

Management Suite™



Version 4.9

*Advanced Features and Applications
For Chime Master®
Bell Control Systems*

Supporting
2206
Bell Control Systems

Management Suite Version 4.9

Doc # 11637 - 130514

System Firmware Features described: 0413

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INTRODUCTION

The Management Suite of applications allows you to use your PC to graphically create multiple ringing schedules, synchronize the clock, back up schedules and settings and keep the operating system up to date. In addition, new versions of our systems feature advanced capabilities that would add complexity to the easy to use front panel menus. These capabilities are unlocked in the applications that are provided in the Premium version of the software.

In order to properly configure all features of this software, your system should be connected the first time you run Management Suite. Please follow all installation and connection instructions below before attempting to use this software.

INSTALLATION

If you ordered the Premium version of this software with your Chime Master product, your package should have included an installation disc, this manual and a USB cable.

Do not connect the Chime Master unit to your PC until the software has been installed from the CD. This will allow device drivers to be properly registered for your system.

System Requirements

Management Suite is fully compatible with computers running under Microsoft Windows versions 2000 to 8 (not RT). It is also compatible with all Chime Master products that have a USB port. A firmware update may be needed to get certain applications to work, and a copy of the latest firmware is supplied with the software (for systems supporting USB firmware updates).

After you have finished installing the software, and run it for the first time, click the Update Firmware menu button to update your Chime Master product.

Installation Guide for Windows XP

1. Insert setup disc into your computer. If Autorun does not proceed, click **Run** on the Start menu and enter <CD drive letter>:\setup.exe.
2. Open the installation file **setup.exe** if not automatic
3. The installer will guide you through the process. Click **Next**.
4. License Agreement must be read and "I Agree" selected in order to proceed.
5. Click **Next**, observe selectable contents to be installed, and click **Next**.
6. Choose shortcut options and click **Next**.
7. Select install location and users if defaults are not desirable. Click **Next**.
8. Click **Next** to begin installation. It should take no more than a minute to finish.
9. If install is interrupted by Windows Logo warning, click **Continue Anyway**.
10. After successful completion, click **Close**.

Optionally configure Windows XP Firewall for use with mobile apps:

1. Open Firewall settings by holding the Windows key while pressing R, then type firewall.cpl (enter).
2. Click the Exceptions tab, click the Add Port button and enter "Chime Master Remote" and 6777 for the port number, and make sure TCP is selected.
3. Click OK to create the exception. Click OK to close Windows Firewall.

Installation Guide for Windows Vista/Windows 7/8

Installation is similar to XP above. If you have issues running under Vista or Windows 7, try this workaround:

1. Right click on any Management Suite icon, shortcut, or Start.exe (from the installed directory).
2. Choose Properties and click the Compatibility tab.
3. Check the "Run this program as an administrator" box under Privilege Level.
4. Click Apply and then click OK.

Optionally configure Windows Vista, 7 or 8 Firewall for use with mobile apps:

1. Open Firewall Advanced settings by holding the Windows key while pressing R, then type wf.msc (enter).
2. Click "Inbound Rules" in the left column of the window. Select Rule type "Port" then click Next.
3. Select TCP and type 6777 for the specific local port and click Next.
4. Select "Allow the connection" and click Next.
5. Type "Chime Master Remote" for the name and click Finish

Connecting to the Chime Master System

Using a standard USB cable, connect the smaller, square connector to the back of the rack mounted unit or bottom panel of the wall-mounted bell controller, and then connect the rectangular end to your personal computer. Whenever connecting or disconnecting this cable, Management Suite should be closed.

Windows usually displays the New Hardware Wizard once the connection is made. After a successful installation of the software and drivers, select automatic installation for the driver. This will occur each time a different system is connected to the computer. If a notice concerning Windows Logo testing pops up click “Continue Anyway.” After it is done loading, click “Finish.”

If the driver does not load automatically, disconnect the control head and try opening [MillDriverInstall.exe]. The default driver location is:

C:\Program Files\Chime Master\Millennium Suite\MillDriverInstall.exe

After a successful installation, locate and open the *Management Suite* from a shortcut or from a program menu. If the connection between computer and bell system is detected, a “Ready” status will be displayed at the bottom of the menu panel.

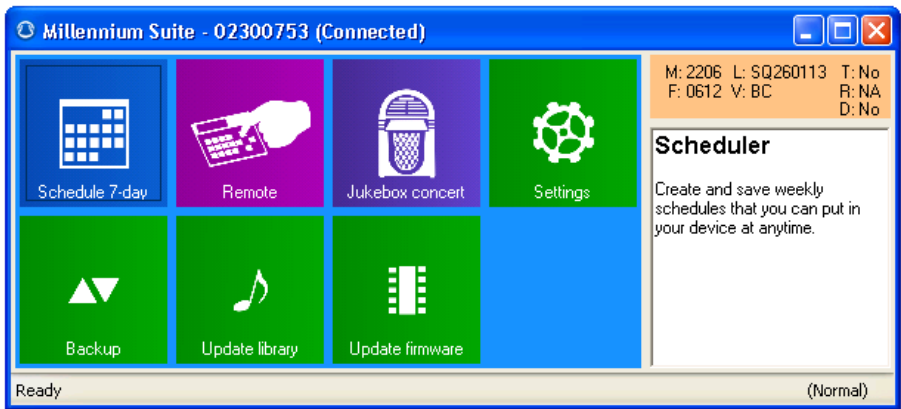
Synchronizing Titles

Press the *Remote Control* button to test the connection between the bell system and the PC. You should see on your PC screen the same display that the control head shows. Close the remote control window.

The Jukebox and Scheduler applications will be easier to use if the PC has the titles from your bell-ringing library. Press the *Jukebox* button on the menu screen. From the Jukebox menu, select *Titles* then *Get Device Titles*. Press *OK* to confirm. You will see in the bottom status bar the progress of the title transfer process. In about a minute you should see your library titles in the right pane of the Jukebox window. Close the Jukebox window.

If your system schedule has been set up and programmed, but has not been backed up to this PC yet, press the *Backup* menu button. Follow the instructions on page 31 to back up your system setup memory.

MAIN MENU



Management Suite (Free download) - Main Menu Panel

The Premium Management Suite will show a few more buttons than are shown above. Added features will be marked in the manual as pertaining to *Premium Management Suite Only*.

Other information pertaining to the connected bell system will be displayed in the upper right-hand box. These may be requested by a customer service representative if you call for technical support. You can hide this box by right-clicking on the panel and de-selecting *View-Details*.

M = Model

L = Library Catalog Version

F = Firmware Version

D = Clock Dial interface option

Menu Customization

Right clicking your mouse in the button area of the main menu allows you to customize the menu. You can hide the details panel displayed on the right of the window, resize buttons and hide buttons you don't use. The default button sizes are handy for a touch screen, but feel free to make them smaller if you always use a mouse.

Some features require the bell control head to enter a dedicated communications mode called *USB Slave Mode*. Switching between slave and normal modes may cause the controller to reboot, resulting in a minute delay. The status bar at the bottom of the application screens indicates the current mode of the controller. If your computer is not next to the Chime Master where you can see the screen, watch the bottom stat

Always make USB connections to the controller before starting Management Suite. Allow a few seconds after connecting for the drivers to load.

Leaving Management Suite Open

These features depend on you leaving the Management Suite main menu open:

- Church Bell Remote Mobile App
- Daily Time Synchronization to the Time Server

If you wish to use these features, leave the menu open and lock the computer rather than logging out to prevent unauthorized access. You should set your power settings to prevent the computer from sleeping or automatically going to standby after a period of inactivity.

PREMIUM SETTINGS

Upgrading from *Free* to Premium Features

If you find that you need more features than the *Free* download provides, call us for the price of a Premium License. There is no limit to the number of computers you are allowed to install the software license to. If you have already purchased the license, the license code will be on the packing slip that accompanied your system. To enter the License code to unlock all of Management Suite's features follow this procedure:

1. Open the Management Suite menu on your PC.
2. Right-click over the menu window and select *Licensing*. This will open a new, smaller window which prompts you to enter a License Key.
3. If we have emailed your key to you, highlight the Key in your email and right-click to copy it to the Windows clipboard. In the small Management Suite window, click *Paste from Clipboard* and the Key will be entered.
4. You can also enter the key from the packing slip or printed email.
5. Continue as prompted to exit and restart Management Suite.
6. You should see additional menu buttons.

Administrator Panel

Root Directory

This directory defaults to the user's My Documents directory for storing Millennium Suite files for backups and schedules. If several users login to the PC to schedule the bell system, they will not be able to access files saved by other users. You may also wish to use a network server to store your files on, and this can be specified here. This works best if the network directory is mapped to a drive letter.

Network Time Server

Normally the default time servers work for the time sync function. If you do not have Internet access on your network or prefer to use your own server,

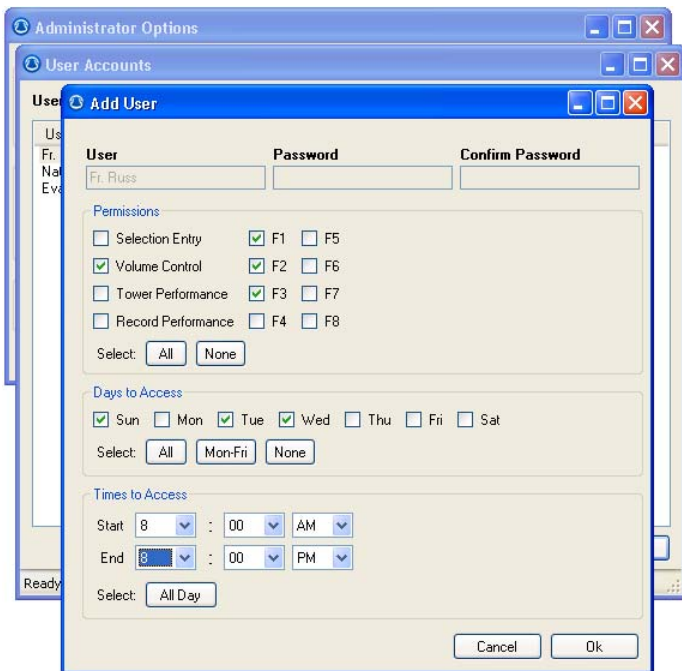
enter its address and port (typically 123) and select if it uses the NTP or NIST protocol.

Mobile App Host

The *Administrator* panel is also used to set up the host for mobile apps. Before setting up your mobile app, be sure that you have downloaded the latest Management Suite and updated the carillon firmware after installing the software. Also be sure to configure the Windows Firewall for use with the remote app as described on page 6.

To enable the host server for the mobile app, make sure the check box “Run host at startup” is checked. The app host will automatically start the next time you launch Management Suite. Write down the Address and Port shown on the *Administrator* Panel. You will need to enter them into the mobile app.

Click the User Accounts button in the Administrator window to add a mobile user and assign access rights. Keep in mind while you set user names and passwords that you will need to use the mobile keyboard to enter them into the app later.



Configuring Church Bell Remote Mobile App

Download and install the Church Bell Remote app from the Play Store or App Store. You can easily find it by searching for Church Bell Carillon. Connect your mobile device to the church Wi-Fi connection. The Wi-Fi access point needs to be on the same LAN as the PC running Management Suite for them to be able to connect.

Start the Church Bell Remote app. You will see a warning that a host has not been set. Touch OK and then touch the Settings menu button. Touch the Host menu item, then the Add button on the top right corner of the Hosts screen. Enter the name of the church in where the Add Host screen asks for Name (St John Wi-Fi), the App Host address displayed in the Management Suite panel, and then make sure that the Port is set to the same value. Tap the Ok button at the bottom of the screen. Tap the Settings button to back out to the settings menu, and then Close it.

If you create entries in the Hosts list you wish to delete, press and hold them for the delete menu.

When the app connects to the host PC you will be prompted to enter the User Name and Password that you set up in the User Accounts Administration window above. Tap Log In and you should be able to ring your bells.

For additional information, read the online help file accessible from the mobile app settings menu.

Error Messages

Host Suspended - You cannot control the bell system when someone else is locally using the Management Suite on the host PC. Return the Management Suite to the Main Menu window.

Firmware Update Required - The firmware version in the carillon does not support the remote app. Compatible firmware is distributed with the Management Suite, which we used to perform the update.

Error Communicating - The app can reach the Management Suite host, but is not receiving status from the carillon. Check the USB connection and restart the Management Suite.

Host may not be running - The app is not able to reach the Management Suite host system.

- Did you correctly enter the IP address of the host PC?
- Is the host PC running?
- Is the Management Suite running?
- Double check that your mobile device is on the same Wi-Fi network as the host PC.

Connection attempt timed out - This generally involves the firewall(s) ignoring incoming connection requests.

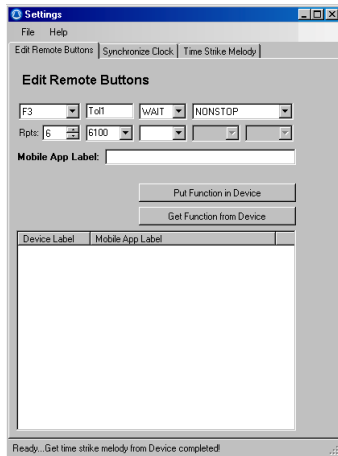
- Did you set up the port exception in Windows Firewall? See Installation guide on page 6.
- Are other router firewalls preventing access?
- If you are trying to access through the public Internet with a slow connection, try increasing the Connection Timeout in the app settings.



SETTINGS

Edit Remote Buttons

When the system is in Standby mode (not playing, displaying the current time), buttons 1 through 8 can be programmed to manually trigger selections to play. Buttons 1 through 4 are available on the optional mini remote control. All eight buttons are available to the mobile app *Church Bell Remote*. In addition, all eight button programs correspond to macro codes 7901 through 7908. You can use these macro selection codes to schedule automatic play of the selections programmed in the buttons.



Pull down the button code you wish to program *F1* through *F8* in the left field. The programs shown indicate the last program you entered, or the default settings, not necessarily the settings currently set in the controller for the button.

To see what program is currently set for the each button, click *Get Function from Device* after selecting the button with *Fn* pull down. After you have edited the changes, click *Put Function into Device* to transfer the settings to the controller.

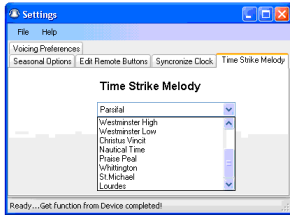
Buttons 1 through 4's four-character (short) name are displayed on the lower line of the carillon's display. These can be edited in the field to the right of the button pull-down selector. The Church Bell Remote mobile app uses the first two characters of all eight button's short names to determine which icon to display for the function's button. The Mobile App Label allows you to give the function a more meaningful long name that will display beneath the button in the mobile app.

Synchronize Clock

The internal bell system clock can be synchronized to internet time servers using the time zone you set in Windows on the host computer. If the checkbox for *Automatically Synchronize Date and Time* is selected, the time will set every day if the Management Suite is running and left at the main menu.

Manual synchronizing can be done by clicking the button on this settings tab. If your network does not access the Internet and you have your own time server, the Premium Management Suite's *Administrator* options allow you to specify the time server's address.

Time Strike Melody



Millennium bell controllers are not limited to the Westminster chime for clock striking. Use the pull down menu to select the melody you would like to use. If you select *User Sel Strike*, you can enter selection numbers into the four fields for each quarter. Any valid selection number will work. If you have the recording librarian, you can even

play your own clock chiming melody on the keyboard Note that appropriate melodies must be chosen for the number and sizes of your available bells.

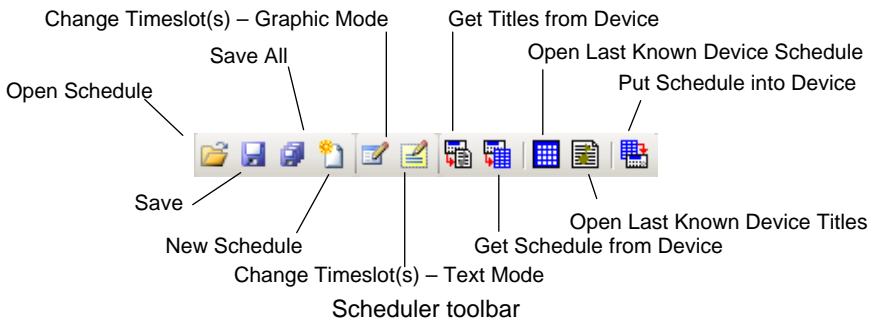
SCHEDULER

With the scheduler, you can view, edit, and save multiple weekly schedules to your personal computer. A schedule can be loaded into your bell control system at any time.

The text editing modes are useful for programming non-time strike events like Angelus and call to worship bells. The graphical modes are the best way to program time striking for certain times of the day.

Review the Weekly Schedule

On the main *Management Suite* menu, click the Scheduler button to open this application. A standard menu bar is located at the top of the window. Use the File menu to open and save schedules to your hard drive. Use the Edit menu to open additional panels for schedule editing and the Device menu to transfer data between the PC and the controller. Data transfer can only be accomplished when the controller is connected to your computer via the USB interface. Toolbar buttons can be used instead of the pull-down menus.

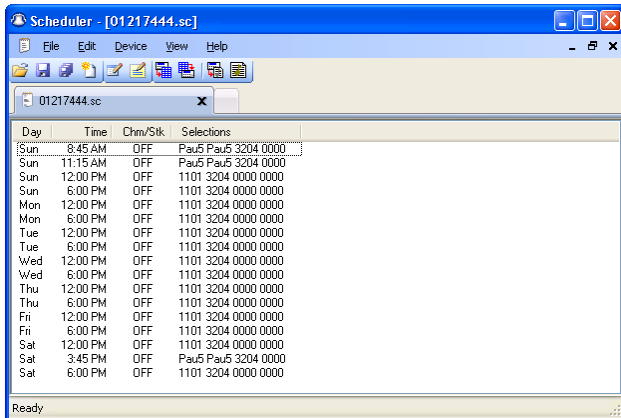


To open and view a schedule,

1. Select *New Schedule* from the file menu for a blank schedule, or
2. Select *Open* from the file menu to review a previously saved schedule, or
3. Select *Get Schedule from Device* from the Device menu to see the current schedule. Detailed instructions for this are on page 23.

Filter the Schedule Listing

Click the right mouse button in the empty space of the schedule to set filtering options to view all time slots, slots with time-strike options, or times with other events programmed.



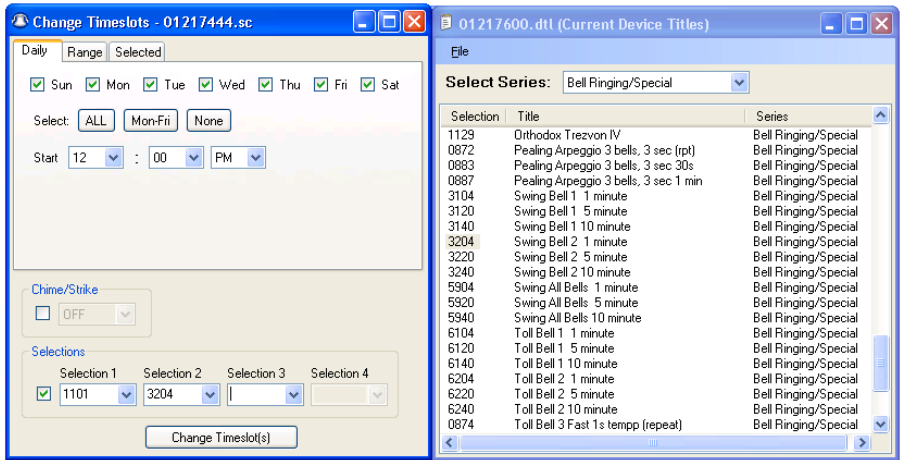
Schedule with Calls to Mass and Angelus Ringing

The schedule window lists the day, time slot, time strike mode, and selections for each quarter-hour of the week. Multiple schedules can be open at a time in the tabbed window viewing environment. It is a good idea to name and save your file when starting a new schedule and to save often.

Creating and Editing Weekly Schedules

The schedule data is predominant in the Scheduler window and is used to select certain timeslots or view the current schedule file. It is important to remember that the schedule you are working on is not loaded and active in the controller's schedule memory until it is put there (see *Uploading Schedules to the Controller* on page 21). Keep in mind that someone else may have edited the schedule on the controller since the last Scheduler file was uploaded into it.

A good habit to get into might be to get the active schedule (described on page 21) from the controller and save it as "backup-(today's date)" before making changes to it.



Daily schedule editing in text mode with title lookup.

Selections

You will notice four sets of “0000” for every quarter-hour under Selections in a new schedule listing. These are fields that hold selections for anything other than time strike programs. If you are entering a specific bell ringing operation, the selection number is entered directly into the selection field.

If you don’t want to begin ringing on the quarter-hour, a pause macro can be programmed to delay the beginning of the program. Pause macro codes are on the pull-down menu in each selection field. For example if you want to ring a swinging bell at 8:55, program an eight-minute and then a two-minute pause before the ringing code in the 8:45 time slot.

To erase a selection in the text edit mode, choose the blank selection from the pull-down menu, or enter four zeros.

Text Mode Editing Panels

Click the *Change Timeslot(s) – Text Mode* tool bar button or select it from the *Edit* menu. A window will open with a panel that allows you to change one time slot. Tabs at the top of the window allow you to select other methods of setting the time so that you can program multiple days, a range of time or only those time slots that you have selected in the schedule viewing window.

Although you can program changes to the time striking in the text mode editing panels, it is easier to do that in the graphical editing mode described

below. When you open a text mode editing panel the check boxes for level and time strike changes are unchecked to prevent unintended changes.

Selections may be programmed in the lower portion of the *Edit Change Timeslot – Text Mode* editing panels. Up to four selections can be entered per time slot from left to right. To enter a numeric selection, click your mouse in the selection window and then type the four digit selection number. The cursor will advance to the next selection window after you make the entry. To program macro codes for pauses use the drop down button next to the selection window, and select the code.

To erase selections you have entered, use the pull down button to select a blank entry. You should do this from right to left because the editing panel does not allow blank selections between programmed selections.

Add new events to the weekly schedule

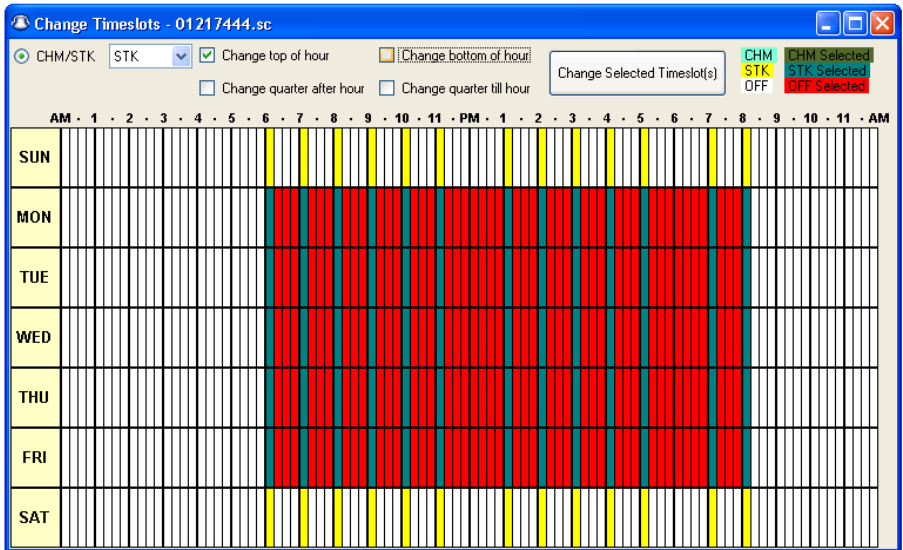
Click the *Change Timeslot(s) – Text Mode* tool bar button or choose it from the *Edit* menu. Select the *One Slot* tab to schedule an event that happens once per week. Select the *Daily* tab if you want the event to occur on more than one day per week. Select the *Range* tab for something that occurs hourly during the day.

Make changes to existing events

You should edit like timeslots together. That is, edit all of the call to worship (Mass) times, then the Angelus times.

1. Right click in the schedule list and select *View slots with selections*.
2. Click line by line in the main viewing window to highlight timeslots. Hold the control key while clicking with the mouse to combine your choices if they are not consecutive in the list. If they are consecutive, you can drag a selection box around them.
3. Click the *Change Timeslot(s) – Text Mode* button. A new window will pop up with tabbed panels that can be used to select timeslots and make changes. Use the *Selected* tab to edit the existing timeslots you have selected above.

Graphical Editing



Editing the Time Strikes in Graphic Mode.

Time strike options can easily be set in the graphic edit mode.

Click the *Change Timeslot(s) – Graphic Mode* button. This window represents each quarter hour of the week as cells of a grid.

White cells have the time strike turned off. The CHM (chime melody) mode is programmed in those time slots whose cells are colored light blue and have a musical note at the top of the cell. The STK (strike only) mode is programmed in those time slots colored yellow with a hammer at the top of the cell. These options are detailed below.

Selected cells change to red when they are ready to edit. To select the times you wish to edit in Graphic Mode, you may click single or multiple cells while holding [Ctrl] on the keyboard. You can click and drag a rectangular selection box around multiple cells to select a range of days and times.

Quarter-hour selection check boxes at the top of the window enable or prevent quarters of the hour from being changed. This allows you to modify only the top of the hour, or top and half for a selected range of time. Use the pull down menu to select the level or style of time striking and then click the *Change Selected Timeslots* button to modify the selected cells.

After making changes you can deselect all selected times by clicking in the areas to the left or right of the grid or beginning a new selection without holding the Ctrl key.

Time Strike Options

When CHM is selected, the clock-chime melody (Westminster Chime) plays on the selected quarter hour(s) and will be followed at the top of the hour with a toll of the hour. When STK is selected, the top of each hour is marked *only* with a toll of the hour, and all other quarters are marked by a single strike. When OFF is selected, no time announcement shall be rung for that particular quarter-hour.

For example, it may be desirable that the Westminster melody and time strike be used every quarter-hour throughout the day, and at night, only have the top and bottom of each hour tolled to minimize noise in the community.

Transferring Data to/from the Bell System

Get Titles from Device

Generally you only need to do this once. After that, the Scheduler and jukebox functions will remember the titles available. Click the *Get Titles from Device* tool bar button or choose it under the Device menu. You will be prompted to confirm; click OK.

After a moment a new window will be generated, displaying the available library selections. These are some of the most used special ringing functions stored in the system memory. Refer to the bell system operating manual for additional selections.

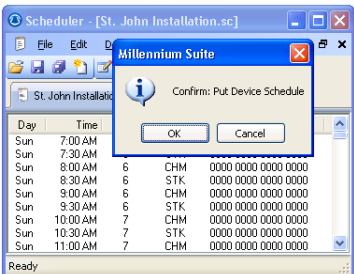
The *Show Device Titles* tool bar button is used to view this library once it is downloaded. This feature is a useful tool when composing your schedule, to look up numbers for popular ringing codes and options. You can use copy (ctrl-c) and paste (ctrl-v) to put these numbers into your schedule editing fields.

Uploading Schedules to the Bell System

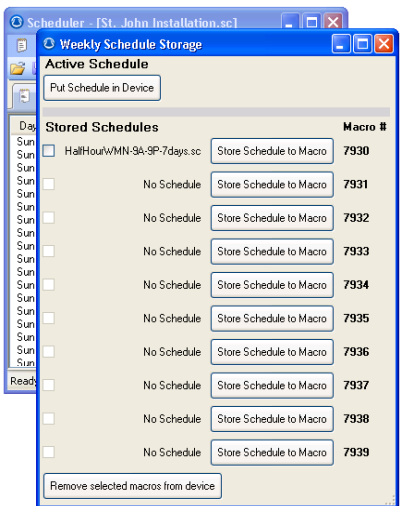
As you are composing a new schedule, it is a good idea to save the file periodically. When it is finished, it might be a good idea to double check codes and settings and look over the Graphic view.

Connect the controller to your personal computer. Open the Management Suite software. Notice whether it indicates “Not Connected” or “Ready.”

1. Click on the Scheduler.
2. Open the schedule you wish to load from where it was saved.
3. If the system is playing, wait for it to finish, or press the [Cancel] button twice to cause it to stop and return to the standby mode.
4. The schedule you wish to load must currently be in view. If multiple schedules are open in the scheduler, click on the tab of the schedule you want to load.
5. Click on the *Put Schedule into Device* button on the toolbar.
6. One of the following panels will open.



Free Management Schedule Storage confirmation – click OK



Premium Management Schedule Storage window

7. *Premium Management Suite Only* To store the schedule into active memory (the current weekly schedule), click *Put Schedule in Device* at the top of the window. Alternately save the schedule in FLASH memory so it can be made active later when a macro selection code is executed. The macro selection number is displayed to the right of each *Store Schedule to Macro* button. The file names of previously stored schedules are listed to the left of programmed macro storage buttons.
8. *Premium Management Suite Only* You can remove schedules from macros by selecting the check boxes on the left side of the Storage window and click the button at the lower left of the window. You do not have to clear macros before replacing them with new schedules.

Managing Multiple Weekly Schedules

Full Management Suite Only

Up to ten weekly schedules can be stored in FLASH memory to be transferred to active schedule memory when the associated macro code is executed. The macro code can be programmed anywhere a selection number is normally entered. It is generally not a good idea to place these schedule activation codes in a weekly schedule unless it is a temporary schedule and you want to replace it with a default later in the week.

Typically you will have a schedule for various times of the year. The one-time or annual event schedules are the logical place to program the schedule transfer macros at the appropriate time. The macro codes are 7930 – 7939.

Any edits made to the active schedule either from the system front panel editing screen or with the Scheduler application will not affect the copy in FLASH memory. The next time a macro overwrites active memory, changes will be lost if they are not saved with the Scheduler application. No provision is made to transfer a schedule to FLASH except with the Scheduler application.

Get Schedule from Device

Click the *Get Schedule from Device* tool bar button or choose it under the *Device* menu. You will be prompted to confirm or choose to retrieve a macro schedule. A new window will display the current schedule.

SPECIAL EVENT PROGRAMMING

Premium Management Suite Only

Special events are times you want the system to play automatically, but not on a weekly basis. Ringing for a special service that will not be repeated can be programmed in advance. Annual or One Time events can also be used to execute macros to transfer weekly schedules from FLASH memory to active memory.

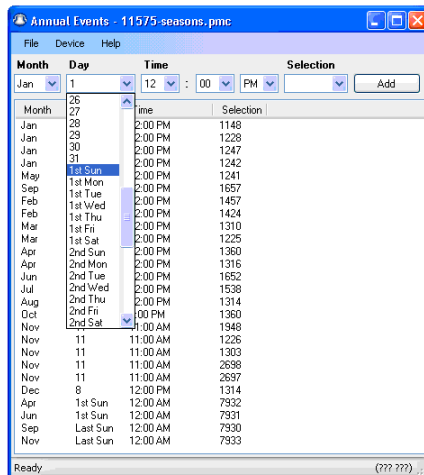
Events programmed at the same time will occur in the order they occur in the list. The list can be sorted by either double clicking the column headings or selecting events and pressing [Ctrl]+[cursor Up] or [Ctrl]+[cursor Down] keys.

Annual Events

A typical annual event is defined by a month, date, time and a selection number. In addition to hard dates, you can also define a day in the first, second, third, fourth or last week of the month.

One-Time Events

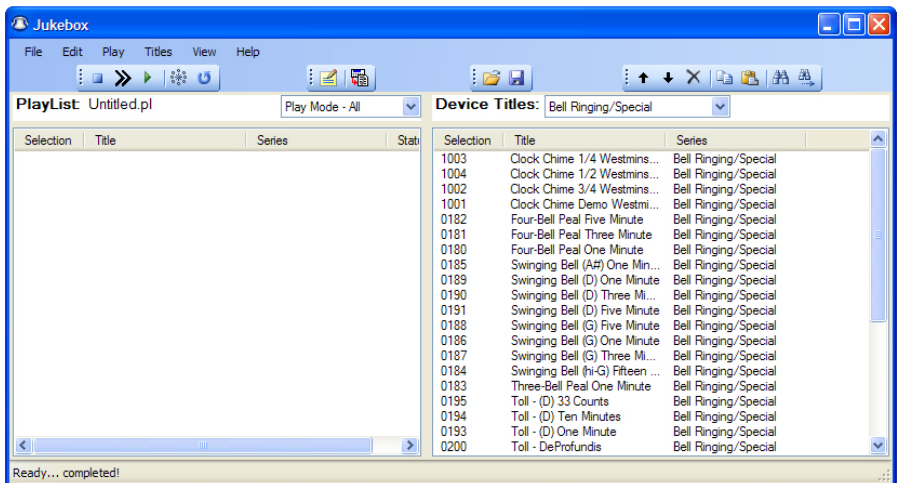
Any selection can be programmed to play once for special events or memorials. One-time events are programmed exactly like the annual events with the addition of an input field for the year.



JUKEBOX

Although the Jukebox is of limited value to bell control systems, it can be used to audition the various ringing options, so we provide it for your convenience. The Jukebox lets you create and save play lists that can be used for special events and concerts. It is much more flexible than the controller's built-in manual mode.

Connect the bell control system unit to your computer, and then open the *Management Suite* program. Note whether “Ready” status is indicated. Click the Jukebox button to open this feature. If the controller is not ready, either wait for the automatic operation to finish, or open the *Remote Control* panel to cancel the current operation.



Jukebox, ready to make a Play list.

If the right pane in the Jukebox window is empty, you need to get the library listing controller unit. Go to *Titles - Get Titles from Device* or click the button on the tool bar. It should display the list momentarily. Familiarize yourself with the menus and available options. Context menus for each pane are available with a right mouse click.

Building a Play List

A play list must be created before special functions can be played by Jukebox. You can save play lists for different occasions in separate files.

Adding Selections

Once a desired title is found, you may simply drag-and-drop the number into your play list from the current title list. *Copy* and *Paste* can also be used by right mouse clicking in the appropriate list, using the toolbar buttons, Edit menu, or [Ctrl+C] (copy) and [Ctrl+V] (paste) on your keyboard. Keep in mind that multiple selections can be highlighted before bringing into the play list window by using [Ctrl] and/or [Shift].

Note that only the selection numbers are highlighted when selections are marked. Selections can be repeated in the play list any number of times.

Moving and Deleting

Selections can be added to the play list in any order. Re-order the play list using the *Move Selections Up* and *Move Selections Down* buttons. Another easy method is to use [Ctrl] and/or [Shift] to highlight selections, and then click and hold left-mouse while dragging to any position on the list where you wish to drop them. Selections will be grouped together in one block, in the same order they first appeared. Note, however, that the move up and down commands keep the original number of “gaps” between multiple, spaced apart selections when moving, whereas dragging with the mouse lumps them together.

Another way to change the order is to double click the column headings to sort by selection number or title. Re-ordering in this way does not flag the file for saving (by putting an asterisk next to the file name). You must intentionally save the sort order if you want to keep it.

The delete function (“X”) will take any and all selected titles off of the currently open play list. There is no undo for deletions.

Create Title

There may be cases when you wish to rename a selection to something more familiar or create a personalized description. The selection will usually need to be an existing entry from your Device Titles list. Click on Create Title in the toolbar, enter the appropriate code number, enter your new title.

Depending on the model and customization of your controller, it is possible to obtain selection numbers that are not listed under Device Titles.

Play Menu and Options

The three play controls are *Play*, *Next Selection* and *Cancel All*. You can also start playing the playlist from the bell system remote control if the playlist is displayed in the active Jukebox window.

Play Mode

Pull down your choice of *All* or *Selected*. For the latter, if you wish to only play certain selections from the chosen play list hold [Ctrl] and/or [Shift] on your keyboard to help highlight the selection numbers you want to play. Note that if *Play Mode – Selected* is active, but no selection numbers are marked, clicking *Play* will have no result.

Selection Advance, Stop, and Closing

The *Advance* button is clicked to cancel the current selection being played and begin playing the next selection. To cancel the entire concert, click the *Stop* button.

If you close the Jukebox window during playback the concert will conclude after the current selection has completed.

Remote Activation

When a playlist is open in the active window, the PLAY button on the remote control will activate the current play mode. Pressing the STOP button once will cancel the current selection and begin playing the next selection. Pressing the STOP button to cancel the current selection, then pressing immediately again will cancel the remainder of the play list.

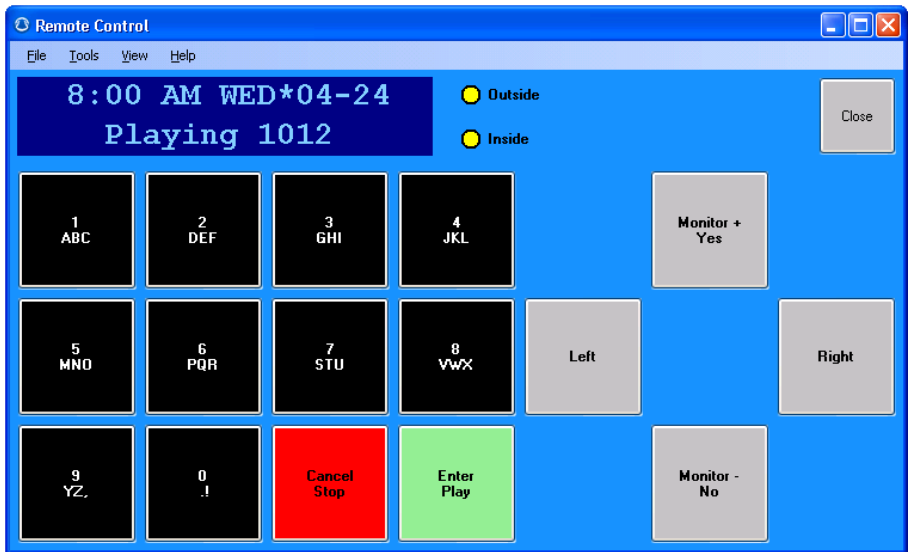
Viewing Options

Full screen mode can be selected from the *View* menu and serves as a large sign for passerby to see what is being played in a kiosk situation. This screen is customizable from the *ChangeFullScreen* panel of the *View* menu. Right-click to exit full screen mode or press [Esc] on your keyboard.

REMOTE CONTROL

This feature of the *Management Suite* looks and operates very similar to the front panel of your controller. The keypad operates the same, and the display will show exactly what appears on the control head. You can operate the bell system when sitting at your computer, out of reach of the device. If you can remote into your computer you can control your bells from anywhere in the world.

Click the Remote Control button on the main menu to open the remote panel shown below. Refer to the bell control system operating manual for operational features and menus.



Remote Control works as if you are in front of the control head.

An alternative to mouse-clicking buttons in the Remote Control is to use your computer keyboard. Refer to the following table for these shortcuts:

Remote Control - Computer Keyboard Shortcuts	
Controller Keypad button	PC Keyboard button
0	0
1	1, F1
2	2, F2
3	3, F3
4	4, F4
5	5
6	6
7	7
8	8
9	9
Cancel/Stop	Esc
Enter/Play	Enter/Return
Cursor ↑ → ↓ ←	↑ → ↓ ←
	End (to Exit)

Control from Anywhere

Splashtop.com, GotoMyPC.com and LogMeIn.com are resources for remote control software that allow you to control the carillon from other computers and mobile devices.

You can customize the button sizes for fitting your touch-screen, PDA or smart phone that you use to remote into your system. Use the *Button Size* and *Button Layout* options under the *View* menu to arrange the buttons to fit your screen.

UPDATE FIRMWARE

This feature is used to update the firmware in your Carillon unit. The latest standard firmware is included with each release of the Management Suite software.

If customized features have been installed on your system, or foreign language support, these features may be lost if you update your firmware with the standard firmware supplied. Call if you are not sure if you need to update.

After launching the update application, click the *Update* button in the window. All of the update files that are applicable to your system will be displayed. The last four digits indicate the revision number and year of release in the format RNYX. Use the highest revision number of the most recent year when you select the file.

If we email the firmware update file to you, save the attachment to your desktop, and then drag it into the Open file dialog windows so you can select it.

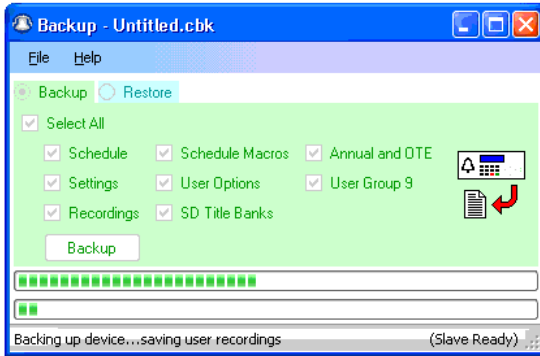
UPDATE LIBRARY

Instructions for updating your library will be supplied along with library update files.

If a library file is emailed to you, the easiest way to get it into the proper folder for the Management Suite is to click on the *Update Library* button, then drag the files into the file dialog screen.

BACKUP

You can perform various backups of important files and settings using this feature.



Schedules and setup data can be backed up all at once or into separate backup files.