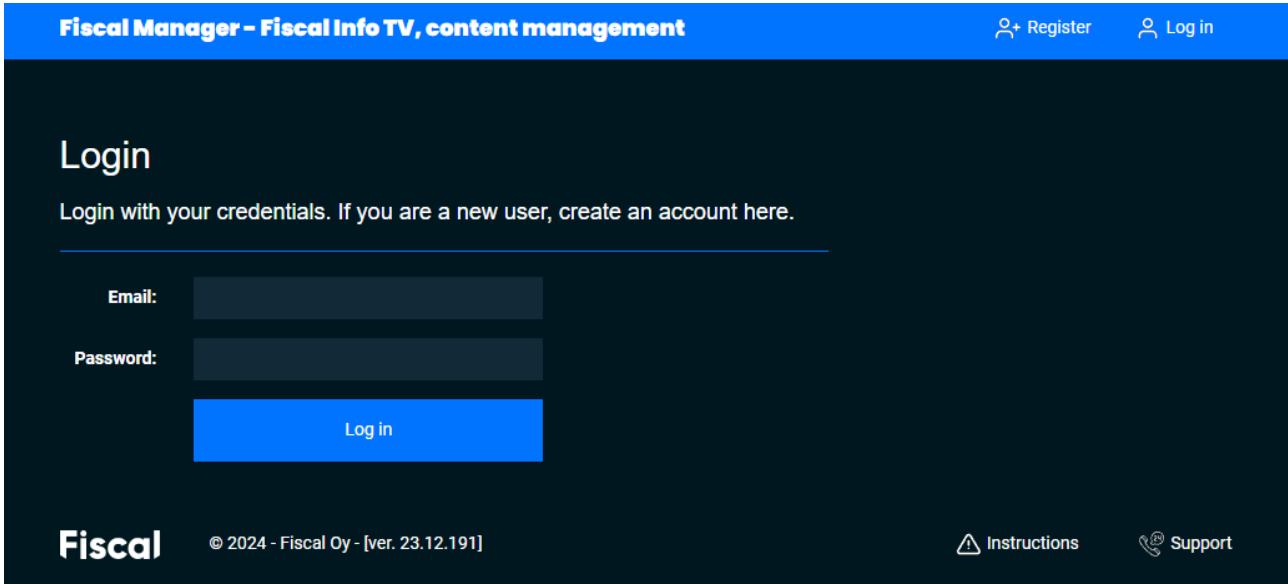# User manual for the program
Fiscal Manager

The Fiscal Manager program is browser-based. It has versatile individual file timing. As before, the program does not edit the presented material, but only determines where and when the desired file is displayed. File format support is really extensive, as up to 48 different file formats are supported.
You log into the program with an email address.

You can log in to the program with your own email address and password.
Note that the root user gives you access to the necessary screens. If you do not have rights, you cannot proceed. These instructions and support information can be found in the lower right corner of the page.

TABLE OF CONTENTS

1. REGISTERING AS A NORMAL USER

When you log in as a normal user, you go directly to the main view:
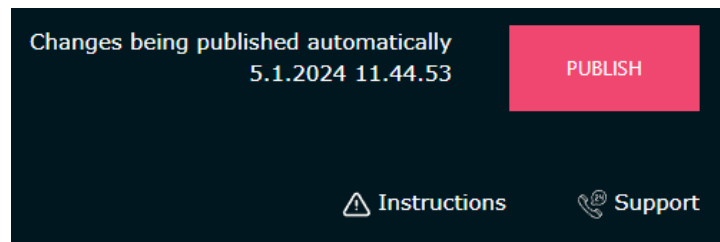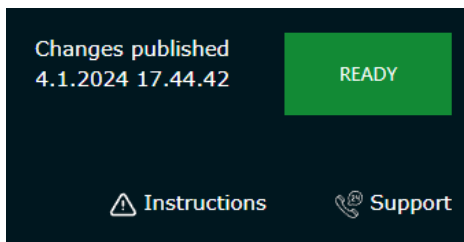

On the left side of the view is the Files list, above it the transfer and delete buttons, in the middle the Add Files buttons and on the right the Displays list.

The User's Default Settings button is below the file list.
The publish button is below the display list (showing now green as "ready").

You can view these instructions from the link "Instructions" in the bottom right.

2. CONTROL BUTTONS

Changes published 4.1.2024 17.44.42	**READY**		Changes being published automatically 5.1.2024 11.44.53	**PUBLISH**
⚠ Instructions	📞 Support		⚠ Instructions	📞 Support

At the bottom right is a button, "Done" / "Publish". Publish your changes when the button is red, when the changes have been published, the button's color changes back to green.
You can make all the changes / additions you want at once and finally publish the changes. Changes are also published automatically 10 minutes after your last change. Next to the button, you can either see when the changes were last published (ready status) or when the changes will be published automatically (publish status).

In the top middle, "Add files". You can select one or more files to be added to the file list with default settings. (Changing the default settings section 6)

Center second from top, "Add UNC". Adding the UNC path to the file list with default settings. (Changing the default settings section 6)

Add UNC path ✕

Add the UNC path with name of the file:
(for example: \\server\share\file.jpg)

\\

CANCEL   ADD UNC
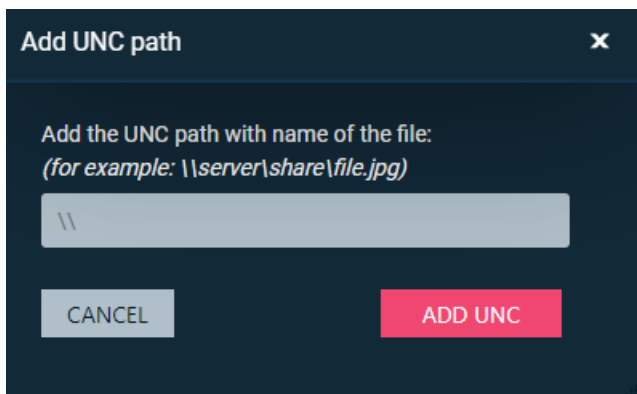
In the middle, third from the top, "Add WWW". Let's add the WWW page to the file list with default settings. (Changing the default settings section 6)

- With the selection "HTML" - the address of the www page is added

- With the selection "Mediaplayer" - add an address with ports from which video streaming is received using Windows Media Player at the reception

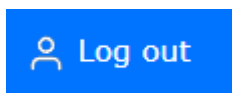At the bottom left is the button "User's default settings", here you can change the settings that the file gets by default when you add it to the file list. See section 7 for more details on the default settings.
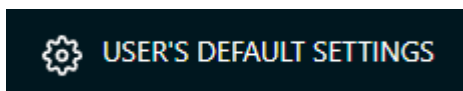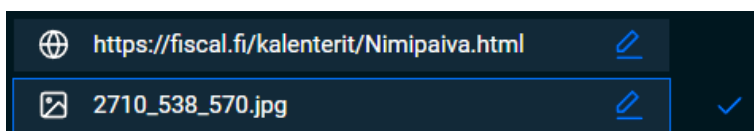

In the upper right corner, there is a "Log out" link, it closes the program and returns to the main page.
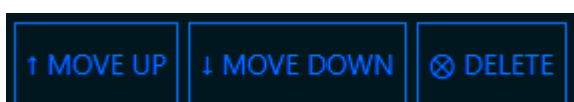

3. FILE MOVE AND EXIT BUTTONS:

When you click on the item on the right side of the name field in the Files list, a blue "barb" appears on the right side of the name field, now you can:


- move the selected file up with the "move up" button
- move the selected file down with the "move down" button
- delete the selected file with the "delete" button

4. FILES LIST

In the Files list, you can see the files of the screens that you have the right to make changes to. The files on the list are played at the best time or their Play Time is somewhere in the future. Files are presented in order from top to bottom. When the presentation time has ended, the system removes that file from the file list.
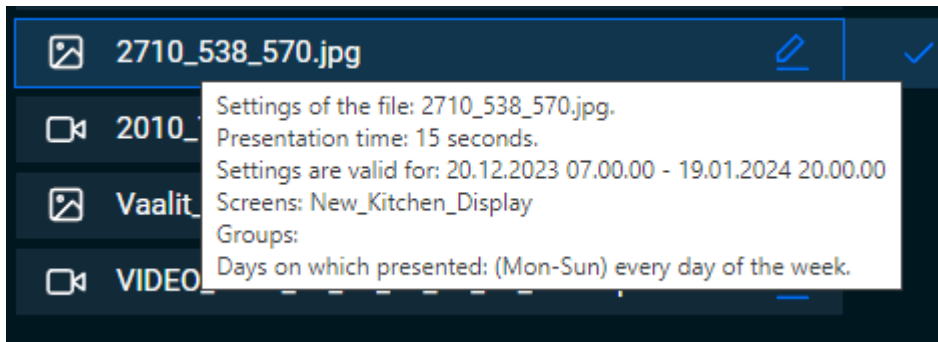
By moving the mouse over the name of a file in the file list, you can see on which screens and when the file in question is shown.

You can change the settings of the files in the file list by clicking on the desired file name, then the file settings view opens.

You can change the start and/or end date and times of the file. Please note that the times are rotating times.

If you want the file not to be presented on weekends, remove the checkmarks from Sat and Sun in the "Days on which presented" section.

In the "Duration (hh:mm:ss)" section, you can define how long this file will be presented when it's time to present it. Files are presented according to the file list, from top to bottom.

In the "Screens" and "Groups" sections, the screens on which exactly this file is to be displayed are specified.

Remember the choices below the picture. When you save the changes, the color of the "Done" button changes to red and its name "Publish", in addition, the time when the changes will be published automatically is written below. You can make all the changes you want and only then publish them at the same time.

Settings of the file: 2710_538_570.jpg   ✕

Start date: 20.12.2023

End date: 19.01.2024

Duration (hh:mm:ss): 00 ▾   00 ▾   15 ▾

Start time: 07.00

End time: 20.00

Days on which presented:
☑ Mon ☑ Tue ☑ Wed ☑ Thu ☑ Fri ☑ Sat ☑ Sun

Screens:
- ☑ DemoPlayer_10
- ☑ DemoPlayer_11
- ☐ DemoPlayer_12
- ☐ DemoPlayer_120
- ☐ DemoPlayer_13
- ☐ FiscalTH
- ☐ FiscalTH1
- ☐ FiscalTH2
- ☑ New_Kitchen_Display

Groups:

CLOSE   ADVANCED SETTINGS   SAVE CHANGES AND CLOSE

The advanced settings button opens the advanced settings window below.

CLOSE   ADVANCED SETTINGS   SAVE CHANGES AND CLOSE

☐ Default file of the touch screen   0 ▲▼   delay in seconds (1-100 sec)

☐ Default file of the motion detection   0 ▲▼   delay in seconds (1-100 sec)

☐ Show all visible files in the directory

☐ Use the file in ticker text

☐ Use file as wallpaper (.bmp only)

Effect with which the file changes: No effect ▾

The selection "Default file of the touch screen" and the delay setting after it tells that when the screen is touched (so a touch screen is required) other files will stop playing and this file will be shown in a delay for the specified time. The delay time always starts from the beginning when the screen is touched. This way it is possible to browse interactive pages, e.g. instructions. When the screen is no longer touched, the presentation returns to normal when the delay time is up.

The selection "Default file of the motion detection" and the delay setting after it tells that when the detector detects motion (requires a separate detector) the presentation of other files will be stopped and this file will be shown in a delay for the specified time, the presentation will return to normal when the delay time has reached its end.

The option "Show all visible files in the directory" only works for the shared directory referenced by the UNC path, the file with the name in the UNC path does not need to exist, as the contents of the directory are always read in their entirety and the files in the directory are presented in alphabetical order using all the same Presentation time settings. You can add, delete or modify the files in the directory and the changes will be shown with a short delay in the presentation.

The option "Use the file in ticker text" allows you to "scroll" your own or news feed at the bottom of the screen. The feed must be located either in a shareable directory (reference on a UNC path or on a www page. The feed must be in the correct format (see e.g. YLE's RSS feeds **https://yle.fi/uutiset/rss**) and the file format must be xml or rss.

The option "Use file as wallpaper" enables a bmp file type to be loaded in the background of the presentation, this is useful when the Player program is run at a lower resolution than the screen resolution, in which case the background image is visible on the edges and/or on top of the presented material.

The option "Effect with which the file changes" allows the next file to come from the desired direction and the currently displayed file to exit as desired.
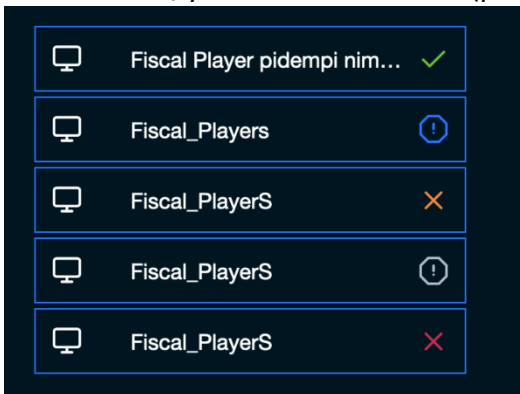The options are:
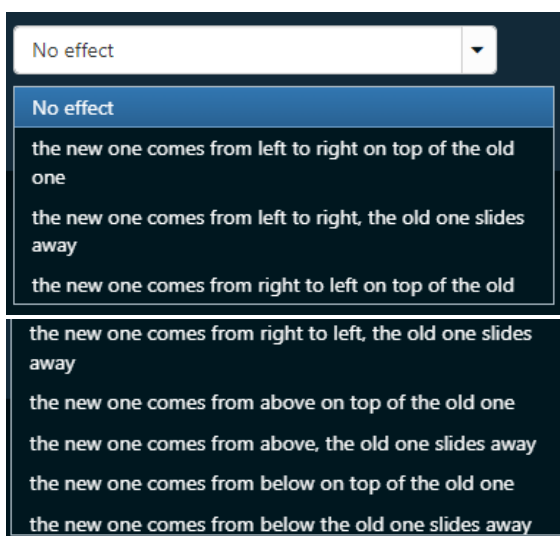
5. SCREENS
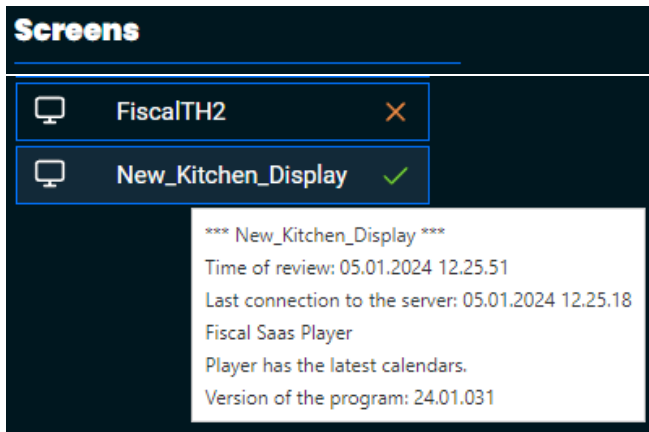
The screens list shows all the screens you have rights to. When you move the mouse over the screen name, you can see its status (picture above)

The colors also tell what is the state of each screen:

✓ **Green**, the screen has the latest calendar and it was connected to the server less than 10 minutes ago, the player has all the files.

ⓘ **Blue**, the screen has the latest calendar and it was connected to the server less than 10 minutes ago, the player is missing files.

✗ **Orange**, the screen has the latest calendar, but it has not been connected to the server for more than 10 minutes.

⊘ **Black**, the screen does not have the latest calendar. The player has been connected to the server less than 10 minutes ago.

Red, the screen does not have the latest calendar and the last connection to the server was more than 10 minutes ago.

When you click on the name of the screen with the mouse, you will get a list like the one below of the files that are configured to be displayed on the screen at that moment.
To the left of the file name is the presentation time of the file.

6. USER'S DEFAULT SETTINGS

Each username has its own default settings. The default settings define the settings that the file initially receives when it is added to the file list. The default settings should be set so that they are as close as possible to the most frequently used settings, in which case the user can get by with only small changes in the file settings.

Below is how to set the default settings.

- You can define a default presentation time for each file by file type
- When you put zero as the start date, the presentation starts today, if you put number one it starts tomorrow and number two the day after tomorrow, etc.
- The start time is the start time of the daily presentation time (time of day)
- Duration days are counted from the start date
- End time is the end time of the presentation time (time of day)
- Presentation days define which days of the week you want the file to be displayed
- Effects determines how the file will appear in the presentation
- Screens define on which screens the selected file is to be displayed.

Once the changes are made, save the changes. The next time when you add a file to the file list, it will have the values you just set.

7. CHANGING PASSWORD

Once you're logged in, click on your username.

Click "change password"
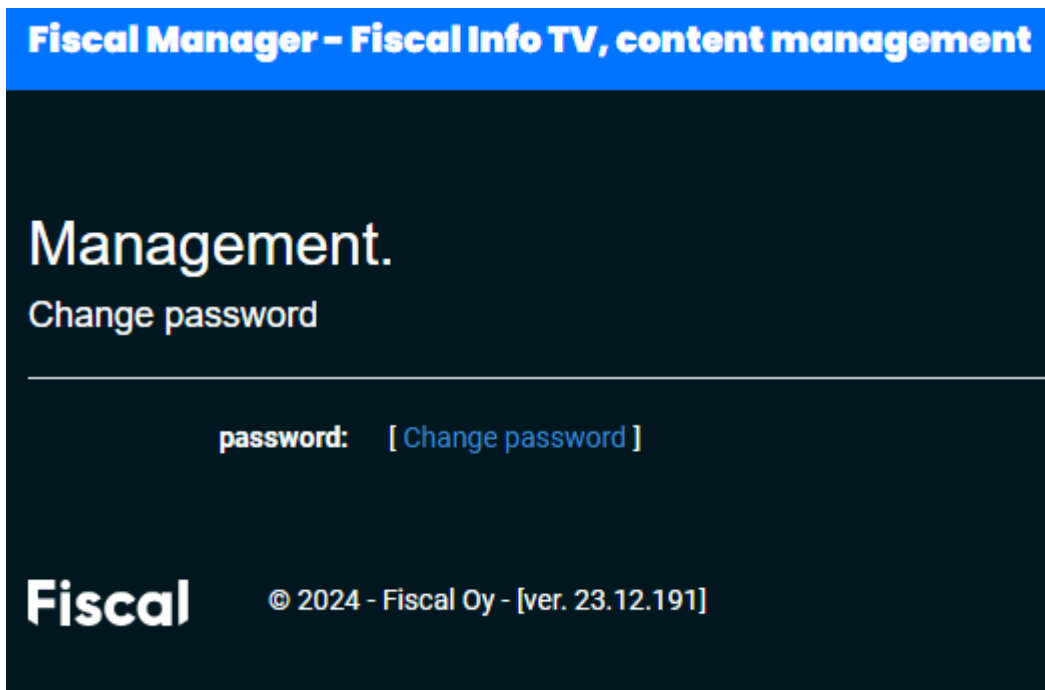
Enter both the old password and the new password and confirm it, finally press "Change password".

Note that the password must be at least 6 characters long and must contain numbers and one special character.

Fiscal Manager – Fiscal Info TV, content management
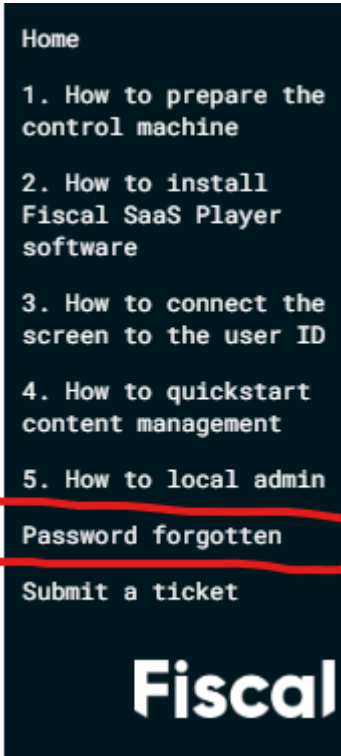
Change password.

Changing your password

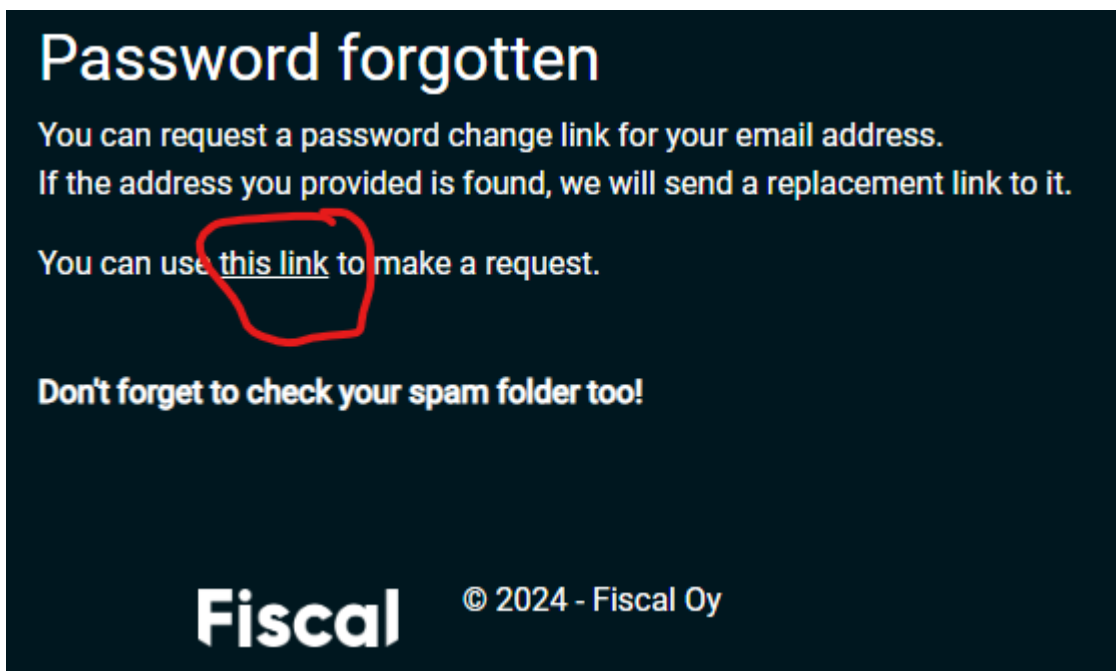Old password:

New password:

New password again:

Change password

Fiscal

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8. FORGOT PASSWORD

Goto supportsites https://fiscaldisplay.com/supportsite/

In the left menu, click "Password forgotten"

next you will see instructions and click "this link"

Enter your email address and press "Email Link"

If the e-mail address you provided is found in the system, we will send a return link to the address.

Click the "link"

The password reset view opens.
enter your email address, the new password you chose and enter the new password again. Finally press "Reset".

Now your password has been changed and you can log in with your new password by clicking the "click here to log in" link.