Radiohost setup

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Introduction

This manual is intended for first time users of the Radiohost system and will guide you through the setup and use of the system.

The Radiohost system is a comprehensive system and this manual and the system itself might seem overwelming for first time users of the system. We hope you will take the time to read this manual carefully to understand the many extra features a mature radio automation system, can offer compared to smaller and simpler systems.

Before reading this manual you should read the information pages on www.radiohost.com, where the modules are explained shortly. The reader of this manual are expected to know the different modules in the Radiohost system briefly.

In this manual we use the following format conventions:
Named keys on the keyboard are simply capitalized, e.g., Enter, Shift, Ctrl. The space bar key is shown as \{space\}. When we wish you to use a letter, symbol or number key, they are shown in parens, e.g. (s)(+), or (2). All letter keys used as commands are lower case.

When a sequence of keys must be pressed at the same time, we represent this sequence by the key name and the plus (+) symbol. For example:Ctrl+Alt+Delete, Shift+(n)

Particular names of files are listed in upper case italic type, e.g. FILENAME

The names of Windows\\\\ file folders, are shown in lower case in brackets, e.g. [file], [window], while various file folders and commands appearing on pop-up menus in the Radiohost, Broadcast, Communicator, and Heavy Rotation software applications are shown by means of upper case names in brackets, e.g. [PREFERENCES-SETUP], [GET FROM FILE].

Named icons and buttons are simply shown in bold capitals, e.g. OK, START

When you are asked to type something without pressing the Enter key, you are directed to "type" the information.

When you are directed to type the information and press the Enter key, you will be directed to "enter" the information.

"Highlight" or Highlighting a file, means to move the cursor to a file shown in a list, and left-clicking on the mouse. The display will change, "highlighting" the file you select.

When you need to make a selection of a particular command shown on the screen, you will be directed to "select" or "click" on that information by moving the cursor to an icon or "button" and clicking the left mouse button (left-click).

When asked to select an item from the mouse menu, it means right clicking the mouse to bring up a menu and select the item requested.

Windows, Windows95, Windows98, Windows NT, Windows 2000 and Windows XP are \\\\

Microsoft Corp.
Radiohost, Broadcast, Communicator, Heavy Rotation, Easy Spot, and Data Server are \\\\
Radiohost ApS

Installation

Installation on 1 PC

If running the Radiohost system on a single PC, for example for testing purposes or for small setups, simply run the installation files found at www.radiohost.com and the system can be used from the PC where the modules was installed.

You probably want to install at least Broadcast and Data Server for testing purposes.

Network Installation

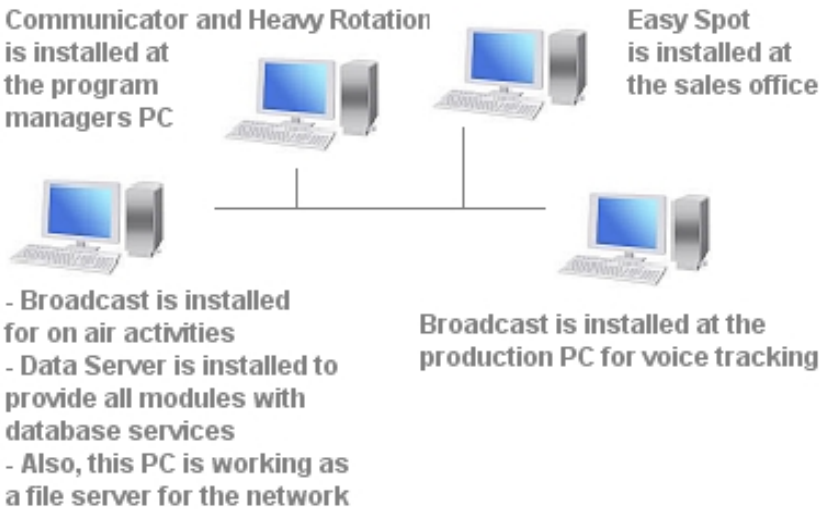
The radiohost system is installed module by module on the PCs from where the modules will be used. It is not possible to install the modules on a central file server and from this file server run the modules from other PCs in the network.

The installation files for all modules can be downloaded from www.radiohost.com.

Installation is simply made by running the setup.exe files at the PCs where the module should be used.

Network installation example

A station wants to make a setup of a starter package, an extra Broadcast module for voice tracking and an Easy Spot module for commercial booking. The on air PC will be used as a database server and a file server as well. Some stations like this setup rather than using a dedicated file- and database server wich is also a possibility.



Setting up the network and PCs

For making the Radiohost system run in a network installation the network needs to be configured for this pupose.

TCP/IP

First the network should be able to use the TCP/IP protocol. Data server uses a TCP/IP network to communicate with the clients. Be sure you have a running TCP/IP network before you link the applications to the server.

IP addresses

You can use any IP address in a private network. However, some IP addresses are saved for private purpose and you might as well use these, unless you internet provider has installed IP addresses on any computer in the network.

The addresses for private use are:

10.x.y.z

172.16.x.y - 172.31.x.y

192.168.x.y

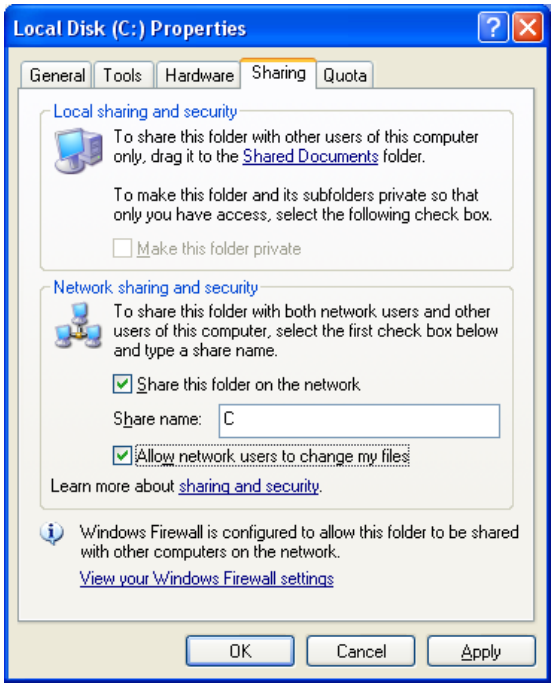
If you want all computers to have access to the internet you need a Router to convert the IP addresses. Contact you internet provider or network administrator for more information.

Share names

In the network you need to set up a share name for a hard drive or other drive to be available from the network.

The share name must be the same name as the drive name and the drive should be shared at root level.

This means if your music is located on c:\music\1990s.... you must share c:\ using “c” as share name. It is not sufficient to share c:\music.



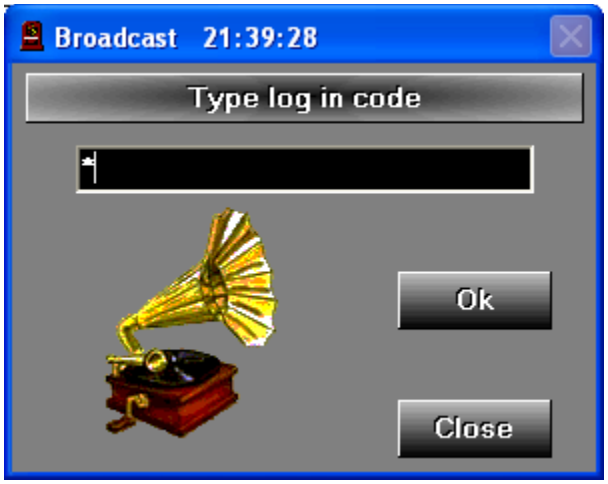
Basic Radiohost setup

To run the Radiohost system in a network, the basic setup is similar for all modules of the Radiohost system.

1. Log in as administrator
2. Name the modules
3. Define the module links
4. Add the users of the system
5. Setup directory access for each user

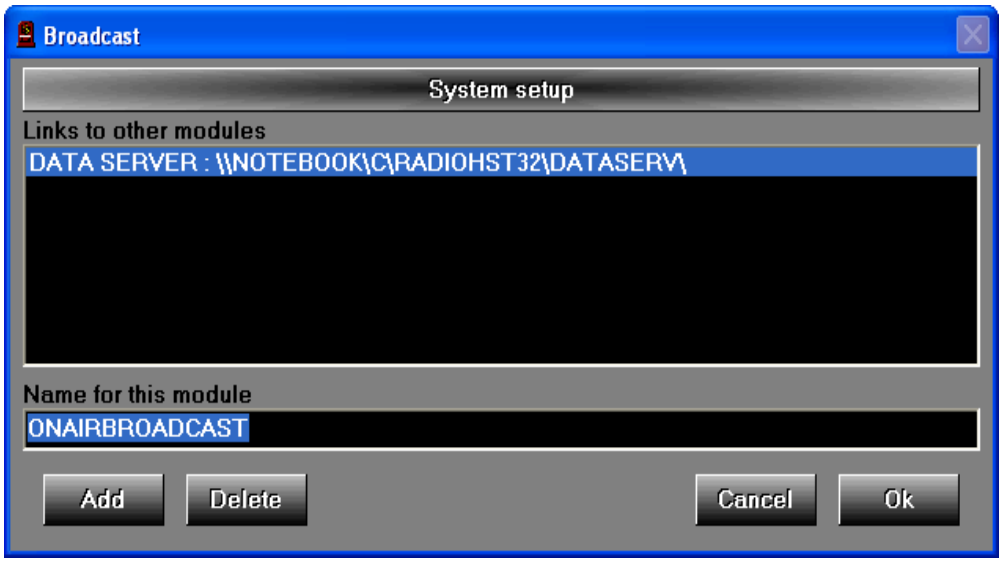
Administrator log in

When Broadcast is first installed the default log in code is "1". This log in is as administrator and when using it you will see the **SUPERVISOR SETUP** window on log in. Read more about the setup of users under the users topic.



Module names

As the modules will be linked in a virtual Radiohost network, the modules need to be given unique names. Choose some names you also want to use between collegues when refering to the different modules at the station. Examples for names could be Communicator1, OnAirBroadcast, etc.



Module names are entered in the **SUPERVISOR SETUP - [SYSTEM] - SYSTEM SETUP - NAME FOR THIS MODULE**.

Important!: Do NOT change a name for a module if the module is used as a reference for a link to a music file in the database CARD FILE. This will make the link to the file invalid and the database can not “see” the file afterwards. Please read more about this in the manual for the database CARD FILE.

Module links

A module link is a link to show where the module can find the sound files in the network and where the module can find the Data Server. Data Server is the database in the Radiohost system. The link is refering to the name of another Radiohost module. One way to setup a Radiohost system is to have a central PC where all common files are located and a PC to run the Data Server. This PC is often the same PC as seen in the *installation example* but it can also be two individual PCs.

Module links are entered in the **SUPERVISOR SETUP - [SYSTEM] - SYSTEM SETUP - LINKS TO OTHER MODULES**.

In the installation example the Broadcast in the main studio is named ONAIRBROADCAST. ONAIRBROADCAST does not need to see files on any other PC in the network as ONAIRBROADCAST is installed on the file server. The only link in ONAIRBROADCAST is to the Data Server.

Communicator in the installation example does need to access the files and directories at the main PC. Therefor a link to ONAIRBROADCAST is added as well as a link to DATA SERVER. Communicator doesn't need to access files on any other PCs than the file server and no other link is added.

Heavy Rotation, Easy Spot and the Broadcast at the production PC, have the same links as Communicator. The file server is used as a central storage for all modules in the Radiohost systemet.

As it appears the access to a directory in the network is made as a reference to a Radiohost module. The reason for this is to make the files portable to a new PC.

As the reference to a file is ONAIRBROADCAST/c/dir.../file1, ONAIRBROADCAST and the files can always be moved to another PC.

When the link in Communicator is updated to refere to the new PC where ONAIRBROADCAST is located, access to the files will look the same as before.

Test transfer rate

With this feature you can test the transfer rate as a combination of your hard drive and network.

The test transfer rate window

Right-click the links section and choose "Test transfer rate" to bring up the Test Transfer Rate window.

Read/write test

You can perform a read only, a write only and two mixed transfer tests. To change the test you need to double click on the line in the list box.

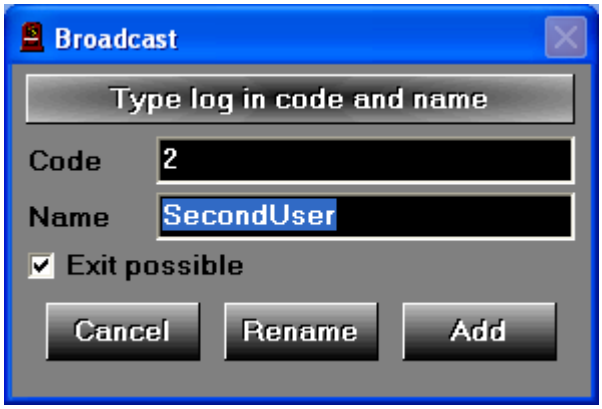
Testing

Click the test button to perform the test. The result is measured in kb/s.

User setup

In every module you can add a number of users to control access to different features in the module.

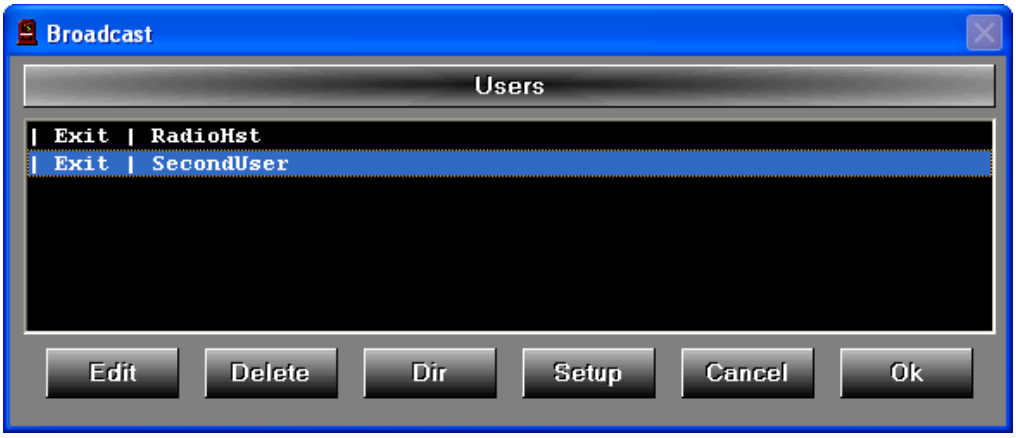
A new user is added at **SUPERVISOR SETUP – USERS.** Click EDIT to bring up the TYPE LOG IN CODE AND NAME window.



Enter a password in the CODE field and a username in the NAME field. If the user is allowed to exit the main window in the module check the EXIT POSSIBLE marker. Now click ADD to add the user.

Data for an existing user can be changed by selecting the user in the users list, click EDIT, edit the data, and click RENAME.

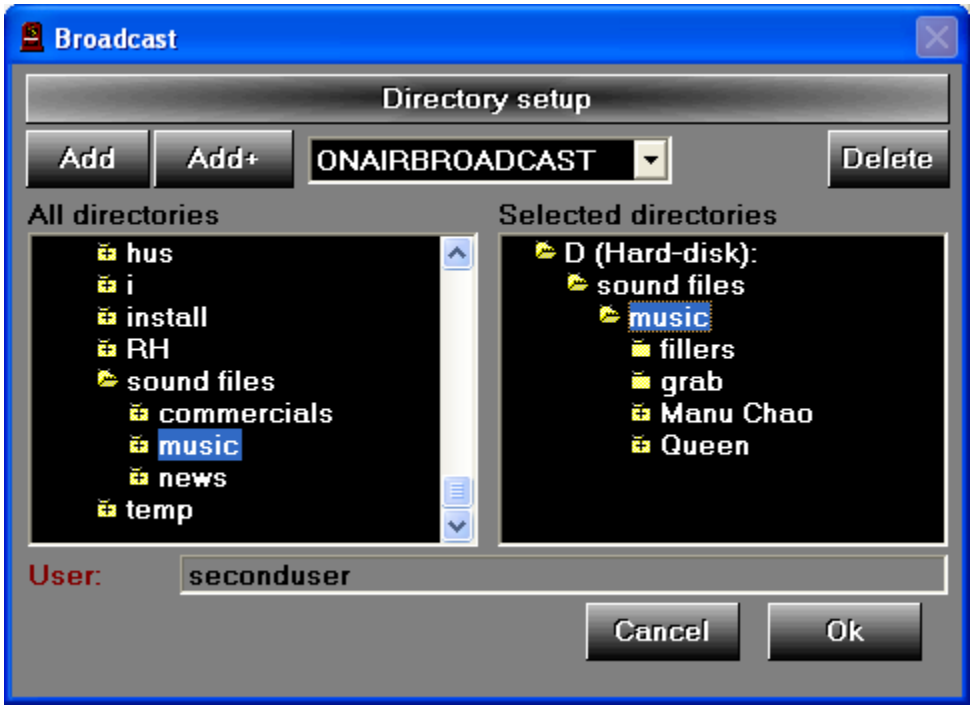
After adding a user the users list is shown including the new user. The user at the top of the list is always the administrator.



Directory access

The user can be granted direct access to any directory at the PCs where a MODULE LINK has been created.

At **SUPERVISOR SETUP – USERS**. Click DIR to open the DIRECTORY SETUP window. Select a module link in the drop down list at the top of the window. As the module link is a reference to a PC in the network, the directories at this PC will show up in the left column.



Now, browse to a directory. There is two ways to provide access to a directory. Clicking the ADD, only the selected directory will be accessible. Clicking the ADD+ the selected directory and all sub directories will be accessible for the user.

Please note that if a directory is added after the setup, it will not be accessible, even if it is a subdiretory added with ADD+. A new directory should always be added manually to be accessible.