer has different setting requirements:

### EEG:



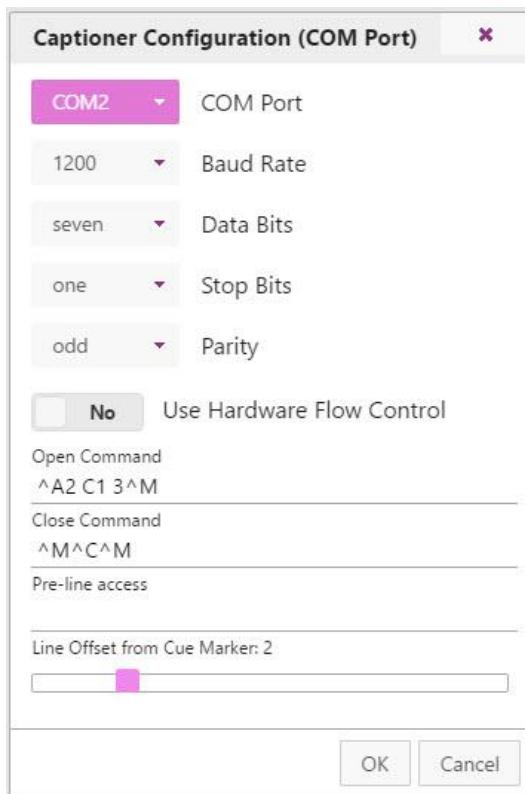
#### EEG Settings:

- COM Port, Baud Rate, Data Bits, Stop Bits, and Parity:** Set these to match the encoder settings. (These also need to match in the driver properties for the COM port in Windows)
- Open Command, Closed Command, and Pre-line access:** Control-A codes that should be pre-filled depending on the encoder chosen.

#### Additional Options:

- Use Hardware Flow Control:** If checked, enables this feature on the COM port if the device is set up to use it.
- Line Offset from Cue Marker:** a slider for how many lines the captainer will be offset from the current prompt. If captioning is coming out too slow, increase this number. If captioning is coming out too soon, decrease this number.

## Evertz (COM Port):



### Evertz Settings:

- COM Port, Baud Rate, Data Bits, Stop Bits, and Parity:** Set these to match the encoder settings. (These also need to match in the driver properties for the COM port in Windows)
- Open Command, Closed Command, and Pre-line access:** Control-A codes that should be pre-filled depending on the encoder chosen.

### Additional Options:

- Use Hardware Flow Control:** If checked, enables this feature on the COM port if the device is set up to use it.
- Line Offset from Cue Marker:** a slider for how many lines the captioner will be offset from the current prompt. If captioning is coming out too slow, increase this number. If captioning is coming out too soon, decrease this number.

## Evertz (IP):



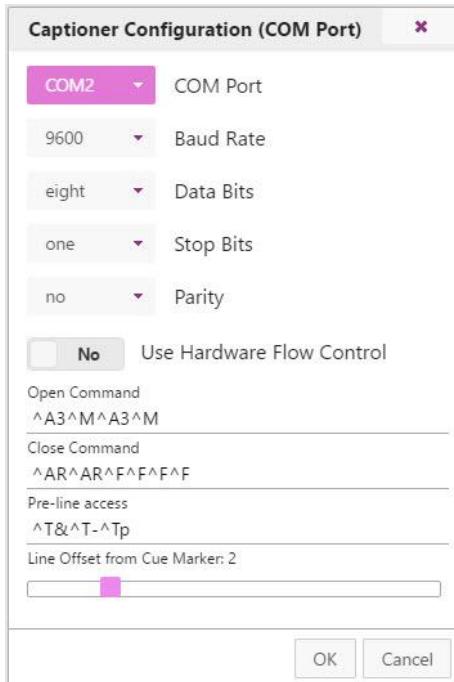
### Evertz Settings:

- **Username:** Set this to match the encoder settings. (Default for Evertz is EVERTZ)
- **Password:** Set this to match the encoder settings. (Default for Evertz is evertz)
- **Port:** Telnet port to encoder, default is 23
- **IP Address:** Port F on the encoder's IP address.
- **Open Command, Closed Command, and Pre-line access:** Control-A codes that should be pre-filled depending on the encoder chosen.

### Additional Options:

- **Line Offset from Cue Marker:** a slider for how many lines the captioner will be offset from the current prompt. If captioning is coming out too slow, increase this number. If captioning is coming out too soon, decrease this number.

Link:



Link Settings:

- **COM Port, Baud Rate, Data Bits, Stop Bits, and Parity:** Set these to match the encoder settings. (These also need to match in the driver properties for the COM port in Windows)
- **Open Command, Closed Command, and Pre-line access:** Control-A codes that should be pre-filled depending on the encoder chosen.

Additional Options:

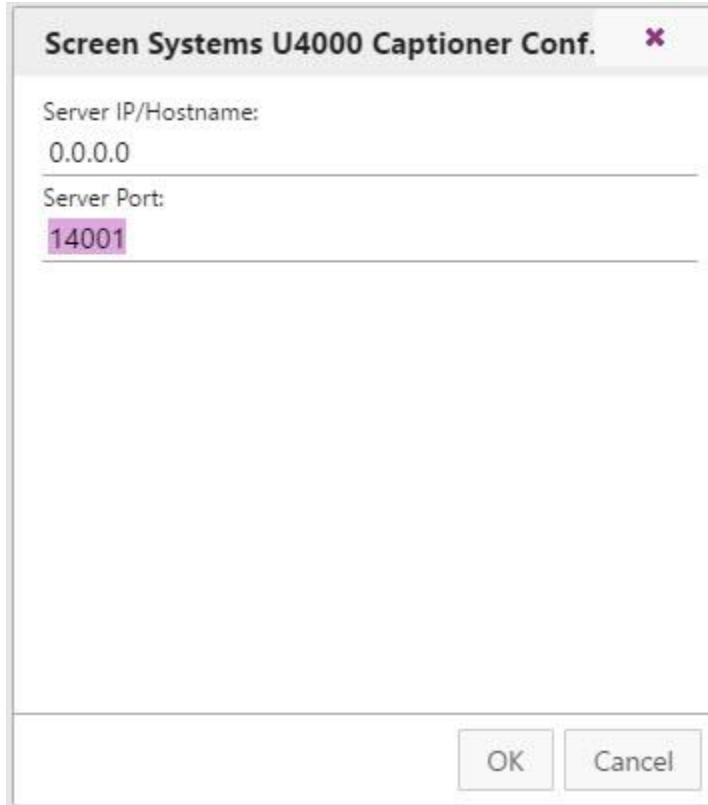
- **Use Hardware Flow Control:** If checked, enables this feature on the COM port if the device is set up to use it.
- **Line Offset from Cue Marker:** a slider for how many lines the captioner will be offset from the current prompt. If captioning is coming out too slow, increase this number. If captioning is coming out too soon, decrease this number.

4. Once configured, select OK and then “Enable” to connect to the captioner:



5. Connections to the Closed Captioning encoder will start.

SCREEN Systems:



SCREEN Systems Settings:

- **Server IP/Hostname:** Set the IP for the SCREEN System.
- **Server Port:** Set the network port, default port setting is 14001

## Additional Control Commands:

### Special Characters:

If you require any accented or extended characters you will need to use a direct captioning mode which can be implemented with the following control codes:

Open Command

`^A3 C1 3^M`

---

Close Command

`^M^C^M`

---

Pre-line access

`^T&^T-^Tp`

---

# CueScript Wireless Hand Controller

## Operating Instructions



### 10 Pairing

1. Ensure the wireless transmitter unit is switched off.
2. Fit a PP3 (9V) battery to the transmitter.
3. Connect the wireless receiver to the PC via a USB cable.
4. Connect a 12V dc power supply to the wireless receiver.
5. Press the "pair" button on the wireless receiver. The "err" led on the wireless receiver will flash at approximately 1Hz.
6. Within 15 seconds, switch on the transmitter using the toggle switch.
7. The "rx" and "tx" leds on the receiver will flash briefly. This indicates that the transmitter and receiver are now paired. If you do not switch on the transmitter within 15 seconds, the receiver "err" led will stop flashing, in which case you should press the "pair" button again.
8. If you already have a script open in Cuelt, you will notice the following

bugs:

- a) When the receiver is first connected and powered, the script will scroll forwards. This stop when the "pair" light is pressed.
- b) ) When the transmitter is switched and the pairing is achieved, the script will scroll forwards again. This stops the first time that the fader is moved.

Both of these bugs are one-time only. In other words, they have no effect on normal operation. They will be fixed in a firmware update.

## 11 Unpairing

To unpair a transmitter, hold down the "pair" button on the receiver until its "err" led starts to flash. You are now free to pair the receiver with another transmitter (remembering to switch off the original transmitter first!).

## 12 Operation

1. To scroll forwards, move the fader towards the front (led end) of the transmitter. There is a centre detent; move the fader back past this point to scroll in the reverse direction.

2. The three buttons on the transmitter have the following functions:

- "top" - returns to top of running order
- "next" - moves cue point to header of next story
- "prev" - moves cue point to header of previous story.

## 13 Other indicators

1. Both units have "tx" and "rx" leds. These show when data and response are being exchanged between the two units. You will notice that, in normal operation, the "tx" led on the transmitter and the "rx" led on the receiver flash briefly every 30 seconds or so. This indicates that the radio link is up.

2. Any operation of the fader or the transmitter switches will cause the "tx" and "rx" leds to flash rapidly , showing that an exchange is taking place.
3. There is a rare condition that occurs when the fader is in certain positions. In this condition, the "tx" and "rx" leds will continue to flash rapidly after fader operation has ceased. This is of no consequence and will usually stop once the fader is moved again.

## Calibrating a CueScript Hand Controller



### How to Calibrate a CueScript Hand Controller:

1. Unplug all USB/Ethernet/BNC/RJ11 and XLR Power supplies from the controller.
2. Hold down the following button all at once: Next Story, Previous Story, Command 1, and Blank Screen.
3. While holding down all the buttons, plug the Hand Controller in via power (USB or XLR), release buttons once the controller is powered on.
4. Turn the knob all the way counter-clockwise (left)
5. Press the Next Story button once
6. Turn the knob until it is centered
7. Press the Previous Story button once
8. Press the Top Of Runorder button once
9. Turn the knob all the way clockwise (right)
10. Press the Blank Screen button once

Upon pressing the blank screen button calibration is complete. Your computer should make a sound to signal a successful calibration if connected over USB, or should automatically appear within CueiT on any other data connection.

## Reset Controller Button Patterns

*Hold these buttons down to do the following reset options:*

1. Turn DHCP On:

- Next Marker button
- Next Story
- Blank Screen
- Command 1

2. Turn Broadcast On:

- Next Marker button
- Next Story
- Blank Screen
- Command 2

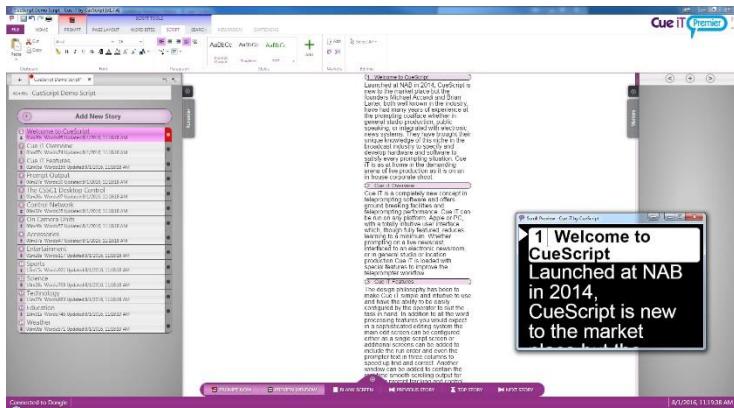
3. Reset EEPROM (Once this is done, wait a minute for it to happen, then recalibrate the controller using the instructions above.)

- Next Marker button
- Next Story
- Blank Screen
- Command 1
- Command 2

## CueiT Premier Quick Start

CueiT Premier was designed as a dual-screen application. The main monitor will act as your CueiT software interface and the secondary monitor will be the video output to prompter.

*Monitor 1 Example:*

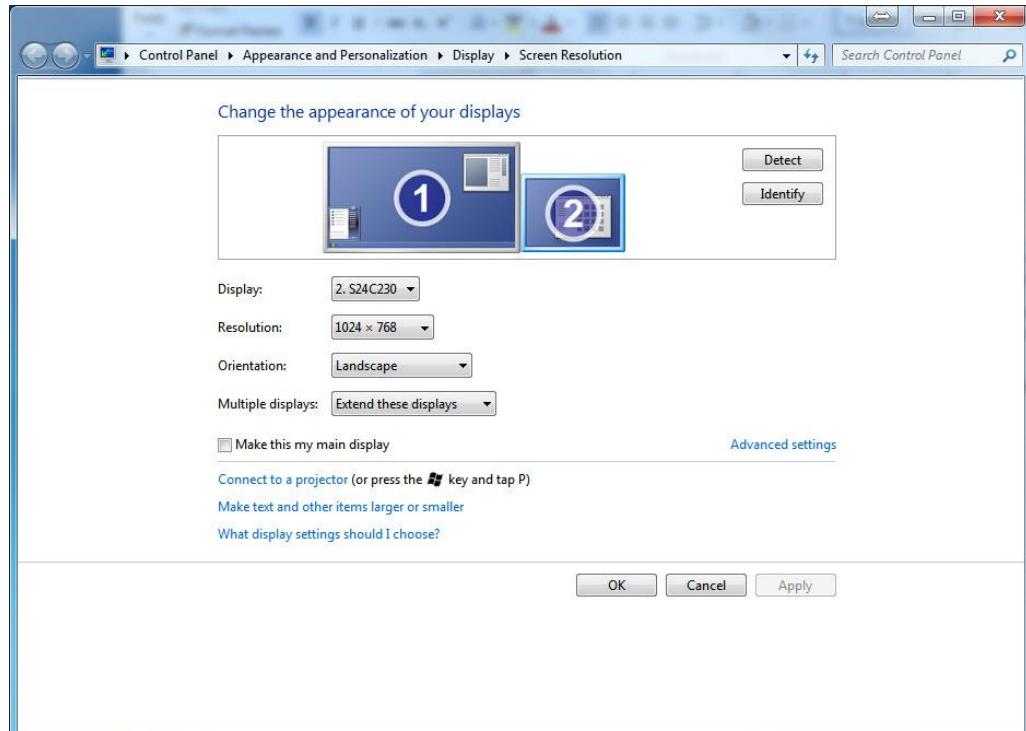


*Monitor 2 Example:*



Windows typically uses a wide-screen resolution for most video-output, however, optimally the secondary monitor should have a 4:3 resolution if it is going out to a traditional on-camera prompter monitor. As this format best fits prompt screen sizes. 1280 x 1024 is preferred.

This setting can be set in: **Control Panel\Appearance and Personalization\Display\Screen Resolution**



## To Prompt

First ensure your USB CueiT Dongle is plugged into the computer and recognized within CueiT.

To enable prompt use the Prompt button in the top-left of the program. This will turn RED when prompt is ON.



Alternatively:

CTRL+. (Shortcut Keys)

"Prompt Now" in the Prompt Tab

"Prompt Now" in the quick toolbar at the bottom of the program.

## Scroll Preview

With the first Prompt ON CueiT displays two windows, the "Prompt Window" and "Scroll Preview"



These windows will appear by default in front of the CueiT program side by side. The larger of the two will be the Prompt Window.

**To output full screen on your secondary monitor, drag the Prompt Window to the secondary monitor and press F11 to full screen the display. This will maximize output and hide all toolbars.**

The second Scroll Preview is a duplicate and a reference for the prompt operator to use as confidence monitor.

### To Note:

Both windows will start in the same position as they were closed in. So long as they are not moved before prompt is turned Off, at next Prompt On they will resume the same positions.

If the Prompt Window is closed for any reason, prompt will also be turned off in CueiT. The Scroll Preview can be turned on and off with the preview window button in the program, and does not affect prompt status.

### Troubleshooting

*If Prompt Output appears in the main monitor when Prompt ON is pressed, check the secondary monitor connection, or repeat the steps above to bring the window to output.*

## Scroll Controllers:

CueiT Premier comes standard with a CSSC Hand Scroll Controller, however, additional controllers can be purchased as necessary. CueiT Premier can utilize 3 out of the 4 interface connections on all controllers.

### USB

The USB connection is directly into the CueiT computer. This gives both scroll data and power. Drivers will automatically install, and restart is not required. Please allow 2-5 minutes for drivers to fully install the first time.

The USB connection also enables the Settings menu in CueiT. This allows changes such as naming, sensitivity, Command buttons and Static IP.

### Ethernet

The Ethernet connection is directly on the same network as the CueiT computer. (*It is NOT a direct connection to the computer.*) This allows the controller to sit anywhere in the studio. This connection requires a XLR Power supply.

By default, all controllers are setup for DHCP. If a static IP is required, refer to the manual on Controllers (Section 3.3.5). This will need to be set using the USB cable one-time.

### RJ11

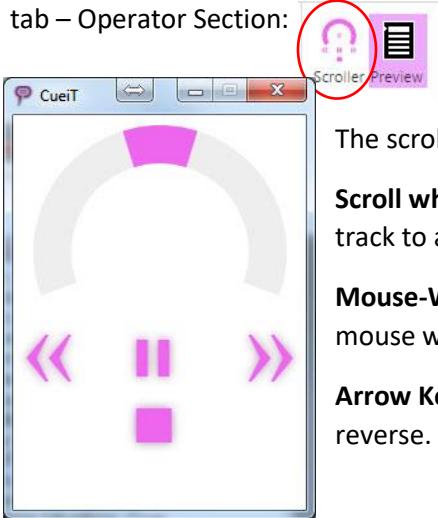
The RJ11 connection is to connect a foot controller to a hand controller. RJ11 will supply power to the secondary controller, so long as the first controller has a power source. RJ11 works with any primary connection (Ethernet only to the first controller).

### BNC

The BNC connection on the controller is for CAN bus. This is ONLY supplied from the CueB hardware which accompanies the Production and Studio Suites. And it is NOT a video output.

## On-Screen Scroller:

Should your controller be unavailable CueiT offers an on-screen Scroller. This is found under the Prompt tab – Operator Section:



The scroller can be controlled in 3 ways:

**Scroll wheel** – Click and drag the pink speed indicator on the grey half-circle track to advance or reverse in the script.

**Mouse-Wheel** – Hover the cursor within the Scroller window and use the mouse wheel to advance or reverse in the script.

**Arrow Keys** – Utilize the arrow keys (Up/Down or Left/Right) to advance or reverse. (*Note: the Scroller window has to be the active window*).

# CueMe

CueMe is an App into the CueiT prompting software application that opens up the ability for presenters and production staff to preview scripts in real time on their mobile devices, whether in the studio or on location, eliminating the need for printed copies. CueMe interacts with CueiT via the network to allow a user to see active rundowns and scripts within their CueiT application, on a mobile or tablet device, with zoom functions for ease of viewing and personal font size preference. This allows users to browse current and upcoming scripts, without affecting the on-camera prompt, and see updates in real-time with auto-refresh. The app has support for both LTR and RTL languages. There is no limit to the number of users in a production that can use CueMe, and the app is also capable of connecting to multiple CueiT applications and remembering those locations so users can easily move between studios in a larger facility. CueMe will require a license add-on to the CueiT prompting software.

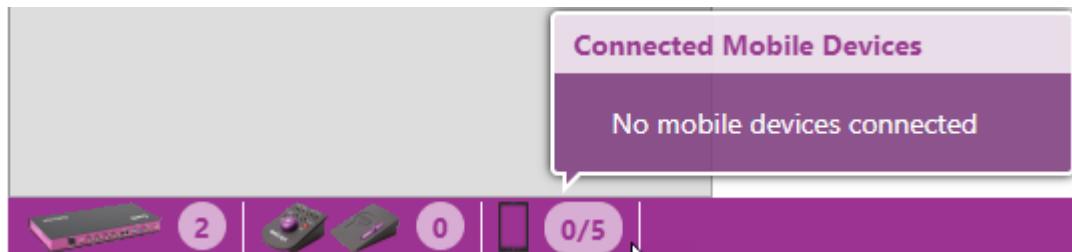
## 1 Downloading CueMe

First, you will need to download CueMe from either the AppStore (iOS) or the Play Store (Android). CueMe is a free on your device, and can be used with both tablets and phones.

## 2 CueMe License to CueiT

CueiT should have a license for CueMe active in order to allow the connection from the CueMe app. This license can be purchased in quantities of 5.

If you're Prompt Device (CueB, OpenCueB or Dongle) has this license applied you will see a indication within your toolbar on CueiT to the number of allowed verses connected license:

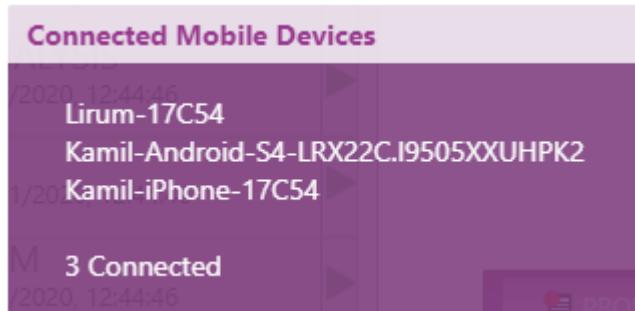


*If you do not see this, please contact support to obtain a quote and purchase the CueMe license add-on.*

### 2.1 CueMe Devices In CueiT

Once a device is connected through CueMe (See part 3), CueiT will display this device in the bottom toolbar. Each connected CueMe takes 1 license spot.

CueiT will show a list of connected mobile devices and name of device is determined by name followed by system version:

**iOS:**

Lirum-17C54"

"Lirum"= name set by device user

"17C54" = iOS version, 17C54= iOS ver. 13.3

**Android:**

"Kamil-Android-S4-LRX22C.I9505XXUHPK"

"Kamil-Android-S4" = name set by device user

"LRX22C" = Android build number, LRX22C = Android 5.0.1 Lollipop

"I9505XXUHPK" = Baseband version

## 2.2 Deleting Devices in CueiT

In order to remove stale devices, you can revoke access within the CueMe section of the Prompt tab by using the "Bin" or "Trash Can" button along side the device listed as connected:

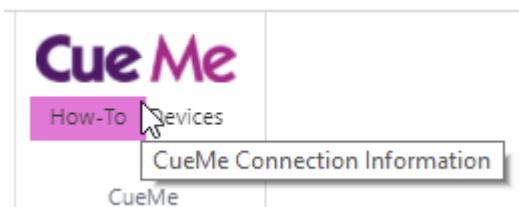


## 3 Adding a Promter in CueMe

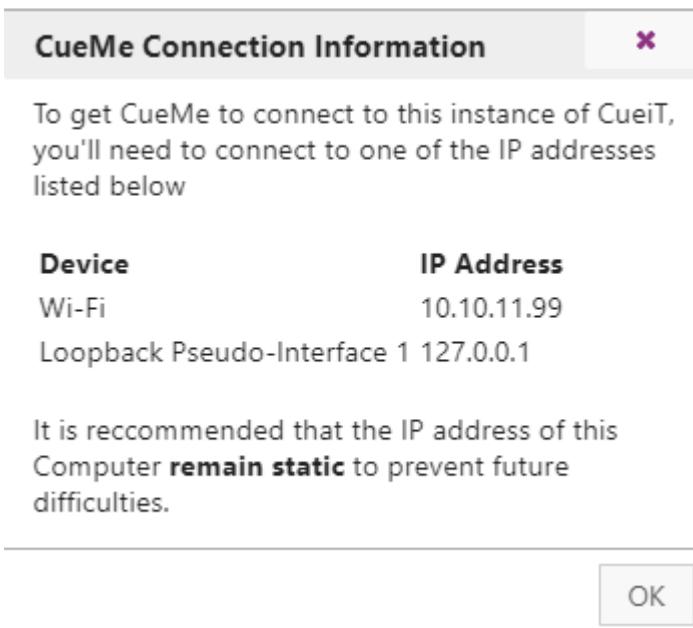
The CueMe app will require the IP address of the CueiT computer and a friendly name of your choice for distinction. It will also require that the phone or tablet be on the same network as the CueiT computer either by Wi-Fi or VPN access.

### 3.1 Finding the CueiT IP Address:

CueiT will display the current IP addresses of its computer with the “How To” button in the CueMe section of the Prompt tab:



Once clicked, the CueMe Connection Information will display:



Choose the correct IP address for the computer that is the same network as the CueMe device.

### 3.2 Add Device In CueMe

Once your IP address of CueiT is known, open your CueMe app, and hit the + symbol in the upper right corner.

Enter your identifying name for the CueiT connection on the first line (this can be anything you'd like).

Enter the IP address gathered in step 3.1 in the second line.

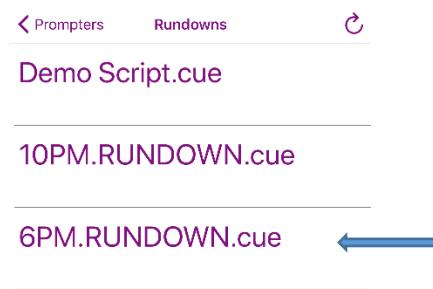
Hit Add

## 4 Viewing Rundowns and Stories in CueMe

Once a device is added, select that Device in the “Prompters” to connect into and view rundowns and scripts.



The screen you will enter when selecting the device will show you all open rundowns in CueiT, again, select the show you'd like to view scripts of to enter:



Once you can see all stories, enter individual stories to read the up coming script:

	6 PM SHOW
	PRODUCER:
	DATE: 00/00/00
A00	START OF SHOW
A01	OPEN
A02	HEADLINES ←
A03	H1-
A04	H2-
A05	H3-
A06	FIRST WX
A07	EDUCATION SUMMIT
A08	EDUCATION LIVE
A09	EDUCATION TAG
A10	EDUCATION SIDE
A11	GRAINGER FIRE



Within the script you can scroll through and read all text.

- Use pinch to zoom in and out.
- Use the upper right circular arrow to pull in any updates manually.

◀ Stories HEADLINES ⌂

COMING UP ON NEWS  
 THREE NIGHTSIDE  
 (\*\*FX VO FULL\*\*)  
 THE EDUCATION SUMMIT  
 LEAVES LAWMAKERS  
 SCRAMBLING FOR FUNDS,  
 BUT PARENTS LEAPING  
 FOR JOY  
 (\*\*WIPE VO\*\*)  
 WE WILL TELL YOU ABOUT  
 THE INFERO AT  
 GRAINGER HALL LAST  
 NIGHT  
 (\*\*WIPE VO\*\*)  
 AND IN A NATION  
 CHANGING RULING, THE  
 SUPREME COURT IS GOING

In all windows the upper Left will bring you back to the previous screen, if you wanted to look at a different story or runorder.

## 5 Settings

On the bottom bar of all but the story text screen are two buttons:



**Home** Home: this button will bring you back to the Prompts page to select the device you'd like to connect to.



**Settings** Settings: this button will open up the following setting options:

### Settings

#### Auto Refresh Rundowns (min)

Sets the automatic refresh time for rundowns in minutes. A setting of 0 indicates auto-refresh is OFF

#### Auto Refresh Stories (min)

Sets the automatic refresh time for stories in minutes. A setting of 0 indicates auto-refresh is OFF

#### Text Alignment

Sets the reading mode for stories and rundown view.



**Auto Refresh Rundowns (min):** This setting when set will automatically re-request from CueiT the active rundown list, so that CueMe is up-to-date. 0 or no entry will indicate this is not auto-refreshing. At anytime can you manually request an update regardless of this setting, using the upper left circular arrow on the runorders page.

**Auto Refresh Stories (min):** This setting when set will automatically re-request from CueiT the open story, so that CueMe is up-to-date. 0 or no entry will indicate this is not auto-refreshing. At anytime can you manually request an update regardless of this setting, using the upper left circular arrow on the Stories or active story page.

**Text Alignment:** When set this setting will dictate the alignment for the whole app.

# CueTALK Cloud

---

## 1 Introduction

CueScript's CueTALK Cloud is designed as a service to allow CueiT CueTALK enabled devices to prompt to each other anywhere there is an Internet connection. CueTALK Cloud is a VPN replacement solution for those that want to prompt between remote locations.

## 2 Licensing

CueTALK Cloud is a subscription service to CueScript's Cloud infrastructure. Each institution wishing to use CueTALK Cloud will be given their own Cloud domain within CueScript's Cloud. From there, license files will be supplied to each prompt device that would like to connect to the Cloud. These license files are product specific:

1. One file type for all CueiT software applications.
2. One file type for all prompt devices (CueB, Monitors, CueVue's and openCueBs)

Each subscription comes with one CueiT license and one Prompt device license initially. Further devices wishing to connect into the cloud will require additional license purchase. Licenses are a one-time fee and do not affect the overall Cloud instance subscription costs. Each license, although product type specific, can be moved to any other software/device. License files can be shared between multiple devices, although, with a license file only one device with the same file can access the cloud at a time.

## 3 Requirements

1. CueiT software version 3.4.0 or higher.
2. Prompter firmware 2.8.5 or higher.
3. Internet connection to CueiT PC and Prompt devices.

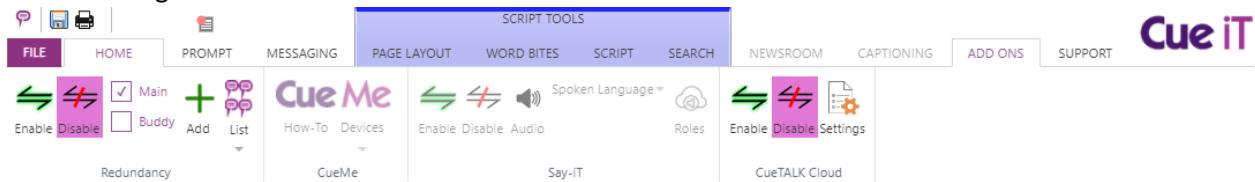
*Note: Prompt devices only have an RJ45 connection for Internet access. Any wireless internet connection would require a wireless bridge, not supplied by CueScript. CueScript doesn't suggest using wireless connections due to the unreliability but understands this may be the only option within a Remote setup. Please take into consideration performance issues outside the scope of CueScript's ability to correct when using any 3<sup>rd</sup> party devices with Prompters.*

4. Firewall Ports:
  - 443 TCP
  - 1194 UDP

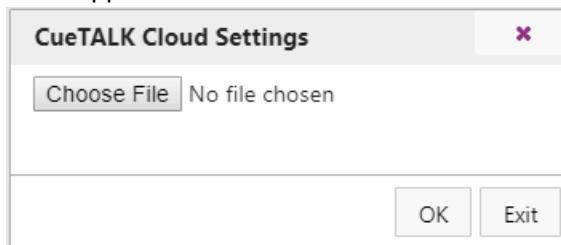
## 4 Installing Licenses

### 4.1 CueiT:

1. Navigate to Add Ons tab:



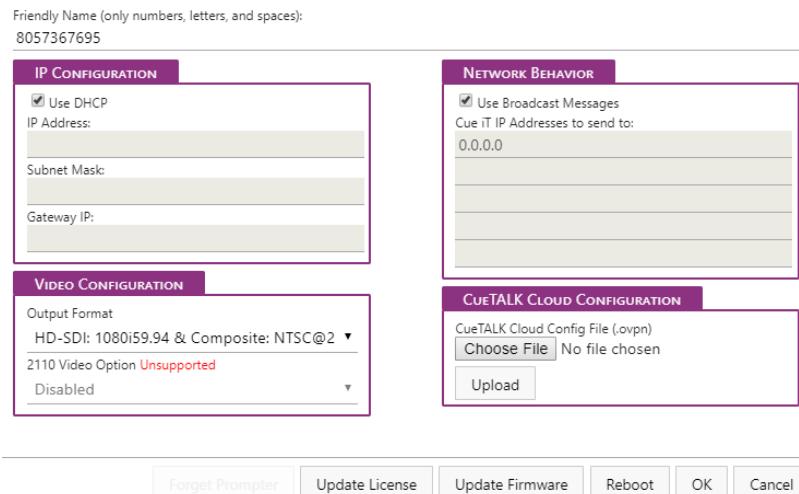
2. In the CueTALK Cloud section select “Settings”
3. CueTALK Settings window will appear.



4. Use the Choose File button and file picker to select the OVPN Configuration file delivered as part of your CueTALK Cloud purchase.  
Select OK and the file will now be uploaded into CueiT and saved within the application.

### 4.2 Prompt Devices:

1. Navigate to Prompt Tab → Prompters Section → List
2. Select the Cog wheel next to the prompt device you would like to connect to the Cloud. This will open your Settings.



5. Within the CueTALK Cloud connection area select “Choose File” to select the OVPN Configuration file delivered as part of your CueTALK Cloud purchase.
3. Once selected hit Upload and the prompt device will save this Cloud configuration file. This file will persist upon reboots.

## 5 Connecting to Cloud

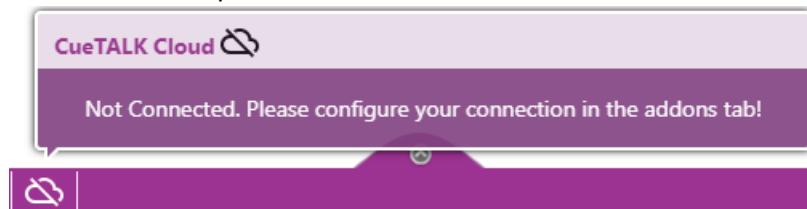
Once the configuration files are installed, all Cloud devices will automatically reach out to the Cloud whenever there is an Internet connection. When a device has a Cloud IP address, it's ready to connect.

Within the Cloud instance, there is a network, and each Cloud device will be assigned a DHCP address. All devices will automatically connect to one another, as if they were on a LAN using Broadcast messages. You can choose to disconnect any prompt device by unselecting it in the Prompters List drop-down menu.

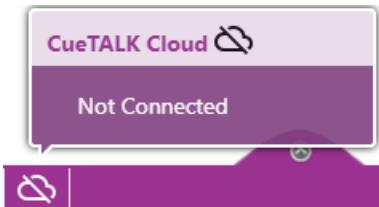
### 5.1 Connection Status CueiT

When connected to the Cloud in CueiT you'll see the following status in the bottom tool bar of CueiT:

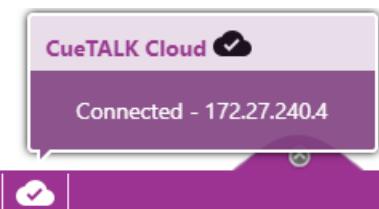
1. No configuration file has been uploaded



2. Configuration uploaded but CueTALK Cloud is not enabled in the Add-Ons tab.



3. CueTALK Cloud is enabled in the Add-ons tab.



## 5.2 Connection Status Prompt Device

When a prompt device is connected to the Cloud the default screen of the video output will display a connection type called “Cloud” with an IP address as follows:



## 6 Connection of Scroll Controllers to Prompter Devices

Any CueScript Scroll Controller can now be connected to Prompter Device (CueB, IP Monitor) via USB A connector. This allows to have a local controller available to the presenter when Prompter Device is at remote location – Prompter Device will act as a relay and pass all data from controller to CueiT.

No Additional power is required for scroll controller; Prompter Device will power the controller over USB connection.

Only **one** Scroll Controller is supported per Prompter Device.

### Requirements:

- CueiT 3.4.0 or higher
- Prompter Device Firmware 2.8.5 or higher
- CSMV2 IP Monitor Video Firmware V1.24 or higher
- Scroll Controller running firmware V14 or higher
- USB A to USB B cable (max length 3m/10ft)

Once Controller is plugged into Prompter Device USB A port, CueiT should recognize it and display it under its List under Prompt Tab -> Controllers Section with Interface type “HW INF” (Hardware Interface).

Connection:

1. CueBs – simply plug in controller into one of two available USB A ports on its back panel.
2. CSMV2 IP Monitor (video firmware V1.24 or higher) – navigate to monitor menu, go to MISC -> USB A Mode and select “KBRD/CTRL” (Keyboard/Controller). Plug in Scroll Controller into one of two available USB A ports.



## Contact CueScript

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[Ask for TeamViewer Support!](#)