

# WinCue Pro News Nexus

## Version 1.3

### User Guide



## About this guide

The WinCue Pro News prompting solution has been designed for general production and prompting; its features include Runorder management, simultaneous prompt, edit, and script timings calculation. WinCue Pro News can also be used to connect to networked newsroom systems; by doing this WinCue Pro News is able to open scripts, sent from a third party newsroom system, and then prompt them. This user guide has been produced to explain to you how to set-up and use WinCue Pro News with the NEXUS newsroom system.

## Audience

This guide is for all users of the WinCue Pro News NEXUS prompting software. From complete WinCue novices to experts, this guide should be useful to all, providing a quick reference for experts and systematic help for novices. The pre-requisites to using this guide are that you are familiar with the Microsoft® Windows environment, in particular that of Microsoft® Word.

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# 1 Set-Up

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## 1.1 NEXUS Set-Up

WinCue can communicate with the NEXUS newsroom system via Serial, TCP/IP, or SPX connection.

As the newsroom system that WinCue will be connecting to is specific to the client site the NEXUS interface set-up is completely reliant on the settings of the newsroom system, WinCue is configured to match its settings.

Before moving onto the next section of this User Guide make sure that you take note of the configuration settings of your NEXUS newsroom system.

You will be able to find the relevant information on configuring the NEXUS newsroom with third-party software in the NEXUS User Guide provided with your system.

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**Note: The configuration of NEXUS news system should be carried out by NEXUS Administrators only.**

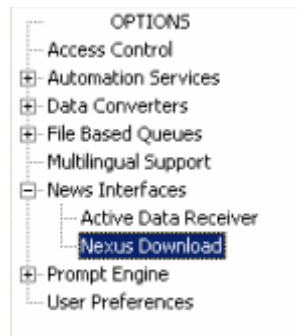
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# 2 Configuration

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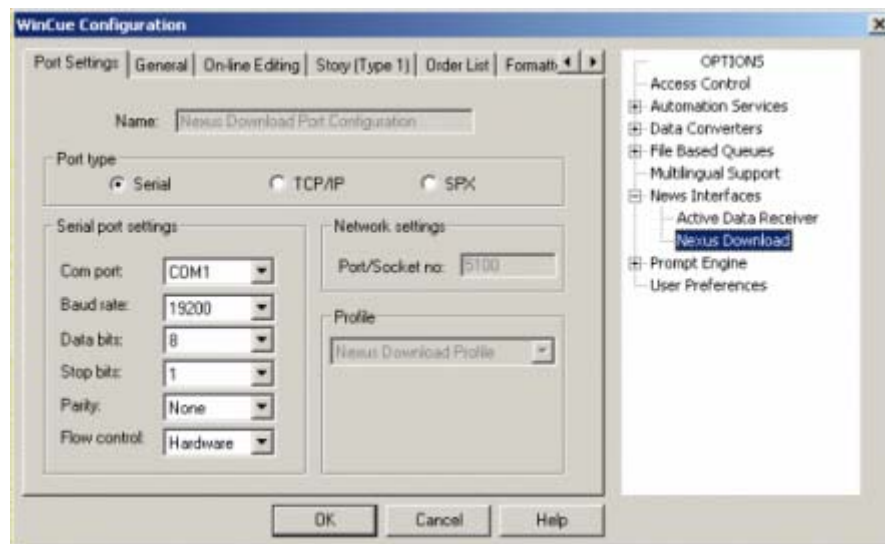
## 2.1 WinCue Configuration

In WinCue, click on the Tools menu and select Options, a WinCue Configuration window will open, from here click on the News Interfaces option and then on the NEXUS Download option. The settings for the NEXUS interface will appear opposite; it is here that you configure how WinCue and NEXUS communicate.



### 2.1.1 Port Settings

The Port Configurations tab is where you set-up how your WinCue machine is going to communicate with the NEXUS newsroom system.



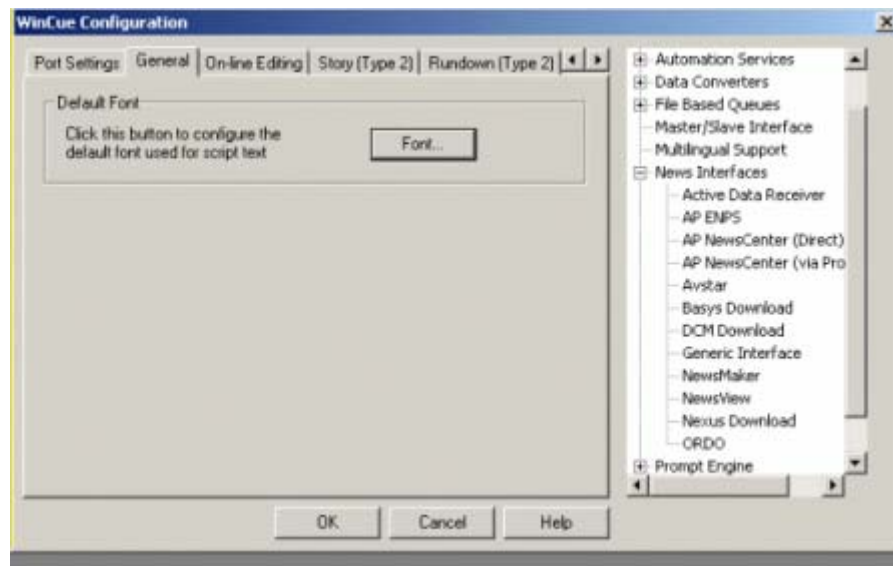
The connection will automatically be named 'Nexus Download Port Configuration', so the only setting that is required to be selected is the port type that you will be using for the connection. If using a Serial connection enter the

port details in the Serial port settings section, if using a TCP/IP or SPX connection enter the network details in the Network details.

Once you have entered the relevant information in this section click on the General tab.

## 2.1.2 General

A Profile Settings window will appear, it is from here that you will configure how WinCue will handle the incoming scripts. The first Tab will contain the settings for the font that is used to display the scripts, click on the Font button to select the font and font size of the text.



## 2.1.3 On-line Editing

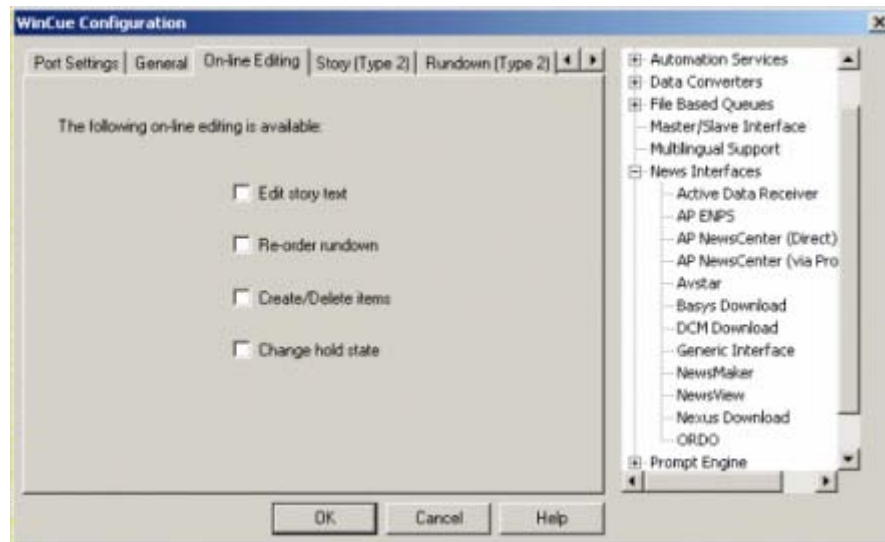
The tab after General is the On-line Editing tab; these options determine whether the WinCue user will be able to modify the scripts received by WinCue via the NEXUS interface.

**Edit Story Text** – If this is selected then the user can edit the scripts.

**Re-Order Rundown** – This allows the user to change the order in which the stories are prompted.

**Create/Delete Items** – This allows the user to add or delete stories from the Runorder.

**Change Hold State** – If this is checked then the user can put items on hold and they will then not be prompted.



## 2.1.4 Story (Type 1)

As with the Order List settings, the Story (Type 1) settings are used to translate the newsroom system code into code that WinCue can understand.

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**Note: Before editing the available settings it is necessary that you have the relevant information about your newsroom system's code.**

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The Story (Type 1) settings, which are used in conjunction with Order List settings, are used to configure how WinCue handles the scripts that are sent to it; the following options are available for editing:

**Start Sequence** – This is used to indicate where a Runorder begins.

**Sequence queue name end** – This is used to indicate the name of a Runorder.

**Sequence ID end** – This is used to indicate the story ID number.

**Sequence fields start** – The start of a new item script will follow this.

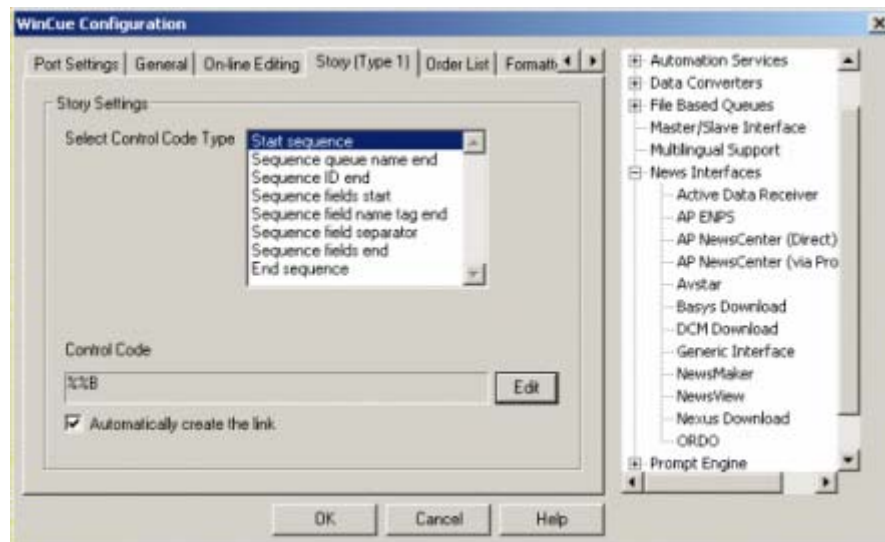
**Sequence Field name tag end** – This is used to indicate where the current item script ends.

**Sequence field separator** – This is used to indicate where a new item script begins.

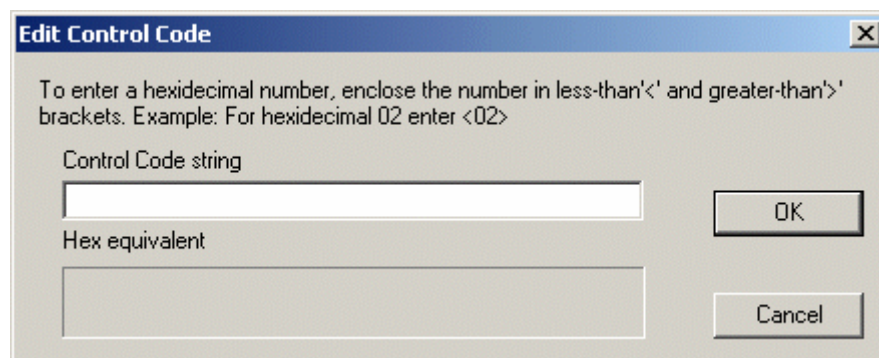
**Sequence fields end** – This indicates the end of an item script.

**End sequence** – This indicates the end of a Runorder.

If the Automatically create the link option is selected then items without scripts will not be displayed in the Runorder.



Click on the option that you wish to edit and then click on the Edit button; this will open an Edit Control Code box, enter the relevant details from your newsroom system code, and then click OK.



Enter the newsroom system code details for each of the options then click on the OK button and test them by sending a Runorder from the newsroom system to WinCue.

## 2.1.5 Order List

The tab after On-Line Editing is the Order list tab; the settings here are related to how WinCue translates the code from the newsroom system into the downloaded scripts you see in the WinCue Script Editor.

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**Note: Before editing the available settings it is necessary that you have the relevant information about your newsroom system's code.**

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The Order List settings are used in conjunction with the Story (Type 1) settings. The code information that you add in this section will be what WinCue looks for when it receives the NEXUS feed, when it sees a certain part of the code it will know that it is, for example, the start of a new item. The Order List settings are used to configure how WinCue orders the Runorders sent to it; the following options are available for editing:

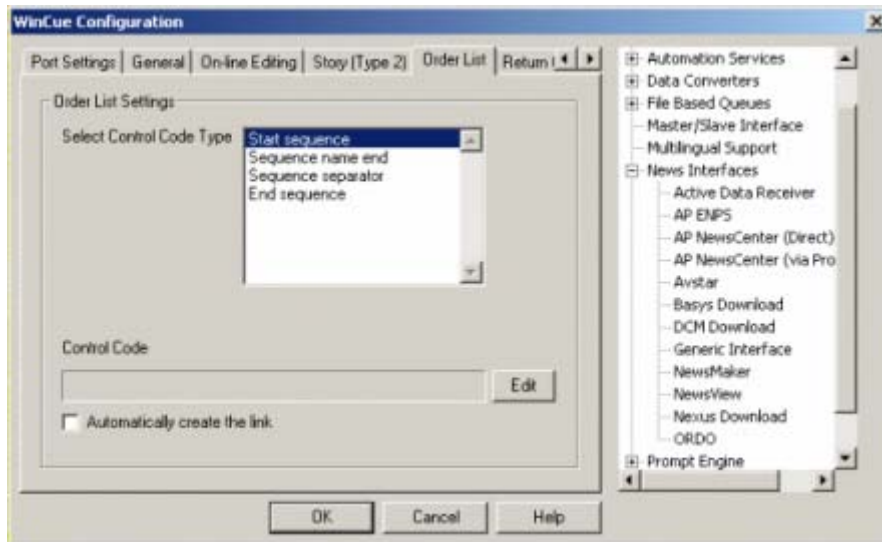
**Start Sequence** – This is used to indicate where a Runorder begins.

**Sequence Name End** – This is used to indicate where an individual item ends.

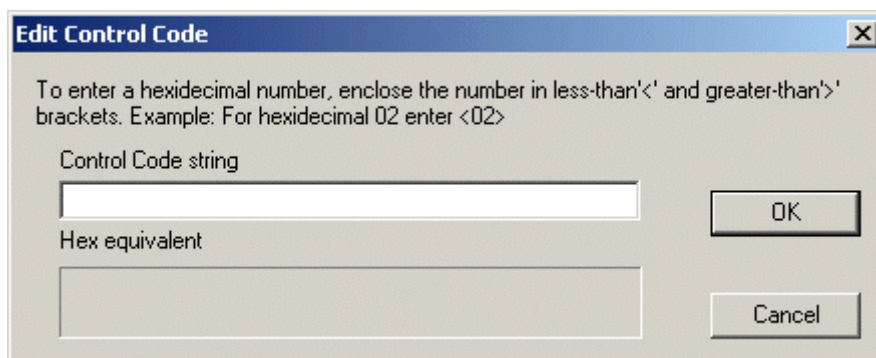
**Sequence Separator** – This is used to separate the items in a Runorder.

**End Sequence** – This is used to indicate where a Runorder ends.

If the Automatically create the link option is selected then items without scripts will not be displayed in the Runorder.



Click on the option that you wish to edit and then click on the Edit button; this will open an Edit Control Code box, enter the relevant details from your newsroom system code, and then click OK.

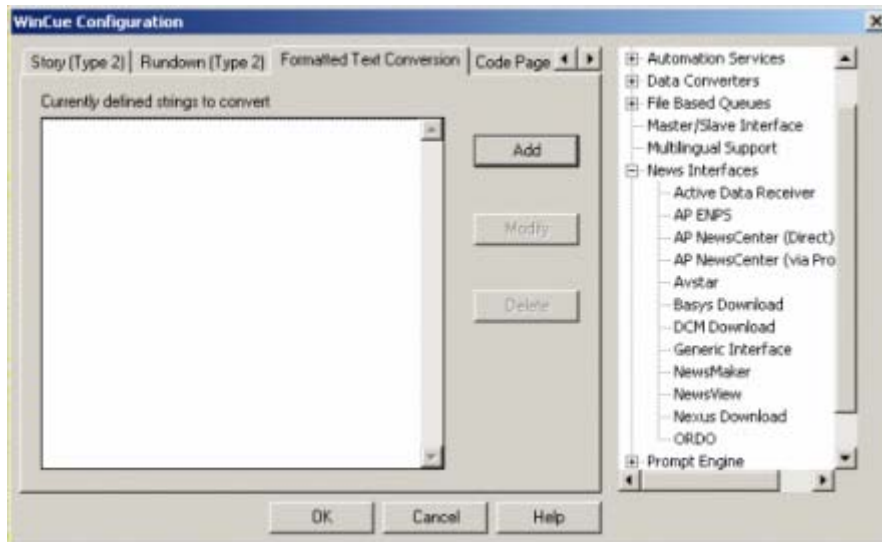


Enter the newsroom system code details for each of the options then click on the OK button and test them by sending a Runorder from the newsroom system to WinCue.

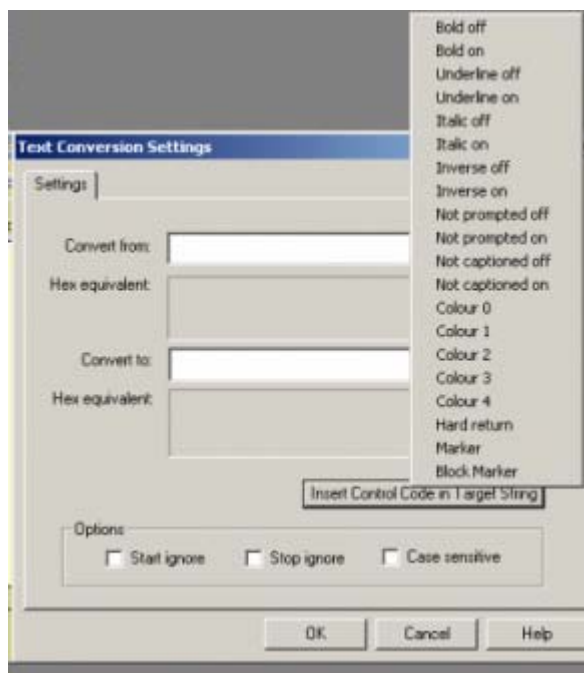
## 2.1.6 Formatted Text Conversion

The Formatted Text Conversion settings are used to translate and convert a received control code into a WinCue element. WinCue elements include Markers, Colours, Not Captioned, Not Prompted and many more; to find out more about these WinCue elements see your WinCue Pro News User Guide.

To add a new element to the code translation settings click on the Add button.



This will open a Text Conversion Settings window, click on the Insert Control Code in Target String button and a list of WinCue elements will appear. Select the element you want to add and it will appear in the Convert To: box.



Insert your newsroom systems equivalent code, for the WinCue element, in the Convert to: box. Then insert the equivalent code from your newsroom system into the Convert from: box.

The following Options explained:

**Start Ignore:** If this setting is checked then the control code used will be a signal for WinCue to ignore the subsequent transferred code.

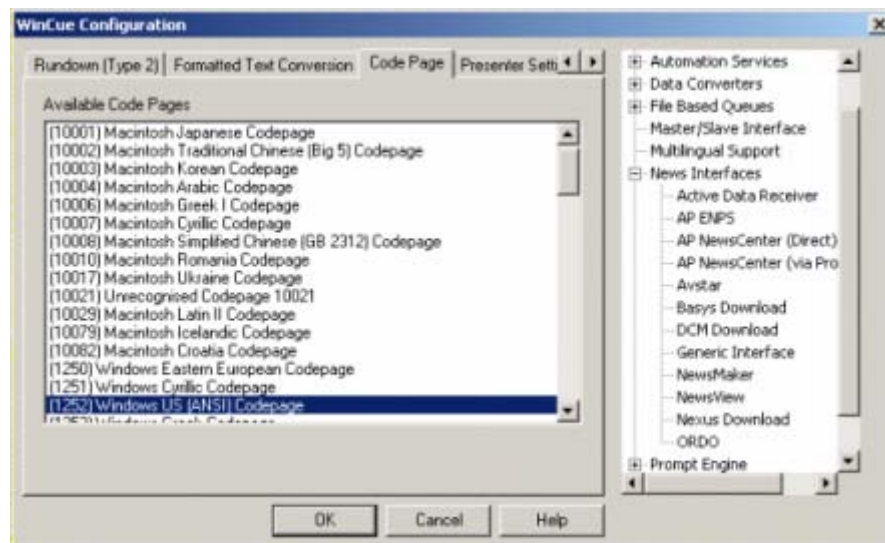
**Stop Ignore:** If this setting is checked then the control code used will be a signal for WinCue to stop ignoring and to start using the subsequent transferred code.

**Case Sensitive:** If this setting is checked then the control code must be received in the case specified in the Text Conversion settings in order for it to be converted into a WinCue element.

Once you have entered the required information to the Text Conversion Settings click on OK and the control code will be ready to convert the newsroom system code into a WinCue element.

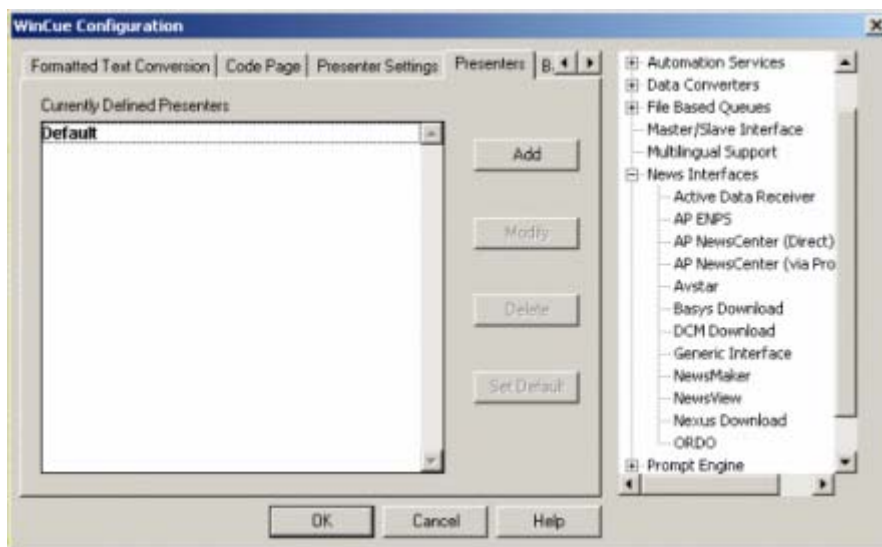
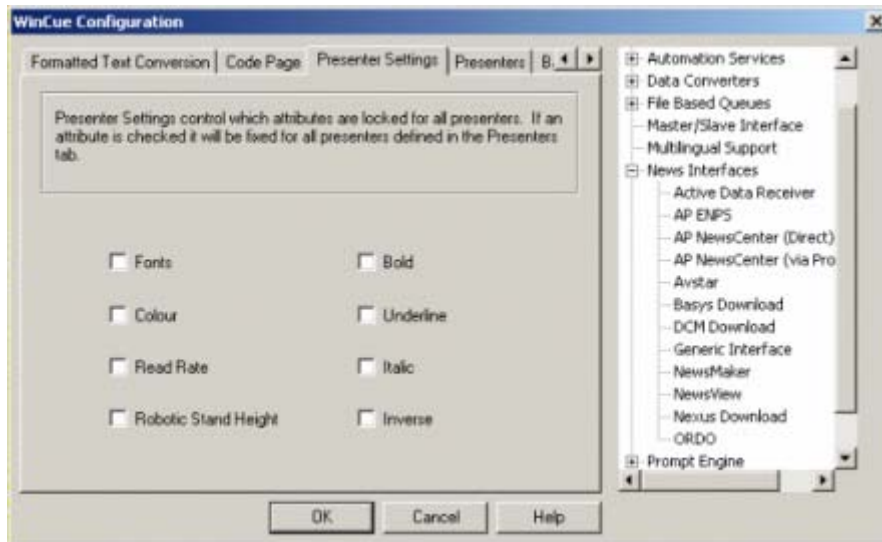
## 2.1.7 Code Page

Use the Code Page tab to select the code page that the newsroom system that you will connect with the NEXUS interface uses.



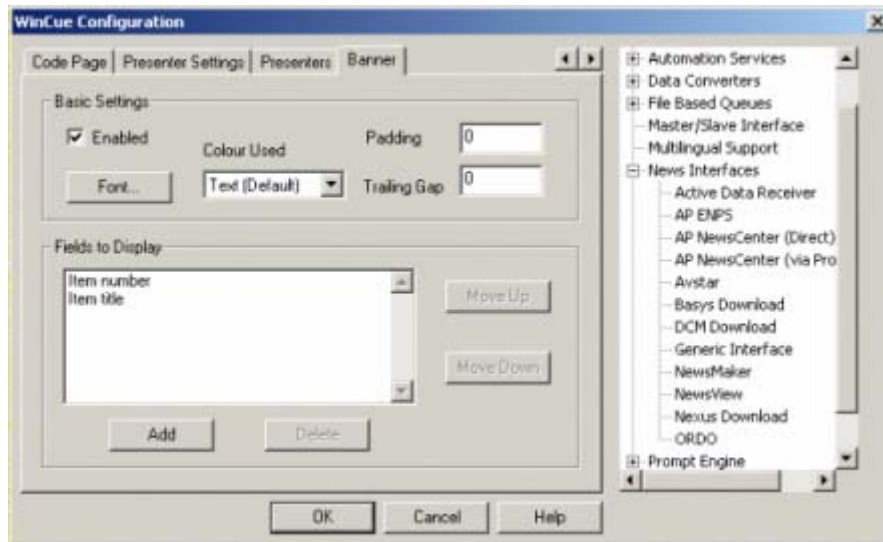
## 2.1.8 Presenter Settings

The Presenter Settings and Presenter tabs are used to create and configure Presenters that can be used in the prompted scripts, to find out about to configure these see your WinCue Pro News User Guide.



### 2.1.9 Banner

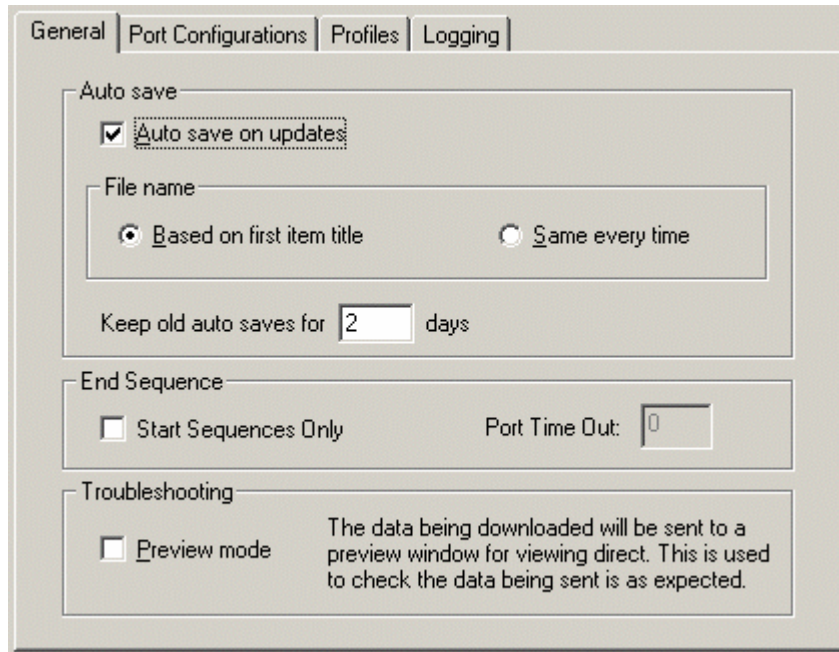
The Banner tab is used if you want to change the colour or font style used for the prompt banner. See your WinCue Pro News User Guide for more information about setting this up.



## 2.2 Troubleshooting

To help identify any problems that could occur while trying to connect WinCue to your Nexus newsroom it is recommended that you configure the following settings.

Click on the Tools menu, select News Interfaces and then select Active Data Receiver; the settings for the Active Data Receiver interface will appear opposite. This is the first window you will see upon opening the Active Data Receiver menu.

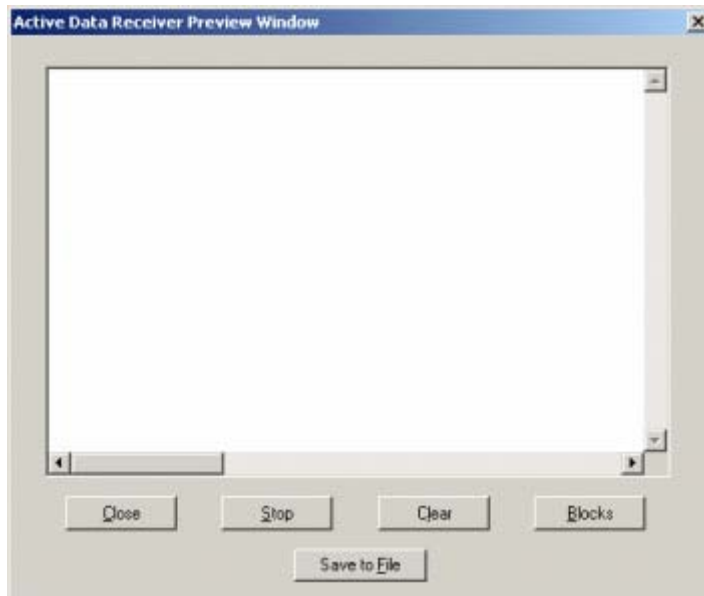


**Auto Save** – If this is checked, when WinCue receives an updated script, the script will automatically be saved to its hard drive.

**File Name** – This specifies how your files will be saved if you have selected auto save.

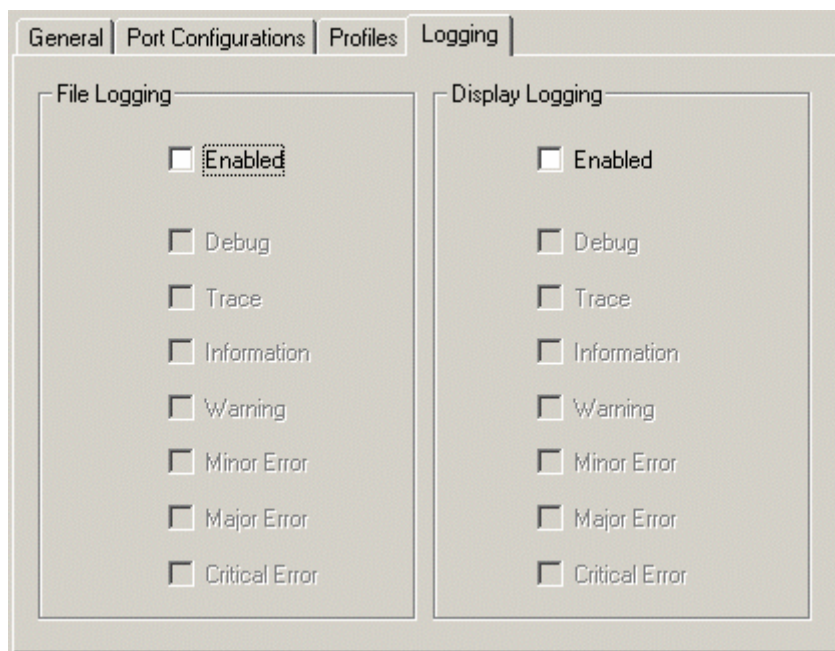
**Keep Old Auto Saves** – This specifies how long your old scripts will be kept for.

**Preview Mode** – This is used to monitor the data that is being sent to the WinCue machine, when this option is selected, you will see the following window when “Start Receiving Downloads” is activated.



Now click on the Logging Tab, it is from here that you are able to configure the settings for how WinCue will report any problems that it has while using the NEXUS interface.

There are two options that can be enabled these are File Logging, reports are sent to a log file in the WinCue folder, and Display Logging, reports are displayed in a box on your screen.





# 3 Opening Nexus Scripts in WinCue

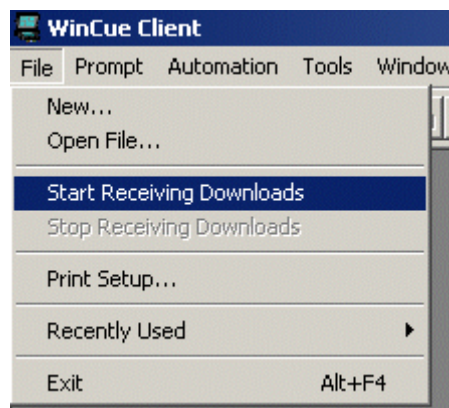
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## 3.1 Opening NEXUS scripts

Once you have connected the WinCue machine to the NEXUS network, as discussed in the previous sections, you will be able to open Runorders and scripts from the NEXUS newsroom system. This section will explain how to open these NEXUS scripts in WinCue.

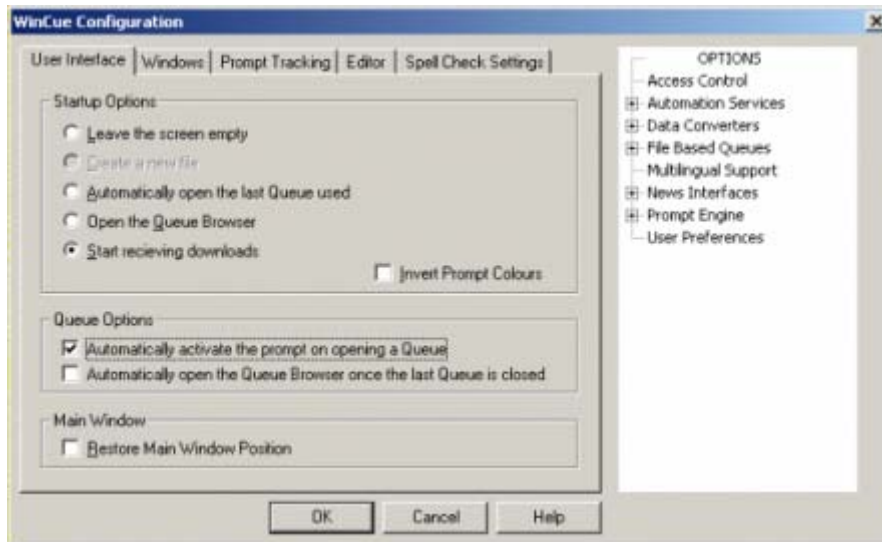
Once you have connected the WinCue machine to the NEXUS network, as discussed in the previous sections, you will be able to open Runorders and scripts from the NEXUS newsroom system. This section will explain how to open these NEXUS scripts in WinCue.

Click on the File menu and then select Start Receiving Downloads from the drop-down menu.



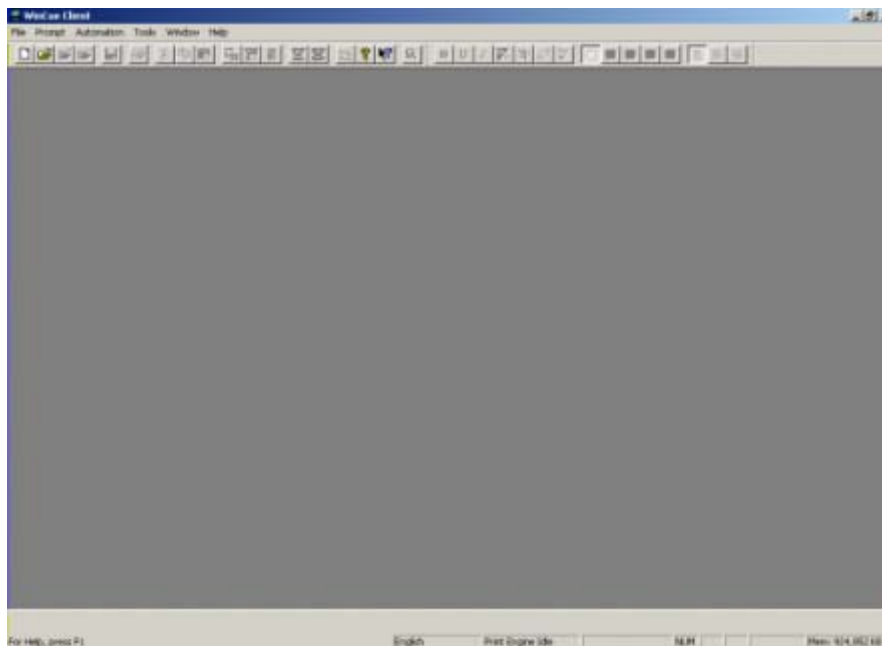
WinCue will now be ready to receive runorders from the NEXUS system.

It is possible to set-up WinCue so that it is permanently ready to receive NEXUS Runorders; click on the Tools menu then select Options and then User Preferences, from here click on the Start Receiving Downloads option and the next time WinCue is opened it will be ready to receive scripts from NEXUS.

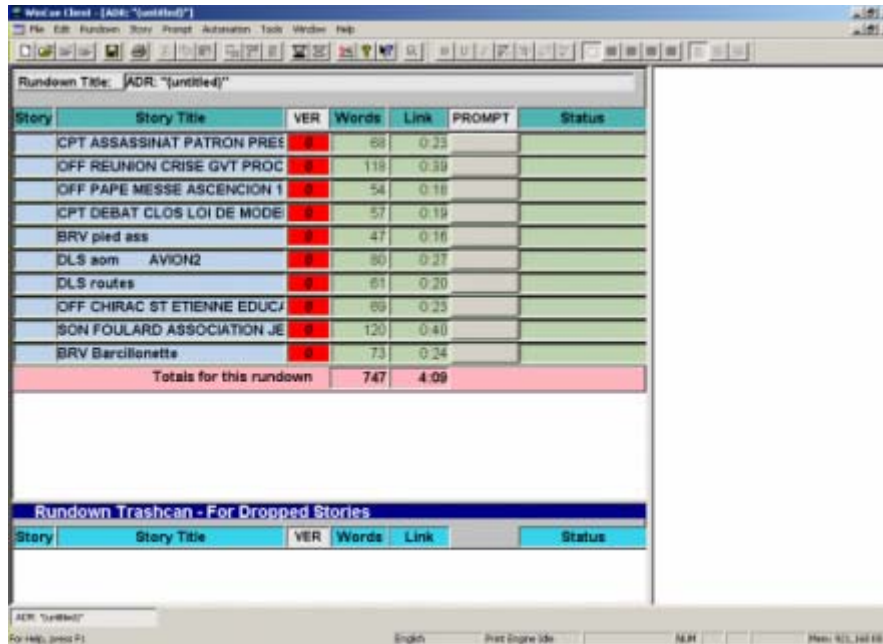


### 3.1.1 Receiving Scripts

You will then see an empty window as WinCue waits for a Runorder to be sent over from the NEXUS system.



Once the NEXUS file has been received a Runorder will open and the stories will appear within it.



Any files that are deleted from the Runorder on the NEXUS system will also be deleted from the Runorder in WinCue and sent to the Rundown Trashcan.

To save a download NEXUS runorder, so that you are able to open it in WinCue while not connected to the NEXUS network, click on the File menu and select Save, give the file a name and select where you want the file to be kept.

To close a downloaded runorder click on the File menu and select Stop Receiving Downloads option, the runorder will then be closed and WinCue will return to a blank screen.

## 3.2 Panic Mode

WinCuePro has a Panic Mode option that allows NEXUS Runorders and stories to be manipulated from WinCuePro if the NEXUS system stops working for any reason such as a network failure.

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**IMPORTANT: The 'Panic Mode' feature should only be used as a last resort.**

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If Panic Mode is enabled the WinCue machine will stop trying to receive updates from NEXUS, as soon as Panic Mode is disabled the WinCue machine will re-start trying to receive updates from NEXUS.

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**Note: Any changes to the Runorder and stories on WinCuePro while in 'Panic Mode' will be lost as soon as 'Panic Mode' is disabled**

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### 3.2.1 Enabling/Disabling Panic Mode

Click on the Panic Mode icon on the tool bar at the top of the screen to toggle Panic Mode. When the button is shown as pressed in Panic Mode is enabled, otherwise it is disabled:

Panic Mode disabled: 

Panic Mode enabled: 

While in Panic Mode:

The Runorder can be changed on WinCue in the same way that it is changed on NEXUS (i.e. dragging and dropping stories with the mouse).

To Delete/drop a story, left-click (select) the story and then press the Delete key, the story will then be moved to the Trash Can at the bottom of the screen (stories can be dragged back out of the Trash Can).

To Insert a New story, right-click below the placement for the new story.

A drop-down menu will then appear, select New, then Single-column Script.

You will be asked for the name/title of the new story, type it in and select the OK button.

Double-click on a story to view it and edit it. The editor works in the similar way as the NEXUS editor, but stories do not have to be saved.

# 4 Technical Support

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## **4.1 Technical Support**

Technical Support is of prime importance to the management of Autocue, we therefore provide a 24-hour help line service to assist and advise.

For more technical help or advice please call our 24-Hour Technical Support Help Line:

**+44 (0) 20-8665 2992**

Or email us at

**[support@autocue.co.uk](mailto:support@autocue.co.uk)**

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