

# PSA Video Playlist Guide

Document Version 1





#### 1. Introduction

The purpose of this document is to provide video partners an easy reference to set up their branded video player as well as generate static video playlists.

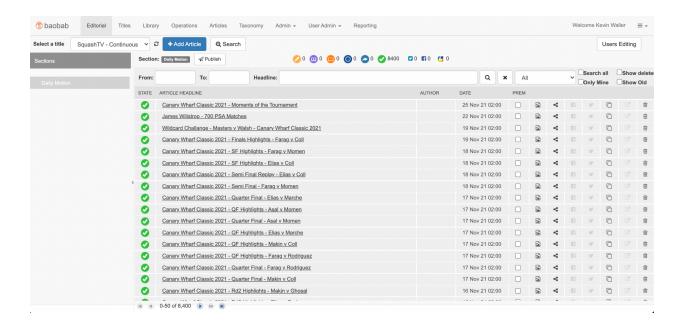
To log in to your video player studio, go to the provided login URL: <a href="https://studio.imigino.com">https://studio.imigino.com</a>.

You can log in with your Google account. If you get a message saying your email does not exist - send an email to <a href="mailto:servicedesk@ptsportsuite.com">servicedesk@ptsportsuite.com</a> requesting access.

# 2. Importing videos into Baobab

If you have videos stored on your device that you would like to add to a playlist, you'll need to upload them at <u>psa.baobabsuite.com</u>.

After logging in, select the "PSA Media Library - Continuous" title and the relevant section on the left.



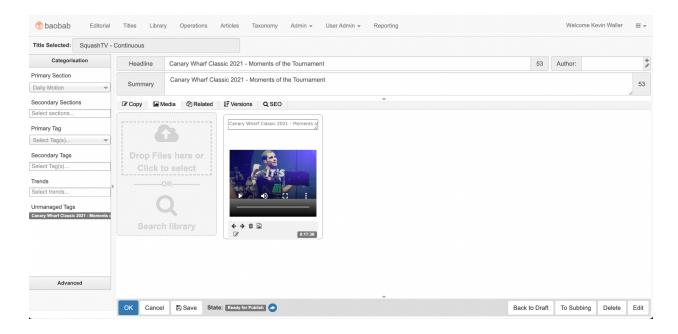
Now click the 'Add Article' button next to the Title.

Once on the article creation screen, enter a headline, and select the media tab. The purpose of this is to get videos into the DAM, so you do not need to worry about any other details on the

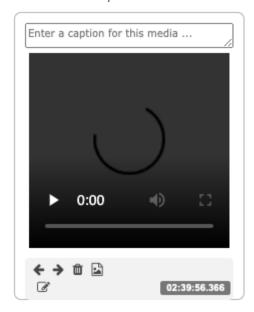




screen. You can change the Primary Section on the left if you'd like, but it is not necessary. On the media tab, either drag and drop a video file into the marked area, or click to open your file explorer.



Once your video has been uploaded, it's very important to set the video thumbnail. To do this, click on the last pencil icon on the video box as seen below:



This will open your file explorer window and allow you to choose an image that you would like to use as the thumbnail. Clicking the image icon on the video box will show you what the thumbnail is.





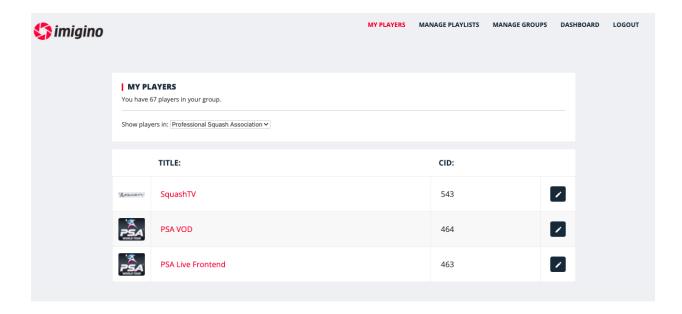
Once your video is ready, click on the 'Ready for Publish' button at the bottom right of the window, and then 'OK' at the bottom left to close the article.



Your video will now be pushed to the DAM in the next publishing cycle, and will be available to search for when logging into: <a href="https://studio.imigino.com">https://studio.imigino.com</a>.

# 3. View Players

The list of available branded video players are available on login. Clicking on the player title takes the user to the settings for that player.

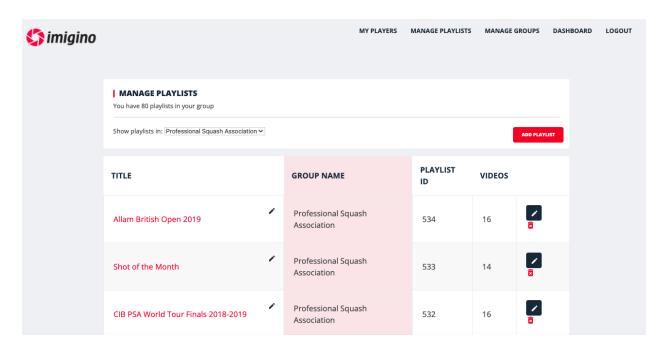


# 4. Manage Playlists

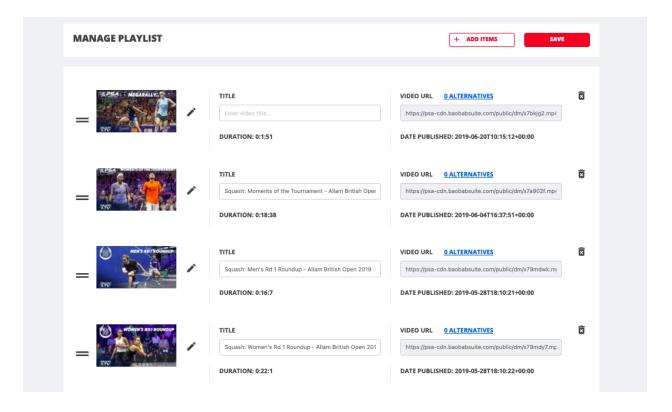
It is possible to manage playlists using videos pulled from the BiblioDAM media library. To add or edit a playlist, click on the 'Manage Playlists' link in the top right corner. To edit a playlist - click on the playlist title:







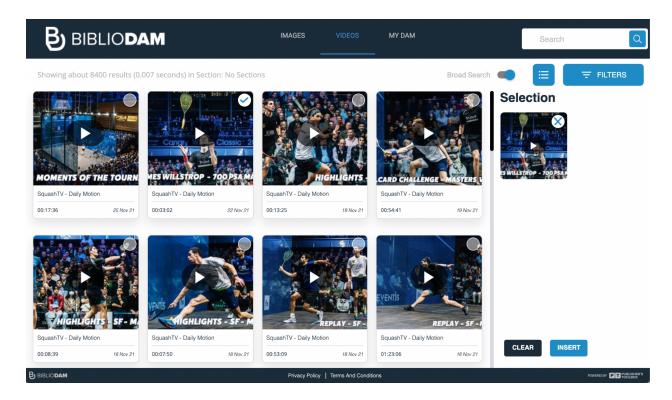
On the Manage Playlist screen, add new videos by clicking on the 'Add Items' button.







In the BiblioDAM popup window that appears, search and select relevant videos for inclusion into the playlist. Once done, click the blue arrow on the bottom right.



Add / edit titles (captions) for each video in the playlist, and click 'Save All'. Now the playlist is ready to be linked to a branded video player.





# **5. Edit Player Settings**

Various settings are available to customise the video player appearance and behaviour. Select the player you want to customise. Go to Design -> Playlist Setup in the side menu to edit the player's playlist setup.

To add a fixed BiblioDAM playlist to the player, select the 'Static Playlist' option, and select the relevant playlist from the drop-down menu.

Below the playlist selection, the display of the playlist can be configured with horizontal, vertical and no playlist display options.

